AGENDA
CITY OF GROSSE POINTE PARK CITY COUNCIL MEETING

January 11th, 2021

SPECIAL NOTICE: Due to MDHHS Epidemic Order limiting meeting size and to Continue 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 December 22 Meeting Minutes
   II. Finance Report
V. Approval of Regular Agenda
VI. Public Comment (Agenda Items)
VII. Managers’ Report
VIII. Committee and Commission Reports
IX. Unfinished Business
   I. Approval of Donation Policy
   II. Council Comment
X. New Business
   I. Small Cell Application Review & Approval
   II. Ordinance Review of Planning Commission Membership
   III. Resolution Honoring Mr. Gerald Schilling
   IV. Resolution Honoring Mr. Patrick Mann
   V. Resolution Honoring Mr. Thomas McDonald
   VI. Resolution Honoring Mr. James Odell
   VII. Resolution Honoring Chief Stephen Poloni
VIII. Board and Commission Appointments:
   i. Beautification Commission
   ii. Planning Commission
IX. Council Comment
XI. Public Comment (Non-Agenda Items)
XII. Adjournment

ZOOM MEETING AND TELECONFERENCE INFORMATION
- Go to zoom.us
- Meeting ID: 859 9910 0892
- Password: 809217

Dial In Information
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**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, January 10th.

**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.

**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.**
COUNCIL MEETING – December 21, 2020
7:00 P.M.

An electronic meeting through Zoom was held due to MDHHS Epidemic Order limiting meeting size and to continue decreasing 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, McConnell, and Fluitt, and Mayor Denner.

Also electronically present: Nick Sizeland, City Manager, Jane M. Blahut, Finance Director/Clerk, Jake Howlett, City Attorney, Stephen Poloni, Director of Public Safety, Jim Bostock, Public Safety Lieutenant, 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 November 9th Meeting Minutes
- Approval of November 10th and 12th Meeting Minutes
- Finance Report
- Resolution Approving Wayne County 2021 Annual Permits

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

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

NAYS: None

APPROVAL OF REGULAR AGENDA

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

Motion by Councilmember Robson, supported by Councilmember McConnell to approve the regular agenda as presented.

Councilmember Hodges requested a one-page summary documentation is provided for all agenda items moving forward.

Motion by Councilmember Fluitt, supported by Councilmember Relan, to amend the agenda and change the order by switching New Business agenda items number 2 Approval of Lease of DPW Facility and number 4 Current DPW Discussion.

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Vote on Motion 1 (approve the regular agenda)

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

NAYS: None

PUBLIC COMMENT (AGENDA ITEMS)

City Manager Sizeland read four written comments submitted by four residents.

Ten residents made verbal comments.

MANAGERS REPORT

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

- Small Cell Application
- TIFA COVID Support Program
- DDA COVID Support Program
- DTE
- COVID-19
- Public Works Building and Bond
- DTE Tree Trim Program
- Water Asset Management Plan
- Grant Award for Cadieux Resurfacing in 2023

Councilmember Fluitt asked for a Master Plan update for residents.

City Manager Sizeland stated that the City will be holding a kick-off meeting with MKSK at the beginning of January to discuss the logistics, scheduling, opportunities and challenges, and best approach for the project. Attendees will include Department Heads and select Board and Commission members.

Councilmember McConnell inquired on if COVID cases in the Park are trending down or up.

City Manager Sizeland and Mayor Denner both confirmed that cases are trending down.

Councilmember Relan requested confirmation that DTE will continue to work in the City until all of the gravel is replaced with asphalt and the asphalt is safe and level.

City Manager Sizeland stated that was correct and that Residents who still have issues or concerns can contact Public Works Supervisor Pat Thomas at thomasp@grossepointepark.org or by calling 313-822-5100.

DEPARTMENT HEAD REPORT

Parks and Rec Supervisor Chad Craig provided an update on Parks & Rec Department Activities
- Virtual Santa: Virtual Santa visits took place on December 11th with 94 children and 51 families participating. The Department worked with the Kerry Paul group to host the event and they are currently in the process of creating a promotional video summarizing the event. Pointe Alarm sponsored the event with a $500 donation.
- Dog Park: Staff is reviewing wood privacy fence options along Grand Marais side with the contractor and expect a final rendering to be available soon. The February Recreation Commission will include a detailed review of the dog park rules.
- Ice Rink: The Ice Rink is anticipated to open on Wednesday, December 23rd. Usage will be limited to 20 skates at a time and masks must be worn at all times. The warming hut will remain closed.
- Phone Lines: Infrasource cut the phone and internet lines and they are currently being repaired. Email can be accessed but the phone lines at the Lavins Center do not currently work. Residents can stop by the front desk of the Lavins Center from 7am – 7pm if the question cannot be asked via email.

Councilmember Relan inquired on what the contingency plan is for emergencies with the phone lines down.

Supervisor Craig stated that Staff located inside of the Lavins Center have walkie talkie radios to communicate with the gate house. The gatehouse still has a functioning phone line and can call for emergency assistance if necessary.

Councilmember Robson inquired on when the Department anticipated being able to provide regular programming like pickleball.

Supervisor Craig stated that the Department is waiting for further guidance from the State for how they can move forward with regular programming due to COVID.

COMMITTEE AND COMMISSION REPORTS

Personnel Review:
Councilmember Robson stated that the Personnel Review Committee met on November 18th to discuss and schedule the annual evaluation of the City Manager, Clerk, and City Attorney. It was agreed that the reviews will take place in front of the full Council at a special closed-door session to be held in January. A packet will be prepared by Councilmember Robson as the Personnel Committee chair ahead of the meeting which will include answers to a survey filled out previously by Council and a summary of achievements and goals/objectives being proposed by the City Manager, City Attorney, and Clerk for the next year. The January performance review is part of the City Manager contract. Any discussions regarding compensation does have to take place in an open-door session.

Marina Sub-Committee (Recreation Commission):
Councilmember Read stated that the subcommittee met on December 16, 2020 via Zoom. This was the second meeting of this newly formed subcommittee to the Recreation Commission. As a new committee, they are working on a mission statement and will review membership after the first year. Administration and members spent time reviewing the budget and will be following up with the finance director. For spring 2021, the marina is exploring painting well numbers for each slip and installing an additional camera. This year, the marina turned over 50 wells, which is above average. The committee discussed short and long-term infrastructure improvements as well including the marina as part of the
master plan process. The subcommittee will meet again in January on a date to be determined. Eventually, the subcommittee will meet quarterly prior to each Recreation Commission meeting.

Public Safety Committee:
Councilmember Robson stated that the Public Safety Committee met on December 16th. Chief Poloni, Lieutenant Bostock, and City Manager Sizeland provided updates on the following topics:
- Training including racial diversity, sensitivity, and de-escalation trainings. Officers also receive 16 hours of training in the virtual academy with dozens of training topics available.
- Use of force policy has been approved by the Department of Justice and the use of chokeholds is now prohibited.
- New and enhanced body cams have been purchased in addition to a 911 system that allows texting and new jaws of life equipment.
- Community CPR training will take place twice a year.
- City Manager Sizeland outlined the search process he will be utilizing for the selection of the new Public Safety Chief.
- Chief Poloni explained that there has been an ongoing effort to hire minorities however, there is an overall lack of interest in people wanting to become involved in law enforcement as a career.
- School traffic signage and striping is in place and the Department is ready to place crossing guards where necessary.

Beautification Commission:
Councilmember Relan stated that the Beautification Commission met on December 9th. Awards have started to be delivered to award winners with award letters to follow. The Commission is still working on finding a way to host an award celebration safely. As a reminder, there were Resident and Business Beautification awards awarded in addition to the new Centennial Award. Small groups have been dispersed to walk around and judge holiday decorations and the Commission has been impressed with the effort and time put in by Residents through their displays. The group is in the process of finding their first Jr. Commissioner and Family Team Commissioner which is an endeavor that will continue into 2021. The next meeting will be held on January 7th at 7pm via Zoom.

Diversity & Inclusion Ad-Hoc Committee:
Councilmember Relan stated that the Diversity and Inclusion Ad Hoc Committee had their first meeting on December 2nd. About 40 residents were in attendance, with the purpose of the first meeting being to hear about thoughts, experiences, and concerns from residents. The Committee will be utilizing what they heard from residents at the first meeting to steer conversation and discussion during the second meeting, which has been scheduled for January 27th at 7pm.

DDA Board:
Mayor Denner stated that the DDA Board held its informational meeting followed by a regular meeting on November 24th. Agenda items included an overview of the 2020 achievements and 2021 goals, setting the 2021 meeting dates, and approval of the DDA Bylaws.

TIFA Board:
City Manager Sizeland stated that there two TIFA meetings held: an informational meeting on November 23 and a special meeting on November 25. The informational meeting included an overview of the District activities for 2020 and goals for 2021, setting the meeting dates for 2021, and an update on the parking study. The special meeting agenda included approval of the remediation contract, approval of the general contractor for the DPW Facility, approval of the bond, and approval of the lease contract for
the DPW Facility. The TIFA Board will meet again on January 5th where there will be updates on the COVID-19 program and selection of officers.

Grosse Pointe Park Foundation:
Mayor Denner stated that the Foundation met on December 10th. The Board discussed potential projects and the gift policy. He also stated that he has resigned as a trustee to focus on his mayoral duties.

Eastside Community Network:
Councilmember Hodges stated that she attended the most recent meeting of the Eastside Community Network as the City’s representative. The most important current project is the Mack Avenue Improvement Plan, which runs from Connor to Moross. Current projects include a six-month zoning process, implementation of a Corridor Improvement Authority, Mack Avenue Business guide, and Beautification.

Councilmember Fluitt requested an update on the Ethics Board and if they would be reviewing the Conflict-of-Interest forms.

City Attorney Howlett stated that the Ethics Board is currently working on solidifying a process for how ethical concerns will be addressed and reviewed. The forms will most likely be reviewed by the Ethics Board but the review has not been discussed as a body.

Councilmember Fluitt requested an updated on the NAACP meetings with Chief Poloni.

Chief Poloni stated that the committee hosted a Christmas outreach event at a church in Detroit. Committee members passed out toys and other gifts to community members who attended.

**UNFINISHED BUSINESS:**
**APPROVAL OF GIFT POLICY**

City Manager Sizeland stated that the gift policy was developed at the request of Councilmember Read. The policy is based on best practices gathered from other municipal policies. This is the second time the gift policy is being presented to Council and the following changes have been incorporated:

- Sole property
- Guidelines and standard for accepting donations
- Documentation requirements for donations
- Consistency of donations with City interests

Administration is recommending approval of the Gift Policy as presented.

Motion by Councilmember Read, supported by Councilmember Relan, to approve the gift policy as presented.

Councilmember Fluitt stated concern with the City Manager being able to accept gifts of $25,000 without Council approval.

City Attorney Howlett stated that there is no ethical concern or loophole in the policy as written. All expenditures over $5,000 still requires Council approval so even if the gift does not need to be approved, project related expenses will still need to be.
Councilmember Hodges suggested an edit on page 1, section 3 to add the following language: “and spent in accordance with the wishes of the donor per the donor agreement”. She stated that the edit was being suggested to continue to encourage philanthropy.

Councilmember Fluitt inquired on the legality of the City accepting anonymous donations if a donor chose to not go through the Foundation.

City Attorney Howlett stated that the City can legally accept anonymous donations.

Councilmember Robson stated that the gift policy appeared to still need final edits before approving.

Motion by Councilmember Robson, supported by Mayor Denner, to table the approval to the January meeting.

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

NAYS: None

UNFINISHED BUSINESS:

DOG PARK UPDATE

City Manager Sizeland provided an update with Parks and Rec Supervisor Craig. Administration have met multiple times with concerned citizens on Grand Marais to walk the site, discuss challenges and concerns regarding sound and screening. There has been a lot of good discussion points through conversations with the residents including changes with current practices.

Councilmember Relan inquired on if there is an estimate on annual maintenance costs.

City Manager Sizeland stated that he believed it to be under ten thousand dollars a year but would verify and follow up with Council.

UNFINISHED BUSINESS:

COUNCIL COMMENT

Mayor Denner recessed the meeting until 10:05 pm.

Mayor Denner reconvened the meeting at 10:05 pm.

NEW BUSINESS:

APPROVAL OF 2021 MEETING DATES

Mayor Denner presented the following meeting dates for Council approval:

- January 11
- February 8
- March 8
- April 12
- May 10
- June 14
- July 12th
- August 23rd
- September 27th
- October 25th
- November 8th
- December 13th

Motion by Mayor Denner, supported by Councilmember Read to approve the 2021 meeting dates as presented.

