

Regular Meeting of the City Commission  
Tuesday, September 6, 2022  
7:30 p.m.  
Huntington Woods City Hall  
Agenda

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**APPROVAL OF CONSENT AGENDA**

All items listed under the Consent Agenda are considered routine by the City Commission and will be enacted in one motion. There will be no separate discussion on these items unless a Commission member so requests, in which event the item(s) will be removed from the Consent Agenda and added to the Regular Agenda at the end of the items of business.

1. Regular Meeting Minutes of August 16, 2022
2. Approval of Warrant 392
3. Reports and Minutes
  - a. Environmental Sustainability Advisory Committee – May 19, 2022
  - b. Anti-Racism Advisory Committee – June 22, 2022
  - c. Treasurer's Report June 2022

**COMMUNICATIONS**

1. City of Huntington Woods – Certificate of Achievement for receiving a perfect 2022 Audit of Minimum Assessing Requirements (AMAR Review)

**COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

**PROCLAMTION**

1. Proclamation declaring September 2022 National Recovery Month
2. Proclamation declaring September 2022 National Suicide Prevention Month

**PUBLIC PARTICIPATION**

**ITEMS OF BUSINESS**

1. Resolution R- 2022: Matter of consideration to approve and authorize the City Manager to execute a purchase agreement with Play With a Purpose of Owatonna, MN for the purchase of a new play structure under Quote QT74222 in the amount of \$5,119.83.
2. Resolution R- 2022: Matter of consideration to approve and authorize the City Manager to execute a purchase agreement with Toshiba America Business Solutions of Irving, CA for the purchase of a new color copier in the amount of \$10,125.00 with a quarterly maintenance payment of \$93.84.
3. Boards, Commissions and Committee Appointments: Matter of new appointments of residents to various Boards, Commissions and Committees.

**CITY MANAGER'S REPORT**

**ADJOURNMENT OF REGULAR CITY COMMISSION MEETING**

Public Expression is encouraged. Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed under "Public Participation". Please be advised that the Commission Meetings are usually attended by the media and cablecast live, in addition to being re-cablecast following the meeting. The City of Huntington Woods will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Ethan Haan, ADA Coordinator, Huntington Woods City Hall, 26815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel (1-248-541-1180).

CITY OF HUNTINGTON WOODS  
REGULAR MEETING OF THE CITY COMMISSION  
MINUTES  
August 16, 2022  
7:30 p.m.  
City Hall  
DRAFT

Mayor Paul called the Meeting to order at 7:30 p.m.

**PRESENT:** Mayor Bob Paul, Mayor Pro Tem Elder, Commissioner Olsman  
Commissioner Rozell, and Commissioner Jenks

**ABSENT:** None

City Staff Present: City Manager Wilson,  
Finance Director/Treasurer Haan, and City Attorney Zalewski

**APPROVAL OF AGENDA**

Moved by Commissioner Rozell and seconded by Commissioner Jenks  
to approve the August 16, 2022 agenda as presented.

Ayes: Paul, Elder, Rozell, Jenks, Olsman

Nays: None

Absent: None

**The Motion Carried.**

**APPROVAL OF CONSENT AGENDA**

Moved by Commissioner Jenks and seconded by Mayor Pro Tem Elder  
to approve the August 16, 2022 Consent Agenda as presented.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

**The Motion Carried.**

**COMMUNICATIONS**

Moved by Commissioner Jenks and seconded by Commissioner Rozell to receive the resignation of Elizabeth Zerwekh from the Anti-Racism Advisory Committee thanking her for time served.

Ayes: Paul, Elder, Jenks, Rozell, Olsman

Nays: None

Absent: None

**The Motion Carried.**

**COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

None

**PUBLIC PARTICIPATION:**

**Harold Stack – Huntington Woods resident:**

Noted the need for transparency with the use of City vehicles by City Commissioners.

**AWARD PRESENTATION:**

Mayor Pro-Tem Elder presented Jim Speir the 2022 Bob and Char Citizen of the Year Award noting thanks for his years of dedicated service to the Community.

**RESOLUTION R-36-2022:**

Matter of consideration to approve the 2022 Master Plan Update.

Brad Strader and Ann Marie Kerby from MKSK presented a summary of the Master Plan Update in its entirety for the City Commission.

Moved by Commissioner Olsman and seconded by Commissioner Rozell to approve the 2022 Master Plan Update.

**Public Comment:**

**Harold Stack – Huntington Woods resident:**

Questioned if the current road work includes the recommendations for storm water runoff noted in the Master Plan.

**Commissioner Comment:**

**Elder:**

Thanked Hank Berry and MKSK for addressing her technical questions with the memo they provided and is comfortable moving forward with the approval of the plan now that her noted questions and concerns have been incorporated.

**Jenks:**

Pleased to see the Woodward Corridor Phase III included in the update.

Ayes: Paul, Elder, Jenks, Olsman, Rozell

Nays: None  
Absent: None

**The Motion Carried.**

**RESOLUTION R-37-2022:**

Matter of consideration to approve the appointment of Ethan Haan to the ICCA Board.

Moved by Mayor Pro Tem Elder and seconded by Commissioner Jenks Elder to approve Ethan Haan to the ICCA Board.

Ayes: Paul, Elder, Jenks, Rozell, Olsman  
Nays: None  
Absent: None

**The Motion Carried.**

**RECEIVE AND FILE:**

Insurance Services Office (ISO) Report on Public Protection Classification (PPC)

Manager Wilson noted that the City of Huntington Woods has maintained the favorable ISO Public Protection Classification of 03 which only includes thirteen to fourteen percent of the country. This classification plays an important role in the underwriting process at insurance companies ultimately reducing insurance rates. He thanked Chief Pazuchowski and Deputy Chief Cudney of the Public Safety Department as well as Director Fortura and the Department of Public Works for their hard work with this process. This rating will remain in effect for three years.

Moved by Commissioner Olsman and seconded by Commissioner Jenks to receive and file the Insurance Services Office (ISO) Report on Public Protection Classification (PPC)

Ayes: Paul, Elder, Olsman Jenks, Rozell  
Nays: None  
Absent: None

**The Motion Carried.**

**DISCUSSION/UPDATE:**

Manager Wilson provided an overview of the Initiation of Petition for Recreational Marihuana Facilities submitted to the City of July 25, 2022 by a group called "Say Yes to Huntington Woods." The petition contained approximately 380 signatures from City residents. The petitions would initiate an ordinance to repeal Section 42-4 of the Huntington Woods Code of Ordinance entitled Marihuana Establishments in the City, amongst many other regulations and provisions.

Had the City certified these petitions this ordinance language would have gone before voters in the November 2022 election. Upon the review of the petitions and signatures the City identified a number of concerns. Primary amongst these concerns was the

regulatory language of the petitions. The petitions were drafted pursuant to section 6 of the Michigan Regulation and Taxation of Marijuana Act (MRTMA). Section 6 of MRTMA allows for such petitions to establish the number of recreational marijuana, but little else. City Administration felt that the ordinance language as submitted in the petitions significantly exceeded the authority granted under section 6 of MRTMA and accordingly should not be certified for the November ballot. In further research it was discovered that the same ordinance language and petition had been circulated and submitted to other municipalities in Oakland County, among them the City of Keego Harbor. The City of Keego Harbor had denied certifying the petitions due to the same findings that Huntington Woods had; that the petitions exceeded the authority allowed for under section 6 of MRTMA.

The petitioner filed suit in Circuit Court asking for a writ of mandamus to order Keego Harbor to place the matter on the ballot. A hearing on this matter was held on Friday, August 5, 2022 before Judge Phyllis McMillen. Judge McMillan found that the petition language did exceed what was allowed under section 6 of MRTMA and denied the petitioners request for a writ of mandamus stating that the City of Keego Harbor rightfully declined to certify the petitions. Based on the findings and the opinion of Judge McMillan in the Keego Harbor case, City Clerk Barckholtz sent notice to the petitioner denying certification of the petitions for the November 2022 ballot on Monday, August 8<sup>th</sup>. As the Oakland County deadline for ballot proposals is today, August 16, 2022, the matter should be closed. He noted that a draft copy of the proposed ordinance language was provided to the Commission for review.

Manager Wilson further noted the suggestion has been made that the City re-examine Section 42-4 of the City's Municipal Code to determine if we wish to allow such facilities to locate within the City and if so under what conditions. The City could draft its own ballot proposal to ask residents if they want to modify Section 42-4 to allow said facilities. He is prepared to take guidance from the Commission as to proceed with this matter how best.

Attorney Zalewski supported Manager Wilson's accurate summary noting the statute only authorizes the petition to set the number of establishments within the City and the petitioner far overreached what was defined in the statute.

### **Commissioner Comments:**

#### **Rozell:**

Noted that a person collecting signatures for this petition knocked on his door and misrepresented the intent what was actually being proposed. He further commented that regardless of his personal preferences the legalization of marijuana, dispensaries are not a good fit within the City limits especially because it is so accessible in the surrounding communities.

#### **Jenks:**

Noted he too had someone come to his door and mis-represent the intent of the petition. He also noted the ease of availability of dispensaries in neighboring cities and does not feel it is appropriate for the City of Huntington Woods.

**Olsman:**

Commended Manager Wilson on the handling the petition and noted the City should consider drafting their own ordinance to better control the number of dispensaries as well as the location within the City.

**Elder:**

Noted she would like to know how the legalization has impacted other communities who have allowed it but is glad the City has yet to allow marijuana because there are still gray undefined areas pertaining to the lawful placement of dispensaries in relation to private and pre-K schools.

No action was taken on this matter.

**BOARDS COMMISSIONS & COMMITTEE APPOINTMENTS:**

Hank Berry, Zoning Administrator, noted that Joseph Claya previously served on the Zoning Board of Appeals and is requesting the City Commission appoint him for the remainder of the term on the ZBA.

Moved by Commissioner Olsman and seconded by Commissioner Jenks to appoint Joseph Claya to the Zoning Board of Appeals for a partial term ending December 2022.

Ayes: Paul, Elder, Olsman Jenks, Rozell

Nays: None

Absent: None

**The Motion Carried.**

**CITY MANAGER'S REPORT**

- Noted the City led the County for voter turn out in the August 2, 2022 State Primary. Further, there were a few delays throughout the day due to the number of voters who had been issued absentee ballots but either lost or did not receive their ballot or decided to vote at the polls. That required the poll worker to contact the City Clerk to spoil the absentee ballot allowing them to vote in person ultimately slowing down the lines at the precincts. The Clerk's office will continue to work on voter education relative to absentee voting for the November election.
- Road construction and the water main projects continue. There have been several water main breaks throughout the process but the City has

maintained pressure avoiding a boil water notice. The Nadine paving is complete with Borgman being close to completion.

- Noted the passing of City Manager Jack Schumacher – offered condolences to his family.
- Former Manager Mark Wollenweber will be receiving an award for distinguished service by the ICMA at their Annual Conference in Columbus Ohio.
- He will provide the public with the newly created City vehicle usage log upon request.

**ADJOURNMENT:**

Moved by Commissioner Rozell and seconded by Commissioner Jenks to adjourn the regular City Commission meeting.

