AGENDA
CITY OF GROSSE POINTE PARK
CITY COUNCIL MEETING
October 26th, 2020 7:00pm

SPECIAL NOTICE: Due to Governor Whitmer’s Executive Order Regarding Meeting Size and to Minimize the Spread of COVID-19, this meeting will be held electronically. See instructions below for how to join the meeting and guidelines for meeting conduct. All City Council meeting materials are included as part of this meeting notice.

I. Call to Order
II. Roll Call
III. Pledge of Allegiance to the Flag
IV. Approval of Consent Agenda
   I. Approval of September 28th Meeting Minutes
   II. Finance Report
   III. MERS Resolution
V. Approval of Regular Agenda
VI. Public Comment (Agenda Items)
VII. District Update: Congresswoman Brenda Lawrence
VIII. Managers’ Report
IX. Committee and Commission Reports
X. Unfinished Business
   I. Update on City Council Vacancy
   II. Council Comment
XI. New Business
   I. Zoning Board of Appeals
   II. Parks and Recreation Commission Bylaws
   III. Commission and Board Appointments
      i. Downtown Development Authority Board
      ii. Planning Commission
      iii. Ethics Review Board
   IV. Council Comment
XII. Public Comment (Non-Agenda Items)
XIII. Adjournment

ZOOM MEETING AND TELECONFERENCE INFORMATION
- Go to zoom.us
- Meeting ID: 817 6051 6103
- Password: 514461
Dial In Information

+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Germantown)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)

Meeting ID: 817 6051 6103
Password: 514461

Michigan Relay is a communications system that allows hearing persons and deaf, hard of hearing, or speech-impaired persons to communicate by telephone. Users may reach Michigan Relay by dialing 7-1-1 and then connection with Zoom conference number above. There is no additional charge to use this service. Please contact smithl@grossepointepark.org with any other requests for accommodations.

How to Submit Public Comment

There will be two options for how to submit a public comment for this meeting: attending the Zoom meeting or written comment. There will be two public comment periods: one before agenda items at the beginning of the meeting and one at the end of the meeting for new/old business. Spoken comments will be limited to three minutes. Written comments will be limited to 250 words.

Members of the public wishing to make a comment via Zoom will need to either join the meeting through the app on their computer/tablet/mobile phone and/or dial in to the phone number listed on the public notice. All spoken comments through the Zoom app or the phone will be limited to three minutes. The provided meeting guidelines outline the process for teleconferencing comments that will be followed during the meeting.

Written comments can be submitted directly to smithl@grossepointepark.org. If you are submitting two written comments, please type either Public Comment Agenda Items or Public Comment New/Old Business in the subject line of your email. Written submissions need to be 250 words or less and be submitted by 5pm on Sunday, October 25th.

Guidelines for Public Participants

1. All virtual meetings will be conducted via Zoom with a dial-in option. If you join the meeting utilizing the Zoom app on your computer/tablet/phone, you will be able to listen, see the City Council members, and make a public comment if you desire to do so. **We are not allowing the public to utilize a webcam during the meeting.** If you join the meeting with your webcam on, it will be disabled by the host.
2. All meeting materials and meeting information is available on the City website at www.grossepointepark.org

3. The meeting will start promptly at the time listed on the meeting notice. **Public participants will be permitted to join the meeting five minutes before the meeting is scheduled to start.**

4. When you are ready to join the meeting, please make sure your line is muted to decrease background noise. Public participant lines have to remain muted until the public comment portion of the meeting. **Also make sure your webcam is disabled before you join.** If you join the meeting with your webcam on, it will be disabled by the host.

5. If you decide you want to make a public comment, please utilize the raise hand function in the Zoom app or on the phone **during the agenda item before the appropriate public comment period.** To raise your hand on the phone, press *9. Staff will add you to the public comment queue list for the next public comment period. Please note that all public participants are only allowed one three-minute public comment per public comment period.

6. **When each public comment period begins,** the Mayor will review the process for public comments. After the process is reviewed, the Mayor will call on a Staff member to read any public comments that were submitted via written statement. When those are completed, the Mayor will call for any spoken public comment. A staff member will call on public participants by either the last four digits of your phone number or your participant name listed in the Zoom app. Public participants will be called in the order they were added to the queue list. Public participants who do not respond within ten seconds of their phone number or screen name being called will be skipped and the next person in line will be called on. This method will continue until all public participants have had the opportunity to comment. **All public comments shall not exceed three minutes and a timer will be displayed on the screen.**

7. Once the public comment period is done, the Mayor will either continue with the next agenda item or end the meeting.

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**Hosts will have the ability to and will remove participants from the meeting if they breach the peace in such a way that disrupts or interferes with the meeting.**
An electronic meeting through Zoom was held under Governor Whitmer's Executive Order 2020-160 and to minimize the spread of COVID-19.

The meeting was called to order by Mayor Denner and opened with the Pledge of Allegiance to the Flag.

The following were electronically present: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner.

Excused Absence: Councilmember Grano

Also electronically present: Nick Sizeland, City Manager, Jane M. Blahut, Finance Director/Clerk, Jake Howlett, City Attorney, Stephen Poloni, Director of Public Safety, and Leah Smith, Assistant to the City Manager.

APPROVAL OF CONSENT AGENDA

Mayor Denner presented to Council for consideration the approval of the consent agenda as presented.

The consent agenda included the following items:
- Approval of August 24th meeting minutes
- Finance Report

Motion by Councilmember Read, supported by Councilmember Robson, to approve the consent agenda as presented.

Councilmember Fluitt requested that on page 8 of the minutes, the amount spent for the bus turn around be corrected to $100,000.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

APPROVAL OF REGULAR AGENDA

Mayor Denner presented to Council for consideration the approval of the regular agenda as presented.

Motion by Councilmember Read, supported by Councilmember Relan, to approve the regular agenda as presented.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None
PUBLIC COMMENT  (AGENDA ITEMS)

City Manager Sizeland read one written comment submitted by a resident.

One resident made verbal comments.

MANAGERS REPORT

City Manager Sizeland presented a brief overview of the status of issues since the last meeting.

- 2020 Road Program
- Halloween in the Park
- Westchester/Somerset Crossing on Jefferson
- City Master Plan
- Social District
- TIFA and DDA COVID Support Programs
- Grant Award updates
- DTE update
- Public Works Building
- Parks and Recreation Commission Bylaws
- Donation & Gift Policy
- URIF Discussions Update

Councilmember Read stated she had requested a Donation and Gift Policy be developed and has requested a moratorium on accepting gifts and donations until the policy is in place. Specific items include project budget and ongoing maintenance agreement.

Councilmember Fluitt inquired on how Council members can be ensured that comments made during the public comment portions of the meeting are being followed up on and responded to.

City Manager Sizeland stated that he encourages residents who had questions to email their questions to the City Manager and/or the appropriate Department Head. Residents can also call City Hall. If he is unavailable, Ms. Smith will handle the inquiry and provide the information to him at the earliest time available.

Councilmember Fluitt stated concerns with the final design of the Public Works Facility and the lack of sustainability initiatives included in the design.

City Manager Sizeland stated that there is a holding tank included in the design to capture stormwater run-off from the roof. The architect is currently gathering pricing to address the concerns raised from the planning commission. Once the final pricing for those concerns is in place, the City will be able to look at potentially utilizing any remaining project funds towards sustainability initiatives.

Councilmember Relan requested clarification on the Master Plan process and inquired on if City Council will make the final decision regarding which firm will be hired to complete the project.
City Manager Sizeland stated that the Planning Commission will handle interviewing the final four firms during a public meeting via Zoom. The firms will make a presentation and the Planning Commission will select the consultant to complete the project.

Mayor Denner stated that the Planning Commission send the final product to City Council for final approval and adoption.

Councilmember Relan stated that he did not think the Planning Commission should have approved the Public Works Facility site plan without the requested changes incorporated and without a final site plan in place. He inquired if City Council could send the plan back to the Planning Commission as a vote of no confidence.

City Attorney Howlett stated that the approval of the site plan as presented is not illegal and that there is no mechanism for City Council to send the site plan back to Planning Commission because it has been approved.

Councilmembers Fluitt and Relan both had questions relative to the cost of the Verduncks building.

City Manager Sizeland stated that he would review and report to Council.

DEPARTMENT HEAD REPORT: CITY CLERK'S OFFICE

City Clerk Blahut provided a brief update regarding the upcoming election and the Absentee Voting Counting Board process.

The City will be holding the Election Commission meeting on October 13 at 2 pm via Zoom. Clerk Blahut stated that the meeting will be open to the public. The only agenda item for the meeting will be the Election Commission approving the poll workers and the list of poll workers that will be sent to the national Democrat and Republican parties, Wayne County, and the state of Michigan.

Councilmember Fluitt asked for the process to be explained when the signature is either not verifiable or the signature appears to not match and how the voter is notified when this occurs.

Clerk Blahut stated that we first try to notify the voter by phone. The second step is to try to notify the voter via email if their email is on file. The last step is to mail a letter to the same address notifying them that their signature cannot be verified. If this happens, the voter needs to come to City Hall and complete the application by signing their name.

Councilmember Fluitt inquired on the steps being taken to inform voters that precincts 5 and 6 are not voting at Defer for the November election.

Clerk Blahut stated that a letter was sent to all of the registered voters within the precincts notifying them of the change in polling location. On election day, there will be signs posted notifying voters that they need to go the Lavins Center to vote in person. The information is also posted on the City website and on Facebook.

COMMITTEE AND COMMISSION REPORTS
Downtown Development Authority:

Mayor Denner stated that the Downtown Development Authority held a meeting on September 1st. An update was provided on the improvements to the crossing at Jefferson Avenue and Westchester/Somerset. Improvements include shortening the crossing by 26 feet, installation of ADA ramps, and working with the County to lengthen the crossing time. The Board also approved the creation of the COVID-19 Supported program. The program is intended to help businesses located throughout the DDA with costs related to re-opening. The maximum award per business is $1,500, and the DDA budget for the program $10,000.

Parks and Recreation Commission:

Councilmember Read stated that the Recreation Commission met on September 2nd via Zoom. The primary agenda item was administration’s presentation of the dog park analysis. The administration is recommending installation of a dog park at site A which is between the skating rink/reflecting pond and the Grand Marais perimeter. The complete analysis is available on the city website. Parks and Recreation Supervisor Chad Craig announced that the anonymous donor is Joe Backer of Backer Landscaping.

The abbreviated pool season was successful, with no Covid-related closures. Camp Wind-Y-Mill took place with reduced camping sites and other social distancing measures. Chad Craig and his team are currently reviewing options for Halloween in the Park.