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

NAYS: None

NEW BUSINESS:
CURRENT DPW DISCUSSION

City Manager Sizeland stated that Councilmember Relan had requested an update on the current Department of Public Works Facility. The current building was built in 1920 as a dealer bump shop, and the Department moved into the facility in 1992. Major maintenance projects over the years have included exterior and interior painting, new lights, and installation of new catch basins and frequent roof patching. Maintenance that has been deferred includes interior and exterior concrete repair, storage including equipment being stored outside, brick and tuck pointing, and minor water damage to some ceiling tiles. Some of the public comments made at the TIFA meeting on November 24th created the idea that the facility is not safe to be working in but there are no immediate safety concerns. MML does an annual review of the building for workers comp and has not identified any major concerns. Improvements that will be completed in the immediate future include additional roof patching, ceiling tile repairs, and additional exhaust fans.

Councilmember Relan confirmed that he did ask for the agenda item based on the comments made at the TIFA meeting and ask if there were any major improvements being delayed that would need to be addressed if the new facility was delayed.

City Manager Sizeland stated that there are no major improvements related to safety being delayed due to the plan for the new facility and ongoing maintenance will continue to be completed as identified. Major improvements would also be cost prohibitive to complete.

Councilmember Fluitt stated that all safety concerns related to health and safety of employees should be addressed right away and not wait to be addressed until the new facility is built.

NEW BUSINESS:
APPROVAL OF DDA BYLAWS

Mayor Denner stated that per the governing statute, DDA Boards can have by-laws and asked City Manager Sizeland to provide more details.
City Manager Sizeland stated that the statute does allow for DDA Boards to have by-laws that go into effect once adopted by the DDA Board and approved by the City Council. The DDA By-laws being presented have been reviewed and adopted by the DDA Board at the November 24th meeting. The DDA Board did make one change to letter B, section I pertaining to property usage within the district.

Motion by Councilmember Read, supported by Councilmember Robson, to approve the DDA By-laws as presented.

Councilmember Read and Relan both stated concerns with having District goals included as part of the By-laws and that the statements read like they belong in the development plan.

City Attorney Howlett stated that there is no legal issue with having District goals in both the By-laws and Development Plan.

Councilmember Fluitt stated that she would like to have any mention of the Art Center removed from the By-laws because no project belongs in them.

Motion by Councilmember Read, supported by Councilmember Relan, to amend the DDA By-laws to include the following: to create or otherwise support a profit or non-profit base that will support and complement one another.

Councilmember McConnell stated that she would like the meeting sections to include language about virtual meetings including a requirement for all board members to appear on camera to foster a transparent environment.

Vote on Amendment 1

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell.

NAYS: Mayor Denner

Vote on Regular Motion (approval of the by-laws as amended)

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

NAYS: None

Mayor Denner stated that the amended by-laws would need to be adopted by the DDA Board at their next meeting.

NEW BUSINESS:

APPROVAL OF LEASE FOR DPW FACILITY

City Attorney Howlett stated that the resolution being presented was to formally approve the lease between the City and TIFA for usage of the new Department of Public Works Facility. The agreement was already approved by the TIFA Board at their November 25th meeting. The lease agreement does state that during the rental period, the City will be responsible for maintenance of the facility as the tenant and that the monthly rental cost is one dollar. Upon retirement of the bond, the TIFA will transfer
full ownership of the facility to the City. Approval of the lease is an important step in the bond process and not approving the lease could expose the City to potential liability. The recommendation is to approve the lease agreement and adopt the resolution as presented.

Motion by Mayor Denner, supported by Councilmember Robson, to approve the resolution and lease as presented.

Councilmember Read stated that it appeared like the lease could be done at any time and did not need to be approved at this time.

City Attorney Howlett stated that is true but bond counsel strongly recommended that the lease be approved by both parties as soon as possible. Additionally, it is not uncommon for agreements like the lease to be approved and executed pre-development in situations like this one.

Councilmember Relan, Fluitt, McConnell, and Read all stated they would like to see further supporting documentation, including a full project budget, before approving the lease and adopting the resolution.

Motion by Councilmember Robson, supported by Councilmember Read, to table the vote to the January meeting and direct administration to provide the additional information requested.

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

NAYS: None

NEW BUSINESS:
WAYBURN/KERCEHVAL INTERSECTION DISCUSSION

City Manager Sizeland stated that Councilmember Relan requested the discussion topic. Currently on Kercheval or Wayburn, drivers and pedestrians will notice that the statute is missing. Unfortunately, the donated statue the Sails of Two Cities was hit by a car and needed to be returned to the artist for repairs. There have been discussions on steps that can be taken to improve the area including additional safety measures. City Manager Sizeland asked Chief Poloni to share further details on what was discussed at the Public Safety Committee meeting regarding the area.

Chief Poloni stated that the Committee did discuss the current circular four-way stop and how improvements could be made. Potential improvements could include different kinds of signage and adding reflective paint around the circle in addition to painting the curb to make it stand out more. The business owners located on that block have vocalized their support for the current circular intersection and the City would like to keep the intersection shape the same.

Councilmember Relan stated that he did confirm with City Manager Sizeland that the intersection will be discussed as part of the master plan update.

NEW BUSINESS:
PUBLIC SAFETY CHIEF REPLACEMENT DISCUSSION

City Manager Sizeland stated that when Chief Poloni leaves towards the end of January, Lieutenant Jim Bostock will serve as interim Chief until a permanent replacement is hired. The process will include
outside position advertisement and City Administration is currently working on a job description that will be distributed throughout the State and nationally. The City will utilize a firm by the name of EMPCO, who specializes in testing and consulting services for Public Safety departments. EMPCO will be utilized to assist with the interview process by hosting an oral board that focuses on the candidate’s knowledge, skills, and abilities. EMPCO will help narrow down the field to finalists by scoring the candidates answers who will then be interviewed by the City Manager. Administration is also looking for resident and Council feedback for anything specific they would like to see in the next Public Safety Chief. The new Chief is a position hired solely by the City Manager.

NEW BUSINESS:
WINTER INITIATIVE BUSINESS DISCUSSION

City Manager Sizeland stated that the discussion item was placed on the agenda at the request of Councilmember Fluitt. Currently, the City is looking for additional ways to assist local businesses with the ongoing COVID situation. The situation has become more challenging now that cold weather has come and customers are less willing to sit outside. City Administration is planning on expanding both COVID-19 grant programs within the TIFA and the DDA to help with additional costs like outdoor heaters, tents, igloos, and carry out expenses. The City is also working on a snow management plan that would allow for the sidewalks to be cleared when it snows while still allowing businesses to expand onto the public right of way.

Councilmember Fluitt stated that she would also like the City to consider hosting community building events like window decorating contests and outdoor smores station to bring residents and businesses together.

NEW BUSINESS:
BOARD AND COMMISSION APPOINTMENTS

Mayor Denner presented the following Council appointments, assignments and Board and Commission appointments for Council consideration.

Council Appointments:
Mayor Denner stated that he is recommending Councilmember Hodges to serve as the Council representative on the Planning Commission.

Motion by Mayor Denner, supported by Councilmember Robson, to appoint Councilmember Hodges to replaced former Councilmember Grano on the Planning Commission.

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

NAYS: None

Council Assignments Communications Committee
Mayor Denner stated that he is appointing Councilmember McConnell to replace Councilmember Relan.

Council Assignments Ordinance Review Committee
Mayor Denner stated that he is appointing Councilmember McConnell to replace former Councilmember Grano.
Mayor Denner also stated that Councilmember Read would now serve as the Committee Chair.

Council Assignments Public Service Committee
Mayor Denner stated that he is appointing Councilmember McConnell to replace former Councilmember Grano.

Mayor Denner stated he would now serve as the Committee Chair.

Council Assignment Real Estate Development Committee
Mayor Denner stated that he is dissolving the committee.

Council Assignments Diversity and Inclusion Ad Hoc Committee
Mayor Denner stated that he is appointing Councilmember McConnell to replace Councilmember Hodges.

Mayor Denner stated that Councilmember Relan would continue to serve as chair.

Recreation Commission
Mayor Denner stated that he is recommending Dr. Michael Bannon for reappointment to the Recreation Commission. Dr Bannon was first appointed to the Recreation Commission in 2019 and has been an engaged and active Commission member.

Motion by Mayor Denner, supported by Councilmember Read, to reappoint Dr. Michael Bannon to the Recreation Commission for a three-year term ending December 2023.

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Mayor Denner stated that he is recommending Mr. Roy Edmonds for reappointment to the Recreation Commission. Mr. Edmonds was first appointed to the Recreation Commission in 2001 and has been an engaged and active Commission member.

Motion by Mayor Denner, supported by Councilmember Robson, to reappoint Mr. Edmonds to the Recreation Commission for a three-year term ending December 2023.

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Mayor Denner stated that he is recommending Ms. Sarah Coats for appointment to the Recreation Commission to the seat previously held by Mr. Gerry Schilling. Ms. Coats is an attorney for Littler Mendelson P. C. and serves on the Defer Elementary and Pierce Middle School PTOs in her free time.

Motion by Mayor Denner, supported by Councilmember Read, to appoint Ms. Coats to the seat on the Recreation Commission held previously by Mr. Gerry Schilling, for a three-year term ending December 2023.
AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Tax Increment Finance Authority (TIFA) Board
Mayor Denner stated that he is recommending Mr. Randy Cousineau for re-appointment to the TIFA Board. Mr. Cousineau was first appointed to the TIFA Board in 2016, owns Pointe Hardware, and has been an engaged and active Board member.

Motion by Mayor Denner, supported by Councilmember Relan, to reappoint Mr. Cousineau to the TIFA Board for a two-year term ending December 2022.

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Mayor Denner stated he is recommending Mr. Adi Kokoshi for re-appointment to the TIFA Board. Mr. Kokoshi is a Grosse Pointe Park resident, owner of Park Grill, and has served on the TIFA board since 2012 and has been an engaged active Board member.

Motion by Mayor Denner, supported by Councilmember McConnell, to reappoint Mr. Kokoshi to the TIFA Board for a two-year term ending December 2022.

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Mayor Denner stated that he is recommending Ms. Pier King-Piepenbrok to fill the open seat on the TIFA Board previously held by Mr. Patrick Mann. Ms. King-Piepenbrok is a resident of the TIFA District and currently works for the State Attorney General’s office. Ms. King-Piepenbrok was also a finalist for the City Council vacancy and looks forward to serving the community.

Motion by Mayor Denner, supported by Councilmember Hodges, to appoint Ms. King-Piepenbrok, to the seat on the TIFA board previously held by Mr. Mann for a four-year term ending December 2024.

AYES: Councilmembers Relan, Read, Hodges, Robson, Fluitt, and McConnell, and Mayor Denner
NAYS: None

Mayor Denner stated that he is recommending Mr. Arthur Mullen to fill the open seat on the TIFA Board previously held by Mr. James Odell. Mr. Mullen is a resident of the TIFA District, a forty-year resident of the City, and currently works as an Urban Planner.

Motion by Mayor Denner, supported by Councilmember Read, to appoint Mr. Mullen to the seat on the TIFA board previously held by Mr. Odell for a four-year term ending December 2024.

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

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NAYS: None

Mayor Denner stated that he is recommending Mr. Jeff Lee to fill the open seat on the TIFA Board previously held by Mr. Thomas McDonald. Mr. Lee is a City resident and owner of the popular local restaurant Sierra Station on Mack Avenue.

Motion by Mayor Denner, supported by Councilmember Hodges, to appoint Mr. Lee to the seat on the TIFA Board previously held by Mr. McDonald for a two-year term ending December 2022.

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

NAYS: None

Mayor Denner stated that he is appointing Ms. Julie Secord to finish the unexpired term on the TIFA Board previously held by Mr. Sonny Mio. Ms. Secord is a City resident and works for Greenspace Holdings, LLC, who owns numerous properties throughout the District. Ms. Secord also works with Grosse Pointe Housing Foundation. Ms. Secord’s term will expire December 2023. Per statute, Ms. Secord’s appointment does not need to be confirmed by City Council because the term she is filling is unexpired.

Councilmember Fluitt stated that she is disappointed with the selection of Ms. Secord because of her employment with Greenspace Holdings LLC.

Planning Commission
Mayor Denner stated that he is recommending Mr. J. Douglas Turnbull to fill the seat on the Planning Commission currently held by Mr. Michael Fikany. Mr. Turnbull is a life-long resident of the City and is currently employed by The Capuchin Franciscan Province of St. Joseph. Mr. Turnbull has extensive project and construction management experience and is also prepared to recuse himself from any vote related to the Schaap Center since his wife has been appointed as the Center’s Interim Director.

Motion by Mayor Denner, supported by Councilmember Robson, to appoint Mr. Turnbull to the seat on the Planning Commission currently held by Mr. Fikany for a three-year term ending September 2023.