Ayes: Paul, Olsman, Elder, Rozell, Jenks

Nays: None

Absent: None

**The Motion Carried, meeting adjourned at 8:42 p.m.**

\_\_\_\_\_  
Heidi Barckholtz, City Clerk

\_\_\_\_\_  
Robert F. Paul, III, Mayor

## **CONSENT AGENDA #2**

### **AGENDA ITEM WARRANT #392**

## **RESOLUTION**

Moved by Commissioner \_\_\_\_\_ Supported by Commissioner \_\_\_\_\_ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by September 2nd, 2022 and paid between August 11th and September 1st, 2022 on pages 1 through 8 in the amount of \$1,205,920.05 to be approved and paid, subject to full audit.



Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK - AP ACCT						
08/11/2022	6	44149	07860	21ST CENTURY NEWSPAPERS	ADVERTISEMENTS	774.09
08/11/2022	6	44150	03659	AFLAC	PAYROLL DEDUCTION	356.64
08/11/2022	6	44151	10951	AMAZON CAPITAL SERVICES INC	CAMP SUPPLIES	27.99
					CAMP SUPPLIES	96.50
					CAMP SUPPLIES	20.97
						145.46
08/11/2022	6	44152	MISC	AMERICAN STANDARD ROOFING	BD Bond Refund	99.00
08/11/2022	6	44153	09447	APPLIED IMAGING	COPIER METER	604.31
08/11/2022	6	44154	MISC	B DRY SYSTEMS	BD Bond Refund	75.00
08/11/2022	6	44155	00017	BAKER & TAYLOR BOOKS	BOOKS	17.98
					BOOKS	64.69
					BOOKS	214.82
						297.49
08/11/2022	6	44156	11284	BLACKSTONE PUBLISHING	AUDIO BOOKS	532.99
					AUDIO BOOKS	236.19
					AUDIO BOOKS	179.39
					AUDIO BOOKS	47.00
					AUDIO BOOKS	270.38
						1,265.95
08/11/2022	6	44157	04117	BOB'S SANITATION SERVICE	PORTA POTTY	90.00
08/11/2022	6	44158	07115	BOUNCE ABOUT	END OF SUMMER CARNIVAL	1,115.00
08/11/2022	6	44159	09035	CELTIC COMPANY LLC	GFCI RECEPTACLES	260.00
08/11/2022	6	44160	07736	CINTAS CORPORATION #31	DPW UNIFORM ITEMS	181.90
08/11/2022	6	44161	00040	CONSUMERS ENERGY	NATURAL GAS	395.47
08/11/2022	6	44162	00045	DEMCO	LIBRARY SUPPLIES	301.10
08/11/2022	6	44163	00056	DURST	BUILDING SUPPLIES	797.48
08/11/2022	6	44164	00536	ECOTEC PEST CONTROL	PEST CONTROL	400.00
08/11/2022	6	44165	11471	HOME DEPOT USA, INC	PB 22116 PERMIT REFUND	45.00
08/11/2022	6	44166	00651	HUNTINGTON WOODS LUTHERAN CHURCH	ELECTION DAY USAGE OF CHURCH	450.00
08/11/2022	6	44167	05223	JASON JORDAN	CLEANING ALLOWANCE	200.00
08/11/2022	6	44168	05970	JUMP-A-RAMA	LITTLE NINJAS CAMP INSTRUCTOR	2,304.00
08/11/2022	6	44169	11242	KCI	BALLOT TRACKING	41.38
08/11/2022	6	44170	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	52.25
08/11/2022	6	44171	00110	LIGHTING SUPPLY CO	STREETLIGHT REPLACEMENT	45.55
					STREETLIGHT REPLACEMENT	91.10
						136.65
08/11/2022	6	44172	11098	MAGNATE MEDIA	CONCERT ON THE POOL DECK	500.00
08/11/2022	6	44173	00131	MICHIGAN MUNICIPAL RISK MANAGEMENT	LIABILITY INSURANCE FIRST INSTALLMENT	86,711.00
					RETENTION CONTRIBUTION	12,500.00
						99,211.00
08/11/2022	6	44174	00166	OAKLAND COUNTY	FRMS DEPARTMENT FEE	1,137.75
08/11/2022	6	44175	09472	OAKLAND SCHOOLS	PRINTING TAX BILLS AND WATER BILLS	1,360.63
08/11/2022	6	44176	00181	POLICE OFFICERS ASS'N OF MICH	UNION DUES	398.64
08/11/2022	6	44177	10630	POLICE OFFICERS LABOR COUNCIL	UNION DUES	402.00
08/11/2022	6	44178	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT	1,349.40
08/11/2022	6	44179	MISC	PRO-HOME IMPROVEMENT	BD Bond Refund	164.00

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 08/11/2022 - 09/01/2022

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/11/2022	6	44180	09836	RAPID SHRED LLC	SHREDDING	50.00
08/11/2022	6	44181	11473	ROBERT WITTENBERG	CAMP REFUND	180.00
08/11/2022	6	44182	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	MWRMA CLAIMS	95.00 V
08/11/2022	6	44183	11474	SHANNON BELL	CREDIT CARD REFUND	374.00
08/11/2022	6	44184	MISC	SIVAK, SUSAN	BD Bond Refund	227.00
08/11/2022	6	44185	00210	SOC WATER AUTHORITY	WATER PURCHASES	54,377.44
08/11/2022	6	44186	MISC	SOLAR REACTION	BD Bond Refund	100.00
08/11/2022	6	44187	11433	SOPHIA PAPADOPOULOS	CARNIVAL CANDY REIMBURSEMENT	116.71
					WATER SLIDE TICKETS REIMBURSEMENT	60.00
						176.71
08/11/2022	6	44188	11189	SPECTRUM PRINTERS, INC	VOTER TEST DECKS	191.97
08/11/2022	6	44189	10892	SPRINGSHARE LLC	LIB CAL SUBSCRIPTION	737.00
08/11/2022	6	44190	11323	STEVEN H. SCHWARTZ & ASSOCIATES	LABOR ATTORNEY WORK	262.50
08/11/2022	6	44191	11472	SWEET DELIGHTS ICE CREAM	ICE CREAM FOR FRIENDS OF THE HW LIBRARY	119.00
08/11/2022	6	44192	MISC	TOLWIN, SIMCHA	BD Bond Refund	100.00
08/11/2022	6	44193	11297	WINNING IMPRINTS AND CUSTOM TROP.	CAMP T-SHIRTS	1,332.24
					CAMP T-SHIRTS	201.24
						1,533.48
08/11/2022	6	44194	07255	WOW INTERNET AND CABLE	CABLE	232.98
08/11/2022	6	44195	11071	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT CARD PAYMENT	1,439.00
08/18/2022	6	44196	MISC	1701 HOMES LLC	BD Bond Refund	460.00
08/18/2022	6	44197	10833	ABSOPURE WATER COMPANY	WATER FOR PUBLIC SAFETY	77.50
					WATER FOR PUBLIC SAFETY	63.60
					WATER FOR PUBLIC SAFETY	12.00
						153.10
08/18/2022	6	44198	01505	AERO FILTER INC	FILTERS	491.16
08/18/2022	6	44199	00004	MICHIGAN AFSOME COUNCIL 25	UNION DUES	166.00
08/18/2022	6	44200	05643	AIR MASTER HEATING & AIR CONDITION	DUPLICATE PERMIT (PM22163)	90.00
08/18/2022	6	44201	11483	ALLIED ELECTRONICS	HANDICAP POOL LIFT CHARGER REPLACEMENT	38.65
08/18/2022	6	44202	10951	AMAZON CAPITAL SERVICES INC	DYMO LABEL MAKER	59.90
					SCRAPBOOK PAPER FOR CLASSROOM FOLDERS	28.93
					ANNUAL BUSINESS PRIME MEMBERSHIP FEE	499.00
						587.83
08/18/2022	6	44203	11321	AMERICAN SOCIETY OF EMPLOYERS	CITY MANAGER BACKGROUND CHECKS	450.50
08/18/2022	6	44204	09447	APPLIED IMAGING	COPIER METER	48.66
08/18/2022	6	44205	08683	AQUATIC SOURCE	POOL REPAIRS	656.03
08/18/2022	6	44206	02756	JENNIFER BARTLEMAN	PRIMARY ELECTION INSPECTOR PAY	200.00
08/18/2022	6	44207	MISC	BEAR BUILDERS OF MICHIGAN , LLC	BD Bond Refund	75.00
08/18/2022	6	44208	11333	AMY BERRY	PRIMARY ELECTION INSPECTOR PAY	165.00
08/18/2022	6	44209	00023	BIG D LOCK CITY	SERVICE CALL FOR LOCK	85.00
08/18/2022	6	44210	00024	BILLINGS LAWN EQUIPMENT	EQUIPMENT MAINTENANCE	49.46
08/18/2022	6	44211	08624	JOANNA BLACK-BOELIO	PRIMARY ELECTION INSPECTOR PAY	175.00
08/18/2022	6	44212	07754	BLUE CROSS BLUE SHIELD OF MICH	ACTIVE INSURANCE	3,072.41
08/18/2022	6	44213	11199	LINDA BODZIN	PRIMARY ELECTION INSPECTOR PAY	175.00
08/18/2022	6	44214	04682	BOOKPAGE	BOOKPAGE SUBSCRIPTION	648.00
08/18/2022	6	44215	11222	JORY BROOKS	PRIMARY ELECTION INSPECTOR PAY	165.00
08/18/2022	6	44216	07887	JULIE BROOKS	PRIMARY ELECTION INSPECTOR PAY	190.00
08/18/2022	6	44217	06831	LINDA BRUDER	PRIMARY ELECTION INSPECTOR PAY	75.00
08/18/2022	6	44218	00040	CONSUMERS ENERGY	NATURAL GAS	21.86
					NATURAL GAS	100.04

