



**CITY OF HARPER WOODS
REGULAR CITY COUNCIL MEETING
JUNE 8, 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:**
- B. 1. PRESENTATIONS:**
- 1) Presentation - City Insight
- C. APPROVAL OF MINUTES:**
- 1) Regular City Council meeting held on May 18, 2026.
 - 2) Library Board meetings held on January 15, 2026, February 12, 2026, March 19, 2026 and April 16, 2026.
 - 3) Beautification Commission meetings held on April 6, 2026 and April 27, 2026.
- D. PUBLIC COMMENTS ON AGENDA ITEMS:**
- E. POSTPONED ITEMS:**
- 1) CM 05-89-26 Request to Rezone/Amend Zoning Map - 19616 Kelly Road
- E. CONSENT AGENDA:**
- 1) Approval of Accounts Payable Listing. (\$400,543.08)
 - 2) Payment to Anderson, Eckstein & Westrick, Inc. (\$36,150.38)
 - 3) Payment to Wolverine Contractors. (\$8,384.00)
 - 4) Payment to Turf & Timber LLC. (\$6,300.00)
 - 5) Payment to Guardian Sewers. (\$14,300.00)
 - 6) Payment to SAFEbuilt, LLC. (\$38,822.02)
 - 7) Payment to Garan Lucow PC. (\$26,705.45)
 - 8) Payment to Nu Appearance Maintenance, Inc. (\$8,273.00)
 - 9) Payment to CBIZ Benefits and Insurance Services. (\$14,013.20)
 - 10) Payment to First Due. (\$7,140.00)
- F. OLD BUSINESS:**
- G. NEW BUSINESS - CITY MANAGER'S REPORTS:**
- 1) Second Reading and Adoption - An Ordinance No. 2026-01 to Amend Chapter 12 - Licenses
 - 2) Second Reading - An Ordinance No. 2026-02 to Amend Chapter 16 - Nuisances

CONTINUED ...

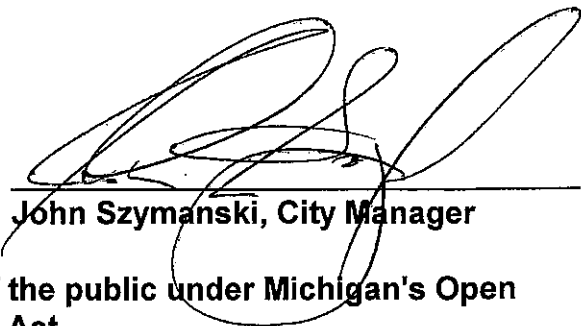
- 3) Second Reading and Adoption - An Amendment to the Zoning Ordinance
- 4) CDBG Sub-recipient Agreement
- 5) Michigan Municipal League - Workers' Compensation Fund Renewal
- 6) Progress Payment No. 4 - 2025 Storm Sewer Repairs - #180-362
- 7) Progress Payment No. 1 - 2026 Pavement Joint/Crack Sealing Project #180-392
- 8) Legal Services Agreement for the 3M and Dupont Drinking Water Settlements
- 9) Michigan Municipal League Convention

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

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

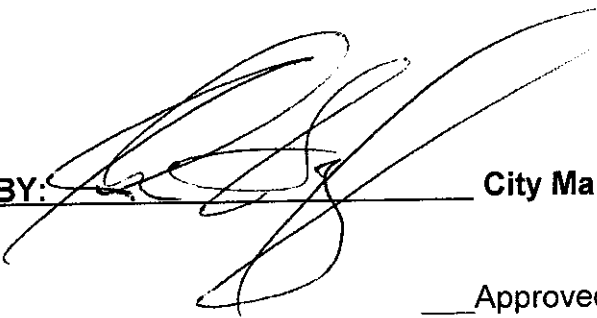
B. 1. PRESENTATIONS - **CITY INSIGHT**

EXPLANATION / SUMMARY

A representative from City Insight will be present to give an update on the self service portal/water app and all the functions it offers our community.

RECOMMENDED ACTION:

No action is required for this item.

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

___ Approved ___ Vote

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

E. CONSENT AGENDA ITEMS: 1-10

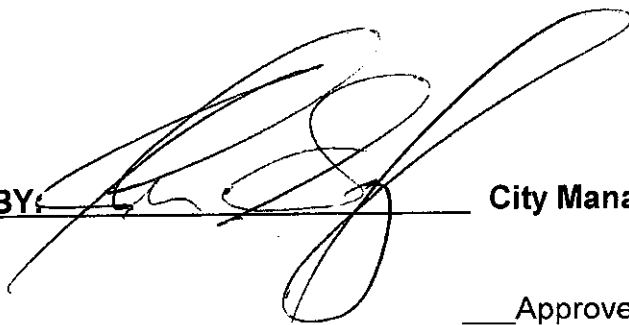
EXPLANATION / SUMMARY

See attached listing

RECOMMENDED ACTION:

By RESOLUTION, approve the Consent Agenda Items 1 through 10.

SUBMITTED BY:



City Manager, John Szymanski

___Approved

___Vote

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 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 135215 through 135314 in the amount of \$400,543.08 as submitted by the City Manager and Finance Director, and further, authorize the Mayor and City Clerk to sign the listing.

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

Recommended Action: approve payment to Anderson, Eckstein & Westrick, Inc. in the amount of \$36,150.38 for professional services during the month of May 2026 for the following projects: FDCVT Grant #180-387; Temp Water Operator #180-303; 2026 Misc Concrete Rep. #108-388; 2026 Joint Crack/Seal #180-392; Pavement Striping #180-395; Sidewalk Replacement Pgm #180-367; Roscommon Pocket Park #180-329; Vernier Water Main #180-308; DWRF Lead Water Svc Repl. #180-331; 2026 Sanitary Sewer Clean #180-391; 2026 Sanitary Sewer FCIPP #180-390; Harper/Van Antwerp Redev. #180-313; GLWA Water Contract #180-386; 2025 Storm Sewer Rep. #180-362; 2026 Storm Sewer Rep. #180-389; EPA Risk & Resiliency #180-370.

3. PAYMENT TO WOLVERINE CONTRACTORS

Recommended Action: approve payment to Wolverine Contractors in the amount of \$8,384.00 for delivery of cold patch and crushed concrete following several main breaks and for the removal of main break spoils.

4. PAYMENT TO TURF AND TIMBER LLC

Recommended Action: approve payment to Turf and Timber LLC in the amount of \$6,300.00 for the removal of dead and downed trees/limbs and tree trimming.

5. PAYMENT TO GUARDIAN SEWERS

Recommended Action: approve payment to Guardian Sewers in the amount of \$14,300.00 for their assistance with several water main breaks and a gatewell repair.

6. PAYMENT TO SAFEUILT LLC

Recommended Action: approve payment to SAFEuilt, LLC in the amount of \$38,822.02 for the contractual building department services performed during the month of May 2026.

7. PAYMENT TO GARAN LUCOW MILLER PC

Recommended Action: approve payment to Garan Lucow Miller PC in the amount of \$26,705.45 for professional services in conjunction with the Great Lakes Water Authority class action lawsuit.

8. PAYMENT TO NU APPEARANCE MAINTENANCE, INC.

Recommended Action: approve payment to Nu Appearance Maintenance, Inc. in the amount of \$8,273.00 for contractual lawn cutting and weed maintenance in various areas of the City, including City Hall, the annexes, Library and the Parks.

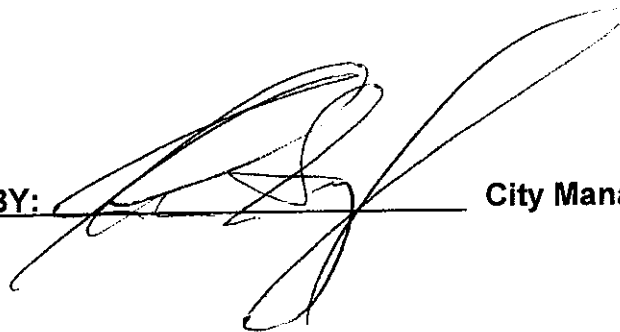
9. PAYMENT TO CBIZ

Recommended Action: approve payment to CBIZ for Retirement Plan Services in the amount of \$14,013.20 for actuarial services.

10. PAYMENT TO FIRST DUE

Recommended Action: approve payment to First Due in the amount of \$7,140.00 for the renewal of Fire/EMS reporting software.

SUBMITTED BY:

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

City Manager, John Szymanski

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank GEN GENERAL						
05/28/2026	GEN	135229	004053	ADVANCED MARKETING PARTNERS	OFFICE SUPPLIES/1000 BC-HWFD	235.97
05/28/2026	GEN	135230	005805	ARBOR PROFESSIONAL SOLUTIONS	AMBULANCE SERVICES APRIL26-TR	29.00
05/28/2026	GEN	135231	005059	BDS ENVIRONMENTAL	ASBESTOS REMOVAL/CITY HALL-DPW	1,035.00
05/28/2026	GEN	135232	007393	BEARING SERVICE INC	EQUIPMENT/PARTS/MAINT-DPW	320.37
05/28/2026	GEN	135233	007686	BJJ CORPORATION MCC BOOKSTORE	MCC BOOKS/TRAINING-HWPD	607.35
					MCC BOOKS/TRAINING-HWPD	402.30
						<u>1,009.65</u>
05/28/2026	GEN	135234	003627	BLUE CROSS & BLUE SHIELD OF MI	JUNE26 MEDICAL PREM/MEDICARE-CLERK	14,503.40
05/28/2026	GEN	135235	004450	BLUE WATER INDUSTRIAL PRODUCTS	OXYGEN CYLINDER RENTAL-HWFD	49.50
05/28/2026	GEN	135236	007475	BLUE WATER SOLUTIONS LLC	HYDRANT BACK FLOW/CHECK VALVE-DPW	1,433.45
05/28/2026	GEN	135237	001627	BOB'S SPECIALTY COMPANY	5 MILITARY FLAGS-PARKS	160.00
05/28/2026	GEN	135238	000112	BRODART CO.	10 LIBRARY BOOKS-AM	211.25
					1 LIBRARY BOOK-AM	27.21
					6 LIBRARY BOOKS-AM	125.56
						<u>364.02</u>
05/28/2026	GEN	135239	007492	KT ASSOCIATES INC	SECURITY DETAIL (COURT)051126-051826-32	882.00
					SECURITY DETAIL (COURT)051826-052226-32	896.00
						<u>1,778.00</u>
05/28/2026	GEN	135240	002410	CINTAS CORPORATION #721	DPW UNIFORM RENT/CLEAN-DPW	143.82
					DPW UNIFORM RENT/CLEAN-DPW	61.12
					DPW UNIFORM RENT/CLEAN-DPW	61.12
					DPW UNIFORM RENT/CLEAN-DPW	54.00
						<u>320.06</u>
05/28/2026	GEN	135241	005910	CLASSIC DRIVING SCHOOL	MANDATED CDL TRAIN/ CLASS B TESTING-DPW	1,850.00
05/28/2026	GEN	135242	001891	COMCAST	052226-062726 INTERNET/PHONE/STATIC IP-	665.53
05/28/2026	GEN	135243	001891	COMCAST	052826-062726 INTERNET/PHONE SVC CH	575.33
05/28/2026	GEN	135244	007248	COMCAST BUSINESS	MONTHLY RECURRING CHARGES	1,119.90
05/28/2026	GEN	135245	005049	CRANDALL-WORTHINGTON, INC.	JANITORIAL SUPPLIES-DPW	138.23
					JANITORIAL SUPPLIES-DPW	274.00
					JANITORIAL SUPPLIES-REC	572.15
						<u>984.38</u>
05/28/2026	GEN	135246	006396	CYNTHIA CZECH	MIDC ATTORNEY ON CALL 051926	289.00
05/28/2026	GEN	135247	006590	DAPHNE R. BRADFIELD	MIDC ATTORNEY ON CALL 041426/051226	578.00
05/28/2026	GEN	135248	004996	DAVIS VISION, INC.	JUNE26 EMPLOYEE PREMIUM-CLERK	382.05
05/28/2026	GEN	135249	007322	DAVONNE DARBY	MIDC ATTORNEY 26-93949A/B	199.33
					MIDC ATTORNEY 26-93962/26-93963	292.50
						<u>491.83</u>
05/28/2026	GEN	135250	003360	DELTA DENTAL PLAN OF MI	JUNE26 EMPLOYEE PREMIUMS-CLERK	7,880.52
05/28/2026	GEN	135251	003454	DTE ENERGY	MAY26 GAS/ELECTRIC-CITY PROPERTIES	6,586.00
05/28/2026	GEN	135252	001479	EJ USA, INC	25 CATCH BASIN FRAMES/25 COVERS AG05182	13,335.00
05/28/2026	GEN	135253	001992	GALLS, LLC	SAFETY VEST CROSSING GARDS (2) -HWPD	67.31
05/28/2026	GEN	135254	002628	GEORGE'S DISCOUNT AUTO PARTS	#643 VEHICLE PARTS-MAINT-REC	12.82
					VEHICLE PARTS-MAINT-DPW	17.20
					VEHICLE PARTS-MAINT-DPW	117.40

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/28/2026	GEN	135255	003487	GILBERT'S PRO HARDWARE, INC.	VEHICLE PARTS-MAINT-DPW #643 VEHICLE PARTS-MAINT-REC VEHICLE PARTS-MAINT-DPW VEHICLE PARTS-MAINT-DPW	25.87 10.18 64.46 48.02 <u>295.95</u>
05/28/2026	GEN	135255	003487	GILBERT'S PRO HARDWARE, INC.	HARDWARE-MAINT-PARKS/REC HARDWARE-MAINT-DPW HARDWARE-MAINT-PARKS/REC HARDWARE-MAINT-DPW HARDWARE-MAINT-DPW HARDWARE-MAINT-DPW HARDWARE-MAINT-PARKS/REC HARDWARE-MAINT-PARKS/REC	20.94 3.49 34.90 6.98 0.96 9.99 12.99 35.88 <u>126.13</u>
05/28/2026	GEN	135256	006110	GRAYBAR FINANCIAL SERVICES	MAY2026 TELEPHONE SYSTEM LEASE-CH	1,089.00
05/28/2026	GEN	135257	005799	GREAT LAKES WATER AUTHORITY	APRIL26 IWC CHARGES-TREASURER	2,180.60
05/28/2026	GEN	135258	005799	GREAT LAKES WATER AUTHORITY	APRIL26 WATER PURCHASES 4224.33 MCF-TR	88,636.88
05/28/2026	GEN	135259	004160	GROSSE POINTE NEWS	#3 HW 5/28 SYN REG MTG-CLERK AD	555.00
05/28/2026	GEN	135260	000267	HOME DEPOT CREDIT SERVICES	HARDWARE-MAINT SUPPLIES-HWPD HARDWARE-MAINT SUPPLIES-DPW	41.72 108.91 <u>150.63</u>
05/28/2026	GEN	135261	006365	HOUSE ARREST SERVICES, INC.	PROFESSIONAL SERVICES ADC-32A	85.00
05/28/2026	GEN	135262	037404	IEDC	REGS. MANAGING ECONOMIC DEV-COX DEV	535.00
05/28/2026	GEN	135263	002279	JOE'S TRAILER	PARTS FOR CHIPPER C-628	32.68
05/28/2026	GEN	135264	006415	JOHN CAHALAN	MIDC ATTORNEY ON CALL 050826	144.00
05/28/2026	GEN	135265	007451	FITZGERALD LAW, PLLC	MIDC ATTORNEY HOUSE COUNSEL/OC 043026	395.33
05/28/2026	GEN	135266	005665	JOHN GERLACH	MIDC ATTORNEY 26-93922	475.50
05/28/2026	GEN	135267	006622	K & S VENTURES, INC.	ONSITE SVC CALL/BOILER LEAK AT CH-DPW	232.50
05/28/2026	GEN	135268	005493	KHARI HATCHETT	SERVICES FOR ADC-32A	105.00
05/28/2026	GEN	135269	006728	LEXIPOL LLC	ANNUAL POL (30) ONLINE TRAINING - HWPD	3,244.50
05/28/2026	GEN	135270	004133	LEXISNEXIS RISK DATA MGT, LLC	APRIL26 USER FEES-HWPD	264.70
05/28/2026	GEN	135271	000419	LITHO PRINTING SERVICE, INC.	(100) MEMORIAL DAY PROGRAMS 2026 - PR (500) EARLY VOTING CARDS	75.00 130.00 <u>205.00</u>
05/28/2026	GEN	135272	002922	MACOMB COMMUNITY COLLEGE	(23) 2026/27 ADV POLICE TRNG MEMBER-HWP	1,150.00
05/28/2026	GEN	135273	002829	MCKENNA ASSOCIATES INC	APRIL26 PROFESSIONAL SVCS-CLERK	941.57
05/28/2026	GEN	135274	003085	MFASCO	FIRST AID SUPPLIES-HWPD	302.77
05/28/2026	GEN	135275	001772	MICHIGAN LIBRARY ASSOCIATION	MEMBERSHIP RENEWAL-LIBRARY	620.00
05/28/2026	GEN	135276	002322	MULLIGANS LAWN SERVICE	WKLY CUL DE SAC LAWN CUTTINGS-DPW WKLY CUL DE SAC LAWN CUTTINGS-DPW	130.00 130.00 <u>260.00</u>
05/28/2026	GEN	135277	000871	NU APPEARANCE	COMMERCIAL LAWN CUT/MUN LOC AG051826	5,046.00
05/28/2026	GEN	135278	002239	ODP BUSINESS SOLUTIONS, LLC-LIBRARY	OFFICE SUPPLIES LIBRARY	61.86
05/28/2026	GEN	135279	003353	ODP BUSINESS SOLUTIONS, LLC-CLERK	OFFICE SUPPLIES-CLERK	83.70
05/28/2026	GEN	135280	004856	ON TIME SUPPLIES	MISC SUPPLIES CITY OFFICES/DEPTS-CM MISC SUPPLIES CITY OFFICES/DEPTS-CX	95.91 113.89 <u>209.80</u>
05/28/2026	GEN	135281	003504	OSCAR W LARSON COMPANY	OPERATOR A UNDERGROUND TANK PERMIT	500.00
05/28/2026	GEN	135282	002047	PARTY ADVENTURE	MEMORIAL DAY SUPPLIES PR	6.25

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/28/2026	GEN	135283	007221	PENN CASE, INC.	EMERGENCY MEDICAL SUPPLIES-HWFD EMERGENCY MEDICAL SUPPLIES-HWFD	597.35 292.34 889.69
05/28/2026	GEN	135284	006223	PERKINS LAW GROUP PLLC	LEGAL SERVICES 042026-051426-FIN COURT LEGAL SERVICES	4,960.00 4,583.33 9,543.33
05/28/2026	GEN	135285	002176	PITNEY BOWES GLOBAL FINANCIAL	SENDPRO POSTAGE MACHINE 0526-0626-CM	930.75
05/28/2026	GEN	135286	001942	PLANTE & MORAN, PLLC	PROF SVCS ACCT/FIN 041126-041726-CM	3,558.00
05/28/2026	GEN	135287	006194	PRYOR LEARNING SOLUTIONS	REGIS. IRS 1099 UPDATE DOWNLOADABLE-FIN	199.00
05/28/2026	GEN	135288	000689	QUILL CORPORATION	OFFICE SUPPLIES-CLERK OFFICE SUPPLIES-CLERK OFFICE SUPPLIES-CLERK OFFICE SUPPLIES-CLERK	99.26 19.09 202.74 226.93 548.02
05/28/2026	GEN	135289	006051	R&R FIRE TRUCK REPAIR INC	E1 PREVENTATIVE MAINT/REPAIR-HWFD	2,700.25
05/28/2026	GEN	135290	001382	RKA PETROLEUM	4512.2 GAL REG GASOLINE E10-DPW	16,161.62
05/28/2026	GEN	135291	004739	ROBBTRONIX AUDIO PRODUCTIONS	PROF SERV-COUNCIL MTG 042026-CM PROF SERV-COUNCIL MTG 050426/CABLE-CM	215.00 445.00 660.00
05/28/2026	GEN	135292	006324	ROYAL ROOFING COMPANY INC.	REPAIRS TO DPW TRUCK SHELTER AG051826	6,300.00
05/28/2026	GEN	135293	005612	SAFEBUILT, INC.	APR26 PROFESSIONAL SERV AG051826-CM BUILDING PERMITS HW DOME PROJ-AG051826	48,274.00 29,971.31 78,245.31
05/28/2026	GEN	135294	006369	SIMPLIFIED BUSINESS SOLUTIONS	MAY26 PROFESSIONAL SERVICES AG051826 APR26 IT SUPPORT/SUPPLIES AG051826-CM	4,586.09 1,572.50 6,158.59
05/28/2026	GEN	135295	000518	SER SPEEDY #6310	500 CITY PRINTED LETTERHEAD - CM	213.40
05/28/2026	GEN	135296	001983	SOULLIERE GARDEN CENTER	TOPSOIL/SALTER-PARKS & REC	66.60
05/28/2026	GEN	135297	006882	TANEESHA BRANTLEY	CLEANING SERVICES KELLY RD-DPW CLEANING SERVICES KELLY RD-DPW	200.00 200.00 400.00
05/28/2026	GEN	135298	007545	THE STANDARD INSURANCE CO	JUNE2026 LIFE INSURANCE PREMIUM-CLERK	2,684.23
05/28/2026	GEN	135299	007249	THOMAS W. JAKUC	MDC ATTORNEY HOUSE COUNSEL/OC 051426, MAY26 COURT COPIER LEASE	1,198.00 104.64
05/28/2026	GEN	135300	001148	TOSHIBA FINANCIAL SERVICES	TREE TRIM/CLEANUP-DPW TREE REMOVAL/CLEANUP AG051826-DPW TREE REMOVAL/CLEANUP AG051826-DPW TREE TRIM/CLEANUP AG051826-DPW TREE TRIM/CLEANUP AG051826-DPW TREE REMOVED/CLEANUP AG051826-DPW TREE REMOVED/CLEANUP AG051826-DPW	300.00 1,400.00 2,800.00 1,200.00 700.00 1,600.00 2,400.00
05/28/2026	GEN	135301	006653	TURF AND TIMBER TREE EXPERTS	TREE TRIM/CLEANUP-DPW TREE REMOVAL/CLEANUP AG051826-DPW TREE REMOVAL/CLEANUP AG051826-DPW TREE TRIM/CLEANUP AG051826-DPW TREE TRIM/CLEANUP AG051826-DPW TREE REMOVED/CLEANUP AG051826-DPW TREE REMOVED/CLEANUP AG051826-DPW	300.00 1,400.00 2,800.00 1,200.00 700.00 1,600.00 2,400.00 10,400.00