Numerous Councilmembers stated concern with Mr. Turnbull being appointed with an already-existing conflict of interest and stated that there were other qualified candidates to appoint without such conflicts.

AYES: Councilmembers Hodges, Robson, and Mayor Denner

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

Mayor Denner stated that because the motion failed, Mr. Fikany would continue to serve on the Planning Commission.

Mayor Denner stated that he is recommending Ms. Amy Schladen Chesterton to fill the remaining unexpired term on the Planning Commission previously held by Mr. Fredrick Olds. Ms. Chesterton is a 17-year resident of the City and is a highly respected Registered Landscape Architect and a certified Urban Planner through the American Institute of Certified Planners.
Motion by Mayor Denner, supported by Councilmember Relan, to appoint Ms. Chesterton to the unexpired seat on the Planning Commission previously held by Mr. Olds for the remainder of the term expiring December 2022.

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

NAYS: None.

NEW BUSINESS:
COUNCIL COMMENT

Mayor Denner stated that he would be addressing the five positions open for appointment and reappointment on the Beautification Commission at the January meeting.

Councilmember Read stated that she had been contacted by residents on the 1400 block of Wayburn who had received letters from a developer offering to buy their homes to make way for a new development. She inquired on if the City had any knowledge on such potential development.

City Manager Sizeland stated that he had no knowledge of the potential development and would research further.

PUBLIC COMMENT (NON-AGENDA ITEMS)

City Manager Sizeland read 1 written comment submitted by 1 resident.

4 residents made verbal comments.

Motion by Councilmember Relan, supported by Councilmember Robson, to adjourn.

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

NAYS: None

With no further business, the meeting adjourned at 12:50 am.
### December 2020

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

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City of Grosse Pointe Park

Gift and Donation Acceptance Policy

I. Introduction

The City of Grosse Pointe Park welcomes and encourages support from individual donors, foundations and entities that support the programs and services of the City and recognizes that those contributions enhance, beautify, improve, supplement, support, or otherwise benefit all walks of life, enhancing community prosperity in Grosse Pointe Park, and make life better for all.

The City of Grosse Pointe Park truly appreciates the generosity of donors who wish to make Grosse Pointe Park a nicer community for all. The residents have a proven track record in donating their time and resources to bettering the community. These efforts often make the difference between a good community and a great community.

A gift to the City of Grosse Pointe Park will assist in the enhancement of City parks, facilities, programs, and the experience of visitors. The City takes pride in maintaining and improving public facilities, and any level of donation - time, effort, or gift - is appreciated.

II. Purpose and Policy

This Policy’s purpose is to establish the guidelines and process for acceptance and documentation of Donations made to the City, including the installation, long-term maintenance and operation of donated elements to the City, which, as determined by the Grosse Pointe Park City Council or City Manager, will enhance the quality of life in the community. This Policy provides guidance to the City for the acceptance of gifts and donations from the Grosse Pointe Park Foundation, individuals, community groups and businesses who wish to make Donations or gifts to the City.

Guidelines/Standards for Accepting Gifts or Donations established by this Policy will apply to all donations or gifts made after the effective date of this Policy. The Policy may be amended or repealed, in whole or in part, by the Grosse Pointe Park City Council.

III. Definitions

“Gift or Donation”- For the purpose of this Policy, the terms gift or Donation shall be synonymous and hereafter shall be referred to as “Donations.” Donations are any tangible or intangible asset, including money, in whatever condition, the City is prepared to accept under this Policy set forth herein and administrative guidelines, if any, promulgated this Policy. All Donations or gifts shall become the sole property of the City unless determined otherwise by the City Council and the Donor prior to the actual Donation. The City has no duty to return any Donation unless otherwise provided for in an agreement executed by or on behalf of the Donor and the City. All Donations are irrevocable and otherwise final upon receipt by the City. The City Council has the final authority to relocate, remove or dispose of any Donation at any time, with or without
notice to the Donor, unless otherwise provided for in an agreement executed by or on behalf of the Donor and the City.

“Donor” means an individual or legal entity making a Donation of money or real and/or personal property to the City.

IV. Consistency with City Interests

Donations should have a purpose consistent with the goals and objectives of the City and Master Plan and Recreation Master Plan, to the extent those exist, including the City Master Plan and Recreation Plan and are in the best interest of Grosse Pointe Park and its residents.

V. Guidelines/Standards for Accepting Donations

Donations intended to either pay for or become incorporated into City parks as well as donations of artwork, equipment, vehicles, or facilities (or funding for those assets) intended to supplement those of the City often involve considerations of aesthetics, costs, and compatibility whose features shall be evaluated using the following criteria:

1. The Donation will not be in conflict with any provision of the law

2. The Donation will not materially add to the City’s workload or costs unless it provides a net benefit to the City as determined by the City Manager and the City Finance Director, subject to City Council approval.

3. The Donation places no restrictions on the City, unless agreed to by the City Council.

4. All Donations or gifts shall become the sole property of the City unless determined otherwise by the City Council and the Donor prior to the actual Donation. The City has no duty to return any Donation, as all Donations are irrevocable gifts and otherwise final upon receipt by the City. City Council has the final authority to relocate, remove, or dispose of any Donation at any time, with or without notice to the Donor, unless otherwise provided for in a Donor or gift agreement.

5. All Donations may receive recognition appropriate to the level and nature of the Donation as determined by the City Council. For those of a capital nature, that may be in the form of signage, plaques, markings, or other means the City should deem appropriate. If a Donor wishes to remain anonymous, the donation shall take place through the Grosse Pointe Park Foundation. The Foundation will work on an appropriate level of
recognition that respects the individual’s privacy. Regardless of the recognition strategy selected, the intent shall be to appropriately honor the Donor for the contribution to the City. Donation acknowledgments and memorial plaques shall be of the highest quality, life, and durability. The appearance of traditional commercial advertising shall be avoided.

6. The City has an interest in ensuring the best appearance and aesthetic quality of public lands and facilities. Donations shall reflect the character, be consistent with the intended surroundings, and complement the aesthetics of the proposed site unless otherwise considered by the City Council.

7. Since donated elements and their associated recognition become City property, the City has an interest in ensuring that all elements remain in good repair and are maintained appropriately. In addition, Grosse Pointe Park has an interest in ensuring that the short and long-term repair costs are reasonable and that repair parts and materials be readily available. So too, elements must be of a quality to ensure a long life, be resistant to weather, wear and tear, and acts of vandalism.

8. The City also has an interest in knowing in advance the cost, which may be associated with a Donation, namely those costs that concern the installation, maintenance and operation during the Donation’s expected life cycle. The projected costs to install, operate, repair, and/or maintain a mechanical and/or electric system proposed for use in conjunction with a Donation shall, to the greatest extent possible, be identified prior to acceptance by the City Manager and or City Council.

9. Monetary donations approved by the City Manager and/or City Council will be deposited to the fund in which the intended use of the Donation is to be achieved. This money shall be placed into a restricted fund in the Department’s budget responsible to achieve such intended use. Neither purchase nor installation shall commence until the donor’s gift has been completed and funds have been received by the City for such purposes.

10. The City Manager shall not consider approval of any donation that may meet one or more of the following criteria:

A. Be offensive or of morally questionable material to a reasonable person;
B. Donations that are connected with a restriction that entails special considerations or favors beyond any other resident, donating or non-donating;

C. Any other concern, real or perceived, that may result in the loss of reputation, appearance of impropriety, or other negative impact on the City from accepting the Donation or gift.

VI. City Manager Authority to Approve Donations

The City Manager shall be authorized to accept or reject offers of donated money, equipment and in-kind Donations to City Departments or to the City in general up to $25,000 per Donation. Donated money will be expended for general purposes within the department or specified purposes, if agreed upon with the Donor, as one-time supplements to the department’s operating budget. Donations of equipment will be considered based upon program outcomes, and department goals and needs. Each Donation will be evaluated for usefulness and potential replacement costs.

When approving donations with a value of less than $25,000, the City Manager shall base his/her decision upon the Guidelines/Standards in Section V. Such donations shall be properly documented, which documents shall be approved by the City Attorney and communicated to City Council.

VII. Procedures for Making and Accepting Gifts

For all Donations not covered by Section V of this Policy, the City Council shall have the full and final authority to approve or deny Donation proposals. Prior to submitting a Donation Application Form (Attachment A), the Donor or Donor’s representatives shall contact the City Manager’s Office to discuss a proposed Donation. Such pre-application meeting shall assist both the prospective Donor and the City in determining whether a Donation will meet the criteria contained in this policy. If a Donation appears to be in accordance with this Policy, the Donor or Donor’s representative will then submit a Donation Application Form and meet with City Staff members to determine the specific nature of the Donation and proposed location. The city will review projected yearly maintenance and operational costs for processing. The written proposal, including a Staff report, will be sent to City Council for its decision (in the case of gifts below the $25,000 threshold, for its information). Any denial or rejection of any Donation or gift shall state the reasons for such denial or rejection by vote of council.

City Staff or the City Council may request additional information including, but not limited to: scaled drawings; artist’s renditions; or other documents to better illustrate the exact nature of the Donation. The City may choose to consult with other agencies or organizations in the review process. The City Council may also send any proposal to the appropriate City board or commission for review with subsequent recommendation to the City Council.
Donation Application Form
Attachment A

Thank you for your interest in donating to the City of Grosse Pointe Park. Your gift or donation will be considered by the City Manager or City Council after this form is filled out and a Staff report is completed. All donations shall become the sole property of the City and the City has no duty to return the donations unless provided for in an agreement. All donations are also subject to the Gift and Donation Acceptance Policy adopted by the City.

1. Name, Address and Phone Number of Donor: ______________________________________
   ______________________________________
   ______________________________________

2. Description of Gift or Donation: __________________________________________________
   ______________________________________
   ______________________________________

3. Value of the Gift or Donation (market value): $____________________

4. What is the intended purpose or use for this gift or donation? ________________________
   ______________________________________________________________________________
   ______________________________________________________________________________
   ______________________________________________________________________________

5. If applicable, what are the projected yearly maintenance and operational costs associated
   with this gift or donation? (City Review) $____________________

6. Do you have or are currently seeking to establish a contractual relationship with the City of
   Grosse Pointe Park? If so, please disclose the nature of the contractual relationship:
   ______________________________________________________________________________
   ______________________________________________________________________________
   ______________________________________________________________________________

   Date: ________________________________  Signature and Title of Donor or Donor Representative

___________________________________
Date application was received: ________________________________

This application is: Accepted by the City of Grosse Pointe Park on ____________________________
                    Rejected by the City of Grosse Pointe Park on ____________________________

City Manager Signature/Date
**TITLE:** Proposed Extenet Small Cell  
**DATE:** 01/05/2021

**SUMMARY:** Extenet intends to install a new utility pole in the right of way near 15601 Essex Avenue for the use of collocating a small cell wireless facility on it. All telecommunication equipment will be contained on the pole.

My two recommendations are as follows:

1). The pole and equipment be screened to the existing landscaping per City Ordinance 217 Sec 23-127. General Design and Location Requirements

2). A yearly fee be assessed to the company for use of the pole and equipment in the right of way at a yearly rate of $125 per the Small Wireless Communications Facilities Deployment Act 365 of 2018 MCL 460.1313 (b).

**FINANCIAL IMPACT:** NONE

**RECOMMENDATION:** The Application meets the requirements by the City of Grosse Pointe Park Ordinance 217

**PREPARED BY:** Ron Supal  
**TITLE:** Building Official
Parcels Near Proposed ExteNet Small Cell (Ring Radius 75 feet)

Parcel #: 39-009-02-0851-001
Owner: Margaret Costello

Parcel #: 39-009-02-0851-002
Owner: Tony-Jean Atsalkis

Parcel #: 39-009-02-0887-000
Owner: Brent & Kelley Clark

Parcel #: 39-009-02-0888-000
Owner: Thomas Kevin Rubens

Proposed Facility is 15 feet from Parcel Line
EXTENET SYSTEMS
REQUEST FOR CONSIDERATION OF
SMALL CELL APPROVAL

PROJECT SUMMARY

Property Address: Right-of-way near 15601 Essex Ave, Grosse Pointe Park, MI 48230
Property Owner: City of Grosse Pointe Park
Applicant: Haley Law Firm PLC, on behalf of ExteNet Systems
Project Description: Small Cell Facility on New Utility Pole in City Right-of-way.