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 08/11/2022 - 09/01/2022

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/18/2022	6	44219	07501	CRANDALL-WORTHINGTON INC	RECREATION SUPPLIES	229.39
08/18/2022	6	44220	08558	CREATIVE ARTS STUDIO OF ROYAL OAK	PRINT YOUR OWN POTTERY PROGRAM SUPPLIES	2,976.94
08/18/2022	6	44221	11185	DDP BIKE SHARE CORPORATION	MOGO ANNUAL CONTRIBUTION	262.96
08/18/2022	6	44222	06059	JAMES DEIGHTON	PRIMARY ELECTION INSPECTOR PAY	3,591.19
08/18/2022	6	44223	11487	DILLMAN AND UPTON	BOND REFUND (PB21274)	465.16
08/18/2022	6	44224	09129	DIPONIO CONTRACTING INC	JOB M751 PAY PAYMENT #1	343.00
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	514.00
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	150.00
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	75.00
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	135,659.70
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	25.11
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	66.33
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	14.76
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	16.06
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	15.27
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	56.88
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	18.47
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	37.70
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	2,259.48
08/18/2022	6	44225	00048	DTE ENERGY	ELECTRIC	5,908.96
08/18/2022	6	44225	00048	DTE ENERGY	STREETLIGHTS	8,419.02
08/18/2022	6	44226	11482	EAGLE STAR EQUIPMENT	WASHER/TRACTOR	5,130.00
08/18/2022	6	44227	10120	EHIM	WRAP FEES	627.00
08/18/2022	6	44227	10120	EHIM	CLAIMS FUNDING	3,159.13
08/18/2022	6	44228	00058	EJ USA, INC	DPW SUPPLIES	3,786.13
08/18/2022	6	44229	07934	FEDEX KINKO'S	PRINTING FOR MASTER PLAN	119.70
08/18/2022	6	44230	04280	GALE GROUP	BOOKS	878.65
08/18/2022	6	44231	11307	SCOTT GLOWINSKI	PLUMBING AND MECHANICAL INSPECTIONS	121.56
08/18/2022	6	44232	05729	BARBARA GUNTER	PRIMARY ELECTION INSPECTOR PAY	4,070.00
08/18/2022	6	44233	00651	HUNTINGTON WOODS LUTHERAN CHURCH	ELECTION DAY USAGE DONATION	215.00
08/18/2022	6	44234	08747	ROBERT HURLEY	PRIMARY ELECTION INSPECTOR PAY	150.00
08/18/2022	6	44235	11300	HUTCH PAVING, INC	RETAINAGE RETURN - JOB M250	165.00
08/18/2022	6	44236	04735	PAUL IMERMAN	PRIMARY ELECTION INSPECTOR PAY	5,000.00
08/18/2022	6	44237	11405	IRENE ATTALI	CAMP REFUND	175.00
08/18/2022	6	44238	09586	ITEDIUM, INC.	COBRA	180.00
08/18/2022	6	44239	10788	JAY'S SEPTIC TANK SERVICE	PORTA POTTY	25.00
08/18/2022	6	44239	10788	JAY'S SEPTIC TANK SERVICE	PORTA POTTY	140.00
08/18/2022	6	44240	11304	JCR SUPPLY INC	TRASH CAN LINERS	270.00
08/18/2022	6	44241	11486	JESSICALYN EDWARDS	SPECIAL EVENT REFUND	430.19
08/18/2022	6	44242	11475	JORGE MARTINEZ	CAMP REFUND	50.00
08/18/2022	6	44243	11485	JULIE GREENBERG	CLASS REFUND	180.00
08/18/2022	6	44244	05970	JUMP-A-RAMA	GYMNASTICS CAMP	380.00
08/18/2022	6	44245	10417	SIDNEY KARDON	PRIMARY ELECTION INSPECTOR PAY	2,880.00
08/18/2022	6	44246	11481	KATHRYN KRAUSKOPF	PRIMARY ELECTION INSPECTOR PAY	150.00
08/18/2022	6	44247	11197	COREY KRAUSE	PRIMARY ELECTION INSPECTOR PAY	100.00
08/18/2022	6	44248	08735	MICHAEL KURPINSKI	PRIMARY ELECTION INSPECTOR PAY	190.00
08/18/2022	6	44249	01692	KUSTOM SIGNALS INC	RADAR REPAIR	150.00
08/18/2022	6	44250	00543	THE LIBRARY NETWORK	OVERDRIVE	167.32
08/18/2022	6	44250	00543	THE LIBRARY NETWORK	REPLACEMENT MICRO COMPUTERS FOR CATALOG	2,906.15
08/18/2022	6	44250	00543	THE LIBRARY NETWORK	REPLACEMENT MICRO COMPUTERS FOR CATALOG	1,472.56

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
BOOKS						
						53.21
						4,431.92
08/18/2022	6	44251	11219	LINDA FALKIEWICZ	PRIMARY ELECTION INSPECTOR PAY	200.00
08/18/2022	6	44252	11480	LINDA WALKER	PRIMARY ELECTION INSPECTOR PAY	190.00
08/18/2022	6	44253	11003	LINGO COMMUNICATIONS	ALARM LINES	140.03
08/18/2022	6	44254	11218	LISA ANDERSON	PRIMARY ELECTION INSPECTOR PAY	190.00
08/18/2022	6	44255	11224	LORI DWAN	PRIMARY ELECTION INSPECTOR PAY	115.00
08/18/2022	6	44256	11477	LUCAS RICE	PRIMARY ELECTION INSPECTOR PAY	150.00
08/18/2022	6	44257	08288	CATHERINE MARCHIONE	SENIOR PROGRAM REFUND	76.00
08/18/2022	6	44258	11478	MARY BRIGMAN	PRIMARY ELECTION INSPECTOR PAY	190.00
08/18/2022	6	44259	00049	MATHESON TRI-GAS INC	HAZARDOUS MATERIALS	267.24
08/18/2022	6	44260	09336	MCGLINCH & SONS	BOND REFUND (PB21278)	135.00
08/18/2022	6	44261	06821	MCKESSON MEDICAL- SURGICAL	MEDICAL SUPPLIES	45.33
					MEDICAL SUPPLIES	370.81
						416.14
08/18/2022	6	44262	11140	METRO WIRELESS	PHONES AND INTERNET	495.33
08/18/2022	6	44263	MISC	MICHIGAN ASPHALT PAVING	BD Bond Refund	115.00
08/18/2022	6	44264	11484	MITCHELL WAGNER	REFUND FOR DUPLICATE CC CHARGE (5/31/22)	25.00
08/18/2022	6	44265	06146	MMRMA/ECP	ELECTRIC PROGRAM	17,708.05
08/18/2022	6	44266	00152	NATIONAL LEAGUE OF CITIES	MEMBERSHIP DUES	1,202.00
08/18/2022	6	44267	10971	NATURAL COMMUNITY SERVICES	SCOTIA PARK MAINTENANCE	425.00
					STATUE PARK MAINTENANCE	150.00
						575.00
08/18/2022	6	44268	11175	NORTHERN SAFETY CO., INC	DPW SUPPLIES	101.58
08/18/2022	6	44269	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS	1,048.35
					POOL CHEMICALS	1,010.20
						2,058.55
08/18/2022	6	44270	07200	NYE UNIFORM	SILVER TIE BAR	24.90
					UNIFORMS	102.30
					UNIFORMS	158.00
						285.20
08/18/2022	6	44271	00166	OAKLAND COUNTY	INTEREST FROM MUNICIPALITIES	5,570.69
					BOND INTEREST AND AGENT FEES	355.48
					SEWAGE DISPOSAL AUGUST 2022	101,644.09
						107,570.26
08/18/2022	6	44272	11032	OAKLAND COUNTY TREASURER	2021 TAX ADJUSTMENT (32-25-20-102-005)	27.21
08/18/2022	6	44273	00586	OFFICE DEPOT	OFFICE SUPPLIES	167.94
08/18/2022	6	44274	10821	RAYMOND OGLESBY	PRIMARY ELECTION INSPECTOR PAY	90.00
08/18/2022	6	44275	11456	OVERDRIVE, INC	EBOOK AND AUDIOBOOK	162.49
08/18/2022	6	44276	08300	PLANTE & MORAN, PLLC	PROFESSIONAL SERVICES RENDERED	5,197.50
08/18/2022	6	44277	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT	1,349.40
08/18/2022	6	44278	04616	RADIANT ASPHALT, INC.	HEAT PATCH	39,294.00
08/18/2022	6	44279	08477	RENEWAL BY ANDERSON	BOND REFUND (PB20288)	75.00
08/18/2022	6	44280	00108	RKA PETROLEUM COMPANIES, INC.	REGULAR FUEL	2,482.61
08/18/2022	6	44281	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	RETAINER WORK	4,500.00
					PROFESSIONAL SERVICES RENDERED - TAX ISS	1,287.00
					PROSECUTION OF ORDINANCE CODE VIOLATIONS	1,426.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
08/18/2022	6	44282	10834	TIM ROWLAND	PRIMARY ELECTION INSPECTOR PAY	150.00
08/18/2022	6	44283	11143	SHARE CORPORATION	RAINPANTS	41.99
08/18/2022	6	44284	11196	GRAHAM SHECKLES	PRIMARY ELECTION INSPECTOR PAY	200.00
08/18/2022	6	44285	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	18,932.00
					BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,835.00
						36,767.00
08/18/2022	6	44286	11479	STEVE AMBERG	PRIMARY ELECTION INSPECTOR PAY	190.00
08/18/2022	6	44287	11476	STEVE POLLACK	PRIMARY ELECTION INSPECTOR PAY	150.00
08/18/2022	6	44288	11252	STEVEN GRAFF	PRIMARY ELECTION INSPECTOR PAY	150.00
08/18/2022	6	44289	00222	SUPERIOR ELECTRIC CO	PERMIT CANCELLATION (13318 SHERWOOD)	95.00
08/18/2022	6	44290	MISC	US CONCRETE INC	BD Bond Refund	95.00
08/18/2022	6	44291	11385	VC3, INC	SONICWALL REPLACEMENT	3,451.33
08/18/2022	6	44292	07255	WOW INTERNET AND CABLE	CABLE	64.42
08/18/2022	6	44293	07817	JAMES ZYLA	PRIMARY ELECTION INSPECTOR PAY	215.00
08/25/2022	6	44294	09447	APPLIED IMAGING	COPIER METER	158.48
08/25/2022	6	44295	MISC	BLOOMFIELD CONSTRUCTION	BD Bond Refund	212.00
08/25/2022	6	44296	11071	HOME DEPOT CREDIT SERVICES	DPW SUPPLIES	310.83
					DPW SUPPLIES	37.16
					HOME DEPOT CREDIT CARD PAYMENT	1,925.76
						2,273.75
08/25/2022	6	44297	09129	DIPONIO CONTRACTING INC	JOB M752 PAYMENT #1	260,674.68
					JOB M753 PAYMENT #1	15,003.67
						275,678.35
08/25/2022	6	44298	00048	DTE ENERGY	ELECTRIC	512.57
08/25/2022	6	44299	00058	EJ USA, INC	DPW SUPPLIES	119.70
08/25/2022	6	44300	11157	FALCON ASPHALT REPAIR EQUIP.	WHEEL BEARING	195.33
08/25/2022	6	44301	MISC	GOLDENBERG, MICHAEL	BD Bond Refund	176.00
08/25/2022	6	44302	05194	GORDON FOOD SERVICE	RECREATION SUPPLIES	107.24
					COOKIE DOUGH FOR VALENTINE'S DAY EVENT	9.99
					SPECIAL EVENT SUPPLIES	66.67
					HOLIDAY SUPPLIES	244.07
						427.97
08/25/2022	6	44303	11300	HUTCH PAVING, INC	PAYMENT #1	228,644.41
08/25/2022	6	44304	11488	KAKAYTA WALTON	AQUA FIT INSTRUCTOR	861.00
08/25/2022	6	44305	10553	MICHIGAN HEALTHCARE PROFESSIONALS	DOT EXAM	245.00
					DOT EXAM	70.00
						315.00
08/25/2022	6	44306	06248	NEWMAN TRAFFIC SIGNS	TRAFFIC SIGNALS FOR ROAD CONSTRUCTION	3,482.33
08/25/2022	6	44307	MISC	PERSECTIVES CUSTOM CABINETRY	BD Bond Refund	410.00
08/25/2022	6	44308	08672	PIEDMONT CONCRETE INC	CATCH BASIN CONCRETE	724.50
08/25/2022	6	44309	00407	ROAD COMMISSION FOR OAKLAND COUNTY	TRAFFIC SIGNAL MAINTENANCE	92.59
08/25/2022	6	44310	11287	TRUE CUT TREE SERVICE	WALES STREET TREE TRIMMING	52,075.00
08/25/2022	6	44311	01927	UNIVERSAL PLUMBING SUPPLY	OFFICE SUPPLIES AND WATER FILTER	67.50
08/25/2022	6	44312	00594	WONSEY TREE SERVICE INC.	SPOIL DIRT	840.00
09/01/2022	6	44313	03659	AFLAC	PAYROLL DEDUCTION	534.96
09/01/2022	6	44314	10951	AMAZON CAPITAL SERVICES INC	LEGAL SIZE WRITING PADS	10.74

