



**CITY OF HARPER WOODS  
REGULAR CITY COUNCIL MEETING  
FEBRUARY 18, 2026  
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 February 2, 2026
- 2) Library Board meeting held on December 20, 2025

**D. PUBLIC COMMENTS ON AGENDA ITEMS:**

**E. CONSENT AGENDA:**

- 1) Approval of Accounts Payable Listing. (\$523,675.48)
- 2) Payment to Doxim Inc. (\$5,207.83)
- 3) Payment to SafeBuilt LLC. (\$24,962.62)
- 4) Payment to Anderson, Eckstein, & Westrick. (\$40,025.91)
- 5) Payment to Nu Appearance Maintenance Inc. (\$10,757.50)
- 6) Payment to Wolverine Contractors Inc. (\$9,230.00)
- 7) Payment to Turf and Timber LLC. (\$20,400.00)
- 8) Payment to Guardian Sewers. (\$42,400.00)
- 9) Payment to Grosse Pointe Woods - Torrey Road Pump Station. (\$128,851.51)
- 10) Payment to City of Grosse Pointe Farms. (\$7,927.73)
- 11) Payment to Oakland County - CLEMIS. (\$6,107.00)
- 12) Payment to the Helm and PAATS - CDBG Funds. (\$20,000.00)

**F. OLD BUSINESS:**

**G. NEW BUSINESS - CITY MANAGER'S REPORTS:**

- 1) Changes in Poverty Guidelines
- 2) Collective Bargaining Agreement - Fraternal Order of Police (FOP)
- 3) Revised Grant Agreement - Community Center Dome Project
- 4) Acceptance of Grant - Vernier Road Water Main Replacement
- 5) Appointment of Bond Counsel - CWSRF Bond
- 6) Principal and Interest - SRF Bonds
- 7) Milk River - Operation and Maintenance
- 8) Inter-Local Agreement - Conference of Eastern Wayne

**CONTINUED...**

- 9) Progress Payment No. 2 - 2025 Sanitary Sewer Rehabilitation by FCIPP Lining Project, #180-379
- 10) Schedule Special City Council Meeting

H. CALL TO AUDIENCE:

I. CALL TO COUNCIL:

J. OTHER BUSINESS:

K. ADJOURNMENT:



John Szymanski, City Manager

**This meeting is open to all members of the public under Michigan's Open Meetings Act. The City of Harper Woods will provide necessary, reasonable auxiliary aids and services to individuals with disabilities at the meeting upon a 72-hour advance notice by contacting the clerk's office at 313-343-2510 or [lfrank@harperwoods.net](mailto:lfrank@harperwoods.net)**

CITY OF HARPER WOODS  
CITY COUNCIL MEETING OF FEBRUARY 18, 2026

AGENDA EXPLANATION

E. CONSENT AGENDA ITEMS: 1- 12

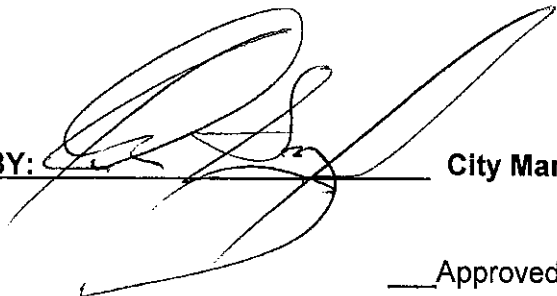
EXPLANATION / SUMMARY

See attached listing

RECOMMENDED ACTION:

By RESOLUTION, approve the Consent Agenda Items 1 through 12.

SUBMITTED BY:



City Manager, John Szymanski

\_\_\_Approved \_\_\_Vote

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**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 134394 through 134476 in the amount of \$523,675.48 as submitted by the City Manager and Finance Director, and further, authorize the Mayor and City Clerk to sign the listing.

**2. PAYMENT TO DOXIM INC.**

**Recommended Action:** approve payment to Doxim, Inc. in the amount of \$5,207.83 for the processing and mailing of the January water bills.

**3. PAYMENT TO SAFEUILT LLC**

**Recommended Action:** approve payment to SAFEuilt, LLC in the amount of \$24,962.62 for the contractual building department services performed during the month of January 2026.

**4. PAYMENT TO ANDERSON, ECKSTEIN, & WESTRICK**

**Recommended Action:** approve payment to Anderson, Eckstein & Westrick, Inc. in the amount of \$40,025.91 for professional services during the month of February 2026 for the following projects: DWRF Lead Water Service Replacement #180-331; Temp Water Operator #180-303; Mio-Tac Grant #180-385; Harper/Van Antwerp #180-313; CWSRF Sewer Rehab #180-382; CWSRF FCIPP Sewer Rehab #180-383; CWSRF SCIPP Sewer Rehab #180-384; 2025 Storm Sewer Rep. #180-362; Distribution System Materials #180-357.

**5. PAYMENT TO NU APPEARANCE MAINTENANCE INC.**

**Recommended Action:** approve payment to Nu Appearance Maintenance, Inc. in the amount of \$10,757.50 for contractual plowing and salting in various areas of the City, including City Hall, the annexes, Library and the Parks.

**6. PAYMENT TO WOLVERINE CONTRACTORS INC.**

**Recommended Action:** approve payment to Wolverine Contractors Inc. in the amount of \$9,230.00 for the delivery of crushed concrete/rock, removal of main break spoils, and deliveries of inventory replacement for main break repairs.

**7. PAYMENT TO TURF AND TIMBER LLC**

**Recommended Action:** approve payment to Turf and Timber LLC in the amount of \$20,400.00 for the removal of trees to facilitate water main break repairs, the invoice also includes site clean up and debris removal.

**8. PAYMENT TO GUARDIAN SEWERS**

**Recommended Action:** approve payment in the amount of \$42,400.00 to Guardian Sewers for their assistance with 8 water main breaks and a service line replacement.

**9. PAYMENT TO GROSSE POINTE WOODS - TORREY ROAD PUMP STATION**

**Recommended Action:** approve payment in the amount of \$128,851.51 to Grosse Pointe Woods for the City's pro-rata portion of the operating and maintenance of the Torrey Road Pump Station for the period July 1 through December 31, 2025.

**10. PAYMENT TO CITY OF GROSSE POINTE FARMS**

**Recommended Action:** approve payment to the City of Grosse Pointe Farms in the amount of \$7,927.73 for general expenses associated with the Inter-Municipal Public Safety radio system.

**11. PAYMENT TO OAKLAND COUNTY - CLEMIS**

**Recommended Action:** approve payment to Oakland County in the amount of \$6,107.00 for fees relative to the CLEMIS computer system utilized by the Police Department.

**12. PAYMENT TO THE HELM AND PAATS - CDBG FUNDS**

**Recommended Action:** approve payment to The Helm in the amount of \$14,000 for Senior Services and \$6,000 to Pointe Area Assisted Transportation Services, Inc. for a total amount of \$20,000.00 for the city's proportionate share of expenses relative to the senior services for residents of Harper Woods and the Grosse Pointes.

**SUBMITTED BY:** 

**City Manager, John Szymanski**

Amount

Check Date	Check	Vendor Name	Description	Amount
<b>Bank GEN GENERAL</b>				
Check Type: Paper Check				
02/06/2026	134394	ADT SECURITY SERVICES	ON-SITE SERVICE CALL-REC NEW KEYBOARD INSTALLED @JP-REC	59.00 299.00 <u>358.00</u>
02/06/2026	134395	AIRGAS USA; LLC	JAN26 ARGON/OXYGEN CYLINDER RENTAL-DPW	356.29
02/06/2026	134396	AIS CONSTRUCTION	625 LOADER REPAIRS/MAINT-DPW	1,432.42
02/06/2026	134397	AIS CONSTRUCTION EQUIPMENT	#644 PARTS/SUPPLIES/MAINT-DPW	118.85
02/06/2026	134398	ALL WELL-BEING SERVICES	ADC COURT SERVICES 12/2025-32A	200.00
02/06/2026	134399	AMAZON CAPITAL SERVICES	LIBRARY SUPPLIES	6.99
			LIBRARY SUPPLIES	96.38
			LIBRARY SUPPLIES	21.85
			LIBRARY SUPPLIES	15.99
			LIBRARY SUPPLIES	14.99
			LIBRARY SUPPLIES	29.99
			LIBRARY SUPPLIES	30.64
			LIBRARY SUPPLIES	374.05
			LIBRARY SUPPLIES	9.99
			LIBRARY SUPPLIES	20.00
			LIBRARY SUPPLIES	33.00
				<u>653.87</u>
02/06/2026	134400	BCSEM MEMBERSHIP	MEMBERSHIP RENEWAL 2026-CLERK	25.00
02/06/2026	134401	BELLE TIRE DISTRIBUTORS	SCT. 68 PARTS/TIRE MAINTENANCE-HWPD SCT. 65 PARTS/TIRE MAINTENANCEHWPD	181.96 76.98 <u>258.94</u>
02/06/2026	134402	BEST STOP AUTOMOTIVE, LLC.	SCT #62 RADIATOR ASSEMBLY REPLACED-HWPD	1,590.00
02/06/2026	134403	BRODART CO.	3 LIBRARY BOOKS-YA 1 LIBRARY BOOK-AM 5 LIBRARY BOOKS AM 1 LIBRARY BOOK-AM	37.03 14.37 89.74 18.72 <u>159.86</u>
02/06/2026	134404	BS & A SOFTWARE	ANNUAL SVCS/SUPPORT AG020226-TR	5,696.00
02/06/2026	134405	BUCK'S OIL CO.; INC.	VACTORING/ DISPOSAL OF FLUID-DPW VACTORING/ DISPOSAL OF FLUID-DPW	350.00 350.00 <u>700.00</u>
02/06/2026	134406	CITY INSIGHT LLC	ANNUAL LICENSING012026-012027 AG020226-T	16,224.00
02/06/2026	134407	CLASS A TRAINING CENTER, LLC	PROFESSIONAL SCVS-COUNSELING ADC-32A PROFESSIONAL SCVS-COUNSELING ADC-32A	430.00 947.00 <u>1,377.00</u>
02/06/2026	134408	COMCAST	(012826-022726) MTHLY NET/PHONE CH	535.42
02/06/2026	134409	COMCAST	FEB26 MTHLY NET/PHONE DPW, KELLYPKS, REC	656.73
02/06/2026	134410	COMCAST BUSINESS	FEB26 MONTHLY RECURRING CHARGES NET	1,136.70
02/06/2026	134411	CORE & MAIN	WATER SYS EQUIP/PART/MAINT/REP-DPW	3,055.94

Check Date	Check	Vendor Name	Description	Amount
02/06/2026	134412	CYNTHIA CZECH	MIDC ATTORNEY HOUSE COUNSEL/OC 020426	696.50
02/06/2026	134413	DAVIS VISION, INC.	FE26 OPTICAL INS PREMIUM-CL	408.30
02/06/2026	134414	DAVONNE DARBY	MIDC ATTORNEY HOUSE COUNSEL/OC 012326	339.00
02/06/2026	134415	DEMCO	PROGRAM SUPPLIES-LIBRARY	81.69
02/06/2026	134416	DETROIT SALT COMPANY	107.78 TONS ROAD SALT/2025-26 CONTRACT-D	8,992.41
02/06/2026	134417	DONNA FOUNTAIN	TUTRING SERVICES-LIBRARY	180.00
02/06/2026	134418	DORIS NEAL	MIDC ATTORNEY HOUSE COUNSEL OC 011526	144.00
			MIDC ATTORNEY HOUSE COUNSEL/OC 012726	551.17
			MIDC ATTORNEY 24-923355-2	439.83
				<u>1,135.00</u>
02/06/2026	134419	DTE ENERGY	DEC25 STREET LIGHTS/TRAFFIC SIGNALS-DPW	37,530.84
02/06/2026	134420	ERNIES AUTO PARTS INC	603 REPAIR/MAINTENANCE-DPW	250.00
02/06/2026	134421	FIRST CHOICE/BLUE TIGER	FE26 WATER UNIT RENTAL-CLERK	160.00
02/06/2026	134422	GALLS, LLC	SAFETY VEST CROSSING GARDS (8)-HWPD	260.58
02/06/2026	134423	GREAT LAKES WATER AUTHORITY	JAN26 SEWAGE DISPOSAL-TR	14,800.00
			DEC25 IWC CHARGES-TRE	2,180.60
				<u>16,980.60</u>
02/06/2026	134424	GREAT LAKES WATER AUTHORITY	DEC25 WATER PURCHASES 4122MCF-TR	93,836.98
02/06/2026	134425	GROSSE POINTE NEWS	#2 HW 1/29 SYN REG MTG-CLERK AD	481.00
			#4 HW 2/5 MBOR 2026-CLERK	249.75
				<u>730.75</u>
02/06/2026	134426	HOME DEPOT CREDIT SERVICES	HARDWARE-MAINT SUPPLIES-HWPD	346.25
02/06/2026	134427	HOUSE ARREST SERVICES, INC.	PROFESSIONAL SERVICES ADC-32A	170.00
02/06/2026	134428	HYDROCORP LLC	JAN26 CROSS CONNECTION CONTROL-DPW	540.00
02/06/2026	134429	IMAGEFIRST	JAN26 PRISONER BLKTS/MATS CL-HWPD	74.10
			JAN26 PRISONER BLKTS/MATS CL-HWPD	77.10
			JAN26 PRISONER BLKTS/MATS CL-HWPD	77.10
			JAN26 PRISONER BLKTS/MATS CL-HWPD	74.10
				<u>302.40</u>
02/06/2026	134430	JOHN CAHALAN	MIDC ATTORNEY HOUSE COUNSEL OC 122625	144.00
02/06/2026	134431	FITZGERALD LAW, PLLC	MIDC ATTORNEY 25-93764	380.00
02/06/2026	134432	JOHN GERLACH	MIDC ATTORNEY HOUSE COUNSEL	498.33
02/06/2026	134433	K & S VENTURES, INC.	REPAIR/REPLACE FITTING BOILER-DPW	891.75
02/06/2026	134434	KENDRA ALICIA JOHNSON	2025 SUM TAX REFUND	1,085.24
02/06/2026	134435	KENNEDY INDUSTRIES	BALEFOUR PMP STATION REPAIR AG100625-DPW	11,950.00
02/06/2026	134436	T-MOBILE	3 HOTSPOT INTERNET SERVICE-LIBRARY	94.05
02/06/2026	134437	LOWE'S	HARDWARE/SUPPLIES-DPW	124.16
			HARDWARE SUPPLIES-MAINT-HWPD	33.15
			HARDWARE SUPPLIES-MAINT-HWPD	20.59
			HARDWARE/SUPPLIES/CH-DPW	799.78
				<u>284.05</u>
				<u>1,261.73</u>
02/06/2026	134438	MACOMB COUNTY	DEC25 TRAFFIC SIGNAL MAINT-DPW	22.04
02/06/2026	134439	MCKENNA ASSOCIATES INC	DEC 25 PROFESSIONAL SVCSCLERK	969.07
02/06/2026	134440	MICHIGAN MUNICIPAL LEAGUE	MI WOMEN IN GOVT REGISTRATION-CM	35.00
			MWL CAPCON REGIS. MARCH2026-CM	450.00
			MWL CAPCON REGIS. MARCH2026-CM	385.00

Check Date	Check	Vendor Name	Description	Amount
02/06/2026	134441	MIK'AL CRAWFORD	MML CAPCON REGIS. MARCH2026-CM	450.00
02/06/2026	134442	MOTOROLA SOLUTIONS, INC	MML CAPCON REGIS. MARCH2026-CM	565.00
02/06/2026	134443	MUTT MITT	EOA WINTER CORE SUMMIT-CM	155.00
02/06/2026	134444	MYSWITCH COMMUNICATIONS, INC		2,040.00
02/06/2026	134445	NU APPEARANCE	MIDC ATTORNEY HOUSE COUNSEL/OC 010526/01	1,003.00
02/06/2026	134446	ODP BUSINESS SOLUTIONS, LLC-LIBRARY	5 BATTERIES/4RADIOS/2 CHARGERS-HWPD	1,405.06
02/06/2026	134447	ON TIME SUPPLIES	(2) PET WASTE BAGS/SHIPPING-REC	364.93
02/06/2026	134448	ORKIN	FEB26 TELEPHONE SERVICE-LIBRARY/HWPD	602.84
02/06/2026	134449	ORKIN	MUNICIPAL LOC SALTING/PLOW AG020226-DPW	3,460.00
02/06/2026	134450	ORKIN	MUNICIPAL LOC SALTING/PLOW AG020226-DPW	5,220.00
02/06/2026	134451	ORKIN	TREE REMOVAL RESTORATIONS AG020226-DPW	666.00
02/06/2026	134452	PENN CARE, INC.	MUNICIPAL LOC FLOW/SALTING AG020226-DPW	3,570.00
02/06/2026	134453	LAW OFFICE OF PHYLLIS G-ROBINSON		12,916.00
02/06/2026	134454	PLANTE & MORAN, PLLC	OFFICE SUPPLIES LIBRARY	255.49
02/06/2026	134455	POINTE ALARM LLC	MISC BREAK RM SUPPLIES-CM	151.89
02/06/2026	134456	PRIORITY WASTE LLC	DEC25 MONTHLY PEST CONTROL-DPW	90.00
02/06/2026	134457	REBEKAH COLEMAN	DEC25 MONTHLY PEST CONTROL-DPW	40.00
02/06/2026	134458	RIGHT SIZE FACILITY	JAN26 MONTHLY PEST CONTROL-DPW	49.68
02/06/2026	134459	RKA PETROLEUM	JAN26MONTHLY PEST CONTROL-DPW	98.19
02/06/2026	134460	ROBTRONIX AUDIO PRODUCTIONS	EMERGENCY MEDICAL SUPPLIES-HWFD	100.64
02/06/2026	134461	SIMPLIFIED BUSINESS SOLUTIONS	MIDC ATTORNEY HOUSE COUNSEL/OC 012626	657.50
02/06/2026	134462	SOUTHEAST MACOMB SANITARY DISTRICT	PROF SVCS AUDIT 2025 PREP-TR	875.00
02/06/2026	134463	STATE OF MICHIGAN	MAR26 (2) PUMP STATION ALARMS-CM	2,239.86
02/06/2026	134464	SUBURBAN LIBRARY PROPRIETARY FUND	FEB26 SECURITY SYS RADIO UPLINK, WARRANT	1,229.59
02/06/2026	134465	TANEESHA BRANTLEY		3,469.45
02/06/2026	134466	THE CRACKED EGG OF HARPER WOODS	FEB26 RESIDENTIAL TRASH COL-DPW	48,870.00
02/06/2026	134467	TOSHIBA FINANCIAL SERVICES	2026 COURT EMPLOYEE PAYMENT-CM	3,500.00
02/06/2026	134468	VASSAL JOHNSON II	CITY HALL RENOVATIONS AG121526-CM	40,643.89
02/06/2026	134469	VINCENT VANTIEM	4996-GAL REG GASOLINE/5004 DIESEL-DPW	20,683.92
02/06/2026	134470	WALKER CONSULTING	PROF SERV-COUNCIL MTG 150125/121525-CM	430.00
02/06/2026	134471	WCA ASSESSING	JAN26 PROFESSIONAL SERVICE AG020226	4,407.59
			DEC205 IT SUPPORT SERVICES AG010526	904.97
				5,312.56
			FEB26 FIXED SEWER CHARGES-TR	129,078.85
			JAN26 SEX OFFENDER REG-HWPD	30.00
			IBM MAAS360LICENSES FOR IPAD-LIB	46.00
			CLEANING SERVICES KELLY RD-DPW	200.00
			CLEANING SERVICES KELLY RD-DPW	200.00
				400.00
			JAN26 (37 CT) PRISONER MEALS-HWPD	130.75
			011526-021526 COPIER/PRINTER PAYMENT CH	2,244.32
			MIDC ATTORNEY 25-93775A/B	1,118.01
			MIDC ATTORNEY 25-93777A-E	381.33
				1,499.34
			MIDC ATTORNEY HOUSE COUNSEL OC 020226	144.00
			ADC COURT SERVICES 010626-012526-32A	1,398.60
			FEB26 CONTRACT ASSESSMENT AG020226-CL	6,703.33