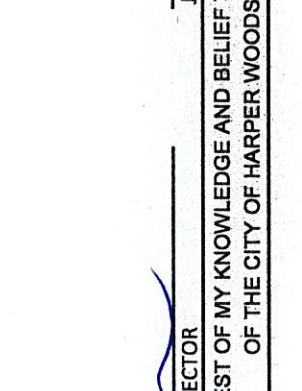
CHECK REGISTER FOR CITY OF HARPER WOODS
 CHECK DATE FROM 05/16/2026 - 06/05/2026
 CHECKS: 135229-135311

06/05/2026 09:17 AM
 User: MARGO
 DB: Harper Woods

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
05/28/2026	GEN	135302	007381	VASSAL JOHNSON II	MIDC ATTORNEY 26-93909 MIDC ATTORNEY 26-93957A/B MIDC ATTORNEY 26-93824	1,003.17 509.17 1,882.81 <u>3,395.15</u>
05/28/2026	GEN	135303	000470	VERIZON WIRELESS	MAY26 DIST COURT CISCO DEVICE	147.29
05/28/2026	GEN	135304	000470	VERIZON WIRELESS	MAY26 MOBILE SVCS (DPW,BLD,FIRE,REC)PR-	498.04
05/28/2026	GEN	135305	000470	VERIZON WIRELESS	MAY26 MOBILE PHONE SERVICE HWPD-CM	228.66
05/28/2026	GEN	135306	005537	WALKER CONSULTING	ADC COURT SERVICES 042526-052426-32A	1,896.30
05/28/2026	GEN	135307	001428	WAYNE COUNTY	JUL25 TRAFFIC SIGNAL MAINTENANCE-DPW FEB26 BOARDING OF PRISONERS-HWPD MARCH26 BOARDING OF PRISONERS-HWPD	44.63 1,295.00 1,085.00 <u>2,424.63</u>
05/28/2026	GEN	135308	005271	WCA ASSESSING	JUNE26 CONTRACT ASSESSING AG051826-CM	6,703.33
05/28/2026	GEN	135309	006334	WHOOSTER, INC.	LE SMS BASIC ANNUAL RENEWAL-HWPD	119.00
05/28/2026	GEN	135310	007685	WINDOW NATION, LLC	REFUND OF BUILDING PERMIT	327.00
05/28/2026	GEN	135311	007445	YEO & YEO	PROCESS BILLING/2025 AUDIT AG051826-FIN	31,000.00

GEN TOTALS:
 Total of 83 Checks:
 Less 0 Void Checks:
 Total of 83 Disbursements:

351,679.45
 0.00
351,679.45


 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

PAYROLL DEDUCTION CHECK REGISTER FOR CITY OF HARPER WOODS
 FOR CHECK DATES 5/16/2026 thru 6/05/2026
 CHECK NUMBERS 135215 thru 135314

Check Date	Check#	Vendor Name	Description	Amount
05/21/2026	135215	AFLAC	P/R DEDUCTIONS W/H 5/21/2026	743.74
05/21/2026	135216	FRATERNAL ORDER OF POLICE #102	P/R DEDUCTIONS W/H 5/21/2026	88.00
05/21/2026	135217	FRATERNAL ORDER OF POLICE LABOR COUNCIL	P/R DEDUCTIONS W/H 5/21/2026	902.00
05/21/2026	135218	HWPOA	P/R DEDUCTIONS W/H 5/21/2026	240.00
05/21/2026	135219	IAFF LOCAL #1188	P/R DEDUCTIONS W/H 5/21/2026	840.00
05/21/2026	135220	MISSION SQUARE	P/R DEDUCTIONS W/H 5/21/2026	9,607.00
05/21/2026	135221	MISDU	P/R DEDUCTIONS W/H 5/21/2026	1,143.22
05/21/2026	135222	NATIONWIDE 457 COMPENSATION PLAN	P/R DEDUCTIONS W/H 5/21/2026	1,205.00
05/21/2026	135223	POLICE OFFICERS ASSOCIATION OF MI	P/R DEDUCTIONS W/H 5/21/2026	509.60
05/21/2026	135224	STATE OF MICHIGAN	P/R DEDUCTIONS W/H 5/21/2026	21,448.92
05/21/2026	135225	THIN BLUE LINE OF MICHIGAN	P/R DEDUCTIONS W/H 5/21/2026	10.00
05/21/2026	135226	TPOAM	P/R DEDUCTIONS W/H 5/21/2026	350.00
05/27/2026	135228	STATE OF MICHIGAN	P/R DEDUCTIONS W/H 5/27/2026	0.93
06/04/2026	135312	MISSION SQUARE	P/R DEDUCTIONS W/H 6/04/2026	9,607.00
06/04/2026	135313	MISDU	P/R DEDUCTIONS W/H 6/04/2026	1,143.22
06/04/2026	135314	NATIONWIDE 457 COMPENSATION PLAN	P/R DEDUCTIONS W/H 6/04/2026	1,025.00

GRAND TOTAL \$48,863.63



 MARIA A. NAWROCKI, FINANCE DIRECTOR JOHN M. SZYMANSKI, CITY MANAGER
 TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE PAYROLL DEDUCTIONS ARE VALID OBLIGATIONS
 OF THE CITY OF HARPER WOODS AND ARE DUE AND PAYABLE

 LESLIE M. FRANK, CITY CLERK VALERIE J. KINDLE, MAYOR
 BY RESOLUTION THE PAYROLL LIABILITIES PROCESSED ARE PRESENTED ABOVE ARE HEREBY APPROVED
 FOR PAYMENT AT THE REGULAR COUNCIL MEETING



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

INVOICE

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

May 19, 2026
 Project No: 0180-0387-0
 Invoice No: 165436

Project 0180-0387-0 2026 FDCVT GRANT APPLICATIONS
 FOR: GRANT APPLICATION DEVELOPMENT

Professional Services from April 06, 2026 to May 03, 2026

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.50	141.57	70.79	
FDCVT Grant Reporting				
KERN, RICHARD	2.00	141.57	283.14	
Grant Reporting Requirements				
KERN, RICHARD	.70	141.57	99.10	
Meeting to Review Grant Reporting				
KERN, RICHARD	1.00	141.57	141.57	
Utility Billing Review for Grant Reporting				
Totals	4.20		594.60	
Total Labor				594.60
		Total this Invoice		\$594.60



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

INVOICE

May 19, 2026
 Project No: 0180-0303-0
 Invoice No: 165424

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

Project 0180-0303-0 TEMPORARY WATER SYSTEM OPERATOR
 FOR: WATER SYSTEM OPERATIONS
Professional Services from April 06, 2026 to May 03, 2026

Professional Personnel

	Hours	Rate	Amount	
ADDITIONAL SERVICES				
SENIOR PROJECT ENG II / SUR II / ARCH II				
GUINNANE, PAUL	.50	141.57	70.79	
GLWA State Fair/ Kelly (HW-01) isolation response resolved.				
GUINNANE, PAUL	.50	141.57	70.79	
Rear yard drainage/ pooling email and response to DPW Director with options.				
Totals	1.00		141.58	
Total Labor				141.58
		Total this Invoice		\$141.58

Outstanding Invoices

Number	Date	Balance
164804	4/22/2026	707.87
Total		707.87

DM



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
 19617 HARPER AVE.
 HARPER WOODS, MI 48225-2095

May 19, 2026
 Project No: 0180-0388-0
 Invoice No: 165437

Project 0180-0388-0 2026 MISCELLANEOUS CONCRETE REPAIRS
 FOR: CONTRACT ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	100,000.00		
Fee Percentage	6.00		
Total Fee	6,000.00		
Percent Complete	100.00	Total Earned	6,000.00
		Previous Fee Billing	6,000.00
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	.50	111.13	55.57
VARICALLI, FRANK	.50	111.13	55.57
Contract administration			
VARICALLI, FRANK	6.00	111.13	666.78
Field paint prop CPR locations			
VARICALLI, FRANK	.50	111.13	55.57
Update CPR location list			
SENIOR PROJECT MANAGER			
KERN, RICHARD	.10	141.57	14.16
Discuss project with FDV			
KERN, RICHARD	.30	141.57	42.47
Engineering Update, Attend Staff Meeting			
CONTRACT ADMINISTRATION			
SENIOR PROJECT ENG I / SUR I / ARCH I			
MARCUS, PATRICK	1.00	141.57	141.57
Calculate and file field sketches. Create and update work schedule			
MARCUS, PATRICK	3.00	141.57	424.71
File new field sketches. File digital copies of original and calculated sketches.			
Calculate quantities from new sketches. Update work schedule and location map			
MARCUS, PATRICK	2.50	141.57	353.93
Save and file original and calculated field sketches. Update work schedule and email project manager current project cost			
GRADUATE ENGINEER II / SURV II / ARCH II			
WILSON, HOLLY	.60	111.13	66.68
Correspondence - Contract Execution			
WILSON, HOLLY	.50	111.13	55.57
Project Status Update			

Amount

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

Project	0180-0388-0	2026 MISCELLANEOUS CONCRETE REPAIRS		Invoice	165437
WILSON, HOLLY		.70	111.13	77.79	
Project Updates					
CONSTRUCTION OBSERVATION					
TECHNICIAN III					
MILLER, THOMAS		1.50	92.26	138.39	
MILLER, THOMAS		10.50	92.26	968.73	
Measure and sketch proposed pavement repairs					
GIS UPDATES					
GIS MANAGER					
MILLER, JEFFREY		1.20	136.04	163.25	
Updates to CPR dot map					
Totals		29.40		3,280.74	
Total Labor					3,280.74
				Total this Invoice	\$3,280.74

Outstanding Invoices

Number	Date	Balance
164819	4/22/2026	1,729.25
Total		1,729.25



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
 19617 HARPER AVE.
 HARPER WOODS, MI 48225-2095

May 19, 2026
 Project No: 0180-0392-0
 Invoice No: 165441

Project 0180-0392-0 2026 PAVEMENT JOINT AND CRACK SEALING
 FOR: CONTRACT ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	75,000.00		
Fee Percentage	6.00		
Total Fee	4,500.00		
Percent Complete	100.00	Total Earned	4,500.00
		Previous Fee Billing	4,500.00
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
PRELIMINARY ENGINEERING				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.20	141.57	28.31	
Engineering Update, Attend Staff Meeting				
CONTRACT ADMINISTRATION				
TEAM LEADER				
VARICALLI, FRANK	.30	111.13	33.34	
Contract administration				
GRADUATE ENGINEER II / SURV II / ARCH II				
WILSON, HOLLY	.60	111.13	66.68	
Correspondence - Contract Execution				
WILSON, HOLLY	.50	111.13	55.57	
Project Status Update				
WILSON, HOLLY	.70	111.13	77.79	
Project Updates				
Totals	2.30		261.69	
Total Labor				261.69
		Total this invoice		\$261.69

Outstanding Invoices

Number	Date	Balance
164822	4/22/2026	427.41
Total		427.41

Handwritten signature



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
 19617 HARPER AVE.
 HARPER WOODS, MI 48225-2095

May 19, 2026
 Project No: 0180-0395-0
 Invoice No: 165442

Project 0180-0395-0 2026 PAVEMENT STRIPING PROGRAM
 FOR: ENGINEERING DESIGN

Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	91,296.45
Fee Percentage	9.00
Total Fee	8,216.68

Percent Complete	100.00	Total Earned	8,216.68
		Previous Fee Billing	3,600.00
		Current Fee Billing	4,616.68

Total Fee 4,616.68

Total this Invoice \$4,616.68

Outstanding Invoices

Number	Date	Balance
164824	4/22/2026	3,600.00
Total		3,600.00

Amber



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

INVOICE

May 19, 2026
 Project No: 0180-0367-0
 Invoice No: 165433

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

Project 0180-0367-0 2025 SIDEWALK REPLACEMENT PROGRAM
 FOR: CONSTRUCTION ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	200,000.00		
Fee Percentage	6.00		
Total Fee	12,000.00		
Percent Complete	100.00	Total Earned	12,000.00
		Previous Fee Billing	12,000.00
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.20	141.57	28.31	
Punch List follow-up				
CONSTRUCTION OBSERVATION				
TECHNICIAN III				
VARICALLI, JOSEPH	6.00	92.26	553.56	
Finished punch list for sidewalk program.				
VARICALLI, JOSEPH	6.00	92.26	553.56	
Started punch list for sidewalk program.				
Totals	12.20		1,135.43	
Total Labor				1,135.43
		Total this Invoice		\$1,135.43

Outstanding Invoices

Number	Date	Balance
164813	4/22/2026	131.06
Total		131.06

Amber



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

INVOICE

May 19, 2026
 Project No: 0180-0329-0
 Invoice No: 165429

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

Project 0180-0329-0 ROSCOMMON POCKET PARK
 FOR: CONTRACT ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026
Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.20	141.57	28.31	
Discuss project with City				
KERN, RICHARD	.20	141.57	28.31	
Discuss project with contractor				
KERN, RICHARD	.30	141.57	42.47	
Engineering Update, Attend Staff Meeting				
KERN, RICHARD	.20	141.57	28.31	
Follow up on pay estimate				
KERN, RICHARD	.20	141.57	28.31	
Follow up on status of project				
KERN, RICHARD	.10	141.57	14.16	
Follow up with contractor				
KERN, RICHARD	.20	141.57	28.31	
Information for grant extension				
KERN, RICHARD	1.00	141.57	141.57	
Progress Meeting				
KERN, RICHARD	.20	141.57	28.31	
Status Inquiry				
Totals	2.60		368.06	
Total Labor				368.06
		Total this Invoice		\$368.06

Handwritten signature



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

INVOICE

May 19, 2026
 Project No: 0180-0308-0
 Invoice No: 165426

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

Project 0180-0308-0 VERNIER WATER MAIN-KELLY TO BEACONSFIELD
 FOR: ENGINEERING DESIGN

Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	1,000,000.00
Fee Percentage	6.22
Total Fee	62,200.00

Percent Complete	30.00	Total Earned	18,660.00
		Previous Fee Billing	3,110.00
		Current Fee Billing	15,550.00
		Total Fee	15,550.00

Total this Invoice \$15,550.00

Outstanding Invoices

Number	Date	Balance
164805	4/22/2026	3,110.00
Total		3,110.00

Handwritten signature



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

INVOICE

May 19, 2026
 Project No: 0180-0331-0
 Invoice No: 165430

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

Project 0180-0331-0 2024 DWRP LEAD WATER SERVICE REPLACEMENT
 FOR: CONSTRUCTION ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026
Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.80	141.57	113.26	
Disbursement Request				
KERN, RICHARD	.30	141.57	42.47	
Engineering Update, Attend Staff Meeting				
KERN, RICHARD	.50	141.57	70.79	
Grant Summary				
KERN, RICHARD	.50	141.57	70.79	
Identify remaining locations to complete, Coordinate contacts and contractor schedule				
Totals	2.10		297.31	
Total Labor				297.31

Billing Limits	Current	Prior	To-Date	
Labor	297.31	48,874.75	49,172.06	
Limit			120,000.00	
Remaining			70,827.94	
		Total this Invoice		\$297.31

Outstanding Invoices

Number	Date	Balance
164806	4/22/2026	1,539.25
Total		1,539.25

Handwritten signature



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
 19617 HARPER AVE.
 HARPER WOODS, MI 48225-2095

May 19, 2026
 Project No: 0180-0391-0
 Invoice No: 165440

Project 0180-0391-0 2026 SANITARY SEWER CLEANING AND TV INSP
 FOR: CONTRACT ADMINISTRATION

Professional Services from April 06, 2026 to May 03, 2026
Fee

Construction Cost	100,000.00		
Fee Percentage	6.00		
Total Fee	6,000.00		
Percent Complete	100.00	Total Earned	6,000.00
		Previous Fee Billing	6,000.00
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
SECRETARIAL				
ADMINISTRATIVE				
BICKHAM, BRENDA	1.00	45.13	45.13	
Contract				
PRELIMINARY ENGINEERING				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.10	141.57	14.16	
Discuss project with FDV				
KERN, RICHARD	.30	141.57	42.47	
Engineering Update, Attend Staff Meeting				
CONTRACT ADMINISTRATION				
GRADUATE ENGINEER II / SURV II / ARCH II				
WILSON, HOLLY	.60	111.13	66.68	
Correspondence - Contract Execution				
WILSON, HOLLY	.50	111.13	55.57	
Project Status Update				
WILSON, HOLLY	1.00	111.13	111.13	
Project Updates				
Totals	3.50		335.14	
Total Labor				335.14
		Total this Invoice		\$335.14

Outstanding Invoices

Number	Date	Balance
164821	4/22/2026	502.52
Total		502.52

Handwritten signature



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

INVOICE

May 19, 2026
 Project No: 0180-0390-0
 Invoice No: 165439

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

Project 0180-0390-0 2026 SANITARY SEWER FCIPP PROGRAM
 FOR: CONTRACT ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	100,000.00		
Fee Percentage	6.00		
Total Fee	6,000.00		
Percent Complete	100.00	Total Earned	6,000.00
		Previous Fee Billing	6,000.00
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
PRELIMINARY ENGINEERING				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.10	141.57	14.16	
Discuss project with FDV				
KERN, RICHARD	.30	141.57	42.47	
Engineering Update, Attend Staff Meeting				
CONTRACT ADMINISTRATION				
GRADUATE ENGINEER II / SURV II / ARCH II				
WILSON, HOLLY	.60	111.13	66.68	
Correspondence - Contract Execution				
WILSON, HOLLY	.50	111.13	55.57	
Project Status Update				
WILSON, HOLLY	1.00	111.13	111.13	
Project Updates				
Totals	2.50		290.01	
Total Labor				290.01
		Total this Invoice		\$290.01

Handwritten signature



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

INVOICE

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

May 19, 2026
 Project No: 0180-0313-0
 Invoice No: 165428

Project 0180-0313-0 HARPER & VAN ANTWERP RES. DEVELOPMENT
 FOR: CONSTRUCTION ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
TECHNICIAN III			
PACKARD, CONNIE	.50	92.26	46.13
IDR check and tracking down reports			
PACKARD, CONNIE	.50	92.26	46.13
IDR checks			
SENIOR PROJECT MANAGER			
KERN, RICHARD	.60	141.57	84.94
Coordinate inspection			
KERN, RICHARD	.30	141.57	42.47
Coordinate inspection, Discuss project with inspector			
KERN, RICHARD	.50	141.57	70.79
Field Visit			
KERN, RICHARD	.50	141.57	70.79
Field Visit, Coordinate inspection			
KERN, RICHARD	2.00	141.57	283.14
Field Visit, Meeting with Developer, Review Concrete Pour, Coordinate inspection			
CONSTRUCTION OBSERVATION			
GRADUATE ENG I / SURV I / ARCH I			
STRICKER, CALVIN	1.00	111.13	111.13
On site for potential pour. IDR			
STRICKER, CALVIN	2.50	111.13	277.83
On site for pour, which was delayed. IDR creation			
STRICKER, CALVIN	5.50	111.13	611.22
On site watching concrete pour			
TEAM LEADER			
DEFAUW, BRYAN	2.00	111.13	222.26
Site visit with observer			
DEFAUW, BRYAN	1.50	111.13	166.70
Spot check of site			
TECHNICIAN III			
OLD, RICKY	2.00	92.26	184.52
Pouring Parking Areas			
TECHNICIAN II			
SMITH, SOLOMON	4.00	83.51	334.04

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

Project	0180-0313-0	HARPER & VAN ANTWERP RES. DEVELOPMENT	Invoice	165428
---------	-------------	---------------------------------------	---------	--------

Inspection

Totals	23.40	2,552.09	
Total Labor			2,552.09

Total this Invoice	\$2,552.09
---------------------------	-------------------



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
 19617 HARPER AVE.
 HARPER WOODS, MI 48225-2095

May 19, 2026
 Project No: 0180-0386-0
 Invoice No: 165435

Project 0180-0386-0 2026 GLWA WATER CONTRACT REOPENER
 FOR: GENERAL CONSULTING

Professional Services from April 06, 2026 to May 03, 2026

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
SENIOR PROJECT MANAGER				
KERN, RICHARD	.50	141.57	70.79	
Amendment 5 Cover Letter for Council Agenda				
KERN, RICHARD	2.80	141.57	396.40	
Attend Council Meeting, Prep for Meeting				
KERN, RICHARD	.20	141.57	28.31	
Obtain signatures				
Totals	3.50		495.50	
Total Labor				495.50
				Total this Invoice \$495.50

Outstanding Invoices

Number	Date	Balance
164818	4/22/2026	198.20
Total		198.20

Handwritten signature



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

INVOICE

May 19, 2026
 Project No: 0180-0362-0
 Invoice No: 165432

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 April 06, 2026 to May 03, 2026
Professional Personnel

	Hours	Rate	Amount
PRINTS			
TECHNICIAN II			
KAERLE, KATHLEEN	.40	83.51	33.40
Scan Tickets			
CONTRACT ADMINISTRATION			
TECHNICIAN III			
PACKARD, CONNIE	.20	92.26	18.45
IDR check and email			
TECHNICIAN II			
BALDERSON, JANA E	1.00	83.51	83.51
IDR Review, emails			
BALDERSON, JANA E	1.20	83.51	100.21
Review IDRs, Draft Est, add notes, spreadsheet			
SENIOR PROJECT MANAGER			
KERN, RICHARD	.20	141.57	28.31
Coordinate inspection			
KERN, RICHARD	.20	141.57	28.31
Discuss project with inspector			
KERN, RICHARD	.50	141.57	70.79
Engineering Update, Attend Staff Meeting, Respond to curb cut inspection questions			
KERN, RICHARD	1.00	141.57	141.57
Field Visit			
KERN, RICHARD	1.50	141.57	212.36
Williamsburg Court Develop Resident Notice, Coordinate distribution, Mark removals, Update City, Resident Call			
CONSTRUCTION OBSERVATION			
TEAM LEADER			
DEFAUW, BRYAN	4.00	111.13	444.52
Site visit with observer			
TECHNICIAN III			
VARICALLI, JOSEPH	4.00	92.26	369.04
Observed contractor pour concrete on Williamsburg			
VARICALLI, JOSEPH	2.00	92.26	184.52
Observed contractor pour concrete on Williamsburgh			
VARICALLI, JOSEPH	3.00	92.26	276.78
Observed contractor pour road patches.			