Tennis court resurfacing is planned for the spring of 2021

Lavins Center activities will resume, again with modifications which will include reconfiguring the fitness center.

Administration continues to monitor and evaluate the marina conditions, including a recent U.S. Army Corps of Engineers assessment. The administration has created a marina sub-committee comprised of slip owners. Commissioner Larry Haggart will serve as liaison. The most recent good news from the marina is that power has been restored to pier 4.

At Patterson Park, the Army Corps of Engineers also evaluated the shoreline erosion issues. We invited the corps of engineers to conduct these assessments as the city evaluates short- and long-term remedies at both the marina and the Patterson Park shoreline. We added 12 kayak racks this year, allowing 48 more slots. There are currently 108 residents on the waitlist with a 15-20 slot turnover per season. The city is looking to add more racks next year.

Planning Commission:

Mayor Denner stated that the Planning Commission held a meeting on September 24th. The only item on the agenda was the proposed site plan for the Public Works Facility located on Mack Avenue between Wayburn and Maryland. A public hearing was held. City Manager Sizeland briefed the commission on the history of the project including the City Council conditional approval of the project in December 2019. A letter from the City Attorney included that a municipality does not have to follow its own zoning for City projects and a letter from OHM Advisors was included providing a review of the proposed site. The architect, Stuckey Vitale, provided an overview of the proposed site plan for the commission and answered commission questions. The Commission unanimously approved the site plan
with the condition that the comments from the commission be considered for incorporation into the final design.

**Beautification Commission:**

Councilmember Relan stated that the Beautification Commission held a meeting on September 16th. The Commission is currently working on developing a plan for how to host the Beautification Awards virtually and hope to have a plan finalized at the next meeting scheduled for October 7th. The Commission also discussed and agreed upon three homes that will be receiving the Century award based on age and the current condition of the properties. The Commission is also working on how to host the annual plant exchange and brainstorming how to get younger residents involved in the Beautification Commission.

**UNFINISHED BUSINESS:**

**COUNCIL COMMENT**

Councilmember Fluitt asked for an update regarding the status of Janet’s Lunch.

City Manager Sizeland stated that he would need to ask Chief Building Official Supal for an update on the engineering report on the integrity of the building, and will report back when the report has been turned in.

Councilmember Fluitt asked for an update regarding the meetings that have been happening between some of the Grosse Pointes and the NAACP that Chief Poloni has been attending.

Chief Poloni stated that the group has had three meetings so far. Topics have included policies and processes, and hiring of officers. The conversations are going well and open dialogue has been established. The group is being invited for a field trip to come and look at the training and the new station in Grosse Pointe. The meetings are semi-private and not open to the public.

Councilmember Robson asked for an update on the re-opening of the fitness center and the movie theaters.

City Manager Sizeland stated that on October 5th, there will be a walk through and re-registration for fitness center members who want to see how the new format will work and how the sign-up genius functions. Members will be able to start working out again on site start October 12th. The City is still developing a best plan for reopening the theatres and the Lavins Activity Center.

Councilmember Read stated that because the Real Estate Development Commission is no longer an active committee, City Council should consider creating another committee in its place to address current issues.

**NEW BUSINESS:**

**SAFE ROUTES TO SCHOOLS RESOLUTION**

Mayor Denner asked City Manager Sizeland to present the topic for council consideration.
City Manager Sizeland stated that the resolution before the Council is to include with the Safe Routes to School (SR2S) Grant application to be submitted to the Michigan Department of Transportation by the Grosse Pointe Public School System. The School System has asked the City to act as the ACT 51 Agency for the grant, which would include Pierce Middle School and Defer Elementary School. The total funding amount possible is $440,000.

Through ongoing negotiations with the School System, the City will only incur costs for engineering, design, and construction as this is not considered eligible expenses under the SR2S program. This agreement is similar to the agreement already in place between the School System and the City of Grosse Pointe for the application for improvements at Maire Elementary. The City has already utilized DDA funds to pay for the improvements to the Jefferson and Westchester/Somerset crossing, reducing the School System's application by $20,000.

City Manager Sizeland recommended approval of the following resolution:

WHEREAS, the Safe Routes to School program is a federally funded program administered in Michigan by the Michigan Department of Transportation (MDOT);

WHEREAS, the City of Grosse Pointe Park, in partnership with the Grosse Pointe Public School District, is applying for funds through MDOT from the Safe Routes to School program to construct certain infrastructure projects throughout the City for the GPPSS South Cluster of Pierce Middle School and Defer Elementary School, including crosswalks, traffic safety devices, signage, sidewalks, and to engage in education to enable and encourage children to safely walk and bike to school;

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects;

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Nick Sizeland, City Manager, to act as agent on behalf of the City to request Safe Routes to School funding, to act as the applicant’s agent during the project development, and to sign a project agreement for Contract No. 20- upon receipt of a funding award;

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, the funds necessary to carry out the project, including engineering for design and construction, permit fees, administration costs, and cost overruns;

BE IT FURTHER RESOLVED THAT, the City commits to owning, operating, funding and implementing a maintenance program over the design life of the facilities constructed with Safe Routes to School funding.

Motion by Councilmember Read, supported by Councilmember Relan, to adopt the resolution as presented.

Councilmember Fluitt inquired on how the cost of the project would be split between the involved parties.

City Manager Sizeland stated that a 50/50 split had been considered but would like to negotiate a lower cost based on the contributions of $20,000 from the DDA for the improvements at Jefferson and...
The negotiations on the scope and the split will be easier to have once an award amount has been announced by MDOT; there may be more or less available then $440,000 being applied for.

Councilmember Hodges recommended amending the motion to include a not exceed amount of $60,000. With no support, the amendment did not carry.

Councilmember Robson inquired on where the funding for the project was coming from in the budget.

City Manager Sizeland stated that he wanted to look at utilizing TIFA funds for this project.

Councilmember Fluitt stated that she does not want TIFA funds used towards this project.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

NEW BUSINESS:
COMMISSION AND BOARD APPOINTMENTS

Parks and Recreation Commission:

Mayor Denner stated that there was opening on the Park and Recreation Commission because a Commission member had moved out of the City. The appointment being recommended will be for the remaining term that expires in 12/2021. Mayor Denner stated that he was recommending Mr. James Ceuninck to fill the vacant seat. Mr. Ceuninck lives on Beaconsfield and has been very active in many parks and recreation programs. Professionally, Mr. Ceuninck works in program management in purchasing with a large corporation.

Motion by Mayor Denner, supported by Councilmember Read, to appoint James Ceuninck to fill the vacant seat on the Parks and Recreation Commission.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

Downtown Development Authority:

Mayor Denner stated that there are three terms expiring on the Downtown Development Authority board. In statute, not less than a majority of members should have an interest in property located in the Downtown Development Authority District or be an employee of an entity with interest in property located in the Downtown Development Authority District.

Mayor Denner stated that he was recommending the reappointment of Dr. Phillip Hessburg to the Downtown Development Authority Board. Dr. Hessburg is the founder and director of the Detroit Institute of Ophthalmology, which is located within the district. Dr, Hessburg has served on the DDA since its inception and is currently the chair.
Motion by Mayor Denner, supported by Councilmember Robson, to reappoint Dr. Phillip Hessburg to the Downtown Development Authority for a four-year term expiring in 2024.

Councilmembers Fluitt, Relan, and Read all stated that they believed Dr. Hessburg had served on the Downtown Development Authority for too long.

Councilmember Read inquired on how many board members are currently considered as having an interest in property, and how many are required per statute.

Mayor Denner stated that per statute, at least half must have an interest, and currently six members have an interest. If the proposed appointments are approved, five will have an interest, which is the statutory minimum.

Councilmember Read inquired on what would happen if an appointment was not confirmed by Council and a term is expired.

City Attorney Howlett stated that the current member will continue to serve after expiration until a new member is appointed and confirmed by Council.

AYES: Councilmembers Read, Hodges, Robson, and Mayor Denner

NAYS: Councilmembers Relan and Fluitt.

Mayor Denner stated that he was recommending Ms. Allene Carlile for reappointment to the Downtown Development Authority. Ms. Carlile has served on the DDA since 2012 and is a financial professional. Ms. Carlile is a resident of the condominiums at the corner of Jefferson and Lakepointe. The state statute does require that if there are more than 100 residents in the District, one resident must be appointed to the Board. There are less than 100 residents within the District but it is important to keep a resident representative on the board and Ms. Carlile would fill that requirement.

Motion by Mayor Denner, supported by, supported by Councilmember Robson, to re-appoint Ms. Allene Carlile to the Downtown Development Authority for a four-year term expiring in 2024.

Councilmembers Read, Relan, and Fluitt all stated that they could not support the reappointment of Ms. Carlile because she did not fill out an application.

Mayor Denner stated that he had contacted Ms. Carlile and requested a short biography due to her current placement on the DDA and that he would ask her to fill out an application.

AYES: Councilmembers Hodges, and Mayor Denner

NAYS: Councilmembers Relan, Read, Robson, and Fluitt.

Mayor Denner stated that he would continue to accept applications for the Downtown Development Authority for consideration at the October council meeting.
Mayor Denner stated that for the third vacancy, he was recommending Ms. Laura Ochab for appointment. Ms. Ochab is a resident on Westchester and has no interest in the District. Ms. Ochab is a CPA and is currently a corporate controller.

Motion by Mayor Denner, supported by Councilmember Read, to appoint Laura Ochab to the Downtown Development Authority for a four-year term expiring in 2024.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

Planning Commission:

Mayor Denner stated that there are two seats open on the Planning Commission due to expire this year. After discussions with the incumbents, both indicated that it would be appropriate for them to retire from public service at this time. Per the City ordinance regarding membership: “six of whom shall be representatives, in so far as possible, of important segments of the community such as economic, governmental, educational, and social development of the City, in accordance with major interests that exist within the City, and shall be appointed by the Mayor and subject to majority approval by Council”.

Mayor Denner stated that he is recommending the appointment of Jimmy Saros to the Planning Commission. Mr. Saros is currently a lead in operating Saros Real Estate and is a real estate broker. He lives on Balfour and attended Brown University.

Motion by Mayor Denner, supported by Councilmember Robson, to appoint Jimmy Saros to the position on the Planning Commission currently held by another realtor, Mr. Fikany.

Councilmembers Fluitt, Relan, Read, and Hodges all stated that they did not understand why a certified planner was not being appointed to the Commission.

Councilmember Read inquired if Council could add the appointment of one of the urban planners to the current meeting agenda.