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 08/11/2022 - 09/01/2022

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/01/2022	6	44315	11011	AMERICAN UNITED LIFE INSURANCE CO	SUPPLIES FOR CAMP CARNIVAL	17.90
					SUPPLIES FOR CAMP CARNIVAL	60.91
					APC BATTERY BACKUP	91.59
						<u>181.14</u>
09/01/2022	6	44316	09447	APPLIED IMAGING	LIFE INSURANCE	580.02
09/01/2022	6	44317	02634	ARBOR OAKLAND GROUP	COPIER METER	346.69
					COPIER METER	30.90
						<u>377.59</u>
09/01/2022	6	44318	00017	BAKER & TAYLOR BOOKS	NEWSLETTER	3,862.00
					BOOKS	81.88
					BOOKS	60.13
					BOOKS	70.93
					BOOKS	232.45
					BOOKS	424.12
					BOOKS	227.74
					BOOKS	250.89
					BOOKS	397.27
					BOOKS	299.20
					BOOKS	9.59
					BOOKS	641.36
					BOOKS	139.62
					BOOKS	139.69
						<u>2,974.87</u>
09/01/2022	6	44319	11284	BLACKSTONE PUBLISHING	AUDIO BOOKS	63.80
					AUDIO BOOKS	408.98
						<u>472.78</u>
09/01/2022	6	44320	11229	CENGAGE LEARNING INC	BOOKS	30.39
					BOOKS	300.00
						<u>330.39</u>
09/01/2022	6	44321	00036	CHET'S RENT-ALL	PROPANE	24.75
09/01/2022	6	44322	10586	CMP DISTRIBUTORS INC	PUBLIC SAFETY GEAR	2,864.00
09/01/2022	6	44323	11191	D'ANGELO BROTHERS, INC	WATER SERVICE REPLACEMENT PROGRAM	7,822.00
09/01/2022	6	44324	00045	DEMCO	CIRC. MATERIALS	176.63
09/01/2022	6	44325	06403	EAGLE LANDSCAPING & SUPPLY CO.	TOPSOIL	125.00
					LIMESTONE	276.00
						<u>401.00</u>
09/01/2022	6	44326	11134	EASTON TELECOM SERVICES, LLC	DISPATCH LINES	77.39
09/01/2022	6	44327	10941	ECOSAFE	FOOD BIN SCRAPS	1,831.00
09/01/2022	6	44328	MISC	EVERDRY OF SE MICH	BD Bond Refund	336.00
09/01/2022	6	44329	11493	FIRST CHARTER	CAMP FIELD TRIPS BUS SHUTTLE	1,507.00
09/01/2022	6	44330	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	2,000.00
09/01/2022	6	44331	10754	GREAT LAKES WATER AUTHORITY	IWC CHARGES	288.19
09/01/2022	6	44332	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	1,300.00
09/01/2022	6	44333	10788	JAY'S SEPTIC TANK SERVICE	PORTA POTTY	140.00
					PORTA POTTY	140.00
					PORTA POTTY	270.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/01/2022	6	44334	04943	JOE'S AUTO PARTS	AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS	12.49 29.09 123.72 33.35 33.58 12.49 <u>244.72</u>
09/01/2022	6	44335	00112	MADISON NATIONAL LIFE INS CO.	INSURANCE	2,133.99
09/01/2022	6	44336	06821	MCKESSON MEDICAL- SURGICAL	RESUSCITATOR	144.72
09/01/2022	6	44337	11491	METCOM, INC	NEW LIBRARY CARDS	1,741.55
09/01/2022	6	44338	11140	METRO WIRELESS	PHONE SERVICE	495.33
09/01/2022	6	44339	11489	MICHIGAN ASPHALT PAVING	CANCELLED PERMIT REFUND (PB22080)	209.00
09/01/2022	6	44340	01805	MICHIGAN MUNICIPAL LEAGUE	CHILDREN'S LIBRARIAN JOB POSTING COMMUNITY ENGAGEMENT OFFICER JOB POSTING	37.00 37.92 <u>74.92</u>
09/01/2022	6	44341	10642	MICHIGAN PETROLEUM TECH	GARAGE SUPPLIES	226.88
09/01/2022	6	44342	06373	MIDWEST TAPE, LLC	MEDIA HOOPIA MEDIA MEDIA MEDIA	17.24 1,457.24 14.99 11.24 27.73 <u>1,528.44</u>
09/01/2022	6	44343	MISC	MK HOMES	BD Bond Refund	500.00
09/01/2022	6	44344	00142	MOTOR CITY FASTENER, LLC	DPW SUPPLIES	32.73
09/01/2022	6	44345	00586	OFFICE DEPOT	OFFICE SUPPLIES	49.13
09/01/2022	6	44346	09663	POSTMASTER	POSTAGE FOR 60+ NEWSLETTER	500.00
09/01/2022	6	44347	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT	1,349.40
09/01/2022	6	44348	MISC	PRIEST CONSTRUCTION LLC	BD Bond Refund	84.00
09/01/2022	6	44349	11144	RACHEL GUBOW	BROADWAY BOUND INSTRUCTOR PAYMENT	2,415.00
09/01/2022	6	44350	06803	RANDAZZO MECHANICAL HTG & COOLING	PERMIT REFUND (FE 22119 AND PM22165) 133	160.00
09/01/2022	6	44351	00108	RKA PETROLEUM COMPANIES, INC.	REGULAR FUEL REGULAR FUEL	2,420.91 1,980.21 <u>4,401.12</u>
09/01/2022	6	44352	11492	ROSEN PUBLISHING	BOOKS	321.09
09/01/2022	6	44353	00198	CITY OF ROYAL OAK	TRUCK DECALING TRUCK DECALING	202.78 252.96 <u>455.74</u>
09/01/2022	6	44354	11495	SALLY LEIBER	BOND REFUND (PB21356)	140.00
09/01/2022	6	44355	11490	SARAH DEVRIES	SPECIAL CAMP REFUND	160.00
09/01/2022	6	44356	11143	SHARE CORPORATION	DPW SUPPLIES	72.55
09/01/2022	6	44357	00209	SOC RESOURCE RECOVERY AUTHORITY	SPECIAL WASTE JULY 2022	340.01
09/01/2022	6	44358	04095	SONITROL TRI-COUNTY	PUBLIC SAFETY ALARM	155.42
09/01/2022	6	44359	11433	SOPHIA PAPADOPOULOS	CARNIVAL FOOD REIMBURSEMENT	188.55
09/01/2022	6	44360	05054	SUPERFLEET MASTERCARD	FUEL	144.12
09/01/2022	6	44361	04781	VERIZON WIRELESS	CELL PHONES	452.17
09/01/2022	6	44362	MISC	WALLSIDE WINDOWS	BD Bond Refund	75.00

09/01/2022 10:09 AM  
User: EHAAN  
DB: Huntingtonwoods

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
CHECK DATE FROM 08/11/2022 - 09/01/2022

Page: 8/8

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
<b>6 TOTALS:</b>						
Total of 214 Checks:						1,206,465.05
Less 2 Void Checks:						545.00
Total of 212 Disbursements:						<u>1,205,920.05</u>



## CONSENT AGENDA #3A

CITY OF HUNTINGTON WOODS  
MEETING OF THE ENVIRONMENTAL SUSTAINABILITY COMMITTEE  
MINUTES  
**May 19, 2022**  
7:00 p.m.  
City Hall

### **CALL TO ORDER:**

Secretary: Mari Masalin-Cooper called the meeting to order at 7:06pm

**PRESENT:** Daniel Brooks, Mari Masalin-Cooper (Secretary), Sarah Jo Sautter, Sean Kristl, Kate Zenlea, Betsy Zobi-Tar, Rachel Pollack, Hal Stack (13108 Talbot)  
City Staff Present: City Manager Wilson

**ABSENT:** Ben Falik (excused), David (Michael) Egan (excused), Commissioner:  
Michelle Elder

City Staff: Lauren Fletcher (excused)

### **APPROVAL OF AGENDA**

Daniel Brooks moved to accept the May 19, 2020. Mari Masalin-Cooper requested an amendment to the Agenda to welcome new member Rachel Pollack. Daniel Brooks moved to accept the Agenda with the amendment to welcome Rachel Pollock. Seconded by Betsy Zobi-Tar as amended. Vote: Unanimous. **The Motion Carried.**

### **APPROVAL OF MINUTES**

Daniel Brooks moved to accept the April 22, 2022 minutes without change. Motion Seconded by Betsy Zobi-Tar. Vote: Unanimous. **The Motion Carried**

### **NEW MEMBER INTRODUCTION:**

- Committee members welcomed their newest member: Rachel Pollack

### **PUBLIC PARTICIPATION ON ITEMS NOT ON THE AGENDA –**

- None

**PRESENTATION FORM ERIN QUINTREL, OAKLAND COUNTY  
ENVIRONMENTAL SUSTAINABILITY OFFICER**

- Erin presented a slide presentation to the committee. She outlined for us what Oakland County is hoping to achieve with this position. Her Power Point will be posted with ESC May Minutes on the Huntington Woods website.

***Discussion:***

- Sean – How will Oakland county bring the county ideas to local communities?  
Erin – Doing a lot of fact finding right now. Also, working with a lot of national stakeholders to get a foothold on best practices and resources. HW is probably looking at some ideas to change policies and ordinances that reflect sustainability. Oakland County is considering becoming a “Watertown County” – first one, to participate in their important environmental work.
- Erin: SEMCOG is doing their carbon footprint, a very high level. Erin suggested HW wait for this report before trying to complete HW’s own report. Jennifer Whitaker government rep for HW at DTE. Chris W. confirmed.
- Kate: what are the funding streams? Erin, lots funds for water from the state. Some funds from Oakland County and various grants. Is a HW a working with the Watertown? Mari: We worked with Watertown in the past, pre-pandemic.
- Erin Q. suggested the following organizations that could provide resources to HW: Erb Family Foundation for funding residential. Oakland County is looking at providing rebates on lighting, HVAC system, electric vehicle funding. Michigan Saves may have grants for individual residents. Jim Nash Oakland county water commissioner - Looking at new storm water ordinances for the county and local communities.
- Erin Q. As you start to think about what the ESC might present the city as environmental sustainability priorities would we send them to Erin? She would provide feedback on best practices and would like to track our progress.
- Resident Hal Stack, 13108 Talbot: How can we share best practices? Could the county create model ordinances, and look at what is working in other communities and communicate it out? Erin W, that is one of our goals.