Am fact

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

Project	0180-0362-0	2025 STORM SEWER REPAIRS	Invoice	165432
VARICALLI, JOSEPH		5.00	92.26	461.30
Observed contractor remove road patches.				
VARICALLI, JOSEPH		2.00	92.26	184.52
Sketched and measured road patches and walk on Williamsburg.				
VARICALLI, JOSEPH		1.00	92.26	92.26
Sketched remaining road patches on Williamsburgh.				
VARICALLI, JOSEPH		2.00	92.26	184.52
Spot checked concrete pour.				
VARICALLI, JOSEPH		2.00	92.26	184.52
Spot checked contractor on Williamsburgh.				
VARICALLI, JOSEPH		1.00	92.26	92.26
Spot checked removals on Williamsburgh.				
VARICALLI, JOSEPH		2.00	92.26	184.52
Spot checked work on Williamsburgh				
VARICALLI, JOSEPH		2.00	92.26	184.52
Worked on measurements and punch list.				
	Totals	36.20		3,560.19
	Total Labor			3,560.19
			Total this Invoice	\$3,560.19

Outstanding Invoices

Number	Date	Balance
161266	10/14/2025	(608.28)
164810	4/22/2026	1,043.91
Total		435.63



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
 19617 HARPER AVE.
 HARPER WOODS, MI 48225-2095

May 19, 2026
 Project No: 0180-0389-0
 Invoice No: 165438

Project 0180-0389-0 2026 STORM SEWER REPAIRS
 FOR: CONTRACT ADMINISTRATION
Professional Services from April 06, 2026 to May 03, 2026

Fee

Construction Cost	300,000.00		
Fee Percentage	6.00		
Total Fee	18,000.00		
Percent Complete	100.00	Total Earned	18,000.00
		Previous Fee Billing	18,000.00
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount
SECRETARIAL			
ADMINISTRATIVE			
BICKHAM, BRENDA	1.00	45.13	45.13
Contract			
PRINTS			
TECHNICIAN II			
KAFERLE, KATHLEEN	.40	83.51	33.40
Contract Books			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	4.00	111.13	444.52
VARICALLI, FRANK	.50	111.13	55.57
Contract administration			
SENIOR PROJECT MANAGER			
KERN, RICHARD	.10	141.57	14.16
Discuss project with FDV			
KERN, RICHARD	.30	141.57	42.47
Engineering Update, Attend Staff Meeting			
CONTRACT ADMINISTRATION			
GRADUATE ENGINEER II / SURV II / ARCH II			
WILSON, HOLLY	1.00	111.13	111.13
Contract Book Review and Prints			
WILSON, HOLLY	1.00	111.13	111.13
Insurance Review and Correspondence			
WILSON, HOLLY	.90	111.13	100.02
Project Status Update			
WILSON, HOLLY	.60	111.13	66.68
Project Updates			

Amount

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

MEETINGS

TEAM LEADER

VARICALLI, FRANK 3.00 111.13 333.39
Pre Con Mtg.

GRADUATE ENGINEER II / SURV II / ARCH II

WILSON, HOLLY 3.00 111.13 333.39
Precon Meeting in Harper Woods

CONSTRUCTION OBSERVATION

TEAM LEADER

DEFAUW, BRYAN 1.00 111.13 111.13
Pre-Con meeting

GENERAL

GRADUATE ENGINEER II / SURV II / ARCH II

WILSON, HOLLY 1.00 111.13 111.13
Meeting Minutes and Correspondence

WILSON, HOLLY 3.00 111.13 333.39
Precon Prep

Totals 20.80 2,246.64

Total Labor 2,246.64

Total this Invoice \$2,246.64

Outstanding Invoices

Number	Date	Balance
164820	4/22/2026	735.90
Total		735.90



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

INVOICE

May 19, 2026
 Project No: 0180-0370-0
 Invoice No: 165434

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

Project 0180-0370-0 EPA RISK & RESILIENCY RECERTIFICATION
 FOR: RECERTIFICATION ASSISTANCE
Professional Services from April 06, 2026 to May 03, 2026
Professional Personnel

	Hours	Rate	Amount	
MEETINGS				
SENIOR PROJECT ENG II / SUR II / ARCH II				
GUINNANE, PAUL	2.50	141.57	353.93	
Prep, travel and attend RRA meeting at DPW and follow up. InfoExchange Transfer RRA files (0180-0262) to DPW				
GUINNANE, PAUL	.50	141.57	70.79	
Reschedule meeting to discuss RRA with DPW				
Totals	3.00		424.72	
Total Labor				424.72
				Total this Invoice
				\$424.72

Handwritten signature

Wolverine Contractors Inc.

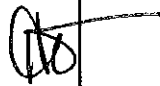
416 Park Street
Birmingham, MI 48009

Invoice

Date	Invoice #
4/1/2026	6679

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 Heather

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
36991	NET		4/1/2026			
Quantity	Item Code	Description			Price Each	Amount
3	Tri axle hourly rental	w/ 10.47 tons cold patch - ticket # 11636			125.00	375.00
1	Fuel Surcharge	\$375 x 12%			45.00	45.00
<p><i>6/2/26</i> <i>Order Confirmed</i> </p> <p>RECEIVED JUN 02 2026 DPW - CITY OF HARPER WOODS</p> <p>FILE COPY</p>						
					Total	\$420.00

Wolverine Contractors Inc.

416 Park Street
Birmingham, MI 48009

Invoice

Date	Invoice #
4/2/2026	6680

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		4/2/2026			

Quantity	Item Code	Description	Price Each	Amount
6	loads	Dirt hauled out with dump charge - ticket # 305963,305964,326703,326701,326700,325965	485.00	2,910.00
6	Fuel Surcharge	fuel surcharge \$ 400.00 x 12%	48.00	288.00

RECEIVED

JUN 02 2026

DPW - CITY OF
HARPER WOODS

Total			\$3,198.00
--------------	--	--	------------

Wolverine Contractors Inc.

416 Park Street
 Birmingham, MI 48009

Invoice

Date	Invoice #
4/6/2026	6681

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 Heather

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
36991	NET		4/6/2026			

Quantity	Item Code	Description	Price Each	Amount
4	Semi	dirt hauled out Mw/ dump charge - ticket # 308802,325972,308734,307750	485.00	1,940.00
4	Fuel Surcharge	fuel surcharge \$ 400.00 x 11.5%	46.00	184.00
3	Semi	broken concrete hauled out Mw/ dump charge - ticket # 325973,325974,325975	475.00	1,425.00
3	Fuel Surcharge	fuel surcharge \$ 400.00 x 11.5%	46.00	138.00

RECEIVED

JUN 02 2026

DPW - CITY OF
 HARPER WOODS

			Total	\$3,687.00
--	--	--	--------------	------------

Wolverine Contractors Inc.

416 Park Street
Birmingham, MI 48009

Invoice

Date	Invoice #
5/26/2026	6707

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		5/26/2026			
Quantity	Item Code	Description	Price Each	Amount		
1	Train	load 21AA Crushed Concrete delivered - ticket # 2471	995.00	995.00		
1	Fuel Surcharge	surcharge \$ 400.00 x 21%	84.00	84.00		
RECEIVED JUN 02 2026 DPW - CITY OF HARPER WOODS						
				Total	\$1,079.00	



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

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>20481 LANCASTER HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1900 DATE: MAY 22, 2026</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
--	---

JOB DESCRIPTION	PRICE
5-21-2026 – LOCUST – REMOVAL + STUMP – IMMEDIATE SERVICE – REMOVAL FOR SEWAGE REPAIR – GROUND STUMP WIDE AND DEEP	\$2,800.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$2,800.00

PLEASE MAKE CHECK PAYABLE TO:

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

THANK YOU FOR YOUR BUSINESS!



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

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>20821 MANCHESTER HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1903 DATE: MAY 28, 2026</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
---	---

JOB DESCRIPTION	PRICE
5-27-2026 – MAPLE – TRIM – CUT BACK OVER POWER LINES, ELEVATE, REMOVE BIG DEAD LIMBS	\$900.00
5-27-2026 – MAPLE – TRIM – ELEVATE, REMOVE DEAD	\$700.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	
AMOUNT DUE UPON RECEIPT	\$1,600.00

PLEASE MAKE CHECK PAYABLE TO:

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

RECEIVED

MAY 28 2026

DPW - CITY OF
HARPER WOODS



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

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>21136 NORWOOD HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1904 DATE: MAY 28, 2026</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
---	--

JOB DESCRIPTION	PRICE
<p>5-27-2026 – MAPLE – TRIM – REMOVE 2 LARGE LEADS TOWARD HOUSE, REMOVE BID DEAD LIMBS/BRANCHES, ELEVATE *INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP</p>	<p>\$1,800.00</p>
<p>AMOUNT DUE UPON RECEIPT</p>	<p>\$1,800.00</p>

PLEASE MAKE CHECK PAYABLE TO:

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

RECEIVED

MAY 28 2026

DPW - CITY OF
HARPER WOODS



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

TREE SERVICE INVOICE

SERVICE ADDRESS: 19748 HARPER (ON MANCHESTER) HARPER WOODS MI 48225 INVOICE NO.: 1905 DATE: MAY 28, 2026	BILL TO: DEPT OF PUBLIC WORKS HARPER WOODS MI 48225 EMAIL: HWDPW@HARPERWOODS.NET
---	--

JOB DESCRIPTION	PRICE
5-27-2026 – LOCUST – (2) TRIM – ELEVATE, REMOVE DEAD	\$100.00
*INCLUDING CHIPPING BRUSH, HAULING WOOD GRIND STUMP AND CLEAN UP	

AMOUNT DUE UPON RECEIPT	\$100.00
--------------------------------	-----------------

PLEASE MAKE CHECK PAYABLE TO:

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

RECEIVED

MAY 28 2026

DPW - CITY OF
HARPER WOODS

GUARDIAN SEWERS

INVOICE

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

DATE: June 2, 2026
INVOICE # 9573
FOR: 21366 Newcastle

Bill To:
 CITY OF HARPER WOODS

Service Date: 5/18

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

RECEIVED

JUN 02 2026

PO # 36910

DPW - CITY OF
 HARPER WOODS

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and made repair on 8" main. Installed 8X12" repair clamp, backfilled with 17 yards of 21A stone and cleaned up work site.	\$ 4,300.00
TOTAL	\$ 4,300.00

THANK YOU FOR YOUR BUSINESS!

GUARDIAN SEWERS

INVOICE

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

DATE: June 2, 2026
INVOICE # 9574
FOR: 21000 Newcastle # 2

Bill To:
 CITY OF HARPER WOODS

RECEIVED

Service Date: 5/18

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

JUN 03 2026
 DPW - CITY OF
 HARPER WOODS

PO # 36910

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up 3' away from the first one and found holes in the bottom of the main. Installed a 8X30" sleeve, backfilled with 17 yards of 21A stone and cleaned up work site.	\$ 4,900.00
TOTAL	\$ 4,900.00

THANK YOU FOR YOUR BUSINESS!

GUARDIAN SEWERS

INVOICE

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

DATE: June 2, 2026
INVOICE # 9575
FOR: 20878 Country Club

Bill To:
 CITY OF HARPER WOODS

Service Date: 5/26

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

RECEIVED

JUN 02 2026

PO # 36910

DPW - CITY OF
 HARPER WOODS

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and repaired 8" main due to multiple holes. Installed a 8X30" sleeve, backfilled with 7 yards of 21A stone and cleaned up work site. Had to have tree removed by Turf and Timber	\$ 4,900.00
Made repair to gatewell, replaced all bolts.	\$ 200.00
TOTAL	\$ 5,100.00



Invoice

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

Invoice Number: 3962359
Invoice Date: 5/31/2026
Terms: Net 30 Days
Due Date: 6/30/2026
Customer #: 08-HRPRWOO
Customer PO #:

Item Code	Description	Quantity	Price	Amount
Building Insp %Fee	Building Insp %Fee	29544.00	\$1.00	\$29,544.00
	Building Permit Services % of Fee	29544.00	\$1.00	\$29,544.00
Building Insp Fixed	Building Insp Fixed	35.00	\$5.00	\$175.00
	Building Permit Services Fixed Fee	35.00	\$5.00	\$175.00
Building Inspection	Building Inspection	120.00	\$28.94	\$3,472.80
	BDS Permit Tech/Admin/Front Counter	120.00	\$28.94	\$3,472.80
Hourly	Hourly	93.00	\$60.54	\$5,630.22
	Code Enforcement Hourly	93.00	\$60.54	\$5,630.22

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:	\$38,822.02
Freight:	\$0.00
Sales Tax:	\$0.00
Invoice Total:	\$38,822.02

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

Building Department Services Invoice
 May 1-31, 2026

	<u>Total Collected</u>	<u>Percent</u>	
May 1-31, 2026	\$ 36,930.00	80%	\$ 29,544.00
	<u>Total Hours</u>	<u>Hourly</u>	
Code Enforcement	93.00	60.54	\$5,630.22
Permit Technician	120.00	28.94	\$3,472.80
	<u>Total</u>	<u>Rate</u>	
Pre-Existing Permit Inspections		\$35.00	\$0.00
Administrative Closure of Records	35.00	\$5.00	\$175.00
Total Due To SAFEbuilt:			\$38,822.02



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

June 3, 2026

Memorandum to: Honorable Mayor & City Council

From: John Szymanski – City Manager

Re: Garan Lucow Miller PC – Invoice #661173

The City of Harper Woods has been named in a class action lawsuit that involves Great Lakes Water Authority and several other communities regarding the “flooding” of residential basements. The defense of this matter is being handled by the City’s insurance carrier. The case has been dismissed in its entirety, and the Plaintiffs filed an appeal.

The funds available under our policy limit were set at \$100,000 and the City will receive a refund of \$9,814.74 after invoice #661173 in the amount of \$26,705.45 is paid, effectively bringing down the actual cost of this invoice to \$16,890.71.

I recommend approval of invoice #661173 in the amount of \$26,705.45.

Time Summary by Timekeeper	Hours	Amount
Christian Huffman	85.80	21,450.00
Daniel S. Saylor	1.40	350.00
John J. Gillooly	13.80	3,450.00
Karsten Smolinski	5.80	1,044.00

Costs Advanced:

Date	Description	Amount
11/17/25	Reproduction Charges 32 @ 0.10	3.20
11/17/25	Reproduction Charges 43 @ 0.10	4.30
11/17/25	Reproduction Charges 63 @ 0.10	6.30
11/17/25	Reproduction Charges 78 @ 0.10	7.80
11/25/25	Electronic Filing Fee via MiFile - D-Appellant's GPF & HW's AFLA to MSC	386.25
01/27/26	Reproduction Charges 36 @ 0.10	3.60
Total Costs Advanced		\$ 411.45
Total Due This Invoice		\$26,705.45

Invoices for legal services are due upon receipt. To ensure proper application of your payment, please indicate our invoice number and client/matter number on your remittance.

NU APPEARANCE MAINTENANCE INC.

19942 Harper Ave
Harper Woods, MI 48225-1759
USA
3138840515
nuappearance@comcast.net

INVOICE # 35132
DATE 05/31/2026
DUE DATE 06/30/2026
TERMS Net 30

BILL TO

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

P.O. NUMBER

36936

SALES REP

SAK

Kelly Road Islands. (12) 5/19, 5/27

Commercial lawn cutting	2	320.00	640.00
Pickup Trash	2	80.00	160.00

20010 Kelly Road. 5/19, 5/27

Commercial lawn cutting	2	46.00	92.00
-------------------------	---	-------	-------

I-94 Service Drive. 5/19

Commercial lawn cutting	1	347.00	347.00
-------------------------	---	--------	--------

Pickup Trash

1	80.00	80.00
---	-------	-------

Vernier Road Median. 5/18, 5/26

Commercial lawn cutting	2	84.00	168.00
-------------------------	---	-------	--------

19969 Anita. 5/18, 5/26

Commercial lawn cutting	2	34.00	68.00
-------------------------	---	-------	-------

20245 Huntington. 5/18, 5/26

Commercial lawn cutting	2	53.00	106.00
-------------------------	---	-------	--------

Mr. C's Auto Wash Triangle. 5/18, 5/26

Commercial lawn cutting	2	32.00	64.00
-------------------------	---	-------	-------

Canton/Corner. 5/18, 5/26

Commercial lawn cutting	2	37.00	74.00
-------------------------	---	-------	-------

Fraser Square Park 5/18, 5/26

Commercial lawn cutting	2	125.00	250.00
-------------------------	---	--------	--------

Cleanup of construction tree branches 5/4. (missed previously)

1	130.00	130.00
---	--------	--------

Thank You For Your Business!

BALANCE DUE

\$2,179.00

NU APPEARANCE MAINTENANCE INC.

19942 Harper Ave
Harper Woods, MI 48225-1759
USA
3138840515
nuappearance@comcast.net

BILL TO

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

INVOICE # 35131
DATE 05/31/2026
DUE DATE 06/30/2026
TERMS Net 30

P.O. NUMBER

36936

SALES REP

SAK

City Hall & Fire Dept. 5/19, 5/26			
Commercial lawn cutting	2	68.00	136.00
Public Library. 5/19, 5/26			
Commercial lawn cutting	2	59.00	118.00
Annex's (2) on Old Homestead. 5/19, 5/26			
Commercial lawn cutting (\$16.00 each)	2	32.00	64.00
D.P.W. Field. 5/18, 5/26			
Commercial lawn cutting	2	76.00	152.00
Pump Stations. (3) 5/18 5/26			
Commercial lawn cutting (\$16.00 each)	2	48.00	96.00
Harper/Hollywood Lot. 5/18, 5/26			
Commercial lawn cutting	2	16.00	32.00
Old Eight Mile Triangle. 5/18, 5/25			
Commercial lawn cutting	2	46.00	92.00
Johnston Park w/Veterans Memorial. 5/20, 5/28			
Commercial lawn cutting	2	520.00	1,040.00
Salter Park w/front entrance/flagpole area. 5/19, 5/26			
Commercial lawn cutting	2	363.00	726.00
Danbury Park. 5/18, 5/26			
Commercial lawn cutting	2	205.00	410.00

Thank You For Your Business!

BALANCE DUE

\$2,866.00

NU APPEARANCE MAINTENANCE INC.

19942 Harper Ave
Harper Woods, MI 48225-1759
USA
3138840515
nuappearance@comcast.net

BILL TO

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

INVOICE # 35087

DATE 05/16/2026

DUE DATE 06/15/2026

TERMS Net 30

P.O. NUMBER

36936

SALES REP

SAK

City Hall & Fire Dept. 5/5, 5/12			
Commercial lawn cutting	2	68.00	136.00
Public Library. 5/5, 5/12			
Commercial lawn cutting	2	59.00	118.00
Annex's (2) on Old Homestead. 5/5, 5/12			
Commercial lawn cutting (\$16.00 each)	2	32.00	64.00
D.P.W. Field. 5/4, 5/11			
Commercial lawn cutting	2	76.00	152.00
Pump Stations. (3) 5/5 5/11			
Commercial lawn cutting (\$16.00 each)	2	48.00	96.00
Harper/Hollywood Lot. 5/4, 5/11			
Commercial lawn cutting	2	16.00	32.00
Old Eight Mile Triangle. 5/4, 5/11			
Commercial lawn cutting	2	46.00	92.00
Johnston Park w/Veterans Memorial. 5/6, 5/13			
Commercial lawn cutting	2	520.00	1,040.00
Salter Park w/front entrance/flagpole area. 5/5, 5/12			
Commercial lawn cutting	2	363.00	726.00
Danbury Park. 5/4, 5/11			
Commercial lawn cutting	2	205.00	410.00

Thank You For Your Business!