City Attorney Howlett reminded the Council that the appointment could not be tabled and that the only way to keep the seat open for another appointment would be to deny the Mayor’s current appointment recommendation. It is clear in City Charter that the Mayor makes the appointment and Council confirms. It would be inappropriate to add an appointment of an individual to a commission when it is not the Mayor’s appointment.

AYES: Councilmember Robson and Mayor Denner

NAYS: Councilmembers Relan, Read, Hodges, and Fluitt.

Mayor Denner stated that he would continue to accept applications to fill the seat for the Planning Commission for consideration at the October council meeting.

Mayor Denner stated that he is recommending the appointment of Michael Vethacke to fill the seat on the Planning Commission currently filled by Mr. Gaskin. Mr. Vethacke is a resident of Devonshire and has an MBA and an engineering degree. He also has volunteered his time to the community through his...
work with the Cub Scouts and fundraising for Defer. Professionally, he is in the financial area and brings analytical skills that will be valuable to the Commission.

Motion by Mayor Denner, supported by Councilmember Read, to appoint Michael Vethacke to fill the seat on the Planning Commission currently held by Mr. Gaskin.

Councilmember Robson inquired on if the two most recent appointments to Planning Commission had strong planning backgrounds.

Mayor Denner stated that they had related backgrounds including real estate development and site review. In 2015, Mayor Theokas appointed Malik Goodwin to the planning commission. Commission Goodwin is not a certified planner but does have planning experience and has a consulting practice that includes urban planning.

AYES: Councilmembers Relan, Read, Hodges, and Robson, and Mayor Denner

NAYS: Councilmember Fluitt

NEW BUSINESS:

COUNCILMEMBER RESIGNATION AND COUNCIL VACANCY DISCUSSION

Mayor Denner stated that the City Clerk is in receipt of a letter dated September 4th from Councilmember Grano indicating that he was resigning from Council. Per the charter, the first step in the process is for Council to accept the resignation of Councilmember Grano. Once the resignation is accepted, Council has sixty days to appoint an individual to fill the vacancy. This is appointment is unlike an appointment to the City boards and commissions. Any member of council can nominate someone to fill the vacancy and a person can be confirmed for appointment by a majority vote of council, which would be four votes.

Motion by Mayor Denner, supported by Councilmember Read, to accept the resignation of Mr. Dan Grano from the City Council.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

Mayor Denner thanked Mr. Grano for his almost fifteen years of service to the City and stated that he would like to recognize Mr. Grano’s contributions at a later meeting.

Mayor Denner asked City Manager Sizeland to provide further details regarding the process.

City Manager Sizeland stated that a council vacancy needs to be filled by an appointment of the majority of City Council to serve out the remainder of the vacant term within 60 days of Council accepting the vacancy. This is found in City Charter section 5.4(c). Councilmember Grano terms expires September 28th with the acceptance of his resignation by City Council. In order to avoid having a special election called, City Council must appoint an individual to finish out the term expiring in November, 2021 by November 27th. If City Council fails to appoint someone by this deadline, the City Clerk will call for a
special election. Due to County requirements, the special election could not be held until May, 2021. A special election could cost the City approximately $10,000 - $12,000 to administer.

The Administration is proposing an announcement of the vacancy on September 29th with the Council applications due by 4:00 PM on Wednesday, October 28th. Questions would be prepared by Administration and an interview with each candidate would be held by Council at a special meeting open to the public. Each candidate would receive the same questions in random order. Depending on the State of Michigan guidelines, this meeting could be held in-person or via Zoom. City Manager Sizeland recommended scheduling the meeting for the week of November 9th.

Councilmember Read stated that in-person interviews would be preferred and that Administration should consider talking to the schools about utilizing one of their auditoriums and live streaming the interviews for the public to participate.

Mayor Denner asked City Attorney Howlett to investigate if the City Council could legally hold a meeting outside of the City limits because the largest spaces available through the School District are at schools not located in Grosse Pointe Park.

Councilmember Fluitt stated that the proposed application process appeared to be too long and she would prefer to see an expedited process.

City Manager Sizeland stated through his research that having the council seat posted for 30 days for applications was the best practice throughout the State.

City Attorney Howlett reminded the Council to not discuss candidates amongst themselves because it could trigger OMA. City Attorney Howlett also stated that he would research what the new threshold for triggering the OMA is with six members instead of seven.

Motion by Councilmember Read, supported by Councilmember Robson, to direct City Administration to commence the process to fill the City Council vacancy by posting the vacancy tomorrow, September 29th with a deadline for applications of October 28th and that City Administration explore within the community, the League of Women Voters and the Grosse Pointe Public Schools, the opportunities for running a candidate forum both in terms of format and in terms of available forums.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

NEW BUSINESS: COUNCIL COMMENT

Mayor Denner stated that in addition to reconsidering the appointments that did not pass, the three seats for the new Ethics Board will also be up for consideration at the October meeting. At the December meeting, two terms expiring for the Board of Review and three terms expiring for the Parks and Recreation Commission will be considered. The TIFA Board will also have five terms expiring and those appointments will also be considered at the December meeting. City Administration will announce the deadline for when applications need to be received by.

City Attorney Howlett stated that even if the TIFA Board Appointments were made at an earlier meeting, they could not go into effect until January 1st per the new TIFA by-laws in place.
Councilmember Fluitt asked for an update on the lead service line appointment programs.

City Manager Sizeland stated that the Public Works Department has split the City into five zones. An employee will enter the home and verify the water material line, staff is currently averaging 30-40 homes a day. Per the new guidelines, the City does have to confirm what material your water service line is. Residents may also take a picture of their water service line and email it to the Public Works Department for material verification as well. The Public Works Supervisor anticipates having all line material identified throughout the City by the end of November.

Councilmember Relan inquired on if the City had a budget for the cost of the demolition of the Verduncks building.

City Manager Sizeland stated that the City is currently soliciting bids and is waiting for those estimates to be received; a total has not been established.

Councilmember Relan stated that he would like to have an agenda item regarding the barriers dividing Detroit and Grosse Pointe Park as a discussion only topic.

Councilmember Read inquired as to when the seats on the City Commissions and Committees held previously by Mr. Grano would be addressed.

Mayor Denner stated that he wanted to wait to address those until the new councilmember takes office.

PUBLIC COMMENT (NON-AGENDA ITEMS)

City Manager Sizeland read two written comments submitted by residents.

One resident made verbal comments.

Motion by Mayor Denner, supported by Councilmember Read, to adjourn.

AYES: Councilmembers Relan, Read, Hodges, Robson, and Fluitt, and Mayor Denner

NAYS: None

With no further business, the meeting adjourned at 10:30pm.
### September 2020

*Invoices over $5,000 for Review & Acceptance*

<table>
<thead>
<tr>
<th>Date</th>
<th>Vendor</th>
<th>Description</th>
<th>Current Payment</th>
<th>Fiscal year to Date or Project to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/02/20</td>
<td>Bodman</td>
<td>Pros. Atty. &amp; retainer fee</td>
<td>$10,000</td>
<td>20,000</td>
</tr>
<tr>
<td>09/02/20</td>
<td>Build Safe Land</td>
<td>Building Inspector- August</td>
<td>9009</td>
<td>18,018</td>
</tr>
<tr>
<td>09/02/20</td>
<td>Great Lakes Water</td>
<td>Water usage-July</td>
<td>161,149</td>
<td>161,149</td>
</tr>
<tr>
<td>09/02/20</td>
<td>Green for Life</td>
<td>Recycle for September</td>
<td>18,756</td>
<td>56,268</td>
</tr>
<tr>
<td>09/02/20</td>
<td>Green for Life</td>
<td>Rubbish for September</td>
<td>36,848</td>
<td>110,544</td>
</tr>
<tr>
<td>09/02/20</td>
<td>GP Clinton Refuse</td>
<td>Refuse disposal- July &amp; Aug</td>
<td>33,915</td>
<td>33,915</td>
</tr>
<tr>
<td>09/04/20</td>
<td>Asphalt Control Corp.</td>
<td>Water main break repairs</td>
<td>30,083</td>
<td>30,083</td>
</tr>
<tr>
<td>09/04/20</td>
<td>City of Grosse Pointe</td>
<td>Glock/Rifle kits</td>
<td>10,188</td>
<td>10,188</td>
</tr>
<tr>
<td>09/04/20</td>
<td>Great Lakes Water</td>
<td>Waste water- August</td>
<td>151,000</td>
<td>302,000</td>
</tr>
<tr>
<td>09/15/20</td>
<td>Ford Motor Company</td>
<td>(2) 2018 Police Interceptor</td>
<td>20,234</td>
<td>20,234</td>
</tr>
<tr>
<td>09/18/20</td>
<td>CDW Government</td>
<td>Modem upgrade for scout cars</td>
<td>8,960</td>
<td>8,960</td>
</tr>
<tr>
<td>09/18/20</td>
<td>Michigan CAT</td>
<td>CAT 926m loader</td>
<td>159,842</td>
<td>159,842</td>
</tr>
<tr>
<td>09/29/20</td>
<td>Kustom Truck &amp; Trailer</td>
<td>Engine for rubbish truck</td>
<td>15,000</td>
<td>15,000</td>
</tr>
</tbody>
</table>
**Council Meeting**  
*Date* October 26, 2020

<table>
<thead>
<tr>
<th>TITLE: Addendum to the existing Municipal Employees Retirement System Plan Document</th>
<th>DATE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>October 19, 2020</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUMMARY:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Employees Retirement System is requesting an addendum to the existing plan document for clarification on the benefits for all full time Grosse Pointe Park employees</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FINANCIAL IMPACT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>RECOMMENDATION:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adoption of Addendum</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PREPARED BY:</th>
<th>TITLE: Finance Director/Clerk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane M. Blahut</td>
<td></td>
</tr>
</tbody>
</table>


CITY OF GROSSE POINTE PARK
RESOLUTION ADOPTING
ADDENDUM TO THE EXISTING
MERS DOCUMENT

WHEREAS, the City of Grosse Pointe Park is a member community of the Municipal Employees Retirement System (MERS);

WHEREAS, through contract negotiations with the bargaining units, MERS benefits were reduced for anyone hired after March 1, 2014;

WHEREAS, all active employees benefit multiplier was reduced for all employees;

WHEREAS, MERS requires Council approval clarifying the addendum to the amended plan document;

NOW, THEREFORE BE IT RESOLVED, Mayor Denner and Councilmembers of the City of Grosse Pointe Park approve of the addendum clarifying the amended MERS document.