ExteNet Systems ("ExteNet" or "Applicant") provides construction, ownership and operation of wireless infrastructure for major carriers. Applicant is requesting approval of its application for a permit to construct a small cell facility under Ordinance No. 217 in the City right-of-way next to 15601 Essex Avenue. This small cell facility was previously on an existing utility pole nearby but, for reasons discussed below, was forced to relocate. There are no other poles in the area that would suit the small cell facility, so a new utility pole was required. Below is an aerial showing the existing location of the small cell and the proposed location, as well as several key areas of focus.
I. **The need for the site:**

The proposed small cell facility was previously located on a nearby DTE utility pole. Because of a change in DTE attachment rules regarding allowable structural capacity on the existing pole, the existing utility pole was not "qualified" for small cell attachment. To make necessary client changes to this facility, ExteNet must remove the existing small cell equipment and relocate the equipment to a new utility pole. When looking for replacements, priority is given to collocating on existing facilities or tall structures, such as water tanks, buildings, and existing wireless towers. Using existing facilities is always the most desired option because it is much less costly while also resulting in the lowest impact on surrounding neighborhoods. Unfortunately, there are no collocation possibilities in this area. To continue wireless service in the area, a new utility pole must be installed for the small cell facility.

II. **The Michigan Small Wireless Communications Facilities Deployment Act:**

Under the Michigan Small Wireless Communications Facilities Deployment Act, the state of Michigan has enacted a comprehensive law regarding how local municipal jurisdictions shall treat small applications for use of public right-of-way. A copy of that act is provided as Exhibit A.

III. **The Township's ordinance:**

Subsequent to the enactment of the Michigan Small Wireless Communications Facilities Deployment Act, the City of Grosse Pointe Park passed Ordinance No. 217 as a companion to the State Act. Ordinance 217 details certain City requirements for application and approval of small cell applications. Even though Ordinance 217 is silent on the exact application process, the City has now requested that a building permit application be submitted for small cell applications. That building permit application is submitted as part of this follow up package. In addition, attached as Exhibit B, ExteNet addresses each of the applicable requirements of the ordinance regarding the proposed site.

IV. **The Site:**

The proposed application requests approval for a single node in the right-of-way near 15601 Essex Avenue. The proposed small cell facility is roughly 20 feet from the nearest parcel line. The existing trees provide screening from the pole to the nearest residences. The proposed utility pole will be wooden and will have the same aesthetics as other utility poles in the area. The pole will be 38' 6" tall with the antenna extending to 41' 2". All equipment relating to the small cell will be on the utility pole. This proposed facility will be operational within 1-year of permit issuance. Below is a portion of the schematic from the site plans.
V. **Summary:**

The proposed ExteNet facility meets the City's regulations for small cell facilities. Therefore, it is respectfully requested that the City of Grosse Pointe Park grant ExteNet a permit to construct a small cell wireless facility in the right-of-way near 15601 Essex Avenue.

Respectfully submitted,

Wallace R. Haley  
Haley Law Firm, PLC
## Project Description

These drawings depict a portion of a small cell system telecommunications network, to be constructed, owned, and operated by NET Systems, in the public right of way pursuant to authority granted by the Michigan Metro Act.

The main components of this installation are:
- Replacement of one (1) antenna, addition of three (3) ARS121 offset antennas, replacement of one (1) radio module (2) radio modules, associated electrical components, and mounting brackets as required, located on a new wood exterior utility pole.

## Proprietary Information

The information contained in this set of construction documents is proprietary by nature any use or disclosure other than that which relates to carrier services is strictly prohibited.

## Project Information

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<td>15601 Essex Ave, Grosse Pointe Park, MI 48230</td>
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## Code Compliance

All work and materials shall be performed and installed in accordance with the current editions of the following codes as adopted by the local governing authorities. Nothing in these plans is to be construed to permit work not conforming to these codes:

- 2017 National Electrical Code
- 2015 International Building Code
- 2017 International Mechanical Code
- 2015 International Plumbing Code
- 2012 International Fire Code
- City and/or County Ordinances
- Local Building Code(s)

## Project Team

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<th>Property Owner</th>
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<th>Municipal Authority</th>
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## Permitting Agency

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EXTENET’S REVIEW AND DISCUSSION OF
CITY OF GROSSE POINTE PARK Ordinance No. 217

Below is ExteNet’s response to the enumerated requirements of Ordinance 217 as passed by the City of Grosse Pointe Park. For definitional purposes, the Michigan Small Wireless Communications Facilities Deployment Act is referred to below as the Michigan Act while Ordinance 217 is referred to as the Ordinance.

Sec. 23-125. General Requirements.

(a) No wireless providers shall occupy, wholly or in part, the streets, alleys, or public rights-of-way within the geographical boundaries of the City without first receiving a franchise and consent and permit for that purpose.

RESPONSE: ExteNet has applied for a permit for a small cell facility as required under Michigan law. A franchise agreement is not and may not be required by the city pursuant to the Michigan Act.

(b) No wireless providers shall attach, alter, or modify a City-owned pole or wireless support structure without entering into a license agreement with the City.

RESPONSE: The proposed single utility pole installation is not a structure owned by the city.

(c) The City may establish appropriate requirements for new franchises, licenses, and ordinance requirements consistent with state and federal law, and may modify the requirements of this ordinance from time to time to reflect changes in the industry. The City further retains the right to make any modifications based on court rules, injunctions, or statutory amendments addressing the federal and state law mandates requiring the City to provide this process under its current regulations. The City further reserves any constitutional or statutory challenges it may have under federal and state law to the process mandated, despite its efforts to comply such changes in the law. Notwithstanding any other provisions of this ordinance to the contrary, a wireless provider shall at all times comply with all laws and regulations of the state and federal government or any administrative agencies thereof. Provided, however, if any such state or federal law or regulation shall require a wireless provider to perform any service, or shall permit a provider to perform any service, or shall prohibit a wireless provider from performing any service, in conflict with the terms of this ordinance or resulting franchise or of any law or regulation of the City, then as soon as possible following knowledge thereof, a wireless provider shall notify the City of the point of conflict believed to exist between such regulation or law and the laws or regulations of the City or any applicable franchise.

RESPONSE: The above is a statement of the City’s “position” in relation to both Federal and State legislation regarding small cells. No response is required. To the extent that certain requirements of the City’s ordinance conflict with State or Federal law, those conflicts are described in this response.
(d) Subject to this ordinance, wireless providers may occupy and use the public right-of-way to collocate small cell wireless facilities to provide wireless services upon, along, over and under the public right-of-way in the city such that such collocations do not inhibit other utility installations within the public right-of-way.

**RESPONSE:** The proposed utility pole is within the right-of-way and does not inhibit any surrounding or adjacent public or private utility uses.

(e) The city retains its right to impose fees and compensation consistent with federal and state law.

**RESPONSE:** A check for $300 has been submitted along with the original application submission. In section 15 (3)(b) of the Michigan Act it states that the maximum application fee for a small cell facility on a new utility pole is $300.

(f) Wireless providers shall pay taxes for telecommunications services that are subject to taxation.

**RESPONSE:** ExteNet will pay any taxes applicable to the small cell facility.

(g) Use of the public right-of-way is allowed only to the extent the City itself possesses such rights.

**RESPONSE:** The proposed utility pole is within the City’s right-of-way.

(h) Wireless providers shall obtain approvals legally necessary to use the public right-of-way from owners, other than the City, of property interests in the public right-of-way or adjacent to the roadway system located within the City. To the extent any wireless provider obtains approval through a statutory authorization, as opposed to review and approval by the City, the wireless provider's placement or location of any small cell wireless facility, wireless facility, and utility pole within the City's public right-of-way shall comply the general and specific design and location requirements of this ordinance.

**RESPONSE:** ExteNet has not identified any “owners” other than the city who may have an interest in the public ROW.

(i) No wireless provider shall have the exclusive right or privilege to occupy or use the public right-of-way for delivery of wireless services or any other purpose.

**RESPONSE:** ExteNet is not asking for the exclusive right to use the right-of-way.

(j) The City reserves all rights to use the public right-of-way for any purpose not prohibited by law, including the provision of wireless services, and all rights to grant authorizations to any other person(s), including any wireless provider, to use the public right-of-way.
RESPONSE: The proposed utility pole does not limit the City’s use of the public right-of-way. This application has been submitted pursuant to the Ordinance and the Michigan Act.

(1) Wireless providers shall have no right, title, or interest in the public right-of-way, and any franchise, consent, permit, or license provided by the City provides not right, title or interest to occupy any space outside of the public right-of-way or any private property not owned by the City.

RESPONSE: ExteNet acknowledges that, solely as it relates to this application, it has no right, title, or interest in the public right-of-way outside of the proposed utility pole. The installation will not occupy any private property.

(m) Wireless providers use of the public right-of-way shall not divest the City of any interest in the public right-of-way.

RESPONSE: The proposed utility pole will not divest the City interest in the public right-of-way.

(n) The City does not warrant its legal interest in the public right-of-way.

RESPONSE: If the City has no interest in the ROW, this application cannot be acted upon by the City.

(o) Nothing in this section shall be deemed or construed to stop or limit the City from exercising any regulatory, police, governmental, or legislative function pursuant to applicable law, which powers include, but are not limited to, the authority to enact regulations, ordinances, rules, and orders not prohibited by state or federal law that affect the public right-of-way or a wireless provider's use of the public right-of-way.

RESPONSE: The above is a statement from the City and does not require a response.

(p) The terms of this section do not permit the wireless provider to operate a cable system or to provide cable service, as those terms are defined by Section 602 of the Cable Communications Policy Act of 1984, as amended (47 USC §522), or install any wires or facilities that are required to be permitted under the METRO Act, Public Act 48 of 2002, MCL §484.310.

RESPONSE: ExteNet acknowledges that the approval of the proposed utility pole does not also provide the approval to operate cable system or provide wireless service. The proposed utility pole is to be used as a node in a small cell wireless network. Any new fiber work would require application or modification of the existing Metro Act permit.
(q) This ordinance only permits the wireless provider, upon obtaining required approvals and permits, to place its small cell wireless facilities in those portions of the public right-of-way approved by the city.

RESPONSE: The above is a statement and does not require a response.

(r) Under no circumstances shall any wireless provider be permitted to place small cell wireless facilities on any building that is on the National Register of Historic Places, pursuant to 47 CFR § 1.1307(a)(4).

RESPONSE: The proposed small cell facility is on a new utility pole, so the above section is not applicable.

(s) Collocation of small cell wireless facilities shall commence within six months of permit issuance and shall be activated for use no later than one year from the permit issuance date. Failure to commence collocation within six months of permit issuance shall void said permit. A small cell wireless facility not activated within one year of permit issuance shall be considered abandoned and shall be removed from the public right-of-way at the wireless provider’s sole expense.

RESPONSE: The small cell facility will be activated within one year of obtaining City approval.

(t) A wireless provider shall notify the City in writing of the location and date that any wireless facility located in the city whose use will be discontinued. If the use of the facility is discontinued for 180 days without notice from the owner/operator or the owner of the property or other information indicates that the facility is not in use, the City may declare the facility abandoned. The City will provide notice and provide the wireless provider an opportunity to show cause before the City Manager as to why the wireless facility should not be removed. Following determination of the City Manager, the City may take the necessary steps to remove the facilities from the City's right-of-way.

RESPONSE: ExteNet will notify the City in the event that the proposed small cell facility is discontinued.

Sec. 23-126. Permit Required.

(a) Permit Requirement. Except as otherwise provided in the Act, a wireless services provider seeking to use public rights-of-way in the City for its small cell wireless facilities shall apply for and obtain a permit pursuant to this ordinance.

RESPONSE: An application for a permit to install a small cell facility on a new utility pole in the right-of-way has been submitted.

(b) Limitations on Facilities in Application. No more than 20 small cell wireless facilities
may be included in a single permit application.

RESPONSE: The submitted application only includes one small cell facility.