BALANCE DUE

\$2,866.00

NU APPEARANCE MAINTENANCE INC.

19942 Harper Ave
 Harper Woods, MI 48225-1759
 USA
 3138840515
 nuappearance@comcast.net

BILL TO

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

INVOICE # 35088
DATE 05/16/2026
DUE DATE 06/15/2026
TERMS Net 30

P.O. NUMBER
 36936

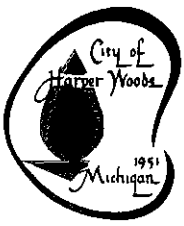
SALES REP
 SAK

Kelly Road Islands. (12) 5/5, 5/12			
Commercial lawn cutting	2	320.00	640.00
Pickup Trash	2	80.00	160.00
20010 Kelly Road. 5/5, 5/12			
Commercial lawn cutting	2	46.00	92.00
I-94 Service Drive. 5/5, 5/12			
Commercial lawn cutting	2	347.00	694.00
Pickup Trash	2	80.00	160.00
Cleanup leaves along west side I-94 service drive fenceline. Was not done last fall. Completed 5/13.	16	47.00	752.00
Vernier Road Median. 5/4, 5/11			
Commercial lawn cutting	2	84.00	168.00
19969 Anita. 5/4, 5/11			
Commercial lawn cutting	2	34.00	68.00
20245 Huntington. 5/4, 5/11			
Commercial lawn cutting	2	53.00	106.00
Mr. C's Auto Wash Triangle. 5/4, 5/11			
Commercial lawn cutting	2	32.00	64.00
Canton/Corner. 5/4, 5/11			
Commercial lawn cutting	2	37.00	74.00
Fraser Square Park 5/5, 5/11			
Commercial lawn cutting	2	125.00	250.00

Thank You For Your Business!

BALANCE DUE

\$3,228.00



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

June 3, 2026

Memorandum to: Honorable Mayor & City Council

From: John Szymanski, City Manager

Re: Invoice #10265215 – CBIZ - \$14,013.20

This invoice is for work done in conjunction with the Michigan Public Act 202 of 2017 Compliance guide and the OPEB Actuarial Valuation for GASB 75 reporting on behalf of the City of Harper Woods. This valuation is a requirement for the City's 2025 Financial Audit.

I recommend approval of this payment in the amount of \$14,013.20

City of Harper Woods OPEB

5959 Rockside Woods Blvd. N., Suite 600
Cleveland, OH 44131
Ph:216.447.9000 F: 216.447.9007
www.cbiz.com/retirement

BILL TO CLIENT ID: 10005186

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

Date Invoiced	Invoice #	Due Date
05-22-2026	10265215	06-21-2026

For the Billing Period ended April 2026

Description	Amount
Financial Reporting	
Michigan Public Act 202 of 2017 Compliance Guide - December 31, 2025	\$1,720.00
OPEB Actuarial Valuation for GASB 75 Reporting - December 31, 2025	\$11,500.00
Technology and Administration Fee	\$793.20

Please make payable to CBIZ Benefits & Insurance Services

Remit to: 28264 Network Place, Chicago, IL 60673-1282

JPMorgan Chase Wire: Account # 651912771 Routing # 021-000-021

JPMorgan Chase ACH: Account # 651912771 Routing # 044-000-037

Invoice Total:	\$14,013.20
Less: Payments/ Credits Applied:	\$0.00
Balance Due:	\$14,013.20

To ensure your payment is credited to your account, please reference this invoice number on your remittance.

Account Summary					
Current	1-30	31-60	61-90	Over 90	Total Due
\$14,013.20	\$0.00	\$0.00	\$0.00	\$5,480.20	\$19,493.40



RETIREMENT & INVESTMENT SOLUTIONS
a practice of CBIZ



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

June 3, 2026

To: Jason Hammerle, Director of Public Safety

From: John Szymanski, City Manager

Ref: First Due fire reporting software renewal

Sir,

Attached is an invoice (#8943) from First Due in the amount of \$7,140.00. First Due provides the Fire/EMS reporting software that keeps us in compliance with state and federal automated submission requirements. First Due also provides us with fire hydrant and pre-incident mapping software for fire response planning.

Respectfully,

Jason Hammerle, Director of Public Safety



INVOICE

Contact UsEmail: AR@firstdue.com

Phone: (701) 658-6745

Bill ToHarper Woods Fire Department (MI)
19617 Harper Avenue
Harper Woods MI 48225
United States**Ship To**Harper Woods Fire Department (MI)
19617 Harper Avenue
Harper Woods MI 48225
United States**Invoice #** 8943**Date** 04/30/2026**Due Date** 05/30/2026**Terms** Net 30**Term (Months)** 12.0**P.O.**

Qty	Date	Item
1	04/30/2026	Incident Reporting - Fire Incident Documentation NFIRS Incident Documentation, State and Federal Compliance with automated submission.
1	04/30/2026	Incident Reporting - ePCR ePCR Incident Documentation, State Compliance with automated submission.
1	04/30/2026	Personnel Management Store, Manage and Access Employee Records including demographic data, certifications and employment information.
1	04/30/2026	CAD Integration (Other) Receive CAD Data to support First Due Responder and Incident Reporting modules via sFTP, XML, or API.
1	04/30/2026	Occupancy Management & Pre-Incident Planning Manage Occupancies, Pre-Incident Mapping, ArcGIS Maps, Fire Systems, Hazardous Material, and Contacts.
1	04/30/2026	Hydrant Management - Basic Manage Hydrants including hydrants visible on pre-plan & response map, hydrant list, hydrant types, hydrant uploads, ArcGIS hydrant layers, and hydrant setup

For the period 04/30/2026 - 04/29/2027

Subtotal	USD \$7,140.00
Tax	USD \$0.00
Total	USD \$7,140.00
Balance Due	USD \$7,140.00

Payment Instructions

USD Wire/ACH: Wells Fargo Bank | Acct: 4192384907 | Routing: 121000248**CAD Wire:** Wells Fargo Bank | Acct: 3330004515 | SWIFT: WFBIUS6A | Intermediary: BOFMCAM2**Check:** Locality Media LLC dba First Due | PO Box 782840 Philadelphia, PA 19178-2840**Credit Card Payments:** A processing fee of 2.9% + \$0.30 per transaction will be added. By submitting payment, you authorize the charge including fees. Fees are non-refundable. ACH or check can be used to avoid fees.**Contact us: AR@firstdue.com**

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 1 -

**SECOND READING AND ADOPTION - AN
ORDINANCE NO. 2026-01 TO AMEND
CHAPTER 12 - LICENSES**

EXPLANATION / SUMMARY

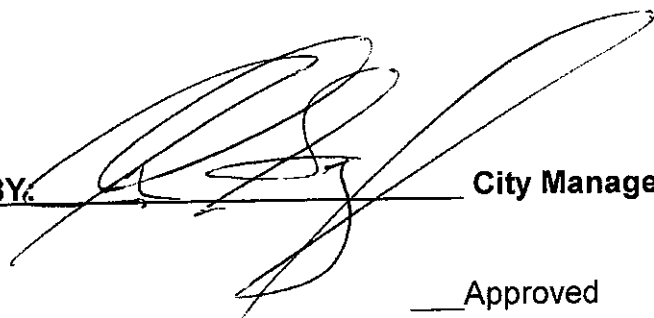
Attached is Ordinance No. 2026-01 that amends the current ordinance by adding specific language for suspending or revoking a business license that includes an appeal process in the event a license is suspended or revoked.

The publication requirements for this ordinance have been met. It is recommended that this ordinance be adopted.

RECOMMENDED ACTION:

By RESOLUTION, to Place for Second Reading and Adoption Ordinance No. 2026-01, entitled "An Ordinance to Amend Chapter 12, Article 1, Section 12 of the Harper Woods Code of Ordinances-Licenses, Permits and Business Regulations in the City of Harper Woods," and further to direct the City Clerk to publish a notice of this in accordance with City Charter requirements.

SUBMITTED BY:



City Manager, John Szymanski

 Approved

 Vote

ORDINANCE NO. 2026-01

**AN ORDINANCE TO AMEND ARTICLE 1, SECTION 12 OF THE HARPER WOODS
CODE OF ORDINANCES - LICENSES IN THE CITY OF HARPER WOODS**

The City of Harper Woods Ordains:

Sec. 12-1. Definitions.

As used in this Title, the following words and phrases shall have the meanings ascribed to them in this Section.

- (1) City Clerk and Clerk shall mean the City Clerk of the City of Harper Woods.
- (2) City Council or Council shall mean the City Council of the City of Harper Woods or a Committee of the City Council designated by it to act on behalf of the full City Council as permitted by the provisions of this Chapter.
- (3) City shall mean the City of Harper Woods.
- (4) City Manager and Manager shall mean the City Manager of the City of Harper Woods or the City Manager's designee as permitted by this Chapter.
- (5) County shall mean Wayne County, Michigan, and shall include all Boards, Commissions, agencies, instrumentalities, officers, and employees of the government of Wayne County.
- (6) License shall mean any license, permit, certificate or any other type of approval required by the City of Harper Woods.
- (7) Person shall include an individual, partnership, corporation, or any other entity capable of engaging in the activities regulated by this article. Whenever any thing is required to be done by a "person," that requirement is the responsibility of the individual, each of the partners, or any officer of a corporation, as the case may be. "Licensee" may be used interchangeably with "person" in this article.

Sec. 12-2. - License Required.

No person, as owner, agent, manager, employee, or otherwise, shall operate, conduct, maintain, or otherwise be engaged in the carrying on of any trade, business, profession, occupation, amusement, activity, or privilege for which any license is required by any provision of this ordinance without first obtaining a license from the City in the manner provided for herein.

Sec. 12-3. - Multiple Licenses Required.

The granting of a license or permit to any person operating, conducting, maintaining, or otherwise carrying on or engaging in any trade, business, profession, occupation, amusement or privilege required by this ordinance to be licensed shall not relieve the person so licensed from the necessity of securing such other licenses or permits as may be required by this ordinance, except as specifically provided elsewhere in this ordinance. A license shall be obtained and the required fee shall be paid for each separate premises

located in the City.

Sec. 12-4. - State Licensed Businesses.

The fact that a license or permit has been granted to any person by the State of Michigan to engage in the operation of, conduct of or carrying on of, any trade, business, profession, occupation, amusement, activity or privilege shall not exempt such person from the necessity of securing a license or permit from the City if such a license or permit is required by this ordinance. No license required by this ordinance shall be issued to any person who is required to have a license or permit from the State of Michigan until such person shall submit evidence of having obtained the required State license or permit.

Sec. 12-5. Exceptions for delivery vehicles - Landscape Contractors

- (a) Use of a vehicle solely for delivery of merchandise does not require a license under this article unless sales are made from the vehicle.
- (b) A person engaged in the business of landscape contractor is not required to obtain a license under this article unless operating from fixed business premises within the city to which the public is invited. In such case, the premises shall be licensed, but vehicles or equipment do not require licenses. "Landscape contractor" includes snow removal and lawn-cutting services.

Sec. 12-6. License application, form, contents and renewal.

A license shall be obtained by applying to the city clerk, who shall have forms available for that purpose. The licensee shall furnish the following information, under oath:

- (a) The full name, business address, telephone number and residence address of each owner, officer, manager and local employee of the business.
- (b) The full name, address and telephone number of any resident agent of the business.
- (c) The location of each place of business within the city.
- (d) A description of the goods, wares, merchandise or services offered for sale, use, rental or other wise provided at the business.
- (e) A detailed description of the type of business which the licensee proposes to conduct that reasonably identifies the goods, wares, merchandise or services that will be provided by the business.
- (f) The manner of operating; whether seasonal or year-round and provide the normal business hours.
- (g) A list of all assumed, trade or firm names under which the licensee intends to do business.
- (h) If the licensee is a corporation, and if so, the date and place of incorporation, the corporate name and the name and address of the resident agent.
- (i) If the licensee is a limited liability company, the names, telephone numbers and addresses of the members and any managing member.
- (j) If the licensee is a partnership of any type, the name, telephone number and

address of the managing partner.

(k) Whether or not the licensee or person conducting or managing the business has been convicted of a crime, misdemeanor or the violation of any municipal ordinance, and if so, provide the full particulars in connection therewith.

(l) A statement that the requirements of all other ordinances of the city applicable to the trade, business or occupation have been met.

(m) Any other information reasonably necessary to enforce the requirements of this article.

Sec. 12-7 - Application.

Unless otherwise provided for by law or ordinance or in this section, every person required to obtain a license as provided for in this ordinance shall make application to the City Clerk for such license on forms provided or prescribed by the City Clerk. The application shall require such information as set forth above and that will enable the Clerk to determine whether the applicant, if licensed, will serve the public in a fair, honest, safe and competent manner and in compliance with the requirements of this Ordinance and all other applicable Federal, State and local laws, ordinances, rules and regulations. The person making application for any license shall state under oath or affirmation that the information provided on such application is true and shall provide, under oath or affirmation, such other information relative to the granting of the license or to the applicant's qualifications as the Clerk may require. No person shall make a false statement or false representation on any license application or in connection with the application for any license provided for in this ordinance.

Sec. 12-8. - License Term and Fees.

No license shall be issued until the required fee is paid.

(1) The license year applicable to all annual licenses, shall begin on January 1 of each year and shall expire on the last day of December at 12:00 midnight of the year for which it was issued. The expiration date of each license shall be indicated on the face thereof.

(2) If the license year shall terminate within six (6) months or less from the date of issuance of the license, the required license fee shall be one-half of the required annual fee.

(3) Any person who shall fail to file an application for a license at or prior to the time required by this ordinance or within the thirty-one (31) day renewal grace period, shall be assessed a late application fee of ten (10) percent of the fee provided for each calendar month or fraction thereof that the person should have been licensed or Twenty-Five dollars (\$25.00), whichever is greater.

(4) No fees will be refunded.

Sec. 12-9. - Fee schedule set by resolution; bonds; review by city departments when

required; liability insurance.

(a) The city council shall establish, by resolution, a schedule of fees applicable to all persons requiring a license under this article. The fees established shall bear some rational relationship to the services provided by the city to the licensee.

(b) As a condition of obtaining a license, the licensee may be required to post a bond. For persons who must post a bond, the amount shall be established by resolution of the city council. The bond shall indemnify the city from any liability arising out of the activities of the licensee and shall secure compliance with any rules, regulations and ordinances applicable to the activities of the licensee. The sufficiency of the bond shall be approved by the city manager.

(c) The city manager may, as a condition of granting any license, require review by any department of the city for compliance by the licensee with the requirements of any other ordinances, rules or regulations of the city. The city council may, by resolution, establish a fee for such review.

(d) Whether or not the licensee is required to post a bond, the licensee may be required to provide proof of liability insurance. The city council, upon recommendation of the city manager, shall establish, by resolution, what businesses are required to show evidence of liability insurance and the amount of required coverage. The licensee shall, upon request, furnish a copy of its current liability insurance policy and all riders and endorsements to the city manager. The sufficiency of the policy shall be approved by the city manager or his designee.

(e) A copy of the current fee schedule, bond requirements and insurance requirements shall be kept in the city clerk's office and made available to any person upon request.

Sec. 12-10. - Conditions for Issuance.

No license shall be issued to any applicant until the applicant has complied with all the provisions of this Code and all provisions of the laws of the State of Michigan applicable to the trade, business, profession, occupation, amusement, activity or privilege for which the license is sought have been complied with.

Sec. 12-11. - Agreement by Applicant.

All licenses are issued subject to the following conditions, which shall be noted on the application form:

(1) The applicant agrees to permit inspection of the licensed premises and/or activity at reasonable times by any properly identified officer or employee of the City.

(2) The applicant agrees to the temporary suspension of the license without prior notice or hearing when, in the judgment of the appropriate officials, such a suspension is necessary to preserve the public health, safety or welfare.

(3) The applicant agrees that he or she will keep aware of and comply with all

applicable Federal, State and local laws, ordinances, rules and regulations during the term of the license.

(4) The applicant agrees that he or she will not engage in the licensed trade, business, profession, occupation, amusement, activity or privilege at any time after the license has expired, without having been reissued, or at any time when the license is suspended or revoked.

(5) No license shall be issued unless and until the applicant has paid all personal property taxes assessed him or her and unless the applicant has paid all other debts due and owing to the City.

Each applicant shall sign a statement indicating that he or she has read the foregoing and agrees with its provision prior to the issuance of any license.

Sec. 12-12. - Title Includes Subordinates.

Any officer or employee of the City of Harper Woods is assigned any duty or empowered to perform any act or duty, the title of such officer or employee shall mean and include any authorized subordinate of the officer or employee or any other employee authorized to act on behalf of the officer or employee named.

Sec. 12-13. - Exemption.

The licensing provisions of this ordinance shall not apply to the governments of the United States, the State of Michigan, the County of Wayne or the City of Harper Woods, or to any public board of education located wholly or partially within the City.

Sec. 12-14. - Exemption from Fee.

No license fee shall be required for any person exempt from such fee by State or Federal law. Such person shall comply with all other provisions of this ordinance.

Sec. 12-15. - Suspension or Revocation.

(1) Any license issued by the City may be suspended or revoked by the City Clerk for cause as herein defined. Any permit issued by the City may be suspended or revoked by the issuing officer or Authority for cause as herein defined. In either case, the licensee may request, in writing, a hearing be scheduled with the City Manager or the City Manager's designee or the issuing Authority regarding the suspension or revocation.

(2) The individual attending any requested hearing on behalf of the licensee or permit holder shall have authority to act on behalf of the licensee or permit holder.

Depending upon the necessity for prompt action, the hearing will be held in accordance with one (1) of the following provisions:

(a) If there is no immediate threat to the public health, safety or welfare, the hearing will be held to determine whether the license or permit should be suspended or revoked. The holder of the license or permit shall submit a

request for a hearing in writing to the city clerk. The holder of the license or permit will be notified of the time, date and place of the hearing and the reason or reasons for the proposed suspension or revocation. The license or permit holder is entitled to be represented by counsel, to submit evidence, to cross-examine testifying witnesses, and to make arguments concerning the factual and legal issues. The hearing authority shall be comprised of the City Manager, or the City Manager's designee, the City Clerk, and the Building Official or the Building Official's designee. The hearing authority will issue a written decision to the license or permit holder stating the reasons for the decision.

(b) If there is an immediate threat to the public health, safety or welfare, the license or permit may be suspended prior to the hearing. If a license or permit is suspended prior to the hearing, the hearing shall be commenced as soon as is practical, but in no case more than ten (10) days after the suspension. The hearing shall be held to determine whether to terminate or extend the suspension or whether the suspension should be converted into a revocation of the license or permit. The holder of the license or permit shall be notified of the time, date and place of the hearing and shall be notified of the reason or reasons for the already-imposed suspension and for any contemplated future action. The license or permit holder shall be entitled to be represented by counsel, to submit evidence, to cross-examine testifying witnesses, and to make arguments on factual and legal issues. The hearing authority, will issue a written decision stating the reasons for the decision.

(3) In any hearing held pursuant to the provisions of this Article, the rules of evidence will be followed as far as practicable, but the hearing body may admit and give probative effect to evidence of a type commonly relied upon by reasonably prudent people in the conduct of their affairs. Irrelevant, immaterial or unduly repetitious evidence may be excluded. Notice may be taken of facts within the general knowledge of the community.

(4) Any person dissatisfied with the decision of the City Manager or other hearing officer or hearing authority may appeal to the City Council, provided that a written request for such an appeal shall be filed within seven (7) days of the date of the decision to be appealed. The City Council shall schedule a hearing on the appeal for the next regularly scheduled council meeting if practicable. The hearing shall be scheduled and held before the entire City Council or a Committee thereof, as the City Council shall determine. The factual record made in the hearing below shall constitute the basic record for the appeal. The City Council may, but need not, allow the presentation of additional evidence by a majority vote. Argument as to relevant factual and legal issues shall be permitted. The decision of the City Council shall be by majority vote. The Council may affirm, reverse or modify any action taken relative to a license. The decision of the City Council shall be final.

(5) Any person dissatisfied with the decision of City Council, may appeal the decision to the Wayne County Circuit Court as provided by and consisted with the

appellate rules set forth in the Michigan Court Rules.

Sec. 12-16. - License Reissuance.

It shall be the responsibility of all persons engaging in any trade, business, profession, occupation, amusement, activity or privilege required to be licensed to obtain all licenses required by this ordinance prior to engaging in or continuing in the licensed trade, business, profession, occupation, amusement, activity or privilege. To assist in the reissuance of licenses to license holders, the City Clerk may send a license renewal application and invoice for the license fee to license holders prior to the end of a license year. Upon receipt of the completed application and the appropriate fee, and after such investigation as he or she deems necessary, the clerk may issue a license for the following year. If a licensee fails to file an application for renewal and/or fails to pay the license renewal fee prior to the expiration of a license year or within the thirty-one (31) day renewal grace period following the end of a license year, that application shall be considered to be an application for a new license and compliance with the provisions of this Article shall be required prior to the granting of a license.

Sec. 12-17. - Exhibition of License.

Where certain premises are licensed or where a licensed trade, business, profession, occupation, amusement, activity or privilege is carried on at a fixed place or establishment, all licenses shall be conspicuously displayed upon the premises, or at the fixed place or establishment. All licenses shall be displayed in an area of the premises, fixed place or establishment that is open to the public. Where there is no premises, fixed place or establishment, the licensee shall have the license or licenses issued in his or her possession at all times when conducting, carrying on, or otherwise engaging in the licensed trade, business, profession, occupation, amusement, activity or privilege. The license shall be promptly displayed upon the request of any police officer or any properly identified officer or employee of the City.