**MISSION STATEMENT:**

1. Proposed: Our mission is to be an environmental sustainability resource and advance policies and programs that conserve resources protect and environment and safeguard our climate for the long-term health and wellness of the Huntington Woods Community.
  2. Proposed: The mission of the ESC is to improve, enhance, and preserve the environment: and to promote HW long term environmental sustainability through advancing community education, city policies and environmental sustainability goals.
- Proposed mission statement # 2 will be reviewed by the Committee and discussed at the June, 2022 meeting. (Add to the agenda)

Future discussion about: HW Website ESC (actually EAC) information statement about the committee: ESC should review:

URL of this statement: [https://www.ci.huntington-woods.mi.us/government/boards\\_commissions/environmental\\_advisory\\_committee/index.php](https://www.ci.huntington-woods.mi.us/government/boards_commissions/environmental_advisory_committee/index.php)

The Environmental Sustainability Committee (formerly known as the Environmental Advisory Committee) studies environmental issues and makes recommendations to the City Commission on their implementation. Committee members volunteer their time to carry out recommended projects. This committee generally meets on the third Thursday of the month, 7:00 p.m. at the Library. The ESC has done work in, among other things, solid waste (recycling and expansion of yard waste), energy conservation (promoting energy audits, workshops on easy ways to save energy and money), sustainability, expansion of safe biking (recommended to the Commission to paint Sharows on city streets well known as bike routes), water conservation (bi-annual rain barrel sales). They look to expand into other environmental issues such as promoting NO IDLING within the city. They are always open to new ideas and directions.

Energy Vision Statement

**MEDIA COMMUNICATION SCHEDULE:** (May Agenda item) Tabled until June

**NO MOW MAY** – (Add agenda item, June)

- Provide early food for early pollinators. Will discuss City Commission adoption at the June meeting. Sarah Jo: let's talk about stop spraying with fertilizers and pesticides. Daniel B: signs for No Mow May, present to the commission what it is why.
- Discussion about city spraying the City Hall lawn. Members were concerned because the City does not spray public areas. Chris will find out why the city is spraying

**SOLAR ORDINANCE FOLLOW-UP:**

- Chris said the City Commissions on June 7<sup>th</sup> do a Public Hearing, July 5<sup>th</sup> is the 1<sup>st</sup> reading, August 16<sup>th</sup> is the 2<sup>nd</sup> reading and possible City Commission vote and adoption.

**CITY LIGHTING FOLLOW-UP**

- DTE is doing an assessment of public building lighting. External lighting on the city campus and will come up with a proposal. Street lighting is not part of their assessment. DTE owns all street lights. Still pursuing information on street light pollution and light temperatures.

**PUBLIC PARTICIPATION**

- Hal Stack, 13108 Talbot – City buying a new pick-up truck, can it be an electric truck? Chris will find out if the city needs are compatible to the Ford electric pick-up, report next meeting.

#### **COMMITTEE MEMBER REMARKS**

- Chris Wilson: Juneteenth, June 23, 2022 – Family events, information, and speakers
- 4<sup>th</sup> of July Fireworks: Friday, July 1<sup>st</sup> fireworks – city is paying for them and some men's club reimbursement. You can see them on the streets around Rackham Golf Course.

#### **ADJOURNMENT:**

Motion to adjourn: Daniel Brooks, Second: by Sarah Jo Sautter: Vote: Unanimous

**Adjourn by: 8:53pm**

Respectfully submitted by,

Mari Cooper  
Secretary

## CONSENT AGENDA #3B



City of Huntington Woods  
**Anti-Racism Advisory Committee**

June 22, 2022

7:00 p.m.

In-Person Meeting – City Hall  
**MEETING MINUTES**

### **CALL TO ORDER**

Beaulieu called the Meeting to order at 7:07 p.m.

**PRESENT:** Katie Beaulieu, Daniel Dena, Kia Essien, Mary LaLonde

**ABSENT:** Elizabeth Zerwekh

City Staff Present: City Manager Chris Wilson

### **APPROVAL OF AGENDA**

Moved by Dena and seconded by Beaulieu to approve the June 22th agenda as proposed.

Ayes: Dena, Beaulieu, Essien, LaLonde

Nays: None

Absent: Zerwekh

**The Motion Carried.**

### **APPROVAL OF LAST MEETINGS MINUTES**

Moved by LaLonde and seconded by Essien to approve the May 11th minutes.

Ayes: Dena, Essien, and Beaulieu, LaLonde

Nays: None

Absent: Zerwekh

**The Motion Carried.**

Ayes: Dena, Beaulieu, LaLonde and Essien

Nays: None

Absent:

**The Motion Carried, meeting adjourned at 8:12PM.**

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Daniel Dena, Secretary

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Kate Beaulieu, Chairperson



## CONSENT AGENDA #3C

### Finance Department Memo

To: Mayor and City Commission

From: Ethan Haan, Finance Director/Treasurer

Date: September 1, 2022

Subject: June 2022 Treasurer's Report

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The June 2022 financial reports are enclosed for your review.

We are excited to announce that Renee Bullen is starting as Deputy Treasurer starting September 12<sup>th</sup>. She brings almost 20 years of municipal experience to the table, serving in Clerk and Treasury roles in several communities. She is coming to us from Oakland Township, where she is currently the Accounting Specialist/Election Specialist.

Maner Costerisan will be in the office the week of September 26<sup>th</sup> for audit fieldwork. Staff is busy working to provide them with what they need. There will be a presentation of their findings, most likely at the December Commission meeting.

# FINANCE REPORT - CASH POSITIONS

FUND	FUND #	CURRENT INVESTMENTS	CURRENT CASH	TOTAL AVAILABLE
GENERAL FUND	101	2,366,903	(209,432)	2,157,471
MAJOR STREET FUND	202	612,687	34,893	647,580
LOCAL STREET FUND	203	140,014	36,958	176,972
ACT 345 PENSION FUND	205	3,144	168	3,312
RECREATION FUND	208	1,070,546	280,242	1,350,788
GWK DRAIN FUND	225	184,429.94	380	184,810
RACKHAM DEFENSE FUND	250	34,166.72	285	34,452
BUDGET STABILIZATION FUND	257	1,205,802.08	12,203	1,218,005
ARPA GRANT FUND	285	290,971.83	358,881	649,853
ELEVEN MILE - DEBT FUND	303	27,633.98	8,083	35,717
2010 UTGO DEBT	304	224,019.51	120	224,140
2012 UTGO DEBT	305	89,095.88	219	89,315
2014 UTGO DEBT	306	216,833.91	(48)	216,786
2017 UTGO DEBT	307	81,388.71	(516)	80,873
2019 UTGO DEBT	308	106,209.64	(2)	106,208
2020 CAPITAL IMP. BONDS	309	472,523.85	5,770	478,293
CAPITAL PLANNING FUND	402	869,535.36	46,375	915,910
SEWER CONSTRUCTION FUND	492	5,579,083.88	3,287	5,582,371
ROAD & SEWER CONSTRUCTION FUND	493	6,565,423.13	13,821	6,579,244
ROAD MAINTENANCE FUND	494	118,892.44	36,218	155,110
SANITATION FUND	515	106,649.36	22,289	128,938
WATER FUND	592	1,588,139.02	184,191	1,772,330
EQUIPMENT FUND	661	697,643.74	73,685	771,329
TRUST & AGENCY FUND	701	275,800.00	723	276,523
POST RETIREMENT FUND	734	784,044.44	4,852	788,896
TOTAL ASSETS - INVESTMENTS/CASH		23,711,582	913,645	24,625,227

FIDUCIARY (TRUSTEE)	TYPE	AMOUNT INVESTED	PERCENT INVESTED	YIELD
MICHIGAN CLASS	Interlocal	9,322	0.04%	1.50%
OAKLAND COUNTY POOL- OPER	Pool	225,302	0.95%	0.84%
FIFTH THIRD SECURITIES	Agency	1,372,540	5.79%	0.89%
COMMERICA - J FUND - 4438	Pool	114,705	0.48%	0.49%
COMERICA SECURITIES - 2362	Agency	4,096,156	17.28%	2.50%
HUNTINGTON BANK	Agency	1,245,760	5.25%	1.80%
MULTIBANK SECURITIES	Agency	4,207,217	17.74%	2.15%
FLAGSTAR INVESTMENT ACCOUNT	Savings	505,395	2.13%	0.73%
FLAGSTAR BOND ACCOUNT	Savings	263,769	1.11%	0.73%
OAKLAND COUNTY BOND ACCOUNT	Pool	11,671,416	49.22%	0.84%
TOTAL INVESTMENTS		23,711,581	100.00%	
WEIGHTED AVERAGE YIELD				1.41%
OPERATING CASH ACCOUNT				913,645
INVESTMENT ACCOUNT				23,711,582
TOTAL DOLLARS AVAILABLE				24,625,227





## COMMUNICATIONS

GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

RACHAEL EUBANKS  
STATE TREASURER

August 24, 2022

Chris Wilson, City Manager  
City of Huntington Woods, Oakland County  
26815 Scotia Road  
Huntington Woods, MI 48070

Dear Chris Wilson:

The State Tax Commission at their August 23, 2022 meeting approved the enclosed Certificate of Achievement. This certificate acknowledges the City of Huntington Woods, Oakland County for receiving a perfect score on their 2022 AMAR Review. The Commission wishes to congratulate the City and thank you for your continued efforts to provide fair and equitable assessing in the State of Michigan.

Sincerely,

A handwritten signature in black ink, appearing to read "David Buick".

David A. Buick, Executive Director  
State Tax Commission

Enc: Certificate of Achievement

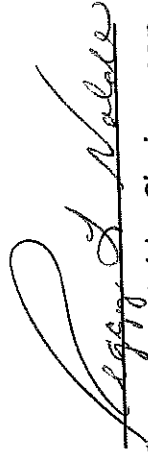
# Certificate of Achievement




This acknowledges that

## City of Huntington Woods, Oakland County

On the 23<sup>rd</sup> of August 2022 has been recognized for the outstanding achievement of receiving a perfect score on the 2022 Audit of Minimum Assessing Requirements (AMAR) Review. We wish to congratulate you and thank you for your continued efforts to provide fair and equitable assessing in the State of Michigan.