Jane M. Blahut, Clerk
<table>
<thead>
<tr>
<th><strong>TITLE:</strong> Council Vacancy Update</th>
<th><strong>DATE:</strong> 10/21/20</th>
</tr>
</thead>
</table>

**SUMMARY:** Councilmember Granos term expired on September 28th with the acceptance of his resignation by Council. Sixty days from that point would be November 27th. To avoid a special election of the remaining term which expires in November 2021, the City Council will have to decide on a new member before November 27th. A special election would not be permitted until May of 2021 according to the Wayne County Clerk.

As of Thursday, October 22, there are six applications for the council vacancy.

The administration proposes a Special Meeting of Council to interview the candidates on November 5, 9, 10 or 12 which would be held via Zoom. With the number of candidates at this time I recommend an earlier meeting time of the council. COVID numbers are trending up and continuing to rise, I would advise a face to face meeting of the council and candidates should not be considered at this time.

**FINANCIAL IMPACT:** If a special election were to happen the cost to the City would be approximately $10-12,000

**RECOMMENDATION:** Set date and time for Special Council Meeting

**PREPARED BY:** Nick Sizeland | **TITLE:** City Manager
ZONING BOARD OF APPEALS APPLICATION

Applicants Name: Richard Tepper Jr.
Applicants Address: 1200 Devonshire Rd., Grosse Pointe Park
Home Telephone: Business Telephone: 

State specific variance requested: Seeking 3 variances: one from North property line, one from West property line, one from front setback. Specifically, state any hardship that may be incurred through compliance of existing zoning regulations: I wish to build a first floor living space to care for my aging parents.

Attach drawing if such variance request relates to construction or placement of any structure. Such drawing must encompass the following:

A. Depict existing lot and buildings and that of immediate adjoining lots.
B. Denote yard setback distances.
C. Percentage of lot occupancy existing.
D. Percentage of lot occupancy proposed.
E. Area dimensions and height of proposed addition/construction.
F. Use of existing building.
G. Vehicle parking area(s).

Submit non-refundable appropriate fee as follows for variance request regarding:

- Building construction: $300.00
- Building or property use: $300.00
- Sign placement: $300.00
- Fence restrictions: $300.00
- Fence restrictions without neighbor's permission: $300.00
- Miscellaneous: $300.00

Please note application will not be forwarded or hearing scheduled until appropriate fees have been paid along with complete set of drawings.

Failure to comply with zoning regulations or obtain necessary approval as required will result in fines and penalties of up to $500.00 in accordance with the provisions of the Grosse Pointe Park City code.

Signature: [Signature]
Date: 9.24.20
Good Morning.

My name is Mike Kiehl and I reside at 1216 Devonshire. My wife and I met with our neighbors, Richard and Donna Tepper, on August 11th to review the initial site plans for the addition at 1200 Devonshire. Our principal concern with the addition was potential drainage and flooding issues due to water redirection toward our home and yard. We discussed this concern with Richard and Donna Tepper. Both agreed that downspouts and related water drainage from the addition would be directed South/Southeast toward Kercheval.

My wife and I are accepting of the initial site plans and request for variance conditional on downspouts and related water drainage from the addition being directed South/Southeast toward Kercheval.

Regards,

Mike Kiehl
Account Manager – Metro Detroit

Sentry

Sentry Insurance
1800 North Point Drive
Stevens Point, Wisconsin 54481
www.sentry.com

Please note, coverage cannot be bound, terminated, or altered via email or voicemail message.

Looking for a smart and secure way to manage your Sentry business insurance?
We offer you an easy-to-use and secure system that allows you to monitor and pay invoices, request changes, and track claims, all in one place. Learn more. If you already have an online account, log in to sentry.com. If you’d like access, contact me directly or request access online.

This e-mail is confidential. If you are not the intended recipient, you must not disclose or use the information contained in it. If you have received this e-mail in error, please tell us immediately by return e-mail and delete the document. No recipient may use the information in this e-mail in violation of any civil or criminal statute. We disclaim all liability for any unauthorized uses of this e-mail or its contents, and accept no liability or responsibility for any damage caused by any virus transmitted with this e-mail.
To: Zoning Board of Appeals  Re: 1200 Devonshire variance hearing  
From: MaryAnn Nelson, resident of 1230 Buckingham 

Dear Board Members and fellow residents,

I am strongly opposed to a building variance that would allow a 2120 sq.ft. structure to be built at 1200 Devonshire for the following reasons.

1. I have viewed the building plan that has been made available at City Hall and have found that this structure is not exactly just an "addition" to the home as it has been described in the notice. It is actually more of a second residence that happens to be connected to the existing home by a garage wall that does not even provide an entrance to the new structure. It is a completely separate living residence with its own separate kitchen, etc. Many, many single home residences are less than the 2120 sq. ft. that is, in this instance, being called an "addition." In effect, this will allow two houses to be built on the same lot.

2. City hall personnel says that this building is intended for relatives of the owner and may not be rented. But, in the future, this restriction could also be waived.

3. If one homeowner can get such a substantial building code variance, it opens the door and sets a precedent that could allow other homeowners to follow suit. I do not want our neighborhood to become one of super-sized homes that are overly large for the lot space.

MaryAnn Nelson
<table>
<thead>
<tr>
<th>TITLE: Zoning Board of Appeals Consideration 1200 Devonshire</th>
<th>DATE: 10/21/2020</th>
</tr>
</thead>
</table>

**SUMMARY:** 2100 sq. ft. addition that does not meet rear & side yard set-backs; Two homes on a single residential lot. Three residents came in to city hall to view the plans and the City received two letters.

The resident at 1200 Devonshire wishes to erect a 2100 sq. ft. residential building for his elder parents. The homeowner wishes to add two additions to the existing 3005 sq. ft. home. The first addition will include two new garage stalls (for a total of five) with an ensuite bathroom above. The second addition will be a three-story addition behind the garages with an elevator. The addition will include a full basement, mudroom, laundry room, powder room, master suite, home office, open kitchen with living space and natural fireplace. On the upper level a bedroom, ensuite bathroom, laundry chute to downstairs and a transition room to existing room above the garage. The new residential addition will not meet the City of Grosse Pointe Park Zoning requirements Article X Schedule of Regulations RA which requires a rear yard setback of 30 feet and a side-yard setback of 10’ 8”. The new addition will only have a rear yard setback of 19 feet and side yard setback of 3 feet and 7’ 6 5/8” respectively and it will be creating two residential homes on a single-family residential lot. Therefore, I recommend to deny this variance request.

**FINANCIAL IMPACT:** NONE

**RECOMMENDATION:** DENY

**PREPARED BY:** Ron Supal

**TITLE:** Building Official
unusual circumstances, the Planning Commission finds that no good purpose would be served. The land between said setback and street right-of-way line shall be kept free from refuse and debris and shall be planted with shrubs, trees or lawn and shall be maintained in a healthy, growing condition, neat and orderly in appearance.

Sec. 27-75. Parking Space Layouts Standards, Construction and Maintenance.

P-1 Vehicular Parking Districts shall be developed and maintained in accordance with the requirements of Article XI, General Provisions.

Secs. 27-76. -- 27-80. Reserved.

**ARTICLE X. SCHEDULE OF REULGATIONS**

Sec. 27-81. Schedule limiting height, bulk, density, and area by zoning district.

<table>
<thead>
<tr>
<th>Zoning Districts</th>
<th>Minimum Zoning Lot Size Per Unit Area in Square Feet</th>
<th>Maximum Height of Structures (in feet)</th>
<th>Minimum Yard Setback (Per Lot in Feet)</th>
<th>Maximum Percentage of Lot Area Covered by Buildings</th>
<th>Minimum Ground Floor Area of Building in Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-A Residential</td>
<td>10,000 (c)</td>
<td>35 (n, o)</td>
<td>25 (d)</td>
<td>5 (h, p)</td>
<td>30 (f, g, k)</td>
</tr>
<tr>
<td>R-B Residential</td>
<td>7,200 (c)</td>
<td>35 (n, o)</td>
<td>20 (d)</td>
<td>4 (h, p)</td>
<td>25 (f, g, k)</td>
</tr>
<tr>
<td>R-C Residential</td>
<td>5,000 (a, c)</td>
<td>35 (n, o)</td>
<td>15 (e)</td>
<td>3 (h, p)</td>
<td>25 (f, g, k)</td>
</tr>
<tr>
<td>R-D Residential</td>
<td>3,000 (b, c, m)</td>
<td>35 (n, o, q)</td>
<td>15 (e)</td>
<td>3 (h, p)</td>
<td>15 (f, g, j, k)</td>
</tr>
<tr>
<td>OS-1 Office Service</td>
<td>(m)</td>
<td>30 (q)</td>
<td>(1)</td>
<td>(i, 1)</td>
<td>20 (j)</td>
</tr>
</tbody>
</table>
RICHARD.TEPPER@GM.COM

LOCATION: 1200 DEVONSHIRE ROAD
LEGAL DESCRIPTION: LOT 25 OF THE GROSSE POINTE PARK CORPORATION’S PROJECT DESCRIPTION: THIS SINGLE-FAMILY HOUSE WAS BUILT IN 1926. IT IS 3,005 SQUARE FEET PER PUBLIC RECORDS.

THE CLIENT WISHES TO ADD TWO ADDITIONS TO THE EXISTING STALLS (FOR A TOTAL OF FIVE) WITH AN ENSUITE ABOVE. THE SECOND ADDITION WILL BE A THREE-STORY ADDITION BEHIND THE GARAGES WITH A THREE-FLOOR LIFT/ELEVATOR. THE ADDITION WILL INCLUDE A FULL BASEMENT PROGRAMMED WITH A MUDROOM AND LAUNDRY ROOM, POWDER ROOM, MASTER SUITE, HOME OFFICE, OPEN KITCHEN WITH LIVING TRANSITION ROOM TO THE EXISTING ROOM ABOVE THE GARAGE. IT IS IMPORTANT TO THE CLIENT THAT THE DESIGN MIMICS THE EXISTING CONSTRUCTION WITH RESPECT TO STYLE AND MATERIALS.

SCOPE OF WORK TO BE DONE BY ARCHITECT:

PRE-DESIGN: THE ARCHITECT SHALL FIELD MEASURE, PHOTO SURVEY, AND GENERALLY INSPECT THE PROJECT SITE. THE HOUSE WILL BE ModeLED IN 3D/BIM CAD. CODE AND ORDINANCE RESEARCH WILL BE CONDUCTED AND A SUMMARY REPORT WILL BE PROVIDED TO THE CLIENT FOR REVIEW.

EXTERIOR WORK: THE BUILDING SHELL SHALL BE ASSESSED AND DESIGN DOCUMENTS PROVIDED FOR REPAIRS AND RESTORATION OF EXISTING FACADES AND THE ROOF.

INTERIOR WORK: DEPICTION OF NEW PARTITION AND FRAMING AREAS, SPATIAL AND FUNCTIONAL LAYOUTS, AND INSPIRATIONAL INTENTS IMAGES.

ZONING REQUIREMENTS

ZONING CLASSIFICATION: RA: ONE FAMILY RESIDENTIAL DISTRICT
USE CLASSIFICATION: ONE FAMILY DETACHED DWELLING / BY RIGHT (SEC. 27-22)

REQUIRED SETBACKS: (SEC. 27-81)

North Side: 5 FEET OR A TOTAL OF ONE FOOT FOR EACH OF THE SIDEWALLS OF A BUILDING EXCEEDING FIFTY (50) FEET IN DEPTH, THE WIDTH OF THE SIDE YARD OPPOSITE THE PORTION IN EXCESS SHALL BE NOT LESS THAN AVERAGE 3' - 0"

South Side: 30 FEET OR NOT LESS THAN THE AVERAGE SETBACK ON THE BLOCK, BUT NOT MORE THAN 50 FEET MAXIMUM; EXISTING 38' - 2" NON-CONFORMING

East Side: 2' - 5" CONFORMING - 6" NON-CONFORMING

West Side: 6' - 4" CONFORMING - 10" NON-CONFORMING

MAXIMUM HEIGHT: 35 FEET TO MIDPOINT OF ROOF (SEC. 27-81)

LOT COVERAGE: 35% (SEC. 27-81)

LOT SIZE:
MINIMUM LOT SIZE: 13,000 SF (SEC. 27-81)
MINIMUM SIDEYARD REQUIREMENTS: 10' MINIMUM SIDEYARD (SEC. 27-81)
MINIMUM FRONTAGE REQUIREMENTS: 30' (SEC. 27-81)
MINIMUM PROPERTY LINE REQUIREMENTS: 20' (SEC. 27-81)

TOTAL LOT AREA: 27,300 SF
ACTUAL PERCENTAGE: 27.3%
October 9, 2020

PROPERTY OWNERS PLEASE TAKE NOTICE:

Richard Tepper Jr. of 1200 Devonshire has requested a hearing for a variance from Sec. 27-81 Schedule limiting height, bulk, density and area by zoning district. The applicant wishes to erect a 2120 sq. foot addition which will not meet the required rear and side yard setbacks per Article X, Schedule of Regulation Section 27-81- See Chart View: R-A Residential requirements. Approval of this proposal would require that the Board of Zoning Appeals grant a variance.

This request will be heard by the City Council, acting as the Board of Zoning Appeals, at the scheduled meeting of the Council on Monday October 26, 2020 at 7:00pm.

A site plan is available for examination within the Public Service Department, located in the lower level of City Hall.

This notice is being sent to all persons owning real property in the City of Grosse Pointe Park within 300 feet of the above premises. Due to ongoing COVID-19 safety precautions all such persons and any others interested in the matter are invited to join the virtual meeting electronically via the ZOOM app on your mobile/tablet/computer devices. Written comments need to be sent to building@grossepointe park.org by 12pm Wednesday, October 21.

Zoom meeting information
- Go to zoom.us
- Meeting ID: 817 6051 6103
- Password: 514461
- Dial in Number: 1 312 626 6799 US

When the Zoning Board of Appeals Hearing starts, residents wishing to comment will need to utilize the raise hand function to be added to the queue. The raise hand function can be found under the participants button along the bottom of the screen or by pressing *9 on your phone. Residents will be called on in order by either screen name or the last four digits of the phone number. If you have any questions regarding the Zoom instructions, please call 313-822-1183 or email smithl@grosepointe park.org.

Very Truly Yours,

Ron Supal
Building Official
<table>
<thead>
<tr>
<th>TITLE: Recreation Commission By Laws</th>
<th>DATE: 10/22/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUMMARY: The Council has before its review a set of bylaws that will assist the Recreation Commission with rules and principles that define its governing structure including voting members, terms, meetings, committees, etc.</td>
<td></td>
</tr>
<tr>
<td>FINANCIAL IMPACT: None</td>
<td></td>
</tr>
<tr>
<td>RECOMMENDATION: Approve Recreation Commission By Laws</td>
<td></td>
</tr>
<tr>
<td>PREPARED BY: Nick Sizeland</td>
<td>TITLE: City Manager</td>
</tr>
<tr>
<td>TITLE: Appointments</td>
<td>DATE: 10/22/2020</td>
</tr>
<tr>
<td>---------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>SUMMARY: The following are appointments to be considered by the City Council</td>
<td></td>
</tr>
<tr>
<td>Jimmy Saros to Planning Commission- 3 Year Term</td>
<td></td>
</tr>
<tr>
<td>Lena Carlile to Downtown Development Authority- 4 Year Term</td>
<td></td>
</tr>
<tr>
<td>Lawrence Mann to Ethics Board- 3 Year Term</td>
<td></td>
</tr>
<tr>
<td>David Breen to Ethics Board- 2 Year</td>
<td></td>
</tr>
<tr>
<td>Rick Pacynski to Ethics Board- 1 Year Term</td>
<td></td>
</tr>
<tr>
<td>FINANCIAL IMPACT: Not Applicable</td>
<td></td>
</tr>
<tr>
<td>RECOMMENDATION: City Council consider Approval or Denial of Mayor Appointments</td>
<td></td>
</tr>
<tr>
<td>PREPARED BY: Nick Sizeland</td>
<td>TITLE: City Manager</td>
</tr>
</tbody>
</table>
RECREATION COMMISSION OF THE CITY OF GROSSE POINTE PARK

RESTATED BYLAWS

Adopted, effective immediately, ___, 2020

I. Name and Purpose

A. The Commission’s full name shall be the “City of Grosse Pointe Park Recreation Commission”, hereafter known as the “Recreation Commission.”

B. The Recreation Commission is defined and authorized by Ordinance No. 213 of the City of Grosse Pointe Park, Wayne County, Michigan.

II. Membership

A. Members.

1. Voting Members of the Recreation Commission shall be appointed by the Mayor subject to the approval of the City Council.

2. The Recreation Commission shall consist of twelve total members with eleven (11) voting members.

3. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Council member shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.

4. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City.

5. One (1) member shall be an ex-officio member of the City Administration selected by the Mayor. The ex-officio member of the City Administration is a nonvoting member.

6. Resident members shall serve for three (3) year terms, with terms ending on the three-year anniversary of appointment.

7. No member of the Recreation Commission, other than City Council Members or ex-officio members, shall hold any other office or position with the City. Members of the Recreation Commission shall be qualified electors of the City.

III. Meetings
A. Attendance. If any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the City Council to remove a member from the Recreation Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Recreation Commission secretary, or acting secretary in the absence of the elected secretary, shall keep attendance records and shall notify the council whenever any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, so the Council can consider further action allowed under law or excuse the absences.

B. If a member of the Recreation Commission is appointed to another office, which is an incompatible office with his or her membership on the Recreation Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Recreation Commission. If a member of another office is appointed to the Recreation Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Recreation Commission, that shall result in an automatic resignation from the other office.

C. Rules for Meetings.

1. All meetings of the Recreation Commission shall be held in accordance with the Rules for Holding Meetings adopted by the City Council for the DDA and TIFA, as amended from time to time.

D. Regular meetings.

1. Regular meetings of the Recreation Commission will be held four (4) times a year.


E. Special Meetings.

1. Special meetings of the Recreation Commission may be called by the Chairperson, or at the request of the City Manager.

2. Notices of special meetings shall be given to members of the Recreation Commission at least forty-eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting (the Secretary may delegate this function to staff). In addition, notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L.A. §15.261 et seq.).

F. Quorum. More than half the total number of seats for members of the Recreation Commission, regardless if vacancies exist or not, shall constitute a quorum for the
transaction of business and the taking of official action for all matters before the Recreation Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.

G. Recreation Commission Action. Action by the Recreation Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.

H. Ex Parte contact.

1. Members shall avoid ex parte contact about matters where an administrative decision is before the Recreation Commission.

2. Despite one’s best efforts it is sometimes not possible to avoid ex parte contact. When that happens, the Member should take detailed notes on what was said and report to the Recreation Commission at a public meeting or hearing what was said, so that every member and other interested parties are made aware of what was said.

IV. Officers

A. Selection. At the regularly scheduled meeting of each year, the Recreation Commission shall select from its membership a Chair, Vice-Chair, and Secretary. All offices are eligible for reelection. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Recreation Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Recreation Commission shall appoint a successor for the unexpired term. The Recreation Commission or Secretary may also designate another person who is not a member of the Recreation Commission to be the recording secretary.

B. Tenure. The Chair, Vice-Chair and Secretary shall take office immediately following their selection and shall hold office for a term of one year or until their successors are selected and assume office.

C. Chair’s Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall have all duties and powers as provided under the Act.

D. Vice-Chair’s Duties. The Vice-Chair shall act in the capacity of Chair, with all the powers and duties found herein of these Rules, in the Chair’s absence.

E. Secretary’s Duties. The Secretary shall have all duties as provided under the Act.

1. Execute documents in the name of the Commission;

2. Be responsible for the minutes of each meeting, pursuant to these Bylaws if there is not a recording secretary.
3. Review the draft of the minutes, sign them, and submit them for approval to the Recreation Commission and shall have them spread in suitable volumes. Copies of minutes shall be distributed to each member of the Recreation Commission prior to the next meeting of the Recreation Commission (the Secretary may delegate this duty to Recreation Commission staff);

4. Receive all communications, petitions, and reports to be addressed by the Recreation Commission, delivered or mailed to the Secretary in care of the Parks & Recreation Department Office.

V. Record

A. Minutes and Records. The Recreation Commission Secretary (or his or her designee) shall keep, or cause to be kept, a record of Recreation Commission meetings, in accordance with the requirements of the Michigan Open Meetings Act.

VI. Committees

A. Ad Hoc/Advisory Committees. The Recreation Commission or Chair may establish and appoint ad hoc/advisory committees for special purposes or issues, as deemed necessary, to provide recommendations to the full Recreation Commission. Ad hoc/advisory committees are only allowed to make recommendations to the Recreation Commission.

B. Citizen Committees. The Recreation Commission or Chair may establish citizen committees with the consent of the Recreation Commission. Membership can be any number, so long as less than a quorum of the Recreation Commission serve on a citizen committee at any given time. The purpose of the citizen committee is to have more citizen and municipal government involvement, to be able to use individuals who are knowledgeable or expert in the particular issue before the Recreation Commission and to better represent various interest groups in the City.