Sec. 12-18. - Displaying Invalid License and Surrender of Invalid License.

No person shall display any expired license, any license for which a duplicate has been issued, or any license which has been suspended or revoked, nor shall any person display any license which has not been duly and regularly issued to or on behalf of the person displaying it for the trade, business, profession, occupation, amusement, activity or privilege in, at, or for which the license is displayed. It shall be the duty of every licensee or any employee, agent or representative of a licensee to surrender to any properly identified representative of the City, upon demand, any license which is expired, suspended, revoked, altered, amended, modified, changed or damaged or any license for which a duplicate has been issued.

Sec. 12-19. - Transfer, Alteration or Misuse of a License.

No license issued under the provisions of this ordinance shall be transferable or assignable unless specifically and explicitly authorized by this ordinance. No person shall transfer or assign or attempt to transfer or assign any license and no person shall receive or attempt

to receive a transferred or assigned license. No person shall, except as authorized by this ordinance or by the City Clerk, write upon, alter, amend, modify, change or damage any license.

Sec. 12-20. - Revocation.

In addition to any other penalties or actions permitted or authorized by this ordinance, any transfer or assignment of a license or any attempted transfer or assignment shall be void and shall result in the automatic revocation of the license.

Sec. 12-21. - Responsibility.

Any person who aids, abets, counsels, procures, commands or assists in the commission of any violation of the provisions of this Title shall be punishable as a principal.

Sec. 12-22. - Cause Defined.

The term "cause" as used in this ordinance, includes but is not limited to, the doing or omitting of any act, the permitting of any condition to exist in any trade, business, profession, occupation, amusement, activity or privilege for which a license is provided under the provisions of this ordinance, or upon the premises or facilities used in connection therewith, which act, omission or condition is:

- (a) A violation of this ordinance or violation of any rule, regulation or ordinance provision.
- (b) A violation of any other applicable Federal, State or local law, ordinance, rule or regulation.
- (c) Action or activities that are unlawful or fraudulent in nature.
- (d) Actions or activities beyond the scope of the license granted.
- (e) Abandonment of the licensed trade, business, profession, occupation, amusement, activity or privilege.
- (f) Deceptive practice, may include but is not limited to: Misrepresenting the source, sponsorship, approval, or certification of goods or services, misrepresenting characteristics, benefits, qualities, or uses of goods or services, misleading advertising, advertising goods or services without intent to sell those advertised, or false statements about nature of business.
- (g) Any activities or actions that are harmful to the health or welfare of the public.

Sec. 12-23. - Violation of article.

- (a) In addition to any other actions or sanctions permitted under this ordinance along with state and federal laws, any violation of this article or any false statement made in connection with a license application shall be deemed a municipal civil infraction as defined by section 113(1) of the Revised Judicature Act (MCL 600.113(1)) and subject to a civil fine of not more than five hundred dollars (\$500.00) plus costs and

expenses.

(b) For purposes of this section each day of a continuing violation may be deemed and punished as a separate offense.

Cross reference— Licensing of bowling alleys, § 3-1; licensing of skating rinks, § 3-2; licenses for theatricals, shows, etc., § 3-19; machine or arcade license, § 3-56; public dance hall licenses, § 3-96; poolhall licenses, § 3-121; theater licenses, § 3-139; building contractor registration fee, § 5-20; electrical fees for electrical licenses, § 5-55; license for food establishments, § 10-58; restaurant licenses, § 10-92 et seq.; licensing of sign erectors, § 21-58 et seq.; license fees for taxicabs, § 24-26.

SECTION 2. REPEAL

All Ordinances or parts of ordinances, in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

SECTION 3. SEVERABILITY

If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, it being the intent of the Council of the city of Harper Woods that this ordinance shall stand, notwithstanding the invalidity of any article, section, subsection, sentence, clause, phrase or portion thereof.

SECTION 4. EFFECTIVE DATE This Ordinance shall become effective ten (10) days after being published in a newspaper of general circulation within the City of Harper Woods.

Valerie Kindle, Mayor

Leslie M. Frank, City Clerk

INTRODUCTION AND FIRST READING: May 4, 2026

SECOND READING AND ADOPTION: June 8, 2026

PUBLISHED: June 18, 2026

EFFECTIVE DATE: June 28, 2026

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 2 -

**SECOND READING - AN ORDINANCE NO. 2026-02 TO
AMEND CHAPTER 16 - NUISANCES**

EXPLANATION / SUMMARY

Attached is Ordinance No. 2026-02 that amends the current ordinance by providing additional provisions for the abatement of nuisances as well as including an appeal process for any violations of the ordinance. It also provides the procedures to declare a public nuisance, fines and penalties.

The publication requirements for this ordinance have been met. It is recommended that this ordinance be adopted.

RECOMMENDED ACTION:

By RESOLUTION, to Place for Second Reading and Adoption Ordinance for No. 2026-02, entitled "An Ordinance to Amend Chapter 16 of the Harper Woods Code of Ordinances - Nuisances," and further to direct the City Clerk to publish a notice of this in accordance with City Charter requirements.

SUBMITTED BY: _____

City Manager, John Szymanski

___Approved

___Vote

ORDINANCE NO. 2026-02

AN ORDINANCE TO AMEND CHAPTER 16 OF THE HARPER WOODS CODE OF ORDINANCES - NUISANCES

The City of Harper Woods Ordains:

CHAPTER 16 - NUISANCES

ARTICLE 1. - GENERAL PROVISIONS

Sec. 16-1. - Statement of Findings and Purpose.

The existence of public nuisances as defined in this Chapter, and elsewhere in the Code, on private or public property, is found to create conditions tending to reduce the value of private property, to promote blight and deterioration, to invite illegal activities, to create fire hazards, to create hazards to the health and safety of minors, to create harborage for vermin and pests and to be injurious to the public health, safety and general welfare. Therefore, the presence of a public nuisance on private or public property is declared to be contrary to the public good and shall be subject to notices, orders or other Code enforcement actions to abate, and in the absence of compliance with such Code enforcement actions, to abatement by the City or a City contractor or vendor. The City also finds that abatement-related and Code enforcement actions or abatement by the City may not be adequate to deal with the problem and shall not preclude other legal or administrative actions as deemed necessary or advisable by the City. The City further finds that there is a need to recover Code enforcement and public nuisance abatement-related costs incurred by the City in public nuisance abatement whether the public nuisance is abated by the City, a City vendor or contractor, or by some other person. It is the purpose of this Chapter to provide for the lawful and cost-effective abatement of public nuisances as promptly as possible.

Sec. 16.2. - General Definition of Nuisances.

Whatever annoys, injures or endangers the safety, health, comfort or repose of the public; offends public decency; interferes with, obstructs or renders dangerous any street, highway or any body of water; or in any way renders the public insecure in life or property is hereby declared to be a public nuisance. Public nuisances shall include, but not be limited to, whatever is forbidden by any provision of this Chapter and shall include any provision of this Code declared in this Code to be a nuisance.

No person shall commit, permit, create or maintain a public nuisance.

Sec. 16-3. - Deposit of unwholesome substances.

No person shall, within the limits of the city, by himself or by another, throw, place, deposit or leave in the street, lane, alley, public place or square, any animal or vegetable substance, dead animals, fish, shavings, dirt, rubbish, excrement, filth, unclean or nauseous water or liquor, hay, straw, soot, offal, garbage, swill or any other

article or substance whatever which may cause any offensive, unwholesome, or nauseous smell, or endanger the health of the public.

Sec. 16-4. - Radio and television interference.

(a) No person shall maintain or operate any equipment, device, appliance or apparatus in the city which generates or causes high frequency oscillations which interfere with radio or television transmitting or reception; except, that x-ray pictures, examinations or treatments and diathermy treatments may be made if the machine or apparatus therefor is equipped to avoid all unnecessary or unreasonable interference and are not negligently operated.

(b) The city manager may designate a radio inspector, to investigate complaints of interference with radio and television transmitting, and reception and he is hereby given authority upon presenting his evidence of authority, to have a right of access to any premises at any reasonable hour for the purpose of inspecting any equipment, device, appliance or apparatus coming within the terms of this ordinance to determine if such equipment, device, appliance and apparatus complies with the terms of this section, and no person shall interfere with said radio inspector in making such inspection or to refuse to allow the radio inspector to enter upon the premises for such purpose.

(c) Whenever an inspection and test shall have been made by the radio inspector, and it is found that such equipment, device, appliance or apparatus is being operated in violation of this section, the person responsible for such operation shall be notified in writing to discontinue the use of such equipment, device, appliance or apparatus or to make additions, repairs or modifications thereof, in order that the same may be operated in a manner which complies with the provisions of this section. Such notice may be given personally to said person or by registered mail, addressed to said person. In the event that said person within forty-eight (48) hours after receipt of such notice to repair or discontinue the use of said equipment, device, appliance or apparatus, does not discontinue its use or repair the same so that it complies with this section, such person shall be deemed to be operating the same in violation thereof.

(d) The operation of any machine, mechanical device, electrical device, or thing that interferes with, or causes static in the operation of the police radio system is hereby declared to be a public nuisance; the operator of said machine or device shall immediately discontinue the use of said equipment upon being notified of its interference with the police radio system and shall not again place the same in operation until it has been repaired or modified so as not to interfere with the police radio system.

(e) The provisions of this section shall not be construed as regulating any equipment, device, appliance or apparatus used in interstate commerce where the same is licensed or regulated by or under any Act of Congress of the United States.

Sec. 16-5. - Drainage of lots, lands, excavations, cellars, vaults, etc.

If any lands, excavations, cellar, vault, sewer, drain, place or premises within the city shall be damp, unwholesome, offensive or filthy, or be covered during any portion of the year with stagnant or impure water, or shall be in such condition as to produce offensive exhalations, the City Manager or City Manager's designee may require the same to be drained, filled up, cleansed or purified by the owner, or occupant, or person in charge of such lot, premises or place.

Sec. 16.6. - Abatement of Nuisances.

Where no other procedure is made specifically applicable by another provision of this Code, any property, structure, condition or activity prohibited by this Chapter, or declared a public nuisance elsewhere in this Code, may be abated by the City Manager, or the City Manager's designee, in accordance with the procedure set out in this Article. The City Manager shall first investigate, or cause to be investigated, the existence of the alleged public nuisance to determine whether or not a public nuisance as defined in this Chapter, or elsewhere in this Code, exists and to further determine the person who has created, is committing, is permitting or is maintaining that public nuisance. The City Manager, or the City Manager's designee, shall then give written notice to the person or persons responsible for the creation, commission, permitting or maintenance of such public nuisance, specifying in particular the nature of the public nuisance, the corrective action to be taken to abate the public nuisance, and the time limit for the abatement of the public nuisance, which shall be a reasonable time, but not to exceed twenty days from the time the notice is served. The notice shall be served by:

- a) Delivering the notice to the owner or occupant personally or by leaving the same at his residence, office or place of business with some person of suitable age and discretion; or
- b) By mailing said notice by certified mail to such owner or occupant at his last known address; or
- c) By mailing said notice to the registered agent as identified in filings with the State of Michigan, Licensing and Regulatory Affairs, or
- d) If the owner or person is unknown, by posting said notice in some conspicuous place on the premises for five (5) days.

If, at the expiration of the time limit in the notice, the person responsible for the public nuisance shall not have complied with the requirements of the notice, the City Manager or designee shall carry out the requirements of the notice, take other action as permitted by this Code or state law, or otherwise abate the public nuisance. Notwithstanding any other provision of this Code, where a public nuisance that necessitates abatement exists on private property, the owner of the property where the public nuisance condition exists, as determined by the City in accordance with this Code, shall be liable for all costs incurred by the City in connection with its enforcement of the City Code regardless of whether the City performs the work, a City contractor or vendor performs the work, or whether the City's Code enforcement actions caused the person or persons with ownership of the property, as defined in this Code, to perform the work or otherwise bring the property into compliance with the applicable provisions of the City Code.

All of the costs of Code enforcement activities provided for in this Code and incurred by the City shall be billed to the owner of the property, or other clearly responsible party, and shall be paid within 30 days of mailing. All costs of such abatement-related and Code enforcement activities shall be a personal debt owed to the City by the person billed for the public nuisance and, if the public nuisance is attributable to the use, occupancy, care, control, dominion or ownership of any land or premises, shall also, in addition to being a personal debt, be charged against such premises and the owner thereof and shall be a lien on the property until paid.

It shall be a violation of this Code for any person to fail, neglect or refuse to comply with an order issued pursuant to the provisions of this Chapter unless an appeal is lawfully filed as provided for in this Chapter.

Sec. 16-7 - Remedies Severable.

Any action taken by the City to abate any public nuisance under the provisions of this Article, or any other provision of the City Code, shall not affect the right of the City to institute other legal or administrative proceedings against the person committing, creating, permitting or maintaining any public nuisance for violation of this Code nor affect the imposition of the penalty or remedy prescribed or imposed for such violation. Upon application by the City to any court of competent jurisdiction, the court may order the public nuisance abated and/or the violation or threatened violation restrained and enjoined.

Sec. 16-8. - Appeals; Hearing.

Except as otherwise provided in this Chapter, appeals from any notice, billing, order or any other Code enforcement or abatement-related action of any officer, employee or agent charged with the enforcement of this Chapter, shall be filed as a written notice of claim of appeal with the city clerk. The written claim of appeal shall be filed within twenty (20) days of the date of any notice, order, ruling or action being appealed. However, if a notice, order, ruling or action requires the abatement of a public nuisance or other action within a shorter period of time, the appeal must be made within such shorter period. Upon the filing of an appeal as provided for in this Chapter, compliance with the notice, billing or order shall be stayed until the matter is heard and decided by the City Manager or designee except as otherwise provided in this Chapter. Failure to comply with the requirements of that Chapter regarding an appeal shall be grounds for denial of the appeal. An appeal fee, as established by the City Council, shall be paid in the amount of \$50.00, unless waived based on for good cause established by appellant.

The City Manager or designee may modify, reverse or affirm the notice, billing or order, in whole or in part, or make such order or decision with regard to the appeal as is determined necessary in light of the circumstance of the situation and the need to protect the public. In hearing and deciding an appeal, the City Manager or designee shall have all the power of the officer, employee or agent from whom the appeal was taken. The decision of the City Manager or designee shall be final except as otherwise provided for by law.

If, as determined by the City Manager or the City Manager's designee, a serious and immediate threat to life, health or other public or private property exists, the City may summarily abate the public nuisance notwithstanding the filing of an appeal. The City shall attempt to provide verbal or written notice to the responsible party prior to a summary abatement, but, in light of the need for summary action, the failure to effectively provide such notice shall not preclude summary abatement. Should a summary abatement occur, the appeal shall be limited to the issue of responsibility for the cost of abating the public nuisance and related costs, as provided for by this Code.

It shall be a violation of this Code for any person to fail, neglect or refuse to comply with an order or decision of the City Manager or designee made pursuant to this Chapter.

Sec. 16-8 - Code Enforcement and Abatement—Related Costs.

Where the public nuisance conditions that necessitate abatement exist on private or public property, the person or persons committing, creating, permitting or maintaining the public nuisance, and any owner of the private property where the public nuisance conditions exist, shall be liable for all Code enforcement and abatement-related costs incurred by the City in connection with its enforcement of the provisions of this Code regardless of whether the City performs the abatement work, the abatement work is performed by a City contractor or vendor, or the abatement is performed by the person or persons with use, occupancy, care, control, dominion or ownership over the property or others. Costs authorized to be charged under this Code include, but are not limited to, notices, orders, inspections and other actions, including property remediation after the public nuisance abatement.

In the event such person fails to abate said nuisance in accordance with the notice, the city shall do so and the cost thereof shall be charged against the owner or occupant of the premises and payment thereof shall be enforced as a special assessment as provided in the charter.

The provisions of this section shall be cumulative to all ordinances of the city.

Sec. 16-9. - Abatement of graffiti.

(a) Purpose. It is hereby determined that graffiti creates a condition of blight which can result in the deterioration of property values. In addition, unless graffiti is quickly removed, other properties soon become the target of graffiti. The intention of this section is to minimize and to quickly remove graffiti to limit its adverse impact. Graffiti is hereby declared to be a public nuisance and a threat to the public health, safety and welfare.

(b) Defined. "Graffiti" shall mean any writing, printing, marks, signs, symbols, figures, designs, drawings or any inscriptions of any kind whatsoever placed on any exterior surface of a building, wall, fence, sidewalk or other permanent structure on public or private property with or without the owner's permission in such fashion so as to deface and/or vandalize the property. Graffiti materials include paint, aerosol or pressurized containers of paint, indelible markers, ink, dye or any other substance capable of defacing property.

(c) Unlawful conduct. It shall be unlawful for any person to possess graffiti materials for the purpose of placing graffiti on any exterior or interior surface located on public or private property, and it shall be unlawful for any person to intentionally place graffiti on any exterior surface located on public or private property.

(d) Removal required. Any property owner, occupant and/or lessee who has graffiti on any exterior or interior surface shall remove or cover, or cause to have removed or covered, such graffiti within seven (7) days after the graffiti is first observed. Removal or covering shall be completed in such a fashion so as no visible trace of the graffiti remains.

ARTICLE 2 - DRUG, DRUG PARAPHERNALIA, FIREARMS, AND PROSTITUTION NUISANCES

Sec. 16-10 - Definitions.

For the purposes of this Chapter, the terms defined below shall have the meanings indicated below in this Section:

(1) City Council means the Harper Woods City Council or a standing or special Committee of the Harper Woods City Council.

(2) Owner means any person who possesses or has any legal or equitable interest in a property. Owner also means any person who has or exercises any control, custody or dominion over a property whether or not that person has or claims to have any legal or equitable interest in the property. Owner also means any person having an ownership interest in a property as disclosed by the records referred to in this Chapter.

(3) Property means any land, structure, house, building, premises or any part thereof.

(4) Repeated and repeatedly mean two (2) or more times.

Sec. 16-11. - Legislative Findings with Respect to Drug Use, Firearms and Prostitution or Soliciting for Prostitution.

The City Council determines that whenever the repeated use, sale, furnishing, giving or possession of controlled substances, drug paraphernalia or illegal firearms occurs on any property or whenever property is repeatedly used for violation of the controlled substances, drug paraphernalia or firearm laws or for purposes of prostitution or soliciting for prostitution, a public nuisance may result. Such a public nuisance results from the increased criminal activity that occurs in the neighborhood surrounding the property, increased pedestrian and/or vehicular traffic in the neighborhood surrounding the property, the fear engendered in the minds of neighbors and the peace and quiet of residents living in the neighborhood surrounding the property being disturbed.

Sec. 16-12. - Authority for Declaration of a Public Nuisance.

Whenever the illegal use, sale, furnishing, giving or possession of controlled substances, drug paraphernalia, or illegal firearms repeatedly occurs on any property or when any violation of the controlled substances act, the drug paraphernalia laws, laws governing firearms or any act of prostitution or soliciting for prostitution occurs

repeatedly on any property, the City Council may declare by resolution that the property is a public nuisance and order that the nuisance be abated as provided in this Chapter.

Sec. 16-13. - Procedure for Declaration of a Public Nuisance.

A Declaration of a Public Nuisance under the authority of this Article shall occur only in accordance with the following procedure:

(1) Such a declaration may occur only after there has been notice given to the owner of the property and the owner has had an opportunity to be heard at a public evidentiary hearing before the City Council.

(2) Notice of the public evidentiary hearing shall be given to the owner and shall consist of personal service or the mailing of a certified letter to the owner at the address indicated by the City Assessor's records, the records of the Register of Deeds of Wayne County or the records of the City's Housing Inspection office. The notice shall state the nature of the alleged nuisance and the time, date and location of the hearing. If the notice is served by certified mail, it shall be delivered with a return receipt requested according to the practices of the post office. Receipt of the return receipt card by the City indicating the owner's having received such notice shall be deemed notice to the owner. Such notice to an owner shall occur at least seven (7) calendar days prior to the date of the public hearing. As used in this Article, "the owner," "an owner," or "owner" shall mean any and all persons that the City is aware of who have or who may have an ownership interest as defined in this Article. Whenever this Article provides for notice to the owner, it shall be construed to mean that notice shall be given to all persons having a known ownership interest as so defined.

(3) The City Council, sitting as an administrative body and acting in a quasi-judicial capacity, shall make a determination as to whether a public nuisance exists under the standards established by this Chapter. The City Council shall make this determination based solely upon the evidence presented at the public evidentiary hearing. In conducting the public evidentiary hearing, the City Council shall afford the owner and the City an opportunity to present relevant and material evidence and to make arguments as to factual or legal issues. Cross-examination of opposing witnesses shall be permitted. The owner may appear representing himself/herself or be represented by an attorney. Lay-person representation is not permitted. In conducting its public evidentiary hearing, the City Council may be bound by the rules of evidence and may admit and give weight to probative evidence of a nature that is commonly relied upon by reasonably prudent individuals in the conduct of their affairs. Irrelevant, incompetent and immaterial evidence and unduly repetitious evidence shall be excluded.

Sec. 16-14. - Abatement of Nuisance and Costs.

If the City Council determines by a preponderance of the evidence that a property is a public nuisance, it may, by resolution, in addition to any other remedies available to the City at law or in equity, order abatement of the nuisance.