(c) Application. A wireless provider shall apply for a permit on an application form made available by the City Clerk. A wireless provider shall file one copy of the application with the City Clerk, one copy with the City manager, one copy with the Department, and one copy with the City Attorney. Applications shall be complete and include all required information. An application is not considered complete until all required materials have been submitted and accepted by the City. At a minimum, the applications shall require submission of the following:

a. Applicant contact information, including an address, phone contact, twenty-four-hour emergency contact information, e-mail address, and any applicable license numbers;

RESPONSE: Any questions regarding the application can be directed to Wallace Haley at 517-518-8623 or whaley@haleylawfirm.com. Emergency contact information can be found on the page T-1 of the submitted drawings.

b. Applicant's contractor and subcontractor information, including the names, addresses, phone contact, e-mail addresses, emergency contact numbers, and name of the supervisor(s) assigned to any facility project of all contractors or subcontractors that will work within the City's rights-of-way under a permit;

RESPONSE: ExteNet is the contractor for the installation of the proposed small cell facility. Page T-1 of the submitted drawings contains the contact information for ExteNet.

c. Number of wireless facilities that will be deployed;

RESPONSE: The proposed utility pole is for one small cell wireless facility.

d. The scope of the deployment, including whether the deployment is modification of a current facility or utility pole, collocation on an existing pole or structure, or installation of a new or replacement structure or pole;

RESPONSE: ExteNet is installing a new utility pole to place a small cell wireless facility that it must relocate from an existing DTE utility pole.

e. GIS maps and coordinates detailing locations for each proposed attachment and related facilities associated with each attachment;

RESPONSE: This application is for a single small cell installation. The location and coordinates of this installation are provided on page T-1 of the
construction drawings.

f. A coverage map showing the projected coverage areas of existing and proposed small cell wireless facilities;

RESPONSE: The proposed small cell is the only facility being applied for and will duplicate the current level of coverage because it is replacing the ExteNet facility on the existing DTE utility pole.

g. Site plan at a scale not smaller than one-inch equals twenty feet with dimensions showing the following:

i. Proposed location within the right-of-way including nearest cross street intersection;

ii. Parcel identification number and property ownership for parcels located within 75 feet of the proposed facility;

iii. Height of the proposed facility;

iv. The distance of the proposed facilities and the nearest property line, roadways, rights-of-way, and utilities within the rights-of-way; and

v. Any other proposed improvements that are part of the deployment;

RESPONSE: Please see the submitted construction drawings dated 9-30-20 for information on the location of the small cell facility. For parcel identification, please see the GIS map submitted as Exhibit C to the Project Summary.

h. An application fee as established by the City Council;

RESPONSE: An application fee of $300 (the maximum allowed under the Michigan Act) has been submitted.

i. Executed franchise, license and consent agreement for access to and use of the City’s rights-of-way;

RESPONSE: As stated in the Michigan Act, no authority shall enter into an agreement with any person for use of the right-of-way regarding small cell wireless facilities.

j. Specification sheets for all attachments and equipment that will be located within the City, including the dimensional size of the small cell wireless facility and all other wireless equipment;
RESPONSE: Equipment details are provided in the plans submitted as part of this application.

k. Attachment drawings and demonstrations of each type of installation, including photograph simulations showing collocations, new or replacement poles, and concealment and design characteristics satisfying this ordinance;

RESPONSE: The submitted plans show the proposed utility pole on page A-1.

1. Pole loading analysis if being collocated on a City pole or structure;

RESPONSE: The small cell facility will be located on an ExteNet utility pole.

m. Attestation that the small cell wireless facilities will be operational for use by a wireless services provider within one (1) year after the permit issuance date;

RESPONSE: The small cell facility will be operational within one year of permit issuance. This is confirmed in the Project Summary.

n. Work plan describing the location of the proposed work, the work to be performed, the limits of disturbance to the public right-of-way and the method and materials to be used;

RESPONSE: The above information is not required by the Michigan Act for a small cell permit but is more appropriate for a ROW disturbance permit. Notwithstanding that, a new wooden utility pole will be installed in a bored hole. The hole will be machine bored with a maximum disturbance of a 3-foot diameter.

o. Landscape plans for ground-mounted facilities, if applicable;

RESPONSE: No ground mounted facilities are proposed.

p. Site/structure remediation plans for restoring the public right-of-way after removal of the wireless facilities;

RESPONSE: Per Section 13 (10) of the Michigan Act, all damage and/or remediation to the right-of-way upon removal will be repaired and will include a resodding of the right-of-way surface in order to return the right-of-way to its functional equivalent before the damage.

q. Certificate of compliance with FCC radio frequency emission regulations;

RESPONSE: A certificate of compliance with FCC radio frequency emission
regulations is not required under the Michigan Act.

r. For all new poles, replacement poles, and wireless structures, demonstration of compliance with ANSI/TIA 222-G-2 standards;

RESPONSE: The proposed utility pole will comply with all applicable federal standards.

s. For all new poles, replacement poles, and wireless support structures, a certification by the wireless provider and a structural analysis sealed by a licensed engineer attesting that the towers and structures will accommodate collocation of additional antennas, including the extent of such collocation space;

RESPONSE: The above is not required by the Michigan Act. A utility pole typically holds one small cell facility.

t. For all new poles, replacement poles, and wireless support structures, a statement from a licensed engineer why no current existing towers or structures are adequate to provide the services planned with the wireless facility;

RESPONSE: The above is not required by the Michigan Act. Notwithstanding, the installation of this new utility pole is only because ExteNet must relocate from an existing DTE pole.

u. An inventory of any existing and approved small cell wireless facilities, poles, and wireless support structures that are within the jurisdiction of the City;

RESPONSE: All existing ExteNet sites are on file with the City and have previously been approved under the Michigan Metro Act.

v. Copy of all other permits related to the deployment, including any applicable METRO Act application and permit;

RESPONSE: There are no additional permits related to the deployment of this small cell facility.

w. For deployments in downtown or residential districts, documentation of compliance with design and location requirements;

RESPONSE: The proposed small cell facility will comply with applicable requirements.

x. Documentation showing adequate insurance, including the City named as
an additional insured;

RESPONSE: A certificate of insurance, submitted as Exhibit D to the Project Summary, has been given to the City as part of this application.

y. A performance bond meeting the requirements of this Article; and

RESPONSE: ExteNet will comply with all applicable bonding requirements including the maximum bond amount of $1,000.

z. Any additional information requested by the City.

RESPONSE: ExteNet will work with the City to provide the necessary information for approval of this small cell facility.

(d) Confidential information. If a wireless provider claims that any portion of the information submitted by it as part of its application contains trade secret, proprietary, or confidential information, which is exempt from the Freedom of Information Act (MCL §15.231 et seq.), the wireless provider shall prominently so indicate on the application.

RESPONSE: ExteNet acknowledges that any confidential information must be indicated as such.

(e) Application fee. Except as otherwise provided by the Act, the application shall be accompanied by a one-time nonrefundable application fee in the amount as established by City Council.

RESPONSE: The Michigan Act provides the maximum application fee ($300) for small cell facilities.

(f) Permit Approval Process. Permit applications shall comply with the following process.

a. Pre-Meeting. Prior to submission of an application, a wireless provider shall meet with the City to discuss the application process, a wireless provider's intended deployment, and the requirements of this ordinance.

b. Submission. After the pre-meeting is conducted, the wireless provider may file the application, including all required documents, fees and information.

c. Initial Review for Completeness. Submitted applications will first be reviewed for completeness to ensure that all required information is included. If an application is deemed incomplete, the City will provide written notice to the wireless provider which clearly delineates all missing documents or information. Any applicable statutory review times will be tolled from the time the City notifies the wireless provider that the application is incomplete until a supplemental submission is received.
d. **Review by City Staff.** Once an application is deemed complete, it will be reviewed by the City Manager, the Department of Public Works, the City Building Official, the Chairperson of the Downtown Development Authority, the City Attorney and any other designees of the City Manager.

e. **Post-application Meeting.** If review by the City raises any issues or concerns, meetings with the wireless provider and relevant members of the City staff may be requested.

f. **Final Approval.** Upon the conclusion of the City's review, the City Council will review the application and any recommendations from the City Manager. If the City Council is satisfied that all the requirements of this ordinance are satisfied, it will approve the application. The wireless provider is requested to attend this meeting.

g. **Issuance of Permit.** Once an application is approved by the City Council, the Department of Public Works shall issue a permit granting wireless provider access to and use of the public rights-of-way.

h. **Notice of Completion.** Wireless provider will notify the City within 48 hours after completing the work allowed by the permit.

i. **Final Inspection.** Within 30 days after receiving notice that the wireless provider has completed the work under the permit, the City will inspect the wireless provider's facilities and make a written report as to the satisfaction of the permit, the City Code, any applicable agreements and state and federal law.

**RESPONSE:** The above is a list of permit approval steps and does not require a response.

(g) **Timeline for Review.** Applications will be processed consistent with the following timelines:

a. **Collocation Requests.** Applications requesting to collocate small cell wireless facilities on poles located within the public right-of-way will be approved or denied within 60 days after the date the application is submitted, subject to the following:

   i. The City will determine whether the application is complete within 25 days after the application is submitted. The City will provide written notice to the wireless provider if the application is deemed incomplete and a supplemental response is required.

   ii. If a supplemental response is required, the City's deadline for approving or denying the application will be tolled by however many days it takes for the wireless provider to submit a
supplemental response to the City after receiving notice that the wireless provider's application was incomplete. The City will notify the wireless provider whether the application remains incomplete within 10 days of receiving a supplemental response. If more than one supplemental response is required, the deadline for approving or denying the application will continue to be tolled by the number of days between the City providing notice to the wireless provider and the City receiving a supplemental submission.

iii. The City may add 15 days to the deadline for approving or denying the application if another wireless provider also submitted an application within 7 days of the date of the submission of the application in question.

iv. The City may extend the deadline for approving or denying the application by an additional 15 days if the City notifies the wireless provider in writing that an extension is needed and the reasons for the extension.

v. If the City denies a completed application, it will provide written notice explaining the reason for denial. The wireless provider may cure the identified deficiencies and resubmit its application within 30 days after the denial without paying an additional fee. The City will approve or deny the revised application within 30 days after receiving the revised application.

vi. The deadline for approving or denying the application may be extended by mutual agreement between the City and the wireless provider.

b. Requests to Install a New or Replacement Utility Pole. Applications requesting to install a new or replacement utility pole and associated small cell wireless facility within the public right of way will be approved or denied within 90 days after the date the application is submitted. The City will determine whether the application is complete, deny the application, and review and consider a revised application as provided for collocation requests.

c. Requests to Install Facilities Outside the ROW, New or Replacement Wireless Support Structures Within the ROW or to Modify Wireless Support Structures. Applications to install or modify small cell wireless facilities outside of the public right-of-way, application to install new or replacement wireless support structures within the public right-of-way, and applications to install or modify wireless support structures to be used for small cell wireless facilities will be approved or denied within 90 days after the date the application is submitted, subject to the following:

i. The City will determine whether the application is complete within
30 days after the application is submitted. The City will provide written notice to the wireless provider if the application is deemed incomplete and a supplemental response is required.

ii. If a supplemental response is required, the City's deadline for approving or denying the application will be tolled by however many days it takes for the wireless provider to submit a supplemental response to the City after receiving notice that the wireless provider's application was incomplete. The City will notify the wireless provider whether the application remains incomplete within 10 days of receiving a supplemental response. If more than one supplemental response is required, the deadline for approving or denying the application will continue to be tolled by the number of days between the City providing notice to the wireless provider and the City receiving a supplemental submission.

iii. The deadline for approving or denying the application may be extended by mutual agreement between the City and the wireless provider.

d. Requests to Install New Wireless Support Structures Outside of the ROW. Applications to install or construct new wireless support structures outside of the public right-of-way to be used for small cell wireless facilities will be approved or denied within 150 days after the date the application is submitted, subject to the following:

i. The City will determine whether the application is complete within 30 days after the application is submitted. The City will provide written notice to the wireless provider if the application is deemed incomplete and a supplemental response is required.

ii. If a supplemental response is required, the City's deadline for approving or denying the application will be tolled by however many days it takes for the wireless provider to submit a supplemental response to the City after receiving notice that the wireless provider's application was incomplete. The City will notify the wireless provider whether the application remains incomplete within 10 days of receiving a supplemental response. If more than one supplemental response is required, the deadline for approving or denying the application will continue to be tolled by the number of days between the City providing notice to the wireless provider and the City receiving a supplemental submission.

iii. The deadline for approving or denying the application may be extended by mutual agreement between the City and the wireless provider.

RESPONSE: The above is a statement of the timeline for review of small cell
facilities and does not require a response.

(b) *Standards for Review of Application.* The City may grant or deny the location and installation of any small wireless facility, pole, or wireless support structure prior to installation, if installation would:

a. Materially interfere with the safe operation of traffic control equipment.

RESPONSE: The proposed small cell facility will not affect traffic control equipment.

b. Materially interfere with sight lines or clear zones for transportation or pedestrians.

RESPONSE: The proposed small cell facility is in the right-of-way and does not interfere with any sight lines, transportation, or pedestrian traffic.

c. Materially interfere with compliance with the Americans with Disabilities Act of 1990, Public Law 101-336, or similar federal, state, or local standards regarding pedestrian access or movement.

RESPONSE: The proposed small cell facility does not interfere with any federal, state, or local standards regarding pedestrian movement or access.

d. Materially interfere with or endanger the use of City bike paths, walkways, parks, or recreational areas used by City residents.

RESPONSE: The proposed facility does not interfere with the any nearby sidewalk.

e. Materially interfere with maintenance or full unobstructed use of the City's public utility infrastructure.