VII. Powers

A. The Recreation Commission shall have all powers provided under the Act, the City’s Charter and the City’s Code of Ordinances.
First Name: Jimmy
Last Name: Saros
Address:
City/State/Zip:
Home Phone: ___ Cell Phone: ___
Email:

AREAS OF INTEREST

Please check the Boards/Commission you are interested in serving on:

☐ Downtown Development Authority
☐ Tax Increment Finance Authority
☐ Beautification Commission
☐ Parks and Recreation Commission
☒ Planning Commission
☐ Board of Review
☐ Ethics Review Board
☐ Other: __________________________________________
☐ Other: __________________________________________

If you are applying due to a current vacancy, how did you hear about the vacancy?

☐ City Website
☐ Social Media
☒ Other: Appointed by Mayor Bob Denner

Have you attended meeting(s) of the board and/or commission you are applying to sit on?

☒ Yes
☐ No
City of Grosse Pointe Park Board and Commission Application

Why do you want to serve on this board and/or commission? (Please attach an additional page if more space is needed)

See Attached Additional Pages

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:

See attached Additional Pages
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
- Grosse Pointe South High School Graduate 2008
- Brown University | Liberal Arts Degree in Commerce, Organizations, and Economics.
- Michigan Institute of Real Estate- State of Michigan Broker Requirement Course

Occupation (if retired, list former occupation)
- Jim Saros Real Estate Services- Vice President- Locally owned and operated real estate brokerage
- D Land Group Property & Investment Management- Part owner- Business Development
- Real Estate Investor- Various Entities

Current and/or Former Volunteer Experience (including previous civic involvement)
- Grosse Pointe South Football Grid Iron Club 2019- Current
- Karmanos Cancer Institute Partners Committee 2016- Current
- City of Detroit City Council Intern- 2009
- Wayne County Executive Department Intern- 2011
- Be The Match Bone Marrow Drive- 2010-2012
- Bench Press for Cancer Fundraiser- 2008-2012

CITY CHARTER REQUIREMENTS

Registered to vote in the City of Grosse Pointe Park?
- ☒ Yes
- ☐ No

How long have you been a resident of Grosse Pointe Park (enter month and year when you moved to the City)
- 1989-2008, 2016- Current
Are you related and/or married to any current elected officials or City staff?

☐ Yes
☒ No

If you answered yes, name the person and/or people you are related to and the relationship(s):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

The following questions are only applicable if you are applying to serve on the Downtown Development Authority or Tax Increment Finance Authority Boards:

Do you own property within the TIFA and/or DDA?

☐ Yes
☐ No

If yes, please provide the property address(es):

_________________________________________________________________

_________________________________________________________________

Do you own a business or work at a business within the TFIA and/or DDA?

If yes, please provide business name and address:

_________________________________________________________________

_________________________________________________________________

Are you a resident within the TIFA or DDA?

☐ Yes
☐ No
APPLICATION CERTIFICATION

Please note: Applications are kept on file for a period of 2 years. If you are not appointed within that period, you must reapply. Resumes and cover letters can be attached to this application but are not required for consideration. Signed and completed applications can be returned via email to clerk@grossepointepark.org or by US mail to: City of Grosse Pointe Park ATTN: City Clerk 15115 East. Jefferson Avenue Grosse Pointe Park, MI 48230

By submitting this application, I certify the foregoing statements and answers are true and complete. I agree in advance that any misrepresentation or falsification of any of the above information shall be cause for rejection of this application or depending upon when the falsification is discovered. I consent for the City of Grosse Pointe Park to verify the information provided.

Signature of Applicant

10/13/2020

Date
City of Grosse Pointe Park Board and Commission Application

Jimmy Saros

Why do you want to serve on this board and/or commission?

First and foremost, I am a multi-generation Park resident with deep roots both personally and professionally in this community. I was born and raised in The Park and moved back home from New York City in 2016 to start my family because I believe there is no better place than Grosse Pointe Park to do so. My wife and I welcomed our first child into the world 6 months ago. More than ever, I am passionate about ensuring The Park remains the most attractive community in Metro Detroit so that my family and my son's family one day can continue to thrive here.

Being a small business owner of a company that has been serving Metro Detroit since 1937 from our offices on Mack and Cadieux, I also offer a unique perspective of our local small business community that is important to maintain and should be represented. It is my belief that this community can be a viable place for any business to prosper and I have a vested interest in helping others find success here like we have.

As a candidate for the Planning Commission Board, I feel that my real estate expertise and local development experience will be of great value to the upcoming endeavors this board is embarking upon. My business is focused on this community and day in and day out my team is meeting with local residents which affords me insight into what our neighbors are seeking from the community in which they choose to live. I am also the owner of a local property management company that manages over 100 units in Grosse Pointe Park alone. Our team works daily with the City of Grosse Pointe Park, property owners, and tenants to ensure property compliance and a good service is delivered to owners and tenants.

With the soon to be vacant Planning Commission seat, there will be no real estate professionals serving on this board. Having a committee member that will understand the potential impacts a new master plan will have on both real estate values and rental rates is critical for the long term success of the plan. My extensive knowledge in commercial real estate, real estate investments, residential real estate, property management, and development offers the planning commission a knowledge-base and skillset that will not otherwise be represented.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:

I am well versed in commercial real estate valuation, residential real estate valuation, real estate investments, financing, sales, leasing, market trends, repositioning of properties, property management, ground-up development, zoning, zoning variances, and zoning amendments.
I have extensive knowledge in commercial real estate, specifically on mix use properties, multifamily properties, and ground up development sites, having transacted on over $300M in commercial real estate sales. I led the planning and development of my company’s new construction 12,000’ square foot office building at 17108 Mack Avenue where I successfully amended the zoning for Mack Avenue to accommodate a tenant in the property, and obtained several zoning variances. This zoning amendment precedent we worked hard to set has resulted in several other businesses opening on Mack Avenue, providing some much needed momentum to the corridor. Additionally, we developed 15222 Charlevoix in The Park which is now the home of Howlers & Growlers, a new neighborhood staple, and most recently we brought ATD Med Spa to Kercheval which has been a great addition to the corridor. Finally, we have repositioned and gut renovated over 40 rental apartment units in The Park over the last few years and own a property management company with over 100 units under management in The Park alone. My team and I are very active in our local market and have a strong pulse for and boots on the ground knowledge of future trends.
City of Grosse Pointe Park Board and Commission Application

First Name: Allene
Last Name: Carlisle
Address: ________________________________
City/State/Zip: ____________________________
Home Phone: ____________________________ Cell Phone: ____________________________
Email: ________________________________

AREAS OF INTEREST

Please check the Boards/Commission you are interested in serving on:

- [ ] Downtown Development Authority
- [ ] Tax Increment Finance Authority
- [ ] Beautification Commission
- [ ] Parks and Recreation Commission
- [ ] Planning Commission
- [ ] Board of Review
- [ ] Ethics Review Board
- [ ] Other: ________________________________
- [ ] Other: ________________________________

If you are applying due to a current vacancy, how did you hear about the vacancy?

- [ ] City Website
- [ ] Social Media
- [ ] Other: ________________________________

Have you attended meeting(s) of the board and/or commission you are applying to sit on?

- [X] Yes
- [ ] No
City of Grosse Pointe Park Board and Commission Application

Why do you want to serve on this board and/or commission? (Please attach an additional page if more space is needed)

I wish to continue my term on the DDA as a resident of the District. I have seen the continued redevelopment of the District since I moved to the Park in 1993 and wish to continue providing my insight as a resident of the DDA.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:

My area of expertise is in the financial industry and specifically in analyzing retirement assets.
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History

Bachelor of Arts Education

Master of Education

Master of Finance

Occupation (if retired, list former occupation)

Financial Advisor

Current and/or Former Volunteer Experience (including previous civic involvement)

Junior League of Detroit

Grosse Pointe Memorial Church

CITY CHARTER REQUIREMENTS

Registered to vote in the City of Grosse Pointe Park?

☒ Yes

☐ No

How long have you been a resident of Grosse Pointe Park (enter month and year when you moved to the City)

January 1997
Are you related and/or married to any current elected officials or City staff?

☐ Yes
☒ No

If you answered yes, name the person and/or people you are related to and the relationship(s):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

The following questions are only applicable if you are applying to serve on the Downtown Development Authority or Tax Increment Finance Authority Boards:

Do you own property within the TIFA and/or DDA?

☒ Yes
☐ No

If yes, please provide the property address(es):

90 Pointe Park Place
Grosse Pointe Park 48230

Do you own a business or work at a business within the TIFA and/or DDA?

If yes, please provide business name and address:

________________________________________________________________________

Are you a resident within the TIFA or DDA?

☒ Yes
☐ No
APPLICATION CERTIFICATION

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Signature of Applicant

Date 9/29/2020
City of Grosse Pointe Park Board and Commission Application

First Name  Lawrence
Last Name  Mann
Address 
City/State/Zip 
Home Phone  
Cell Phone  
Email 

AREAS OF INTEREST
Please check the boards/commission you are interested in serving on:

☐ Downtown Development Authority
☐ Tax Increment Finance Authority
☐ Beautification Commission
☐ Parks and Recreation Commission
☐ Planning Commission
☐ Board of Review
☒ Ethics Review Board
☐ Other:  
☐ Other:  

If you are applying due to a current vacancy, how did you hear about the vacancy?

☒ City Website
☐ Social Media
☐ Other:  Conversation w/ a Resident

Have you attended meeting(s) of the board and/or commission you are applying to sit on?

☐ Yes
☒ No
City of Grosse Pointe Park Board and Commission Application

Why do you want to serve on this board and/or commission? (Please attach an additional page if more space is needed)

I'm retired from active law practice and teaching. I wish to give back and assist in the development of my neighborhood and city.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:

Trained experience as lawyer and law professor. In my 40 years as a lawyer, I have had to contend with ethics related issues. I am an active outdoor enthusiast and see our parks as jewels.
ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History

Univ. of Mich. 1972
Wayne Law School – 1980
Detroit Central HS – 1964

Occupation (if retired, list former occupation)

Managing Partner, Buggage,
and Brockett, L.P. (retired 2014)
Assoc. Proff, Wayne State Law School

Current and/or Former Volunteer Experience (including previous civic involvement)

Donated voluminous hours
to law school over the
past several decades. Volunteered
time at Forgotten Harvest
Volunteers time at home marrow
registration 36th District Ct.

CITY CHARTER REQUIREMENTS

Registered to vote in the City of Grosse Pointe Park?

☐ Yes
☐ No

How long have you been a resident of Grosse Pointe Park (enter month and year when you moved to the City)

Since ~ 1991
City of Grosse Pointe Park Board and Commission Application

Are you related and/or married to any current elected officials or City staff?