(1) The abatement process shall be conducted as follows:

(a) If it is determined that all or a portion of the property is to be ordered vacated, the City Council shall order the property vacated and declare that occupancy of all or a portion of the property is prohibited and authorize the Harper Woods Department of Public Safety to prohibit the occupancy of the property by either padlocking all or a portion of the property or boarding or otherwise securing all or a portion of the property, as is appropriate, for a period of up to one (1) year as the City Council shall determine based upon the evidence; and/or

(b) Determine that the owner shall be liable for the full cost of any materials and personnel (including police and any other City employees or contractors) involved in the padlocking, boarding or securing of the property in the first instance and the full cost of any personnel and materials involved in any subsequent or remedial padlocking, boarding or securing of the property; and/or

(c) Determine that the costs set out herein shall be a personal debt of the owner and/or assess those costs against the property as a lien as provided for in the City Charter.

(2) Where only a discreet area under the control of a person or persons other than the owner is involved in the illegal activity, the City Council shall not order that any part of the property other than the part used for the illegal activity be vacated. It is the intent of this provision to protect those truly and completely innocent of any participation in the act and those not having any notice of, or direct or imputed knowledge of, the illegal acts from being deprived of the use of their property. By way of example and not limitation, if only a single apartment in a multiple dwelling is used for illegal purposes as provided for in this Article, the City Council may vacate only the apartment used for the illegal purposes and shall not vacate the entire building.

Sec. 16-15. - Presumption of Public Nuisance—Drugs, Drug Paraphernalia and Illegal firearms.

The City Council may find that a public nuisance exists if the following conditions are established by the evidence presented at the public evidentiary hearing:

(a) The property has been searched by the police and illegal controlled substances or illegal drug paraphernalia, or illegal firearms have been found by the police; or

(b) The property has been the location of a violation of the Michigan controlled substances law or of the Michigan drug paraphernalia law or Michigan firearms law as evidenced by conviction of an individual for violation of either at that location; and

(c) A letter, informing the owner that an illegal controlled substance and/or illegal drug paraphernalia or illegal firearms has been found by the police at the property or that a drug-related or drug paraphernalia-related crime has been committed on the property, and of the potential consequences if a similar activity occurs at the property, has been:

(1) Personally served on an owner; or

(2) Sent by certified mail to an owner, as provided for in this Article, and a return receipt card has been received by the City; and

(d) The same property is searched by the police again within six (6) months from the date of the first search and a controlled substance, drug paraphernalia or illegal firearms are found by the police or, if within six (6) months, a subsequent violation of the controlled substances act, the drug paraphernalia law or illegal firearms occur.

Sec. 16-16. - Presumption of Public Nuisance—Prostitution or Soliciting for Prostitution.

The City Commission may find that a public nuisance exists if the following conditions are established by the evidence presented at the public evidentiary hearing:

(a) The property has been the location of an act of prostitution or soliciting for prostitution as proven by the conviction of an individual for engaging in an act of prostitution or soliciting for prostitution at that location, and

(b) A letter, informing an owner that an act of prostitution or soliciting for prostitution has occurred on the property and of the potential consequences if a similar activity occurs at the property, has been:

(1) Personally served on an owner; or

(2) Sent by certified mail to an owner, as provided for in this Article, and a return receipt card has been received by the City; and

(c) The same property is again proven to be the location of an act of prostitution or soliciting for prostitution by the conviction of an individual for engaging, at that location, in any act prohibited by the laws of this State or of any act prohibited by the Harper Woods City Code relating to prostitution or soliciting for prostitution.

Sec. 16-17. - Notification to the Property Owner.

The notification letters to the property owner provided for in Section 16-13 of this Chapter and the notice of a public evidentiary hearing provided for in Section 16-13 of this Chapter shall contain a report of the nature of the violation of the law found, the nature of the drugs or drug paraphernalia seized, the individuals involved and, with reasonable specificity, the location of the contraband or illegal act.

Sec. 16-18. - Appeal.

(a) An owner aggrieved by any final determination by the City Council under this Chapter may appeal the determination to the Circuit Court within twenty-one (21) days of the date of the decision.

(b) The Circuit Court shall review the City Council's decision to determine whether the City Council's decision is in violation of the law, has been procured by fraud, if an abuse of discretion exists, and whether the decision is supported by competent, substantial and material evidence on the record as a whole. The Circuit Court's review shall be made upon the record made before the City Council. The burden is on the appealing party to demonstrate error.

Sec. 16-19. - Posting and Listing of Public Nuisances.

(a) Whenever the City Council shall have ordered a property to be vacated and ordered that occupancy is prohibited, the Department of Public Safety will post a notice so stating at each entrance to any building on the property and at the entrance to each dwelling unit or other portion of the property ordered vacated and will replace any notices that are missing or unreadable.

(b) The City Clerk will maintain a list of those properties that have been declared to be public nuisances and of the remedy ordered by the City Council. Immediately upon a declaration of public nuisance as provided for herein, the City Clerk will add the property to the list. The list will be available for public inspection at the City Clerk's office.

Sec.16-20. - Entry Into or Use of Any Property of Which the City Council has Ordered to be Vacated and for Which the City Council has Prohibited Occupancy.

No person shall enter upon any property that has been declared by the City Council to be a nuisance and which the City Council has ordered to be vacated and for which occupancy has been prohibited. It shall be an affirmative defense to a prosecution under this Section that written permission to enter the property was obtained from the Director of Public Safety.

Sec.16-21. - Penalty.

Whoever violates the provisions of this Chapter shall be subject to the following minimum criminal penalties which shall be assessed in addition to any other lawful sentence that the sentencing Court may impose:

(a) For a first violation, a fine of not less than one hundred seventy-five dollars (\$175.00) nor more than five hundred dollars (\$500.00).

(b) For a second violation, a fine of not less than three hundred dollars (\$300.00) nor more than five hundred dollars (\$500.00), and imprisonment for not less than ten (10) days nor more than ninety (90) days.

(c) For a third or subsequent violation, a fine of not less than four hundred dollars (\$400.00) nor more than five hundred dollars (\$500.00), and imprisonment for not less than thirty (30) days nor more than ninety (90) days.

Secs. 16-22 through 16-30. - Reserved.

SECTION 2. REPEAL All Ordinances, or parts of ordinances, in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

SECTION 3. SEVERABILITY If any article, section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, it being the intent of the Council of the City of Harper Woods that this ordinance shall stand, notwithstanding the invalidity of any article, section, subsection, sentence, clause, phrase or portion thereof.

SECTION 4. EFFECTIVE DATE This Ordinance shall become effective ten (10) days after being published in a newspaper of general circulation within the City of Harper Woods.

Valerie Kindle, Mayor

Leslie M. Frank, City Clerk

INTRODUCTION AND FIRST READING: May 4, 2026

SECOND READING AND ADOPTION: June 8, 2026

PUBLISHED: June 18, 2026

EFFECTIVE DATE: June 28, 2026

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 3-

**SECOND READING AND ADOPTION - AN
AMENDMENT TO THE ZONING ORDINANCE**

EXPLANATION / SUMMARY

Attached is the amendment to the City's Zoning Ordinance that provides for additional hours of operation for marijuana establishments.

The publication requirements for this ordinance have been met. It is recommended that this ordinance be adopted.

RECOMMENDED ACTION:

By RESOLUTION, to Place for Second Reading and Adoption an amendment to the City of Harper Woods Zoning Ordinance, entitled "An Ordinance to Amend in Part an Ordinance entitled "Harper Woods Zoning Ordinance" No. 2025-02 to Amend Hours of Operation," and further to direct the City Clerk to publish a notice of this in accordance with City Charter requirements.

SUBMITTED BY:


City Manager, John Szymanski

___ Approved

___ Vote

AN ORDINANCE TO AMEND IN PART
AN ORDINANCE ENTITLED "HARPER WOODS ZONING ORDINANCE"
ORDINANCE NO. 2025-02
TO AMEND HOURS OF OPERATION

THE CITY OF HARPER WOODS, WAYNE COUNTY, MICHIGAN, ORDAINS:

The City of Harper Woods Zoning Ordinance of 2025, as amended (hereinafter the "Ordinance"), shall be amended to amend Section 6.15 Hours of Operation for Marijuana Establishments, as follows, to wit:

SECTION 1: That Section 6.15 Marijuana Establishments be and is hereby amended to read as follows:

Section 6.15 Marijuana Establishments

C. Use Requirements. The construction and operation of marijuana establishments shall be pursuant to the following requirements:

2. ***Hours of operation.*** All marijuana establishments must provide the City of Harper Woods administration and Chief of Police with the hours of operation of the facility, must provide revised hours if adjusted within forty-eight (48) hours of a change and must provide such information if requested by the City of Harper Woods. No marijuana retail establishments shall be open to the public between the hours of 10:00 p.m. and 9:00 a.m. Monday through Wednesday, or between the hours of 12:00 a.m. and 9:00 a.m. Thursday through Sunday.

SECTION 2. REPEAL All Ordinances, or parts of ordinances, in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

SECTION 3. SEVERABILITY If any article, section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance, it being the intent of the Council of the City of Harper Woods that this ordinance shall stand, notwithstanding the invalidity of any article, section, subsection, sentence, clause, phrase or portion thereof.

SECTION 4. EFFECTIVE DATE This Ordinance shall become effective ten (10) days after being published in a newspaper of general circulation within the City of Harper Woods.

Valerie Kindle, Mayor

Leslie M. Frank, City Clerk

INTRODUCTION AND FIRST READING: May 18, 2026

SECOND READING AND ADOPTION: June 8, 2026

PUBLISHED: June 18, 2026

EFFECTIVE DATE: June 28, 2026

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 4 -

CDBG SUB-RECIPIENT AGREEMENT

EXPLANATION / SUMMARY

Attached is the Subrecipient Agreement for Community Development Block Grant (CDBG) between the Charter County of Wayne and the City of Harper Woods for the term July 1, 2025 through June 30, 2026. The CDBG funds for distribution to the City of Harper Woods are for funding The Helm and PAATS.

The agreement has been reviewed by the City Attorney and is virtually identical to previous CDBG Subrecipient Agreements between the parties. The agreement establishes the terms and requirements for use and distribution of CDBG funding for the period stated.

It is recommended that this agreement be approved.

RECOMMENDED ACTION:

By RESOLUTION, to approve the Subrecipient Agreement for Community Development Block Grant between the Charter County of Wayne and the City of Harper Woods for the period July 1, 2025 through June 30, 2026 and further to authorize the City Manager to sign the agreement.

SUBMITTED BY:



City Manager, John Szymanski

Approved

Vote

MEMORANDUM

To: John Szymanski, City Manager
From: Ty Hinton, Economic & Community Development Director
Subject: CDBG Grant Agreement for PAATS and The Helm Life Center
Date: June 3, 2026

As you know, Wayne County staff sent us a CDBG Subrecipient Agreement along with associated documents for your signature. This Agreement pertains to \$20,000.00 in CDBG funding for the Helm Life Center and PAATS, for the period starting on July 1, 2025 through June 30, 2026. I am requesting that you ask the City Council for permission to sign the Subrecipient Agreement, which includes \$14,000 for the HELM and \$6,000 for PAATS.

After City Council approval, I will return the executed Agreement to Jeannie Fields at Wayne County. The Agreement will then be signed by the County Executive, Warren Evans.

SUBRECIPIENT AGREEMENT FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
BETWEEN THE
CHARTER COUNTY OF WAYNE
AND
CITY OF HARPER WOODS

Term July 1, 2025, through June 30, 2027

**Catalog of Federal Domestic Assistance (CFDA)
14.218 Community Development Block Grants/Entitlement Grants**

THIS SUBRECIPIENT AGREEMENT (the “**Agreement**”) is made effective as of the 1ST day of July, 2025, by and between the **Charter County of Wayne**, acting through the Community Development Department a Division of the Economic Development Department whose address is the Guardian Building, 500 Griswold, Detroit, Michigan 48226 (hereinafter referred to as the “**Recipient or County**”) and the **City of Harper Woods**, whose address is 19617 Harper Ave, Harper Woods, Michigan 48225 (the “**Subrecipient**”).

Mutual Understandings

- A.** Wayne County has entered into an agreement with the U.S. Department of Housing and Urban Development (“**HUD**”) to be the recipient of Community Development Block Grant (“**CDBG**”) Funds as an “Urban County” pursuant to the Housing and Community Development Act of 1974, as amended (the “**Act**”), Wayne County will receive these Funds to effect the purposes of its CDBG Program, pursuant to which it will make grants to eligible subrecipients to engage in community development activities.
- B.** The Subrecipient has applied to the Recipient for a grant pursuant to the CDBG Program to provide financing for specific activities outlined in an application submitted to the Recipient for the HUD Program Year 2025 starting July 1, 2025 (“**Program Year**”).
- C.** The Subrecipient may apply to the Recipient for additional grant Funds pursuant to the CDBG Program that are approved by the Wayne County Community Development Division for specific CDBG-eligible activities as Funds are available.
- D.** Both the Subrecipient and the Recipient (“**Parties**”) by entering into this Agreement are bound in accordance with 24 CFR Part 570.503,
- E.** The Work to be performed under this Agreement must be completed within twenty-four (24) months of July 1 of the respective HUD Program Year unless otherwise extended through the Recipient's administrative review process.
- F.** The Parties are entering into this Agreement to memorialize the terms and conditions under which the grant will be made and administered.
- G.** The exhibits attached to this Agreement are hereby incorporated in and made a part of this Agreement.

Section 1
Definitions

In addition to the words and terms elsewhere defined in this Agreement and the exhibits hereto, the following words and terms as used in this Agreement shall have the following meanings for the purposes of this Agreement unless the context or use indicates another or different meaning or intent. Furthermore, any definition that conflicts with a definition as provided for in any laws, rules, and regulations applicable to Community Development Block Grants and a specific context shall supersede the definition or portion of the definition that conflicts below:

- 1.01. **"Agreement"** means this document in its final form, including all exhibits, as executed by the County and Subrecipient.
- 1.02. **"CDBG"** means Community Development Block Grant pursuant to the Housing and Community Development Act of 1974, as amended.
- 1.03. **"CDBG Funds"** means Community Development Block Grant Funds made available to the County pursuant to the Housing and Community Development Act of 1974, as amended for the purpose of dispensing these Funds for eligible CDBG Activities under this Agreement. **The CDBG Funds contemplated for this Agreement are \$20,000.00 (Twenty Thousand Dollars and Zero Cents).**
- 1.04. **"City"** means the following:
- (i) Any unit of general local government located in Wayne County that is classified as a municipality by the United States Bureau of the Census, or
 - (ii) Any other unit of general local government located in Wayne County that is a town or township.
- 1.05. **"Closing or Closing Date"** shall mean the date and time, which shall be mutually agreed upon by the Subrecipient and the County, at which the Subrecipient shall execute this Agreement and any other documents deemed necessary by the County in connection with this transaction and Project.
- 1.06. **"Contractor"** shall mean an entity or person paid with CDBG Funds in return for a specific service (e.g., construction, program management). Contractors must be selected through a competitive procurement process by the Subrecipient unless otherwise noted in this Agreement.
- 1.07. **"Counsel"** shall mean a person admitted to practice law in the State of Michigan and who may be the legal advisor for the County or the Subrecipient.

- 1.08. **“LMA”** shall mean low and moderate income area benefiting all residents of a primarily residential area in which at least 51% of the residents have incomes at or below 80% of area income.
- 1.09. **“LMI”** shall mean low and moderate income.
- 1.10. **“LMH”** shall mean low and moderate housing activities that will be occupied by a household whose income is at or below 80% of area median income.
- 1.11. **“LMC”** shall mean low and moderate limited clientele activities whose income is at or below 80% of area median income.
- 1.12. **“LMJ”** shall mean low and moderate job creation and retention LMI benefit national objective addresses activities designed to create or retain permanent jobs, at least 51 percent of which will be made available to or held by LMI persons.
- 1.13. **“Program Income”** means revenue (i.e., gross income) received by a state, unit of general local government, or Subrecipient that is directly generated from the use of CDBG Funds.
- 1.14. **“Program Manager”** means the Wayne County staff person currently managing the Wayne County CDBG program.
- 1.15. **“Recipient”** or **“County”** shall mean the County of Wayne, Michigan.
- 1.16. **“Records”** shall mean all records, data, notes, reports, discs, and documents in whatever format related to this Agreement and the Work under this Agreement and as further defined in Section 5 of this Agreement.
- 1.17. **“Regulations”** shall mean the regulations relating to the CDBG Program promulgated by HUD.
- 1.18. **“Rehabilitation”** shall mean any rehabilitation of residential property to the extent necessary to comply with applicable laws, codes, and other requirements relating to housing safety, quality and habitability, in order to sell, or redevelop such homes and properties. Rehabilitation may include improvements to increase the energy efficiency or conservation of such homes and properties or provide a renewable energy source for such homes and properties.

- 1.19. **“Subrecipient”** shall mean **City of Harper Woods**, a unit of local government or municipality that the County has awarded CDBG Funds to perform eligible activities under the CDBG Program.

Section 2

Statement of Purpose and Eligible Activities of the Housing and Community Development Act

2.01 CDBG Objective

The primary objective of Title I of the Housing and Community Development Act of 1974, as amended, and of the community development program of each grantee, is the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. By executing this Agreement the Subrecipient agrees with the Recipient to provide housing and community development activities in accordance with the objectives of the Act.

2.02 Compliance With CDBG Eligible Activity Requirements

The Subrecipient will be responsible for administering the CDBG Program in a manner satisfactory to the County and consistent with any standards as a condition of providing these Funds. The following is a list of eligible activities for CDBG under this Agreement:

Public services. Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under § 570.207(b)(4)), homebuyer down payment assistance, or recreational needs. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the 12 calendar months before the submission of the action plan;

2.03 National Objectives.

Each eligible activity funded with CDBG Funds must meet one of the three national objectives:

1. Benefits low and moderate income persons

- a. (LMA) Area Benefit -- activity provides benefit to area where at least 51% of residents receive low- to moderate-incomes:
 - 1) Area is primarily residential and activity meets LMI needs.
 - 2) Income levels are documented by Census or an approved substitute.
 - 3) Exceptions apply under special circumstances.

- b. (LMC) Limited Clientele -- activity benefits a limited number of persons who are at least 51% (LMI) Low and Moderate Income:
 - 1) Persons are presumed to be LMI (abused children, elderly, homeless).
 - 2) Assistance is for LMI persons owning or developing microenterprises.
 - 3) Activity is a job training or placement activity. (Conditions do apply.)

- c. (LMH) Housing -- activity provides or improves residential structures to be occupied by LMI persons:
 - 1) At least 51% of units must be occupied by LMI.
 - 2) Exceptions to the 51% rule are possible under limited circumstances.

- d. (LMJ) Jobs -- activity creates or retains jobs:
 - 1) At least 51% of the jobs must be held by or available to LMI persons.

2. Aids in the prevention or elimination of slums or blight

The area in which the activity occurs must be designated as slum or blighted. The following tests apply:

- a. The delineated area in which the activity occurs must meet a definition of a slum, blighted, deteriorated or deteriorating area under state or local law;
- b. The area must also meet either one of the two conditions specified below:
 - 1) At least 25 percent of the properties throughout the area exhibit the following:

- i. Physical deterioration of buildings/improvements;
 - ii. Abandonment of properties;
 - iii. Chronic high occupancy turnover rates or chronic high vacancy rates in commercial or industrial buildings;
 - iv. Significant declines in property values or abnormally low property values relative to other areas in the community; or
 - v. Known or suspected environmental contamination. •
- 2) Public improvements throughout the area are in a general state of deterioration. |
- c. Documentation must be maintained by the State on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications

3. Meets a need having a particular urgency (referred to as urgent need).

- 1) Conditions are a serious and immediate threat to health and welfare and are of recent origin
- 2) It cannot fund activity on its own as other sources of money are unavailable.

Section 3

Statement of Work/Budget, Payment Guidelines, and Due Diligence Requirements

3.01 Description of Work and Deadlines

The term of this Agreement is July 1, 2025, to June 30, 2027. The work to be performed for the eligible CDBG activities under this Agreement is set forth in the attached Appendix A (“Work”) and shall, at the election of Recipient, also conform to any submittals (i.e. RFPs or applications) by Subrecipient to Recipient in the process of receiving the CDBG Funds. Any Work shall be completed on or before (24) months from July 1 of the respective HUD Program Year unless otherwise extended through Recipient’s approved modification

process. The Subrecipient agrees that this deadline may be unilaterally shortened by the Recipient, at the Recipient's sole discretion, if a more expeditious schedule is required for the Recipient to comply with any HUD regulations, including, but not limited to, 24 CFR 570.902.

3.02 CDBG Activity Description

The description of each CDBG activity shall be in sufficient detail as to provide a sound basis for the Recipient to effectively monitor performance under this Agreement. Such description will, at minimum, allow for a clear understanding of the need and benefit of the activity and the proposed eligible activity and National Objective. Recipient may ask for a written clarification of the work and CDBG activity at any time during this Agreement before making a payment under this Agreement. If such clarification does not reasonably indicate compliance with CDBG standards, Recipient will not be required to release any payment until a sufficient clarification is provided. The Subrecipient shall submit to the Recipient a budget covering the costs for the CDBG eligible activities.

3.03 Transfer or Reallocation

During the term of this Agreement, Subrecipient may transfer or reallocate the budget covering costs between different eligible activities that were originally set up in the application. However, if an activity was not set up in the original application, then Subrecipient must follow the rules for public hearings to add such new activity. All transfers of eligible activities are limited to transfer within the CDBG Program only and with consent from the County.