Check Date      Check      Vendor Name      Description      Amount

02/06/2026	134472	WOLVERINE CONTRACTORS, INC.	21 1 TRAIN AA STONE DELIVERED-DPW 1 TRAIN SAND DELIVERED-DPW 2-21 AA STONE DELIVERED AG020226-DPW 1 TRAIN SAND DELIVERED AG020226-DPW 2-21 AA STONE DELIVERED AG020226-DPW DIRT OUT W/DUMP CHARGE AG020226-DPW 1 TRAIN SAND DELIVERED AG020226-DPW	995.00 845.00 1,890.00 845.00 2,835.00 1,695.00 845.00 9,950.00
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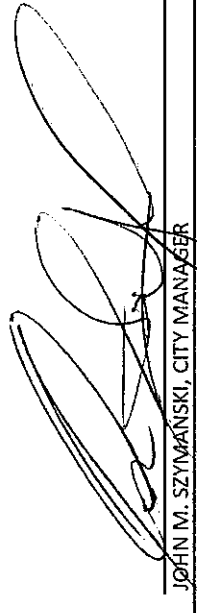
02/11/2026	134476	ELECTRO-MATIC VISUAL, INC	SERVICE CALL CITY SIGN REPAIRS/MAINT-CM	2,162.50
Total Paper Check:				512,120.26

GEN TOTALS:

Total of 80 Checks:  
 Less 0 Void Checks:  
 Total of 80 Disbursements:

512,120.26  
 0.00  
 512,120.26

  
 MARIA A. NAWROCKI, FINANCE DIRECTOR

  
 JOHN M. SZYMANSKI, 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





# Invoice

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

Document No.	207282
Date	1/31/2026
Currency	USD
Page	1/1
Balance Due (USD)	5,207.83

**Bill To:**

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

**Ship To:**

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

Please Remit Top Portion with Payment

PO Number	Customer ID	Payment Terms	Date In	Rep	Account No.	Job No.
	HARPER	Due Upon Receipt	1/30/2026			248934
Item Code	Description	Qty	Unit Price	Ext. Price		
DATA	Data Processing Fee	1	164.48930	164.49		
WTR	Print Water Bill Statements	5,768	0.08635	498.07		
FOLDIN	Fold, Insert, Sort & Mail	5,768	0.05978	344.81		
PRT	Print Statements	5,768	0.03854	222.30		
PU	Postage Used	1	3,978.16000	3,978.16		

Comments:

Subtotal	5,207.83
Tax	0.00
Total	5,207.83
Payment/Credit	0.00
Balance Due (USD)	5,207.83

**Remittance Information:**

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

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

**Invoice Number:** 3238453

**Invoice Date:** 1/31/2026

**Terms:** Net 30 Days

**Due Date:** 3/2/2026

**Customer #:** 08-HRPRWOO

**Customer PO #:**

Item Code	Description	Quantity	Price	Amount
<b>Building Insp %Fee</b>	<b>Building Insp %Fee</b>	<b>18991.20</b>	<b>\$1.00</b>	<b>\$18,991.20</b>
	Building Permit Services % of Fee	18991.20	\$1.00	\$18,991.20
<b>Building Inspection</b>	<b>Building Inspection</b>	<b>137.00</b>	<b>\$24.59</b>	<b>\$3,368.20</b>
	BDS   Permit Tech/Admin/Front Counter	120.00	\$27.36	\$3,283.20
	Building Permit Services Fixed Fee	17.00	\$5.00	\$85.00
<b>Hourly</b>	<b>Hourly</b>	<b>43.00</b>	<b>\$60.54</b>	<b>\$2,603.22</b>
	Code Enforcement Hourly	43.00	\$60.54	\$2,603.22

**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:	\$24,962.62
Freight:	\$0.00
Sales Tax:	\$0.00
<b>Invoice Total:</b>	<b>\$24,962.62</b>

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

Building Department Services Invoice  
 January 1 - 31, 2026

January 1 - 31, 2026	<u>Total Collected</u>	<u>Percent</u>	
	\$ 23,739.00	80%	\$ 18,991.20
	<u>Total Hours</u>	<u>Hourly</u>	
Code Enforcement	43.00	60.54	\$2,603.22
Permit Technician	120.00	27.36	\$3,283.20
	<u>Total</u>	<u>Rate</u>	
Pre-Existing Permit Inspections		\$35.00	\$0.00
Administrative Closure of Records	17.00	\$5.00	\$85.00
<b>Total Due To SAFEbuilt:</b>			<b>\$24,962.62</b>

City of Harper Woods

December 2017

**Accounts Receivable Report**

From: January 1 - 31, 2026

Date	Receivable	Revenue
1/5/2026		1,131.00
1/6/2026		3,039.00
1/7/2026		1,035.00
1/8/2026		875.00
1/9/2026		300.00
1/12/2026		1,455.00
1/13/2026		2,100.00
1/14/2026		1,914.00
1/15/2026		200.00
1/16/2026		1,000.00
1/19/2026		200.00
1/20/2026		425.00
1/21/2026		2,556.00
1/22/2026		1,326.00
1/26/2026		3,337.00
1/27/2026		1,675.00
1/28/2026		1,085.00
1/30/2026		86.00
<b>Total</b>	<b>\$</b>	<b>23,739.00</b>
	Safebuilt Billable Items: \$	23,739.00
	Amount Due To Safebuilt: \$	18,991.20



**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

January 29, 2026  
 Project No: 0180-0331-0  
 Invoice No: 163297

Project 0180-0331-0 2024 DWRF LEAD WATER SERVICE REPLACEMENT  
 FOR: CONSTRUCTION ADMINISTRATION  
Professional Services from December 15, 2025 to December 31, 2025

*Richard Kern*  
*1/29/26*

**Professional Personnel**

	Hours	Rate	Amount	
<b>CONTRACT ADMINISTRATION</b>				
<b>SENIOR PROJECT MANAGER</b>				
KERN, RICHARD	.40	141.57	56.63	
Disbursement Request				
KERN, RICHARD	.10	141.57	14.16	
E-mail Responses to EGLE				
KERN, RICHARD	.50	141.57	70.79	
Filing				
<b>GIS UPDATES</b>				
<b>GIS ANALYST</b>				
DOURJALIAN, ANDREW	1.00	111.13	111.13	
Updated Water Service Layer				
<b>Totals</b>	<b>2.00</b>		<b>252.71</b>	
<b>Total Labor</b>				<b>252.71</b>

<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Labor	252.71	46,326.51	46,579.22	
Limit			120,000.00	
Remaining			73,420.78	
		<b>Total this Invoice</b>		<b>\$252.71</b>

**Outstanding Invoices**

Number	Date	Balance
162957	1/9/2026	1,483.96
<b>Total</b>		<b>1,483.96</b>



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

**INVOICE**

January 29, 2026  
 Project No: 0180-0303-0  
 Invoice No: 163294

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

*Leslie Frank*  
*City Clerk*

Project 0180-0303-0 TEMPORARY WATER SYSTEM OPERATOR

FOR: WATER SYSTEM OPERATIONS

**Professional Services from December 15, 2025 to December 31, 2025**

**Professional Personnel**

	Hours	Rate	Amount
<b>ADDITIONAL SERVICES</b>			
SENIOR PROJECT ENG II / SUR II / ARCH II			
GUINNANE, PAUL	.50	141.57	70.79
Follow up with DPW: Distribution of letters, Submittal of EQP1765 for 2025.			
Totals	.50		70.79
<b>Total Labor</b>			<b>70.79</b>
		<b>Total this Invoice</b>	<b>\$70.79</b>

**Outstanding Invoices**

Number	Date	Balance
161983	11/25/2025	(3.00)
162954	1/9/2026	1,024.35
<b>Total</b>		<b>1,021.35</b>



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

**INVOICE**

January 29, 2026  
 Project No: 0180-0385-0  
 Invoice No: 163303

CITY OF HARPER WOODS  
 19617 HARPER AVE.  
 HARPER WOODS, MI 48225-2095

*Blachley  
Toussaint*

Project 0180-0385-0 MIO-TAC GRANT APPLICATION

FOR: GRANT APPLICATION ASSISTANCE

**Professional Services from December 15, 2025 to December 31, 2025**

**Professional Personnel**

	Hours	Rate	Amount	
RESEARCH/REVIEW				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.30	141.57	42.47	
Review MIO Grant Application				
FEASIBILITY				
SENIOR PROJECT ENG II / SUR II / ARCH II				
GUINNANE, PAUL	.50	141.57	70.79	
PDA Grant deadline: forward to RRK, DPW				
GUINNANE, PAUL	.50	141.57	70.79	
PDA Grant Funding info to DPW				
GUINNANE, PAUL	.50	141.57	70.79	
Research and forward PDAP Grant info to DPW (Vernier Water Main - pre-engineering)				
Totals	1.80		254.84	
<b>Total Labor</b>				<b>254.84</b>
				<b>Total this Invoice</b>
				<b>\$254.84</b>

**Outstanding Invoices**

Number	Date	Balance
162965	1/9/2026	212.36
<b>Total</b>		<b>212.36</b>



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

**INVOICE**

January 29, 2026  
 Project No: 0180-0313-0  
 Invoice No: 163296

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

Project 0180-0313-0 HARPER & VAN ANTWERP RES. DEVELOPMENT  
 FOR: CONSTRUCTION ADMINISTRATION

Professional Services from December 15, 2025 to December 31, 2025

**Professional Personnel**

	Hours	Rate	Amount	
<b>CONTRACT ADMINISTRATION</b>				
<b>TECHNICIAN III</b>				
ANKAWI, MICHELLE	.50	92.26	46.13	
Upload, Update spreadsheet, and send to the city to pay.				
<b>TECHNICIAN I</b>				
HARRINGTON, MICHELLE	.50	74.77	37.39	
Review G2 invoice				
Totals	1.00		83.52	
<b>Total Labor</b>				<b>83.52</b>
				<b>Total this Invoice \$83.52</b>

**Outstanding Invoices**

Number	Date	Balance
162955	1/9/2026	11,679.34
<b>Total</b>		<b>11,679.34</b>



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

**INVOICE**

January 29, 2026  
 Project No: 0180-0382-0  
 Invoice No: 163300

*Leslie Frank*

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

Project 0180-0382-0 CWSRF SEWER REHABILITATION PROGRAM  
 FOR: ENGINEERING DESIGN

**Professional Services from December 15, 2025 to December 31, 2025**

**Fee**

Construction Cost	1,000,000.00
Fee Percentage	5.00
<b>Total Fee</b>	<b>50,000.00</b>

Percent Complete	30.00	Total Earned	15,000.00
		Previous Fee Billing	0.00
		Current Fee Billing	15,000.00
		<b>Total Fee</b>	<b>15,000.00</b>

**Total this Invoice \$15,000.00**



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

**INVOICE**

January 29, 2026  
 Project No: 0180-0383-0  
 Invoice No: 163301

*Shelby Township*

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

Project 0180-0383-0 CWSRF FCIPP SEWER REHABILITATION PROGRAM  
 FOR: ENGINEERING DESIGN

**Professional Services from December 15, 2025 to December 31, 2025**

**Fee**

Construction Cost	2,000,000.00		
Fee Percentage	3.50		
Total Fee	70,000.00		
Percent Complete	40.00	Total Earned	28,000.00
		Previous Fee Billing	21,000.00
		Current Fee Billing	7,000.00
		<b>Total Fee</b>	<b>7,000.00</b>
		<b>Total this Invoice</b>	<b>\$7,000.00</b>

**Outstanding Invoices**

Number	Date	Balance
162964	1/9/2026	21,000.00
<b>Total</b>		<b>21,000.00</b>



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

**INVOICE**

January 29, 2026  
 Project No: 0180-0384-0  
 Invoice No: 163302

*Leslie Frank*

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

Project 0180-0384-0 CWSRF SCIPP SEWER REHABILITATION PROGRAM  
 FOR: ENGINEERING DESIGN

**Professional Services from December 15, 2025 to December 31, 2025**

<b>Fee</b>			
Construction Cost	1,000,000.00		
Fee Percentage	5.00		
Total Fee	50,000.00		
Percent Complete	30.00	Total Earned	15,000.00
		Previous Fee Billing	0.00
		Current Fee Billing	15,000.00
		<b>Total Fee</b>	<b>15,000.00</b>
		<b>Total this Invoice</b>	<b>\$15,000.00</b>



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

**INVOICE**

*Leslie Frank*

January 29, 2026  
 Project No: 0180-0362-0  
 Invoice No: 163299

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

Project 0180-0362-0 2025 STORM SEWER REPAIRS  
 FOR: CONSTRUCTION ADMINISTRATION  
Professional Services from December 15, 2025 to December 31, 2025  
**Professional Personnel**

	Hours	Rate	Amount
<b>QUANTITIES</b>			
PROJECT ENGINEER II / SURV II / ARCH II			
MASSIE, JUSTIN	9.50	136.04	1,292.38
Stormwater as-builts			
<b>CONTRACT ADMINISTRATION</b>			
<b>TEAM LEADER</b>			
VARICALLI, FRANK	1.00	111.13	111.13
contract administration			
<b>TECHNICIAN III</b>			
ANKAWI, MICHELLE	1.00	92.26	92.26
Approve mod, generate final estimate, send to contractor for closeout docs, received everything, sent final estimate through DocuSign			
ANKAWI, MICHELLE	.50	92.26	46.13
Revise mod, add quantities that need to be deducted and gave to Connie. Revise mod again and balance overages.			
PACKARD, CONNIE	.50	92.26	46.13
IDR and estimate			
<b>TECHNICIAN I</b>			
HARRINGTON, MICHELLE	.10	74.77	7.48
Review & file G2 reports & emails.			
HARRINGTON, MICHELLE	.40	74.77	29.91
Review G2 invoice			
<b>SENIOR PROJECT MANAGER</b>			
KERN, RICHARD	.20	141.57	28.31
Final Estimate Approval			
KERN, RICHARD	.20	141.57	28.31
Review IDRs			
<b>Totals</b>	<b>13.40</b>		<b>1,682.04</b>
<b>Total Labor</b>			<b>1,682.04</b>
		<b>Total this Invoice</b>	<b>\$1,682.04</b>

**Outstanding Invoices**

Number	Date	Balance
161266	10/14/2025	5,476.00
162960	1/9/2026	11,074.78
<b>Total</b>		<b>16,550.78</b>

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



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

**INVOICE**

*Heather Torbert*

January 29, 2026  
 Project No: 0180-0357-0  
 Invoice No: 163298

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

Project 0180-0357-0 DISTRIBUTION SYSTEM MATERIALS INVENTORY  
 FOR: DISTRIBUTION SYSTEM MATERIALS INVENTORY  
Professional Services from December 15, 2025 to December 31, 2025  
**Professional Personnel**

	Hours	Rate	Amount	
STUDIES				
SENIOR PROJECT ENG II / SUR II / ARCH II				
GUINNANE, PAUL	.50	141.57	70.79	
AWD with GIS added parcel ID to EQP5865 per JMM.				
GIS UPDATES				
GIS ANALYST				
DOURJALIAN, ANDREW	5.50	111.13	611.22	
Updated Service Inventory List				
Totals	6.00		682.01	
<b>Total Labor</b>				<b>682.01</b>
		<b>Total this Invoice</b>		<b>\$682.01</b>

# NU APPEARANCE MAINTENANCE, INC.

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

# Invoice

Date	Invoice #
1/31/2026	34742
Terms	Due Date
Net 30	3/2/2026

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

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36936	SAK	

Qty	Description	Rate	Amount
	Snow removal and salting as requested by City of Harper Woods D.P.W. Areas covered per listing and map provided, plus previous conversations with W. Snyder.		
	1/25 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 2.5"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 2.5"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
	1/26 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 2"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 2"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
1	1/26 am. Labor: Plow Police Dept. On Kelly Road	200.00	200.00
	1/27 am.		
1	Labor: Cleanup all approaches to bridges and salted.	522.50	522.50
Thank You For Your Business!		<b>Total</b>	<b>\$4,022.50</b>

**NU APPEARANCE MAINTENANCE, INC.**

19942 Harper Avenue  
Harper Woods, MI 48225

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

**Invoice**

Date	Invoice #
1/31/2026	34703
Terms	Due Date
Net 30	3/2/2026

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

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
	SAK	

Qty	Description	Rate	Amount
56	1 Pallet (56 bags) 'Ice Melter' product delivered to Parks & Recreation 1/12.	10.00	560.00
1	Delivery of Pallet	50.00	50.00
56	1 Pallet (56 bags) 'Ice Melter' product delivered to Annex Garage 1/27.	15.00	840.00
1	Delivery of Pallet	50.00	50.00
79	(79 bags) 'Ice Melter' product used.	15.00	1,185.00
Thank You For Your Business! A 3% Fee will be charged on any card payment.		<b>Total</b>	<b>\$2,685.00</b>

# NU APPEARANCE MAINTENANCE, INC.

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

# Invoice

Date	Invoice #
1/31/2026	34741
Terms	Due Date
Net 30	3/2/2026

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

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36936	SAK	

Qty	Description	Rate	Amount
	Snow removal and salting as requested by City of Harper Woods D.P.W. Areas covered per listing and map provided, plus previous conversations with W. Snyder.		
	1/17 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
	1/19 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
1	1/20 am. Labor: Cleanup Drifts and 'Ice Melter' Dispersed City Hall, Library, Annexes-2.	200.00	200.00
	1/21 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 3"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 3"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
Thank You For Your Business!		<b>Total</b>	

**NU APPEARANCE MAINTENANCE, INC.**

19942 Harper Avenue  
Harper Woods, MI 48225

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

**Invoice**

Date	Invoice #
1/31/2026	34741
Terms	Due Date
Net 30	3/2/2026

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

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36936	SAK	

Qty	Description	Rate	Amount
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
1	1/21 pm. Labor: Shovel and 'Ice Melter' Dispersed City Hall, Library, Annexes-2.	200.00	200.00
1	1/22 pm. Labor: Cleanup Drifts and 'Ice Melter' Dispersed City Hall, Library, Annexes-2.	200.00	200.00
Thank You For Your Business!		<b>Total</b>	<b>\$5,550.00</b>

Wolverine Contractors Inc.

416 Park Street  
 Birmingham, MI 48009

# Invoice

Date	Invoice #
1/28/2026	6656

<b>Bill To</b>
City of Harper Woods 19617 Harper Ave. Harper Woods, MI 48225

<b>Ship To</b>
c/o yard 19600 E. 8 Mile Road Ordered y Marjorie

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
36991	NET		1/28/2026			
Quantity	Item Code	Description			Price Each	Amount
2	Train	loads 21AA Crushed Concrete delivered - ticket # 8717,8716			995.00	1,990.00
1	Train	Class II Sand delivered - ticket # 8715			845.00	845.00
					<b>Total</b>	\$2,835.00

Wolverine Contractors Inc.

416 Park Street  
 Birmingham, MI 48009

# Invoice

Date	Invoice #
1/29/2026	6657

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

Ship To
c/o yard c/o 1960 E 8 Mile Road Ordered by Marjorie

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
36991	NET		1/29/2026			
Quantity	Item Code	Description			Price Each	Amount
4	loads	train lead of dirt hauled out w/ dump charge - ticket # 312054, 312053,312051,312052			425.00	1,700.00
3	loads	semi of dirt hauled out w/ dump charge - ticket # 307616,607617,307618			485.00	1,455.00
					<b>Total</b>	\$3,155.00

Wolverine Contractors Inc.