☐ Yes
☒ No

If you answered yes, name the person and/or people you are related to and the relationship(s):

________________________________________

________________________________________

________________________________________

The following questions are only applicable if you are applying to serve on the Downtown Development Authority or Tax Increment Finance Authority Boards:

Do you own property within the TIFA and/or DDA?

☐ Yes     Own home

☐ No

If yes, please provide the property address(es):

________________________________________

884 Westchester

Do you own a business or work at a business within the TFIA and/or DDA?

☐ Yes

☒ No

If yes, please provide business name and address:

________________________________________

Are you a resident within the TIFA or DDA?

☐ Yes

☒ No
APPLICATION CERTIFICATION

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[Signature]

Signature of Applicant

[Date]
EDUCATION

LEGAL:  J.D., Wayne State University Law School - Detroit, Michigan
         May, 1980
         Class Rank 13-15
         Honors: Order of the Coif; Cum Laude; Gold Key;
         Corpus Juris Secundum; Harold M. August Scholarship;
         Declined invitations to Law Review and Moot Court

UNDERGRADUATE:

      B.A., University of Michigan - Ann Arbor, Michigan,
      1972
      Activities: President of the Black Student Union;
                  Vice-President of Alpha-Phi-Alpha Fraternity

WORK EXPERIENCE

       June 2016-                  Interim Director of Clinical Education
       June 2017                  Wayne State Law School
       June 2015 -                Associate Director of Professional Skills
       December 2017              Wayne State Law School
       January 2008 -             Managing Partner
       June 2014                  Bowman and Brooke LLP
       January 2004 -             Of Counsel
       January 2005               Bowman and Brooke LLP
Associate Professor
Wayne State Law School

May 1991 - October 1997
Partner
Bowman and Brooke LLP
Product liability matters including boats, cars, trucks, industrial machinery, motorcycles, and all-terrain vehicles.

May 1990 - June 1991
Associate Professor
Wayne State Law School

June 1984 - May 1991
Assistant Professor
Wayne State Law School

January 1988 - May 1990
Special Master
United States District Court, Eastern District of Michigan

June 1988 - November 1989
Special Counselor on Product Liability To Governor James J. Blanchard

September 1982 - June 1984
Associate Attorney
Dykema, Gossett, Spencer, Goodnow & Trigg
Specialized in product liability litigation

July 1980 - July 1982
Law Clerk to the Honorable Horace W. Gilmore
United States District Court, Eastern District of Michigan

PROFESSIONAL AFFILIATIONS AND ACTIVITIES

• Michigan Bar Association
• Society of Automotive Engineers
• American Bar Association
PUBLICATIONS

Mediation: An Answer to the Litigation Crisis, 5 Wayne Lawyer 3 (1986).


The Mediation of Civil Cases: One Answer to the So-Called Litigation Crisis, Univ. Det. Law R. (Jan. 1990)


Tort Reform - Minimizing Damages, (Michigan Institute of Continuing Legal Education, November 1997)

PRESENTATIONS


Denver University Law School, Faculty Presentation, May 1989.

Michigan Manufacturers Association 1988

Society of Automotive Engineers 1985 Annual Meeting

Ford Motor Company Litigation Staff 1985
Staff Seminar, Dykema, Gossett, Spencer, Goodnow & Trigg, 1985

Asian Law Society
1985

Professional Seminar
Utrecht, The Netherlands, December 1986

Michigan Bar Association Negligence Section Annual Meeting
September 1996

ICLE Presentation, Michigan Tort Reform – Minimizing Damages
November 1997

**NOTABLE TRIALS AND CASES**

*John Hill v. GM*  
Stabilizer bar and front suspension  
Detroit, Michigan

*Cox v. GM*  
Rollover/Roof crush  
Seattle, Washington

*Townsend v. GM*  
Brakes  
Gadsden, Alabama

*Jansa v. GM*  
Rear Seat Shoulder Belt  
Corpus Christi, Texas

*Emmerich v. Honda*  
Side Impact and Structure  
Medford, Wisconsin

*Patterson v. GM*  
Side Impact and Padding  
St. Louis, Missouri

*Van Dyken v. Ford*  
Park to Reverse  
Detroit, Michigan

*Copenhaver v. Honda*  
Passive Restraint/Door Design  
Lansing, Michigan
<table>
<thead>
<tr>
<th>Case</th>
<th>Incident Description</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clark v. GM</td>
<td>Passive Restraint and Shoulder Belt Separation</td>
<td>Detroit, Michigan</td>
</tr>
<tr>
<td>Viggiano v. Ford</td>
<td>Rollover/ejection death case</td>
<td>Charleston, South Carolina</td>
</tr>
<tr>
<td>Johnson v. Nissan</td>
<td>Rollover/ejection death case</td>
<td>Camden, Alabama</td>
</tr>
<tr>
<td>Valencia v. GM</td>
<td>Rollover/Roofcrush</td>
<td>Los Angeles, California</td>
</tr>
</tbody>
</table>
City of Grosse Pointe Park Board and Commission Application

First Name: DAVID
Last Name: BRENN
Address: 
City/State/Zip: 
Home Phone: Cell Phone: 
Email: 

AREAS OF INTEREST

Please check the Boards/Commission you are interested in serving on:

☐ Downtown Development Authority
☐ Tax Increment Finance Authority
☐ Beautification Commission
☐ Parks and Recreation Commission
☐ Planning Commission
☐ Board of Review
☐ Ethics Review Board
☐ Other: 
☐ Other: 

If you are applying due to a current vacancy, how did you hear about the vacancy?

☐ City Website
☐ Social Media
☐ Other: 

Have you attended meeting(s) of the board and/or commission you are applying to sit on?

☐ Yes
☐ No: N/A

10/13/2020
City of Grosse Pointe Park Board and Commission Application

Why do you want to serve on this board and/or commission? (Please attach an additional page if more space is needed)

To provide an independent viewpoint to the Council, Mayor and Manager.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:

My 40+ years in Public Accounting and Auditing provide me with the experience and ability to make tough judgment calls based on facts.
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
BA Accounting, Wayne State University

Occupation (if retired, list former occupation)
Pricewaterhouse Coopers LLP, retired partner

Current and/or Former Volunteer Experience (including previous civic involvement)
Chair, Henry Ford Health System Board
Former Chair, Cornerstone Education Group
Former Board Member, Cornerstone Schools Assoc.
Board Member, Grosse Pointe Yacht Club Foundation
Former Board Member, Autism Alliance of MI
Former Member, Wayne State Business School Board

CITY CHARTER REQUIREMENTS

Registered to vote in the City of Grosse Pointe Park?
☑ Yes
☐ No

How long have you been a resident of Grosse Pointe Park (enter month and year when you moved to the City)
~4/76 - 4/78, ~4/85 - 4/93, 1/97 - present

3
City of Grosse Pointe Park Board and Commission Application

Are you related and/or married to any current elected officials or City staff?

☐ Yes

☐ No

If you answered yes, name the person and/or people you are related to and the relationship(s):

One of our daughters, Suzanne Breen, is a part-time employee with Parks & Rec.

The following questions are only applicable if you are applying to serve on the Downtown Development Authority or Tax Increment Finance Authority Boards:

Do you own property within the TIFA and/or DDA?

☐ Yes

☐ No

If yes, please provide the property address(es):

Do you own a business or work at a business within the TIFA and/or DDA?

If yes, please provide business name and address:

Are you a resident within the TIFA or DDA?

☐ Yes

☐ No
APPLICATION CERTIFICATION

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[Signature]

Signature of Applicant

10/9/2020

Date
David J. Breen

SENIOR EXECUTIVE & BOARD DIRECTOR

Highly accomplished senior executive, board member and trusted business advisor with diversified experience providing operational, financial and governance expertise to multibillion dollar corporations in multiple industries. Respected client partner and member of firm senior management. Highly motivated to bring operations, governance, transformation and financial expertise in a Board Director capacity with a public or privately owned corporation.

HENRY FORD HEALTH SYSTEM 2006 to Present
System Board Chair of the $6 billion health system with integrated care and coverage. Board of Directors, System and hospitals 2006 - present; Strategic Planning Committee member 2017 - present; Audit Committee member 2010-2015, Chair 2015-2018; Compensation Committee member 2015 - present.

Grid4 COMMUNICATIONS, INC. 2018 to 2019
Board member of this privately held telecommunication services company.

PRICEWATERHOUSECOOPERS / COOPERS & LYBRAND 1974 to June 2016
Board member, senior management, geographic leadership, industry leadership, client service partner.

PRICEWATERHOUSECOOPERS INTERNATIONAL LIMITED 2013 to June 2016
Post retirement consulting arrangement with PwC Global, assisting with broad transformation efforts. Working with PwC firms around the world, providing leadership and oversight for a number of global transformational activities.

PRICEWATERHOUSECOOPERS LLP (US) (PwC)

Market Managing Partner 2007 to 2013
Responsible for leading the Michigan and Northwest Ohio practice, including ownership of client satisfaction, people engagement, market growth and community connections. Senior relationship partner for many companies, including Masco Corporation, DTE Energy and Guardian Industries.

Industry Sector Leader – Automotive 2007 to 2013
Responsible for ensuring the right firm services and resources were brought to bear for PwC’s North American automotive clients. Senior relationship partner for several automotive companies, including Ford Motor Company, BorgWarner, Inc, Dana Holding Corporation and, globally, for Toyota Motor Corporation, including several of its keiretsu members.
Assurance Operations Leader 2004 to 2007
As COO of the US Assurance practice, located in New York, managed the largest business segment of the firm. With five regions and the CFO’s office, was responsible for the hiring, training and deployment of the Assurance practice, which grew from 10,000 to 14,000 people during these initial SOX 404 years.

Board of Partners and Principals 2001 to 2005
Elected by the partners to the initial four year term (Coopers & Lybrand and Price Waterhouse merged effective July 1, 1998) of the PwC Board of Partners and Principals. Was not eligible for the second potential term as the Assurance COO role is deemed “too close to management” for board independence.

Chaired the Auditing and Accounting Committee, including addressing the firm’s transition to regulation under the Public Company Accounting Oversight Board and SOX Section 404.

Chaired the Risk Management Committee, which not only has responsibility for traditional areas such as ERM, but also has oversight and certain operational responsibilities for practice protection. Settlement, legal and insurance costs per signing partner for the major accounting firms exceeds that of virtually any other profession.

Member, People Committee, which led the creation of the burning platform around people issues, charting the path to PwC’s achievements and rankings in Fortune’s 100 Best Companies to Work For (achieved Top 50), Diversity Inc’s Top 50 (achieved No. 1) and Universum’s Top 100 (achieved No. 1), as well as others.

PricewaterhouseCoopers PAC 2002 to 2013
Chaired the Board of Directors of the PricewaterhouseCoopers PAC. Worked closely with the regulatory and government relations team of PwC whom provided services to the PAC and led the firm’s efforts in education of national legislative members on matters important to the firm’s business. Attended numerous meetings with members or their staff on such matters.

Assurance Partner - Regional Leader 1986 to 2004
Engagement partner responsibilities for companies such as Masco Corporation, Masco Industries, Auto-Owners Insurance Company and Ford Motor Company Insurance Operations. Worked closely with management teams and boards on acquisitions and divestitures, including Form 10 spin-offs, public and private capital transactions, private equity deals and governance consulting. Evolved to various Assurance Leadership roles, including regional responsibilities for seven offices in Michigan and Ohio.

Assurance Intern to Manager 1974 to 1986
Began with C&L Detroit while still attending Wayne State University. Clients included public and private companies in manufacturing, insurance, real estate and financial services. Transferred to Grand Rapids when C&L opened its first office there in 1978. Learned, early, the challenges and opportunities associated with entering a new market. Studied the differences between managing one of the firm’s smallest offices versus one of its largest at that time. Returned to Detroit in 1984.
OTHER BOARD EXPERIENCE and ACTIVITIES

Cornerstone Education Group, Board of Directors, Chair, 2010 - 2018

Cornerstone Schools Association, Board of Directors, 2008-2010

Grosse Pointe Yacht Club Foundation, Board of Directors, Secretary 2017 - Present

Autism Alliance of Michigan, Founding Member, Board of Directors, 2011-2013

Wayne State University, Business School Board of Visitors, 1987-2014

United Way, Alexis deTocqueville Committee, 2008-2013

EDUCATION and TECHNICAL PROFICIENCY

Wayne State University, Bachelor of Science, Accounting

Duke and Dartmouth Universities, Executive Management Coursework

Stanford/Tuck, Directors’ Consortium, Board Director Training

Certified Public Accountant, Michigan and New York (inactive)

American Institute of Certified Public Accountants

Michigan Association of Certified Public Accountants
First Name: Rick
Last Name: Pacynski
Address: 
City/State/Zip: GROSSE POINTE PARK, MI 48236
Home Phone: 
Cell Phone: 
Email: 

AREAS OF INTEREST
Please check the Boards/Commission you are interested in serving on:
- X Downtown Development Authority
- No Tax Increment Finance Authority
- No Beautification Commission
- X Parks and Recreation Commission
- X Planning Commission
- No Board of Review
- X Ethics Review Board
- No Other:
- No Other:

If you are applying due to a current vacancy, how did you hear about the vacancy?
- X City Website
- No Social Media
- No Other:

Have you attended meeting(s) of the board and/or commission you are applying to sit on?
- No
- X Yes

10/19/2020
City of Grosse Pointe Park Board and Commission Application

Why do you want to serve on this board and/or commission? (Please attach an additional page if more space is needed)

Since retirement in 2015, I have spent hundreds of hours engaged in community service. The first year after retirement, I joined Americorps and spent a year assigned to the Accounting Aid Society (an organization I had been volunteering at since 1990). Subsequently, I have spent up to 20% of my time weekly volunteering at Accounting Aid and Lakeshore Legal Aid. I also have been a member of the Detroit Goodfellows since the mid-80's and have been an at-large Board member for several years. Community service has been important to me since the very start of my career and I look at involvement with the City of Grosse Pointe Park Board as a natural extension of that. While I do not have prior experience as a member of a school board or local government board, I believe I bring to the table 40 years of experience both as a civic-minded citizen and as a successful lawyer.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:

I previously managed litigation for a Fortune 200 company (Masco Corporation); as such, I have spent my professional career managing resources, staff and outside counsel. I have, in particular, been highly successful as a creative problem-solver, having saved my clients millions of dollars through novel and unusual approaches to case resolution. I also became the product liability counselor to over 50 different business and worked closely with management, engineering experts and advertising executives to help ensure products Masco companies sold were as safe as reasonably possible. In that role, I have developed an able skill set for understanding many different points of view and have assumed the role of consensus-builder and facilitator. My career as a lawyer required the ability to understand, respect and appreciate competing viewpoints so I see myself as an honest broker who can help stakeholders with competing agendas come together for a common goal.
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
Juris Doctor, University of Michigan, 1979
Bachelor of Arts, University of Michigan, 1975

Occupation (if retired, list former occupation)
Previously was in-house counsel at Masco Corporation (1986 to 2015). Prior to that, was in-house counsel at Unisys Corporation (1986-1988), and was an associate attorney at Jaffe Snider (1988) and Miller Canfield (1982-1986). As I said above, I also worked for one year at Accounting Aid Society (through Americorps) and was, for two years, vice-president of a small security alarm company in Livonia, Custom Design Security (having assumed responsibility to help run that company after my brother died in 2016). My resume is attached.

Current and/or Former Volunteer Experience (including previous civic involvement)
Legal Aid and Defenders Association (early 1980's until around 2014)
Lakeshore Legal Aid (around 2014 to present)
Accounting Aid Society (1990 to present)
Old Newsboys Goodfellows Fund of Detroit (1984 to present)

CITY CHARTER REQUIREMENTS

Registered to vote in the City of Grosse Pointe Park?

☒ Yes
☐ No

How long have you been a resident of Grosse Pointe Park (enter month and year when you moved to the City)

29 years (1985 - 2013; 2013 - present)
Are you related and/or married to any current elected officials or City staff?

☐ Yes
☒ No

If you answered yes, name the person and/or people you are related to and the relationship(s):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

The following questions are only applicable if you are applying to serve on the Downtown Development Authority or Tax Increment Finance Authority Boards:

Do you own property within the TIFA and/or DDA?

☐ Yes
☒ No

If yes, please provide the property address(es):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Do you own a business or work at a business within the TFIA and/or DDA?

________________________________________________________________________

If yes, please provide business name and address:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Are you a resident within the TIFA or DDA?

☐ Yes
☐ No
APPLICATION CERTIFICATION

**Please note:** Applications are kept on file for a period of 2 years. If you are not appointed within that period, you must reapply. Resumes and cover letters can be attached to this application but are not required for consideration.

Signed and completed applications can be returned via email to clerk@grossepointepark.org or by US mail to: City of Grosse Pointe Park ATTN: City Clerk 15115 East. Jefferson Avenue Grosse Pointe Park, MI 48230.

By submitting this application, I certify the foregoing statements and answers are true and complete. I agree in advance that any misrepresentation or falsification of any of the above information shall be cause for rejection of this application or depending upon when the falsification is discovered. I consent for the City of Grosse Pointe Park to verify the information provided.

\[Signature\]

**Signature of Applicant**

10/10/2020

**Date**
Professional Summary

Highly energetic and broadly experienced product liability, business litigation and claims management attorney with 28 years’ experience working as in-house counsel at two Fortune 500 companies. Skilled negotiator. Creative problem solver. Seasoned manager and team leader with very effective communication skills. Areas of expertise include:

- Product Liability (including warranty law, product safety and recalls)
- Contract and Commercial Transactions
- Mergers and Acquisitions Transactions and due diligence
- Intellectual Property litigation
- Insurance Policy interpretation and coverage
- Advertising Liability

Career History

UNIVERSITY OF MICHIGAN — DEARBORN (School of Business)
Adjunct Professor – Business Law

January 2018-May 2018

AMERICORPS
Assigned to Accounting Aid Society of Detroit
  - Project planning
  - Creation of training materials
  - Tax Site coordinator

September 2015-September 2016

CONTRACT ASSIGNMENTS (Masco Corporation)
Ongoing post-retirement legal counseling to Masco Corporation and its subsidiaries

July 2015-January 2016
Management of an extensive and widely varied portfolio of litigation and claims; principal attorney responsible for providing counseling to over 200 different companies with respect to product safety responsibility and management

- Manage all company recalls
- Created and supervise a litigation support program, extensively using paralegals to help manage the company’s litigation portfolio and reduce company overhead by hundreds of thousands of dollars
- Select and supervise outside litigation counsel and have developed processes and procedures that have saved millions in defense costs
- Established claim handling strategies in numerous multimillion dollar cases, resulting in millions saved in indemnities
- Negotiated “global” subrogation claims handling agreements with several leading insurance companies, resulting in savings of at least $10 million
- Personallly negotiated settlements in numerous high exposure dollar cases, resulting in multimillion dollar savings due to effective negotiation techniques and strategies
- Provide analysis and advice to management with respect to new product designs
- Created a vehicle accident reporting and early intervention program for significant exposure incidents, resulting in over a million dollars saved within its first year of implementation
- Managed Legal Department participation in annual audits and SOX compliance (including determination of disclosure obligations with respect to Company exposures)

- Additional Responsibilities:
  - Created a Product Liability prevention training program with training having been delivered to over 50 operating units and over a thousand attendees
  - Periodic negotiation and drafting of business agreements, including assorted contracts, warranties, consultation agreements and insurance contracts
  - Drafting, review and approval of product-related advertising, warnings and instructions for all operating units
  - Selection of computer software vendors and data base management systems
  - Implementation of a company-wide Legal Hold and record retention policy
  - Company representative (Chair, 2006 – 2008) to the Michigan Manufacturers’ Association lawyers committee, Manufacturers’ Alliance (MAPI) and the Product Liability Advisory Council (PLAC)

Previous employment (details available upon request) include work as associate counsel at Jaffe, Snider, Raitt & Heuer in Detroit, MI (1988), Assistant General Counsel at UNISYS CORPORATION in Detroit, MI (1986-1988); associate counsel at Miller, Canfield Paddock and Stone in Detroit, MI (1982-1986), associate counsel at Mandel, Lipton & Stevenson, in
Chicago, IL (1981-1982), and a federal District Court clerkship in Grand Rapids, MI (1979-1981)

Degrees

J. D., with distinction, UNIVERSITY OF MICHIGAN Ann Arbor, MI 1979
Lawyers-Coop 1979 book award, Constitutional Law; student member of
Michigan Clinical Law Program; orientation leader; teaching assistant

B. A., with distinction, UNIVERSITY OF MICHIGAN Ann Arbor, MI 1975
Dean's List; nominee, Root-Tilden Law Scholarship; teaching assistant
(Psychology and Statistics); research assistant (Social Psychology)

Professional Activities

Licensed to practice in Michigan and Illinois. In addition, author of several legal
articles and book chapters; presenter at several national seminars; active in assorted
pro bono activities (Legal Aid volunteer; Accounting Aid Society (site coordinator);
Old Newboys Goodfellows Fund of Detroit—Board Member)