3.04 Payment Restrictions

It is expressly agreed and understood that the total amount to be paid by the Recipient under this Agreement shall not exceed the CDBG Funds amount **actually awarded and received by Recipient** for this Agreement as specifically noted in Section 1 (Definitions) of this Agreement. It is also expressly agreed and understood that all amounts allocated hereunder to the Subrecipient by the Recipient shall be on a reimbursement basis for monies already

spent by the Subrecipient or its contractors on approved (or pre-approved in writing if required by 2 CFR 200.407) eligible activities for projects meeting National Objectives. Subrecipient shall have no claim for detrimental reliance or otherwise for expenses it incurs for ineligible activities or projects not meeting National Objectives as interpreted by HUD or for claims for funds that have not been actually awarded to Recipient. All requests for payment reimbursements shall be submitted on a monthly basis with all the required documentations and certifications of the Subrecipient's financial management system in accordance with the standards specified in OMB Circular A-85. All incomplete payment requests will not be processed and will be returned to the Subrecipient to complete.

3.05 Payment Disputes

In the event that there is a disagreement over the eligibility of a payment by Recipient to Subrecipient of CDBG Funds under this Agreement, Recipient will not be required to make any such payment until a clear written ruling by HUD has been obtained. If the payment has already been made and the funds are still in the possession of Subrecipient or its agents, the funds will be returned to Recipient immediately until a written ruling by HUD has been obtained. Recipient may waive this requirement in writing or require another reasonable alternative such as escrow if it deems it in the best interest of the Recipient. In any event, Subrecipient must repay Recipient for any payment made by Recipient to Subrecipient subsequently disallowed by HUD. Such repayment will be with interest and administrative fees if HUD has demanded repayment and Recipient has already paid HUD.

3.06 Timely Execution of Agreement Required

The CDBG Funds are subject to strict timelines for eligible expenditure or they are subject to recapture. Accordingly, strict adherence to deadlines is required to avoid such recapture and penalties. Subrecipients must return properly authorized and executed copies of this Agreement, with any accompanying resolutions required for proper authorization, within 30 days of receipt of the Agreement. Recipient will have the right to re-assign the CDBG Funds allocated to Subrecipient if Subrecipient does not comply with the provisions of this sub-section and Subrecipient will have no claim against Recipient.

3.07 Due Diligence Requirements

Recipient may require Subrecipient to provide certain documents and documentation to ensure that the work is in compliance with CDBG Requirements and this Agreement. Subrecipient must provide such documentation in a reasonable and timely manner. Recipient may condition any payment under this Agreement on the provision of such documentation. All such requests will be made in writing by the Subrecipient.

Section 4

Contractors

4.01 Using Contractors

Subrecipient may only use a contractor for work performed with CDBG Funds in compliance with all applicable laws, rules, and regulations governing contractors for CDBG projects. Any request for reimbursement for a non-conforming use of contractors will be denied and may also require recoupment by Subrecipient of any compensation of the contractor in violation of any laws, rules, or regulations.

4.02 Contractor Procurement

Contractors must be procured competitively according to Federal Office of Management and Budget (OMB) rules, **24 CFR 85.36, and 2 CFR 200.320**. If the Subrecipient is acquiring goods and services, such as professional consulting, environmental review or planning, totaling no more than **\$100,000** then small purchase procurement (24 CFR 85.36(d)(1) and 84.44(e)(2)) can be used which allows Subrecipient to obtain quotes from potential vendors with a detailed description of the goods or services needed without publishing a formal request for proposals or invitation for bids. This method cannot be used if the amount of contract exceeds \$100,000 in value. In general, the small purchases procedures also should not be used to acquire construction Contractors. It is recommended that these acquisitions occur under the sealed bid approach.

4.03 Agreements with Contractors

Subrecipients must enter into written agreements with Contractors.

In order to meet HUD and County CDBG Program requirements, agreements with Contractors must address the following:

1. Scope of services to be provided, consistent with this Agreement.
2. Identification of intended beneficiaries, if applicable.
3. Schedule for work completion.
4. Budget and payment schedule.
5. Provisions for termination for nonperformance or poor performance.
6. Other provisions required regarding:
 - a. Equal opportunity
 - b. Nondiscrimination
 - c. Labor standards
 - d. Anti-lobbying
 - e. Conflict of interest
7. Provisions for maintenance of workers' compensation insurance.
8. Provisions for maintenance of unemployment, disability and liability insurance as required.
9. Provisions for records retention (min. 4 yrs. from submittal of final expenditure report or conclusion of any audit or litigation).
10. Provision permitting monitoring/auditing by County and Subrecipient.
11. Provision requiring Contractor to abide by the covenants of this Agreement.
12. Provisions requiring appropriate bonds where required or reasonable.

4.04 Limitation on Term of Contractor Agreements

In compliance with federal procurement rules, the term of and agreements between Subrecipient and Contractors may not exceed three years.

APPENDIX A

CDBG PROJECTS

Grantee	PY 2025 Grant Amount	Activity	Amount	Activity Matrix No.	National Objective	Limited Clientele	Census Tract	Benefit	Performance Measure	Contract No.
City of Harper Woods	\$20,000	Public Services	\$20,000	05A	LMC	City wide	N/A	850 persons	Enhance Suitable Living	25/15/05A

*Transfers amounting more than fifteen percent (15%) of total allotment will require a public hearing per the Wayne County Citizen Participation Plan.

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 5 -

**MICHIGAN MUNICIPAL LEAGUE -
WORKERS' COMPENSATION FUND RENEWAL**

EXPLANATION / SUMMARY

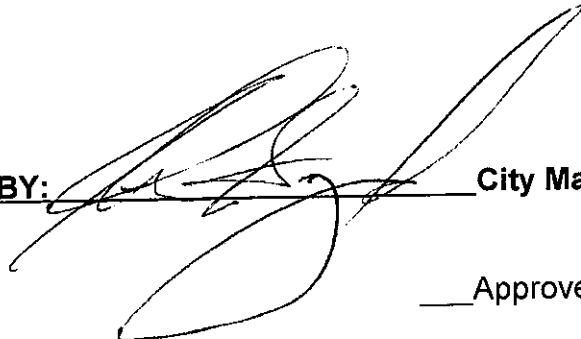
Attached is a memorandum from the Finance Director transmitting an invoice from the Michigan Municipal League Worker's Compensation Fund for our 2026-2027 workers' compensation insurance. We have been members of this self-insurance fund for more than thirty years and it is recommended that we continue to participate. As this is a self insurance pool, competitive bidding can be waived in accordance with City policy. The total estimate of this premium is \$140,324.00. I would also note that we received a dividend of \$88,840.00 this year that has been applied toward the premium. This helps to offset this cost.

It is recommended that this payment be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve payment to Michigan Municipal League Worker's Compensation Fund in the amount of \$51,484.00 for workers' compensation insurance for 2026-2027 and further in that this is self insurance pooled funds, that competitive bidding be waived in accordance with City policy.

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

June 1, 2026

Memorandum to: John Szymanski, City Manager

From: Maria Nawrocki, Finance Director 

Re: Workers' Compensation Fund Renewal 2026-2027 In# 2778208

The City is in receipt of the new invoice for its Worker's Compensation Fund Renewal for 2026-2027. The premium for this year is \$51,484.00

We had budgeted \$67,000.00 for the Worker's Compensation Fund Premium for year 2026. The total estimate of this premium invoice is \$140,324.00. In addition, the City has received a (\$88,840.00) credit to be applied against this premium which nets the final amount due to \$51,484.00 and reducing the budget by \$15,516.00.

I recommend approval of invoice #2778208 in the amount of **\$51,484.00**.



michigan
municipal
league

workers'
compensation
fund

May 26, 2026

Maria Nawrocki
City Of Harper Woods
19617 Harper
Harper Woods, MI 48225

Dear Ms. Nawrocki:

Enclosed are the following documents for your Workers' Compensation coverage renewal for the period July 1, 2026 to June 30, 2027.

Policy Declaration
Certificate of Membership
Invoice (payable by June 15th)

This year, the Fund has been authorized to distribute \$15.5 million of surplus for the Fund years June 30, 2009-2025. Your proportionate share of the distribution is shown below:

Dividend Credit \$88,840 Applied to this year's renewal premium

Please review the enclosed documents and contact me at 248-204-8530 or MWolfgang@Meadowbrook.com if you have any questions.

Sincerely,

Max Wolfgang

Max Wolfgang
Fund Underwriter

Enclosures
5000400-26

Service Provider: **Meadowbrook® Inc.**

Loss Control & Member Services: PO Box 30132, Lansing, MI 48909 PH: 616.942.0311 • 800.752.7477
Grand Rapids Claims: 3196 Kraft Ave., S.E., Suite 206, Grand Rapids, MI 49512-2065 PH: 616.942.0311 • 800.752.7477 • FX: 616.649.1796

www.mml.org

Michigan Municipal League Workers' Compensation Fund

05/26/2026

Declaration Page

5000400-26

City Of Harper Woods
 Attn: Maria Nawrocki
 19617 Harper
 Harper Woods, MI 48225

Coverage Period 7/1/2026 to 6/30/2027

RENEWAL

Class Code	Class Description	Estimated Annual Payroll	Rate per \$100 of Payroll	Estimated Annual Premium
5509-00	Street Operations	389,133	5.30	20,624
7520-00	Water Operations	197,317	2.70	5,328
7704-01	Firefighters	724,783	4.30	31,166
7720-01	Police Officers	2,435,371	2.37	57,718
7720-02	Volunteer Police Officers	109,853	1.96	2,153
8395-00	Garage Operations	76,711	2.82	2,163
8810-01	Clerical-Office	1,514,376	0.31	4,695
8810-02	Elected Officials	19,437	0.17	33
8810-03	Libraries & Museums: Prof/Clerical	205,726	0.23	473
8820-00	Attorneys/Judges	49,270	0.22	108
9015-00	Building Operations	32,512	3.36	1,092
9102-00	Parks & Recreation	70,694	2.51	1,774
9103-00	Crossing Guards	75,390	3.07	2,314
9410-00	Municipal Employee	78,589	0.47	369
	Totals:	\$5,979,162		\$130,010

<u>Coverage Amount</u>		
Employers Liability: \$2,000,000		
Workers' Compensation: STATUTORY		
Annual Premium Due By June 15th:	\$51,484	
	Total Standard Premium	\$130,010
	Experience Modifier: 1.15	\$19,502
	Modified Premium	= \$149,512
	Size of Premium Credit	(\$9,338)
	Expense Constant	\$150
	Total Estimated Premium	= \$140,324
	(Dividend Credit)	(\$88,840)
	NET ESTIMATED ANNUAL PREMIUM	= \$51,484



michigan municipal league
Workers' Compensation Fund

Certificate of Membership Proof of Insurance

The Michigan Municipal League Workers' Compensation Fund, approved by the
Director of the Workers' Compensation Agency as a group self-insurer,
certifies that

City Of Harper Woods

Policy Number: 5000400-26

is a member in good standing of the Fund, for the year expiring

June 30, 2027

and as such is approved by the Agency as a self-insured.

Employer's Liability coverage of
\$2,000,000 is included.

Michael J Forster

July 1, 2026

Effective Date

Note: This certificate is proof that your entity has complied with the Workers' Disability Compensation Act by becoming a Member of the Michigan Municipal League Workers' Compensation Fund. Copies of this certificate may be provided to third parties as evidence that the required workers' compensation coverage is in place.



michigan municipal league

MICHIGAN MUNICIPAL LEAGUE WORKERS' COMPENSATION FUND

1675 Green Road, Ann Arbor, MI 48105

INVOICE

Harper Woods, City Of
19617 Harper
Harper Woods, MI 48225

Invoice #: 2778208
Policy #: 5000400-26
Installment #:
Invoice Date: 05/26/2026
Due Date: 06/15/2026

POLICY#	DESCRIPTION	AMOUNT
5000400-26	Policy Premium 7/1/2026 to 7/1/2027	\$51,484.00
AMOUNT DUE:		\$51,484.00

MAKE CHECK PAYABLE TO: MML Workers' Compensation Fund

PAYMENT MAILING ADDRESS

MML Workers' Compensation Fund
PO BOX 712087
CINCINNATI, OH 45271-2087

OR:

ACH PAYMENT OPTION

Bank: Key Bank, N.A.
Routing #: 041001039
Account #: 6000694481

For questions about remittance details, call Insurance Accounting at (734) 669-6373.
For policy or invoice questions, call Underwriting at (800) 752-7477.

FOR PROPER CREDIT, PLEASE DETACH THIS STUB AND RETURN WITH YOUR PAYMENT



michigan municipal league

MICHIGAN MUNICIPAL LEAGUE WORKERS' COMPENSATION FUND

Member Name:
Harper Woods, City Of

Mail to:

MML Workers' Compensation Fund
PO BOX 712087
CINCINNATI, OH 45271-2087

Invoice #: 2778208
Policy #: 5000400-26
Installment #:
Invoice Date: 05/26/2026
Payment Due : 06/15/2026
Amount Due: \$51,484.00

Payment Enclosed: _____

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 6-

**PROGRESS PAYMENT NO. 4 - 2025 STORM
SEWER REPAIRS - #180-362**

EXPLANATION / SUMMARY

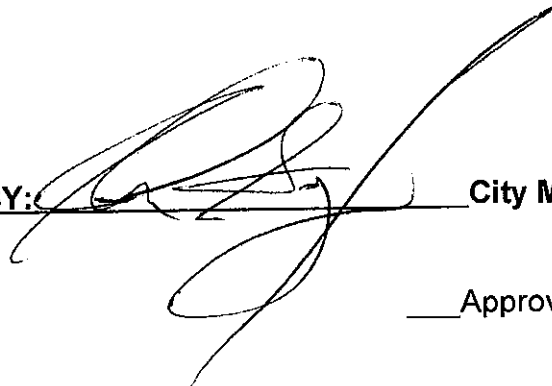
Attached is a letter from our City Engineers transmitting Progress Payment No. 4 on the 2025 Storm Sewer Repair Project, #180-362.

It is recommended that this payment be approved.

RECOMMENDED ACTION:

By RESOLUTION, to approve payment to Great Lakes Contracting Solutions, LLC in the amount of \$69,340.90 for Progress Payment No. 4 on the 2025 Storm Sewer Repair Project, #180-362.

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

May 15, 2026

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

Reference: Payment Invoice 04

2025 Storm Sewer Repairs
City of Harper Woods
AEW Project No. 0180-0362

Dear Mr. Szymanski:

Enclosed please find the Construction Payment Invoice 04 for the above-referenced project. For work performed through May 10, 2026, we recommend issuing payment for the **Current Payment Amount: (see Page 6)** in the amount of **\$69,340.90** to Great Lakes Contracting Solutions, LLC, 2300 Edinburgh Street, Waterford, Michigan 48328.

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

Sincerely,

DocuSigned by:

5E691957BEA142C...

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

cc: Heather Toutant, Director of Public Works
Leslie Frank, City Clerk
Tom Wall, Great Lakes Contracting Solutions, LLC
Sandy Mulvihill, Great Lakes Contracting Solutions, LLC



Anderson, Eckstein & Westrick, Inc.
Detailed Payment
 0180-0362

Description 2025 Storm Sewer Repairs
Payment Number 4
Pay Period 01/01/2026 to 05/10/2026
Prime Contractor Great Lakes Contracting Solutions, LLC
 2300 Edinburgh
 Waterford, MI 48328-1722
Payment Status Approved
Awarded Project Amount \$340,000.00
Authorized Amount \$480,788.91
Remarks % Complete 83.7%

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 1 - Description										
0001	1027051	LSUM	\$10,028.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$10,028.00
_: Bonds, Insurance & Initial Set-Up Expense										
0002	1027051	LSUM	\$7,500.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$7,500.00
_: Mobilization										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Change Order Paid Quantity	Previously Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0003	2030011	Ea	\$675.000	40.000	0.000	35.000	35.000	35.000	\$0.00	\$23,625.00
Dr Structure, Rem										
0004	2037001	Ft	\$15.000	330.000	0.000	199.600	199.600	199.600	\$0.00	\$2,994.00
_: Sewer, Remove, Less than 24 inch										
0005	2047011	Syd	\$12.500	150.000	39.100	50.570	89.670	89.670	\$488.75	\$1,120.88
_: Driveway, Conc, Rem										
0006	2040055	Syd	\$13.750	50.000	66.100	13.670	79.770	79.770	\$908.88	\$1,096.84
Sidewalk, Rem										
0007	2040050	Syd	\$13.750	852.820	226.200	852.820	1,079.020	1,079.020	\$3,110.25	\$14,836.53
Pavt, Rem										
0008	4027001	Ft	\$125.000	10.000	0.000	4.000	4.000	4.000	\$0.00	\$500.00
_: Sewer, PVC Truss, 06 inch										
0009	4027001	Ft	\$130.000	30.000	0.000	16.200	16.200	16.200	\$0.00	\$2,106.00
_: Sewer, PVC Truss, 08 inch										
0010	4027001	Ft	\$135.000	100.000	0.000	40.900	40.900	40.900	\$0.00	\$5,521.50
_: Sewer, PVC Truss, 10 inch										
0011	4027001	Ft	\$159.000	200.000	0.000	121.500	121.500	121.500	\$0.00	\$19,318.50
_: Sewer, PVC Truss, 12 inch										
0012	4027050	Ea	\$450.000	34.000	4.000	21.000	25.000	25.000	\$1,800.00	\$11,250.00
_: Dr Structure Wrap, 12 inch										
0013	4027050	Ea	\$675.000	26.000	0.000	26.000	26.000	26.000	\$0.00	\$17,550.00
_: Dr Structure Wrap, 18 inch										

Detailed Payment:

0180-0362

05/15/2026

Page 2 of 6

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Current Paid Quantity	Previously Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
0014	4037050	Ea	\$975.000	25.000	0.000	19.000	19.000	19.000	\$0.00	\$18,525.00
_ : Dr Structure, 24 inch dia, with Sump										
0015	4037050	Ea	\$1,450.000	15.000	0.000	12.000	12.000	12.000	\$0.00	\$17,400.00
_ : Dr Structure, 36 inch dia, with Sump										
0016	4037050	Ea	\$200.000	20.000	3.000	6.000	9.000	9.000	\$600.00	\$1,800.00
_ : Dr Structure Cover, Adjust, Case 1										
0017	4037050	Ea	\$200.000	4.000	2.000	2.000	4.000	4.000	\$400.00	\$800.00
_ : Dr Structure Cover, Adjust, Case 2										
0018	4037001	Ft	\$150.000	36.000	0.000	23.900	23.900	23.900	\$0.00	\$3,585.00
_ : Dr Structure Cover, Adj, Add Depth										
0019	4021203	Ea	\$375.000	20.000	0.000	1.000	1.000	1.000	\$0.00	\$375.00
Sewer Tap, 10 inch										
0020	4021204	Ea	\$475.000	40.000	0.000	1.000	1.000	1.000	\$0.00	\$475.00
Sewer Tap, 12 inch										
0021	4037050	Ea	\$125.000	40.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_ : Point Pipes										
0022	4037050	Ea	\$675.000	52.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_ : Dr Structure Cover, Catch Basin										
0023	4037050	Ea	\$675.000	4.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_ : Dr Structure Cover, Storm Manhole										
0024	4037050	Ea	\$750.000	3.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_ : Dr Structure Cover, Sanitary Manhole										

Line Number	Item ID	Unit	Unit Price	Quantity	Current Bid Quantity	Amount Paid Quantity	Total Quantity	Total Quantity Paid To Date	Current Payment Amount	Total Amount Paid To Date
0025	4040071	Ft	\$10.750	460.000	0.000	82.400	82.400	82.400	\$0.00	\$885.80
Underdrain, Subgrade, 4 inch										
0026	6020207	Ft	\$30.000	151.200	0.000	151.200	151.200	151.200	\$0.00	\$4,536.00
Joint, Expansion, E2										
0027	6027001	Ft	\$30.000	50.000	0.000	0.000	0.000	0.000	\$0.00	\$0.00
_: Joint, Expansion, Erg, Modified										
0028	8030044	Sft	\$8.750	210.000	596.500	85.000	681.500	681.500	\$5,219.38	\$5,963.13
Sidewalk, Conc, 4 inch										
0029	8037010	Sft	\$10.750	240.000	0.000	203.280	203.280	203.280	\$0.00	\$2,185.26
_: Sidewalk Ramp, Conc, 8 inch										
0030	8030010	Ft	\$70.000	30.000	0.000	25.000	25.000	25.000	\$0.00	\$1,750.00
Detectable Warning Surface										
0031	8010005	Syd	\$51.850	150.000	53.700	50.570	104.270	104.270	\$2,784.35	\$5,406.40
Driveway, Nonreinf Conc, 6 inch										
0032	6027011	Syd	\$66.400	703.020	226.200	706.390	932.590	932.590	\$15,019.68	\$61,923.98
_: Conc Pavt, Nonreinf, 8 inch w/ Integral Curb										
0033	6027011	Syd	\$72.000	149.800	0.000	149.800	149.800	149.800	\$0.00	\$10,785.60
_: Conc Pavt, Nonreinf, 9 inch w/ Integral Curb										
0034	8167011	Syd	\$9.500	105.000	0.000	74.870	74.870	74.870	\$0.00	\$711.27
_: Surface Restoration, Seeding										
0035	1027051	LSUM	\$20,000.000	1.000	0.000	1.000	1.000	1.000	\$0.00	\$20,000.00
_: Traffic Control and Maintenance										

Line Number	Item ID	Unit	Unit Price	Authorized Quantity	Contracted Quantity	Quantity Paid	Total Quantity	Total Quantity	Current Payment Amount	Total Amount Paid To Date	
									Section Totals:	\$30,331.29	\$274,554.69
Section: 2 - Miscellaneous Concrete Items											
0036	2047011	Syd	\$12.500	25.000	42.300	19.900	62.200	62.200	\$528.75	\$777.50	
_ : Driveway, Conc, Rem											
0037	2040055	Syd	\$13.750	900.000	63.100	868.350	931.450	931.450	\$867.63	\$12,807.44	
Sidewalk, Rem											
0038	2040050	Syd	\$13.750	100.000	398.200	0.000	398.200	398.200	\$5,475.25	\$5,475.25	
Pavt, Rem											
0039	8030044	Sft	\$8.750	8,000.000	503.000	7,589.900	8,092.900	8,092.900	\$4,401.25	\$70,812.88	
Sidewalk, Conc, 4 inch											
0040	8037010	Sft	\$10.750	250.000	0.000	240.500	240.500	240.500	\$0.00	\$2,585.38	
_ : Sidewalk Ramp, Conc, 8 inch											
0041	8030010	Ft	\$70.000	40.000	0.000	30.000	30.000	30.000	\$0.00	\$2,100.00	
Detectable Warning Surface											
0042	8010005	Syd	\$51.850	50.000	25.000	48.300	73.300	73.300	\$1,296.25	\$3,800.61	
Driveway, Nonreinf Conc, 6 inch											
0043	6027011	Syd	\$66.400	100.000	398.200	0.000	398.200	398.200	\$26,440.48	\$26,440.48	
_ : Conc Pavt, Nonreinf, 8 inch w/ Integral Curb											
0044	8167011	Syd	\$9.500	350.000	0.000	314.300	314.300	314.300	\$0.00	\$2,985.85	
_ : Surface Restoration, Seeding											
									Section Totals:	\$39,009.61	\$127,785.39
									Total Payments:	\$69,340.90	\$402,340.08

Time Charges

Time Block	Original Deadline	Authorized Deadline	Contract Completion	Damages Incurred	Days Completed To Date	Days Remaining To Date	Damages To Date
Completion Date	90.0 Days	90.0 Days	0.0 Days	\$0.00	0.0 Days	90.0 Days	\$0.00
Substantial Completion	60.0 Days	60.0 Days	0.0 Days	\$0.00	0.0 Days	60.0 Days	\$0.00
Total Damages:							\$0.00

Summary

Current Approved Work:	\$69,340.90	Approved Work To Date:	\$402,340.08
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$0.00	Retainage To Date:	\$24,039.45
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$69,340.90	Payments To Date:	\$378,300.63
Previous Payment:	\$123,709.43	Previous Payments To Date:	\$308,959.73

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.


05/19/2026
 R. Ryan Kern

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 7 -

**PROGRESS PAYMENT NO. 1 - 2026 PAVEMENT
JOINT/CRACK SEALING PROJECT #180-392**

EXPLANATION / SUMMARY

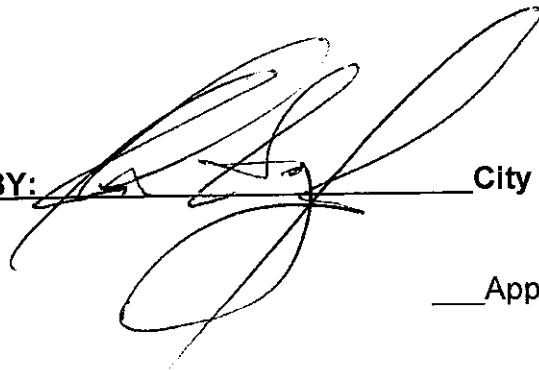
Attached is a letter from our City Engineers transmitting Progress Payment No. 1 on the 2026 Pavement Joint/Crack Sealing Project, #180-392.

It is recommended that this payment be approved.

RECOMMENDED ACTION:

By RESOLUTION, to approve payment to Michigan Joint Sealing, Inc. in the amount of \$54,657.16 for Progress Payment No. 1 on the 2026 Pavement Joint/Crack Sealing Project #180-392.

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

May 27, 2026

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

Reference: Payment Invoice 01


2026 Joint and Crack Sealing Program
City of Harper Woods
AEW Project No. 0180-0392

Dear Mr. Szymanski:

Enclosed please find the Construction Payment Invoice 01 for the above-referenced project. For work performed through May 26, 2026, we recommend issuing payment for the **Current Payment Amount: (see Page 2)** in the amount of **\$54,657.16** to Michigan Joint Sealing, Inc., 28830 W 8 Mile Rd, Ste 103, Farmington Hills, MI 48336-5937.

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

Sincerely,

DocuSigned by:

5E6919578EA142C...

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

cc: Heather Toutant, Director of Public Works
Leslie Frank, City Clerk
Heather Wyman, Michigan Joint Sealing, Inc.
Holly Wilson, AEW, Inc.



Anderson, Eckstein & Westrick, Inc.
Detailed Payment
 0180-0392

Description 2026 Joint and Crack Sealing Program
Payment Number 1
Pay Period 05/07/2026 to 05/26/2026
Prime Contractor Michigan Joint Sealing, Inc.
 28830 W 8 Mile Rd Ste 103
 Farmington Hills, MI 48336-5937
Payment Status Approved
Awarded Project Amount \$68,000.00
Authorized Amount \$68,000.00

Line Number	Item	Unit	Unit Price	Quantity	Current Paid Quantity	Previous Paid Quantity	Total Quantity Paid To Date	Total Quantity Placed To Date	Current Payment Amount	Total Amount Paid To Date
Section: 1 - Description										
0001	1027051	LSUM	\$2,012.000	1.000	1.000	0.000	1.000	1.000	\$2,012.00	\$2,012.00
.: Bonds, Insurance and Initial Setup Expense (3% Max)										
0002	6037001	Ft	\$0.710	92,800.000	78,796.000	0.000	78,796.000	78,796.000	\$55,945.16	\$55,945.16
.: Cleaning and Sealing Existing Joints and Random Cracks										

Line Number	Item	Quantity	Unit Price	Total Quantity	Current Payment Amount	Total Amount Paid To Date
0003	8127051 LSUM	1.000	\$100.000	1.000	\$100.00	\$100.00
Traffic Maintenance and Control						
Section Totals:					\$58,057.16	\$58,057.16
Total Payments:					\$58,057.16	\$58,057.16

Time Charges

Time Limit	Start Date	End Date	Rate	Days Completed To Date	Days Remaining To Date	Damages To Date
Completion Date	07/06/2026	07/07/2026	N/A	\$0.00	N/A	42.0 Days
Total Damages:						\$0.00

Summary

Current Approved Work:	\$58,057.16	Approved Work To Date:	\$58,057.16
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$3,400.00	Retainage To Date:	\$3,400.00
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$54,657.16	Payments To Date:	\$54,657.16
Previous Payment:	\$0.00	Previous Payments To Date:	\$0.00

Detailed Payment:

05/27/2026

DocuSign Envelope ID: 04CD4176-35EF-8D1B-80EA-80A73EB0ED5A

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

DocuSigned by:

R. Ryan Kem

05/28/2026

R. Ryan Kem

Detailed Payment:
0180-0392

05/27/2026
Page 3 of 3

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 8 -

**LEGAL SERVICES AGREEMENT FOR THE 3M AND
DUPONT DRINKING WATER SETTLEMENTS**

EXPLANATION / SUMMARY

Attached is a resolution to authorize the City Manager to sign the Legal Services and Settlement Participation Agreements for the 3M and DuPont PFAS National Class Action Settlements. This action secures the City's right to receive a dedicated financial payout to fund local water treatment, filtration infrastructure, and testing costs, while formalizing the court-approved 8% attorney fee structure that prevents the City from being double-charged for legal representation.

By entering into this agreement it:

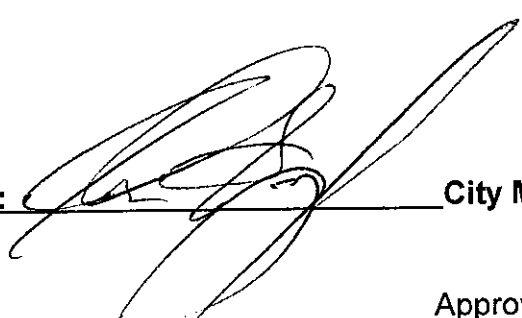
- Resolves the City's claims against 3M Company and DuPont (and its spin-offs) for PFAS chemical contamination in the local public water supply.
- Grants the City access to its portion of the combined \$11.6 billion to \$13.6 billion nationwide settlement pools to pay for water remediation.
- Ratifies the federal court's manufacturing companies from future water-contamination liability in exchange for funding, but preserves the City's right to sue for unrelated issues like operational accidents or defective products.

I have reviewed this with our DPW Superintendent and the City Attorney and I recommend that we enter into this agreement.

RECOMMENDED ACTION:

By RESOLUTION, to adopt the attached resolution hereby authorizing the City Manager to execute the Legal Services Agreement with the firm based upon the terms and conditions set forth herein conjunction with the 3M and DuPont Public Drinking Water Settlements.

SUBMITTED BY:



City Manager, John Szymanski

___Approved

___Vote

**A RESOLUTION OF GLWA MEMBER PARTNER
THE CITY OF HARPER WOODS
AUTHORIZING THE EXECUTION OF THE LEGAL SERVICES AGREEMENT
FOR THE 3M AND DUPONT PUBLIC DRINKING WATER SETTLEMENTS**

WHEREAS, a civil action and/or claims in Aqueous Film-Forming Foams Litigation MDL No. 2873 ("AFFF") the City of Harper Woods (the "City") is committed to delivering clean drinking water to its customers; and

WHEREAS, the City is also committed to taking reasonable steps to recover cost reimbursements that may be available in the 3M and DuPont Public Drinking Water Settlements and to reduce costs to its consumers; and

WHEREAS, STAG LIUZZA, L.L.C., and KIRK HUTH LANGE & BADALAMENTI, PLC, have put together a team of uniquely qualified and experienced attorneys ("the Firm") who have joined together to assist public entities seeking to recover cost reimbursements that may be available in the 3M and DuPont Public Drinking Water Settlements; and

WHEREAS, the Firm is comprised of experienced attorneys in both in PFAS litigation and in the representation of public entities pursuing legal claims involving cost recovery in the drinking water settlements; and

WHEREAS, the City Council has determined it to be in the City's best interest to enter into the Legal Services Agreement with the Firm and the filing of claims for the 3M and DuPont Public Drinking Water Settlements in the Aqueous Film-Forming Foams Litigation MDL No. 2873 ("AFFF"); and

WHEREAS, the City desires to authorize the execution of the as Exhibit "A"; and

NOW THEREFORE BE IT RESOLVED by the City Council that the City Manager of the City is hereby authorized to execute the Legal Services Agreement with the Firm based upon the terms and conditions set forth herein and, in a manner, substantially similar to the Agreement attached hereto as Exhibit "A."

Leslie M. Frank
City Clerk

**GLWA MEMBER PARTNER
CONTRACT FOR LEGAL SERVICES FOR THE
3M AND DUPONT PUBLIC DRINKING WATER SETTLEMENTS**

The City of Harper Woods (hereinafter the "Client") hereby retains, STAG LIUZZA, LLC (through attorney Michael G. Stag, LLC) and KIRK HUTH LANGE & BADALAMENTI, PLC (through attorney Robert Huth) (hereinafter the "Attorneys") for the purpose of providing legal services related to the filing of claims for the 3M and DuPont Public Drinking Water Settlements in the Aqueous Film-Forming Foams Litigation MDL No. 2873 ("AFFF") (hereinafter the "Client's Claims").

CLIENT DESIGNATES FOR COMMUNICATION PURPOSES THE FOLLOWING:

Water Department: _____
Name Telephone E-mail

Business Matters: _____
Name Telephone E-mail

Client acknowledges and understands that court ordered deadlines and documentation requirements exist for the pending DuPont and 3M settlements. Client agrees to provide the required documentation and assist, sufficient to allow Attorneys time to process and file the settlement claim within the court ordered deadlines. Any failure of Client to comply with the documentation requirements of the settlement may result in forfeiture of the Client's right to recover money from DuPont and 3M settlements.

Client specifically authorizes the Attorneys file settlement claims on the Client's behalf in the AFFF Product Liability Multi-District Litigation 3M and DuPont Public Drinking Water Settlements.

Unless otherwise agreed in writing by Client and Attorneys, Attorneys will not provide legal services with respect to (a) prosecuting or defending any litigation for or against the Client or (b) proceedings before any federal or state administrative or governmental agency, department, or board including, but not limited to, the United States Environmental Protection Agency. Client acknowledges that the Attorneys are not tax, regulatory, or bankruptcy legal experts. If Client wishes to retain Attorneys to provide any legal services not provided under this Agreement for additional compensation, a separate written agreement between Attorneys and Client will be required.

Attorneys are not the attorneys for any officers, agents, employees, attorneys, or consultants of Client regarding this matter, and shall not become so unless the Attorneys specifically agree in the future in writing to undertake such a representation. The Attorneys will confer, as needed, with such persons to perform the services specified in this Agreement, but no attorney-client relationship shall be created with such persons merely because the Attorneys work with and/or request or receive information from any such persons during their representation of the Client.

Client has disclosed all potential adverse parties to the Attorneys, and neither the Attorneys nor the Client perceive any conflict of interest in the Attorneys undertaking this engagement on behalf of the Client. If either the Client or the Attorneys, during the representation, receive information indicating that a potential conflict of interest may

develop or exist, the Client and the Attorneys agree to bring such information to the immediate attention of the other, and the Attorneys shall proceed to take such steps as may be appropriate in the circumstances.

1. ATTORNEY FEES AND COMMON BENEFIT ASSESSMENT. As compensation for legal services, Client agrees to pay Attorneys for legal services rendered and to be rendered on account of the Client's Claims (hereinafter "Attorney Fees"). Attorney Fees shall be one-third (1/3) of the Gross Amount Recovered for Client's Claims. For any recovery made, Client understands and agrees that Attorney Fees will be divided as follows: 25% to KIRK HUTH LANGE & BADALAMENTI, PLC and 75% to STAG LIUZZA, LLC.

Pursuant to Court order, every AFFF settlement claimant must pay an eight percent (8%) common benefit assessment of the Gross Amount Recovered. As a benefit to Client, said Common Benefit Assessment will be credited against the one-third (1/3) Attorneys' Fees herein. Therefore, Client will not separately bear or reimburse Attorneys for the Common Benefit Assessment and Attorneys will be paid a net total contingency fee of 25 1/3%.

Attorney Fees shall all be calculated before the deduction of costs and expenses, as set forth in Section 2 herein. **Client shall only pay attorney fees contingent upon a recovery and shall not pay any attorney fees if there is no recovery.**

2. COSTS AND EXPENSES. In addition to paying Attorney Fees, in the event of a successful recovery, the Client agrees to reimburse all costs and expenses, as set forth herein only in the event of a recovery, which shall be deducted from the Client's share of that recovery. Attorneys may advance expenses on behalf of Client, and Client shall not be responsible for incurring or reimbursing any expenses if the amount of recovery is less than the costs incurred. **Client shall only reimburse costs or expenses advanced by Attorneys in the event of a recovery by settlement or judgment.**

3. NO GUARANTEE. Client acknowledges that the Attorneys have made no promise or guarantee regarding the outcome of my legal matter. Client acknowledges that Client's Claims may result in no recovery. Client further acknowledge that the Attorneys shall have the right to cancel this agreement and withdraw from this matter if, in the Attorneys' professional opinion, the matter does not have merit, the Client does not have a reasonably good possibility of recovery, Client refuses to follow the recommendations of the Attorneys, Client fails to abide by the terms of this agreement, the Client fails to provide requested information or assistance, if the continued representation by Attorney would result in a violation of the Rules of Professional Conduct, or at any other time as permitted under the Rules of Professional Conduct.

4. ELECTRONIC DATA COMMUNICATION AND STORAGE. In the interest of facilitating our services to Client, Attorneys may communicate by facsimile transmission, send data over the internet, store electronic data via computer software applications hosted remotely on the internet, or allow access to data through third-party vendors' secured portals or clouds. Electronic data that is confidential to Client may be transmitted or stored using these methods. Attorneys may use third-party service providers to store or transmit this data. In using these data communication and storage methods, Attorneys employ measures designed to maintain data security. Attorneys will make reasonable efforts to keep such communications and data access secure in accordance with the Attorneys' obligations under applicable laws and professional standards. Attorneys also require all Attorneys' third-party vendors to do the same. However, Client acknowledges that some information transmitted to the Attorneys will be public records, and the Client has no expectation that public records will be confidential. Client acknowledges that Attorneys have no control over the unauthorized interception or breach of any communications

or data once it has been sent or has been subject to unauthorized access, notwithstanding all reasonable security measures employed by us or our third-party vendors, and Client consents to our use of these electronic devices and applications and submission of confidential client information to third-party service providers during this engagement.

5. PRIVILEGE. The Client acknowledges that this contract is intended to and does hereby assign, transfer, set over, and deliver unto the Attorneys as its fee for representation of the Client in this matter an interest in the claim(s), the proceeds, or any recovery therefrom under the terms and conditions aforesaid, in accordance with the provisions any state law that applies to this contract.

6. MODIFICATION. It contains the entire and complete understanding between the parties and can only be modified by a written amendment signed by all parties.

7. TERMINATION OF REPRESENTATION. Client acknowledges that Client has the right to terminate the representation upon written notice to that effect. Client acknowledges that Client will be responsible for any contingent attorney fees or related expenses incurred prior to the discharge or termination, based on all the facts and circumstances, including the risk taken by the Attorneys in accepting Client's legal representation on a contingency fee basis. Client agrees to cooperate with Attorneys and to comply with all reasonable requests of Attorneys. Client warrants and represents to the Attorneys that all information Client has provided to, or will in the future provide to, the Attorneys regarding Client's Claim is true and correct to the best of Client's knowledge, information, and belief. The Attorneys have the right to withdraw from this representation after giving reasonable notice. If the Attorneys are discharged or otherwise cease to serve as Client's legal counsel prior to full payment of the settlements, then Attorneys shall receive as compensation for services, and in consideration of the work that Attorneys performed to achieve the settlement amount allocated to Client, the full contingency fee earned or reasonably earned by Attorneys. At the conclusion of this matter, the Attorneys will retain Client's legal files for a period of five (5) years after the Attorneys close their files. At the expiration of the five-year period, the Attorneys may destroy these files unless Client notifies the Attorneys in writing that Client wishes to take possession of the files. The Attorneys reserve the right to charge administrative fees and costs associated with retrieving, copying, and delivering such files.

8. ENTIRE AGREEMENT. The undersigned representative of Client has read this agreement, a copy of which Client has received, in its entirety, and Client agrees to and understands the terms and conditions set forth herein. Client acknowledges that there are no other terms or oral agreements existing between the Attorneys and Client. This agreement may not be amended or modified in any way without the prior written consent of the Attorneys and the Client.

9. AUTHORITY. Client acknowledges having been advised to and given the full opportunity to obtain independent representation in the making of this agreement and voluntarily entering into this agreement after such opportunity. Client representative signing below represents that Client enters into this agreement with proper authorization and approval under state and local law, and that the Client representative is specifically authorized to execute this agreement.

EFFECT OF SIGNING

Client understands that this is a binding legal document. Client further understands that this Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

CITY OF HARPER WOODS

By: _____

Date

Its: _____

Date

MICHAEL G. STAG, LLC FOR STAG LIUZZA, LLC

Date

**ROBERT HUTH FOR KIRK HUTH LANGE &
BADALAMENTI, PLC**

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF JUNE 8, 2026

AGENDA EXPLANATION

NEW BUSINESS NO. 9 - MICHIGAN MUNICIPAL LEAGUE CONVENTION

EXPLANATION / SUMMARY

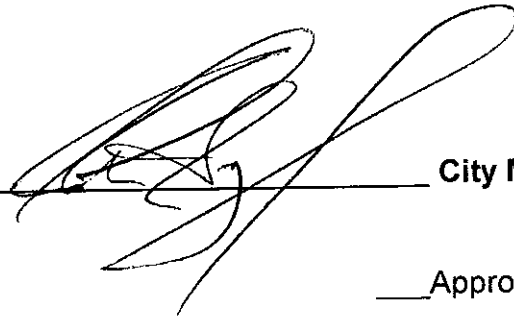
The Michigan Municipal League has announced their Annual Convention to be held in Traverse City October 7-9, 2026, and it is customary for the City Council to authorize attendance by interested members. Also, it is customary to designate one of our officials as a representative to cast votes on the City's behalf for trustees, policies and other business matters, and that the Mayor be the designee, and the Mayor Pro tem be the alternate.

If there are any of you who wish to attend, please let the clerk's office know as soon as possible so that we can register you.

RECOMMENDED ACTION:

By RESOLUTION, authorize those Council members interested to attend the Michigan Municipal League's Annual Convention October 7-9, 2026 with the City paying all necessary and related expenses, and further to designate Mayor Kindle as the City's official delegate during the MML Annual Meeting to be held during the convention.

SUBMITTED BY:



City Manager, John Szymanski

Approved

Vote

MML Convention 2026

October 7-9, 2026
Grand Traverse Resort,
Traverse City

The MML Annual Convention convenes Michigan's municipal leaders in an inclusive space to connect, celebrate success, embrace innovation, gain practical tools, and advance the League's strategic priorities through timely content, inspiring speakers, and collaborative learning.

Sponsorship



Registration
Policies