416 Park Street  
Birmingham, MI 48009

# Invoice

Date	Invoice #
1/30/2026	6658

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

Ship To
c/o yard c/o 19600 E 8 Mile Road Ordered by Marjorie

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
36991	NET		1/30/2026			
Quantity	Item Code	Description	Price Each	Amount		
3	loads	train lead of dirt hauled out w/ dump charge - ticket # 312056,312057,312058	425.00	1,275.00		
2	loads	semi of dirt hauled out w/ dump charge - ticket # 307694,307622	485.00	970.00		
<b>Total</b>						\$2,245.00

Wolverine Contractors Inc.

416 Park Street  
Birmingham, MI 48009

# Invoice

Date	Invoice #
1/27/2026	6655

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

Ship To
c/o yard 19600 E 8 Mile Road Ordered by Marjorie

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
36991	NET		1/27/2026			

Quantity	Item Code	Description	Price Each	Amount
1	Train	load 21AA Crushed Concrete delivered - ticket # 8714	995.00	995.00

<b>Total</b>	\$995.00
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21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080  
313-885-9292

## TREE SERVICE INVOICE

<b>SERVICE ADDRESS:</b>  19736 HUNTINGTON HARPER WOODS MI 48225  INVOICE NO.: 1825 DATE: JANUARY 28, 2026	<b>BILL TO:</b>  DEPT OF PUBLIC WORKS HARPER WOODS MI 48225  EMAIL: HWDPW@HARPERWOODS.NET
---	--

JOB DESCRIPTION	PRICE
1-28-2025 –EMERGENCY – WATER MAIN BREAK – LOCUST REMOVAL + STUMP *INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	\$4,700.00
<b>AMOUNT DUE UPON RECEIPT</b>	<b>\$4,700.00</b>

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

**RECEIVED**  
 JAN 30 2026  
 DPW - CITY OF  
 HARPER WOODS



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

## TREE SERVICE INVOICE

<b>SERVICE ADDRESS:</b>  20650 EASTWOOD HARPER WOODS MI 48225  INVOICE NO.: 1826 DATE: JANUARY 28, 2026	<b>BILL TO:</b>  DEPT OF PUBLIC WORKS HARPER WOODS MI 48225  EMAIL: HWDPW@HARPERWOODS.NET
---	--

JOB DESCRIPTION	PRICE
1-26-2025 -EMERGENCY - WATER MAIN BREAK - ELM REMOVAL + STUMP	\$7,200.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	

<b>AMOUNT DUE UPON RECEIPT</b>	<b>\$7,200.00</b>
--------------------------------	-------------------

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

RECEIVED

JAN 29 2026

HW - CITY OF  
HARPER WOODS



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

## TREE SERVICE INVOICE

<b>SERVICE ADDRESS:</b>  21113 HUNTINGTON HARPER WOODS MI 48225  INVOICE NO.: 1831 DATE: FEBRUARY 3, 2026	<b>BILL TO:</b>  DEPT OF PUBLIC WORKS HARPER WOODS MI 48225  EMAIL: HWDPW@HARPERWOODS.NET
---	--

JOB DESCRIPTION	PRICE
2-3-2026 -EMERGENCY - WATER MAIN BREAK - ASH REMOVAL + STUMP	\$4,900.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	

<b>AMOUNT DUE UPON RECEIPT</b>	<b>\$4,900.00</b>
--------------------------------	-------------------

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

**RECEIVED**

FEB 4 2026

DPW - CITY OF  
HARPER WOODS



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

## TREE SERVICE INVOICE

<b>SERVICE ADDRESS:</b>  19096 HUNTINGTON HARPER WOODS MI 48225  INVOICE NO.: 1832 DATE: FEBRUARY 6, 2026	<b>BILL TO:</b>  DEPT OF PUBLIC WORKS HARPER WOODS MI 48225  EMAIL: HWDPW@HARPERWOODS.NET
---	--

JOB DESCRIPTION	PRICE
2-6-2026 -EMERGENCY - WATER MAIN BREAK - REMOVAL + STUMP	\$3,600.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	

<b>AMOUNT DUE UPON RECEIPT</b>	<b>\$3,600.00</b>
--------------------------------	-------------------

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!

RECEIVED

FEB 6 2026

DPW - CITY OF  
HARPER WOODS



# GUARDIAN SEWERS

# INVOICE

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

**DATE:** February 10, 2026  
**INVOICE #** 9554  
**FOR:** 19096 Huntington

**Bill To:**

CITY OF HARPER WOODS

Service Date: 2/5

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

PO # 36910

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and made repair on 8" water main, due to circular crack around corp. Installed a 8X12.5" repair clamp, 5' of copper, corp coupling and flare corp.. Backfilled to rough grade with 5 yards of 21A stone, 10 yards of sand and cleaned up work site.	\$ 5,200.00
<b>TOTAL</b>	<b>\$ 5,200.00</b>

**THANK YOU FOR YOUR BUSINESS!**







# GUARDIAN SEWERS

# INVOICE

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

**DATE:** February 10, 2026  
**INVOICE #** 9558  
**FOR:** 20650 Eastwood

**Bill To:**  
 CITY OF HARPER WOODS

Service Date: 1/28

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

PO # 36910

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and made repair on 8" water main, due to a circular crack. Removed approach and Turf and Timber removed a tree. Installed a 8X8.5" repair clamp, backfilled with 21 yards of 21A stone. Cleaned up work site.	\$ 5,200.00
<b>TOTAL</b>	<b>\$ 5,200.00</b>

**THANK YOU FOR YOUR BUSINESS!**

# GUARDIAN SEWERS

# INVOICE

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

**DATE:** February 10, 2026  
**INVOICE #** 9559  
**FOR:** 18901 Eastwood

**Bill To:**  
 CITY OF HARPER WOODS

Service Date:

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

PO # 36910

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and made repair on 8" main, due to circular crack. DTE pole support on site to hold pole. Installed a 8X12" repair sleeve. Backfilled to rough grade with 15 yards of sand and cleaned up work site.	\$ 5,200.00
<b>TOTAL</b>	<b>\$ 5,200.00</b>

**THANK YOU FOR YOUR BUSINESS!**

# GUARDIAN SEWERS

# INVOICE

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

**DATE:** February 10, 2026  
**INVOICE #** 9560  
**FOR:** 19736 Huntington

**Bill To:**  
 CITY OF HARPER WOODS

Service Date: 1/26

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

PO # 36910

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and made repair on 8" water main, due to hole in main. Turf and Timber removed tree. Installed a 8X12.5" repiar clamp, backfilled wit 18 yards of 21A stone and cleaned up work site.	\$ 4,800.00
<b>TOTAL</b>	<b>\$ 4,800.00</b>

**THANK YOU FOR YOUR BUSINESS!**

# GUARDIAN SEWERS

# INVOICE

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

**DATE:** February 10, 2026  
**INVOICE #** 9561  
**FOR:** 20911 Lochmoor

**Bill To:**  
CITY OF HARPER WOODS

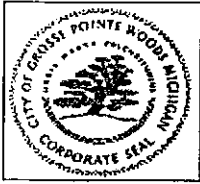
Service Date: 1/28

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

PO # 36910

DESCRIPTION	AMOUNT
Dug up and made repair on leaking service line. The line was broken off at the stop box, installed a foot of 3/4" copper, a comp and a flare nut. Backfilled with 3 yards of sand and cleaned up work site.	\$ 2,100.00
<b>TOTAL</b>	\$ 2,100.00

**THANK YOU FOR YOUR BUSINESS!**



# City of Grosse Pointe Woods

20025 Mack Plaza  
 Grosse Pointe Woods, MI 48236-2397  
 (313)343-2435

Invoice No. T-12-25-R

## INVOICE

### Customer

Name	CITY OF HARPER WOODS			Date	1/30/2026
Address	19617 HARPER				
City	HARPER WOODS	MI	ZIP 48225-2095	Date Due	3/2/2026

Qty	Description	Unit Price	TOTAL
	HARPER WOODS PRO-RATA SHARE OF TORREY ROAD PUMP STATION JULY 1, 2025 THROUGH DECEMBER 31, 2025		
1	SALARIES	\$22,907.81	\$22,907.81
1	BENEFITS	\$19,299.84	\$19,299.84
1	OPERATING SUPPLIES	\$6,213.58	\$6,213.58
1	CONTRACTUAL	\$11,460.27	\$11,460.27
1	ADMINISTRATION/INSURANCE	\$0.00	\$0.00
1	EQUIPMENT REPAIR	\$0.00	\$0.00
1	UTILITIES	\$6,636.42	\$6,636.42
1	CAPITAL IMPROVEMENT (GENERATOR PAYMENT)	\$30,343.47	\$30,343.47
1	CAPITAL IMPROVEMENT (OTHER)	\$31,990.12	\$31,990.12
	SubTotal		\$128,851.51
	<b>TOTAL</b>		<b>\$128,851.51</b>

### Payment Details

Acct. # 592-000-677.000  
**CASH/CHECK ONLY**

Office Use Only

CITY OF GROSSE POINTE WOODS  
 (313)343-2432



# CITY OF HARPER WOODS

DEPARTMENT OF PUBLIC SAFETY

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



*Director*  
**Jason M. Hammerle**

*Deputy Chief*  
**Ted R. Stager**

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

February 10, 2026

To: John Szymanski, City Manager

From: Jason Hammerle, Director of Public Safety

Ref: Request payment for Intermunicipal Radio System

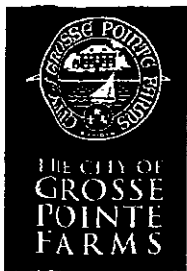
Sir,

I am requesting payment for invoice #4544 from the City of Grosse Pointe Farms for our share of general expenses associated with the intermunicipal public safety radio system in the amount of \$7,927.73.

Respectfully,

A handwritten signature in black ink that reads "Jason M. Hammerle".

Jason Hammerle, Director of Public Safety



**City of Grosse Pointe Farms**  
 90 Kerby Rd  
 Grosse Pointe Farms, MI 48236

# INVOICE

Customer #: HARPE  
 Invoice Number: 0000004544  
 Service Date: 12/31/2025  
 Invoice Date: 01/07/2026  
 Terms: NET 30  
 Due Date: 02/06/2026  
**Balance Due: \$7,927.73**  
**PREPAID PAYMENTS/CRED \$0.00**

CITY OF HARPER WOODS  
 19617 HARPER AVE  
 HARPER WOODS, MI 48225

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1.00	RADIO DUE FROM HARPER WOO	7,927.730	\$7,927.73

CITY OF HARPER WOODS  
**RECEIVED**

JAN 15 2026

PO# \_\_\_\_\_  
 ACGT# \_\_\_\_\_  
 AUTHORIZED BY \_\_\_\_\_

NOTES: SIX MONTHS ENDED DECEMBER 31, 2025

PLEASE MAKE CHECKS PAYABLE TO: CITY OF GROSSE POINTE FARMS

Total Invoice: \$7,927.73  
 Credits Applied: \$0.00  
 Payments Applied: \$0.00  
**Invoice Balance: \$7,927.73**

Please keep top portion for your records  
 -----  
 Please detach bottom portion and return with payment

**REMIT PAYMENT TO:**  
 CITY OF GROSSE POINTE FARMS  
 90 KERBY RD  
 GROSSE POINTE FARMS, MI 48236

Customer ID: HARPE  
 Invoice Number: 0000004544  
 Service Date: 12/31/2025  
 Invoice Date: 01/07/2026  
 Terms: NET 30  
 Due Date: 02/06/2026  
**Balance Due: \$7,927.73**

CUSTOMER:  
 CITY OF HARPER WOODS  
 INVOICE DESCRIPTION:  
 RADIO DUE FROM HARPER WOO



\$ \_\_\_\_\_  
 AMOUNT PAID

Allocation of Radio System Expenses  
 July 1, 2025 through December 31, 2025

Harper Woods		Summary					Total
Year	County Eq Value - R	% of Total	Share of Gen. Exp.	Direct Labor & Parts	Direct Material	Total Billing	
2025	490,305,084	8.86%	\$ 5,338.33	\$ -	\$ 2,589.40	\$ 7,927.73	
Credit	GPF 660-000-000-081-005					\$ 7,927.73	
2025	5,532,996,179						
			Total Valuation				
July 1, 2025 through December 31, 2025				General Expenses		\$ 60,241.99	

Allocation of Radio System Expenses

July 1, 2025 through December 31, 2025

Summary

Year	County Eq Value - R	% of Total	Share of Gen. Exp.	Direct Labor & Parts	Direct Material	Total Billing
2025	5,532,996,179	100	\$ 60,241.99	\$ -	\$ 10,833.90	\$ 71,075.89
						71,075.89
July 1, 2025 through December 31, 2025				General Expenses	\$ 60,241.99	

Operating Expenses for 7/1/25 - 12/31/25, per trial balance

\$	90,852.90
<hr/>	
\$	90,852.90
\$	(19,777.01)
\$	(10,833.90)
<hr/>	
\$	60,241.99

Expenses to be billed at 12/31/2025

less: Refund of Deposits Payable

Less: Direct Material billed 12/31/25

Net General Expenses to be billed 06/30/2025

L NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	END BALANCE 12/31/2025
60-325.000-702.000	SALARIES & WAGES	18,110.00	6,107.50
60-325.000-709.000	FICA EXPENSE	1,390.00	467.22
60-325.000-726.000	ADMINISTRATIVE EXPENSE	5,500.00	2,750.00
60-325.000-755.002	DIRECT MATERIAL CHGS. - GPW	5,500.00	2,589.44
60-325.000-755.003	DIRECT MATERIAL CHGS. - GPP	5,500.00	2,589.44
60-325.000-755.004	DIRECT MATERIAL CHGS. - GPS	1,500.00	0.00
60-325.000-755.005	DIRECT MATERIAL CHGS. - HW	5,500.00	2,589.40
60-325.000-755.006	DIRECT MATERIAL CHGS. - GPF	6,000.00	3,065.62
60-325.000-757.000	SUPPLIES	500.00	0.00
60-325.000-759.000	GAS & OIL	100.00	0.00
60-325.000-808.000	AUDITING SERVICES	3,200.00	3,200.00
60-325.000-837.001	INSURANCE GENERAL	5,000.00	5,000.00
60-325.000-920.000	ELECTRIC POWER	6,000.00	0.00
60-325.000-931.000	EQUIPMENT REPAIR & SERVICE	56,000.00	48,892.40
60-325.000-940.000	LEASE OF FACILITIES	8,000.00	4,000.00
60-325.000-977.000	NEW EQUIPMENT	10,500.00	9,601.88
Total - All Funds:		138,300.00	90,852.90



# CITY OF HARPER WOODS

DEPARTMENT OF PUBLIC SAFETY

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



*Director*  
**Jason M. Hammerle**

*Deputy Chief*  
**Ted R. Stager**

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

February 11, 2026

To: John Szymanski, City Manager  
From: Jason Hammerle, Director of Public Safety  
Ref: Payment for CLEMIS invoice

Sir,

I am requesting payment for CLEMIS invoice #CI070361 in the amount of \$6,107.00 for quarterly usage and participation fees.

Respectfully,

A handwritten signature in black ink that reads "Jason M. Hammerle".

Jason Hammerle, Director of Public Safety



# INVOICE

Oakland County  
CLEMIS  
1200 N Telegraph  
Pontiac, MI 48341

Customer ID: CU000461  
Invoice Number: CI070361  
Invoice Date: 12/31/2025  
Due Date: 03/01/2026  
Amount Due: USD 6,107.00

**Bill To:**

CITY OF HARPER WOODS POLICE DEPT  
POLICE DEPARTMENT  
19617 HARPER  
HARPER WOODS, MI 48225

For billing questions, please call: Calvin Moy at 248-858-1037  
Email: moyc@oakgov.com


Description - Goods and Services	Quantity	UOM	Unit Price	Amount
CLEMIS Membership Usage Fee, OCT - DEC 2025	1	Each	1,727.00	1,727.00
CLEMIS MDC Participation Fee, OCT - DEC 2025	10	Each	273.50	2,735.00
CLEMIS Mug Capture Stn Maint, OCT - DEC 2025	1	Each	1,000.00	1,000.00
CLEMIS Livescan, OCT - DEC 2025	1	Each	645.00	645.00
			<b>Sub Total</b>	<b>6,107.00</b>
			<b>Tax</b>	<b>0.00</b>
			<b>Invoice Total</b>	<b>6,107.00</b>

**PLEASE INCLUDE YOUR INVOICE NUMBER WHEN SUBMITTING PAYMENT.**

**Please Remit Payments to:**  
Oakland County  
Treasurers-Cash Acctg Bldg 12 E  
1200 N Telegraph  
Pontiac, MI 48341  
United States of America

## MEMORANDUM

To: John Szymanski, City Manager

From: Ty Hinton, Economic & Community Development Director 

Subject: CDBG Grant Requests for PAATS and The Helm Life Center

Date: February 11, 2026

Attached is a letter with Krista Siddall, Helm Executive Director, requesting funding for their organization's future activities for CDBG funded 2026 Senior Services. Although a request for PAATS was not included, I am requesting that you ask the City Council for permission to submit two CDBG grant requests, which includes, \$14,000 for the HELM and \$6,000 for PAATS.

I will complete the internal financial paperwork for both, pursuant to Council approval at their meeting on Wednesday, February 18th. Four of the Grosse Pointe Communities are also submitting the same grant requests for PAATS and the HELM for the same funding amounts. These City's collaborate annually with Harper Woods to keep CDBG funding flowing to PAATS and The HELM. Those agencies are doing a great job for seniors in all five Communities.



LIFE'S A JOURNEY. FIND YOUR WAY.

## BOARD OF DIRECTORS

### OFFICERS

President  
Carol Klenow

Vice President  
David DeBrunner

Treasurer  
Richard Lueders

Secretary  
Michele Jackson

### DIRECTORS

Doug Blatt  
Jana K. Brownell  
Mary Ann Bury  
Lisa Mower Gandelot  
Daniel Megler, M.D.  
JT Mestdagh  
John P. Ottaway  
Jodie Rappe, M.D.  
Randall Tallerico  
Jaime Rae Turnbull  
Lisa Vallee-Smith  
Jeffery Vaughn  
Richard Widgren

President Emeritus  
Cheryl Wesen, M.D.

### EXECUTIVE DIRECTOR

Krista D. Siddall

January 31, 2026

City of Harper Woods  
The Honorable Mayor and City Council  
19617 Harper Avenue  
Harper Woods, Michigan 48225

To the Honorable Mayor and City Council of Harper Woods,

The Helm respectfully requests your consideration of allocating \$14,000 in Plan Year 2026 Community Development Block Grant (CDBG) funding to support Senior Services at The Helm Life Center. This funding is an integral and sustaining component of our annual operating budget and is essential to maintaining services for older adults in the community.

The Helm provides vital programs and services that support the health, independence, and quality of life of seniors throughout your community. In 2025 alone, the seniors in communities served by The Helm received assistance **62,098 times**, reflecting both the breadth of need and the consistent utilization of our services.

Please consider the following information, which outlines the impact and importance of continued CDBG support:

- 33,000 Meals on Wheels were delivered to seniors
- 4,201 hours of programs and presentations were presented to enhance the quality of life for seniors in your community
- 1,903 individual calls and home visits to seniors for support and assistance

These are only some of the essential services The Helm provides to the residents of your community. Attached please find our most recent Impact Statement for additional information. The continued financial support from the cities we serve ensures these services remain available to those in need.

Thank you for considering this request.

Sincerely,

Krista Siddall  
Executive Director

Attachment

# ANNUAL IMPACT STATEMENT

## The Helm at the Boll Life Center | 2025 in Review

Our mission is to inspire and enable residents of the Grosse Pointes and Harper Woods to enjoy the gift of longevity, living healthy and meaningful lives as they age.



A place to call and connect • a place to learn & grow • a place to go • a place to make a difference

**62,098** The number of times the community relied on The Helm in 2026.

**3,183 people**  
Older adults served

Unique individuals served through programs and services

**33,000 meals**  
Meals delivered/served

Nutrition + social connection check in

**4,204 hours**  
Programs for the community

Health and wellness, languages, card games, trips, events and more

**1,903 calls & home visits**  
Care-navigation touches

Guidance, reassurance, next steps and resources

**1,984**  
Medical equipment loans

No-cost safety and mobility support

**9,000 hours**  
Volunteer hours

Neighbors helping neighbors  
A VALUE TO THE COMMUNITY OF \$312,216

## IMPACT AT A GLANCE

### What your support made possible

In 2025, The Helm helped older adults stay independent, safe and connected – so they can continue living in the homes and community they love.

### Highlights

- Nutrition that sustains health and reduces isolation (meals + warm human connection).
- Health, wellness, and lifelong learning strengthens body, mind and purpose. Increasing health outcomes and client satisfaction.
- Information, assistance and benefits guidance that turns confusion into clear next steps.
- Equipment and home-support resources that prevent falls and keep everyday life safer.



"The exercising and stretches we do in chair yoga helps me be active . . . The Helm has given me my independence."

– Ray M. after two years of exercise to alleviate foot drop and neuropathy.

# HOW THE HELM HELPS

**W**e love to share the many activities, classes and workshops we have at The Helm to keep guests social, healthy and mentally engaged. But there is a less familiar area of The Helm: Services and Support.

The Helm offers a number of services that assist with issues related to aging – either for yourself, family member or friend. Our knowledgeable, professional and friendly staff is here to help you. Don't hesitate to call.

**INFORMATION & ASSISTANCE** provides a starting point for everything aging related. Call us and we can help you get what you need or find a resource for you, including independent and assisted living, home caregivers, financial assistance and emergency relief. If we don't have a program to help, we can provide a resource for you.

**CASE COORDINATION:** Work collaboratively with a licensed gerontological social worker to determine strengths, challenges, needs and goals related to issues in aging. Case Coordination asks the questions to make those discoveries, then works to provide resources and information that can aid the client and offer ongoing personal contact to make any necessary adjustments.

**FRIENDLY REASSURANCE PROGRAM** matches a volunteer with an older adult for monthly calls. More than just making sure calls are answered, the volunteer and recipient take time to talk about overall well-being, and help alleviate feelings of loneliness or social isolation.

**MEALS ON WHEELS** is available for residents of Harper Woods and the Grosse Pointes who are 60 and older, homebound and unable to safely prepare meals for themselves. Meals can be provided long term or to someone with a temporary need due to an illness or recent hospitalization.

**SHARE FOR DEMENTIA** is an evidence-based care planning and counseling assistance program for persons living with early stage dementia and their caregiver to help make what can be an overwhelming and stressful situation more manageable. Participants work with a SHARE counselor to identify sources of support and build a realistic plan of care.

**HOME CHORE PROGRAM** provides older adults assistance with simple spring yard clean up and fall leaf removal as well as minor home maintenance issues like changing light bulbs, smoke and carbon monoxide detectors or tightening loose door handles or hand railings. You must be a resident of Harper Woods or the Grosse Pointes. Assistance is dependent upon available volunteers and their skill sets.

**MUTTS 'N' MEOWS** is a donation-based program that enables homebound older adults in Harper Woods and the Grosse Pointes to keep companion and service animals in their homes. The Helm accepts unopened containers of cat and dog food and treats and kitty litter, as well as Amazon gift cards to buy supplies.

**MEDICAL ESCORT SERVICE** is available to qualified participants for medical and dental appointments only and for those who are able to get in and out of a car with only minor assistance. Drivers are volunteers, so requests must be made at least 10 business days in advance of the appointment.

**MEDICARE ASSISTANCE** is one of the most valuable services at The Helm. Turning 65 and qualifying for Medicare can be an overwhelming experience. The Helm has experts who can help you with enrollment, answer questions about or help with a problem, assist with an appeal, or just help you understand how to make the most of your benefits. Additionally, during Medicare Annual Enrollment (October 15 through December 7), our experts are available to meet with you to review and make changes, if necessary, to your Medicare coverage to get the most out of your plans.

**MEDICAL LOAN CLOSET** has equipment and supplies to borrow at no charge. Available items may include crutches, canes, wheelchairs, knee scooters, bath benches, incontinence briefs, bed pads, reachers, dressing sticks, pill boxes, nutritional shakes, latex gloves and wipes. We rely on the generous donations from our community to keep the loan closet full. Supplies change depending on need and donations received. If there is a specific item needed that we don't have, we will place you on a Need List should that item be donated.

**SUPPORT GROUPS** provide a safe space for caregivers, family and friends of persons with certain conditions to gather and share feelings, experiences and resources. Groups meeting at The Helm vary. Please call to find out which support groups are available.

**TAX PREPARATION**, provided by AARP Tax-Aide, offers free, quality, confidential tax preparation service to those with simple tax returns. Available February through April at The Helm by appointment only. There are a limited number of appointments. The best time to reach out for this service is in January.

**\*\* POINTE AREA ASSISTED TRANSPORTATION SERVICE (PAATS)** is available to residents of Harper Woods or the Grosse Pointes 60 and above or adults with a disability to take to appointments, including trips to The Helm for activities. Fares vary. Call 313.394.9712 for more information.

Visit [helmlife.org/services-support](http://helmlife.org/services-support) for more information or call 313.882.9600.

January 27, 2026

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF FEBRUARY 18, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 1 - CHANGES IN POVERTY GUIDELINES

EXPLANATION / SUMMARY

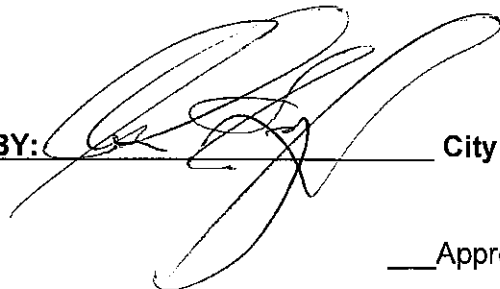
Attached is a memorandum from our City Assessor requesting an update to the Poverty Guidelines in the City. She is recommending that a 15% increase above the federal income levels for all households be implemented. The current guidelines and the poverty application are attached for your review.

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

RECOMMENDED ACTION:

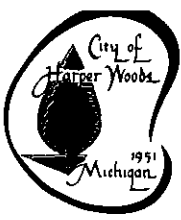
By RESOLUTION, approve the updated Poverty Guidelines and Policy for the City of Harper Woods.

SUBMITTED BY:



City Manager, John Szymanski

\_\_\_Approved \_\_\_Vote



CITY OF *Harper Woods* MICHIGAN

19617 Harper Avenue Harper Woods, MI 48225 313-343-2500 www.harperwoodscity.org

Mayor: Valerie Kindle  
Mayor Pro tem: Vivian Sawicki

City Manager John Szymanski  
City Clerk Leslie M. Frank

City Council: Cheryl Costantino  
Regina Williams  
Ivery Toussant, Jr.  
Gerianne LaPratt  
Teresa Foster

Date: February 4, 2026

To: John Szymanski, City Manager

From: Holly Cozza, Assessor

Re: Poverty Income Guidelines

The local governing bodies are required to adopt guidelines that establish income levels for poverty exemptions. These income levels shall not be set lower than the federal poverty guidelines, which are updated annually by the U.S. Department of Health and Human Services.

The local governing body can, however, provide alternative income guidelines if they are not set below the Federal income levels.

Currently, the City of Harper Woods income guidelines, approved by Council, have increased the one-person household income 15% above the Federal poverty income level. It is my recommendation to increase all households by 15% above the Federal poverty level to be uniformed across the board.

Below are the current 2026 Federal Income Guidelines:

**FEDERAL INCOME GUIDELINES FOR POVERTY EXEMPTION**

*This amount is published annually by the US Dept. of Health and Human Services*

<b><u>Number in Family</u></b>	<b><u>Income</u></b>
1 member	\$15,650
2 members	\$21,150
3 members	\$26,650
4 members	\$32,150
5 members	\$37,650
6 members	\$43,150
7 members	\$48,650
8 members	\$54,150
Each Additional person	\$5,500

**Assessor Recommendation at 15% above the Federal Guidelines:**

**CITY OF HARPER WOODS GUIDELINES FOR POVERTY EXEMPTION**

*Published annually with an increase of 15% above Federal Poverty Income Guidelines for all households.*

<b><u>Number in Family</u></b>	<b><u>Income</u></b>
1 member	\$17,998
2 members	\$24,322
3 members	\$30,647
4 members	\$36,972
5 members	\$43,297
6 members	\$49,622
7 members	\$55,947
8 members	\$62,272
Each Additional person	\$6,325



CITY OF *Harper Woods* MICHIGAN

19617 Harper Avenue Harper Woods, MI 48225 313-343-2500 www.harperwoodscity.org

Mayor: Valerie Kindle  
Mayor Pro tem: Vivian Sawicki

City Manager John Szymanski  
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*Current Guidelines*

## **2026 POVERTY APPLICATION**

*(This application is for the 2026 taxes)*

- Attached are the 2026 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 23, 2026 by 3:00 p.m.)
- July Board of Review (deadline to submit JULY 1, 2026)
- December Board of Review (deadline to submit DEC 1, 2026)

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

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](mailto:assessing@harperwoods.net)

City of Harper Woods  
2026 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 money 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.

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

<b><u>Number in Family</u></b>	<b><u>Income</u></b>
1 member	\$17,998
2 members	\$21,150
3 members	\$26,650
4 members	\$32,150
5 members	\$37,650
6 members	\$43,150
7 members	\$48,650
8 members	\$54,150
Each Additional person	\$5,500

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

<b><u>Number in Family</u></b>	<b><u>Income</u></b>
1 member	\$15,650
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4 members	\$32,150
5 members	\$37,650
6 members	\$43,150
7 members	\$48,650
8 members	\$54,150
Each Additional person	\$5,500

**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.

### 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 2026 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.

<b>PART 1: PERSONAL INFORMATION —</b> 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		
<b>PART 2: REAL ESTATE INFORMATION</b>				
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				
<b>PART 3: ADDITIONAL PROPERTY INFORMATION</b>				
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

<b>PART 4: EMPLOYMENT INFORMATION</b> — List your current employment information.					
Name of Employer					
Address of Employer		City	State	ZIP Code	
Contact Person		Employer Telephone Number			
<b>PART 5: INCOME SOURCES</b>					
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)		
<b>PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION</b>					
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	
<b>PART 7: LIFE INSURANCE</b> — 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
<b>PART 8: MOTOR VEHICLE INFORMATION</b>					
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		

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)	

**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.

<b>PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT</b>		
<p>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.</p>		
<p><input type="checkbox"/> 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.</p>		
<b>PART 12: CERTIFICATION</b>		
<p>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.</p>		
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](mailto:taxtrib@michigan.gov)

## Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

<b>PART 1: OWNER INFORMATION</b> — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 2: LEGAL DESIGNEE INFORMATION</b> (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
<b>PART 3: HOMESTEAD PROPERTY INFORMATION</b> — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number	Year(s) Exemption Previously Granted by Board of Review		
Homestead Property Address	City	State	ZIP Code
<b>PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS</b> (Check all boxes that apply.)			
<input type="checkbox"/> I own the property in which the exemption is being claimed. <input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home. <input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
<b>PART 5: CERTIFICATION</b>			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)	Signature of Owner or Legal Designee	Date	
<b>Designee must attach a letter of authority.</b>			
<b>LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)</b>			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
<b>CERTIFICATION</b> — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.			
Assessor Signature		Date Certified by Assessor	

**CITY OF HARPER WOODS**  
**Poverty Exemption Worksheet**

Applicants Name: \_\_\_\_\_

Address: \_\_\_\_\_

Year Applying: 2026

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
Taxable Value x .25 = 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 FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 2 - COLLECTIVE BARGAINING AGREEMENT -  
FRATERNAL ORDER OF POLICE (FOP)**

**EXPLANATION / SUMMARY**

Attached is the new labor agreement between the City of Harper Woods and the Fraternal Order of Police Union (Patrol Officers and Dispatchers). This agreement favorably addresses employee retention, comparability rates and benefits with neighboring communities, rebuilds the experience and training skills in the Detective Bureau and maintains the integrity of the City's pension funding level and changes enacted by City Council in past years.

Highlights include:

**Pay Increase** - 2.5% for 2026, 2027 and 2028

**Annual Bonus** for Public Safety Cross-trained Officers - \$6,000

**Prior retention bonus** - Eliminated

**Dispatchers** - Raised rates for lower paid dispatchers and compacted their carrier ladder

**Detective Bureau** - \$4,000 bonus plus paid call time

**Signing Bonus** - \$1,000

**Pension** - No changes to benefit multiplier but added a three-to-one match with a \$3,000 cap.

**Loan Program** - Participants will be able to make loans from vested balances

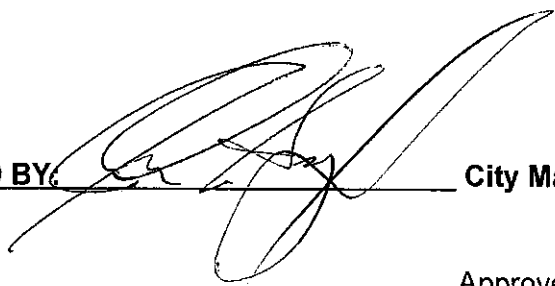
**Retroactivity** - Limited to January 1, 2026

It is recommended that this agreement be approved.

**RECOMMENDED ACTION:**

By RESOLUTION, approve the agreement between the City of Harper Woods and the Fraternal Order of Police (FOP) Patrol Officers, Dispatchers and Detectives Unit covering the period January 1, 2025 through December 31, 2028, and further to authorize the Mayor and the City Manager to sign the agreement.

**SUBMITTED BY:**



**City Manager, John Szymanski**

\_\_\_Approved \_\_\_Vote

**TENTATIVE AGREEMENT  
 BETWEEN  
 CITY OF HARPER WOODS  
 AND FRATERNAL ORDER OF POLICE LABOR COUNSEL  
 (PATROL OFFICERS, DETECTIVES AND DISPATCHERS UNIT)  
 1/30/2026**

**Duration:**

The Parties agree to a 3 year contract , January 1,2025 through December 31,2028.

**Wage and Increases and Bonuses:**

January 1, 2026	2.5%
January 1, 2027	2.5%
January 1, 2028	2.5%

Annual bonus for bargaining unit members with current Public Safety Certifications (PSO bonus) as provided in Sect. 45.8.	\$6,000
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These bonuses will, consistent with Sect. 45.8, be paid the first payroll in July.

Consistent with Sect. 45.8, these bonuses will not be included in FAC.

Retention bonus is eliminated.

**Dispatch**

Dispatch wages shall be as follows as of January 1,2026 :

	<u>HR BASE</u>	<u>YEAR BASE</u>
Start	\$22.35	\$46,488.00
12 Months	\$23.58	\$49,046.40
36 Months	\$25.34	\$52,707.20

60 Months \$27.10

\$56,638.00

These wages shall be subject to the 2.5% annual wage increases provided above.

**Detective Bureau**

Officers assigned to the Detective Bureau will remain in that position permanently at the discretion of the Director of Public Safety.

Officers assigned to the Detective Bureau will receive an annual \$4,000 bonus payable in equal amounts quarterly but not included in FAC.

Officers assigned to the Detective Bureau on call over a weekend shall receive two hours of overtime compensation each day effectively a maximum of two days, four hours total.

**Signing Bonus**

\$1,000 payable by the second payroll after ratification.

Signing bonus is subject to the TA being ratified by the Union by February 16, 2026. If not ratified by the Union by that date the signing bonus shall be eliminated from this Tentative Agreement and no signing bonus shall be paid.

**Retroactivity**

All wage increases contained in this agreement shall be retroactive to January 1, 2026, only upon the Tentative Agreement being ratified by the Union by February 16, 2026. If the Tentative Agreement is not ratified by the Union on or before that date any wage increases provided herein are effective only upon approval by the Harper Woods City Council.

**457 (b) Deferred Compensation Plan**

The Parties agree that the Employer will implement a 457 (b) deferred compensation plan that includes , but is not limited to , the following:

**EMPLOYER MATCH**

City matches “three to one” up to a maximum of \$3,000.00 annually. City match vests upon twenty-four months participation in the Plan. Employee can contribute

up to IRS limits with no Employer match above \$3,000 annually.

## **LOAN PROGRAM**

### **Loan Source**

Loans may be funded from both vested balances in the Employer Contribution Account and the entire balance in the Participant contribution Account.

Any participant's Designated Roth Account will not be available as a source of loans under the account.

### **Loan Purpose**

Members may request a loan for any reason.

### **Maximum No. of Loans**

Participants may have only one (1) outstanding loan at a time.

### **Loan Amount, Maximum**

The maximum amount of all loans from the Plan and all other plans of the City that are either eligible deferred compensation plans described in section 457 (B) of the Code or qualified employer plans under 72 (p) (4) of the Code (e.e. 401 (a)/403(b) plans) shall not exceed the lesser of:

(1) \$50,000 or

(2) One half of the value of the Participant's interest in all his or her accounts under this Plan, excluding his or her interest in any Roth account.

### **Loan Amount, Minimum**

The minimum loan amount is \$1,000.00

### **Length of Loan**

Loans must be repaid in substantially equal installments of principal and interest over a period that does not exceed five (5) years.

**Repayment Process**

ACH only, bi weekly.

**Loan Interest Rate.**

Prime rate plus 0.5% , or 1% as determined by the Plan implemented . when a new loan is approved , the interest rate is locked in and remains constant throughout the life of the loan.

**Acceleration**

Outstanding loans will be due and payable at the time the participant separates from service.

**Deemed Distributions**

Once a loan is in default , as determined by the Plan implemented , federal; law requires that the entire loan amount be reported to the Internal Revenue Service as a deemed distribution . This means that the entire amount of the outstanding loan and accrued interest - to - date on the date of default will be subject to income tax in the year of the deemed distribution. Repayment of a deemed distribution will not change or reverse the taxable event. Participants are required to pay an outstanding loan which has been deemed distributed.

Participants who default are no longer eligible to receive a loan from their account.

**Fraternal Order of Police  
Labor Council**

**City of Harper Woods**

By. \_\_\_\_\_

\_\_\_\_\_

**Scott Harding, Business Agent**

**John Szymanski , City Manager**

Date \_\_\_\_\_

Date \_\_\_\_\_

By Date \_\_\_\_\_

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 3 - REVISED GRANT AGREEMENT - COMMUNITY CENTER DOME PROJECT**

**EXPLANATION / SUMMARY**

The City received a grant from Wayne County for \$379,035.00 to supplement the Community Center grant from the State of Michigan in the amount of \$1,500,00.00 for a combined total of \$1,879,035.00. The entire cost of the community center will be approximately \$2,400,00.00 with the remaining \$520,965.00 coming from The City of Harper Woods. The City's part has been spread over (2) prior fiscal years at a cost of about \$173,655.00 per year.

The City has budgeted these amounts in years 2024 and 2025, and the community center could not be built without all financing options being received and coordinated. City Council has passed and ratified the acceptance of this grant.

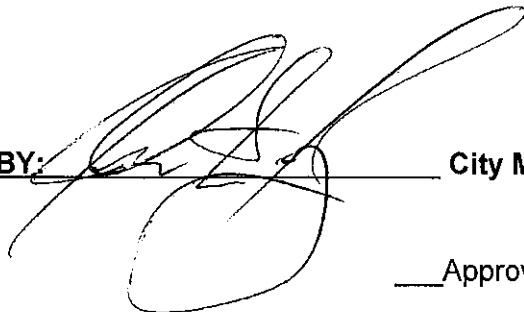
This request is for acceptance of the revised agreement by Wayne County to use this grant money (\$379,035.00) for the construction of the DOME project this spring.

It is my recommendation that this grant revision be accepted.

**RECOMMENDED ACTION:**

By RESOLUTION, approve the Revised Grant Agreement to modify the scope of the original agreement to allow for the design change of the Community Center Dome Project.

**SUBMITTED BY:**



**City Manager, John Szymanski**

    Approved     Vote

**FIRST AMENDMENT TO INTERGOVERNMENTAL  
AGREEMENT BETWEEN CHARTER COUNTY OF WAYNE AND  
THE CITY OF HARPER WOODS  
FOR THE HARPER WOODS COMMUNITY CENTER PROJECT**

**THIS FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT** ("First Amendment") is between the County of Wayne, Michigan, a body corporate and Charter County acting through its Department of Economic Development (the "County"), and the City of Harper Woods (the "City").

**RECITALS**

**WHEREAS**, on February 6, 2025, the Wayne County Commission approved an Intergovernmental Agreement with the City to partially fund the development of Harper Woods Community Center Project ("the Agreement"), which provided for an allocation by the County of Three Hundred Seventy Nine Thousand Thirty Five and 00/100 (\$379,035) Dollars to the City to support the development; and

**WHEREAS**, the City has requested to modify the scope of the Agreement, whereby the City will continue the development of its community center, but modify its design; and

**WHEREAS**, the Parties now wish to enter into this First Amendment to allow the City to utilize its modified design to complete the Community Center Project.

**NOW, THEREFORE**, the Parties agree as follows:

1. Exhibit A to the Agreement is replaced in its entirety by Exhibit A-1, attached hereto and fully incorporated into the Agreement.
2. Exhibit B to the Agreement is replaced in its entirety by Exhibit B-1, attached hereto and fully incorporated into the Agreement.
3. All other terms and conditions in the Agreement not in conflict with the terms of this First Amendment shall remain in full force and effect.
4. Each party warrants that its agent signing this First Amendment is authorized to bind its principal.
5. This First Amendment shall become part of the Contract between the parties.

**NOW THEREFORE**, the County and the City hereby agree to the expressed terms above and execute this First Amendment to the Agreement on the dates identified below.

***Signatures included on the following page.***

**SIGNATURES**

The County and the City, by their authorized officers and representatives have executed this Agreement.

<p><b>CITY OF HARPER WOODS</b> <i>JOHN SZYMANSKI</i> By: _____ Its: <u>CITY MANAGER</u> Date: <u>JANUARY 26, 2026</u></p>	<p><b>COUNTY OF WAYNE</b> By: _____ WARREN C. EVANS Its: <u>County Executive</u> Date: _____</p>
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APPROVED AS TO FORM:  
By: Jim Jernigan  
DEPT. OF CORPORATION COUNSEL  
APPROVAL DATE: 01.23.26

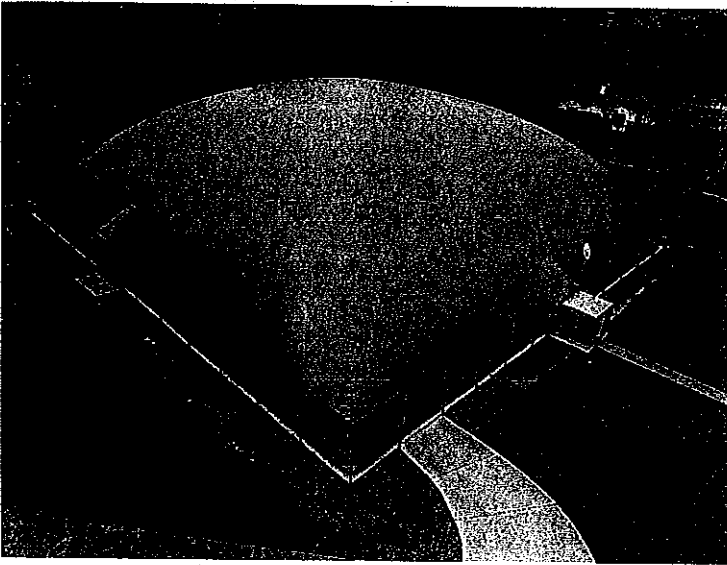
END OF PAGE; EXHIBITS ON FOLLOWING PAGES

## **EXHIBIT A-1**

**The City of Harper Woods formally requests approval to modify the community center's Architectural and Engineering design. The amendment seeks to change the design from a community building to an air-structured dome located in the same area within Salter Park, a city-owned park.**

**The air structure dome will measure 70 feet wide by 122 feet long by 32 feet tall for a total of 8,540 square feet. The dome will house two offices, a break room, a storage room, men and women's restrooms, and a full-size basketball court. The air structure dome will serve as the City's first indoor recreation space, providing year-round access to recreational, wellness, and community programming for residents of all ages.**

**The air structure dome will also function as a resilience hub for seniors and other vulnerable populations during periods of extreme heat or cold which strengthen the City's capacity to respond to future public health emergencies. Access to a safe, climate-controlled space is particularly critical for residents who may lack reliable heating or cooling in their homes. The City of Harper Woods will primarily use the Wayne County's contribution to build and install the Dome Membrane.**



## EXHIBIT B-1

<b>ASATI Contract Itemized Summary for Harper Woods Community Center Dome Project</b>			
UNIT	ITEM DESCRIPTION	UNIT PRICE	ITEM SUBTOTAL
1	Dome Membrane (White Opaque PVDF Fabric Envelope, Thermal Liner, Field Joint, Aluminum Gutter with Synthetic 2x4s)	\$ 329,113	\$ 329,113
2	Single Emergency Exit Door with Interior Exit Sign	\$ 9,782	\$ 19,564
1	3-Leaf Revolving Door	\$ 31,444	\$ 31,444
1	Vehicle Airlock (8' x 8' x 16')	\$ 37,801	\$ 37,801
1	Heating & Cooling Pressurization System (750,000 BTUs w/ 40 Tons)	\$ 243,460	\$ 243,460
1	Generator	\$ 37,032	\$ 37,032
12	LED HangLite	\$ 1,350	\$ 16,200
1	ASATI Dome Installation Supervision	\$ 25,686	\$ 25,686
1	ASATI Structural Engineering Package	\$ 15,000	\$ 15,000
<b>GRAND TOTAL</b>			<b>\$ 755,300</b>

**END OF DOCUMENT**

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 4 - ACCEPTANCE OF GRANT - VERNIER ROAD  
WATER MAIN REPLACEMENT**

**EXPLANATION / SUMMARY**

The City of Harper Woods has been awarded a grant in the amount of \$30,675.00 by the Michigan Infrastructure Office Technical Assistance Center for the reconstruction of the Vernier Road Water Main line in front of the Eastland Commerce Center.

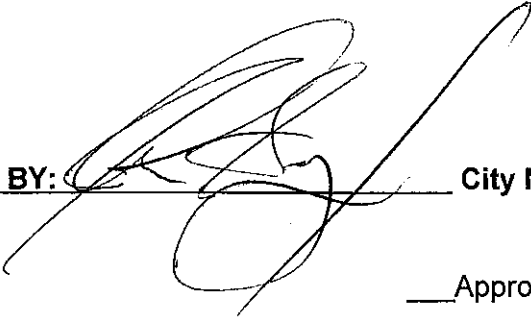
This grant helps communities prepare for under- resourced critical infrastructure projects and apply for Federal Funding. This grant specifically covers costs like feasibility studies, engineering and environmental reviews to ensure applications are more competitive.

The City Engineer will be present to further explain and answer questions.

It is recommended that we accept this grant.

**RECOMMENDED ACTION:**

By RESOLUTION, to accept the grant from Michigan Infrastructure Office Technical Assistance Center in the amount of \$30,675.00 for the Vernier Road Water Main Replacement, and further to authorize the City Manager to sign the agreement.

**SUBMITTED BY:**  **City Manager, John Szymanski**

    Approved     Vote

**Grant Agreement #: PDAP-2026-COHW-01**

**Grant Agreement**

**Regarding the**

**2026 Pre-Development Accelerator Pilot Program**

**Between the**

**Michigan Infrastructure Office Technical Assistance Center**

**And**

**City of Harper Woods**

**Michigan Infrastructure Office Technical Assistance Center**  
Offer of Award for Technical Assistance

By authority granted under Public Act No. 166 of 2022, the Michigan Infrastructure Office Technical Assistance Center, (hereinafter the Grantor) hereby offers to the City of Harper Woods (hereinafter, the "Grantee"), technical assistance subject to the terms and conditions, and limitations as set forth herein.

The maximum value of this Technical Assistance Award is \$30,675.00.

The grant of technical assistance shall be effective from February 1, 2026, through September 15, 2026.

If the project is not completed in the initial period, a grant option may be considered by the Grantor. Approval of an option is not guaranteed and is dependent on the Grantee's compliance with the enclosed Terms and Conditions. Grantees requiring an option should contact the Grant Administrator as soon as it is evident one is needed. Any request for an option must be made to the Grant Administrator in writing before the expiration of the grant. Funds will be made available for this program in accordance with the attached Terms and Conditions.

This grant is valid contingent upon the availability of funds. If the Grantor's funds are reduced by budget cutback, this grant may be reduced or canceled.

This grant does not commit the State of Michigan, Michigan Department of Transportation nor the Department of Technology, Management and Budget to approve requests for additional funds not contained in this grant.

The foregoing Grant Offer is hereby made and accepted, and it is agreed that the funds made available will be used only as set forth herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026

---

John Szymanski, City Manager  
City of Harper Woods

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026

---

Kristin A. Brady, Director  
Michigan Infrastructure Office Technical Assistance Center

## **Michigan Infrastructure Office Technical Assistance Center Offer**

**GRANTEE:** City of Harper Woods

**PROJECT TITLE:** Vernier Road Water Main Replacement

**GRANTEE/ADDRESS:** 19617 Harper Ave., Harper Woods, MI 48225

**TOTAL AUTHORIZED BUDGET:**

Reimbursement for Approved Pre-Development Activities: \$30,675.00

See SECTION II SPECIAL TERMS AND CONDITIONS – B. Scope of Work

**GRANT NUMBER: PDAP-2026-COHW-01**

## **I. GENERAL TERMS AND CONDITIONS**

### **A. Record Retention**

Grantees and sub-grantees shall retain all financial reports, supporting documents and statistical records for a period of three years after the close of the grant. The retention period starts from the date of receipt of the final report by the Grant Administrator. Examples of documents to be retained might include but are not limited to original and/or electronic invoices, billings, packing slips, reports, checking account statements, accounts payable records, contracts and sub-contracts.

### **B. Procurement**

The Grantee agrees that all procurement transactions involving the use of funds from this grant shall be conducted in a manner that provides maximum open and free competition.

The Grantee agrees that procurement transactions will follow the procurement policies grantee has submitted to, and that have been approved by the Grantor. By affixing their signature to this grant agreement, the Grantor indicates approval of procurement policies submitted by Grantee.

The following procurement documents were submitted by Grantee:

1. Procurement Policy – 1/27/26

### **C. Project Changes**

The Grantee must obtain prior written approval for project changes from the Grant Administrator. These include:

1. Changes in substance to the scope of work activities.
2. Additions or deletions in the project work plan or location.
3. Any single or cumulative change in the budget of 20% or more of the award amount.

### **D. Regulation Compliance**

The Grantee, contractors and subcontractors are responsible for compliance with all federal and state laws and municipal ordinances and regulations in any manner affecting the work or performance of this grant and shall at all times carefully observe and comply with all rules, ordinances and regulations.

### **E. Non-Discrimination Clause**

In the performance of this grant, the Grantee agrees not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability unrelated to the individual's ability to perform the duties of the particular job or position. The Grantee further agrees that every subcontract entered into for the performance of this grant will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each subcontractor. This

covenant is required pursuant to the Elliot Larsen Civil Rights Act, 1976 Public Act 453, as amended, MCL 37.2101, *et seq*, and the Persons with Disabilities Civil Rights Act, 1976 Public Act 220, as amended, MCL 37.1101, *et seq*, and any breach thereof may be regarded as a material breach of the Contract or purchase order.

**F. Unfair Labor Practices**

Pursuant to 1980 Public Act 278, as amended, MCL 423.231, *et seq*, the State shall not award a contract or subcontract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled pursuant to section 2 of the Act. The United States National Labor Relations Board compiles this information.

A contractor of the State, in relation to the contract, shall not enter into a contract with a subcontractor, manufacturer, or supplier whose name appears in this register. Pursuant to section 4 of 1980 Public Act 278, MCL 423.324, the State may void any contract if, subsequent to award of the contract, the name of the contractor as an employer, or the name of the subcontractor, manufacturer or supplier of the contractor appears in the register.

**G. Liability Insurance**

During the term of this grant, the Grantee and all contractors and subcontractors will provide and maintain public liability, property damage, and worker's compensation insurance ensuring the interests of all parties to this grant against any and all claims which may arise out of the Grantee's or contractor's operations under the terms of this grant.

**H. Indemnification**

The State of Michigan, its officers, agents and employees shall not, in any manner, be liable for any loss or damage connected to or resulting from any work done under this grant; nor to any materials, equipment, or other property that may be used or employed in connection herewith, or for any damages to any person whether an employee of the Grantee or any subcontractor or otherwise.

The Grantee agrees to indemnify, defend, and save harmless the State, its officers, agents, and employees from any and all claims and losses accruing or resulting to the Grantee, contractors, subcontractors, material providers, laborers, and any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the negligent performance of this grant from any and all claims and losses accruing or resulting to any person, firm, or corporation who may be injured or damaged by the Grantee's, contractor's or subcontractor's negligence in the performance of this grant; and against any liability, including costs and expenses, for violation of proprietary rights, copyrights, or rights of privacy.

**I. Conflict of Interest**

No member of the legislature, judicial, or executive branch of state or federal governments or any local unit of government official shall personally benefit from this grant agreement. No member of the Grantee's Board of Directors, its employees, partner agencies or their families shall have any personal benefit from this grant agreement.

**J. Cancellation**

Cancellation or reduction of the grant by the Grantor may be for default by the Grantee, lack of further need for the service at the location named in the contract, or conviction of criminal offense(s) as defined below.

Default is defined as the failure of the Grantee to fulfill the obligations of the grant proposal. In case of default by the Grantee, the Grantor may cancel the grant immediately and reclaim all unused grant funds to be returned by the Grantee immediately. All disallowed costs and overpayments shall also be returned by the Grantee.

In the event the Grantor no longer needs the service specified in the grant due to program changes, changes in laws, rules or regulations, relocation of offices, or lack of funding, the Grantor may cancel or reduce the grant by giving the Grantee written notice of such cancellation 30 days prior to the date of cancellation. All costs incurred by the Grantee between the grant termination notice and the termination date, with the exception of previously budgeted personnel costs and non-cancelable obligations, must be approved by the Grant Administrator prior to their incurrence. No costs shall be allowed after the grant has been terminated.

The Grantor may immediately cancel the grant without further liability to the State, its departments, agencies and employees if the contractor, an officer of the contractor, or an owner is convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract; or convicted of a criminal offense including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under state or federal antitrust statutes; or convicted of any other criminal offense which in the sole discretion of the State, reflects on the contractor's business integrity.

**K. Electronic Funds Transfer**

In accordance with Public Act 533 of 2004, payments under this grant/contract must be processed by electronic funds transfer (EFT). To receive funds all grantees must be registered in the State of Michigan SIGMA Vendor Self Service (VSS) System. More information about registering for VSS can be found at: [www.michigan.gov/sigmavss](http://www.michigan.gov/sigmavss).

**L. Clawback Provision**

This Award shall be subject to recoupment if the Grantee is found to be non-compliant with any of the requirements of this Agreement. Additionally, the award of match dollars shall be subject to recoupment if the Grantee and/or the funded project is found to be out of compliance with any federal requirements of the federal award. Notwithstanding anything to the contrary herein, the Award shall be subject to any recoupment or clawback policy that is adopted by the State of Michigan Infrastructure Office, including any policy that is adopted after the Grant Date, or any recoupment or clawback policy that becomes applicable to the Grantee pursuant to any reimbursements made for non-allowable expenses.

**M. Maintenance of Effort**

The Grantee may not use funds granted herein to supplant any funding used for ongoing maintenance of effort. All funds paid through this contract must be in reimbursement for expenses incurred with provision of additional capacity activity and effort of the Grantee and not as substitute for funding for normal operations.

**N. Indirect Costs**

Indirect costs are not eligible for reimbursement under this agreement unless explicitly described in Section II. SPECIAL TERMS AND CONDITIONS.

**II. SPECIAL TERMS AND CONDITIONS**

**A. Statement of Purpose**

The purpose of this agreement is to provide cost reimbursement for pre-development activities to prepare and submit a federal grant on behalf of the Grantee’s infrastructure project.

**B. Scope of Work**

By accepting these funds, Grantee agrees that they will conduct pre-development activities in pursuit of the following federal funds:



Activities to be conducted using Pre-Development Accelerator Pilot program funding must come from the following categories:

<b>PDAP Expenditure Category</b>	<b>Example Uses</b>
<b>Planning</b>	Creation of asset management plans, capital improvement plans, asset mapping, creation of planning documents that serve as pre-requisites to federal funding applications, transit development plans, creation of multi-county or regional collaborative plans for infrastructure including prioritization of projects.
<b>Preliminary Engineering &amp; Design</b>	Conceptual design drawings, preliminary roadway cross-sections, bridge type selection studies, roadway alignment studies, water/wastewater system schematics, water system mapping, preliminary transit facility layouts, bus stop design concepts.
<b>Feasibility Studies &amp; Alternatives Analysis</b>	Transportation corridor alternatives analysis, traffic modeling, pump station or water treatment plant expansion studies, lifecycle cost comparison, transit route optimization analysis, multi-modal connectivity studies.

<b>Environmental Review Support</b>	NEPA/MEPA scoping documents, categorical exclusion preparation, wetland delineation, endangered species review, historical/cultural resource screening, Phase I Environmental Site Assessment, FTA environmental documentation.
<b>Permitting</b>	Preparation of early permit applications; hydrologic/hydraulic modeling for water infrastructure permits, transit facility site permits.
<b>Regulatory Pre-Consultation</b>	Preparation for regulatory meetings with EGLE, MDOT, FHWA, or other agencies, consultation with FTA on early transit project scoping or environmental requirements.
<b>Public Engagement &amp; Outreach</b>	Facilitated town halls, public input sessions, pop-up engagement events, online public surveys, project flyers, fact sheets.
<b>Site Identification &amp; GIS Mapping</b>	Parcel mapping, utility infrastructure overlays, right-of-way mapping, floodplain mapping, environmental constraint layers, transit corridor mapping.
<b>Cost Estimation &amp; Funding Strategy</b>	Capital project impact assessments for increasing project competitiveness, engineer's opinion of probable construction cost, benefit-cost analysis, funding match strategy development, bundling opportunities with other projects.
<b>Specialized Technical Studies</b>	Pavement condition analysis (PASER), bridge load rating preliminary work, water quality sampling, infiltration/inflow studies, preliminary geotechnical borings, transit fleet electrification readiness assessments.

**OR**

Grantee may conduct other activities as detailed here (insert allowable activity or N/A here as applicable, with initials):

\_\_\_\_\_

**C. Communication**

For Grantee: All documents and correspondence related to this award (including the signed Agreement itself) shall be sent to:  
 Kristin Brady, Grant Administrator  
[Bradyk4@michigan.gov](mailto:Bradyk4@michigan.gov)

**All communications must contain these words in the email subject line:  
 PDAP Grant Administration**

For Grantor: All communications will be emailed to the municipality representative on record.

Contact Change Notification: At least 15 days advance notification must be sent to the Grant Administrator of any changes to the Grantee contact information.

**D. Budget**

This is a cost reimbursement grant funded by state general funds.

**E. Payment Schedule**

Payments will not be made until reports have been received by the Grant Administrator as required in Section II-G.

Single Payment: Upon Receipt of required report(s), documentation of expenditures and invoice.

**F. Reimbursement Requests**

At a minimum, the reimbursement request shall contain an invoice and:

- a. An Outcomes Report of outcomes achieved and how this project met the goals and objectives of the PDAP as outlined in the proposal. (Report form to be provided by MIO TAC.)
- b. A completed Invoice (form provided by MIO TAC) and a financial summary as compared to the budget submitted. Summary must include a reconciliation of actual expenses incurred during the reporting period for reimbursement.
- c. Documentation of actual expenses paid.

Grantee will submit reimbursement request as a single final draw at such time that all expenses are incurred and documented.

The single reimbursement request must be submitted by September 15, 2026, at the latest.

**G. Reporting Requirements**

**Final Outcomes Report:** The Grantee must submit a Final Outcomes Report with their single reimbursement request upon expenditure of all PDAP funds. (Outcomes Report form will be provided by MIO TAC)

**Interim Outcomes Report:** If a Grantee does not submit a Final Outcomes Report with reimbursement request prior to June 15, 2026, an Interim Outcomes Report will be due on that date to the PDAP Administrator. (Interim Report will use the Outcome Report form provided by MIO TAC.)

**Final Feedback Report:** In addition, each recipient will complete a final feedback form 12 months from the date of the Final Outcomes Report. Grantees are expected to report whether the project ultimately applied for and/or received a federal grant or funding award. This ensures TAC can track outcomes and evaluate the effectiveness of pre-development support.

**H. Audit**

The project will be subject to audit by the State who may review the adequacy of the financial management/reporting system during or at any time subsequent to the award.

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 5 - APPOINTMENT OF BOND COUNSEL - CWSRF BOND**

**EXPLANATION / SUMMARY**

The City has received an engagement letter from Pat McGow from the law firm of Miller Canfield Paddock and Stone for services of a Bond Counsel in conjunction with the issuance of the CWSRF bonds by the State of Michigan.

As some of you may remember, we have used Pat McGow for the DWSRF project in the past and were pleased with his services.

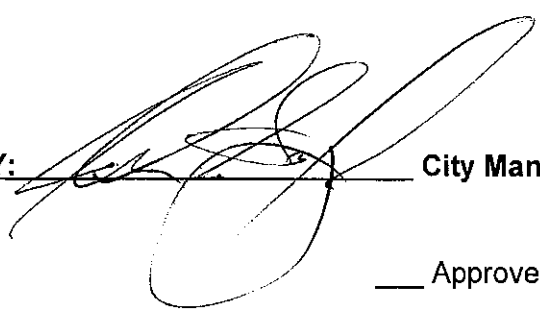
His role will be to render objective legal opinion with respect to the authorization and issuance of the CWSRF bonds, which may include advising City Council, examining related tax issues, preparing necessary resolutions and assisting in an advisory capacity in preparing documents required by the Michigan Department of Treasury and other functions of a bond counsel.

I recommend approval of the engagement letter.

**RECOMMENDED ACTION:**

By RESOLUTION, to appoint Pat McGow of the Miller, Canfield, Paddock and Stone firm as counsel for the potential issuance of bonds to finance the Clean Water State Revolving fund (CWSRF) in an amount to be determined and further to authorize the City Manager to sign the necessary documents.

**SUBMITTED BY:**



**City Manager, John Szymanski**

Approved     Vote

Founded in 1852  
by Sidney Davy Miller

# MILLER CANFIELD

PATRICK F. MCGOW  
TEL (313) 496-7684  
FAX (313) 496-8450  
E-MAIL [mcgow@millercanfield.com](mailto:mcgow@millercanfield.com)

Miller, Canfield, Paddock and Stone, P.L.C.  
150 West Jefferson, Suite 2500  
Detroit, Michigan 48226  
TEL (313) 963-6420  
FAX (313) 496-7500  
[www.millercanfield.com](http://www.millercanfield.com)

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UKRAINE  
QATAR

February 4, 2026

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

Re: City of Harper Woods - Collection System Improvements Project  
(Clean Water State Revolving Fund)

Dear John:

We appreciate the opportunity to serve the City of Harper Woods (the "City") as bond counsel in connection with the potential issuance of bonds (the "Bonds") to finance collection system improvements for the City. It is our understanding that the City's projects are expected to be financed through the FY 2026 Clean Water State Revolving Fund ("CWSRF") administered by the Michigan Department of Environment, Great Lakes and Energy ("EGLE") and the Michigan Finance Authority ("MFA"). We value our relationship with the City and you may be assured of our prompt and complete attention to this financing. It is our practice when beginning work on a new matter to send an engagement letter like this which sets forth the scope of our services as bond counsel and the nature of our compensation.

### ***Bond Counsel's Role***

Bond Counsel is engaged as a recognized expert whose primary responsibility is to render an objective legal opinion with respect to the authorization and issuance of the Bonds. Our approving legal opinion with respect to the Bonds will be executed and delivered by us in written form on the date the Bonds are exchanged for their purchase price and will be based upon facts and law existing as of its date. In rendering the opinion, we will rely upon the certified proceedings and other certifications of public officials and by other persons furnished to us without undertaking independent verification of the information contained in the proceedings and certifications.

In performing our services as bond counsel, our client is the City and we will represent its interests. However, our representation of the City does not alter our responsibility to render an objective opinion as bond counsel. Upon delivery of the opinion our responsibilities as bond counsel will be concluded with respect to the Bonds.

*Scope of Bond Counsel Services – What We Will Do*

As bond counsel, we would provide the following services customarily performed by bond counsel respecting the authorization, sale, issuance and delivery of bonds:

1. Meet or consult with City officials, the City Council, if requested, and others to explain the legal nature of a proposed borrowing, the City's power to borrow and the limitations on that power and consult with City officials and the financial advisor in the design of the bonding program and timing schedules.

2. Prepare all of the necessary resolutions, notices, agreements, and other documents to authorize, issue and market the bonds. We also would assist your financial advisor in preparing applications to the Michigan Department of Treasury and in preparing the official statement respecting the bonds. We also will advise the City regarding relevant disclosure obligations under SEC Rule 15c2-12 in connection with the marketing and sale of municipal securities.

3. Examine the tax issues related to the bonds (done by an attorney specializing in the requirements of the Internal Revenue Code as they apply to municipal tax-exempt bonds) to assure that all requirements of the Internal Revenue Code are complied with and that any adverse tax consequences are minimized.

4. Prepare the bond form for printing definitive bonds for delivery to the purchaser. We will also participate in the sale and delivery of the bonds to the purchaser in order to handle legal matters that may arise at those times.

5. Give the approving opinion as to validity and enforceability of the bonds and their authorizing documents and as to the exemption of the interest on the bonds from federal and state income taxation.

Our professional responsibilities as attorneys in this matter will be limited to interpretations of law and other legal issues and the drafting of legal documents. In no event, of course, would we presume to assume the responsibilities of the City or the professional responsibilities of any other advisor with respect to such non-legal matters. We are not registered municipal advisors under the federal Dodd-Frank Act. We understand that the City will retain Bendzinski & Co., Inc. to serve as its registered municipal advisor.

*Additional Services*

We believe that the above services encompass the normal scope of bond counsel activities. Because we are not the City's general counsel, our engagement in this matter is not an undertaking at this time to represent the City or its interests in any other matters for which we are not separately engaged.

Our services as bond counsel do not include activities outside of that norm, such as review of construction contracts, condemnation, title issues or recording deeds involved in land acquisition, representation of the City in litigation or administrative proceedings that might arise in connection with the Bonds. In the event that serious matters or matters outside the norm arise in these areas, we would provide you at that time with a fee quote for such additional services.

Our engagement does not include any obligation to monitor compliance with the federal tax requirements found in the Internal Revenue Code of 1986 (the "Code") and applicable to the Bonds, including the rebate requirements of Code Section 148(f), if applicable, as described in an exhibit attached to the Nonarbitrage and Tax Compliance Certificate that the City will execute in connection with the issuance of the Bonds, or in connection with any audit or examination of the Bonds by the Internal Revenue Service. However, we would be available to assist with rebate calculations or any audit or examination as a separate engagement.

We are not being retained and our acceptance of this engagement is not an undertaking to provide the Township or any other person or entity with any advice or guidance relating to the Corporate Transparency Act (CTA) or their obligations thereunder, to prepare, review, submit, or update and document under the CTA, or to prepare or file any entity formation or registration documents on behalf of the Township or any other person or entity.

### ***Conflict of Interest Policy***

Our firm is one of the largest in Michigan. In addition to having the largest public finance practice in the State, our attorneys represent a great many clients and our practice is in many different legal areas. We call your attention to the fact that our firm frequently represents MFA in a variety of State of Michigan financings. This firm may be asked to represent MFA in connection with the CWSRF program during the time the City is selling the Bonds to MFA. This representation would not involve the City, its project or its Bonds specifically and therefore we do not believe our firm's representation of MFA, should it occur, would interfere in any way with our representation of the City as bond counsel in connection with the Bonds. However, we wish to make you aware of the possibility of such representation and invite you to discuss with us this matter further if you have any questions or concerns.

### **Fees**

It is our understanding that the City is considering the issuance of a single series of Bonds, through the CWSRF but the final project size, composition of the Bonds, and size of the Bonds have not yet been determined. Once the timing and amount of the project is identified, we will be able to give you a firm quote for our fees as bond counsel as described above and an estimate of our fees for any additional services. As you are aware, our customary practice is to submit our invoice for payment at the time of the delivery of the Bonds to be paid from the proceeds of the Bonds.

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

Mr. John Szymanski


-4-

February 4, 2026

We welcome this opportunity to be of service to the City and look forward to working with you. If you have any questions regarding this letter, please give me a call.

Very truly yours,

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

By: 

Patrick F. McGow

Cc: Maria Nawrocki  
Kim Keogh

45595410.1/088888.01672

**CITY OF HARPER WOODS**  
**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**  
**AGENDA EXPLANATION**

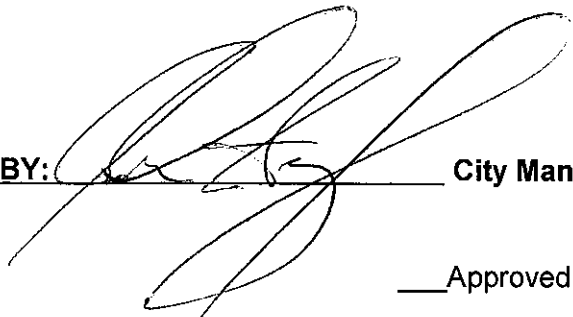
**NEW BUSINESS NO. 6 - PRINCIPAL AND INTEREST - SRF BONDS**

**EXPLANATION / SUMMARY**

Attached is a letter from the Treasurer transmitting an invoice for the principal and interest payments for our two State Revolving Fund bonds. I have reviewed these and it is recommended that they be approved for payment.

**RECOMMENDED ACTION:**

By RESOLUTION, approve payment to US Bank Trust Company, N.A. in the amount of \$199,687.50 for the principal and interest on the SRF Sewer Bond and \$2,301.52 for the interest on the DWSRF Lead Water Bond for a total of \$201,989.02.

**SUBMITTED BY:**  \_\_\_\_\_ **City Manager, John Szymanski**

\_\_\_Approved \_\_\_Vote



**Michigan Finance Authority**  
**State Revolving Fund**  
**INVOICE**

01/28/2026

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

Below are the details regarding the State Revolving Fund semiannual payment due **March 25, 2026** per the signed Purchase Contract(s) with the Michigan Finance Authority.

Project Number	Principal	Interest	Total
5370-01	\$180,000.00	\$19,687.50	\$199,687.50
7829-01	\$0.00	\$2,301.52	\$2,301.52
	\$180,000.00	\$21,989.02	
<b>Total Amount Due:</b>			<b>\$201,989.02</b>



If you have any questions or changes to the contact/billing information, please email those changes to [Treas-SRF-LGLP-MFA@michigan.gov](mailto:Treas-SRF-LGLP-MFA@michigan.gov).

**If you have signed up for automatic debit with US Bank, your account will be debited for the total due on March 18, 2026.**

Please find the two methods of payment to the Michigan Finance Authority below:

<b>Payment via Federal Wire Transfer for All Loan Types:</b>	<b>Payment via ACH Transfer for All Loan Types:</b>
<p>Wire Transfers <b>MUST</b> be initiated by 10:00 am on 03/25/2026 and sent to:</p> <p>US Bank Trust Company, N.A. 60 Livingston Avenue St. Paul, MN 55107</p> <p>ABA: 091-000-022 FBO: US Bank Wire Clearing Account A/C: 170225065979 Ref: <b>1030-MFA</b></p> <p>Please note, the reference number must be included on the wire transfer to receive proper credit</p>	<p>To allow for processing time, ACH transfers <b>MUST</b> be initiated by 03/23/2026 and sent to:</p> <p>US Bank Trust Company, N.A. ABA: 091-000-022 FBO: US Bank Wire Clearing Account A/C: 180121196976 Ref: <b>1030- MFA</b></p> <p>Please note, the reference number must be included on the ACH transfer to receive proper credit.</p>

# Michigan Finance Authority

Schedule - By Daily Balance

LGA: City of Harper Woods

Account ID: 7829-01

Issue Date: 07/17/2024

Interest Rate: 2.0000(S)

Date	Principal	Interest Invoiced	Deferred Interest Billed - Included w/Interest Invoiced*	Current Interest Calculated through Billing Cutoff	Current Interest Calculated through Payment Date	Deferred Interest*	Total Current Debt Service	Disbursements	Outstanding Balance
10/01/2024									0.00
04/01/2025									0.00
09/18/2025									
10/01/2025	12,600.00				41.83	41.83	12,600.00	57,920.60	57,920.60
10/23/2025								174,319.39	219,639.99
01/15/2026								65,451.65	285,091.64
04/01/2026		2,301.52	41.83	2,259.69	2,259.69		2,301.52		285,091.64
10/01/2026	15,000.00	2,850.92		2,850.92	2,850.92		17,850.92		270,091.64
04/01/2027		2,700.92		2,700.92	2,700.92		2,700.92		270,091.64
10/01/2027	15,000.00	2,700.92		2,700.92	2,700.92		17,700.92		255,091.64
04/01/2028		2,550.92		2,550.92	2,550.92		2,550.92		255,091.64
10/01/2028	15,000.00	2,550.92		2,550.92	2,550.92		17,550.92		240,091.64
04/01/2029		2,400.92		2,400.92	2,400.92		2,400.92		240,091.64
10/01/2029	15,000.00	2,400.92		2,400.92	2,400.92		17,400.92		225,091.64
04/01/2030		2,250.92		2,250.92	2,250.92		2,250.92		225,091.64
10/01/2030	20,000.00	2,250.92		2,250.92	2,250.92		22,250.92		205,091.64
04/01/2031		2,050.92		2,050.92	2,050.92		2,050.92		205,091.64
10/01/2031	20,000.00	2,050.92		2,050.92	2,050.92		22,050.92		185,091.64
04/01/2032		1,850.92		1,850.92	1,850.92		1,850.92		185,091.64
10/01/2032	20,000.00	1,850.92		1,850.92	1,850.92		21,850.92		165,091.64
04/01/2033		1,650.92		1,650.92	1,650.92		1,650.92		165,091.64
10/01/2033	20,000.00	1,650.92		1,650.92	1,650.92		21,650.92		145,091.64
04/01/2034		1,450.92		1,450.92	1,450.92		1,450.92		145,091.64
10/01/2034	20,000.00	1,450.92		1,450.92	1,450.92		21,450.92		125,091.64
04/01/2035		1,250.92		1,250.92	1,250.92		1,250.92		125,091.64
10/01/2035	20,000.00	1,250.92		1,250.92	1,250.92		21,250.92		105,091.64
04/01/2036		1,050.92		1,050.92	1,050.92		1,050.92		105,091.64
10/01/2036	20,000.00	1,050.92		1,050.92	1,050.92		21,050.92		85,091.64
04/01/2037		850.92		850.92	850.92		850.92		85,091.64
10/01/2037	20,000.00	850.92		850.92	850.92		20,850.92		65,091.64
04/01/2038		650.92		650.92	650.92		650.92		65,091.64
10/01/2038	20,000.00	650.92		650.92	650.92		20,650.92		45,091.64
04/01/2039		450.92		450.92	450.92		450.92		45,091.64
10/01/2039	20,000.00	450.92		450.92	450.92		20,450.92		25,091.64
04/01/2040		250.92		250.92	250.92		250.92		25,091.64
10/01/2040	20,000.00	250.92		250.92	250.92		20,250.92		5,091.64
04/01/2041		50.92		50.92	50.92		50.92		5,091.64
10/01/2041	20,000.00	50.92		50.92	50.92		20,050.92		(14,908.36)
04/01/2042		(149.08)		(149.08)	(149.08)		(149.08)		(14,908.36)
10/01/2042	20,000.00	(149.08)		(149.08)	(149.08)		19,850.92		(34,908.36)
04/01/2043		(349.08)		(349.08)	(349.08)		(349.08)		(34,908.36)
10/01/2043	25,000.00	(349.08)		(349.08)	(349.08)		24,650.92		(59,908.36)
04/01/2044		(599.08)		(599.08)	(599.08)		(599.08)		(59,908.36)
10/01/2044	25,000.00	(599.08)		(599.08)	(599.08)		24,400.92		(84,908.36)
04/01/2045		(849.08)		(849.08)	(849.08)		(849.08)		(84,908.36)
10/01/2045	25,000.00	(849.08)		(849.08)	(849.08)		24,150.92		(109,908.36)
04/01/2046		(1,099.08)		(1,099.08)	(1,099.08)		(1,099.08)		(109,908.36)
10/01/2046	25,000.00	(1,099.08)		(1,099.08)	(1,099.08)		23,900.92		(134,908.36)
04/01/2047		(1,349.08)		(1,349.08)	(1,349.08)		(1,349.08)		(134,908.36)
10/01/2047	25,000.00	(1,349.08)		(1,349.08)	(1,349.08)		23,650.92		(159,908.36)
04/01/2048		(1,599.08)		(1,599.08)	(1,599.08)		(1,599.08)		(159,908.36)
10/01/2048	25,000.00	(1,599.08)		(1,599.08)	(1,599.08)		23,400.92		(184,908.36)
04/01/2049		(1,849.08)		(1,849.08)	(1,849.08)		(1,849.08)		(184,908.36)
10/01/2049	25,000.00	(1,849.08)		(1,849.08)	(1,849.08)		23,150.92		(209,908.36)
04/01/2050		(2,099.08)		(2,099.08)	(2,099.08)		(2,099.08)		(209,908.36)
10/01/2050	25,000.00	(2,099.08)		(2,099.08)	(2,099.08)		22,900.92		(234,908.36)
04/01/2051		(2,349.08)		(2,349.08)	(2,349.08)		(2,349.08)		(234,908.36)
10/01/2051	25,000.00	(2,349.08)		(2,349.08)	(2,349.08)		22,650.92		(259,908.36)
04/01/2052		(2,599.08)		(2,599.08)	(2,599.08)		(2,599.08)		(259,908.36)
10/01/2052	25,000.00	(2,599.08)		(2,599.08)	(2,599.08)		22,400.92		(284,908.36)
04/01/2053		(2,849.08)		(2,849.08)	(2,849.08)		(2,849.08)		(284,908.36)

**MICHIGAN FINANCE AUTHORITY**  
**ESTIMATED CLEAN WATER PROGRAM SCHEDULE**  
 City of Harper Woods: Project 5370-01  
 Date of Issue: 10/22/2012

SRF  
Sewer Bond

**Loan Summary**

Date	Principal	Interest (2.50%)	Debt Service	Annual Debt Service	Disbursements	Outstanding Balance
03/07/2013	-	-	-	-	83,727.00	83,727.00
04/04/2013	-	-	-	-	62,866.00	146,593.00
05/02/2013	-	-	-	-	97,563.00	244,156.00
10/01/2013	-	2,968.37	2,968.37	-	-	244,156.00
08/01/2013	-	-	-	-	360,688.00	604,844.00
09/13/2013	-	-	-	-	154,364.00	759,208.00
10/10/2013	-	-	-	-	136,332.00	895,540.00
11/07/2013	-	-	-	-	61,429.00	956,969.00
12/19/2013	-	-	-	-	116,622.00	1,073,591.00
01/16/2014	-	-	-	-	31,549.00	1,105,140.00
04/01/2014	135,000.00	14,409.55	149,409.55	152,377.92	-	970,140.00
02/20/2014	-	-	-	-	134,110.00	1,104,250.00
03/20/2014	-	-	-	-	232,589.00	1,336,839.00
04/24/2014	-	-	-	-	11,292.00	1,348,131.00
05/29/2014	-	-	-	-	176,210.00	1,524,341.00
06/27/2014	-	-	-	-	370,196.00	1,894,537.00
10/01/2014	-	21,302.56	21,302.56	-	-	1,894,537.00
07/24/2014	-	-	-	-	93,872.00	1,988,409.00
08/21/2014	-	-	-	-	493,622.00	2,482,031.00
10/23/2014	-	-	-	-	26,599.00	2,508,630.00
12/04/2014	-	-	-	-	89,632.00	2,598,262.00
04/01/2015	135,000.00	33,853.44	168,853.44	190,156.00	-	2,463,262.00
10/01/2015	-	30,790.78	30,790.78	-	-	2,463,262.00
08/17/2015	-	-	-	-	48,026.00	2,511,288.00
04/01/2016	140,000.00	31,537.85	171,537.85	202,328.63	-	2,371,288.00
04/14/2016	-	-	-	-	466,240.00	2,837,528.00
10/01/2016	-	35,048.19	35,048.19	-	-	2,837,528.00
04/01/2017	145,000.00	35,469.10	180,469.10	215,517.29	-	2,692,528.00
03/16/2017	-	-	-	-	162,472.00	2,855,000.00
10/01/2017	-	35,856.74	35,856.74	-	-	2,855,000.00
04/01/2018	145,000.00	35,687.50	180,687.50	216,544.24	-	2,710,000.00
10/01/2018	-	33,875.00	33,875.00	-	-	2,710,000.00
04/01/2019	150,000.00	33,875.00	183,875.00	217,750.00	-	2,560,000.00
10/01/2019	-	31,999.99	31,999.99	-	-	2,560,000.00
04/01/2020	155,000.00	31,999.99	186,999.99	218,999.98	-	2,405,000.00
10/01/2020	-	30,062.50	30,062.50	-	-	2,405,000.00
04/01/2021	160,000.00	30,062.50	190,062.50	220,125.00	-	2,245,000.00
10/01/2021	-	28,062.50	28,062.50	-	-	2,245,000.00
04/01/2022	160,000.00	28,062.50	188,062.50	216,125.00	-	2,085,000.00
10/01/2022	-	26,062.51	26,062.51	-	-	2,085,000.00
04/01/2023	165,000.00	26,062.51	191,062.51	217,125.02	-	1,920,000.00
10/01/2023	-	24,000.00	24,000.00	-	-	1,920,000.00
04/01/2024	170,000.00	24,000.00	194,000.00	218,000.00	-	1,750,000.00
10/01/2024	-	21,875.00	21,875.00	-	-	1,750,000.00
04/01/2025	175,000.00	21,875.00	196,875.00	218,750.00	-	1,575,000.00
10/01/2025	-	19,687.51	19,687.51	-	-	1,575,000.00
04/01/2026	180,000.00	19,687.51	199,687.51	219,375.02	-	1,395,000.00
10/01/2026	-	17,437.50	17,437.50	-	-	1,395,000.00
04/01/2027	185,000.00	17,437.50	202,437.50	219,875.00	-	1,210,000.00
10/01/2027	-	15,124.99	15,124.99	-	-	1,210,000.00
04/01/2028	190,000.00	15,124.99	205,124.99	220,249.98	-	1,020,000.00
10/01/2028	-	12,749.99	12,749.99	-	-	1,020,000.00
04/01/2029	195,000.00	12,749.99	207,749.99	220,499.98	-	825,000.00
10/01/2029	-	10,312.51	10,312.51	-	-	825,000.00
04/01/2030	200,000.00	10,312.51	210,312.51	220,625.02	-	625,000.00
10/01/2030	-	7,812.50	7,812.50	-	-	625,000.00
04/01/2031	205,000.00	7,812.50	212,812.50	220,625.00	-	420,000.00
10/01/2031	-	5,250.00	5,250.00	-	-	420,000.00
04/01/2032	210,000.00	5,250.00	215,250.00	220,500.00	-	210,000.00
10/01/2032	-	2,625.00	2,625.00	-	-	210,000.00
04/01/2033	210,000.00	2,625.00	212,625.00	215,250.00	-	-
<b>Total</b>	<b>\$3,410,000.00</b>	<b>\$850,799.08</b>	<b>\$4,260,799.08</b>	<b>\$4,260,799.08</b>	<b>\$3,410,000.00</b>	<b>-</b>

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**CITY OF HARPER WOODS**  
**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 7 - MILK RIVER - OPERATION AND MAINTENANCE**

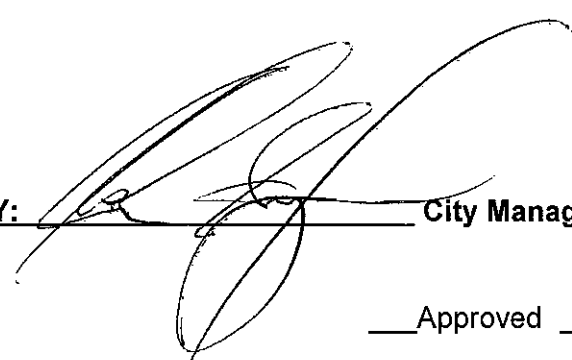
**EXPLANATION / SUMMARY**

Attached is an invoice from Wayne County for operation and maintenance of the Milk River Drain for the period of January through March 2026. This is in accordance with the budget amount set by Drainage District.

**RECOMMENDED ACTION:**

By RESOLUTION, approve payment to Wayne County in the amount of \$358,313.50 for the operation and maintenance of the Milk River Drain for the period of January through March 2026

**SUBMITTED BY:**



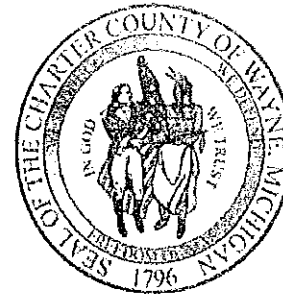
City Manager, John Szymanski

\_\_\_Approved \_\_\_Vote

Invoice Number	<b>19000087</b>
Invoice Date	<b>01/01/2026</b>
Due Date	<b>01/31/2026</b>

# COUNTY OF WAYNE

Warren C. Evans - County Executive  
 500 Griswold,  
 Detroit, MI, 48226, US



## Invoice

### Send Remittance To:

<b>Customer Number:</b>	500014
<b>Customer Name:</b>	Harper Woods, City of 19617 Harper Avenue, Harper Woods, MI, 48225, US

Wayne County, Environmental Services Division, 400 Monroe, Suite 300, DETROIT, MI 48226 Wayne
--

### Direct Inquiries to :

Mrs Jessica Email- <a href="mailto:DPSFinanceesd@waynecountymi.gov">DPSFinanceesd@waynecountymi.gov</a>
---

Line No	Description	Amount
001	Milk River IDD O&M Jan-Mar 2026	358,313.50
		Line total 358,313.50
		Total 358,313.50
Please Pay This Amount =>		\$358,313.50

**Return Remittance copy of Invoice with Payment**

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 8 - INTER-LOCAL AGREEMENT - CONFERENCE OF EASTERN WAYNE**

**EXPLANATION / SUMMARY**

Attached is the updated "Inter-local Agreement" for the joint operation of police and fire radio systems. This radio system serves the communities of Harper Woods and all the Grosse Pointe communities. The original agreement was governed by the "Inter-Municipal Radio System" of 1948.

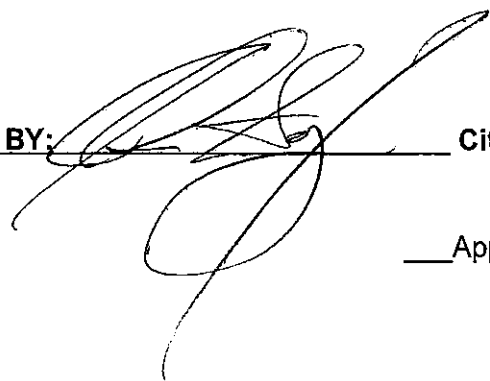
The operation of the old system under the "Inter-Municipal Radio System" agreement does not address operational needs of the systems today. The new proposal will disband the old agreement and transfer responsibilities to the "Conference of Eastern Wayne" allowing the CEW to oversee the system.

I recommend approval of this agreement.

**RECOMMENDED ACTION:**

By RESOLUTION, approve the updated "Inter-Local Agreement" for the joint operation of police and fire radio systems, and further to authorize the Mayor and Clerk to sign the agreement.

**SUBMITTED BY:**



**City Manager, John Szymanski**

     Approved      Vote



# CITY OF HARPER WOODS

DEPARTMENT OF PUBLIC SAFETY

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



*Director*

**Jason M. Hammerle**

*Deputy Chief*

**Ted R. Stager**

*Captain-Fire-EMS:*

**David C. Mehl**

**Nathan P. Butler**

**Kevan P. Kochan**

February 10, 2026,

To: John Szymasnski, City Manager

From: Jason Hammerle, Director of Public Safety

Ref: Conference of Eastern Wayne (CEW) Updated Agreement

Sir,

The current agreement for the joint operation and use of the police and fire radio systems, the Intermunicipal Radio Agreement, was enacted in 1948. This allowed for the operation of a VHF Radio system serving the six eastern Wayne County communities. (Grosse Pointe Park, City of Grosse Pointe, Grosse Pointe Woods, Grosse Pointe Shores, Grosse Pointe Farms, and Harper Woods) Over the last 75 years, the configuration and operation of the radio system has seen changes, to the point that the Intermunicipal Radio Agreement no longer reflects the current operation of the system. The proposal is to disband the Intermunicipal Radio System and move oversight responsibilities to the Conference of Eastern Wayne (CEW). The two proposals are an amendment to the CEW Interlocal Agreement allowing the CEW to oversee the system, and a new agreement that provides the framework for oversight of the radio system. This oversight agreement addresses the operation and funding of the current radio system and reflects actual operation.

Respectfully,

Jason Hammerle, Director of Public Safety

**THE CONFERENCE OF EASTERN WAYNE  
SECOND RESTATED INTERLOCAL AGREEMENT**

The Restated Interlocal Agreement ("Agreement") was executed as of February 1, 2004, among the CITY OF HARPER WOODS, having its principal office at 19617 Harper Avenue, Harper Woods, MI 48225, the CITY OF GROSSE POINTE, having its principal office at 17147 Maumee, Grosse Pointe, MI 48230, the CITY OF GROSSE POINTE FARMS, having its principal office at 90 Kerby Road, Grosse Pointe Farms, MI 48236, the CITY OF GROSSE POINTE PARK, having its principal office at 15115 E. Jefferson, Grosse Pointe Park, MI 48230, the CITY OF GROSSE POINTE WOODS, having its principal office at 20025 Mack Plaza, Grosse Pointe Woods, MI 48236, and the VILLAGE OF GROSSE POINTE SHORES, having its principal office at 795 Lake Shore, Grosse Pointe Shores, MI 48236, which communities shall be the members of the Conference of Eastern Wayne. This SECOND RESTATED INTERLOCAL AGREEMENT is being executed by the same municipalities as of \_\_\_\_\_, 2025.

**RECITALS**

A. The Urban Cooperation Act, Public Act 7 of the Public Acts of 1967 of the State of Michigan, as amended ("Act"), authorizes public agencies of the State of Michigan to jointly exercise any power, privilege or authority which the agencies share in common and might exercise separately. Pursuant to the Act, the joint exercise of power shall be made by contract in the form of an interlocal agreement.

B. The Act authorizes an interlocal agreement to provide for a separate legal or administrative entity to execute the interlocal agreement. Pursuant to the Act, the Members made an interlocal agreement on December 1, 1994 and supplemented that agreement in 1995 and 1997. The Members restated that agreement in its entirety on February 1, 2004, and now restate that agreement in its entirety.

Now, therefore, based on the foregoing Recitals, and in consideration of the terms of this Agreement, the Members agree as follows:

**ARTICLE 1  
DEFINITIONS**

1.1 Unless otherwise specifically provided in this Interlocal Agreement, the definitions contained in the Act shall apply in the interpretation of this Agreement.

**ARTICLE 2**

**ESTABLISHMENT OF CONFERENCE OF EASTERN WAYNE**

2.1 **Creation of the Conference of Eastern Wayne.** Pursuant to the provisions of the Urban Cooperation Act, Public Act 7 of 1967 of the State of Michigan, as amended ("Act") there

exists a jointly created program, planning and development entity known as the Conference of Eastern Wayne ("CEW").

**2.2 Purpose.** The CEW exists for the purposes of: 2.2.1 Receiving and disbursing funds related to the operation of emergency telephone districts and emergency number service systems on behalf of the CEW 911 Service Delivery Area as provided in the Emergency Telephone Service Enabling Act (MCL §484.1101-1717), as amended, and Resolution No. 94-214 adopted by the Wayne County Board of Commissioners on April 12, 1994, and

2.2.2 Receiving and disbursing funds for youth services and prevention programs appropriated pursuant to Wayne County Ordinance No. 96-86.

2.2.3 Operation, management, and oversight of a public safety communications systems, which may include dispatch operations.

**2.3 Powers.** The CEW shall have all the powers necessary to effect any purpose for which it is formed, and all the powers granted by the Act, including but not limited to the powers and duties set forth in this Section 2.3.

2.3.1 The CEW shall have the power to accept, administer and disburse grants, gifts and other funds, including funds from various governmental programs and agencies, in furtherance of the purposes of the CEW. Specifically, the CEW shall have the power to receive and disburse:

2.3.1.1 Funds related to the operation of emergency telephone districts and emergency number service systems on behalf of the CEW 911 Service Delivery Area as provided in the Emergency Telephone Service Enabling Act (MCL §484.1101-1717), as amended, and Resolution No. 94-214 adopted by the Wayne County Board of Commissioners on April 12, 1994; and

2.3.1.2 Funds for youth services and prevention programs appropriated pursuant to Wayne County Ordinance No. 96-86.

2.3.2 The CEW shall have the power to appoint representatives to local government agencies such as the Workforce Development Board, the Substance Abuse Service Board, and other entities serving public needs within CEW's jurisdiction.

2.3.3 The CEW shall have the power to delegate all or any portion of its power concerning the public safety communications system to a committee created in accordance with the CEW Bylaws. If a committee is created which replaces the Grosse Pointe Inter-municipal Radio Control Board, the Grosse Pointe Inter-municipal Radio Control Board will cease to exist.

2.3.4 Every instrument executed by the CEW, which creates an obligation of any kind on behalf of CEW, shall include a statement by CEW that neither the Board of Directors, nor the Members, shall be held to any liability in their individual capacity under the instrument.

**2.4. Restrictions and Limitations of Power.** The powers exercised by the CEW shall be limited by the Act and to those necessary to carry out the purpose of the CEW. Specifically, the CEW shall not possess the powers or authority set forth in this Section 2.4.

2.4.1 The CEW shall not possess the power or authority to levy any type of tax.

2.4.2 The CEW shall not possess the power or authority to issue any type of bond

2.4.3 The CEW shall not possess the power or authority to incur debt on behalf of any governmental unit.

2.4.4 No action other than that authorized by this Agreement, shall be taken by or on behalf of the CEW.

**2.5 Execution Of Agreement.** This Agreement shall be executed by the Members' chief elected official and the City/Village Clerk of each Member. If a particular Member requires additional signatures in order to bind it to an agreement, such signatures shall be required by such Member to effectuate this Agreement. Copies of the original Agreement shall be available to any Member upon request.

**2.6 Modification.** This Agreement may be modified at any time by a unanimous vote of the governing bodies of each Member, provided that such modification does not violate the Act or any other provision of this Agreement.

**2.7 Indemnification.** Pursuant to the Act, all of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, workmen's compensation and other benefits which apply to the activity of officers, agency, or employees of any public agents or employees of any public agency when performing the irrespective functions within the territorial limits for their respective agencies shall apply to the same degree and extent to the performance of such functions and duties of Members or Directors under the provisions of this Agreement. Any Member or Director shall be indemnified by the CEW to the extent permitted by State law against all expenses and liabilities reasonably incurred by reason of her/his being a Member or Director of CEW, unless adjudged to be liable for misconduct in the performance of her/his duties.

### ARTICLE 3

#### GOVERNANCE

**3.1 Board of Directors.** CEW shall be governed by a Board of Directors which shall be composed of one (1) representative appointed by the governing body of each Member ("Director"). Each Member's representative may be removed by the governing body of that member at will. The Board of Directors' powers and duties shall be governed by this Agreement

and the CEW's Bylaws. No Director shall be liable in his or her individual capacity for any act or omission of the CEW.

**3.2 Bylaws.** The Board of Directors shall adopt bylaws governing the conduct and actions of the CEW ("Bylaws") which are consistent with this Agreement. The Bylaws must be approved by all Directors. The Bylaws may be modified at any time. Any modification of the Bylaws must be approved by all the Directors.

## ARTICLE 4

### FINANCE ADMINISTRATION

**4.1 Fiscal Year.** The fiscal year of the CEW shall run from July 1 to June 30 of the following year.

**4.2** The Board of Directors shall approve a budget each fiscal year.

**4.3 Disbursements.** Funds received by the CEW in furtherance of its purpose shall be disbursed in accordance with the Act and any rules established by the Board of Directors.

**4.4 Reports.** The Board of Directors shall cause any required annual and financial reports, including audits or other similar reports to be prepared and filed with the appropriate county, state or federal agencies in accordance with the Act or any other applicable statutory authority.

## ARTICLE 5

### MEMBERSHIP

**5.1 Members.** The CEW is organized on a membership basis.

**5.2 Withdrawal.** Any Member may withdraw from the CEW on vote of that Member's governing body and sixty (60) days' notice to every other Member of the CEW.

## ARTICLE 6

### DISSOLUTION AND WINDING UP

**6.1 Dissolution.** The CEW shall dissolve and its affairs shall be wound up on the first to occur of the following events: (1) At any time specified in this Agreement, (2) Upon action by the governing bodies of all the Members, or (3) Upon termination of this Agreement.

**6.2 Winding Up.** Upon dissolution, the CEW shall cease carrying on its business and affairs and shall begin winding up. The CEW shall complete the winding up as soon as practicable. The CEW shall prepare and issue a final report, including a final audit, to each Member. Upon

dissolution, title to all property owned by CEW and all assets shall be distributed and shall vest in the Members.

## ARTICLE 7

### MISCELLANEOUS

**7.1 Effective Date.** This Restated Agreement shall become effective upon execution by the Members and filing of the Agreement with the appropriate government entities as required by the Act.

**7.2 Integration.** This Agreement sets forth the full and final agreement between the Members with respect to the subject matter hereof and supersedes all prior or contemporaneous agreements, proposals, understandings and representations, written or oral, between the parties with respect to the subject matter hereof. All rights and remedies shall be cumulative and not exclusive of any other rights or remedies.

**7.3 Severability.** If any part or article of this Agreement is found to be invalid by a court, the remaining articles shall remain in full force and effect and not affected by such determination.

**7.4 Captions.** The captions to the various sections of this Agreement are for the convenience of the parties only and shall not affect the meaning or the interpretations of this Agreement.

**7.5 Counterparts and Facsimile Copies.** This Restated Agreement may be executed in any number of counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same Agreement.

**7.6 Governing Law, Jurisdiction and Venue.** This Restated Agreement is governed by the laws of Michigan. The exclusive jurisdiction and venue for all legal actions arising out of and related to this Agreement shall be in an appropriate federal or state court sitting in the State of Michigan, County of Wayne, and the parties hereby consent to the jurisdiction of such courts.

[signature pages follow]

**THE CONFERENCE OF EASTERN WAYNE  
SECOND RESTATED INTERLOCAL AGREEMENT  
SIGNATURE PAGE**

<b>CITY OF HARPER WOODS</b>	<b>CITY OF GROSSE POINTE</b>
_____ Mayor	_____ Mayor
_____ Clerk	_____ Clerk
Date: _____	Date: _____
<b>CITY OF GROSSE POINTE FARMS</b>	<b>CITY OF GROSSE POINTE PARK</b>
_____ Mayor	_____ Mayor
_____ Clerk	_____ Clerk
Date: _____	Date: _____
<b>CITY OF GROSSE POINTE SHORES</b>	<b>CITY OF GROSSE POINTE WOODS</b>
_____ Mayor	_____ Mayor
_____ Clerk	_____ Clerk
Date: _____	Date: _____

## APPENDIX A

### PUBLIC SAFETY COMMUNICATIONS COMMITTEE

#### 1. **Membership:**

The Public Safety Director, or their designee, of each of the Conference of Eastern Wayne members that participate in the Public Safety Communication System will be members of the Public Safety Communications Committee (the "Committee". One of the CEW members will serve as Chairman of the Committee with the power to vote. The chair will be selected from the 6 members by a vote of the six members. The chair's term will be three years.

The Chairman and each Committee member will have the power to appoint a representative to act in their place and stead.

#### 2. **Meetings and Duties:**

The Committee will meet at the discretion of the chair with at least one meeting a year.

Any two members of the Committee will have power to call a meeting on twenty-four hours written notice.

Two thirds of member municipalities will constitute a quorum. Action of the Committee will be taken by a majority vote at a meeting duly called with a quorum present.

For the conduct of its business, the Committee may adopt rules of procedure, appoint a secretary, must keep minutes, and otherwise act in the manner of a public body, subject to the Open Meetings Act, MCL 15.261 et seq and the Freedom of Information Act.

#### 3. **Rules:**

It will be the duty of the Committee to establish all the rules for the use of the Public Safety Communications System.

Such rules will be consistent with and, where appropriate, will incorporate any applicable rules and regulations of the Federal Communications Commission, the Michigan Public Safety Communications system (MPSCS), or other supervisory authority having jurisdiction.

Such rules will include, but not be limited to: the procedure to be followed in sending messages; the form in which messages will be sent; what constitutes a routine message and what constitutes an emergency message; whether unofficial or personal messages may be sent and, if so, under what conditions; management of talk groups assigned to the Conference of Eastern Wayne by the Michigan Public Safety Communications System (MPSCS); reports of trouble with the System; and in general, all matters touching upon the way in which, and the purposes for which, the Public Safety Communications System will be used.

#### 4. **Enforcement of Rules:**

The Committee will have power to establish fines for failure to observe its rules. Such fines will be payable to the Managing Municipality and used to offset operational costs of the system.

Except for the assessment of fines aforesaid, the Committee will not have any disciplinary power for the enforcement of its rules. Each Municipality will be charged with and assumes the responsibility of enforcing within its own jurisdiction the observance of the Committee's rules; each Municipality undertakes to impose appropriate disciplinary measures against any of its own officers or agents violating any rules of the Committee.

#### 5. **Management and Fiscal Control**

The Committee's power will be limited to controlling the use of the Communications System as furnished by Managing

Municipality. All questions relating to the management of, and expenditure for, the Communications System (including, by way of illustration, the hiring and personnel; maintenance, repair, replacement, physical improvements or additions; relations with Federal and State communications authorities; etc.) will be determined by Managing Municipality, as presented to and approved by the Board of Directors of the Conference of Eastern Wayne (CEW).

**CONFERENCE OF EASTRN WAYNE**  
**PUBLIC SAFETY COMMUNICATIONS SYSTEM**

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**AGREEMENT:**

Dated \_\_\_\_\_, between the following Michigan municipal corporations: City of Harper Woods, City of Grosse Pointe, City of Grosse Pointe Farms, City of Grosse Pointe Park, City of Grosse Pointe Shores, City of Grosse Pointe Woods (collectively called the Municipalities).

**WITNESSETH:**

In 1948 the five Grosse Pointe municipalities first established a common Police Radio system to support police communications across the five communities under the Grosse Pointe Inter-Municipal Radio System Agreement. This agreement was later amended to include the city of Harper Woods, and Fire radio communications. This agreement set forth that all radio equipment was owned by the managing municipality with each municipality paying in their share of operating costs for the entire system.

In 2012 the Municipalities joined the Michigan Public Safety Communications System (MPSCS) which is managed by the State of Michigan. At this time Grosse Pointe Farms, the managing Municipality under the Inter-Municipal Police Radio Agreement, with the consent of the Municipalities, entered into an agreement with the MPSCS to allow the MPSCS to manage the transmitter site of the Grosse Pointe Inter-Municipal Radio System and integrate it into the MPSCS. While day to day operation of the transmitter site was relinquished to the MPSCS, ownership of the transmitter site and equipment was retained by the Managing Municipality. Ownership of mobile and portable radios and dispatch consoles was retained by each of the six member municipalities respectively. The six member municipalities agreed to continue to support and fund the operation of the transmitter site equipment

With these changes in the operation of the Intermunicipal Radio System the 1948 agreement as amended no longer reflects current operation and funding of the system. Therefore, the Municipalities wish to disband the Grosse Pointe Inter-Municipal radio system and establish a new agreement under the control of the Conference of Eastern Wayne, which is created by an interlocal agreement between the same six municipalities.

**ACCORDINGLY, it is agreed as follows:**

1. Upon approval of this agreement by all members of the Conference of Eastern Wayne, who are also the members of the Intermunicipal Radio System Agreement, the Grosse Pointe Inter-Municipal Radio System and the Grosse Pointe Radio Control Board will be disbanded;

2. The Conference of Eastern Wayne will assume responsibility of oversight of the Public Safety Communications System as agreed to in the Conference of Eastern Wayne Interlocal agreement and this document;

3. The Municipalities will continue with Grosse Pointe Farms (herein called the Managing Municipality) maintaining a radio transmitter site with operational control given to the MPSCS. The other Municipalities (herein called Cooperating Municipalities) each agree to give financial support to the Managing Municipality as requested by the Managing Municipality and approved by the Board of Directors of the Conference of Eastern Wayne;

4. All costs of operation, maintenance and repair of the Public Safety Communication System, and of making needed additions and replacements thereto will be shared between the Municipalities. The terms and conditions upon which such costs are to be determined, shared and paid are set forth in Appendix B;

5. Title to all equipment pertaining to the radio system transmitter site will be, and remain with, the Managing Municipality;

6. For the purpose of exercising supervision and control of use of the radio system, the Conference of Eastern Wayne Board of Directors will establish a Public Safety Communications Committee, which will prescribe all rules for the use of the Radio System. The membership and the powers and duties of the Public Safety Communications Committee will be as set forth in Appendix A;

7. A Municipality may, at its pleasure, withdraw from the Communications System and terminate its obligations under this Agreement. Such withdrawal will be initiated by a written withdrawal notice given by the withdrawing Municipality to the Conference of Eastern Wayne. In such notice, the withdrawing Municipality may select the effective date of its withdrawal, either the date the notice is given or any date within three months thereafter; and if no effective date is so selected the withdrawal will be deemed to take effect three months after notice is given. Further information on withdrawal from the Public Safety Communications System is found in Appendix C.

Supplemental documents to this agreement are as follows:

- Appendix A: Public Safety Communications Committee
- Appendix B: Sharing of Expenses
- Appendix C: Withdrawal of Membership

## APPENDIX B

### Method for Sharing Expenses of the Public Safety Communications System

Expenses of the Public Safety Communications system will be shared by the Municipalities according to the following General Principles:

(1) Expense for Mobile or Portable Units.

Each Municipality will pay all expenses incurred in purchase, installation, maintenance, repair, replacement or removal of their own mobile and portable radio units.

(2) Expense for Radio Dispatch Console.

Each Municipality will pay for the costs associated with the purchase, installation, maintenance, repair replacement or removal of dispatch console units under each municipality's control that is not covered under the operational agreement between the MPSCS and the Managing Municipality.

(3) General System Expense.

General System Expense means and includes all expense of the Radio System for the purchase, installation, maintenance, support, repair, replacement or removal of transmitter site equipment , or other shared equipment of the radio system.

(4) Annual Budget

The Managing Municipality will prepare an expected annual budget in advance of the fiscal year for CEW Board review. The Managing Municipality will show actual expenditures with invoices for backup on an annual basis, or whenever requested by the Public Safety Communications Committee or the CEW Board.

(5) Billing for Costs of Operation

The Managing Municipality will issue billings no more often than quarterly, and not less often than annually. Each line item in the bill will be supported by appropriate documentation, such as invoices.

(6) Allocation of Costs.

System Expense will be pro-rated among the Member Municipalities, by a method designated and approved by the Conference of Eastern Wayne Board of Directors. The designated method will be stated and explained in each billing by the Managing Municipality.

(7) Books and Records.

The Managing Municipality will keep appropriate books and records for the determination of expenses and sharing thereof in accordance with the foregoing. Such books and records will be available for inspection by any member Municipality.

## APPENDIX C

### Withdrawal of Membership

In case a Municipality withdraws from the Public Safety Communications System, settlement will be made as follows:

(1) The withdrawing municipality will not receive reimbursement for any prior financial contributions to the Public Safety Communications System or its predecessor, the Inter-Municipal Radio System.

(2) The withdrawing member will lose access to all MPSCS talk groups that are designated as belonging to the Conference of Eastern Wayne (CEW) after the effective date of the withdrawal.

(3) In the case that the withdrawing member is the Managing Municipality, then:

(i) The Managing Municipality will assist all users with Dispatch radio consoles to transfer any service required for console operation from the Managing Municipality to the user organization. These may include leased communications lines, service contracts and maintenance agreements.

(ii) The Managing Municipality will retain full ownership of all equipment associated with the operation of the radio transmitter site. They may offer for sale to the remaining municipalities any equipment associated with the transmitter site.

(iii) The Managing Municipality will lose access to all MPSCS talk groups that are designated as belonging to the Conference of Eastern Wayne (CEW) after the effective date of the withdrawal.

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 9 -**     **PROGRESS PAYMENT NO. 2 - 2025 SANITARY SEWER  
REHABILITATION BY FCIPP LINING PROJECT, #180-379**

**EXPLANATION / SUMMARY**

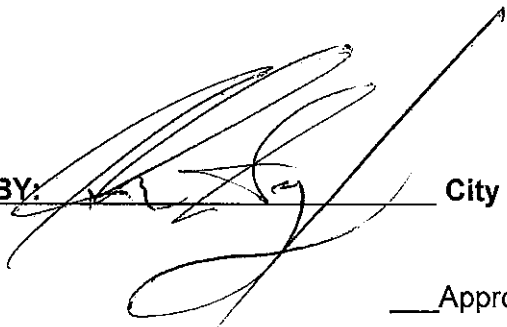
Attached is a letter from our City Engineers transmitting Progress Payment No. 2 on the 2025 Sanitary Sewer Rehabilitation by FCIPP Lining Project #180-379.

It is recommended that this payment be approved.

**RECOMMENDED ACTION:**

By RESOLUTION, to approve payment to Insituform Technologies USA, LLC. in the amount of \$90,738.26 for Progress Payment No. 2 on the 2025 Sanitary Sewer Rehabilitation by FCIPP Lining Project #180-379.

**SUBMITTED BY:**



**City Manager, John Szymanski**

\_\_\_Approved \_\_\_Vote



**ANDERSON, ECKSTEIN & WESTRICK, INC.**

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

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

February 12, 2026

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

**Reference: Payment Invoice 02**

2025 Sanitary Sewer Rehabilitation by Full Length CIPP Lining  
City of Harper Woods  
AEW Project No. 0180-0379

Dear Mr. Szymanski:

Enclosed please find the Construction Payment Invoice 02 for the above-referenced project. For work performed through February 08, 2026, we recommend issuing payment for the **Current Payment Amount: (see Page 3)** in the amount of **\$90,738.26** to Insituform Technologies USA, LLC PO Box 74008440 Chicago, IL 60674.

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

Sincerely,

DocuSigned by:  
*R. Ryan Kern*  
5E691957BEA142C...

R. Ryan Kern, P.E.  
Senior Project Manager/Construction Services Dept Lead

cc: Heather Toutant, Director of Public Works  
Leslie Frank, City Clerk  
Matt Brinkoetter, Insituform Technologies USA, LLC



**Anderson, Eckstein & Westrick, Inc.**  
**Detailed Payment**  
 0180-0379

**Description** 2025 Sanitary Sewer Rehabilitation by Full Length CIPP Lining  
**Payment Number** 2  
**Pay Period** 12/08/2025 to 02/08/2026  
**Prime Contractor** Insituform Technologies USA, LLC  
 PO Box 74008440  
 Chicago, IL 60674  
**Payment Status** Approved  
**Awarded Project Amount** \$111,575.10  
**Authorized Amount** \$111,575.10  
**Remarks** % Complete 102.9%

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Remaining Paid Quantity	Total Quantity	Total Quantity	Current Payment Amount	Total Amount Paid to Date
<b>Section: 1 - Description</b>										
0001	1027051	LSUM	\$3,300.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$3,300.00
_: Bonds, Insurance and Initial Set-Up Expense (3% Max)										
0002	4027001	Ft	\$60.000	1,400.000	1,455.900	0.000	1,455.900	1,455.900	\$87,354.00	\$87,354.00
_: Sanitary Sewer, CIPP, 10 inch, Full Length										
0003	4027001	Ft	\$1.150	1,400.000	1,455.900	0.000	1,455.900	1,455.900	\$1,674.29	\$1,674.29
_: Sanitary Sewer, Post-Construction, CCTV, 10 inch										

Line Number	Item ID	Unit	Unit Price	Original Quantity	Original Quantity	Revised Quantity	Final Quantity	Final Quantity	Current Payment Amount	Total Amount Paid to Date
0004	4027001	Ft	\$8.500	1,400.000	0.000	1,477.800	1,477.800	1,477.800	\$0.00	\$12,561.30
_: Sanitary Sewer, Pre-Construction, Clean and CCTV, 10 inch										
0005	4027050	Ea	\$52.900	5.000	0.000	2.000	2.000	2.000	\$0.00	\$105.80
_: Cutting Service Lead Protrusions										
0006	4027050	Ea	\$52.900	10.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_: Lateral, Preparation										
0007	4027050	Ea	\$90.100	23.000	23.000	0.000	23.000	23.000	\$2,072.30	\$2,072.30
_: Lateral, Reinstall										
0008	4027050	Ea	\$52.900	20.000	0.000	28.000	28.000	28.000	\$0.00	\$1,481.20
_: Mineral Deposit, Rem										
0009	8167051	LSUM	\$6,312.000	1.000	0.500	0.500	1.000	1.000	\$3,156.00	\$6,312.00
_: Traffic Control and Maintenance										
0010	8267051	LSUM	\$529.300	1.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_: Deliverables										
<b>Section Totals:</b>									\$94,256.59	\$114,860.89
<b>Total Payments:</b>									\$94,256.59	\$114,860.89

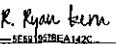
**Time Charges**

Time Line	Original Deadline	Revised Deadline	Status This Period	Damages This Period	Days Completed To Date	Days Remaining To Date	Damages To Date
Final Completion	02/17/2026	02/17/2026	N/A	\$0.00	N/A	9.0 Days	\$0.00
<b>Total Damages:</b>							<b>\$0.00</b>

**Summary**

<b>Current Approved Work:</b>	\$94,256.59	<b>Approved Work To Date:</b>	\$114,860.89
<b>Current Stockpile Advancement:</b>	\$0.00	<b>Stockpile Advancement To Date:</b>	\$0.00
<b>Current Stockpile Recovery:</b>	\$0.00	<b>Stockpile Recovery To Date:</b>	\$0.00
<b>Current Retainage:</b>	\$3,518.33	<b>Retainage To Date:</b>	\$5,578.76
<b>Current Retainage Released:</b>	\$0.00	<b>Retainage Released To Date:</b>	\$0.00
<b>Current Liquidated Damages:</b>	\$0.00	<b>Liquidated Damages To Date:</b>	\$0.00
<b>Current Adjustment:</b>	\$0.00	<b>Adjustments To Date:</b>	\$0.00
<b>Current Payment:</b>	\$90,738.26	<b>Payments To Date:</b>	\$109,282.13
<b>Previous Payment:</b>	\$18,543.87	<b>Previous Payments To Date:</b>	\$18,543.87

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:  
  
5C591978EA142C

02/12/2026

R. Ryan Kern

**CITY OF HARPER WOODS**

**CITY COUNCIL MEETING OF FEBRUARY 18, 2026**

**AGENDA EXPLANATION**

**NEW BUSINESS NO. 10 - SCHEDULE SPECIAL CITY COUNCIL MEETING**

**EXPLANATION / SUMMARY**

We have reached out to several candidates that have shown interest in the deputy City Manager position and would like to set up interviews at a special City Council meeting in the near future.

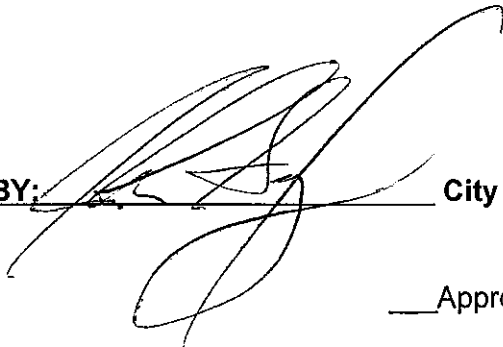
We can dedicate the meeting to just the interviews and have those candidates meet each of you and you can ask questions of each of them.

I am suggesting either Wednesday, February 25 or Thursday, February 26, 2026 at 6:00 p.m. The date and time can be at your discretion.

**RECOMMENDED ACTION:**

By MOTION, to schedule a Special City Council meeting for \_\_\_\_\_ at 6:00 pm for the purpose of interviewing candidates for the Deputy City Manager position.

**SUBMITTED BY:**



**City Manager, John Szymanski**

\_\_\_Approved \_\_\_Vote