  
Peggy L. Nolde, Chairperson

  
W. Howard Morris, Member

  
Mark A. Davidoff, Member



**National Recovery Month – September 2022**

- WHEREAS,** according to the Substance Abuse and Mental Health Services Administration (SAMHSA), in 2020, 40.3 million people aged 12 or older (14.5 percent) had a Substance Use Disorder (SUD) in the past year, including 28.3 million who had alcohol use disorder; 18.4 million who had an illicit drug use disorder and 6.5 million people who had both alcohol use disorder and an illicit drug use disorder; and
- WHEREAS,** according to SAMHSA, in 2020, 22.2 percent of Americans (or 61.6 million people) 12 years or older, were binge alcohol users in the past month. The percentage was highest among young adults aged 18 to 25; and
- WHEREAS,** according to the Centers for Disease Control and Prevention (CDC) nearly 92,000 overdose deaths occurred in the United States in 2020, which was a 31% increase from 2019; and
- WHEREAS,** substance use recovery is important for individual well-being and vitality, as well as for families, friends, communities, and businesses; and
- WHEREAS,** OCHN continues to educate and raise awareness of the risks and potential harm associated with prescription drug misuse; and
- WHEREAS,** stigma and stereotypes associated with substance use disorders often keep people from seeking treatment that could improve their quality of life; and
- WHEREAS,** substance use disorders occur when the re-current use of alcohol and/or other drugs cause clinically or functionally significant impairment, such as health problems, disability, and failure to meet major responsibilities at work, school, or home; and
- WHEREAS,** substance use disorder recovery is a journey of healing and transformation, enabling people to live in a community of their choice while striving to achieve his/her full potential; and
- WHEREAS,** substance use disorder recovery, benefits individuals with substance use disorders by focusing on their abilities to live, work, learn, and fully participate and contribute to society and also enriches the community culture; and

NOW, THEREFORE, BE IT RESOLVED that, Oakland Community Health Network and the City of Huntington Woods hereby recognize September 2022 as National Recovery Month. OCHN and the City call upon our citizens, government agencies, public and private institutions, businesses, faith-based organizations, and schools to re-commit our state to increasing awareness and understanding of substance use, and the need for appropriate and accessible services to promote recovery.

**National Suicide Prevention Month – September 2022**

- WHEREAS,** September is known as National Suicide Prevention Month and is intended to help raise awareness surrounding suicide prevention resources available in the community; and
- WHEREAS,** world Suicide Prevention Day is observed each year on September 10; and
- WHEREAS,** suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and
- WHEREAS,** according to the Centers for Disease Control and Prevention (CDC), 45,979 people died by suicide in the United States in 2020 - one death every 11 minutes; and
- WHEREAS,** according to the CDC, 12.2 million adults across the U.S. seriously thought about suicide; 3.2 million adults made a suicide plan; 1.2 million adults attempted suicide; and
- WHEREAS,** according to the 2020 Michigan Suicide Prevention Commission Annual Report, 1,389 people in the state died by suicide during the COVID-19 pandemic, with 1,099 of those deaths relating to men; and
- WHEREAS,** every year, thousands of individuals die by suicide, leaving behind friends and family members to navigate the tragedy of loss. Often feelings of shame and stigma prevent them from talking openly; and
- WHEREAS,** 988 has been designated as the new three-digit dialing code that will route callers to the National Suicide Prevention Lifeline and is now active across the United States; and
- WHEREAS,** The National Action Alliance for Suicide Prevention is using #BeThere to educate social media followers about the many actions one can take to support a person who is struggling; and
- WHEREAS,** Oakland Community Health Network (OCHN) has been an active and engaged member of the Oakland County Suicide Prevention Task Force since 2011; and
- WHEREAS,** OCHN is committed to being a Zero Suicide organization and cultivating a network of providers who are engaged in the Zero Suicide philosophy.

NOW, THEREFORE, BE IT RESOLVED that, Oakland Community Health Network and the City of Huntington Woods hereby recognize September 2022 as National Suicide Prevention Month. OCHN and the City call upon our citizens, government agencies, public and private institutions, businesses, faith-based organizations, and schools to recommit our state to increasing awareness and understanding of suicide prevention, and the need for appropriate and accessible services to assist individuals in crisis.

## AGENDA #1



### Finance Department Memo

To: Mayor and City Commission

From: Ethan Haan, Finance Director

Date: September 1, 2022

Subject: Latchkey Play Structure

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The Recreation Department received a Child Care Stabilization Grant of \$176,000. This Grant was provided by the Michigan Department of Education to assist childcare providers impacted by the COVID-19 pandemic. Based upon the grant regulations, Parks & Rec staff chose a new play structure to be purchased with some of the grant funds. City Administration agrees that this structure will allow the City to continue the high level of service that it provides to residents through our Latchkey program. The quote for the playground structure is \$5,119.83. A copy of the quote is attached.

#### Suggested motion:

Moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the City of Huntington Woods approves and authorizes the City Manager to execute a purchase agreement with Play With A Purpose of Owatonna, MN for the purchase of a new play structure under Quote #QT74222 in the amount of \$5,119.83.

# PLAYwith a Purpose

## Quote

Quote #: QT74222  
Quote Date: 28-Apr-2022  
Expire Date: 23-Sep-2022

Contact Name: Colleen Loree

### Ship To:

Gillham Recreation Center- Preschool  
26325 Scotia Rd  
Huntington Woods MI 48070  
United States

Sales Manager: Nicole Alberts  
nicolealberts@pwap.com  
Tel: 855-851-2639  
Fax: 888-331-5860

### Shipping Contact:

### Bill To:

Gillham Recreation Center- Preschool  
26325 Scotia Rd  
Huntington Woods MI 48070  
United States

### Quote Total:

**\$5,119.83**

### Billing Contact:

Item availability may change hourly based on incoming orders. Please place your order quickly to ensure fast shipment of your product(s).

Item	Qty Requested	Qty Available	Est Ship Date	Unit Price	Extended Price
77-820 Cedar Log Playhouse	1	0	14-Oct-2022	\$4,299.00	\$4,299.00
\$90 Liftgate Charge					
DEL-LIFTGATE Lift Gate Delivery Charge (for the truck shipment within your order)	1		26-Aug-2022	\$90.00	\$90.00

Subtotal: \$4,389.00

Shipping, Handling & Processing: \$730.83

Estimated Sales Tax : \$0.00

Quote Total: \$5,119.83



Unconditional 100% Satisfaction Guarantee

### Unconditional 100% Satisfaction Guarantee

Your satisfaction is our #1 concern. If you are not satisfied with your purchase for any reason at any time, contact us and we will replace the product, credit your account, or refund the purchase price. No questions. No hassles. No exclusions. No kidding!

Phone: 888-330-1826

Fax: 888-331-5860

customercare@pwap.com

Phone: 507-451-7470

International Customers:  
globalservices@pwap.com

Fax: 507-451-4755



QT74222

# PLAY with a Purpose

## Quote

Quote #: QT74222

Quote Date: 28-Apr-2022

Expire Date: 23-Sep-2022

Order prepayment may be required. We offer 30-day terms on approved credit. Full payment terms and wire transfer information are available by request.



Unconditional 100%  
Satisfaction Guarantee

### Unconditional 100% Satisfaction Guarantee

Your satisfaction is our #1 concern. If you are not satisfied with your purchase for any reason at any time, contact us and we will replace the product, credit your account, or refund the purchase price. No questions. No hassles. No exclusions. No kidding!

Phone: 888-330-1826

Fax: 888-331-5860

customer@pwap.com

Phone: 507-451-7470

International Customers:  
globalservices@pwap.com

Fax: 507-451-4755



QT74222



## AGENDA #2

### Finance Department Memo

To: Mayor and City Commission  
From: Ethan Haan, Finance Director  
Date: September 1, 2022  
Subject: Public Works Printer Replacement

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The Public Works Department currently has a black and white copy machine as well as small color copy machine. Both are currently at least 10-15 years old. They were originally at City Hall before being moved over to the Public Works Department and need replacement.

Before his departure, Finance Director Tim Rowland was working with Toshiba to procure a new copier. After his departure, staff got quotes from the City's other copy machine vendors (Premier Business Products and Applied Innovation) and Toshiba's quote won the bid. Their quote is attached. Funds for this purchase are coming from the capital improvement line item under the Public Works budget.

We are opting for the purchase option with a maintenance agreement. The addition of this copier to the Public Works office will free up space and improve productivity for an extremely busy and critical City department. The purchase price is \$10,125.00 with a quarterly maintenance agreement payment of \$93.84.

#### Suggested motion:

Moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_ that the City of Huntington Woods approves and authorizes the City Manager to execute a purchase agreement with Toshiba America Business Solutions of Irving, CA for the purchase of a new color copier in the amount of \$10,125.00 with a quarterly maintenance payment of \$93.84.



# INVESTMENT SCHEDULE



**PREPARED FOR**

**City of Huntington Woods**

**July 22, 2022**

**PREPARED BY**

**Mary Frances Kilcoyne**

**248-427-5449**

**[mary.kilcoyne@tbs.toshiba.com](mailto:mary.kilcoyne@tbs.toshiba.com)**

**TOSHIBA**

# TOSHIBA

## INVESTMENT SCHEDULE

### City of Huntington Woods

#### Proposed Solution

- Toshiba Response Time: Toshiba averages 1-2 hour remote help desk call & a 4 hour on-site average response time.
- Scan to Word, Excel, Power Point for editable documents.
- Dual Scan Document Feeder
- Advanced Color Quality

**Initial Investment**

**\$10,125.00**

**Monthly Investment**

**\$31.28**

Monthly investment includes parts, labor, travel, and supplies; everything except for paper, staples, and applicable taxes.  
Purchase Option \$10,125.00, quarterly service cost \$93.84.

# TOSHIBA

## INVESTMENT SCHEDULE

### City of Huntington Woods

#### Proposed Solution

##### Model Details

- (1) Toshiba e-STUDIO5525AC
  - Included Features: DSDF Document Feeder, Large Capacity Feeder, 65-sheet Multi-Staple Finisher, Bridge Kit

##### Service Details

Pool Name	Quarterly Pages Included	Quarterly Overage Per Page
Mono Pool	10,500	\$0.00640
Color Pool	750	\$0.03550

Initial Investment	\$10,125.00
Monthly Investment	\$31.28

Monthly investment includes parts, labor, travel, and supplies; everything except for paper, staples, and applicable taxes. Purchase Option \$10,125.00 , quarterly service payment \$93.84.

# TOSHIBA

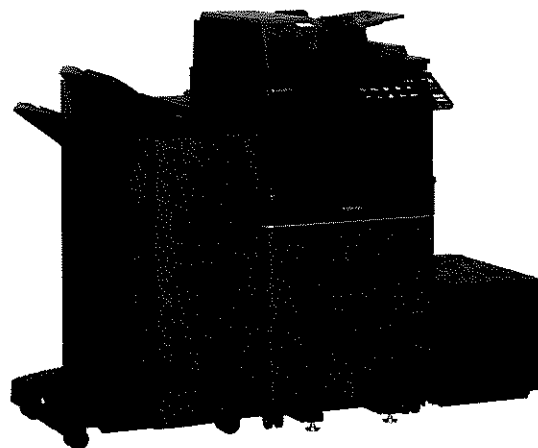
## THE PERFORMANCE AND FEATURES YOU NEED IN A MIDSIZE WORKGROUP MFP

At 55 full color pages-per-minute, Toshiba's new e-STUDIO5525AC can handily serve busy workgroups or even departments. The dual scan document feeder option scans at up to 240 duplex impressions per minute and holds 300 originals. This MFP is up to the task.