RESPONSE: The proposed small cell facility is on a new utility pole and will not change the City’s access to the public utility infrastructure.

f. Materially interfere with maintenance or full unobstructed use of the City's drainage infrastructure as it was originally designed, or not be located a reasonable distance from the drainage infrastructure to ensure maintenance.

RESPONSE: The proposed small cell facility will not interfere with any drainage infrastructure or maintenance.

g. Fail to comply with spacing requirements as set forth in this ordinance.

RESPONSE: The proposed facility complies with the requirements of this
ordinance.

h. Fail to comply with applicable codes.

RESPONSE: The proposed facility complies with applicable federal, state, and local codes.

i. Fail to comply with design and concealment requirements as set forth in this ordinance.

RESPONSE: The proposed facility does not require any additional design or concealment.

Sec. 23-127. General Design and Location Requirements.

Small cell wireless facilities, related equipment and accessories, poles and wireless support structures shall comply with the following design and concealment standards:

(a) Compatible Design. All small cell wireless facilities and related equipment must use materials, colors, textures, and screening so as to be aesthetically and architecturally compatible with the surrounding environment, including:

(1) Be compatible in design to match existing street lights, traffic control devices, poles, infrastructure, outside furniture, garbage receptacles, and adjacent buildings.

(2) Be aesthetically pleasing.

(3) Be the similar in color to existing architecture and adjacent infrastructure.

RESPONSE: The proposed small cell facility is located on a new wooden utility pole. This pole will match the color and aesthetics of nearby utility poles. To the extent that the City attempts to provide additional requirements, such requirements are barred by the Michigan Act.

(b) Lighting. Facilities shall not be artificially lighted. If lighting is required, the lighting fixtures and installation must cause the least disturbance to surrounding properties and shall otherwise comply with Section 15.2 of Chapter 15 of the City’s Code of Ordinances.

RESPONSE: The proposed small cell facility does not require lighting.

(c) Collocation. Unless physically or technically infeasible, all wireless facilities shall be constructed to accommodate two or more users. Any wireless provider must openly allow another provider to collocate upon its wireless facility under rates and conditions that are acceptable within the industry to promote collocation. Collocation of small cell
wireless facilities is strongly encouraged.

RESPONSE: Collocation of small cell facilities on a single utility pole is physically and technologically unfeasible. Moreover, collocation is not required under the Act.

(d) Ancillary Facility Equipment. All other wireless equipment with the facility shall be designed and painted to satisfy this section. The equipment will be required by the City to be located underground in any locations where the equipment will be visible from adjacent roadways and lots and public electrical utility lines are already placed underground. Where underground placement of equipment is not required or would impair service, aboveground placement is permitted upon the City’s approval. Ground-mounted equipment shall comply with the following requirements:

(1) All equipment shall be completely concealed from view within an enclosed cabinet. Cabinets must be compatible in color and design to match existing infrastructure and architecture.

(2) So as not to impede or impair public safety or the legal use of the public right-of-way by the traveling public, in no case shall ground-mounted equipment be located closer than two feet from the public right-of-way, edge line, face of curb, sidewalk, bike lane or shared-use path.

(3) Ground-mounted equipment shall be located a minimum of 12 feet from any permanent object or existing lawful encroachment in the public right-of-way to allow for access.

(4) Ground-mounted equipment must be secured to a concrete foundation or slab with a breakaway design in the event of collisions.

(5) Ground-mounted equipment must either be screened with plant material that is consistent with the characteristics of the surrounding area, be integrated into the base of an existing utility pole, wireless support structure or other infrastructure, or be otherwise camouflaged so as to be aesthetically and architecturally compatible with surrounding environment, without detracting from the streetscape. The City and the wireless provider shall agree on mutually acceptable design criteria prior to any above ground deployment.

RESPONSE: All equipment relating to this small cell facility is located on the new utility pole.

(e) Separation Distances. New utility poles and ground-mounted equipment shall be installed at least 300 feet from any existing or proposed utility pole or ground-mounted equipment. Any wireless provider desiring to install poles less than 300 feet apart shall demonstrate to the City’s satisfaction that the wireless provider could not serve a location without the desired placement.
RESPONSE: The new utility pole is 12 feet from an existing utility pole. As explained in the Project Summary in more detail, ExteNet had to move from this existing pole due to a change in DTE attachment rules. The above separation distances are in direct conflict with the Michigan Act.

(l) *Marking and Signage.* No small cell wireless facility, utility pole, wireless support structure or any portion thereof shall have any signage except as expressly permitted by this ordinance or as required by state or federal law. Aerial portions of small cell wireless facilities shall be marked with a marker which shall state wireless provider's name and provide a toll-free number to call for assistance. Underground portions of small cell wireless facilities shall have a stake or other appropriate above ground markers with wireless provider's name and a toll-free number indicating that there is buried equipment below. Any marking required by this section shall not be used for advertising purposes and shall not exceed 1 square foot in area unless approved by the City.

RESPONSE: The proposed small cell facility will have no marking or signage other than that minimally required for identification and safety.

Sec. 23-128. Design and Location Requirements for Deployments on Existing Poles.

Small cell wireless facilities installed on existing utility, street light, traffic signal poles, or wireless support structures located in residential and downtown districts shall comply with the following design and concealment standards:

(a) The maximum pole height shall be 40 feet.

(b) They shall be aesthetically pleasing, similar in design to existing infrastructure and architecture, consistent with the local character of the area and shall not detract from the streetscape.

(c) To the extent practicable, all accessory cables and equipment shall be installed underground.

(1) If any equipment cannot be installed underground, then it shall be installed at the base of the pole and concealed with skirting compatible in design and color to the pole.

(d) Antenna shall be installed within the pole and not visible. If any antenna cannot be installed within the pole and made not visible, then it shall extend vertically from the pole or be flush-mounted to the side of the pole and shall be designed to be an architecturally compatible extension of the pole. The diameter of the antenna shall be consistent with the diameter of the pole, not including other appurtenances or extensions from the pole, or the base to which the pole is mounted. The antenna shall not extend more than ten feet above the top of the pole.

RESPONSE: The above lists requirements for collocation on existing poles. The proposed small cell is on a new utility pole so the above does not apply.
Notwithstanding the above, the proposed new pole is 38.5 feet.

Sec. 23-129. Design and Location Requirements for Deployments Requiring New Poles.

Small cell wireless facilities requiring the installation of a new pole or wireless support structure in residential, historic, and downtown districts shall comply with the following design and concealment standards:

(a) If possible, poles and wireless support structures shall be designed to accommodate small cell wireless facilities for multiple wireless services providers.

RESPONSE: Collocation is not required under the Michigan Act.

(b) Poles shall be located a minimum of 15 feet from any tree, measured to the tree-trunk center. Additionally, 80 percent of the root protection zone shall remain undisturbed. The root protection zone shall either be a six-foot radius around the tree or a one-foot radius for every inch of tree diameter at breast height, whichever is greater. This minimum separation shall not apply for a new pole that replaces an existing pole, where the new pole is installed in the same place as, or immediate vicinity of, the existing pole.

RESPONSE: The proposed small cell facility is ~20 feet from the nearest tree trunk. The proposed facility will not infringe upon the root protection zone.

(c) Poles shall be designed pursuant to City standards or the applicable utility's standard, and function as street light poles, utility poles, or traffic signal poles in consultation with the City or the applicable utility and shall be incorporated into the applicable utility or signaling system.

RESPONSE: The above requirement is in not a requirement of the Michigan Act and to that extent is in direct conflict with the Michigan Act.

(d) Poles shall comply with the following height regulations:

(1) In residential districts, poles shall not exceed 33 feet in height from ground level.

(2) In downtown districts, poles shall not exceed 10% of an adjacent building or exceed 40 feet in height from ground level, whichever is less.

(3) In all other districts, poles shall not exceed 40 feet in height from ground level.

RESPONSE: The proposed pole is 38' 5" high. This height follows the terms of Section 13 (5(a)) of the Michigan Act and to the extent that the City seeks to enforce different requirements, the Act controls. The Michigan Act allows for up
to 40' of pole height.

(e) Poles shall be designed and installed with materials and appearance consistent with existing poles in the adjacent public way, unless materials and appearance are prescribed by other ordinance, law, or City requirements. Poles shall be aesthetically pleasing, consistent with the local character of the area and shall not detract from the streetscape.

RESPONSE: The proposed utility pole will be wooden and consistent with adjacent existing poles.

(f) Antenna shall be installed within the pole and not visible. If any antenna cannot be installed within the pole and made not visible, then it shall extend vertically from the pole or be flush-mounted to the side of the pole and shall be designed to be an architecturally compatible extension of the pole. The diameter of the antenna shall be consistent with the diameter of the pole, not including other appurtenances or extensions from the pole, or the base to which the pole is mounted. The antenna shall not extend more than five feet above the top of the pole.

RESPONSE: The proposed antenna cannot be installed inside the pole and extends vertically from the pole. The antenna extends 2' 8" from the top of the pole and is consistent with pole diameter.

(g) To the extent practicable, all accessory cables and equipment shall be installed within the pole or placed underground as required by this ordinance.

RESPONSE: All accessory equipment is located on the pole as demonstrated on page A-2 of the submitted drawings.

Sec. 23-130. Insurance and Bonding Requirements.

(a) Insurance. The wireless provider shall furnish proof of insurance in an amount and form satisfactory to the City, naming the City as an additional insured. Such insurance shall cover a period of not less than the term of this permit and shall provide that it cannot be cancelled without thirty (30) days advance written notice to the City.

RESPONSE: A certificate of insurance has been submitted to the City as part of this application.

(b) Bonding. Before any work under a permit issued pursuant to this ordinance may commence, a wireless provider shall furnish to the City a performance bond in the form of an irrevocable bank letter of credit form or surety bond form approved by City, in the amount of $1,000.00 per small cell wireless facility included in the application for a permit, to provide for the reasonable costs of removal of abandoned or improperly maintained small cell wireless facilities, to repair the ROW or to recoup unpaid rates or fees.
RESPONSE: ExteNet will comply with all applicable bonding requirements.

Sec. 23-131. Assignment; Speculation.

(a) Assignment; Transfer. No permit may be transferred or assigned by a wireless provider without the City's express written permission until the construction and installation of all permitted small cell wireless facilities is completed. After completion of such construction, wireless provider must provide notice to the City no later than thirty (30) days after any assignment or transfer, provided that the transferee or assignee:

(1) Is qualified to perform under the terms of this ordinance, the permit issued by the City and any applicable agreement with the City, and shall be subject to the obligations set forth in the same;

(2) Supplies the City with all relevant information required by this ordinance, the permit issued by the City and any applicable agreement with the City; and

(3) Complies with any updated insurance and bond requirements deemed reasonably necessary by the City.

RESPONSE: ExteNet acknowledges and will follow the above assignment regulations.

(b) Speculation. Any permit obtained pursuant to this ordinance shall not be held for speculative purposes.

RESPONSE: The proposed small cell facility will be active within one year of permit issuance and is not speculative.

Sec. 23-132. Revocation of Permit; Removal.

(a) Revocation of Permit. A permit to install small cell wireless facilities issued pursuant to this ordinance shall be revoked upon the occurrence of any of the following events:

(1) The wireless provider does not commence construction of the permitted small cell wireless facilities six (6) months after the date of issuance;

(2) The permitted small cell wireless facilities are not operational within one (1) year after the date of issuance;

(3) The wireless provider or the permitted small cell wireless facilities violate the terms or conditions of this Ordinance, any applicable agreement with the City, any permit issued by the City, applicable codes or any relevant provision of state or federal law, and such violations are not corrected within thirty (30) days after receiving written notice from the City;

(4) After the permitted small cell wireless facilities become operational, the wireless provider discontinues the use of the small cell wireless facilities for a period of one hundred and eighty (180) consecutive days;
(5) The wireless provider fails to renew the permit, or the permit otherwise expires by its own terms; or

(6) The wireless provider voluntarily requests that a permit be terminated.

These deadlines may be extended only with express written permission from the City. If small cell wireless facilities, utility poles or wireless support structures are installed prior to the revocation of a permit, the wireless provider shall comply with the procedures for removal in the following Section.

RESPONSE: ExteNet acknowledges the City’s conditions and to the extent that these conditions are not preempted by the Act, ExteNet will comply with the above conditions.

(b) Removal of Facilities; Restoration.

(1) A wireless provider shall remove all small cell wireless facilities, utility poles and wireless support structures, and shall restore the public right-of-way to its preinstallation condition within forty-five (45) days after receiving written notice from the City that a permit issued pursuant to this ordinance has been revoked.

(2) If the wireless provider does not complete removal and restoration within forty-five (45) days after receiving such notice, the City shall have the right, but not the obligation, to complete the removal and restoration and assess the costs and expenses against the wireless provider, including, without limitation, any administrative costs.

(3) If the City exercises its right to effectuate removal and restoration, the wireless provider shall pay to the City the costs and expenses incurred by the City in performing any removal work and any storage of the wireless provider's property after removal (including any portion of the small cell wireless facilities) within fifteen (15) business days of the date of a written demand for this payment from the City. The City may, in its discretion, obtain reimbursement for the above by making a claim under the wireless provider's performance bond. After the City receives the reimbursement payment from the wireless provider for the removal work performed by the City, the City shall promptly return to the wireless provider the property belonging to the wireless provider and removed by the City pursuant to this Section at no liability to the City. If the City does not receive the reimbursement payment from the wireless provider within such fifteen (15) business days, or if City does not elect to remove such items at the City's cost after the wireless provider's failure to so remove prior to forty-five (45) days subsequent to the issuance of notice pursuant to this Section, any items of the wireless provider's property, including without limitation the small cell wireless facilities, remaining on or about the public right-of-way or stored by the City after the City's removal thereof may,
at the City's option, be deemed abandoned and the City may dispose of such property in any manner allowed by law, and in accordance with any legal rights of persons other than the City who own utility poles located in the public right-of-way and used by the wireless provider. Alternatively, the City may elect to take title to such abandoned property, regardless of whether the City is provided an instrument satisfactory to the City transferring to the City the ownership of such property.

(4) The deadline for removal and restoration may be extended only with express written permission from the City.

**RESPONSE:** ExteNet acknowledges the City’s conditions and to the extent that these conditions are not preempted by the Act, ExteNet will comply with the above conditions.
### Application for Building Permit

**Bureau of Buildings and Safety Engineering**  
**City of Grosse Pointe Park**

#### PROJECT LOCATION

**R.O.W of 15601 Essex Ave, Grosse Pointe Park, MI 48230**

#### OWNER or LESSEE INFORMATION

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
<th>TELEPHONE NUMBER (including area code)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ExteNet - Pole Owner</td>
<td>3030 Warrenville Rd, Suite 340</td>
<td>Lisle</td>
<td>IL</td>
<td>60532</td>
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#### ARCHITECT or ENGINEER

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
<th>TELEPHONE NUMBER (including area code)</th>
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</thead>
<tbody>
<tr>
<td>Verita Telecommunications Corporation</td>
<td>47059 Five Mile Rd</td>
<td>Plymouth</td>
<td>MI</td>
<td>48170</td>
<td>(740) 403-7012</td>
</tr>
</tbody>
</table>

#### CONTRACTOR INFORMATION

<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
<th>LICENSE NUMBER</th>
<th>LICENSE EXPIRATION DATE</th>
<th>TELEPHONE NUMBER (including area code)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ExteNet Systems</td>
<td>3030 Warrenville Rd, Suite 340</td>
<td>Lisle</td>
<td>IL</td>
<td>60532</td>
<td></td>
<td></td>
<td>(630) 505-3800</td>
</tr>
</tbody>
</table>

### N/A - Commercial Application

**FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION**

**N/A - Commercial Application**

**WORKER'S COMPENSATION CARRIER OR REASON FOR EXEMPTION**

**N/A - Commercial Application**

**MEDICAL INSURANCE NUMBER OR REASON FOR EXEMPTION**

**N/A - Commercial Application**

### SCOPE OF PROJECT

**TOTAL ESTIMATED VALUE OF PROJECT:** $50,000.00

**USE GROUP**

**CONSTRUCTION TYPE**

<table>
<thead>
<tr>
<th>NUMBER OF FLOORS</th>
<th>LENGTH OF BUILDING</th>
<th>WIDTH OF BUILDING</th>
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</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### EXPLAIN PROJECT

ExteNet intends to install a new utility pole in the right-of-way near 15601 Essex Ave for the use of collocating a small cell wireless facility on it. All telecommunication equipment will be contained on the pole. Further information on the need for this site and dimensions surrounding the site can be seen on the submitted Project Summary and Construction Drawings. For any questions on this application, please contact Wallace Haley at 517-518-8623 or whaley@haleylawfirm.com

### 2 SETS OF PLANS MUST ACCOMPANY THIS APPLICATION. FILL IN PLOT PLAN ON PAGE 2 UNLESS SHOWN ON BLUEPRINT

### SIGNATURE OF APPLICANT

**APPLICATION DATE:** 11/20/20

### FENCE APPROVAL REQUIRES SIGNATURE OF TWO NEIGHBORS

**SIGNATURE OF NEIGHBORS FOR FENCE**

**DATE SIGNED**

**N/A - No fence**

**SIGNATURE OF NEIGHBOR FOR FENCE**

**DATE SIGNED**

**N/A - No Fence**

GPP.BISE-001 (Rev 12/2018) Page 1
Please see submitted drawings dated 9-30-20 for Site Plans.
## Certificate of Liability Insurance

**Certification**

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

### Important

If the certificate holder is an Additional Insured, the policy(ies) must have Additional Insured provisions or be endorsed. If Subrogation is Waived, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

### Producer

IMA, Inc. - Dallas Division 6200 LBJ Freeway Suite 200 Dallas TX 75240

### Insured

ExteNet Systems Inc; ExteNet Systems (California), LLC; ExteNet Systems New York Inc; ExteNet Systems (Virginia) - 3030 Warrenville Rd., 3rd FL Lisle IL 60532

### Coverages

<table>
<thead>
<tr>
<th>INSURER</th>
<th>REINSURER</th>
<th>TYPE OF INSURANCE</th>
<th>ADDL. SUB.</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF</th>
<th>POLICY EXP</th>
<th>LIMITS</th>
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<tr>
<td>A</td>
<td>X</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>CLAIMS-MADE</td>
<td>X OCCUR</td>
<td>Y 4013130714</td>
<td>1/2/2020</td>
<td>1/2/2021</td>
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<td>B</td>
<td>AUTOMOBILE LIABILITY</td>
<td>NON-OWNED AUTOS ONLY</td>
<td>X OCCUR</td>
<td>Y 40131303681</td>
<td>1/2/2020</td>
<td>1/2/2021</td>
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<td>C</td>
<td>UMBRELLA LIABILITY</td>
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<td>X RETENTION</td>
<td>Y 6056871852</td>
<td>1/2/2020</td>
<td>1/2/2021</td>
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<td>D</td>
<td>WORKERS COMPENSATION</td>
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<td>N/A</td>
<td>N/A</td>
<td>6056871821</td>
<td>1/2/2020</td>
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<td></td>
<td>E</td>
<td>PROFESSIONAL LIABILITY</td>
<td>PCAD50105170120</td>
<td>1/2/2020</td>
<td>1/2/2021</td>
<td>LIMIT: $10,000,000</td>
<td></td>
</tr>
</tbody>
</table>

### Description of Operations / Locations / Vehicles

(ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

A Waiver of Subrogation is provided in favor of "Additional Insured" on the General, Automobile, Umbrella Liability and Workers Compensation Policies if required by written contract or agreement subject to the policy terms and conditions.

This Insurance is Primary and Non-Contributory on the General, Automobile and Umbrella Liability Policies subject to policy terms and conditions.

### Certificate Holder

City of Grosse Pointe Park 15115 East Jefferson Ave Grosse Pointe Park MI 48230 USA

### Cancellation

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

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**ADDITIONAL REMARKS SCHEDULE**

<table>
<thead>
<tr>
<th>AGENCY</th>
<th>NAMED INSURED</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMA, Inc. - Dallas Division</td>
<td>ExteNet Systems Inc; ExteNet Systems (California), LLC; ExteNet Systems New York Inc; ExteNet Systems (Virginia) - 3030 Warrenville Rd., 3rd FL Lisle IL 60532</td>
</tr>
</tbody>
</table>

**CARRIER**

**NAIC CODE**

**EFFECTIVE DATE:**

---

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**

**FORM NUMBER:** 25  **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Any Exclusion for Liability within 50 feet of railroad tracks has been deleted.

30 Day Notice of Cancellation with respects to the General, Automobile, Umbrella Liability and Workers Compensation Policies if required by written contract or agreement subject to the policy terms and conditions.
<table>
<thead>
<tr>
<th>SUMMARY:</th>
<th>At a meeting of the Ordinance Review Committee on January 7, 2021, the committee discussed the potential for amending City Code Chapter 2 Administration Sec. 177 Membership of the City Planning Commission. Per the MI Planning Enabling Act MCL 125.3815 “(2) A city, village, or township planning commission shall consist of 5, 7, or 9 members” The Committee discussed clarifying the City Manager role to serve as a liaison and not a voting member and the number of voting commissioners from an even number to odd. Below are those suggestions moved from the Ordinance Review Committee.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sec. 2-177. Membership.</td>
<td>The City Planning Commission shall consist of nine (9) seven (7) members, six (6) of whom shall be representative, insofar as possible, of important segments of the community, such as economic, governmental, educational, and social development of the City, in accordance with the major interests as they exist in the City, and shall be appointed by the Mayor subject to approval by a majority vote of the Council. Three (3) One (1) members shall be an ex-officio members, namely: the Mayor, an administrative officer of the City selected by the Mayor, and or one Councilperson selected by the Council. An administrative officer of the city shall serve as liaison to the Planning Commission, but shall not be a voting member. All members shall serve for a term of three (3) years, except that the terms of ex-officio members shall correspond to their respective official tenures.</td>
</tr>
<tr>
<td>FINANCIAL IMPACT:</td>
<td>None</td>
</tr>
<tr>
<td>RECOMMENDATION:</td>
<td>Council provides feedback to City Attorney &amp; City Manager for preparation of amending document for a future City Council meeting.</td>
</tr>
<tr>
<td>PREPARED BY:</td>
<td>Nick Sizeland</td>
</tr>
<tr>
<td>TITLE:</td>
<td>City Manager</td>
</tr>
</tbody>
</table>
WHEREAS, Gerry Schilling has been a lifelong resident of Grosse Pointe Park, currently residing at 850 Bedford, where he and his wife Julie raised their two children Leah, and Clay;

WHEREAS, Gerry Schilling is the Founder and Owner of B.C. Fulfillment since 1997;

WHEREAS, Gerry Schilling has served on the Recreation Commission from 1986, through 2020, contributing many ideas towards projects over the years including the Lavins Fitness Center, Golden Family gymnasium, the Okulski Theater and Carol C. Schaap Theater, improvements to the olympic pool, zero depth pool, maintaining the marina, improvements to the tennis courts, implementing pickle ball, improvements to the Tompkins Community Center, the atrium, the splash pad, the golfing green, the Hutton Ice rink/Fountain, the Lindell Lodge, the Helm Boardwalk, and the addition of kayak racks that have made Windmill Pointe Park and Patterson Park what they are today and is enjoyed by all the residents of Grosse Pointe Park;

RESOLVED, that the Mayor and members of City Council of Grosse Pointe Park join in acknowledging Gerald Shilling for his many years of dedicated service to the residents of Grosse Pointe Park serving on the Recreation Commission.

DATE: January 11, 2021

Robert W. Denner, Mayor
City of Grosse Pointe Park

A RESOLUTION HONORING

PATRICK MANN

WHEREAS, Patrick Mann has been a resident of Grosse Pointe Park since 1955 and currently resides at 1115 Wayburn where he raised his two children with his wife Patsy;

WHEREAS, Patrick Mann served in the Korean War for four years;

WHEREAS, Patrick Mann had a career as a Branch Manager at Manufacturers Bank and retired after thirty years of service;

WHEREAS, Patrick Mann contributed his time after retirement to various charitable foundations;

WHEREAS, Patrick Mann served on the Tax Increment Finance Authority Board since its inception in 1986 through 2020, whereby improving the northwest sector of the city through numerous TIFA programs, including home improvement loans, loans for commercial façade improvements, rental rehabilitation grants, off street parking improvements, the streetscape improvements on Mack, Charlevoix, and Kercheval, the decorative lampposts throughout the district, the COVID-19 business support program and the bond to finance the new Department of Public Works building on Mack;

RESOLVED, that the Mayor and members of the City Council of the City of Grosse Pointe Park join in acknowledging Patrick Mann for his many years of dedicated service to the residents of Grosse Pointe Park by serving on the TIFA Board.

DATE: January 11, 2021

Robert W. Denner, Mayor
City of Grosse Pointe Park

A RESOLUTION HONORING

THOMAS MCDONALD

WHEREAS, Thomas McDonald was a Grosse Pointe Park resident for many years where he resided with his wife Dorothy and raised five sons;

WHEREAS, Thomas McDonald obtained a degree from the University of Michigan in Real Estate;

WHEREAS, Thomas McDonald joined and continues to be active with his son Marty in the family business founded by his father, that was established in 1948 known as Crown Realty, and which has been located in the same building on Charlevoix for 73 years;

WHEREAS, Thomas McDonald served on the Tax Increment Finance Authority Board since 2012, whereby improving the northwest sector of the city by providing the streetscape improvements on Mack, Charlevoix, and Kercheval, and the bond to finance the new Department of Public Works building on Mack, and the COVID-19 business support program;

RESOLVED, that the Mayor and members of the City Council of the City of Grosse Pointe Park join in acknowledging Thomas McDonald for his years of dedicated service to the residents of Grosse Pointe Park by serving on the TIFA Board.

DATE: January 11, 2021

Robert W. Denner, Mayor
City of Grosse Pointe Park

A RESOLUTION HONORING

JAMES ODELL

WHEREAS, James Odell has been a lifelong resident of Grosse Pointe Park and currently reside at 1103 Balfour where he raised his three children with his wife Nancy;

WHEREAS, James Odell is the owner of Pointe Printing, a family owned and operated business located in Grosse Pointe Park;

WHEREAS, James Odell is a Certified Financial Planner;

WHEREAS, James Odell has served on the Tax Increment Finance Authority Board (TIFA) as Chairman since its inception in 1986 through 2020, whereby improving the northwest sector of the city through numerous TIFA programs, including home improvement loans, loans for façade improvements, rental rehabilitation grants, off street parking improvements, the streetscape improvements on Mack, Charlevoix, and Kercheval, the decorative lampposts throughout the district, the COVID-19 business support program and the bond to finance the new Department of Public Works building on Mack;

RESOLVED, that the Mayor and members of City Council of the City of Grosse Pointe Park join in acknowledging James Odell for his years of dedicated service by serving the TIFA Board.

DATE: January 11, 2021

Robert W. Denner, Mayor
City of Grosse Pointe Park

A RESOLUTION HONORING

STEPHEN POLONI

WHEREAS, Stephen Poloni served as Director of Public Safety for the City of Grosse Pointe Park from December 2015 through January 2021;

WHEREAS, Stephen Poloni is being recognized for his leadership, vision, dedication and commitment to Grosse Pointe Park that has contributed to the betterment of the lives of the residents and visitors of Grosse Pointe Park;

WHEREAS, Stephen Poloni was the first Director of Public Safety in the Grosse Pointe’s to oversee two departments, Grosse Pointe City and Grosse Pointe Park, simultaneously for 5 years;

WHEREAS, Stephen Poloni has been a successful member of the public safety community for 38 years, serving in the City of River Rouge, Village of Grosse Pointe Shores, City of Grosse Pointe and the City of Grosse Pointe Park;

WHEREAS, Stephen Poloni served as President of the Wayne County Chiefs of Police, serves on committee for the Michigan Association of Chiefs of Police, is a member of the FBI Law Enforcement Executive Development Association, is a member of the International Association of Chiefs of Police;

WHEREAS, Stephen Poloni while serving Grosse Pointe Park has initiated many beneficial improvements, including new training initiatives to enhance the ability of our officers to respond to emergencies, stronger cooperation with our mutual aid partners, upgraded equipment including body and in-car camera’s, a new fire engine, new mobile radios and a NG-911 system, resulting in outstanding Public Safety Service to the citizens of Grosse Pointe Park;

RESOLVED, That the Mayor and members of the City Council of the City of Grosse Pointe Park join in acknowledging Stephen Poloni for his 38 years of dedicated public service, and particularly for his 5 years of service to the residents of Grosse Pointe Park as the Director of Public Safety.

DATE: January 11, 2021

Mayor Robert W. Denner
Beautification Commission Appointments

Re-appoint Anne Billiu to a 3-year term ending in 2024.

Re-appoint Bradley Etheridge to a 3-year term ending in 2024.

Re-appoint Armen Gulian to a 3-year term ending in 2024.

Appoint Nicholas Gwozdz to the seat formerly held by Jennifer Munson to a 3-year term ending in 2024.

Appoint Carolyn Byrd to fill the vacancy for the unexpired term remaining of Dee Cimini, term ending in 2022. Ms. Cimini has moved out of Grosse Pointe Park after serving on the Beautification Commission since 2002.
City of Grosse Pointe Park Board and Commission Application

First Name: Anne
Last Name: Bill

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:  Currently on Beautification Commission

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

☒ Yes
☐ No

[Signature]

12-31-20
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 have received a beautification award twice and feel that I can contribute to this committee.

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

I have lived in Grosse Pointe Park since 1977 and have served on a few committees in the area. I was on the Board of the Grosse Pointe Women’s Club until they disbanded this year. I am active in ADK, a retired teachers group in Grosse Pointe, that provides scholarships to GP North or South students that are going into teaching. While my children were at South, I was active in Parent groups there.
ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
Master Degree in Education

Occupation (if retired, list former occupation)
Retired Detroit Teacher

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

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 1977
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
☐ 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.

__________________________
Anne Billin
Signature of Applicant

__________________________
12-17-20
Date
City of Grosse Pointe Park Board and Commission Application

First Name: Brad
Last Name: Etheridge
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
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 be involved in community enrichment

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

Current Commissioner
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
G. P. Smith
MSU BA Telecom, BA Theatre

Occupation (if retired, list former occupation)
Former brewer at Atwater

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

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)
4/2010 - current
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
☐ 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

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]

12/17/20

Date
City of Grosse Pointe Park Board and Commission Application

First Name  
Armen  

Last Name  
Gulian  

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
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 would love to continue to serve on the Grosse Pointe Park Beautification Commission. Promoting, educating, and encouraging my neighbors on the hard work they put into their homes and gardens is a joy. I also would like to continue to bring more life/interest to the commission in terms of community engagement and outreach.

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__________________________________________________________________________

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

This is not my first term as commissioner. As a team member I bring skills that continue to help foster volunteer service. We have many planners and orchestrators. I am more of a workhorse. As some of our members age, (myself included) we need more members to help with the literal heavy lifting and work. Pat Deck and a few other members have maintained and completed these many tasks dutifully. I would like to learn more from Pat to help take some of the burden off her mighty shoulders should she want the help. She has taught me much about the Arbor Day activities and during the pandemic, we were able to celebrate virtually on social media rather than just posting the posters around the community. We did this by collaborating. I also enjoy co-chairing the perennial exchange. Dee Cimini, Lisa Kyle and I have worked together to bring those about with great success, first by adding a children’s activity and then adding other educational pieces with native plants and the Monarch project. This year, we attempted a virtual perennial exchange which was tough but shows real promise as a means to get the community involved for 2021. I work in the public schools and love to work with future gardeners. In addition, I served on the Hamtramck Beautification Commission in my previous residence for many years. This role utilized more community cleanups as that was what the city needed.
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Occupation (if retired, list former occupation)
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Current and/or Former Volunteer Experience (including previous civic involvement)
Pleasant Ridge Gardener Club
Hamtramck Beautification Commission
Hamtramck Library Hall of Fame Member
Grosse Pointe Park Beautification Commission
PTO and PTA member (as a parent and a teacher)
Special Needs Advisory Member for a Special Education PAC

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)
We purchased our home in December 2010 and moved to the city in March 2011
City of Grosse Pointe Park Board and Commission Application

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

☐ Yes
☐ x 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.

Armen Marie Gulian
Signature of Applicant

12/30/2020
Date
City of Grosse Pointe Park Board and Commission Application

First Name  
Last Name  
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:  City Council
☐ 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
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 would enjoy the opportunity to play an active role in the community I reside in. Grosse Pointe Park has been my home for the last five years, and I am excited to continue to watch the city grow. Living in close proximity to Charlevoix has allowed me to experience some of the wonderful recent changes our city has seen over the years, and I hope to be involved in future conversations about the city.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:
Working in education has given me opportunities to work with a diverse group of younger people as well as their guardians. In addition, teaching during a global pandemic has required me to continue to expand my technological skills to meet the demands of the current crisis. From 2009 to 2019, I developed, owned, and operated a screen printing company who spent the last three years operating the business in a commercial building in the city of Grosse Pointe. This helped me gain knowledge and experience with the community and its members from the perspective of a business owner. My personal interests include rehabilitating older items to bring new life and purpose to them, horticulture, reading, and travel. Traveling has allowed me to experience many different communities and innovative ways in which they draw people to them. All of this experience has given me the ability to look at issues with an open mind and offer creative solutions. I believe I can apply these skills to the responsibilities of a city councilmember to help solve problems and improve the lives of our residents.
ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
From Oakland University:
Bachelor of Arts in English
Master of Arts in Teaching Secondary Education

Occupation (if retired, list former occupation)
Teacher

Current and/or Former Volunteer Experience (including previous civic involvement)
Chaperoned 14 students in Malaga, Spain for a foreign exchange program.
Provided individualized writing help for players of University Liggett girls’ ice hockey team.
Fundraised and raised awareness for the Cystic Fibrosis Foundation
City of Saint Clair Shores Parks and Recreation Playground Program Counselor.

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)
I moved here in September 2015.
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
☐ 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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Nicholas Gwozdz

Signature of Applicant

October 25, 2020

Date
City of Grosse Pointe Park Board and Commission Application

First Name  Carolyn Byrd  
Last Name  Byrd  
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:  email notification

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

- Yes
- No
Why do you want to serve on this board and/or commission? (Please attach an additional page if more space is needed)

For the Beautification Commission I would like to serve to learn more about gardening and the projects that are done to keep the area beautiful.

I would like to serve on the Ethics Review Board to use my experience as a Compliance Coordinator to conduct investigations and provide training and education on related matters.

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

For the Beautification Commission I recently took Floral Design classes at Macomb Community College and would love to use the skills that I have learned.

For the Ethics Commission I am currently a Compliance Coordinator for a medical management company. I would like to use my skills in Ethics & Regulatory Compliance for the Board.
ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
I am currently enrolled at Macomb Community College to receive an Associate's Degree in Business Administration and Accounting. I then plan to transfer to University of Michigan to continue my education.

Occupation (if retired, list former occupation)
Compliance Coordinator

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

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)

6/2009 and currently at the current address 3/2020
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
☐ 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

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be attached to this application but are not required for consideration.
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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

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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

12/07/2020
Date
Planning Commission Appointment

Appoint Patrick Coletta to the seat currently held by Michael Fikany to a term ending 9/2023.
City of Grosse Pointe Park Board and Commission Application

First Name  Patrick

Last Name  Coletta

Address

City/State/Zip

Home Phone  n/a  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:  City Council vacancy
☐  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
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 have lived in Grosse Pointe Park longer than I've lived almost anywhere else, and I love living here. My wife grew up here, and it is where I have chosen to start my family. My choice to move here in 2012 was driven by the fact that Grosse Pointe Park is a wonderful place to live; since I plan to keep calling this community home for as long as I am able, I want to be a bigger part of what makes it that way and find new ways to keep Grosse Pointe Park friendly, welcoming, beautiful, and safe. My daughter, nieces, nephews, and the families of everyone who calls our city home are the reason I want to have a seat at the table and work for the betterment of our community.

Please provide a brief summary of the areas of expertise you would bring to the board and/or commission:
I have been an assistant prosecutor for nearly ten years. I have built a career on being a good communicator. I also have an open mind, common sense, and the willingness to compromise when compromise is in everybody's best interest. I am able to get my point across in a clear manner. I am transparent in my dealings with people, and I have a strong desire to do what's right. I have integrity and am invested in improving communities I'm a part of, and it is time for me to start doing that in my daughter's home town. Finally, pursuant to my employment with the Wayne County Prosecutor's Office, I was assigned to the Public Integrity Unit and prosecuted police officers and other public officials or individuals working in the public's interest for misconduct in office and other unlawful behavior. I believe in and practice responsibility, accountability, and integrity, especially for those engaged in public service. I bring a unique perspective to those aspects of public sector work.
City of Grosse Pointe Park Board and Commission Application

ADDITIONAL INFORMATION
Please briefly summarize the following information:

Education History
Bachelor of Music in Trombone Performance -- The University of Michigan, 2006.
Juris Doctorate -- Case Western Reserve University School of Law, 2010.

Occupation (if retired, list former occupation)
Assistant Macomb County Prosecutor, 2015-present.
Assistant Wayne County Prosecutor, 2011-2015.

Current and/or Former Volunteer Experience (including previous civic involvement)
Formerly a volunteer Big Brother with Big Brothers Big Sisters of Greater Cleveland (2007-2010).
Member of the Grosse Pointe Symphony Orchestra.
Annual participation in Christmas Adopt-a-Family through Angel Tree and Northeast Integrated Health.

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)
8 years. I moved to Grosse Pointe park in July 2012.
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):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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☐ 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?

No

If yes, please provide business name and address:

________________________________________________________________________
________________________________________________________________________

Are you a resident within the TIFA or DDA?

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☒ No
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______________________________
Signature of Applicant

10/28/2020
Date