Built-in OCR leverages this performance and makes your PDFs searchable or easily converts your paper-based documents to popular Microsoft Office formats. Scan to email right from the front panel of the MFP. Emailed scans will appear in your Sent folder back at your desktop.

### FEATURES AT A GLANCE

- Full Color A3 MFP
- 55PPM Letter-size
- Small Workgroups
- Compact Footprint
- Copy, Print, Scan & Optional Fax



**e-STUDIO5525AC**

#### POPULAR OPTIONS

65-Sheet Saddle Stitch Finisher
External LCF
Pedestal LCF
Dual Scan Document Feeder

# TOSHIBA

## SERVICE

### PROFESSIONAL, ACCOUNTABLE, RESPECTFUL

#### BACKBONE OF THE BUSINESS

Getting it right the first time is the goal of our team of Toshiba Service Technicians. These tenured professionals focus on creating the best customer experience for our clients, with minimal downtime.

#### WHY CHOOSE TOSHIBA

Employees are empowered to do what's right for the client

Team members are certified in Toshiba and partner devices

30% of all service issues are often solved remotely via Help desk

Clients know when to expect us with our courtesy call-ahead

#### ABOUT OUR TEAM

Toshiba service technicians are part of the communities they serve. Here are some other interesting facts you may not know...

40%

40% of our employed field service team members are Veterans

15

Our technician tenure averages 15 years of experience

4.85

Toshiba technicians average a 4.85 out of 5 client satisfaction rating

\*\*About our techs statistics from 2021

Looking for a Toshiba service technician in your area? Find an office near you.

[tbs.toshiba.com](http://tbs.toshiba.com)

# TOSHIBA

## OUR QUALITY COMMITMENT

The Toshiba Quality Commitment is our guarantee that you're getting the utmost in advanced technology, dependability, service and support. Toshiba stands squarely behind our promise with the assurance of complete satisfaction. Everything we do contributes to that goal—from setting the industry standard for research and development, to providing instant access to Toshiba support personnel. Look around. Nothing compares to Toshiba...quality guaranteed.



### **NO FINE PRINT. NO STRINGS ATTACHED. HERE'S HOW THE GUARANTEE WORKS.**

#### **FREE REPLACEMENT**

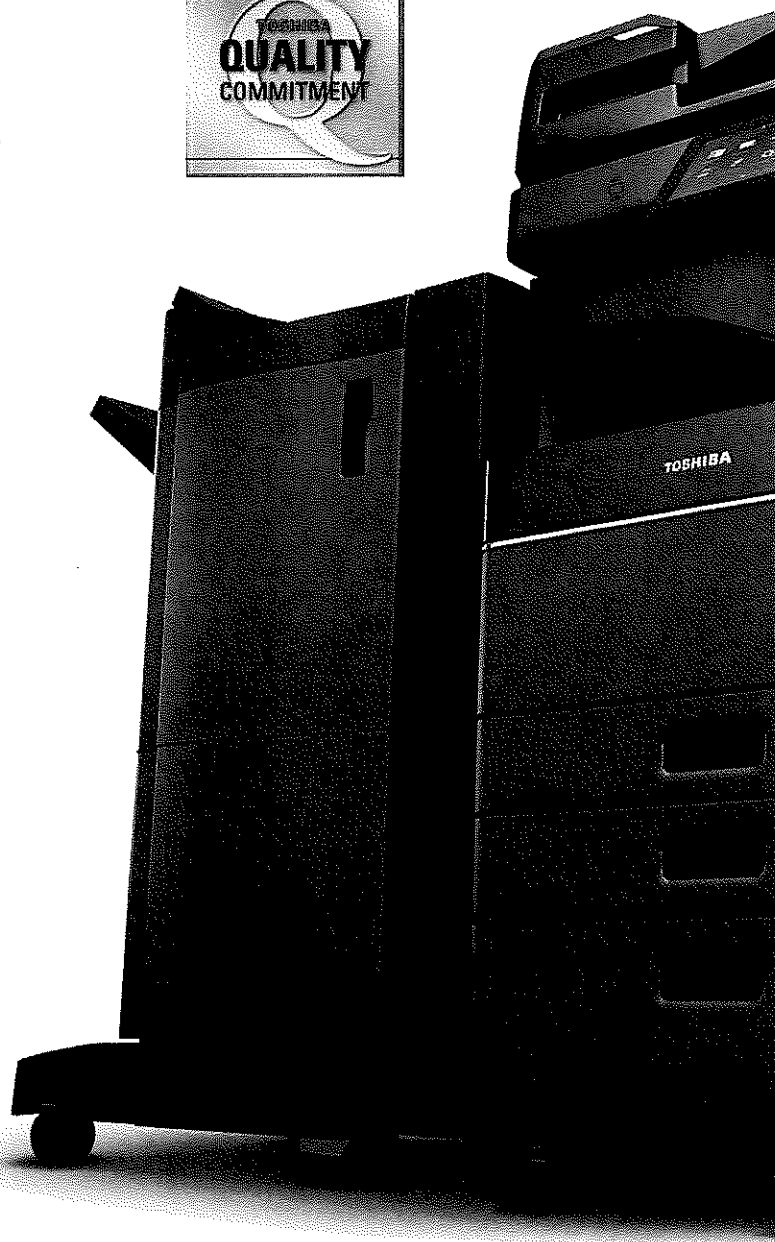
If your Toshiba manufactured copier, facsimile, printer, thermal barcode printer or its accessories do not operate within Toshiba's product specifications during the term of this program, and if the equipment cannot be repaired to perform within product specifications, Toshiba will replace the copier, facsimile, printer, thermal barcode printer or accessory at no charge with a model of equal or better features and specifications.

#### **FREE LOANER**

If your Toshiba manufactured copier, facsimile, printer or thermal barcode printer is out-of-service more than two (2) consecutive business days after notifying your Authorized Toshiba Servicing Dealer or requires off-site service, a loaner copier, facsimile, printer or thermal barcode printer will be provided by the Authorized Toshiba Servicing Dealer at no additional charge.

#### **TERM OF PROGRAM**

The term of this program is: a) for purchased equipment, three years from equipment installation date or maximum number of copies as stated in the product specifications, whichever occurs first; or b) for leased or rental equipment, three years or the length of the original lease starting from the equipment installation date, whichever is longer.



## AGENDA #3



**To:** Mayor and City Commission  
**From:** Heidi Barckholtz  
**Date:** September 2, 2022  
**Subject:** Board Vacancies

---

There is a vacancy on the Anti-Racism Advisory Committee as well as the Arts and Garden Board. Appointments need to be made for student representatives on both the Parks and Recreation Advisory Board as well as the Environmental Sustainability Advisory Committee.

### **Anti-Racism Advisory Committee**

1. Christina Kozlowski
2. Cary McGehee
3. Jessicalyn Edwards – The Commission previously interviewed but never appointed. No interview necessary.

### **Arts and Garden Board**

1. Nathanael Schiffbauer

### **Parks and Recreation Student Representative**

1. Logan Field - No interview necessary. (Highly recommended by Tracy Shanley)

### **Environmental Sustainability Advisory Committee Student Representative**

1. Jane Heller – No interview necessary

3/30/2022  
B

Parks & Garden  
Anti-Racism  
Comm. Advisory  
ESAC  
Parks & Rec



6:45 9/6

## City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Christina Kozlowski Date 3-30-21  
Address 13308 Kingston Ave. # Yrs. residing in City 6  
Home phone n/a Cell phone 3135807924  
Email address christina.venti@gmail.com

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

Brief description of background and experience (use back if needed)

See attached

I am an attorney who has been living in HW for almost 6 years and am interested in getting

Return completed form to City Hall or email to [hbarckholtz@hwmj.org](mailto:hbarckholtz@hwmj.org)



☒ **Anti-Racism Advisory Committee**

This Committee considers anti-racism related issues in the City and advises the City Manager and City Commission on City policies. The Committee meets at least four times a year. Members should be persons who are interested in or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Policy making
- ☐ Public engagement
- ☒ Understanding of equity and systemic racism gained either through engaging with the subject matter or through lived life experiences

☒ **Arts & Garden Board**

The Arts & Garden Board (formerly BART Board) was established to bring together those aspects of city life that enhance our environment. In combining two existing boards, Beautification and Trees and adding Public Art, the City Commission created a group that has become broad in its scope and impact on the lives of Huntington Woods' residents. The Board meets monthly. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☒ Public art
- ☒ Tree preservation
- ☒ Landscape architecture
- ☒ Event planning
- ☒ Culture
- ☒ Public beautification efforts

☐ **Board of Review**

The members of the Board of Review examine residents' property assessment appeals. The Board has the power to change a citizen's tax assessment if it feels it is justified. The Board meets in March, July and December. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Banking/finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

☐ **Budget Advisory Committee**

The Committee was established by the 2003 Ad Hoc Operational and Financial Advisory Committee as one of its recommendations to the City Commission. This Board is advisory in nature and is charged with the review of the City Budget. It meets during the annual budget preparation process. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Budgeting
- ☐ Public finance
- ☐ Policymaking

☒ **Communication Advisory Committee**

The objective of this advisory Committee is to review different methods of communicating with residents and businesses in emergency and non-emergency situations and make recommendations on how to improve the City's communication effectiveness. The Committee will review both technological tools such as the City's website and social media platforms as well as non-technological tools such as the newsletter. The Committee meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Communications
- ☐ Public relations
- ☒ Social media
- ☐ Branding

☐ **Construction and Property Maintenance Board of Appeals**

The Board meets to aid residents who feel they cannot comply with the City and State Building Codes and to interpret the building codes. They meet as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☒

### **Environmental Advisory Committee**

This Committee is the recycling and sustainability education advisory body to the City Commission. They meet once a month. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☒ Environmental protection
- ☒ Conservation
- ☒ Recycling
- ☒ Sustainability
- ☒ Climate change

☐

### **Ethics Committee**

The Ethics Committee is responsible for receiving requests for advisory opinions and hearing complaints concerning alleged unethical conduct by a City officer or employee. The Committee performs investigations as necessary and holds hearings based on findings of the investigation. The Committee meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Public policy
- ☐ Ethics
- ☐ Labor Law

☐

### **Historic District Commission**

The Commission is charged with the responsibility of maintaining the City's historic resources within the Hill District and historic Rackham Golf Course in accordance with Public Act 169 of 1970 as needed. The Commission meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Architecture
- ☐ Building construction
- ☐ Historic preservation
- ☐ Member of a preservation organization

☐ **Library Advisory Board**

The Library Advisory Board serves in an advisory capacity to promote the growth and further development of the City Library. They review and make recommendations and policies concerning the use of the Library and Cultural Center for community activities. They meet once a month. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowledge

☒ **Parks and Recreation Advisory Board**

The Board assists the Recreation Department to promote outstanding recreational programs and advises the City Commission on policy matters related to the operation of the Parks and Recreation department. They meet most months. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☒ Fitness
- ☒ Recreation
- ☐ Policymaking
- ☐ Public relations

☐ **Planning Commission**

The Planning Commission is required by law to adopt and implement a Master Plan for the development of the City. It recommends zoning ordinance amendments, reviews site plans and evaluates changes that affect the character and development of the City. The Commission meets most months. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Landscape architecture
- ☐ Civil engineering
- ☐ Land use
- ☐ Real estate development

☐ **Senior Advisory Committee**

The Senior Advisory Committee was created to consider senior related issues and to advise the Recreation Department and the City Commission concerning such issues. The Committee meets once a month. Duties of the committee shall specifically include:

n/a

**Cell phone**

3135807924

**Email address**

christina.venti@gmail.com

**Brief description of background and experience use back if needed**

I am an attorney who has been living in HW for almost 6 years and am interested in getting more involved with the community and helping to better the community.

**Anti-racism Advisory Committee**

x

**Arts and Garden Board**

x

**Public art**

choice0

**Landscape architecture**

choice0

**Event planning**

choice0

**Public beautification efforts**

choice0

**checkbox\_LzC**

Understanding of equity and systemic racism

**checkbox\_3Ai**

Tree preservation

Anti-Racism  
2022 New



## City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Cary McGehee Date March 16, 2022  
Address 13161 Borgman Ave # Yrs. residing in City 27  
Home phone \_\_\_\_\_ Cell phone 248-321-0565  
Email address cmcgehee@pittlawpc.com

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

Brief description of background and experience (use back if needed)

See attached

I am interested in the Anti- Racism Advisory Committee. I am a civil rights attorney specializing

Return completed form to City Hall or email to [hbarckholtz@hwmi.org](mailto:hbarckholtz@hwmi.org)

VM

☒ **Anti-Racism Advisory Committee**

This Committee considers anti-racism related issues in the City and advises the City Manager and City Commission on City policies. The Committee meets at least four times a year. Members should be persons who are interested in or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Policy making
- ☐ Public engagement
- ☐ Understanding of equity and systemic racism gained either through engaging with the subject matter or through lived life experiences

☐ **Arts & Garden Board**

The Arts & Garden Board (formerly BART Board) was established to bring together those aspects of city life that enhance our environment. In combining two existing boards, Beautification and Trees and adding Public Art, the City Commission created a group that has become broad in its scope and impact on the lives of Huntington Woods' residents. The Board meets monthly. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Public art
- ☐ Tree preservation
- ☐ Landscape architecture
- ☐ Event planning
- ☐ Culture
- ☐ Public beautification efforts

☐ **Board of Review**

The members of the Board of Review examine residents' property assessment appeals. The Board has the power to change a citizen's tax assessment if it feels it is justified. The Board meets in March, July and December. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Banking/finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

248-321-0565

**Email address**

cmcgehee@pittlawpc.com

**Brief description of background and experience use back if needed**

I am interested in the Anti- Racism Advisory Committee. I am a civil rights attorney specializing in employment discrimination and protecting the rights of incarcerated individuals. My law practice is in Royal Oak and I have been an attorney for over 30 years. I have also been the Chair of a non-profit called the Michigan Coalition for Human Rights. I have been the Chair for over 10 years. The organization was established in 1980.

View the submission and any attachments by following the link below and using this unique access code: pEGGBHXYnWHyCSA2

**View Submission**

[Log in to view in Submission Manager](#)

City of Huntington Woods | 26815 Scotia, Huntington Woods, MI 48070



ARAC



## City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Jessicalyn Edwards Date 4/14/2021  
Address 10815 Borgman Ave # Yrs. residing in City 24  
Home phone 415-279-5344 Cell phone Same  
Email address JessicalynEdwards@gmail.com

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

Brief description of background and experience (use back if needed)

See attached

Return completed form to City Hall or email to [hbarckholtz@hwmi.org](mailto:hbarckholtz@hwmi.org)

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### **Anti-Racism Advisory Committee**

This Committee considers anti-racism related issues in the City and advises the City Manager and City Commission on City policies. The Committee meets at least four times a year. Members should be persons who are interested in or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Policy making
- ☒ Public engagement
- ☒ Understanding of equity and systemic racism gained either through engaging with the subject matter or through lived life experiences

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### **Arts & Garden Board**

The Arts & Garden Board (formerly BART Board) was established to bring together those aspects of city life that enhance our environment. In combining two existing boards, Beautification and Trees and adding Public Art, the City Commission created a group that has become broad in its scope and impact on the lives of Huntington Woods' residents. The Board meets monthly. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Public art
- ☐ Tree preservation
- ☐ Landscape architecture
- ☐ Event planning
- ☐ Culture
- ☐ Public beautification efforts

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### **Board of Review**

The members of the Board of Review examine residents' property assessment appeals. The Board has the power to change a citizen's tax assessment if it feels it is justified. The Board meets in March, July and December. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Banking/finance
- ☐ Property appraisal/assessing
- ☐ Real estate/development law

## Heidi Brown-Barckholtz

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**From:** Jessicalyn Edwards <jessicalynedwards@gmail.com>  
**Sent:** Wednesday, April 14, 2021 12:21 PM  
**To:** Heidi Brown-Barckholtz  
**Subject:** Anti-Racism Advisory Committee application  
**Attachments:** file\_fIMrr3fGYxGxppRS.pdf

To whom it may concern,

I am interested in volunteering for the Anti-Racism Advisory Committee. I believe that the issues addressed in the HW anti-racism plan are of the utmost importance as we imagine and work towards a more equitable and just community. The content of the plan gives me hope in our ability to continue to grow and improve as a city.

As a white middle-class person with racial and economic privilege, I am passionate about centering and amplifying marginalized voices. I have spent many years prioritizing anti-oppression in both my personal and professional life. I intend to continue to deepen my understanding of anti-racism and anti-oppression through discussions, reading, attending workshops, community engagement, advocacy, and interpersonal relationships. As a resident who's multiracial family moved to HW in the early 1970s, I may be able to offer a unique perspective based on my own family's experiences here.

Thank you for considering my application for this committee. It would be an honor to support the city as the work of integrating the Anti-Racism plan continues.

Respectfully,  
Jessicalyn Edwards

6/15/22 Darts/garden



## City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Nathanael Schiffbauer Date June 14, 2022  
Address 10475 Nadine Ave # Yrs. residing in City 1  
Home phone \_\_\_\_\_ Cell phone 816-536-3860  
Email address natecard@gmail.com

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Brief description of background and experience (use back if needed)

In 2021, I relocated with my partner back to her childhood home here in Huntington Woods. I've loved this city since I first visited in 2017, and am excited to get more involved now as a resident. My background: since 2006, my career as a performing artist, visual artist, director, designer and producer has employed me in arts and culture communities in Detroit, San Francisco, Chicago, and Kansas City. Clients and collaborators of this work have included City of Chicago DCASE, Chicago Parks District, Art Institute of Chicago, TEDx, CollaborAction, Epic Immersive, Midwayville, et al. Since 2020, as a member of Gather.town's partner program, I've owned and directed a virtual events and graphic design brand, Magnetic Mapworks. Since 2022, I have been a member of the Huntington Woods Community Garden, where I've led the build and install of new garden beds, reuse of old bed materials, and worked with the city manager to move forward with plans for garden expansion and beautification. I will be attending The Conway School in 2023 as a graduate student of ecological landscape design. As a hobbyist, I enjoy floral photography, painting, and paper crafts.

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- ☐ Property appraisal/assessing
- ☐ Real estate/development law

Student Rep  
ESAC



## City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Jane Heller Date 08/22/2022  
Address 26515 Dundee Road # Yrs. residing in City 4  
Home phone \_\_\_\_\_ Cell phone 9174548338  
Email address jane01heller@gmail.com

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

I am a rising junior at Berkley High School and I have great interest in the field of environmental sustainability. Most recently, I completed an \_\_\_\_\_  
environmental health class at Brown University that included climate \_\_\_\_\_  
change and pollution. This summer I worked in a program that \_\_\_\_\_ironmental  
provided community service with sea turtles. Thank you for your \_\_\_\_\_  
consideration.

Return completed form to City Hall or email to [hbarckholtz@hwmi.org](mailto:hbarckholtz@hwmi.org)

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### **Environmental Advisory Committee**

This Committee is the recycling and sustainability education advisory body to the City Commission. They meet once a month. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☒ Environmental protection
- ☒ Conservation
- ☒ Recycling
- ☒ Sustainability
- ☒ Climate change

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### **Ethics Committee**

The Ethics Committee is responsible for receiving requests for advisory opinions and hearing complaints concerning alleged unethical conduct by a City officer or employee. The Committee performs investigations as necessary and holds hearings based on findings of the investigation. The Committee meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Public policy
- ☐ Ethics
- ☐ Labor Law

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### **Historic District Commission**

The Commission is charged with the responsibility of maintaining the City's historic resources within the Hill District and historic Rackham Golf Course in accordance with Public Act 169 of 1970 as needed. The Commission meets as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Architecture
- ☐ Building construction
- ☐ Historic preservation
- ☐ Member of a preservation organization

Student Rep  
Parks



## City of Huntington Woods Citizen Interest Form for City Boards, Commissions and Committees

Name Logan Field Date 8/3/22  
Address 26317 Humber St Huntington Woods # Yrs. residing in City 11  
Home phone N/A Cell phone 248-310-6949  
Email address Loganelfield@gmail.com

Please review the following descriptions of the City boards, commissions and committees and check the boards and committees you would like to be considered for. Some boards and committees are a mix of residents with certain qualifications and others are residents representing the general public. Even if you do not have any of the experience or professional background listed below, the City urges you to apply for consideration. The City needs residents with diverse backgrounds on its boards and committees.

Hi! My name is Logan Field. I will be a junior at Berkley High School this fall. I am applying to serve on the board as a student representative for the Parks and Recreation Advisory Board. I have worked at HWAC pool front desk for the past two summers. I also worked at the Huntington Woods Recreation Center front desk last summer. Before Covid, I was also an LIT at fruit camp. This past winter I worked the scores table for the Huntington Woods basketball league.

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I am applying to  
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\_\_\_\_\_

*Return completed form to City Hall or email to [hbarckholtz@hwmn.org](mailto:hbarckholtz@hwmn.org)*



☐ **Library Advisory Board**

The Library Advisory Board serves in an advisory capacity to promote the growth and further development of the City Library. They review and make recommendations and policies concerning the use of the Library and Cultural Center for community activities. They meet once a month. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowledge

☒ **Parks and Recreation Advisory Board**

The Board assists the Recreation Department to promote outstanding recreational programs and advises the City Commission on policy matters related to the operation of the Parks and Recreation department. They meet most months. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☒ Fitness
- ☒ Recreation
- ☐ Policymaking
- ☐ Public relations

☐ **Planning Commission**

The Planning Commission is required by law to adopt and implement a Master Plan for the development of the City. It recommends zoning ordinance amendments, reviews site plans and evaluates changes that affect the character and development of the City. The Commission meets most months. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Landscape architecture
- ☐ Civil engineering
- ☐ Land use
- ☐ Real estate development

☐ **Senior Advisory Committee**

The Senior Advisory Committee was created to consider senior related issues and to advise the Recreation Department and the City Commission concerning such issues. The Committee meets once a month. Duties of the committee shall specifically include: