

**Regular Meeting of the City Commission**  
**Tuesday, May 11, 2021**  
**7:30 p.m.**  
**Remote Meeting – Not at 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 April 6, 2021**
2. **Special Meeting Minutes of May 3, 2021**
3. **Approval of Warrant 376**
4. **Reports and Minutes**
  - a. **Zoning Board of Appeals – December 14, 2020**
  - b. **Planning Commission – January 25, 2021**
  - c. **Library Advisory Board – March 15, 2021**
  - d. **Senior Advisory Committee – March 18, 2021**
  - e. **Environmental Advisory Committee – March 18, 2021**
  - f. **Planning Commission – March 22, 2021**
  - g. **Parks and Recreation Advisory Board – March 30, 2021**
  - h. **Treasurer's Report March 2021.**

**COMMUNICATIONS**

**COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

**PUBLIC PARTICIPATION**

**PUBLIC HEARING**

Matter of receiving public input on the proposed 2021/2022 City Budget in accordance with Chapter IX, Section 8 of the City Charter.

**ITEMS OF BUSINESS**

1. Resolution R- 2021: Matter of adopting the City Budget for the Fiscal Year commencing on July 1 2021 and ending on June 30, 2022.
2. Resolution R- 2021: Matter of authorizing collection of the tax administration fee in accordance with P.A. 503 in 1982.
3. Resolution R- 2021: Matter of consideration to approve a resolution of the Huntington Woods City Commission adopting a policy relative to the review and granting of poverty exemptions by the City of Huntington Woods Board of Review.
4. Resolution R- 2021: Matter of transferring Delinquent Water for 2020/2021 to the 2021 Summer Tax Roll of the City of Huntington Woods, in accordance with Chapter 19, Section 2.87 of the City Code.
5. Resolution R 2021: Matter of consideration to approve a resolution to establish a request for funding, designate and agent, attest to the existence of funds and commit to implementing a maintenance program for road reconstruction funded by the Transportation Economic Development Fund Category B Program for 2021.
6. Resolution R- 2021: Matter of approving the revised Commission Rules of Procedures.
7. Resolution R- 2021: Matter of consideration to approve the revised City of Huntington Woods Recognized Community Group Criteria.

8. Resolution R- 2021: Matter of consideration to authorize a request for reimbursement for monies spent to combat West Niles Virus.
9. Resolution R- 2021: Matter of consideration to approve a resolution opposing legislation that infringes upon voting rights and makes it more difficult to vote and urge the Michigan legislature to work with county and local election officials to adopt meaningful election reforms and not impediments to voting.
10. Resolution R- 2021: Matter of recognizing Juneteenth as A City Holiday.
11. Ordinance No. \_\_\_\_\_: Matter of consideration of an ordinance to amend the City of Huntington Woods Code of Ordinances, Chapter 2, Administration, Article IV, Boards and Commissions, Division 6, Senior Advisory Committee, to amend the powers and duties of the committee. (Second reading)
12. Closed Session: Matter of consideration to enter into a Closed Session pursuant to MCL.15.268 to discuss union negotiations.

## **CITY MANAGER'S REPORT ADJOURNMENT OF REGULAR CITY COMMISSION MEETING**

### **Topic: City Commission**

**Time: May 11, 2021 07:30 PM Eastern Time (US and Canada)**

Members of the public wishing to comment during the remote electronic meeting or listen only may do so by dialing the phone number below and enter the meeting ID.

### **Traditional Telephone (Residents/General Public)**

1 312 626 6799 US (Chicago)

or

1 888 788 0099 US Toll-free

Meeting ID: 876 7190 4981

Members of the public wishing to view the meeting live may do so on our YouTube channel. The public will not be able to comment during the meeting unless the number above is called.

YouTube link: <https://www.youtube.com/channel/UCVvH7h5ZloSmSevE0t7RUcg>

***Having difficulty logging into the meeting? Call or text 810-434-8215 for assistance.***

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: Tim Rowland, 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  
Tuesday, April 6, 2021  
7:30 p.m.  
Remote Meeting – Not at City Hall  
**DRAFT**

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

**PRESENT:** Mayor Paul, present in Huntington Woods, Mayor Pro Tem Olsman, present in Huntington Woods, Commissioner Elder, present in Huntington Woods, Commissioner Jenks, present in Huntington Woods, Commissioner Rozell, present in Huntington Woods.

**ABSENT:** None

City Staff Present: City Manager Sullivan,  
Finance/Treasurer Director Rowland and City Attorney Rosati.

**APPROVAL OF AGENDA**

Mayor Paul noted there are two changes to the agenda with the first amendment being a permanent change to the order of the agenda putting Proclamations before Public Participation and second amendment being the removal of agenda item #4 Beekeeping Ordinance. He further noted this is an item that was added to the agenda by City Staff because of several complaints of residents. It was not an issue that any of the Commissioners or many residents were aware of before the agenda was posted. The Commission has asked the administration to study beekeeping, other ordinances, the complaints that have been raised and all the pros beekeeping brings to the environment and report back to the City Commission for further discussion. All the comments that were sent to the Commission have been or will be sent to City Administration and further comments, pro or con, are welcome.

Moved by Commissioner Rozell and seconded by Commissioner Elder to approve the April 6, 2021 agenda with the two amendments proposed by Mayor Paul.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

**The Motion Carried.**

**APPROVAL OF CONSENT AGENDA**

Moved by Commissioner Jenks and seconded by Mayor Pro Tem  
Olsman to approve the April 6, 2021 Consent Agenda as presented.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

**The Motion Carried.**

## **COMMUNICATIONS**

None

## **COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

### **Charlie Cavell – Oakland County Commissioner:**

- Congratulated and thanked Helaine Zack and Robert Wittenberg for their time served as County Commissioner and State Representative.
- Residents sixteen and up in Oakland County are now eligible to register for the vaccine.
- Throughout Oakland County over five hundred thousand vaccine doses have been administered with the Oak.gov system administering over two hundred thousand of those vaccines.
- This week alone, Oak.gov administered over thirty-nine thousand shots in arms.
- Oakland County is putting at least ninety percent of the vaccines received in arms within seven days of receiving them.
- Please contact him at 248-807-4337 with questions concerning vaccinations or other County business.

## **PROCLAMATIONS**

Commissioner Rozell read the proclamation honoring Helaine Zack for her time as an Oakland County Commissioner.

Commissioner Olsman read the proclamation honoring Robert Wittenberg for his time representing the 27<sup>th</sup> District of the Michigan House of Representatives.

Commissioner Jenks read the proclamation recognizing the Month of May 2021 as Older Americans Month.

Commissioner Elder read the proclamation in support of the Asian American Community.

## **PUBLIC COMMENTS**

**Mari Masaline-Cooper - 13122 Talbot**

Noted her support of beekeeping in the City referencing the proposed beekeeping ordinance.

**Gail Linden - 25840 Concord Rd.**

Asked that more information be provided on all Huntington Woods media platforms for the upcoming Master Plan update.

**Aaron Retish - 25447 Wareham**

Mayor Paul read on the behalf of Mr. Retish a letter he submitted to the Commission noting that he does not support the proposed ordinance restrictions for beekeeping.

**RESOLUTION R -180-2021:**

Matter of receiving the City Budget for the Fiscal Year commencing July 1, 2021 and ending June 30, 2022.

Moved by Commissioner Jenks and seconded by Commissioner Elder to receive the City Budget for the Fiscal Year commencing July 1, 2021 and ending June 30, 2022.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -181-2021:**

Matter of setting a public hearing on the proposed 2021/2022 City Budget.

Moved by Commissioner Jenks and seconded by Commissioner Rozell to set a public hearing on May 18, 2021 to receive the public comments on the proposed 2021/2022 City Budget.

Ayes: Paul, Olsman, Elder, Jenks, Rozell

Nays: None

Absent: None

**The Motion Carried.**

**Ordinance No \_\_\_\_:**

Matter of consideration of an ordinance to amend the City of Huntington Woods Code of Ordinances, Chapter 2 Administration, Article IV, Boards and Commissions, Division 6, Senior Advisory Committee, to amend the powers and duties of the committee. (First Reading)

Manager Sullivan noted for clarification there are two recommendations of the Senior Advisory Committee to the ordinance that sets the powers and duties of the committee. These recommendations include language that the committee should be studying how to enable seniors to age in place and consider additional related issues based on changing needs and circumstances. Because the committee was put together via an ordinance, an

ordinance amendment is needed to change their powers and duties to reflect the committee's recommendations.

Moved by Mayor Pro Tem Olsman and seconded by Commissioner Elder to approve the first reading of an ordinance to amend the City of Huntington Woods Code of Ordinances, Chapter 2 Administration, Article IV, Boards and Commissions, Division 6, Senior Advisory Committee, to amend the powers and duties of the Committee.

**Commissioner Comments:**

**Olsman:** Does not understand what these proposed changes provide that are not already in the ordinance. He is hesitant for the need to add language that does not appear to do anything.

**Jenks:** Would like to see requirement of at least three or more members of the Senior Advisory be sixty in age or older.

**Olsman:** Noted that age requirements for committee members is not lawful in response to the comments made by Commissioner Jenks. Better practice would be to look at the qualifications and knowledge base of potential committee members.

**Rozell:** Noted these recommendations are minor changes and does not have an issue supporting this ordinance amendment as presented.

**Elder:** Agrees with Commissioner Rozell that changes are minor and appropriate. She also agrees with Commissioner Olsman that age restrictions on members is quite exclusive.

Ayes: Paul, Olsman, Elder, Jenks, Rozell

Nays: None

Absent: None

**The Motion Carried**

**RESOLUTION R -182 -2021:**

Matter of consideration of a Diversity, Equity, and Inclusion Plan preparation.

Moved by Commissioner Elder and seconded by Commissioner Jenks to award the contract for the preparation of the Diversity, Equity and Inclusion Plan to Volar Consulting at a cost not to exceed \$22,000.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -183 -2021**

Matter of consideration to change name of the Environmental Advisory Committee to the Environmental Sustainability Committee

Manager Sullivan explained the Committee wants to broaden their scope of work to include promoting long-term change to improve the environment and the way the community thinks about it. The Committee by-laws may be amended upon approval of the Committee and the City Commission.

Moved by Commissioner Jenks and seconded by Commissioner Rozell to approve the name change of the Environmental Advisory Committee to the Environmental Sustainability Committee.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -184 -2021**

Matter of consideration to extend the Right-of-Way Telecommunication Permit to MCImetro Access Transmission Services, L.L.C. for five years.

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Olsman to extend the Right-of-Way Telecommunication Permit to MCImetro Access Transmission Services, L.L.C. for five years.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -185 -2021**

Matter of consideration to approve the April 2021 update to the Personnel Manual.

Manager Sullivan noted with her annual review of the Personnel Manual, two minor updates were made. These updates include personal days for new employees being pro-rated and addition of vacation time for new employees being adjustable based on years of service and prior work experience.

Moved by Commissioner Jenks and seconded by Commissioner Elder to approve the April 2021 update to the Personnel Manual.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried**

### **CITY MANAGER'S REPORT**

- The Hometown Herald is now online on the City Website and will be delivered to mailboxes soon.
- Pool information is also in the newsletter. Pool passes can be purchased starting April 7, 2021.
- Program registration for recreation classes also start April 7, 2021.

### **ADJOURNMENT:**

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

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

**The Motion Carried, meeting adjourned at 8:32 p.m.**

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

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

DRAFT



**CITY OF HUNTINGTON WOODS  
SPECIAL MEETING OF THE CITY COMMISSION  
MINUTES**

**Monday, May 3, 2021**

**7:30 p.m.**

**Remote Meeting – Not at City Hall**

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

**PRESENT:** Mayor Paul present in Huntington Woods, Mayor Pro Tem Olsman present in Huntington Woods, Commissioner Jenks present in Huntington Woods, Commissioner Rozell present in Huntington Woods and Commissioner Elder present in Huntington Woods.

**ABSENT:** None

City Staff Present: City Manager Sullivan and Finance Director Tim Rowland

**Budget Study Session**

Matter of review of the proposed 2021/2022 City Budget

Finance Director Tim Rowland presented a PowerPoint of highlights for the budget and future items the City Commission needs to consider going forward. Key points included the addition of part-time communication position and elimination of part-time recreation position due to staff realignment, 2.25% wage increase consistent with the Public Safety contract, maintaining the same levels of City service, the freeing up of \$800,000 from General Fund after the Act 345 Millage for Public Safety pension costs and road improvements and additional money for Anti-Racism Initiatives.

Continued budget highlights and future items for the Commission's consideration were presented as well as Commissioner discussion.

**PUBLIC PARTICIPATION**

**Steve Gold** – Questioned and received clarification on the Parks and Rec Administration Budget noting that the 38% of the total budget seemed high. He further questioned and received clarification if Colette Nutton's position would be replaced once she retires.

**Richard Feldman** - Noted his support for the budget item for Anti-Racism work but feels the remaining budget does not reflect enough positive change in promoting police reform.

**Chris Golembiewski** – Asked and received clarification if the officers have the ability to turn on and off the body cams on their own discretion and further why Public Safety is purchasing full sized vehicles versus hybrid technology.

**Gail Linden** – Questioned the uncapping of City property taxes.

**Zak Witus** – Noted his concern with the Police budget in reference to the Black Lives Matter policy goals.

**Joanne Kristal** - Noted she does not feel the police department budget is progressive enough.

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Olsman to adjourn the Special City Commission meeting.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

**The Motion Carried, meeting adjourned at 8:48 p.m.**

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Heidi Barckholtz – City Clerk

**CONSENT #3**

**AGENDA ITEM  
WARRANT #376**

**RESOLUTION**

Moved by Commissioner \_\_\_\_\_ Supported by Commissioner \_\_\_\_\_ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by May 7, 2021 and paid between April 2, 2021 and May 6, 2021 on pages 1 through 9 in the amount of \$556,145.17 be approved and paid, subject to full audit.

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 04/02/2021 - 05/06/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK - AP ACCT					
04/08/2021	40594	07860	21ST CENTURY NEWSPAPERS	ADVERTISEMENTS	155.19
04/08/2021	40595	11230	5 ALARM	HOOD	255.50
04/08/2021	40596	10833	ABSORBURE WATER COMPANY	WATER	43.50
				WATER	36.25
					79.75
04/08/2021	40597	10951	AMAZON CAPITAL SERVICES INC	EQUIPMENT CLEANING SUPPLIES	210.80
04/08/2021	40598	00410	CITY OF BERKLEY	DISPATCH/ ANIMAL CONTROL JAN-MAR	19,250.00
04/08/2021	40599	10560	KEN BORCZ	MECHANICAL/PLBG INSPECTIONS	720.00
04/08/2021	40600	MISC	CARINA VILLINGER	CAMP REFUND	220.00
				CAMP REFUND	450.00
					670.00
04/08/2021	40601	07736	CINTAS CORPORATION #31	BUILDING SUPPLIES	34.16
04/08/2021	40602	07501	CRANDALL-WORTHINGTON INC	RECREATION SUPPLIES	439.50
				RECREATION SUPPLIES- RETURNED	(42.00)
					397.50
04/08/2021	40603	00047	DTE ENERGY-STREETLIGHTING	STREETLIGHTING	6,042.46
04/08/2021	40604	00056	DURST	BUILDING SUPPLIES	906.18
04/08/2021	40605	00536	ECOTEC PEST CONTROL	PEST CONTROL	200.00
04/08/2021	40606	06044	GORDY OLIVA REMODELLING	BOND REFUND 13346 NADINE	450.00
04/08/2021	40607	09374	HELPERNT	EAP PROGRAM APRIL-JUNE	382.05
04/08/2021	40608	05509	HERSCHT'S, INC.	SPRINKLER PARTS	25.52
04/08/2021	40609	09059	HUNTINGTON NATIONAL BANK	PAYING AGENT FEE	500.00
04/08/2021	40610	MISC	JON DESJARDINS	LATCHKEY REFUND	65.00
				CAMP REFUND	200.00
				CAMP REFUND	230.00
					495.00
04/08/2021	40611	11076	KANOPI INC	CREDITS	239.00
04/08/2021	40612	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	59.61
04/08/2021	40613	10764	LEXISNEXIS RISK SOLUTIONS	MONTHLY SUBSCRIPTION FEE	50.00
04/08/2021	40614	11241	MERGE LIVE	COMMISSION MEETING HOST	235.00
04/08/2021	40615	11140	METRO WIRELESS	INTERNET	288.33
04/08/2021	40616	06373	MIDWEST TAPE	HOOPILA	1,512.64
04/08/2021	40617	05333	MONAGHANS TOWING	TOWING SERVICE	300.00
04/08/2021	40618	10971	NATURAL COMMUNITY SERVICES	SCOTIA PARK MAINTENANCE	765.00
				STATUE PARK MAINTENANCE	350.00
					1,115.00
04/08/2021	40619	11271	ANDREW NOWICKI	LIBRARY PROGRAM 4.21.21	80.00
04/08/2021	40620	00166	OAKLAND COUNTY	SEWAGE MARCH	97,574.16
				RADIO PARTS	108.00
					97,682.16
04/08/2021	40621	00162	OAKLAND COUNTY HEALTH DEPARTMENT	2021 FOOD LICENSE	298.00
04/08/2021	40622	05034	SAS CONSTRUCTION	BOND REFUND 10535 ELGIN	75.00
04/08/2021	40623	02506	SIGNS-N-DESIGNS	GARAGE SALE SIGNS	180.00
04/08/2021	40624	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,747.00

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 04/02/2021 - 05/06/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
04/08/2021	40625	00210	SOC WATER AUTHORITY	WATER PURCHASES MARCH	26,629.89
04/08/2021	40626	07255	WOW INTERNET AND CABLE	INTERNET	232.98
04/15/2021	40627	11230	5 ALARM	FIRE SUPPLIES	259.87
04/15/2021	40628	00004	MICHIGAN AFSCME COUNCIL 25	UNION DUES APRIL	166.00
04/15/2021	40629	08777	ALLIANCE MOBILE HEALTH	BLOOD DRAW CMT 21-0292	148.00
04/15/2021	40630	10951	AMAZON CAPITAL SERVICES INC	LIBRARY SUPPLIES	27.55
				LIBRARY SUPPLIES	27.55
				LIBRARY SUPPLIES	80.59
				MARKERS FOR KITE EVENT	45.98
				LIBRARY SUPPLIES	22.04
					203.71
04/15/2021	40631	06290	CLARKE MOSQUITO CONTROL PRODUCTS	MOSQUITO TABLETS	1,664.63
04/15/2021	40632	00040	CONSUMERS ENERGY	NATURAL GAS LIBRARY	345.03
				NATURAL GAS PUBLIC SAFETY	400.07
				NATURAL GAS DPW	15.00
				NATURAL GAS DPW	399.46
				NATURAL GAS CITY HALL	304.83
				NATURAL GAS REC CENTER	1,382.21
				NATURAL GAS POOL	92.24
					2,938.84
04/15/2021	40633	10542	COOL THREADS EMBROIDERY	PUBLIC SAFETY SHIRTS	80.94
04/15/2021	40634	07501	CRANDALL-WORTHINGTON INC	RECREATION SUPPLIES	115.00
				RECREATION SUPPLIES	246.00
					361.00
04/15/2021	40635	00048	DTE ENERGY	ELECTRIC ALLIGATOR PARK	15.44
				ELECTRIC TRIANGLE PARK	18.72
				ELECTRIC POOL	53.14
				ELECTRIC LASALLE FOUNTAIN	15.21
				ELECTRIC LIBRARY	63.34
					165.85
04/15/2021	40636	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
04/15/2021	40637	04280	GALE GROUP	BOOKS	91.17
				BOOKS	60.78
					151.95
04/15/2021	40638	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
04/15/2021	40639	40943	JOE'S AUTO PARTS	AUTO PARTS	7.03
04/15/2021	40640	MISC	LENNY NEWMAN	SENIOR COMMITTEE SPRING EVENT	250.00
04/15/2021	40641	00543	THE LIBRARY NETWORK	QUARTERLY CHARGES 4/1-6/30	6,537.50
				SUBSCRIPTIONS	503.09
					7,040.59
04/15/2021	40642	09565	METAL MART U.S.A.	DPW SUPPLIES	108.58
04/15/2021	40643	04331	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT INSURANCE 1ST QUARTER	270.07
04/15/2021	40644	00325	MUNICIPAL CODE CORP.	ONLINE CODE UPDATES	3,106.00
04/15/2021	40645	00181	POLICE OFFICERS ASS'N OF MICH	UNION DUES APRIL	390.48
04/15/2021	40646	10630	POLICE OFFICERS LABOR COUNCIL	UNION DUES APRIL	452.25
04/15/2021	40647	09663	POSTMASTER	SOLAR PANEL SURVEY POSTAGE	435.24
04/15/2021	40648	11143	SHARE CORPORATION	NEW HIRE UNIFORMS	816.90

Check Date	Check	Vendor	Vendor Name	Description	Amount
04/15/2021	40649	04095	SONTWROL TRI-COUNTY	REC CENTER ALARM 5/1-7/31	499.26
				POLICE CAMERAS	146.62
					645.88
04/15/2021	40650	10868	STATE OF MICHIGAN- DETROIT	DETROIT WITHOLDING MARCH	12.62
				DETROIT WITHOLDING FEBRUARY	8.69
				DETROIT INCOME TAX ANNUAL RETURN	43.82
					65.13
04/15/2021	40651	10701	TRIPLE F FACILITY SERVICES INC.	CLEANING SERVICE APRIL	1,865.00
04/15/2021	40652	04725	VILLAGE OF BEVERLY HILLS	SOFA ELEVATOR TRAINING	275.00
04/15/2021	40653	11272	VOLAR CONSULTING, LLC	DIVERSITY EQUITY AND INCLUSION PLAN	10,000.00
04/15/2021	40654	00249	ZIP PRINTING	OVERTIME CARDS	87.00
04/19/2021	40655	03659	AFLAC	PAYROLL DEDUCTION	534.96
04/19/2021	40656	11273	AMERICAN HOME FITNESS	TREADMILL FOR PUBLIC SAFETY	3,402.98
04/19/2021	40657	07754	BLUE CROSS BLUE SHIELD OF MICH	ACTIVE MAY 2021	50,865.10 V
				MEDICARE ADVANTAGE MAY	1,985.74 V
				UNDER 65 MAY	10,478.68 V
					63,329.52
04/19/2021	40658	00027	BLUE CROSS/BLUE SHIELD OF MICH	MEDICARE ADVANTAGE MAY	9,556.12
04/19/2021	40659	10120	EHIM	WRAP FEE APRIL	605.00
				CLAIMS FUNDING MARCH	13,749.48
					14,354.48
04/19/2021	40660	06784	ROYAL OAK FORD	TRANSMISSION VEHICLE 72	7,589.37
04/19/2021	40661	07754	BLUE CROSS BLUE SHIELD OF MICH	MEDICARE ADVANTAGE MAY	1,985.74
				ACTIVE MAY 2021	54,139.68
				UNDER 65 MAY	9,714.60
					65,840.02
04/22/2021	40662	MISC	3R HOME IMPROVEMENT	BOND REFUND 13349 BORGMAN AVE	2,000.00
04/22/2021	40663	10833	ABSORURE WATER COMPANY	PUBLIC SAFETY WATER	12.00
				PUBLIC SAFETY WATER	43.50
					55.50
04/22/2021	40664	10951	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	61.08
				PARTITION FOR POOL DESK	95.00
					156.08
04/22/2021	40665	04962	BATTERIES PLUS	12V BATTERIES	46.00
04/22/2021	40666	MISC	BENNIES AND SON LLC	BOND REFUND 13358 LASALLE	1,000.00
04/22/2021	40667	00023	BIG D LOCK CITY	KNOX BOX KEY TAGS & RINGS	18.73
04/22/2021	40668	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	600.00
04/22/2021	40669	MISC	DAVID RITTER	CAMP REFUND	267.00
				POOL REFUND	344.00
					611.00
04/22/2021	40670	10172	JOHN DIJANNI	RANGE TRAINING REIMBURSEMENT	105.51

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 04/02/2021 - 05/06/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
04/22/2021	40671	00048	DTE ENERGY	ELECTRIC DPM ELECTRIC WALES SPRINKLER ELECTRIC 11 HUNTINGTON PARK ELECTRIC MENS CLUB FIELD ELECTRIC ELECTRIC	294.91 14.95 64.08 25.30 15.82 117.61 532.67
04/22/2021	40672	11134	EASTON TELECOM SERVICES, LLC	PUBLIC SAFETY LINE	73.27
04/22/2021	40673	02358	FIRE DEFENSE EQUIPMENT CO	FIRE EXTINGUISHER MAINTENANCE RECREATION FIRE EXTINGUISHER MAINTENANCE PUBLIC SAF FIRE EXTINGUISHER MAINTENANCE PUBLIC WOR FIRE EXTINGUISHER MAINTENANCE CITY HALL	383.90 238.80 652.12 27.70
04/22/2021	40674	MISC	GABRIELLE JARVIS	CAMP REFUND CAMP REFUND	230.00 190.00
04/22/2021	40675	10754	GREAT LAKES WATER AUTHORITY	IWC CHARGES FEBRUARY IWC CHARGES MARCH	277.78 277.78
04/22/2021	40676	10184	HILLAN HOMES	BOND REFUND 10758 HART BOND REFUND 10758 HART	2,000.00 2,000.00
04/22/2021	40677	MISC	JEFFREY RENDELL	BOND REFUND 10554 ELGIN	4,000.00
04/22/2021	40678	MISC	JOSHUA LERNER	POOL REFUND	80.00
04/22/2021	40679	08839	LEVINE & SONS	BOND REFUND 13322 LASALLE	266.00
04/22/2021	40680	00543	THE LIBRARY NETWORK	FREEGAL MUSIC SUBSCRIPTION OVERDRIVE	1,000.00 2,085.60
04/22/2021	40681	00110	LIGHTING SUPPLY CO	CITY HALL LIGHTS EMERGENCY EXIT LIGHTS LIGHTS	1,061.84 64.24 54.90 169.47
04/22/2021	40682	00112	MADISON NATIONAL LIFE INS CO.	INSURANCE APRIL INSURANCE MARCH	288.61 2,054.24 2,011.07
04/22/2021	40683	06146	MMRWA/ECP	ELECTRIC PROGRAM	4,065.31
04/22/2021	40684	06248	NEWMAN TRAFFIC SIGNS	TRAFFIC SIGNS CREDIT REFUND	3,635.80 1,615.82 (69.80)
04/22/2021	40685	00331	NOWAK & FRAUS	LASALLE- BERKLEY TO HENLEY	1,546.02
04/22/2021	40685	00331	NOWAK & FRAUS	LASALLE- BERKLEY TO HENLEY	220.00

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
CHECK DATE FROM 04/02/2021 - 05/06/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
04/22/2021	40686	07200	NYE UNIFORM	COLLAR BRASS- 4 STARS	14.50
04/22/2021	40687	04960	PAUL C. SCOTT PLUMBING INC.	BOND REFUND 13352 TALBOT	1,000.00
04/22/2021	40688	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 4/16/21	1,038.00
04/22/2021	40689	10186	PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE MAY	4,380.50
04/22/2021	40690	11255	NIKKI RALLIS	HDC & PLANNING MINUTES	330.00
04/22/2021	40691	MISC	RAMI GARRETT	CLASS REFUND	56.00
04/22/2021	40692	11274	ROSA SURVIVAL TRAINING, LLC	USE OF FORCE TRAINING JORDAN	185.00
04/22/2021	40693	09914	ROSATI SCHULTZ JOPEICH AMTSBUECHLER	PROSECUTION MARCH	1,617.40
				GENERAL MATTERS MARCH 2021	351.00
				RETAINER MARCH	4,507.20
04/22/2021	40694	08356	SHERWIN WILLIAMS	REC CENTER LOBBY PAINT	6,475.60
04/22/2021	40695	00209	SOC RESOURCE RECOVERY AUTHORITY	SPECIALS MARCH	55.04
				BASIC REFUSE, RECYCLABLES, & YARD WASTE	16,650.00
					17,122.79
04/22/2021	40696	MISC	TALIA DOLGIN	CAMP REFUND	200.00
				CAMP REFUND	230.00
				CAMP REFUND	200.00
				REFUND	14.00
				POOL REFUND	264.00
				CAMP REFUND	420.00
				CAMP REFUND	400.00
					1,728.00
04/22/2021	40697	04204	WALTSIDE, INC.	BOND REFUND 10108 HART AVE	75.00
04/22/2021	40698	10181	WEBSTER EXCAVATING	BOND REFUND 12909 BORGMAN AVE	1,000.00
04/22/2021	40699	07255	WOW INTERNET AND CABLE	CABLE	59.33
04/29/2021	40700	11230	5 ALARM	NOZZLE	152.72
04/29/2021	40701	10951	AMAZON CAPITAL SERVICES INC	DRY ERASE CALENDAR	12.07
04/29/2021	40702	11011	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE MAY	601.31
04/29/2021	40703	MISC	ANN FANCY	BOND REFUND 10755 ELGIN	800.00
04/29/2021	40704	MISC	BARBARA WILLETT	CLASS REFUND	4.00
04/29/2021	40705	08779	BS & A SOFTWARE	FINANCIAL SOFTWARE ANNUAL SERVICE/SUPPOR	3,992.00
04/29/2021	40706	10586	CMP DISTRIBUTORS INC	PATROL RIFLE MAG	161.50
04/29/2021	40707	00041	DAVIS VISION INC	INSURANCE APRIL	502.60
				INSURANCE MAY	488.99
					991.59
04/29/2021	40708	06403	EAGLE LANDSCAPING & SUPPLY CO.	RESTORATIONS	192.00
				RESTORATIONS	96.00
				RESTORATIONS	96.00
					384.00
04/29/2021	40709	01866	ETNA SUPPLY CO	WATER METERS	2,530.00
04/29/2021	40710	03098	EZELL SUPPLY CORPORATION	PARKS TRASH LINERS	100.08
04/29/2021	40711	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00



CHECK REGISTER FOR CITY OF HUNTINGTON WOODS  
 CHECK DATE FROM 04/02/2021 - 05/06/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
04/29/2021	40712	05194	GORDON FOOD SERVICE	DADDY DAUGHTER DANCE SUPPLIES	134.31
				TEEN COUNCIL SUPPLIES	33.97
					168.28
04/29/2021	40713	05509	HERSCH'S, INC.	RESTORATION SUPPLIES	368.98
04/29/2021	40714	05622	ROBERT HORWITZ	BOARD OF REVIEW	375.00
04/29/2021	40715	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
04/29/2021	40716	MISC	JACK'S JOBS USA	BOND REFUND 25316 SHERWOOD	684.00
04/29/2021	40717	04943	JOE'S AUTO PARTS	AUTO PARTS	20.31
				AUTO PARTS	15.56
				AUTO PARTS	13.04
				AUTO PARTS	18.98
					67.89
04/29/2021	40718	08459	KEVIN KELLER	BOARD OF REVIEW	375.00
04/29/2021	40719	MISC	L&S HOME IMPROVEMENTS	BOND REFUND 10565 NADINE	79.00
04/29/2021	40720	05374	LB OFFICE PRODUCTS	COPY PAPER	32.99
				OFFICE SUPPLIES	24.37
					57.36
04/29/2021	40721	11140	METRO WIRELESS	VOICE SERVICE MAY	207.00
04/29/2021	40722	05626	MI ASSN. OF CHIEFS OF POLICE	DUES PAZUCHOWSKI	115.00
04/29/2021	40723	11270	MRSK	MASTER PLAN PROGRESS PAYMENT	4,522.05
04/29/2021	40724	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS	556.70
04/29/2021	40725	00166	OAKLAND COUNTY	FRMS DEPARTMENT FEE JAN-MAR	1,104.50
04/29/2021	40726	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 4/23/21	1,038.00
04/29/2021	40727	08477	RENEWAL BY ANDERSON	BOND REFUND 13332 WINCHESTER	355.00
04/29/2021	40728	00108	RKA PETROLEUM COMPANIES, INC.	REGULAR FUEL	1,106.84
04/29/2021	40729	10093	ROCHESTER LAWN EQUIPMENT, INC.	BLADES	59.28
04/29/2021	40730	11143	SHARE CORPORATION	WORK GLOVES	489.74
04/29/2021	40731	10261	LINDA SOLOMON	BOARD OF REVIEW	375.00
04/29/2021	40732	11205	VALIEN SAFETY SERVICES	MSA CALIBRATION	35.24
04/29/2021	40733	04781	VERIZON WIRELESS	CELL PHONES	526.99
05/06/2021	40734	10833	ABSOPORE WATER COMPANY	PUBLIC SAFETY WATER	45.50
05/06/2021	40735	MISC	AGC GROUP	BOND REFUND 10414 LASALLE	97.00
05/06/2021	40736	10951	AMAZON CAPITAL SERVICES INC	MINUTE BOOK	227.50
				MINUTE BOOK	165.07
				BAGS FOR REMOTE PICKUP	60.95
				RETURN MINUTE BOOK	(151.33)
					302.19
05/06/2021	40737	MISC	AMY FERTELL	BOND REFUND 10424 BORGMAN	9,800.00
05/06/2021	40738	MISC	ANTHONY BRANHAM	BOND REFUND 26028 PEMBROKE	75.00
05/06/2021	40739	00011	APOLLO FIRE EQUIPMENT CO	ENGINE 78 PUMP TESTING & REPAIRS	2,668.13
				ENGINE #70 PUMP TESTING & REPAIRS	386.00
					3,054.13
05/06/2021	40740	09447	APPLIED IMAGING	COPPER METER	544.43
05/06/2021	40741	02634	ARBOR OAKLAND GROUP	SUMMER NEWSLETTER	2,897.00
				SOLAR PANEL SURVEY	640.00
					3,537.00
05/06/2021	40742	09219	ARC DOCUMENT SOLUTIONS	BLUEPRINTS 10415 LINCOLN	65.99
05/06/2021	40743	00364	B-DRY SYSTEMS	BOND REFUND 12726 VERNON	167.00

[illegible]

Check Date	Check	Vendor	Vendor Name	Description	Amount
05/06/2021	40776	06373	MIDWEST TAPE	HOOPLA CREDIT	1,486.36
					(7.00)
05/06/2021	40777	MISC	MYRTAJ CONSTRUCTION	BOND REFUND 10814 LUDLOW	1,479.36
05/06/2021	40778	07200	NYE UNIFORM	UNIFORMS	587.00
					196.00
05/06/2021	40779	05376	CITY OF OAK PARK	PRESSURE VESSEL TESTING	334.00
				PRESSURE VESSEL TESTING	105.00
					439.00
05/06/2021	40780	00586	OFFICE DEPOT	OFFICE SUPPLIES	68.42
05/06/2021	40781	MISC	ORA SINGER	CAMP REFUND	200.00
				CAMP REFUND	68.50
					268.50
05/06/2021	40782	MISC	ORIT FRIEDMAN	CAMP REFUND	1,062.00
				CAMP REFUND	170.00
					1,232.00
05/06/2021	40783	MISC	PEAKS CONSTRUCTION	BOND REFUND 12931 VERNON	88.00
05/06/2021	40784	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 4/30/21	1,038.00
05/06/2021	40785	05052	PRINT STOP INC.	WATER QUALITY REPORTS	20.00
05/06/2021	40786	04253	PRINTING SYSTEMS, INC.	ELECTION SUPPLIES	250.54
				ELECTION SUPPLIES	437.69
				ELECTION SUPPLIES	425.03
				ELECTION SUPPLIES	178.75
				ELECTION SUPPLIES	178.00
				ELECTION SUPPLIES	80.00
				ELECTION SUPPLIES CREDIT	(441.01)
				ELECTION SUPPLIES CREDIT	(423.47)
				ELECTION SUPPLIES MISC CREDIT	(411.67)
					273.86
05/06/2021	40787	00655	RACKHAM GOLF COURSE	MEN'S GOLF LEAGUE	11,520.00
05/06/2021	40788	08808	RAMTRA REMODELING	BOND REFUND 13342 TALBOT	75.00
				BOND REFUND 26031 SALEM	255.00
					330.00
05/06/2021	40789	MISC	RNP ROOFING	BOND REFUND 8725 HUNTINGTON	90.00
05/06/2021	40790	11143	SHARE CORPORATION	ELECTROSTATIC SPRAYER	1,098.52
05/06/2021	40791	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,747.00
05/06/2021	40792	00210	SOC WATER AUTHORITY	WATER PURCHASES	26,191.92
05/06/2021	40793	01927	UNIVERSAL PLUMBING SUPPLY	VALVE FOR WOMENS RESTROOM DPW	107.10
05/06/2021	40794	04204	WALLSIDE, INC.	BOND REFUND 10751 HART	75.00
				BOND REFUND 13123 ELGIN	75.00
				BOND REFUND 10804 ELGIN AVE	91.00
					241.00
6 TOTALS:					619,474.69
Total of 201 Checks:					

Check Date	Check	Vendor	Vendor Name	Description	Amount
Less 1 Void Checks:					63,329.52
Total of 200 Disbursements:					556,145.17

**ZONING BOARD OF APPEALS MINUTES**

December 14, 2020

Virtual Meeting

The meeting was called to order at 7:30 p.m. by Chairman Gordon Glidden

**PRESENT:** Gordon Glidden, Joseph Claya, Ben Falik, David Hesano, Mitch Meisner, Adam Wallace, Michael Wright, Todd Sperl, Jim Park

Staff: Hank Berry

**ABSENT:**

Approval of Agenda

Motion to approve the agenda by Claya, seconded by Sperl.

Yeas: Glidden, Claya, Falik, Hesano, Meisner, Wallace, Wright,  
Nays: None

Approval of Minutes-Sept. 14, and Oct 13 , 2020

Motion to approve the minutes from Sept. 14 and Oct. 13 by Sperl , seconded by Falik

Yeas: All yes to approve.  
Nays: None

**Appeals:**

**Matter of an appeal from Mark Osborne at 25143 E. Roycourt, for a front yard setback variance of 9.42' for a setback of 30.65' where 40.07' is required. Section 40-4.03 - R-1A through R-1E: One-Family Districts. Dimensional Requirements**

Introduction by Mr. Osbourne : Would like to fix the crowded entry, kitchen, office, bedroom, and add a porch. we have a mother that we would like to have live with us, so we all could "age in place".

Joe Novitsky, Architect: House sits on a curved street, front setback is not along a parallel lined front. Neighbors have no objection. Addition of porch is minimal.

Berry: Shows drawing. They are requesting a variance of 9.42'. Homes were built before setbacks were in place.

Berry read Standards for Dimensional Variance.

Board discussion: relationship of adjoining homes, and front yard building lines. Does variance set a precedence?

#### Public Participation

Chairman Glidden opened the meeting to Public Participation

Tom Kelly 35139 E. Roycourt, next door to applicant. They are happy with the plans. We received a variance to build our front porch.

Chairman Glidden closed Public Participation.

Motion to approve the requested variance by Mitch Meisner, #1, it is reasonable for the applicants to wish to enlarge their house and redesign the interior for continuing use, #2, the architectural character of the home and the way that it was built in specific terms dictate the solution that Mr. Novitsky has come up with as opposed to another solution that might conceivably require lesser or no variance which would not serve the legitimate purposes of the homeowner. Seconded by Ben Falik

Roll call vote: Sperl- yes, Meisner- yes, Falik- yes, Claya- yes, Hesano- yes, Wright- abstained  
voted at the Planning Commission. Glidden- yes.

Yeas: All yes to approve

Nays: None

#### Public Participation

Chairman Wright opened Public Participation. Seeing none, Chairman Wright closed Public Participation.

#### Other Business

None

Berry: Thanks members who were no longer going to be on the board or were term limited for their service.

Motion to adjourn by Falik, Seconded by Claya

Roll call vote

Ayes: all yes to adjourn

Nays: none

Meeting was adjourned at 8:26 p.m.

Respectfully Submitted,

Nikki Rallis

Recorder

City of Huntington Woods  
Historic District Commission Minutes  
Virtual Meeting  
March 3, 2021

Chairman Chris Vogelheim called the virtual meeting to order at 7:00 pm.

PRESENT:

Steven Behrmann  
Mark Fink  
Robert Lebow  
Jim Malloure  
Chris Vogelheim  
Louse Wibbleman  
Staff: Hank Berry

ABSENT: Martha Shrode

Approval of minutes-Jan. 6, 2021

Motion by Lebow Seconded by Wibbelman to approve minutes.

Roll call vote:

Yeas: All

Nay: None

Approval of minutes- Feb. 3, 2021

Motion to approve minutes by Wibbelman Seconded by Malloure to approve minutes.

Roll call vote:

Yeas: All

Nay: None

Applications

A. Matter of an addition for Zacharias residence at 26405 Hendrie.

Introduction by homeowner. Most of the addition is brick, a small part will be siding.

Berry- demolition occurred before HDC approval. Original photo shown, and photo of a recent addition, rear porch addition demolished.

Discussion by board

Steve- need more detail on what is being proposed for addition.. Homeowner, trying to match existing tile. Need details on posts. A 6x6 post has been proposed. Need siding proposal. Need specifics.

Malloure- need more detail. Need paver material.

Fink- built in 1927, how do we treat this, is it original or an addition.

Berry- treat it like an addition. As shown now there are no trim boards. Can approve in concept and then come back with details.

Wibbelman- More detail is better than less. Front facing side of porch drawings are different in

detail than other drawings, siding, how posts are going to be wrapped.

Vogelheim- Would like to see more detail, may approve in concept then come back for details for finishing.

Behrmann- What is the patio that is shown?

Homeowner- The patio is in the master plan, not decided yet, as is a pool. Tree may come down then.

Berry- Some landscaping may be administrative approval. Allowed 50% coverage by accessory structure, trees and landscaping may need approval. These issues are not before the board presently. Demo and start of construction was done without permits. 4/12 pitch roof.

Lebow- Don't feel approving at this point and then having the applicant come back, it does not serve the applicant.

Wibbelman- Is it open to the weather? Homeowner- yes, but tarped.

Homeowner- I would like to get the roof on and then come back.

Public Participation opened. Hearing none, Chairman closes public participation.

Motion to approve by Wibbelman in concept design works fine. Pitch roof on back is fine, meets standards in 1 and 9. To only approve roughing in of structure and roof. Applicant will have to come back for approval for siding, windows and wrapping of columns. Seconded by- NONE. Motion fails.

Lebow- motion to deny based on lack of information seconded by Jim Malloure

Roll call vote:

Malloure- Y

Behrmann- Y

Fink- Y

Lebow- Y

Wibbelman- N

Vogelheim- Y

Motion to deny application is approved 5 to 1.

B. Matter of an addition/ walkway alteration and window replacement for the O'Dell Residence at 26857 York.

Alex O'Dell gave an introduction to project. Back sunroom structure to remain the same, but screen panels need to be replaced by black aluminum framed screens. Black slate flooring. Everything else the same as is. Front door has carpet on the exterior steps. Want to replace it with a white stone, Travertine pavers for steps and walkway.

Berry- Carpet is not problematic, its not original, not knowing condition of concrete underneath. travertine tile may or may not be period. Screens are rotted and you want to replace them with a newer material consistent to what is there now. Homeowner- yes that is correct. Berry showed samples.

Louise- I don't have a problem with it except for the travertine, wondering what is under the



carpet. Great project.

Lebow- Travertine is a material that is inappropriate and doesn't belong. Concrete is appropriate and can be dyed.

Fink- no comment

Behrmann- Fine with project, porch floor, its inside. With the other board members on the travertine and seeing what is under carpet and trying to restore what is there.

Malloure - Fine with project

Vogelheim - no comment

**Chairman Vogelheim opened Public Participation:**

26881 York Rd., Jeff and Mark Abt- no problem with the project, just remove the carpet. Step in the right direction.

**Chairman closed public participation**

**Motion by Malloure to approve back porch as submitted with a certificate of appropriateness that project meets standard 2 of Dept. of Interior guidelines. Seconded by Lebow.**

**Roll call vote:**

**Yeas:6**

**Nays:0**

**Motion passed**

**Motion by Malloure to deny Travertine and remove carpet as it is not historic and project meets standard 9 Seconded by Wibbelman.**

**Roll call vote:**

**Yeas:6**

**Nays:0**

**Motion passed**

**C. Matter of an addition to the Faruolo residence at 26705 York.**

Lebow recused himself from hearing the project as he had a personal relationship with the applicants.

Contractor Huntington Homes gave an introduction. Project is a master suite addition and rear entryway and mudroom. They would like to grow old in this house. Existing home has an addition that is hardy board siding over a porch, would like to use what we have and make it look appropriate and using similar materials to the home and look of the home. Would like to remove the flat roof and make it a hip roof style. Materials to match existing. Windows are casement, we

would like to match windows, we are adding a second chimney, matching the existing.

Berry - Would like to use the deck area for the addition. Existing structure is Hardie siding, other portion of the existing house is brick. Showed site plan and elevations.

Behrmann - Is the siding on the bottom side going to be replaced? Yes. Siding down to the brick. Siding to be painted to match. Project works well and the details.

Fink- no comment

Malloure - Where South elevation siding meets the brick, chimney matches, I would like a brick that is historic but does not match the original would like to differentiate that.

Homeowner- it is the existing brick that is original.

Wibbelman - Side elevation and original brick and new chimney breaks up the line on that elevation. If we could join the two downspouts it would be a better look.

Berry- clarified with the homeowner that original brick would not be removed. Addition would look less awkward with similar brick. Yes.

Contractor- Leave existing downspout on the rights, and add the new one on the other side of the chimney on the addition.

Vogelheim - I would like brick to be the same. Siding differentiates the addition.

**Chairman Vogelheim opened Public Participation**

Stacy Brown-26680 York Rd. In favor of application, looks like a lot of thought went into it.

**Chairman closed public participation**

Motion by Fink to approve application under standard #2 seconded by Behrmann.

Roll call vote:

Ayes: 6

Nays: 0

Motion passes.

Other Business

None

**Chairman Vogelheim then opened the meeting to public comment. Seeing none, closed public participation**

**Motion to adjourn meeting by Wibbelman, Seconded by Malloure**

**Yea: All yes to adjourn**

**Nay: 0**

The meeting adjourned at 9:18 p.m.

Respectfully Submitted,

Nikki Rallis

Recorder

**City of Huntington Woods  
Planning Commission Minutes  
January 25, 2021  
Virtual Meeting**

Chairman Wright called the virtual meeting to order at 7:00 pm.

**PRESENT:** Gordon Glidden, Chris Golembiewski, Jill Ingber, Blake Moore, Richard Polan , Todd Sperl  
Michael Wright, Gail Linden, Jules Olsman

**Other Staff present:** Hank Berry

**ABSENT:** None

**Approval of Agenda**

Berry explained that item 8b would not be included this evening.

**Motion to approve the agenda as proposed with the change of deletion of 8b Storm Water  
Management by: Ingber Seconded by: Linden**

**Roll call vote**

**Yeas:** Gordon Glidden ,Chris Golembiewskii, Jill Ingber, Blake Moore, Richard Polan ,Todd Sperl  
Michael Wright, Gail Linden Jules Olsman

**Nay:** 0

**Motion passed**

**Approval of Minutes- Oct 26, 2020**

**Motion to approve by: Sperl : Second by Wright**

**Roll call vote:**

**Yeas:** Chris Golembiewski , Jill Ingber Blake Moore Richard Polan Todd Sperl Michael Wright Gail  
Linden

**Nays:** None

**Abstentions:** Gordon Glidden Jules Olsman

Approval of Minutes- Nov 23, 2020

Motion to approve by Polan, Seconded by Moore

Roll call vote

Yeas: Chris Golembiewski , Jill Ingber Blake Moore Richard Polan Todd Sperl Michael Wright Gail Linden

Nays: None

Abstentions: Gordon Glidden Jules Olsman

Motion passed.

Matter of Site Plan application for an addition to the Muscat residence at 25823 Wyoming

Vince Homer said he represents the project and gave an introduction. Part of addition on a slab, part on a crawl space. Exterior windows to be brown outside with white inside to match existing, they are vinyl. 2-3 feet of brick ledge to be included to match. Existing brick ledge is just over 2', new brick ledge is to be the same with Hardie siding above. Existing 3 seasons porch is aluminum siding.

Mike Muscat: gave an introduction to addition. He explained that an existing 3 seasons room to be expanded to create a bedroom.

Hank Berry: Pointed out that the house faces off Wyoming, platted off Vernon, project is technically a side yard addition and meets requirements, but rear is a legal non-conforming. Meets front and side yard coverage, house size and lot coverage. House is brick, addition is to be siding, new windows to match existing.

Chairman Wright opened Public Participation and closed Public Participation seeing no one wishing to speak.

Board discussion: Linden- questions siding on 3 seasons porch. Builder: Breezeway is sided, neighbors house is sided, cost is a factor. Discussion among commissioners regarding siding.

Motion to approve plan as presented by Polan, Seconded by Olsman.

Roll call vote

Yeas: Gordon Glidden, Chris Golembiewski, Jill Ingber, Blake Moore, Richard Polan ,Todd Sperl

Michael Wright, Gail Linden Jules Olsman

Nay: 0

Matter of Site Plan application for an addition to the Abrams residence at 12959 Talbot

Architect Michael Gordon gives an introduction on addition which will be a spa/pool. Addition will bring lot coverage to 13%, siding and windows to match existing. Garage door to be used to serve spa/pool.

Berry- Addition to side of house, not visible to front or back as there is lots of vegetation, 1 story addition, under the allowed lot coverage, under max house size. Meets all requirements.

Chairman Wright opened Public Participation and seeing no one wishing to speak, closed public participation

Board Discussion:

A general discussion was had on the project with no concerns.

Motion to approve site plan as presented by Glidden, Seconded by Ingber

Roll call vote

Yeas: Gordon Glidden, Chris Golembiewski, Jill Ingber, Blake Moore, Richard Polan, Todd Sperl

Michael Wright, Gail Linden Jules Olsman

Nay: 0

Other Business

**Matter of Discussion of Solar Energy report and proposed ordinance with Environmental Committee (continued).**

Amy Sullivan- revised purpose and intent, added definitions and standards for placement.

Aaron Retish- in attendance, feels Huntington Woods is behind in solar. Pleasant ridge did a survey.

Mark Hagerty- from Michigan Solar Solutions- in attendance, no glare from solar panels now. Southern facing areas are most efficient. A building permit should be issued. 35 year life expectancy.

Hank Berry- Your committee will put this in ordinance form then go to hearing, correct? Amy- yes

**Chairman Wright opened public participation**

Bridget McKinley- on the environmental committee, in favor and support of the options for the neighborhood regarding solar.

Mari Cooper: Installation by contractor or homeowner? We did not address that. There are non-glare solar panels. Aesthetics are for the Planning Commissions to decide, regards to color, front facing issues etc.

Julie Petrik- EAC member. Lives in a house that has no rear location for one, has a tan and taupe roof, concerns for restrictions on colors. Supports the zoning ordinance for solar.

Chairman Wright closed public participation

Board discussion

Glidden- There is a solar roof in Berkley, it stands out. I prefer stand alone units, not rooftops. A building permit should be required.

Polan- Which inspections would be required? Fire dept. review to meet International Fire Code. Licensed installers, I think homeowners should retain the right to self install.

Linden- Can homeowners install and service them being that they are electrical? Colors of panels, location of panels? ZBA needed? When do they have to be removed?

Moore-Permits required makes sense. Ordinance language should be "tighter". Keep an open mind to aesthetics. Survey is worthwhile even though it may not get a lot of participation.

Olsman- Impact of solar on Insurance. Aesthetic is a major issue. Life expectancy?

Wright- expressed concern about colors.

M Hagerty stated there are limited color options with most being black.

Berry- Building inspector and electrical. Spelled out in building code. Standards: Berry reads, HDC has its own standards for review, roof height for installation on flat roof is 3'. Frames, same color as collector surface. They are going to be black, that is the surface. Front facing may be a practical hardship, should go to ZBA. Ground mounted shall be prohibited. Nothing on walls, it is allowed on accessory structures. Solar storage of batteries, enclosed or placed in secure containers.. Installation manuals shall be included with and comply with building and applicable codes and manufacturers specifications. Inspection process explained. Item 4, same color as surface in ordinance.

Linden- Survey is a good idea but feels any front panels should go to ZBA.

Golembiewski- Survey good idea, homeowners should be able to install also.

Ingber- likes survey idea

Sperl- neighboring cities have already adopted this, we are lagging behind.

Falik- Next meeting for hearing should be held, no survey, to get it moving and ideas of the public.

**Motion to set a public hearing by Polan, Seconded by Ingber**

**Roll call vote:**

**Yeas: Chris Golembiewski, Jill Ingber, Richard Polan, Blake Moore**

**Nays: Gordon Glidden, Todd Sperl, Michael Wright, Gail Linden, Jules Olsman**

**Motion failed**

Motion to proceed with a public survey by Olsman, second by Glidden

Roll call vote

Yeas: Gordon Glidden, Chris Golembiewski, Jill Ingber, Blake Moore, Richard Polan, Todd Sperl

Michael Wright, Gail Linden Jules Olsman

Nay: 0

Communications

a) Master Plan Update

Berry: Master plan RFP's are in and a selection will be recommended to the City Commission. The recommendation is MKSK planning firm. 3 key areas to be looked at are housing diversifications, economic development and Woodward Corridor plan.

Chairman Wright opened Public Participation

Mari Cooper- As a member of the EAC and resident, thanks for looking into this and the concerns and options for solar.

Chairman Wright closed Public Participation

Motion to adjourn meeting by Glidden, Second by Ingber

Yay: All yes to adjourn

Nay:0

The meeting adjourned at 9:06 p.m.

Respectfully Submitted,

Nikki Rallis

Recorder



**Library Advisor Board Minutes**

Monday, March 15, 2021

- I. Call to order - Monday, March 15, 2021 - 7:05 PM
- II. Present: Mary, Judy, Tonja, Stacey, Anne, Marty, Beth, Nina, Manjula
- III. Approval of Minutes, February 22, 2021: Minutes approved
- IV. Statistics for February 2021: Circulation is still down from one year ago, the last month the Library was open. RB will be taken over by Overdrive.
- V. Friends of the Huntington Woods Library Liaison: The Friends met on 3/1 and decided to offer a cart of free books to Friends members. On the cart are forms for people to sign up for membership with various payment methods available.

Our State Rep Regina Weiss is collecting books for schools. Marty will forward her email to Judy and Mary so information can be placed onto the FB pages for HW and PR.

- VI. Librarian's report:

Tonja Brice the came to our meeting and explained that there are a few families who are attending the children's programming at this time. She is going to reach out to the teachers at Burton to figure out how to engage more children. It was also suggested she reach out to families in HW and PR to let them know what programs are available.

Upcoming Library Programs:

- 1. Women's History Month Tribute, *Tuesday, March 16, 4:00 PM (Kids)*
- 2. Irish Crossings, *Wednesday, March 17, 7:00 PM*
- 3. Book Discussion Group, *Monday, March 22, 7:30 PM*, The Good Lord Bird by James McBride
- 4. Anti- Racism Film Discussion Series, *Wednesday, March 24, 6:30 PM: Mudbound*
- 5. Zoom Cooking: Absolutely Fabulous Apple Crisp, *Tuesday, March 30, 7:00 PM*
- 6. National Library Week will be observed **April 4-10, 2021** with the theme,  
" Welcome to your Library."
- 7. Library Garden Pet Parade, Sunday, April 11, 2:00 PM (kids)

It was suggested we have more cooking programs...possibly vegan and/or kids classes.

- VII. Old Business: 46 people have responded to the library survey
- VIII. New Business: Trustee Manuels will be on the curbside cart tomorrow for members of the Advisory Board to pick up and read.

Our names and email addresses were shared with the State of Michigan as Trustees of the HW Library.

Anne stated that Dr. Seuss books are not currently being loaned out as copies are being taken from the library and re-sold on eBay.

- IX. Public Participation - none.
- X. Library Director and Board comments - none.
- XI. Next meeting Monday, April 19, 2021; 7:00 p.m.
- XII. Meeting adjourned at 7:32 p.m.

### Library Statistics March 2021

	March 2021	March 2020	Year to Date
Circulation	2,012	2,567	6,011
MAP Passes	0	1	2
OverDrive	1,242	967	3,720
RBDigital	409	296	1,209
Freegal	104	238	356
Kanopy	112	84	341
Hoopla	778	794	2,336



City of Huntington Woods  
Senior Advisory Committee  
March 18, 2021  
Minutes

1. Call to order: Remote meeting called to order at 3:37 p.m.

Present: Lenny Newman, Chris Smith, Greg Gmerek, Melissa Gadd, Lora Frankel, Heidi Coffman, Susan Ruttenberg, Claire Galed, Bonnie Nowakowski, Sharon Nowak, Recreation Director Tracey Shanley, Senior Outreach Coordinator Jen Furlong, Manager of Mirth Colette Nutton, Librarian Joanne Johnson, City Manager Amy Sullivan.

Absent: None

2. Approval of minutes of the January 21, 2021 meeting. Greg moved to approve the minutes, and Melissa seconded. Approved with a friendly amendment to add Melissa and Chris as co-Vice Chairs
3. Approval of agenda: Moved by Melissa and seconded by Greg.
4. Senior Outreach Initiative. There was discussion about whether this should continue to be on the agenda. There was discussion whether further communications are reinventing the wheel with the 60+ newsletter, Hometown Herald, and other communications. It was generally agreed that this could be further tabled or removed from the agenda.
5. U of M Subcommittee. No update.
6. Senior-Student Interaction. Lenny applauded the National Honor Society who helped seniors with technical training. There are three additional sessions planned for the spring on March 24, 2:00-4:00 p.m., April 18, 12:00-2:00p.m., and May 16 from 12:00-2:00 p.m.
7. Older Americans Month Activities.
  - a. On May 6 from 1:00 - 2:30, there will be a variety show by the OPC group out of Rochester who will be leading the variety show o at the gazebo near City Hall. Thanks to Heidi Coffman for organizing.

- b. On May 8, seniors can meet at Republica and then watch Mama Mia at the Berkley High School parking lot.
  - c. On May 18 at 6:00, there will be a meet and greet with the city leaders at Huntington Woods in the gazebo area by City Hall.
  - d. On May 26 at 12:30, there will be a senior artistic salon in the parking lot next to the Huntington Woods Library. Rain plan: There will be a one-day delay.
  - e. Additional activities will be published in the newsletter (mid-April), e-blast, and the Recreation Department e-mail list.
8. Harp and Concierge Program. No requests since the last meeting.
9. E-blast. Amy encouraged everyone again to sign up for the e-blast.
10. Recreation Department Update. Jen is up to date on birthday calls, and seniors remain thankful for the telephone calls. Calls will increasingly include information on upcoming events. There was some discussion about opening up the calls to allow additional people to assist with calls (including senior to senior calls). Jen will explore possible getting seniors interested in additional calls. The adopt the grandparent program was a huge success, and many would like to do them again. Homebound seniors are now eligible for the COVID vaccines, and those needing assistance can call Jen. We are still looking at when we can resume blood pressure, buses, and similar services. Lunch bunch requires a reservation to order food. Anyone else can attend without lunch, but Jen asks for RSVPs.
11. Library Programming Update. Joanne mentioned that on April 21, Andrew Norwiki would be presenting Exploring Backyard Wildlife. There are talks about opening the library up to the public more, but nothing definitive yet.
12. Public Participation. Susan Ruttenberg discussed a need for more exercise equipment, and there was a spirited discussion about the future of Reynolds Park and indoor/outdoor exercise options. There was also concern about the condition at Hassig Senior Park, a park that has received more use due to Covid.
13. Bylaws. A subcommittee reviewed the Committee's bylaw and suggested certain changes to the purpose section of the bylaws. Greg made a motion to recommend that the City Commission adopt the bylaw changes. Lora seconded the motion. The motion carried unanimously.
14. Next meeting: April 15, 2021.
15. Meeting adjourned at 4:50 p.m.

**Environmental Advisory Cor**  
**March 18, 2021 at 7 pm**  
**Remote meeting**  
**Agenda**

1. Attendance:

<b>Member</b>	
Julie Petrik	x
Daniel Brooks	
Mari Masalin-Cooper (Secretary)	x
Sarah Jo Sautter	x
Bridget McKinley	x
Kate Zenlea	x
Aaron Retish	x
Ben Falik (Chair)	x
David Egan	x
Vacancy (student representative)	
Bob Paul (Commission Liaison)	
Tara Pieron (DPW)	x
Amy Sullivan (City Manager)	x
<b>Public Participants:</b>	

2. Approval of February 2021 Minutes - Approved
3. **Food compost media campaign-** Made Food Compost the Cardboard Campaign.
4. **Cardboard recycling update:** April 1st is the start date for Tringall . Drop basket at DPW and City Hall form. Men's Club will supplement and reduce the cost of a new of the recycling bin to \$25.00. Sarah Jo will continue to work on graphics. Also, suggests all EAC members use Social Media to spread the word. Limit to 48 subsidized by Men's Club. Also selling compost waste at \$15.00. Tara encourages using food waste bins place in their yard waste containers.
5. **Solar ordinance discussion:** Bridget will be closing the survey 3/19/2021 at noon. Planning Commission is March 22th, Zoom. Aaron: How will we approach the planning? Mari: Was the first language on the solar panels in ordinance form? Amy - Yes. Amy will bring a dusted-up ordinance for the Planning Commission. Ask the Planning Commission to put the ordinance on the Planning Commission agenda for a public hearing in April. Then hold a public hearing in May and put the vote to adopt the ordinance in June. Aaron discussion for the historic district AA discussion suggested black panels and not patchy on the roof using as much of the roof as possible for continuity. Mari, we need to answer questions about a modest response. Mari: What is the average response for city-wide surveys. Kate: suggested reposting the survey on other Social Media.
6. **Consider changing name of Committee:** Proposed Environmental Sustainability Committee. Mari Cooper motioned to change the EAC's name to Environmental Sustainability Committee. Second Julie Petrik. Unanimously adopted.

Members want to discuss with a couple of City Commissioners to learn how the EAC can expand our role in the city. Kate: can we extend our reach into the city using an Commission specific HW email address or provide commission member's emails or phone numbers to the public? Should this discussion be an agenda item in the near future?

7. **Communication update:** Tabled
8. **Public Participation:**
9. **Committee member remarks:** Ben asks that members join the Planning Commission meeting on Monday, March 22, 2021
10. Next meeting: April 15, 2021
11. Adjournment: 8:11pm

Topic: EAC

Time: Mar 18, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88202639598?pwd=SzVuNjhoVodlYk1lbjVpUUN4NoxWZz09>

Meeting ID: 882 0263 9598

Passcode: 367897

One tap mobile

+13017158592,,88202639598#,,,,\*367897# US (Washington DC)

City of Huntington Wood  
Planning Commission Minutes  
March 22, 2021  
Virtual Meeting

Chairman Wright called the virtual meeting to order at 7:01 pm.

**PRESENT:**

Gordon Glidden  
Chris Golembiewski  
Jill Ingber  
Blake Moore  
Richard Polan  
Todd Sperl  
Michael Wright  
Gail Linden  
Jules Olsman  
Other staff present: Hank Berry

**ABSENT:** 0

Motion to approve agenda as presented  
Motion by: Olsman. Seconded by: Sperl

Roll call vote  
Yay: All yes to approve  
Nay: 0

Approval of Minutes- Jan. 25th 2021  
Motion to approve Jan. 25th minutes by: Linden. Seconded by: Olsman

Roll call vote  
Yay: All yes to approve  
Nay: 0

Matter of discussion of Solar Energy Report and Proposed ordinance with Environmental Committee  
Kate Bentley and Aaron Retish from the Environmental Committee , Amy Sullivan , City Manager were also present.

**Chairman Wright opened Public Participation**  
Aaron Retish gave an ordinance overview.

**Seeing no one else wishing to speak, Chairman Wright closed public participation.**

Board Discussion:  
Golembiewski- the city has spoken with the survey  
Linden- 324 surveys back seems like a lot

Olsman- saw survey results, needs to be a broader outreach to be accurate. Needs to be a public hearing



and a city wide mailing of the survey docs before they can act on this concept.

Glidden - same as Olsman

Sperl - agree with Olsman, would have a long list of questions

Moore - Small subset of population, was positive. Excited to see next steps.

Polan - what are next steps?

Berry- we did not get the data report to back up the surveys they should have the IP addresses, did not.

Suggest a city wide mailing and set for hearing, draft changes can be done and PC will make recommendations to City Commission. Is 1 month from now enough time?

Olsman - Set it for hearing for May. A special meeting date?

Berry- with the Master Plan, we may have 3 meetings for May or if it doesn't look busy it can go on the regular meeting with appropriate time for notice requirements.

Polan - has the city attorney reviewed? Berry- yes

Amy Sullivan- did a communication survey, had over 300 responses. Waiting to hear if they have the IP addresses to verify.

Retish - has anyone heard opposition for this?

Berry- There have been negative communications.

Wright- Heard positive.

Linden- was the survey only in e-blast? or other means?

Sullivan- Facebook, e-blast, and website. All electronic means.

Wright- Did the e-blast, but no data

Berry- Amy has asked for the IP results, you could set the hearing for May. He explained that IP addresses would rule out multiple answers from same equipment. Have had only 1 request for solar in the last 5 yrs, so no rush.

Motion by Glidden to hold public hearing for Solar Energy Ordinance for May 24th PC meeting, seconded by Olsman

Roll call vote

Yays: All yes to approve

Nay: 0

Other Business

Berry- Master Plan work was beginning and notice for a stakeholder kickoff meeting was in the offing.

Chairman Wright then opened the meeting to Public Participation.

Seeing no one wishing to speak, Chairman Wright closed public participation.

Motion to adjourn meeting by: Linden. Seconded by: Glidden

Roll call vote

Yays: All yes to approve

Nay: 0

The meeting adjourned at 7:36 p.m.

Respectfully Submitted,

Nikki Rallis

Recorder

HUNTINGTON WOODS PARKS AND RECREATION ADVISORY BOARD MINUTES

Tuesday, March 30, 2021

7:30 pm Remote Meeting

DRAFT

Members Present- F. Spencer, S. Cohen, S.Potter, K. Tarnopol J.Jenks (Commission Liaison)

Staff Present – T.Shanley

Guests Present – C.Galed, G.Linden, S.Ruttenberg, B.Nowakowski

- I. Call to Order by Chair, Frank Spencer- 7:38PM  
Note: Due to attendance, there was no quorum. Any items that require a vote will be required to be held until the next meeting.
- II. Approval of March 30, 2021 Agenda  
Motion by F.Spencer, Second by S.Potter
- III. Approval of February 23, 2021 Minutes  
Correction to Minutes to reflect that Jeff Jenks is a member / commission liaison.  
Motion by F.Spencer, Second by S.Cohen
- IV. Correspondence – None
- V. Items of Business
  - a. Reynold's Park Project Update  
The city is currently reviewing and discussing the project and we are awaiting their direction.  
B.Nowakowski (10124 Talbot) expressed concern about the "intergenerational" aspect of the park. The equipment is designated for ages 14 and up so there are concerns about it being in a playground area used by small children. She also expressed that she feels there may be some "ageism" in play. The request for this equipment was originally made by the seniors who should be given consideration in the community.  
S.Ruttenberg (2513 W. Roy Court) had a similar concern about the intergenerational aspect of the park. She also asked about the criteria and process used for selecting the park. F.Spencer explained that there was a committee that visited a number of sites and also did a walkthrough of the Recreation Center. The factors they considered included space, parking, accessibility, etc.  
G.Linden (25840 Concord) also had a concern about small children having access to the fitness equipment. She mentioned that it is worth re-visiting this project because some of the factors may have changes. Specifically, there was a grant that was a consideration in making the decision. It was based on the "intergenerational" factor. We did not get the grant so this may be reason to take another look at the decision. She also suggested that perhaps Elgin Park might be another option. It is scheduled for renovation in 2022 and has low utilization so it might be a better location.

S.Tanner (10867 W. 11 Mile) said that the fitness equipment should be placed where disabled people can access it. She also said that the decision should not be made in a vacuum. Input should be taken from the people who were asking for it and will use it. C.Galed (10084 LaSalle) suggest that the committee should re-visit this topic and also reiterated the point about the fact that the grant was not provided so this could change the decision-making process.

There was a question to Jeff Jenks regarding where the decision is in the process with the Commission. He said they are reviewing the information. He also expressed that he shares the concern about safety given proximity and access to the equipment by small children.

It was mentioned that Amy Sullivan is compiling the information from the last two years regarding this project.

G.Linden added that if there is another look at this project there should be a committee that includes members of the Parks & Recreation Advisory Board, Senior Advisory Board, Community members and Commissioners.

b. Val Jones Park Discussion

K.Tarnopol provided some feedback from community members who use the park. There was an inquiry on whether the bleachers could be moved to a shady location. They are currently in full sun against the 11-mile fence. Parents often sit on the bench and the metal benches get hot. Tracy said she would look into it. There is also a request to get a sign with the operating hours and a phone number to call if the gates are locked during the open hours. Tracy said this is already in progress. Kim also spoke to some of the people in the park about potentially having a mural in the skate bowl. They were highly in favor of the idea. They felt that this would prevent graffiti issues. Several P&R advisory board members have been visiting the park regularly. It was noted that there is a wide range of ages who use the park including small children and older adults and families. Several of the people who use the park have volunteered to take leadership roles as far as speaking to participants to remind them to care for the park, clean up trash, be considerate of others. There have been no complaints about issues in the park other than the park being locked when it should have been open, but this appears to have been a communication issue that is resolved.

c. Tennis/Pickleball Court Project Update

A company has been hired to resurface the courts. During the process they will add lines to the courts on 11-mile for pickleball since there is so much demand for this sport. One of the courts by the rec center will also receive pickleball lines. When the resurfacing work takes place, the courts will be closed for approximately one week.

d. Memorial Benches at 11 & Huntington

The memorial benches will be added after the court re-surfacing is completed. The old benches will be repurposed to use by the ice rinks in the winter.

VI. Department Updates

The Fruit Camp lottery was completed. Due to COVID restrictions the number of campers will be lower. They may not have received their first choice but everyone got a session. The pool will be open this summer but under COVID restrictions. Information will be published in the Hometown Herald which is available online now and will be mailed out in

mid-April. Pass owners will have to register for 2-2.5 hour slots. There will be no swim lessons. There will be Hurricane and Tropical Storm but with reduced numbers. There will be no day passes or guest passes available due to the challenges with maintaining health and safety standards. The café will not be open and there will be no food allowed. There will be a babysitter pass option but it has to be specifically for a named babysitter added to the family account. There was a question about whether there could be an less expensive option for seniors versus the \$121 senior pass.

The Historical Site Scavenger Hunt is underway. Signs have been placed throughout the city. Hiring is in progress in several areas. There is an opening for a full time Parks Assistant. There are also positions for camp counselors, lifeguards and parks staff.

A new communication director was hired by the city.

The Daddy/Daughter Dance was successfully held outdoors on the tennis courts.

The 60+ newsletter will be delivered by the end of April. Due to the amount of content it was decided to deliver it early. It was also noted that May is National Older Persons' Month.

The truck parade was held on March 30 and it was a big success.

There is currently no decision on the fireworks.

There will be food trucks at the Rec Center on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of the month.

Colette is retiring. There will be more information on the Herald.

VII. Public Participation

B. Nowakowski mentioned some issues with the gazebo at Gordon Hassig. She said it is dirty and requested that the tables be pushed back in. There was also a concern that the snow was not shoveled around the gazebo and a request to take the plastic down.

VIII. Plan of Action for Next Meeting

- Reynolds Park Update
- Val Jones Park

IX. Board Member Comments - none

Meeting adjourned at 8:40pm



## Finance Department Memo

To: Mayor and City Commission  
From: Tim Rowland, Finance Director  
Date: May 06, 2021  
Subject: March 2021 Treasurer's Report

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The March 2021 financials are enclosed for your review. We will have a number of year end budget amendments to adjust for the results of operations this year. These will be presented at the June 1<sup>st</sup> City Commission meeting. The General Fund is projecting to have revenues exceed expenditures by \$420,000. This is due to additional revenue for COVID grants and a reduction in expenditures primarily from the library being closed and not having part time staff.

We are currently preparing the tax rolls for this summer's property tax. On the agenda tonight is the resolution to transfer delinquent water bills to the summer tax. This year we have sixty-one properties on the list. This is a reduction from recent years. Last year we had eighty-nine properties. This is consistent with our tax collections this year where we collected 99% of our taxes and only turned over 1% to the County as delinquent.

FINANCE REPORT - CASH POSITIONS

FUND	FUND #	CURRENT INVESTMENTS	CURRENT CASH	TOTAL AVAILABLE
GENERAL FUND	101	4,654,047	(743,248)	3,910,799
MAJOR STREET FUND	202	545,606	22,475	568,082
LOCAL STREET FUND	203	201,707	(5,364)	196,343
ACT 345 PENSION FUND	205	923	228,951	229,874
RECREATION FUND	208	411,613	144,603	556,216
GWK DRAIN FUND	225	345,958	(53,024)	292,934
RACKHAM DEFENSE FUND	250	34,167	285	34,452
BUDGET STABILIZATION FUND	257	1,157,644	38,892	1,196,536
ELEVEN MILE - DEBT FUND	303	37,619	(28,676)	8,943
2010 UTGO DEBT	304	268,026	(30,325)	237,701
2012 UTGO DEBT	305	94,149	(736)	93,414
2014 UTGO DEBT	306	251,554	(15,469)	236,085
2017 UTGO DEBT	307	67,739	18,225	85,964
2019 UTGO DEBT	308	104,407	5,721	110,127
2020 CAPITAL IMP. BONDS	309	(1,369)	355,431	354,062
CAPITAL PLANNING FUND	402	832,870	38,825	871,696
SEWER CONSTRUCTION FUND	492	5,737,766	832	5,738,599
ROAD & SEWER CONSTRUCTION FUND	493	9,643,596	(367,366)	9,276,231
ROAD MAINTENANCE FUND	494	(592)	292,353	291,761
SANITATION FUND	515	168,208	120,518	288,726
WATER FUND	592	1,617,281	85,682	1,702,963
EQUIPMENT FUND	661	338,699	87,489	426,188
TRUST & AGENCY FUND	701	135,800	90,823	226,623
POST RETIREMENT FUND	734	793,469	111,666	905,136
<b>TOTAL ASSETS - INVESTMENTS/CASH</b>		<b>27,440,888</b>	<b>398,565</b>	<b>27,839,453</b>

  

FIDUCIARY (TRUSTEE)	TYPE	AMOUNT INVESTED	PERCENT INVESTED	YIELD
MICHIGAN CLASS	Interlocal	3,634,171	13.24%	0.05%
OAKLAND COUNTY POOL- OPER	Pool	919,158	3.35%	1.43%
FIFTH THIRD SECURITIES / CD	Agency	270,186	0.99%	0.03%
COMMERICA - J FUND - 4438	Pool	45,538	0.17%	0.01%
COMERICA SECURITIES - 2362	Agency	4,238,455	15.45%	2.42%
HUNTINGTON BANK	Agency	1,385,779	5.05%	1.80%
MULTIBANK SECURITIES	Agency	3,253,586	11.86%	2.35%
FLAGSTAR INVESTMENT ACCOUNT	Savings	1,946,824	7.10%	0.25%
FLAGSTAR BOND ACCOUNT	Savings	2,781,845	10.14%	0.25%
OAKLAND COUNTY BOND ACCOUNT	Pool	8,965,346	32.67%	1.43%
<b>TOTAL INVESTMENTS</b>		<b>27,440,888</b>	<b>67.33%</b>	
<b>WEIGHTED AVERAGE YIELD</b>				<b>0.84%</b>
<b>OPERATING CASH ACCOUNT</b>				<b>398,565</b>
<b>INVESTMENT ACCOUNT</b>				<b>27,440,888</b>
<b>TOTAL DOLLARS AVAILABLE</b>				<b>27,839,453</b>

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

GENERAL FUND

FUND	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET COLLECTED 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
TAX COLLECTIONS 101	GENERAL FUND	6,411,295	6,576,020	6,530,500	99.31%	75.00%	6,572,100	99.94%	(3,920)
TAX COLLECTIONS		6,411,295	6,576,020	6,530,500	99.31%	75.00%	6,572,100	99.94%	
LICENSES & PERMITS 101	GENERAL FUND	362,546	424,750	296,839	69.89%	75.00%	423,700	99.75%	(1,050)
LICENSES & PERMITS		362,546	424,750	296,839	69.89%	75.00%	423,700	99.75%	
STATE SHARED REVENUE & GRANTS 101	GENERAL FUND	654,331	870,640	692,512	79.54%	75.00%	1,053,280	120.98%	182,640
STATE SHARED REVENUE		654,331	870,640	692,512	79.54%	75.00%	1,053,280	120.98%	
USER FEES 101	GENERAL FUND	659,593	519,100	361,436	69.63%	75.00%	492,440	94.86%	(26,660)
USER FEES		659,593	519,100	361,436	69.63%	75.00%	492,440	94.86%	
APPROPRIATION FROM FUND BALANCE 101	GENERAL FUND				0.00%	75.00%	0	0.00%	-
			0		0.00%	75.00%	0	0.00%	
ESTIMATED REVENUES - FUND 101		8,087,765	8,390,510	7,881,287	93.93%	75.00%	8,541,520	101.80%	151,010

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

GENERAL FUND

ACCOUNT	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET COLLECTED 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
101-000-403.000	TAX COLL/CURRENT	6,314,422	6,469,520	6,516,715	100.73%	75.00%	6,516,710	100.73%	47,190
101-000-407.000	TAX COLL/DELINQUENT	70,733	72,500	444	0.61%	75.00%	34,840	48.06%	(37,660)
101-000-440.000	TAX COLL/PENALTIES	26,140	34,000	13,341	39.24%	75.00%	20,550	60.44%	(13,450)
101-000-452.000	PERMITS/AIR CONDITIONING	3,620	4,500	3,605	80.11%	75.00%	4,500	100.00%	5,000
101-000-453.000	PERMITS/BUILDING	138,990	175,000	143,674	82.10%	75.00%	180,000	102.86%	5,000
101-000-454.000	PERMITS/ELECTICAL	21,235	27,000	23,352	86.49%	75.00%	27,000	100.00%	5,000
101-000-455.000	PERMITS/HEATING	11,435	14,000	12,065	86.18%	75.00%	14,000	100.00%	5,000
101-000-456.000	PERMITS/PLUMBING	21,481	25,000	25,425	101.70%	75.00%	30,500	122.00%	5,500
101-000-457.000	BUSINESS REGISTRATION	8,264	12,750	9,135	71.65%	75.00%	12,000	94.12%	(750)
101-000-458.000	ROW PARKING	4,893	5,500	2,703	49.15%	75.00%	4,900	89.09%	(600)
101-000-470.000	CABLE TV FEES	144,443	150,000	70,788	47.19%	75.00%	141,000	94.00%	(9,000)
101-000-473.000	NONBUSINESS LIC AND PERM	2,045	2,500	2,422	96.88%	75.00%	2,800	112.00%	300
101-000-480.000	BUILDING INSPECTIONS	2,580	4,500	745	16.56%	75.00%	3,000	66.67%	(1,500)
101-000-481.000	ALARM FEES	3,560	4,000	2,925	73.13%	75.00%	4,000	100.00%	500
101-000-502.000	FEDERAL GRANTS- CARES ACT		197,990	319,076	0.00%	75.00%	373,530	100.00%	175,540
101-000-529.000	GRANTS CDBG	2,639	3,000		0.00%	75.00%		0.00%	(3,000)
101-000-543.000	GRANTS PUBLIC SAFETY (302 FUNDS)	4,155	3,250	896	27.57%	75.00%	2,000	61.54%	(1,250)
101-000-566.000	GRANTS LIBRARY/STATE	7,025	6,800	3,538	52.03%	75.00%	7,000	102.94%	200
101-000-567.000	GRANTS STATE/OTHER	12,102		12,112	100.00%	75.00%	12,110	100.00%	12,110
101-000-567.001	DONATIONS- LIBRARY PROGRAMMING	15,900	20,000	6,103	30.52%	75.00%	7,000	100.00%	(13,000)
101-000-573.000	SSR/ LCSA PPT REIMBURSEMENT	5,976	4,750	4,406	0.00%	75.00%	5,410	100.00%	560
101-000-576.000	SSR/SALES TAX	605,008	633,350	344,861	54.45%	75.00%	644,710	101.79%	11,360
101-000-577.000	SSR/LIQUOR	1,526	1,500	1,520	101.33%	75.00%	1,520	101.33%	20
101-000-607.000	ADMINISTRATIVE FEES	93,125	94,500	94,204	99.69%	75.00%	95,010	100.54%	510
101-000-608.000	SERVICE FEES	400	700	400	57.14%	75.00%	600	85.71%	(100)
101-000-656.000	FINES/DISTRICT COURT	79,704	51,850	40,340	77.80%	75.00%	65,000	125.36%	13,150
101-000-657.000	FINES/PARKING VIOLATIONS	5,180	2,500	2,740	109.60%	75.00%	4,000	160.00%	1,500
101-000-658.000	FINES/LIBRARY FEES	4,602	2,500	260	10.40%	75.00%	350	14.00%	(2,150)
101-000-658.001	LIBRARY CONTRACT REVENUE	43,038	43,900	43,640	99.41%	75.00%	43,640	99.41%	(360)
101-000-659.000	FINES/LIBRARY PENAL	18,719	19,000	15,093	79.44%	75.00%	15,090	79.42%	(3,910)
101-000-664.000	INVESTMENT INCOME	122,108	50,000	10,753	21.51%	75.00%	25,000	50.00%	(25,000)
101-000-670.000	EQUIPMENT RENTAL		500	150	30.00%	75.00%	150	30.00%	(350)
101-000-673.000	FIXED ASSET SALE		250	164	65.60%	75.00%	200	80.00%	(50)
101-000-676.000	INSURANCE REIMBURSEMENT	50,139	40,000		0.00%	75.00%	30,000	75.00%	(10,000)
101-000-676.592	TRANSFER/WATER ADMIN	166,050	186,400	139,800	75.00%	75.00%	186,400	100.00%	20,000
101-000-676.734	TRANSFER/POST RET ADMIN	2,000	2,000	1,500	75.00%	75.00%	2,000	100.00%	0.00%
101-000-693.000	UNCLASSIFIED	74,528	25,000	12,392	49.57%	75.00%	25,000	100.00%	0.00%
101-000-699.395	DRAW FROM FUND BALANCE				0.00%	75.00%		0.00%	
		8,087,765	8,390,510	7,881,287	93.93%	75.00%	8,541,520	101.80%	151,010



BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

GENERAL FUND

DEPARTMENT	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET EXPENDED 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
COMMISSION	13,963	25,920	12,993	50.13%	75.00%	19,170	73.96%	(6,750)
ADMINISTRATION	1,154,444	1,288,350	887,717	68.90%	75.00%	1,231,720	95.60%	(56,630)
PUBLIC SAFETY	3,482,635	2,758,030	1,953,567	70.83%	75.00%	2,717,980	98.55%	(40,050)
PUBLIC WORKS	424,513	429,440	320,200	74.56%	75.00%	425,820	99.16%	(3,620)
LIBRARY	551,011	612,740	318,160	51.92%	75.00%	451,410	73.67%	(161,330)
INSURANCE	184,970	189,580	187,394	98.85%	75.00%	187,390	98.84%	(2,190)
TRANSFERS	2,161,960	3,086,450	2,304,629	74.67%	75.00%	3,086,450	100.00%	0
	7,973,496	8,390,510	5,984,660	71.33%	75.00%	8,119,940	96.78%	(270,570)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

GENERAL FUND

ACCOUNT	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET EXPENDED 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/(UNDER) BUDGET
101-101-702.000	SALARIES		10		0.00%	75.00%	10	100.00%	-
101-101-802.000	PROFESSIONAL SERV	900	2,500	1,915	76.60%	75.00%	2,500	100.00%	-
101-101-860.000	CONFERENCES AND WORKSHOPS	132	9,000	40	0.44%	75.00%	1,000	11.11%	(8,000)
101-101-860.001	MEMBERSHIPS & DUES	12,257	13,410	10,338	77.09%	75.00%	13,410	100.00%	-
101-101-880.003	ANTI RACISM			700	0.00%	75.00%	2,000	0.00%	2,000
101-101-956.000	MISCELLANEOUS	674	1,000		0.00%	75.00%	250	25.00%	(750)
	COMMISSION	13,963	25,920	12,993	50.13%	75.00%	19,170	73.96%	(6,750)
101-172-702.000	SALARIES	257,734	286,330	195,811	68.39%	75.00%	260,000	90.80%	(26,330)
101-172-706.000	WAGES/HOURLY	84,661	68,620	67,732	98.71%	75.00%	91,000	132.61%	22,380
101-172-715.000	BENEFIT/SOCIAL SECURITY	25,816	27,150	20,604	75.89%	75.00%	27,150	100.00%	-
101-172-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	81,032	72,980	57,609	78.94%	75.00%	76,000	104.14%	3,020
101-172-718.000	BENEFIT/RETIREMENT	312,570	394,260	277,684	70.43%	75.00%	383,000	97.14%	(11,260)
101-172-719.000	BENEFIT/DENTAL	5,781	5,630	4,250	75.49%	75.00%	5,670	100.71%	40
101-172-724.000	BENEFITS	21,295	25,290	17,002	67.23%	75.00%	25,290	100.00%	-
101-172-727.000	SUPPLIES/OFFICE	9,879	10,500	7,997	70.45%	75.00%	9,000	85.71%	(1,500)
101-172-727.001	SUPPLIES/POSTAGE	13,598	19,500	9,485	48.64%	75.00%	13,000	66.67%	(6,500)
101-172-727.002	SUPPLIES/ELECTIONS	9,816	4,000	8,609	215.23%	75.00%	9,300	232.50%	5,300
101-172-802.000	PROFESSIONAL SERV	52,957	60,000	18,383	30.64%	75.00%	45,000	75.00%	(15,000)
101-172-802.008	PROFESSIONAL SERV/AUDIT	22,085	23,000	22,890	99.52%	75.00%	22,890	99.52%	(110)
101-172-802.009	PROFESSIONAL SERV/INSP	49,800	60,000	46,210	77.02%	75.00%	65,000	108.33%	5,000
101-172-802.010	PROFESSIONAL SERV/ATTORNEY	83,296	100,000	50,962	50.96%	75.00%	85,000	85.00%	(15,000)
101-172-802.012	PROFESSIONAL SERV/O.C.	39,892	41,000	38,310	93.44%	75.00%	40,000	97.56%	(1,000)
101-172-853.000	COMMUNICATIONS/TELEPHONE	1,354	3,000	1,076	35.87%	75.00%	1,800	60.00%	(1,200)
101-172-860.001	CONFERENCES & WORKSHOPS	3,510	3,970	1,580	39.80%	75.00%	3,500	88.16%	(470)
101-172-860.001	MEMBERSHIPS & DUES	1,495	1,920	770	40.10%	75.00%	1,920	100.00%	-
101-172-880.000	PROMOTION/COMMUNITY	3,318	3,500	1,793	51.23%	75.00%	3,500	100.00%	-
101-172-880.001	COMMUNITY PROM/YOUTH ASSI	3,600	6,100	5,600	91.80%	75.00%	6,100	100.00%	-
101-172-880.002	COMMUNITY PROM/ CDBG		2,500		0.00%	75.00%	2,500	100.00%	-
101-172-900.000	PRINTING AND PUBLICATION	6,399	4,000	3,850	96.25%	75.00%	4,500	112.50%	500
101-172-900.001	PRINTING/PUB NEWSLETTER	17,176	18,500	3,276	17.71%	75.00%	8,000	43.24%	(10,500)
101-172-920.000	UTILITIES	14,325	16,000	11,590	72.44%	75.00%	15,000	93.75%	(1,000)
101-172-931.000	MAINTENANCE/BUILDING	11,522	7,000	2,742	39.17%	75.00%	7,000	100.00%	-
101-172-934.000	MAINTENANCE/OFFICE EQUIP	13,675	12,000	7,589	63.24%	75.00%	12,000	100.00%	-
101-172-942.000	VEHICLE REIMBURSEMENT	5,100	5,100	3,825	75.00%	75.00%	5,100	100.00%	-
101-172-956.000	MISCELLANEOUS	3,418	6,500	1,088	16.74%	75.00%	3,500	53.85%	(3,000)
	ADMINISTRATION	1,154,444	1,288,350	887,717	68.90%	75.00%	1,231,720	95.60%	(56,630)
101-301-702.000	SALARIES	1,435,158	1,491,970	1,120,524	75.10%	75.00%	1,511,800	101.33%	19,830
101-301-702.001	OVERTIME	255,890	230,000	154,538	67.19%	75.00%	230,000	100.00%	-
101-301-710.000	WAGES/CROSSING GUARDS	15,052	18,200	5,697	31.30%	75.00%	10,000	54.95%	(8,200)
101-301-712.000	WAGES/VOLUNTEER FIRE	2,500	5,000	1,890	37.80%	75.00%	1,890	37.80%	(3,110)
101-301-715.000	BENEFIT/SOCIAL SECURITY	36,264	36,200	27,524	76.03%	75.00%	36,200	100.00%	-
101-301-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	322,273	318,210	237,351	74.59%	75.00%	318,210	100.00%	-
101-301-718.000	BENEFIT/RETIREMENT	895,639	73,550	46,619	63.38%	75.00%	73,550	100.00%	-
101-301-719.000	BENEFIT/DENTAL	22,637	25,690	18,262	71.09%	75.00%	24,350	94.78%	(1,340)
101-301-724.000	BENEFITS	125,698	145,720	99,765	68.46%	75.00%	145,720	100.00%	-
101-301-727.000	SUPPLIES/OFFICE	2,081	4,500	534	11.87%	75.00%	2,000	44.44%	(2,500)
101-301-744.000	UNIFORM/PURCHASE	27,713	30,000	30,656	102.19%	75.00%	33,000	110.00%	3,000
101-301-751.000	SUPPLIES/GAS OIL	21,549	20,500	9,436	46.03%	75.00%	15,000	73.17%	(5,500)

101-301-756.000	SUPPLIES/OPERATING	25,424	24,000	17,701	73.75%	75.00%	22,000	91.67%	(2,000)
101-301-802.000	PROFESSIONAL SERV	106,308	160,000	59,664	37.29%	75.00%	125,000	78.13%	(35,000)
101-301-802.014	PROFESSIONAL SERVICES- INFORMANTS		500		0.00%	75.00%		0.00%	(500)
101-301-853.000	COMMUNICATIONS/TELEPHONE	27,516	28,020	18,263	65.18%	75.00%	27,500	98.14%	(20)
101-301-860.000	CONFERENCES & WORKSHOPS	280	1,000	591	59.10%	75.00%	900	90.00%	(100)
101-301-860.001	MEMBERSHIPS & DUES	7,735	4,060	7,950	195.81%	75.00%	7,950	195.81%	3,890
101-301-920.000	UTILITIES	11,812	13,500	8,389	62.14%	75.00%	11,500	85.19%	(2,000)
101-301-931.000	MAINTENANCE/BUILDING	36,354	12,500	8,888	71.10%	75.00%	12,500	100.00%	-
101-301-934.000	MAINTENANCE/OFFICE EQUIP	9,248	10,530	6,089	57.83%	75.00%	10,530	100.00%	-
101-301-940.000	RENTAL/EQUIPMENT	80,000	80,000	60,000	75.00%	75.00%	80,000	100.00%	-
101-301-942.000	VEHICLE REIMBURSEMENT	4,380	4,380	3,285	75.00%	75.00%	4,380	100.00%	-
101-301-956.000	MISCELLANEOUS	1612	2,000	439	21.95%	75.00%	1,500	75.00%	(500)
101-301-956.001	MISCELLANEOUS/TRAINING (302 FUNDS)	9,512	18,000	9,512	52.84%	75.00%	12,500	69.44%	(5,500)
	PUBLIC SAFETY	3,482,635	2,758,030	1,953,567	70.33%	75.00%	2,717,980	98.55%	(40,050)
101-441-706.000	WAGES/HOURLY	159,628	154,830	113,420	73.25%	75.00%	154,830	100.00%	-
101-441-715.000	BENEFIT/SOCIAL SECURITY	12,586	11,270	9,400	83.41%	75.00%	11,270	100.00%	-
101-441-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	42,882	32,390	28,349	87.52%	75.00%	36,000	111.15%	3,610
101-441-718.000	BENEFIT/RETIREMENT	58,253	62,790	48,055	76.53%	75.00%	62,000	98.74%	(790)
101-441-719.000	BENEFIT/DENTAL	2,873	2,720	2,019	74.23%	75.00%	2,810	103.31%	90
101-441-724.000	BENEFITS	18,154	18,210	17,980	98.74%	75.00%	20,500	112.58%	2,290
101-441-727.000	SUPPLIES/OFFICE	1,704	1,500	1,471	98.07%	75.00%	1,650	110.00%	150
101-441-744.000	UNIFORM/PURCHASE	5,784	4,600	5,157	112.11%	75.00%	6,100	132.61%	1,500
101-441-751.000	SUPPLIES/GAS/OIL	9,256	16,330	7,824	47.91%	75.00%	13,000	79.61%	(3,330)
101-441-756.000	SUPPLIES/OPERATING	14,430	10,000	10,466	104.66%	75.00%	13,000	130.00%	3,000
101-441-776.000	SUPPLIES/BLDG GROUNDS	3,698	3,000	391	13.03%	75.00%	3,000	100.00%	-
101-441-853.000	COMMUNICATIONS/TELEPHONE	749	1,900	365	19.21%	75.00%	750	39.47%	(1,150)
101-441-860.000	CONFERENCES & WORKSHOPS	2,091	2,300	970	42.17%	75.00%	2,300	100.00%	-
101-441-860.001	MEMBERSHIPS & DUES	425	450	460	102.22%	75.00%	460	102.22%	10
101-441-920.000	UTILITIES	3,210	5,000	2,513	50.26%	75.00%	3,500	70.00%	(1,500)
101-441-926.000	UTILITIES/STREET LIGHTING	71,328	77,000	48,103	62.47%	75.00%	72,000	93.51%	(5,000)
101-441-931.000	MAINTENANCE/BUILDING	7,746	15,000	19,370	129.13%	75.00%	15,000	100.00%	-
101-441-934.000	MAINTENANCE/OFFICE EQUIP	5,393	5,200	2,967	57.06%	75.00%	5,200	100.00%	-
101-441-940.000	RENTAL/EQUIPMENT	425	1,000		0.00%	75.00%	1,000	100.00%	-
101-441-942.000	VEHICLE REIMBURSEMENT	3,000	3,000	500	16.67%	75.00%	500	16.67%	(2,500)
101-441-956.000	MISCELLANEOUS	898	950	420	44.21%	75.00%	950	100.00%	-
	PUBLIC WORKS	424,513	429,440	320,200	74.56%	75.00%	425,820	99.16%	(3,620)
101-790-702.000	SALARIES	112,697	123,570	83,481	67.56%	75.00%	111,500	90.23%	(12,070)
101-790-706.000	WAGES/HOURLY	113,874	156,090	28,581	18.31%	75.00%	55,000	35.24%	(101,090)
101-790-715.000	BENEFIT/SOCIAL SECURITY	17,679	21,390	8,897	41.59%	75.00%	12,750	59.61%	(8,640)
101-790-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	25,380	27,550	16,596	60.24%	75.00%	22,000	79.85%	(5,550)
101-790-718.000	BENEFIT/RETIREMENT	71,795	56,980	48,378	84.90%	75.00%	56,980	100.00%	-
101-790-719.000	BENEFIT/DENTAL	2,063	2,060	1,547	75.10%	75.00%	2,060	100.00%	-
101-790-724.000	BENEFITS	10,848	11,420	9,089	79.59%	75.00%	12,500	109.46%	1,080
101-790-727.000	SUPPLIES/OFFICE	2,634	3,500	3,468	99.09%	75.00%	4,000	114.29%	500
101-790-756.000	SUPPLIES/OPERATING	7,472	7,500	1,582	21.09%	75.00%	3,500	46.67%	(4,000)
101-790-802.000	PROFESSIONAL SERV	45,186	50,000	36,081	72.16%	75.00%	50,000	100.00%	-
101-790-802.015	PROFESSIONAL SVCS- PROGRAMMING	15,852	20,000	6,390	0.00%	75.00%	11,000	0.00%	(9,000)
101-790-853.000	COMMUNICATIONS/TELEPHONE	1,906	2,900	1,069	36.86%	75.00%	1,800	62.07%	(1,100)
101-790-860.000	CONFERENCES & WORKSHOPS	172	850	10	1.18%	75.00%	10	1.18%	(840)
101-790-860.001	MEMBERSHIPS & DUES	295	230		0.00%	75.00%	210	91.30%	(20)
101-790-880.000	PROMOTION/COMMUNITY	413	1,500		0.00%	75.00%	1,500	100.00%	-
101-790-920.000	UTILITIES	17,413	18,600	11,376	61.16%	75.00%	16,500	88.71%	(2,100)
101-790-931.000	MAINTENANCE/BUILDING	36,418	35,000	24,645	70.41%	75.00%	30,000	85.71%	(5,000)
101-790-934.000	MAINTENANCE/OFFICE EQUIP	8,756	7,100	4,522	63.69%	75.00%	7,100	100.00%	-
101-790-956.000	MISCELLANEOUS	512	2,500	489	19.56%	75.00%	1,000	40.00%	(1,500)

101-790-978.000	BOOK PURCHASE	22,385	28,000	3,477	12.42%	75.00%	12,000	42.86%	(16,000)
101-790-978.002	PERIODICALS	12,098	15,000	8,802	58.68%	75.00%	15,000	100.00%	-
101-790-978.003	RECORDS/TAPES/DISKS	25,163	21,000	19,680	93.71%	75.00%	25,000	119.05%	4,000
	<b>LIBRARY</b>	<b>551,011</b>	<b>612,740</b>	<b>318,160</b>	<b>51.92%</b>	<b>75.00%</b>	<b>451,410</b>	<b>73.67%</b>	<b>(161,330)</b>
101-954-911.000	GENERAL LIABILITY COVERAG	177,425	188,580	187,394	99.37%	75.00%	187,390	99.37%	(1,190)
101-954-914.000	EXCESS OF DEDUCTABLE	7,545	1,000	-	0.00%	75.00%	-	0.00%	(1,000)
	<b>LIABILITY INSURANCE</b>	<b>184,970</b>	<b>189,580</b>	<b>187,394</b>	<b>98.85%</b>	<b>75.00%</b>	<b>187,390</b>	<b>98.84%</b>	<b>(2,190)</b>
101-958-965.001	TRANSFER/LOCAL STREET	75,000	50,000	37,500	75.00%	75.00%	50,000	100.00%	-
101-958-965.208	TRANSFER/RECREATION FUND	975,000	1,115,330	819,803	73.50%	75.00%	1,115,330	100.00%	-
101-958-965.257	TRANSFER - BUD STABILIZAT	50,000	50,000	37,500	75.00%	75.00%	50,000	100.00%	-
101-958-965.309	TRANSFER TO 2020 ROAD DEBT SERVICE	331,000	331,000	248,250	75.00%	75.00%	331,000	100.00%	-
101-958-965.494	TRANSFER TO ROAD IMPROVEMENT FUND	400,000	400,000	300,000	75.00%	75.00%	400,000	100.00%	-
101-958-965.661	TRANSFER - EQUIPMENT FUND	275,000	174,160	132,773	76.24%	75.00%	174,160	100.00%	-
101-958-965.734	TRANSFER/POST RETIREMENT	406,960	367,960	275,970	75.00%	75.00%	367,960	100.00%	-
101-958-965.735	TRANSFER HEALTH INS. POOL	187,500	250,000	187,500	75.00%	75.00%	250,000	100.00%	-
101-958-965.970	TRANSFER/CAPITAL PLANNING	380,000	348,000	265,333	76.25%	75.00%	348,000	100.00%	-
	<b>TRANSFERS</b>	<b>2,161,960</b>	<b>3,086,450</b>	<b>2,304,629</b>	<b>74.67%</b>	<b>75.00%</b>	<b>3,086,450</b>	<b>100.00%</b>	<b>-</b>
		7,973,496	8,390,510	5,984,660	71.33%	75.00%	8,119,940	96.78%	(270,570)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

ACCOUNT	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET COLLECTED 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
208-000-403.000	TAX COLL/CURRENT	71,031	73,570	73,276	99.60%	75.00%	73,280	99.61%	(290)
208-000-407.000	TAX COLL/DELINQUENT	791			0.00%	75.00%	390	100.00%	390
208-000-567.000	GRANTS STATE/OTHER	2,676	5,000	3,713	74.26%	75.00%	3,710	100.00%	(1,290)
208-000-573.000	SSR/ LCSA PPT REIMBURSEMENT	67		50	0.00%	75.00%	70	100.00%	70
208-000-651.000	RECREATION/FEES/RENTALS	3,192	5,000	1,640	32.80%	75.00%	2,200	44.00%	(2,800)
208-000-652.000	RECREATION/SALES	1,109		91	100.00%	75.00%		0.00%	-
208-000-653.000	RECREATION/POOL	233,105	80,000	41,737	52.17%	75.00%	80,000	100.00%	-
208-000-654.001	RECREATION/LEAGUE FEES	32,850	15,000	17,127	114.18%	75.00%	18,000	120.00%	3,000
208-000-654.002	RECREATION/CLASSES,TRIPS	86,380	40,000	11,392	28.48%	75.00%	15,000	37.50%	(25,000)
208-000-654.003	RECREATION/SR PROGRAMS	3,747	2,500	516	20.64%	75.00%	750	30.00%	(1,750)
208-000-654.004	RECREATION/LATCH KEY	192,596		8,886	0.00%	75.00%	25,000	0.00%	25,000
208-000-654.005	RECREATION/CAMP FEES	227,635	112,200	88,662	79.02%	75.00%	112,200	100.00%	-
208-000-654.006	RECREATION/SPEC PROGRAMS	9,648	2,500	1,762	70.48%	75.00%	2,600	100.00%	100
208-000-654.007	RECREATION/DREAM CRUISE	5,956			0.00%	75.00%		0.00%	-
208-000-654.008	RECREATION/JULY 4TH	6,646	5,000	96	1.92%	75.00%	100	2.00%	(4,900)
208-000-654.009	RECREATION/ PRE K	84,726	45,000	48,210	107.13%	75.00%	68,000	100.00%	23,000
208-000-664.000	INVESTMENT INCOME	14,794	6,000	435	7.25%	75.00%	1,000	16.67%	(5,000)
208-000-669.000	BUS RENTAL FEES	22,985	12,000	340	2.83%	75.00%	5,000	41.67%	(7,000)
208-000-669.001	BUS CHARGES INTERNAL	9,024			0.00%	75.00%		0.00%	-
208-000-676.101	TRANSFER/GENERAL FUND	975,000	1,115,330	819,803	73.50%	75.00%	1,115,330	100.00%	-
208-000-695.000	UNCLASSIFIED	2,864	4,500	293	6.51%	75.00%	1,100	24.44%	(3,400)
208-000-699.395	FUND BALANCE APPROPRIATION				0.00%	75.00%		0.00%	-
		1,986,822	1,523,600	1,118,029	73.38%	75.00%	1,523,730	100.01%	130

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

RECREATION FUND

DEPARTMENT	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET EXPENDED 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/(UNDER) BUDGET
BUS	42,791	35,030	14,868	42.44%	75.00%	19,950	56.95%	(15,080)
RECREATION	685,659	670,470	458,906	68.45%	75.00%	612,230	91.31%	(58,240)
PROGRAMS	783,263	465,640	280,865	60.32%	75.00%	472,450	101.46%	6,810
PARKS	138,097	160,890	107,993	67.12%	75.00%	151,850	94.38%	(9,040)
POOL	241,168	191,570	73,815	38.53%	75.00%	191,730	100.08%	160
	1,890,978	1,523,600	936,447	61.46%	75.00%	1,448,210	95.05%	(75,390)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS

Calculations as of 3/31/2021

RECREATION FUND

ACCOUNT	DESCRIPTION	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 3/31/21	PERCENT OF BUDGET EXPENDED 3/31/21	PERCENT OF YEAR COMPLETE	PROJECTED ACTIVITY	PROJECTED PERCENT OF BUDGET	OVER/ (UNDER) BUDGET
Dept 290 - BUS									
208-290-706.000	WAGES/HOURLY		11,520		0.00%	75.00%		0.00%	(11,520)
208-290-715.000	BENEFIT/SOCIAL SECURITY	1,490	2,030		0.00%	75.00%		0.00%	(2,030)
208-290-724.000	BENEFITS	1,045	1,080	659	61.02%	75.00%	1,080	100.00%	-
208-290-751.000	SUPPLIES/GAS,OIL	2,723	1,500		0.00%	75.00%		0.00%	(1,500)
208-290-802.000	PROFESSIONAL SERV	18,657			0.00%	75.00%		0.00%	-
208-290-853.000	COMMUNICATIONS/TELEPHONE	876	800	639	79.88%	75.00%	800	100.00%	-
208-290-940.000	RENTAL/EQUIPMENT	18,000	18,000	13,500	75.00%	75.00%	18,000	100.00%	-
208-290-956.000	MISCELLANEOUS		100	70	70.00%	75.00%	70	70.00%	(30)
Totals for dept 290 - BUS		42,791	35,030	14,868	42.44%	75.00%	19,950	56.95%	(15,080)
Dept 751 - RECREATION									
208-751-702.000	SALARIES	119,947	119,900	80,589	67.21%	75.00%	105,000	87.57%	(14,900)
208-751-706.000	WAGES/HOURLY	186,979	171,710	112,576	65.56%	75.00%	150,000	87.36%	(21,710)
208-751-715.000	BENEFIT/SOCIAL SECURITY	24,278	20,750	15,641	75.38%	75.00%	20,000	96.39%	(750)
208-751-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	82,521	81,860	56,974	69.60%	75.00%	75,000	91.62%	(6,860)
208-751-718.000	BENEFIT/RETIREMENT	108,501	112,740	84,767	75.19%	75.00%	112,740	100.00%	-
208-751-719.000	BENEFIT/DENTAL	5,584	5,690	3,708	65.17%	75.00%	4,650	81.72%	(1,040)
208-751-724.000	BENEFITS	34,399	37,840	28,094	74.24%	75.00%	37,840	100.00%	-
208-751-727.000	SUPPLIES/OFFICE	1,708	1,500	1,082	72.13%	75.00%	1,500	100.00%	-
208-751-744.000	UNIFORM/PURCHASE	2,723	2,750	2,450	89.09%	75.00%	2,750	100.00%	-
208-751-751.000	SUPPLIES/GAS,OIL	1,168	750	1,739	231.87%	75.00%	2,000	100.00%	1,250
208-751-756.000	SUPPLIES/OPERATING	12,744	6,000	7,316	121.93%	75.00%	9,000	150.00%	3,000
208-751-853.000	COMMUNICATIONS/TELEPHONE	7,913	6,580	4,547	69.10%	75.00%	6,500	98.78%	(80)
208-751-860.000	CONFERENCES & WORKSHOPS	1,157	2,050	498	24.29%	75.00%	1,000	48.78%	(1,050)
208-751-920.000	UTILITIES	720	750	745	99.33%	75.00%	750	100.00%	-
208-751-931.000	MAINTENANCE/BUILDING	47,984	48,000	27,139	56.54%	75.00%	35,000	72.92%	(13,000)
208-751-934.000	MAINTENANCE/OFFICE EQUIP	23,173	27,000	14,279	52.89%	75.00%	25,000	92.59%	(2,000)
208-751-956.000	MISCELLANEOUS	22,602	22,600	16,483	72.93%	75.00%	22,600	100.00%	-
Totals for dept 751 - RECREATION		1,558	2,000	279	13.95%	75.00%	900	45.00%	(1,100)
		685,659	670,470	458,906	68.45%	75.00%	612,230	91.31%	(53,240)
Dept 753 - PROGRAMS									
208-753-702.000	SALARIES	117,618	123,000	82,559	67.12%	75.00%	119,000	96.75%	(4,000)
208-753-714.001	WAGES/PROGRAM ATHLETIC LG	941	800		0.00%	75.00%		0.00%	(800)
208-753-714.003	WAGES/PROGRAM SENIOR CITI	41,630	46,090	30,594	66.38%	75.00%	41,890	90.89%	(4,200)
208-753-714.004	WAGES/PROGRAM LATCH KEY	164,912	33,960	35,173	103.57%	75.00%	56,000	164.90%	22,040
208-753-714.005	WAGES/PROGRAM CAMPS	72,906	38,380	716	1.87%	75.00%	38,000	99.01%	(380)
208-753-715.000	BENEFIT/SOCIAL SECURITY	32,130	14,670	11,761	80.17%	75.00%	15,300	104.29%	630
208-753-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	58,923	49,830	33,681	67.59%	75.00%	49,830	100.00%	-
208-753-718.000	BENEFIT/RETIREMENT	81,215	65,350	54,856	83.94%	75.00%	65,350	100.00%	-
208-753-719.000	BENEFIT/DENTAL	3,723	3,230	2,327	72.04%	75.00%	3,230	100.00%	-
208-753-724.000	BENEFITS	20,228	17,440	13,721	78.68%	75.00%	18,500	106.08%	1,060

208-753-787.001	SUPPLIES/ATHLETIC LEAGUE	2,554	1,500	359	23.93%	75.00%	900	60.00%	(600)
208-753-787.002	SUPPLIES/CLASS TRIPS	3,276	1,500	1,616	107.73%	75.00%	2,000	133.33%	500
208-753-787.003	SUPPLIES/SENIOR PROGRAM	1,232	1,000	630	63.00%	75.00%	1,000	100.00%	-
208-753-787.004	SUPPLIES/LATCH KEY	14,145	2,000	1,059	52.95%	75.00%	2,500	125.00%	500
208-753-787.005	SUPPLIES/CAMPS	3,696	7,000	300	4.29%	75.00%	7,000	100.00%	-
208-753-787.006	SUPPLIES/SPECIAL PROGRAM	2,771	1,500	1,578	105.20%	75.00%	2,000	133.33%	500
208-753-787.007	SUPPLIES/ PRE K	4,478	3,000	1,781	59.37%	75.00%	3,000	100.00%	-
208-753-803.001	CONTRACTS ATHLETIC LEAGUE	13,296	12,500		0.00%	75.00%	12,500	100.00%	-
208-753-803.002	CONTRACTS CLASS TRIPS	61,631	12,390	3,797	30.65%	75.00%	8,000	64.57%	(4,390)
208-753-803.003	CONTRACTS SENIOR TRIPS	2,080	2,000	200	10.00%	75.00%	500	25.00%	(1,500)
208-753-803.004	CONTRACTS LATCH KEY	5,216			0.00%	75.00%		0.00%	-
208-753-803.005	CONTRACTS CAMPS	29,062	16,500	401	2.43%	75.00%	16,500	100.00%	-
208-753-803.006	CONTRACTS SPECIAL PROGRAM	8,570	5,000	1,145	22.90%	75.00%	2,500	50.00%	(2,500)
208-753-803.008	CONTRACTS JULY 4th	26,918	5,500	968	17.60%	75.00%	5,000	90.91%	(500)
208-753-956.000	MISCELLANEOUS	10,112	1,500	1,643	109.53%	75.00%	1,950	130.00%	450
Totals for dept 753 - PROGRAMS		783,263	465,640	280,865	60.32%	75.00%	472,450	101.46%	6,810
Dept 754 - PARKS									
208-754-702.000	SALARIES	8,051	8,520	6,221	73.02%	75.00%	8,200	96.24%	(320)
208-754-706.000	WAGES/HOURLY	48,649	55,490	35,319	63.65%	75.00%	49,000	88.30%	(6,490)
208-754-715.000	BENEFIT/SOCIAL SECURITY	4,504	6,430	3,388	52.69%	75.00%	4,550	70.76%	(1,880)
208-754-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	15,890	16,400	11,863	72.34%	75.00%	16,200	98.78%	(200)
208-754-718.000	BENEFIT/RETIREMENT	33,858	42,900	30,112	70.19%	75.00%	42,900	100.00%	-
208-754-719.000	BENEFIT/DENTAL	956	460	610	132.61%	75.00%	810	176.09%	350
208-754-724.000	BENEFITS	6,262	7,390	5,526	74.78%	75.00%	7,390	100.00%	-
208-754-744.000	UNIFORM/PURCHASE	146	250		0.00%	75.00%		0.00%	(250)
208-754-776.000	SUPPLIES/BLDG.GROUNDS	12,015	13,500	10,313	76.39%	75.00%	13,500	100.00%	-
208-754-802.000	PROFESSIONAL SERV	7,766	9,300	4,641	49.90%	75.00%	9,300	100.00%	-
208-754-956.000	MISCELLANEOUS		250		0.00%	75.00%		0.00%	-
Totals for dept 754 - PARKS		138,097	160,890	107,993	67.12%	75.00%	151,850	94.38%	(9,040)
Dept 756 - POOL									
208-756-702.000	SALARIES	24,659	27,250	16,643	61.08%	75.00%	25,000	91.74%	(2,250)
208-756-709.000	WAGES/PART TIME,SEASONAL	108,009	60,420	883	1.46%	75.00%	60,000	99.30%	(420)
208-756-715.000	BENEFIT/SOCIAL SECURITY	11,467	7,120	1,402	19.69%	75.00%	5,900	82.87%	(1,220)
208-756-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	10,917	11,400	8,029	70.43%	75.00%	11,400	100.00%	-
208-756-718.000	BENEFIT/RETIREMENT	4,776	2,880	2,502	86.88%	75.00%	2,880	100.00%	-
208-756-719.000	BENEFIT/DENTAL	721	810	582	71.85%	75.00%	810	100.00%	-
208-756-724.000	BENEFITS	5,217	5,740	3,965	69.08%	75.00%	5,740	100.00%	-
208-756-727.000	SUPPLIES/OFFICE		1,250		0.00%	75.00%		40.00%	(750)
208-756-744.000	UNIFORM/PURCHASE	511	700		0.00%	75.00%	500	71.43%	-
208-756-756.000	SUPPLIES/OPERATING	11,033	10,500	2,893	27.55%	75.00%	1,500	14.29%	800
208-756-756.001	CAFE SUPPLIES	6,168	4,500		0.00%	75.00%	10,500	214.29%	-
208-756-802.000	PROFESSIONAL SERV	466	2,500	2,928	117.12%	75.00%	3,500	100.00%	(4,500)
208-756-920.000	UTILITIES	51,534	42,000	25,277	60.18%	75.00%	50,000	140.00%	1,000
208-756-931.000	MAINTENANCE/BUILDING	5,690	14,000	8,711	62.22%	75.00%	14,000	119.05%	8,000
208-756-956.000	MISCELLANEOUS	0	500		0.00%	75.00%		0.00%	-
Totals for dept 756 - POOL		241,168	191,570	73,815	38.53%	75.00%	191,730	100.08%	160
APPROPRIATIONS - FUND 208		1,890,978	1,523,600	936,447	61.46%	75.00%	1,448,210	95.05%	(75,390)



BUDGET REPORT FOR CITY OF HUNTINGTON WOODS  
Calculations as of 3/31/2021

SANITATION FUND

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 3/31/21	2020-21 PERCENT OF BUDGET 3/31/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
Dept 000									
515-000-403.000	TAX COLL/CURRENT	585,339	599,760	597,417	100%	75.00%	600,570	100.14%	810
515-000-573.000	SSR/ LCSA PPT REIMBURSEMENT	646	450	404	0%	75.00%	600	100.00%	150
515-000-664.000	INVESTMENT INCOME	9,666	4,000	981	25%	75.00%	2,000	50.00%	(2,000)
515-000-695.000	UNCLASSIFIED	6,347	8,000	6,967	87%	75.00%	9,000	112.50%	1,000
515-000-699.395	FUND BALANCE APPROPRIATION				0%	75.00%		0.00%	-
NET OF REVENUES/APPROPRIATIONS - 000 -		601,998	612,210	605,769	99%	75.00%	612,170	99.99%	(40)
Dept 500 - SANITATION									
515-500-702.000	SALARIES	10,695	16,140	10,624	65.82%	75.00%	14,500	89.84%	(1,640)
515-500-706.000	WAGES/HOURLY	34,498	42,950	31,476	73.29%	75.00%	42,950	100.00%	-
515-500-715.000	BENEFIT/SOCIAL SECURITY	3,489	4,520	3,395	75.11%	75.00%	4,500	99.56%	(20)
515-500-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	11,868	14,650	11,233	76.68%	75.00%	14,650	100.00%	-
515-500-718.000	BENEFIT/RETIREMENT	14,125	15,930	12,642	79.36%	75.00%	15,930	100.00%	-
515-500-719.000	BENEFIT/DENTAL	774	1,150	795	69.13%	75.00%	1,100	95.65%	(50)
515-500-724.000	BENEFITS	4,753	6,600	5,198	78.76%	75.00%	6,600	100.00%	-
515-500-751.000	SUPPLIES/GAS OIL	3,571	4,400	2,206	50.14%	75.00%	4,400	100.00%	-
515-500-756.000	SUPPLIES/OPERATING	6,578	5,500	3,003	54.60%	75.00%	5,500	100.00%	-
515-500-802.000	PROFESSIONAL SERV	417,245	437,400	309,208	70.69%	75.00%	432,000	98.77%	(5,400)
515-500-853.000	COMMUNICATIONS/TELEPHONE	687	910	419	46.04%	75.00%	650	71.43%	(260)
515-500-860.000	CONFERENCES & WORKSHOPS		300		0.00%	75.00%	300	100.00%	-
515-500-860.001	MEMBERSHIPS & DUES	200	200	200	100.00%	75.00%	200	100.00%	-
515-500-880.000	PROMOTION/COMMUNITY	968	2,400	3,780	157.50%	75.00%	3,800	158.33%	1,400
515-500-920.000	UTILITIES	1,395	1,850	1,116	60.32%	75.00%	1,500	81.08%	(350)
515-500-931.000	MAINTENANCE/BUILDING	1,426	4,500	639	14.20%	75.00%	1,500	33.33%	(3,000)
515-500-934.000	MAINTENANCE/OFFICE EQUIP	1,670	2,110	1,137	53.89%	75.00%	2,110	100.00%	-
515-500-940.000	RENTAL/EQUIPMENT	50,000	50,000	51,799	103.60%	75.00%	60,000	120.00%	10,000
515-500-956.000	MISCELLANEOUS	100	700		0.00%	75.00%		0.00%	(700)
NET OF REVENUES/APPROPRIATIONS - 500 - SANITATION		564,042	612,210	448,870	73.32%	75.00%	612,190	100.00%	(20)

**APPROPRIATION/MILLAGE RATE RESOLU****AGENDA #1**

BE IT RESOLVED that this resolution shall be the General Appropriation for the fiscal year July 1, 2021 through June 30, 2022, the Act to make appropriations and to provide for the disposition of all income received by the City of Huntington Woods.

BE IT FURTHER RESOLVED that the budgeted revenue including re-appropriation of fund balances for the fiscal year is as follows:

**GENERAL FUND REVENUES**

Property Taxes	\$6,730,340.
Licenses and Permits	438,570.
State and Federal Revenue	689,660.
User Fees and Miscellaneous	508,820.
Fund Balance Appropriation	---

<b>General Fund Revenues</b>	<b><u>\$8,367,390.</u></b>
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**OTHER FUNDS**

Major Street	\$581,700.
Local Street	361,700.
Recreation	2,064,510.
Debt - GWK Drain Bond	262,830.
Debt - 11 Mile Road Bond	135,230.
Debt - 2010 Road REZEB Bond	394,000.
Debt - 2012 Road Bond	284,290.
Debt - 2014 Road Bond	216,500.
Debt - 2017 Road Bond	343,100.
Debt- 2019 Sewer Bond	533,430.
Debt- 2020 Road & Sewer Bond	765,390.
Capital Facilities	411,320.
Sanitation	625,880.
Water	3,412,430.
Equipment	671,550.
Post Retirement	803,170.
Construction 2019 Road & Sewer	2,800,000.
Construction 2020 Road & Sewer	3,858,400.
Road Maintenance Fund	742,500.

BE IT FURTHER RESOLVED that the budgeted expenditures for the fiscal year beginning July 1, 2021, and ending June 30, 2022, are hereby appropriated on a departmental, activity, and fund total basis as follows:

**GENERAL FUND EXPENDITURES**

Commission	\$13,010.
Administration	1,322,250.
Public Safety	2,783,570.
Public Services	409,250.
Library	608,930.
General Liability	195,240.
Transfers	3,035,140.

<b>General Fund Expenditures</b>	<b><u>\$8,367,390.</u></b>
----------------------------------	----------------------------

**Major Street Expenditures**

Routine Maintenance	\$270,690.
Traffic Services	35,110.
Snow Removal	72,090.
Administration & Engineering	11,560.
Transfers Out	174,010.

**Major Street Expenditures** **\$563,460.**

**Local Street Expenditures**

Routine Maintenance	\$253,610.
Traffic Services	23,490.
Snow Removal	75,120.
Administration & Engineering	9,480.

**Local Street Expenditures** **\$361,700.**

**Recreation Fund Expenditures**

City Bus	\$45,380.
Administration	781,040.
Programs	726,940.
Parks	197,090.
Swimming Pool	314,060.

**Recreation Fund Expenditures** **\$2,064,510**

**OTHER FUNDS**

Debt - GWK Drain Bond	\$262,830.
Debt - 11 Mile Road Bond	135,230.
Debt - 2010 Road REZEB Bond	394,000.
Debt - 2012 Road Bond	284,290.
Debt - 2014 Road Bond	216,500.
Debt - 2017 Road Bond	343,100.
Debt- 2019 Sewer Bond	533,430.
Debt- 2020 Road & Sewer Bond	765,390.
Capital Facilities	411,320.
Sanitation	625,880.
Water	3,412,320.
Equipment	671,550.
Post Retirement	803,170.
Construction Road	2,800,000.
Construction Sewer	3,858,400.
Road Maintenance Fund	742,500.

BE IT FURTHER RESOLVED that the administration continue to follow the revised Charter and amended ordinances with regard to the budget preparation, implementation, and purchasing requirements, including emergency purchases, and that all necessary adjustments in user fees for all funds be implemented as indicted in the final budget document, and

BE IT FURTHER RESOLVED that the City Commission in adopting the budget for the Water Fund sets the rate for metered water consumption at \$13.25 per 100.25/cu ft., the debt repayment fee for repayment of sewer bonds be set at \$1.92 per 100.25/cu ft., and a ready to serve fee of \$68.00 per year/per household, and that such rates will be in effect on the first billing period after July 1, 2021, and

BE IT FURTHER RESOLVED that the City Commission hereby authorizes the use of a Budget Stabilization Fund as per 1978 P.A. 30, 141.44 - 141.445 compiled laws of 1979. for the sole purpose of setting aside funds to be used for budget stabilization as per the Act.

BE IT FURTHER RESOLVED that the City Commission in adopting the budget for the General Fund sets the rate for the redistribution of PEG (Public, Education, and Government) fees at 0% of the base 1% PEG revenue received by the City of Huntington Woods from Franchise agreements through its Cable Television providers.

BE IT FURTHER RESOLVED that the City Manager and/or Finance Officer be authorized to create new appropriation centers or activities through the budget, as necessary, and disclose same to the Commission through monthly budget reports. And further, that the City Manager and/or Finance Officer be authorized to make necessary changes between funds, activities, accounts and reserves as required by law and authorized by adoption of the budget documents and this appropriation resolution. Any adjustments will not change the appropriated fund total for expenses as approved in this resolution and will be disclosed to the Commission through monthly budget reports, and

BE IT FURTHER RESOLVED that by approving the Appropriations Resolution the Commission authorizes the expenditures provided for in the Budget, in keeping with proper procurement procedures as outlined in the Charter and Purchasing Ordinance, and

BE IT FURTHER RESOLVED that all transfers from the contingent account be made upon further action by the Huntington Woods City Commission. Extraordinary expenses not foreseen in this budget will be disclosed to the Commission in keeping with the Charter and State Laws, and

BE IT FURTHER RESOLVED that the City approve a five-year capital planning budget as presented in the budget document and that the five year capital needs assessment combined with the CIP Capital Planning Budget be made available to the City Planning Commission as per State of Michigan P.A. 33 of March 2008, and

BE IT FURTHER RESOLVED that the 2021-2022 budget shall be automatically amended on July 1, 2021, to re-appropriate encumbrances outstanding and reserved at June 30, 2021.

BE IT FURTHER RESOLVED that the following Millage Rates be levied as approved by the Commission for the fiscal year July 1, 2021 through June 30, 2022 and,

G.F. Operating (including over-ride)	16.6203
1998 Override (recreation facilities)	0.1869
Sanitation	1.5236
Act 345 Public Safety Pension	<u>1.9999</u>
Total Operating Millage	<u>20.3307</u>

BE IT FURTHER RESOLVED that the following millage rate be levied for the purposes of debt retirement, as approved by the City Commission, and that the total millage rate for operation and debt retirement be 24.9328 dollars per thousand dollars of taxable value.

GWK Drain Debt	0.3560
2010 UTGO Road Debt	0.8762
2012 UTGO Road Debt	0.6990
2014 UTGO Road Debt	0.5058
2017 UTGO Road Debt	0.8451
2019 UTGO Sewer Debt	1.3200
Total Debt	<u>4.6021</u>
Total Levy	<u>24.9328</u>

NOW THEREFORE BE IT RESOLVED that the passage of this annual appropriation and millage rate resolution is authorized for the expenditures cited hereby within the budget documentation incorporated herein.

## AGENDA #2

### TAX ADMINISTRATION FEE RESOLUTION

WHEREAS, The City Treasurer of the City of Huntington Woods collects property taxes levied by the City and by the following units of government and public authorities:

Berkley School District	Oakland Intermediate Schools	Art Institute
Royal Oak School District	State of Michigan	
Oakland Community College	Zoological Society	
Oakland County	Transportation Authority	

WHEREAS, Act 503 of the Public Acts of 1982, as amended, provides that with respect to property taxes voluntarily paid before February 15th of the succeeding year, the local tax collecting unit may authorize the Treasurer to add a 1% property tax administration fee for the purpose of offsetting costs incurred by the collecting unit in assessing property values, collecting the property tax levies, and in the review and appeal process; and

WHEREAS, Act 133 of the Public Acts of 1982, as amended, provides that on tax levies that become liens in 1983 or any year thereafter, the Treasurer actually performing the collection of a summer property tax levy of a school district or intermediate school district to collect and retain similar fees and charges on taxes paid before March 1st of the succeeding year; and

WHEREAS, Act 503 of the Public Acts of 1982, as amended, provides that on tax levies that become liens in 1983 or any year thereafter, the Local Treasurer shall not impose a property tax administration fee or late penalty charge authorized by law or charter unless the governing body of the local property tax collecting unit approves, by resolution or ordinance, an authorization for the imposition of such fees and charges, which authorization shall be valid for all levies that become liens after the resolution or ordinance is adopted.

#### NOW THEREFORE, BE IT RESOLVED THAT:

1. The City Treasurer is hereby authorized to add to and collect a property tax administration fee in the amount of 1% on property taxes collected by the City of Huntington Woods for taxing units other than the City of Huntington Woods which become a lien on July 1st, and December 1st which are voluntarily paid before February 15th of the succeeding year.
2. The City Treasurer is hereby authorized to add to and collect a property tax administration fee in the amount of 1% together with a late penalty charge in the amount of 3%, on all taxes collected by the Treasurer which become a lien on December 1st of any year and are paid after February 14th and before March 1st of the succeeding year. Property taxes which become a lien on July 1st of any year and are paid after August 10th of the same year, will be assessed a 1% penalty per month unless one half of such taxes are paid on or before August 10th of the same year and the remaining one-half are paid on or before October 31st of the same year. If the remaining one-half of such taxes are not paid on or before October 31st, then such taxes will be subject to a 1% penalty per month from August 10th preceding, not to exceed the maximum fee and penalty charge of 7%.
3. The property tax administration fee and late penalty charge authorized by this resolution is effective on all levies that become liens in 1983 or any year thereafter, and shall remain in effect until amended or repealed by the Commission of the City of Huntington Woods.
4. All resolutions or parts of resolutions which are inconsistent with this resolution be, and the same are, hereby repealed.

## AGENDA #3

27555 Executive Drive, Suite 250  
Farmington Hills, Michigan 48331  
P 248.489.4100 | F 248.489.1726  
rsjalaw.com



ROSATI | SCHULTZ  
JOPPICH | AMTSBUECHLER

May 7, 2021

**CONFIDENTIAL COMMUNICATION  
SUBJECT TO ATTORNEY-CLIENT PRIVILEGE**

Amy Sullivan, City Manager  
City of Huntington Woods  
26815 Scotia Road  
Huntington Woods, MI 48070

Re: PA 253 of 2020 – Poverty Exemptions

Dear Ms. Sullivan:

Recently, the legislature amended MCL 211.7u in regard to the requirements for a poverty exemption from property taxes to be granted by the board of review for qualified persons claiming the exemption. As a result, my office reviewed the City's current poverty guidelines and determined that certain changes were required to comply with the amendments enacted by PA 253 of 2020.

Under MCL 211.7u, a governing body of a local assessing unit is required to determine and make available to the public the policy and guidelines used by the Board of Review in granting reductions in property assessments due to limited income and assets, referred to as "poverty exemptions."

PA 253 of 2020 removed the ability of a local assessing unit to include an asset test as a part of its considerations, and also required the use of State prescribed forms. The State Tax Commission has put forth its form 5737 for use. Earlier this week we provided to the City a proposed policy and form 5737. Please note that 5737 is the STC form which prescribes what the City can ask for, which is why the entirety of the list of documents is not repeated within the resolution itself.

This new policy is a marked change from the City's prior policy. Here are a few things to keep in mind:

1. This new policy differs from the OCED template policy on several fronts. We have gone back and forth with OCED several times on this, and David Hieber (OCED Director) and I have spoken about this. The attached resolution is sufficient to meet the terms of the new statute.
2. This City had previously engaged in an asset test which is no longer permitted under the current law and is not present in the new policy.

Amy Sullivan, City Manager  
May 7, 2021  
Page 2

3. Since Form 5737 can change (including the form number) based upon the wishes of the STC, neither the form number nor the list of required information is specifically referenced in the policy except to state "on a form prescribed by the State Tax Commission".
4. The new policy requires three years of residency, which the City may choose to not require. Please let us know if you want this taken out.
5. The new policy allows the City to choose either a 25%, 50% or 100% exemption with the idea that the amount of the exemption will not be less than 3.5% of the total household income. The language states "endeavor to ensure" to allow some room for close calls or unusual circumstances.

As always, please contact me if you have any questions.

Very truly yours,

ROSATI SCHULTZ JOPPICH  
& AMTSBUECHLER PC

*/s/ Stephanie S. Morita*

Stephanie Simon Morita

SSM/dah  
cc: Matthew J. Zalewski, RSJA

**STATE OF MICHIGAN**  
**COUNTY OF OAKLAND**  
**CITY OF HUNTINGTON WOODS**  
**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE HUNTINGTON WOODS CITY COUNCIL ADOPTING A  
POLICY RELATIVE TO THE REVIEW AND GRANTING OF POVERTY  
EXEMPTIONS BY THE CITY OF HUNTINGTON WOODS BOARD OF REVIEW.**

At the meeting of the City Commission of the City of Huntington Woods, Oakland County, Michigan, held on the \_\_\_\_ day of \_\_\_\_\_, 2021, at the City Hall, 26815 Scotia, Huntington Woods, Michigan 48070.

The following resolution was offered by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_:

**WHEREAS**, pursuant to Public Act 206 of 1893, as amended, specifically MCL 211.7u, the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption from taxation; and,

**WHEREAS**, P.A. 390 of 1994, which amended Section 7u of Act No. 206 of the Public Acts of 1893, as amended by Act No. 313 of the Public Acts of 1993, being sections 211.7u of the Michigan Compiled Laws, requires that the governing body of the local assessing unit determine and make available to the public the policy and guidelines used by the Board of Review in granting reductions in property assessments due to limited income and assets, referred to as "poverty exemptions."

**WHEREAS**, Public Act 253 of 2020, amends MCL 211.7u, regarding the requirements for exemption from property taxes to be granted by the board of review for qualified persons claiming the exemption; and,

**THEREFORE, BE IT RESOLVED** that to be eligible for a poverty exemption in the City of Huntington Woods,

An applicant must own and occupy as a principal residence the property for which the exemption is requested, have an ownership interest in the property for which the exemption is requested and must have physically occupied that property as the applicant's principal residence for at least three (3) years prior to the date of the application. An applicant who is receiving medical care outside the primary residence for an extended period of time can be granted an exemption as long as there is the intent and possibility that the applicant will return to the subject residence.



The subject property must be classified as an "improved single family residential" or "residential condominium" property with a valid Homeowner's Principal Residence Exemption (PRE) currently in effect.

The applicant or applicants must complete and timely file an application requesting a poverty exemption on a form prescribed by the State Tax Commission. The application with all supporting and required documentation must be filed after January 1 but not later than the day prior to the last day of the Board of Review.

The applicant must include with the application a copy of all of the previous year's income tax returns that the applicant was required to file (Federal Income Tax Return, Michigan Income Tax Return and the Michigan Property Tax Credit Form, etc.) Copies of the previous year's income tax returns must be supplied for all persons living in the subject residence. All new applicants and other applicants, when requested by the Board, must provide copies of all income tax filings for the three previous years.

The applicant must supply a copy of a current driver's license or other form of identification.

**BE IT FURTHER RESOLVED** that the applicant's total household income cannot exceed the most current Federal Poverty Guidelines from the prior tax year poverty income figure, as reported by household size, in the "Federal Poverty Guidelines" updated annually in the Federal Register by the U.S. Department of Health and Human Services as established by the State Tax Commission-to be updated annually.

**BE IT FURTHER RESOLVED** that an ownership interest in any real estate other than the applicant's principal residence automatically disqualifies the applicant from consideration for a hardship exemption under normal circumstances.

**BE IT FURTHER RESOLVED** that a poverty exemption is granted for one year only and must be applied for and reviewed annually based on the applicant's current situation.

**BE IT FURTHER RESOLVED** that the applicant(s) and all those living in the applicant's household who are submitting tax returns and related financial documents must sign a Waiver of Confidentiality prior to the Board discussing the request for a poverty exemption in which the applicant(s) and others consent to the examination and discussion of the applicant's application and all supporting documentation by the Board of Review members in a public meeting format.

**BE IT FURTHER RESOLVED** that meeting income level guidelines does not guarantee 100% exemption. At their discretion, the Board may grant a 100%, 50% or 25% reduction in taxable value for the tax year in which the exemption is granted and will endeavor to ensure that taxable value reduction will not

result in property taxes which are less than 3 ½% of the applicant's total household income.

**BE IT FURTHER RESOLVED** that to conform with the provisions of P.A. 390 of 1994, this resolution is hereby given immediate effect and will stay in effect for subsequent years until amended or voided.

ROLL CALL

Ayes:

Nays:

Absent:

## Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

**To be considered complete, this application must:** 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

<b>PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.</b>					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents		
Property Address of Principal Residence		City	State	ZIP Code	
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit			
<b>PART 2: REAL ESTATE INFORMATION</b>					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number		Name of Mortgage Company			
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence			
Property Description					
<b>PART 3: ADDITIONAL PROPERTY INFORMATION</b>					
List information related to any other property owned by you or any member residing in the household.					
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	
2	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	

Continue on Page 2

**PART 4: EMPLOYMENT INFORMATION — List your current employment information.**

Name of Employer

Address of Employer

City

State

ZIP Code

Contact Person

Employer Telephone Number

**PART 5: INCOME SOURCES**

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

**PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION**

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

**PART 7: LIFE INSURANCE — List all policies held by all household members.**

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

**PART 8: MOTOR VEHICLE INFORMATION**

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

Continue on Page 3

**PART 9: HOUSEHOLD OCCUPANTS** — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

**PART 10: PERSONAL DEBT** — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

**PART 11: MONTHLY EXPENSE INFORMATION**

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

Continue and sign on Page 4

**NOTICE:** Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

#### **PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT**

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

☐ The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

#### **PART 12: CERTIFICATION**

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date

**This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.**

**Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.**

Michigan Tax Tribunal  
PO Box 30232  
Lansing MI 48909

Phone: 517-335-9760  
E-mail: [taxtrib@michigan.gov](mailto:taxtrib@michigan.gov)

**CITY OF HUNTINGTON WOODS  
OAKLAND COUNTY, MICHIGAN****RESOLUTION #**

Moved by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_  
that the City Treasurer be authorized to transfer the City's Delinquent Water Bills for the following  
accounts, to the 2021 Summer Tax Roll of The City of Huntington Woods, in accordance with  
Chapter 19, Section 2.87 of the City Code.

**DELINQUENT WATER TRANSFER TO TAX ROLL 2021**

<b>PARCEL ID</b>	<b>ACCOUNT NUMBER</b>	<b>AMOUNT DUE</b>	<b>with addtl 4% interest</b>
25-20-101-004	3007800	\$1,441.49	\$1,499.15
25-20-103-012	3008600	\$303.26	\$315.39
25-20-104-017	3009050	\$478.57	\$497.71
25-20-104-018	3009060	\$203.86	\$212.01
25-20-104-020	3009080	\$28.93	\$30.09
25-20-105-019	3007940	\$916.50	\$953.16
25-20-108-008	3008810	\$1,379.91	\$1,435.11
25-20-127-008	3007120	\$1,933.42	\$2,010.76
25-20-130-002	3006170	\$1,584.62	\$1,648.00
25-20-152-007	4009700	\$1,817.66	\$1,890.37
25-20-156-014	4009540	\$361.83	\$376.30
25-20-157-013	4009900	\$1,046.70	\$1,088.57
25-20-158-004	4010010	\$299.11	\$311.07
25-20-159-001	4010410	\$789.82	\$821.41
25-20-159-016	4010450	\$2,358.34	\$2,452.67
25-20-176-005	3007290	\$1,328.72	\$1,381.87
25-20-177-007	3007390	\$388.92	\$404.48
25-20-181-005	3006780	\$1,320.69	\$1,373.52
25-20-181-011	3006850	\$349.77	\$363.76
25-20-202-021	6017250	\$851.72	\$885.79
25-20-203-006	6018070	\$411.43	\$427.89
25-20-205-010	6016020	\$767.03	\$797.71
25-20-205-028	6016570	\$751.29	\$781.34
25-20-206-030	6017480	\$25.00	\$26.00
25-20-207-004	6017940	\$770.78	\$801.61
25-20-207-025	6018390	\$1,123.41	\$1,168.35
25-20-228-005	6017790	\$2,370.76	\$2,465.59
25-20-228-013	6017710	\$1,265.26	\$1,315.87
25-20-228-015	6017690	\$1,192.98	\$1,240.70
25-20-251-013	7019850	\$1,084.77	\$1,128.16
25-20-251-022	7020030	\$71.40	\$74.26
25-20-252-009	7020810	\$703.44	\$731.58
25-20-254-003	8022700	\$492.57	\$512.27
25-20-277-026	7021300	\$1,294.28	\$1,346.05
25-20-278-015	8022140	\$143.07	\$148.79
25-20-303-002	5014010	\$162.76	\$169.27
25-20-305-013	5013550	\$513.78	\$534.33
25-20-308-011	4012930	\$750.65	\$780.68
25-20-308-017	4012990	\$13.33	\$13.86
25-20-328-016	5015770	\$1,278.44	\$1,329.58

25-20-332-014	5015400	\$1,709.25	\$1,777.62
25-20-353-026	4012080	\$298.67	\$310.62
25-20-355-003	4011980	\$148.89	\$154.85
25-20-376-005	4011780	\$583.75	\$607.10
25-20-376-012	4011610	\$1,241.55	\$1,291.21
25-20-376-016	4011650	\$1,452.54	\$1,510.64
25-20-376-021	4011740	\$392.34	\$408.03
25-20-376-023	4011720	\$1,116.77	\$1,161.44
25-20-378-002	5015310	\$1,468.69	\$1,527.44
25-20-379-003	5014920	\$2,022.94	\$2,103.86
25-20-379-017	5014720	\$918.13	\$954.86
25-20-403-023	8024480	\$394.59	\$410.37
25-20-427-019	8024740	\$17.85	\$18.56
25-21-102-017	2005070	\$730.30	\$759.51
25-21-105-010	2005880	\$1,965.49	\$2,044.11
25-21-106-008	2005190	\$507.09	\$527.37
25-21-152-014	2005300	\$454.88	\$473.08
25-21-181-009	1001300	\$1,816.14	\$1,888.79
25-21-326-016	2003050	\$533.03	\$554.35
25-21-327-002	2002950	\$517.77	\$538.48
25-21-332-010	1002070	\$1,412.89	\$1,469.41

\$54,073.82	\$56,236.77
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## AGENDA #5

### City of Huntington Woods Resolution No. \_\_\_\_

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR ROAD RECONSTRUCTION FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM FOR 2021.

Minutes of a regular meeting of the Huntington Woods City Commission, Oakland County, Michigan held remotely on May 11, 2021 at 7:30 p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_.

WHEREAS, the City of Huntington Woods is applying for \$250,000 in funding through MDOT from the Transportation Economic Development Category B Program to reconstruct portions of Borgman Avenue from Meadowcrest to Scotia and Lincoln Avenue from Scotia to Salem.

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

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Amy Sullivan, City Manager, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program Funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least \$254,000 toward the construction costs of the project and all costs for design, permit fees, administration costs and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning, operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B funding.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

**CERTIFICATION**

The foregoing resolution was certified at a regular meeting of the Huntington Woods City Commission on May 11, 2021.

Heidi Barckholtz  
City Clerk



## Manager's M

## AGENDA #6

To: Mayor and City Commission

From: Amy Sullivan, City Manager

Date: April 7, 2021

Subject: Commission Rules of Procedures

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After the City Commission adopted the revised Rules of Procedures in March to reflect recent changes in the Open Meetings Act, we noticed a discrepancy with the virtual notice information that is provided to residents before each meeting.

A revised Rules of Procedures policy is attached to clear up that discrepancy. The appropriate action is to adopt the attached policy so the information on how to participate in remote meetings is consistent.

## **CITY OF HUNTINGTON WOODS**

### **ADDENDUM TO COMMISSION RULES OF PROCEDURE**

#### **TEMPORARY OPEN MEETINGS ACT PROCEDURES**

This Addendum is effective from March 17, 2020, until repealed or amended by the City Commission.

#### **PURPOSE**

This Addendum is intended to satisfy the City Commission's obligation to have rules of procedure in place to permit remote or electronic meetings by public bodies during the period of time that the City has a Resolution in place declaring a Local State of Emergency.

#### **A. Regular, Special, Joint and Executive Meetings**

##### **1. Regular Meetings**

In the event of a natural or man-made *force majeure* the Mayor (or Mayor Pro Tem in the absence of the Mayor), after consultation with the City Manager, may cancel or postpone a scheduled regular meeting.

The City Commission may meet and conduct any of its meetings, in whole or in part, by electronic means using telephonic conferencing or video conferencing technology without regard to physical place and physical presence requirements in accordance with Section 3a of the Open Meetings Act, MCL 15.263a until December 31, 2020.

Beginning January 1, 2021 through December 31, 2021, City Commission meetings may be held in whole or in part by electronic means using telephonic conferencing or video conferencing technology only when a declared statewide or local state of emergency or state of disaster exists and the personal health or safety of members of the public or public body would be at risk if the meeting were held in person. In addition, any City Commission member who is absent because of active military duty or because of a medical condition shall be permitted to participate in any meeting using telephonic conferencing or video conferencing technology. The term "medical condition" means an illness, injury, disability, or other health-related condition, including the quarantine or isolation of a City Commission member to minimize the spread of a contagious disease.

Beginning January 1, 2022, members of the City Commission may participate by electronic means in City Commission meetings only to accommodate their absence due to active military duty.

##### **1.1 Electronic Meetings**

An electronically-held meeting of the City Commission will be conducted in a manner that permits two-way communication so that members of the

Commission can hear and be heard by one another, and so that public participants can hear members of the City Commission and be heard by both the Commission and other public participants during the audience comment period.

As permitted by the OMA, a physical place is not required for an electronically-held meeting. Members of the City Commission and members of the public participating electronically in a meeting that occurs in a physical place (e.g., Commission chambers) are considered present and in attendance at the meeting for all purposes. For a meeting at which City Commission members are physically absent due to military duty or a medical condition and are being accommodated by remote participation, all other City Commission members must be physically present at the meeting to be able to participate.

In addition to any other notice required by the OMA, advance notice of an electronically-held meeting shall be posted on a portion of the City's website that is fully accessible to the public. The public notice must be included on either the City's home page or a separate webpage dedicated to public notices for non-regularly scheduled or electronically-held public meetings that is accessible through a prominent and conspicuous link on the City's website home page and that clearly describes its purpose for public notification of non-regularly scheduled or electronically-held public meetings.

Any scheduled meeting of the City Commission may be held as an electronic meeting as permitted by the OMA if a notice consistent with this rule is posted at least 18 hours before the meeting begins. Any notice of the meeting of the City Commission held electronically must clearly contain all of the following:

- (a) Why the City Commission is meeting electronically;
- (b) How members of the public may participate in the meeting electronically (if a telephone number, internet address or both are required to participate, that information must be provided in the notice);
- (c) How members of the public may contact members of the City Commission to provide input or ask questions on any business that will come before the Commission at the meeting; and
- (d) How persons with disabilities may participate in the meeting.

If an agenda exists for an electronically-held meeting of the City Commission, the City shall, on a portion of its website that is fully accessible to the public, make the agenda of the meeting available to the public at least two (2) hours before the meeting begins. This publication of the meeting agenda does not prohibit subsequent amendment of the agenda at the meeting.

## **1.2 Commission Member Attendance by Phone/Video.**

A member of the City Commission who anticipates his or her absence from a Commission meeting due to the circumstances set forth in the OMA and these rules may request accommodation of such absence to permit OMA remote participation in and voting on Commission business by two-way telephonic or video conferencing communication. A City Commission member who desires to attend a meeting by telephonic or video conferencing shall inform the City Manager, or the designee of the City Manager, at least 24 hours before the meeting so as to permit any necessary technology to be put in place to accommodate participation of the absent member.

City Commission members attending a meeting by telephonic or video conferencing may fully participate in the meeting, including voting and attendance in any closed session of the City Commission. A Commission member participating by telephonic or video conferencing is not permitted to chair the meeting unless all Commission members are participating by telephonic or video conferencing.

Any member of the City Commission attending a meeting remotely must publicly announce at the outset of the meeting (which shall be included in meeting minutes) that the member is in fact attending the meeting remotely. If the member is attending the meeting remotely for a purpose other than for military duty, the member's announcement must identify the member's physical location by stating the city, township, village, or county and the state from which he or she is attending the meeting remotely.

**2. Special Meetings**

The rules for electronic meetings and/or remote attendance at regular meetings apply to special meetings. Members of the general public otherwise participating in an electronically-held meeting of the City Commission are excluded from participation in a closed session of the City Commission that is held electronically provided that the closed session is convened and held in compliance with the requirements of the Open Meetings Act applicable to closed sessions.

**3. Joint Meetings**

The rules for electronic meetings and/or remote attendance at regular meetings apply to special meetings.

**4. Executive Session**

The rules for electronic meetings and/or remote attendance at regular meetings apply to special meetings.

**B. Conduct of Meeting**

**1. Agenda Preparation**

The order of business for all meetings of the City Commission conducted electronically and held until December 31, 2020, and beginning January 1, 2021 through December 31, 2021 for the City Commission meetings held in whole or in part by electronic means using telephonic conferencing or video conferencing technology when a declared statewide or local state of emergency or state of disaster exists, may be altered as determined to be appropriate by the Mayor at the time the agenda is set.

**C. Discussion and Voting**

**1. Roll Call**

For any meeting held electronically, or where any member is participating by telephone conferencing or video conferencing, all votes taken (except for a vote to adjourn) shall be roll call votes.

**D. Citizen Participation**

**1. General**

During City Commission meetings conducted electronically, members of the public attending the meeting, once recognized by the chair, shall identify themselves for the record and indicate whether they are a City resident. Comments by the public will be limited in the same manner as provided for audience comment for non-electronic meetings to three minutes for each speaker unless the time is extended by the chair or by vote of the Commission. Comments by the public during meetings held electronically will be limited to the Audience Comment portion of the meeting.

**APPLICABILITY TO ALL OTHER PUBLIC BODIES OF THE CITY SUBJECT TO THE OMA**

These rules shall also apply to meetings of public bodies of the City conducted under the OMA by all City boards, commissions, and committees subject to the OMA.



## Manager's Me

## AGENDA #7

To: Mayor and City Commission

From: Amy Sullivan, City Manager

Date: April 29, 2021

Subject: Recognized Community Group Criteria

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With the COVID pandemic, we have seen an increase in organizations that wish to use City parks for outdoor functions and events. The City's park reservation policy restricts reservations to residents for private events and to Recognized Community Groups. Recognized Community Groups are organizations that offer social and educational events to residents like the Women's League and Men's Club.

However, we recognize that some outside organizations also offer social and educational events to a large percentage of city residents such as The Shul - Chabad Lubavitch in West Bloomfield and Congregation Shaarey Zedek in Southfield but do not meet the criteria for a Recognized Community Group. In order to accommodate these organizations, I suggest revising the criteria for a Recognized Community Group so outside organizations can reserve parks if they are promoted only to Huntington Woods residents.

A redlined Recognized Community Group policy is attached for your consideration.



CITY OF HUNTINGTON WOODS  
ORGANIZATIONS RECOGNITION CRITERIA

A. Recognized Community Organizations

The City Commission has, in the past, recognized certain community organizations as being of long standing and having for many years made substantial contributions to the community or, in some cases, organizations sponsored by the City.

B. Requirements for Designation of Additional Groups as Recognized Community Organizations:

The City Commission shall designate additional groups as recognized community organizations if they meet the following criteria:

1. The group must have a ~~written membership policy which includes a provision~~ making membership open to all residents of the City of Huntington Woods who desire to join.
2. The groups must have a minimum membership, ~~as demonstrated by a written roster,~~ of at least 20 members.
3. More than fifty (50%) percent of the membership of the group must be residents of the City of Huntington Woods.
4. The group must be non-profit and eligible for tax exempt status under Section 501c of the Internal Revenue Code.
5. The group must demonstrate that it has been in existence and active for at least one year, during which time it has regularly sponsored and conducted charitable, educational, social or recreational function and other activities beneficial to the Huntington Woods community.
6. Groups that are based outside of the City but sponsor charitable, educational, social or recreational functions for residents that are promoted only to City residents, will be considered a Recognized Community Group for the purposes of park reservations with City approval. Recognized Community Group status will not apply to room rentals if the outside group has a location where indoor events can be held.

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## AGENDA #8

*Mayor Robert F. Paul III*  
*Commissioner Michelle Elder*  
*City Manager Amy Sullivan*

*Mayor Pro-Tem Jules B. Olsman*  
*Commissioner Joe Rozell*  
*Commissioner Jeff Jenks*

**A RESOLUTION OF THE CITY OF HUNTINGTON WOODS  
AUTHORIZING A REQUEST FOR REIMBURSEMENT FOR MONIES SPENT TO COMBAT WEST  
NILE VIRUS**

WHEREAS, the City of Huntington Woods has embarked on a program to combat West Nile Virus; and

WHEREAS, this program will include a concerted effort to educate the public and eliminate areas of standing water throughout the city; and

WHEREAS, the Department of Public Works will identify, eliminate or treat possible culex mosquito breeding areas in the city; and

WHEREAS, the Department of Public Works has identified city catch basins as a potential breeding ground for culex mosquitos, a major carrier of the West Nile Virus, and has embarked on a program to clean and larvicide all city catch basins; and

WHEREAS, the Natular XRT Briquets offer up to 180 days of control are deemed most appropriate for this application and are themselves eco-friendly; and

WHEREAS, the City of Huntington Woods has joined with other cities to purchase these briquettes through an open bidding process; and

WHEREAS, it is our best judgement that these briquettes will cost \$899.80 per case and that we will need two cases this year.

NOW THEREFORE BE IT RESOLVED, that the City of Huntington Woods authorizes the City Manager to request partial reimbursement from Oakland County in the amount of \$820.08 towards the purchase of Natular XRT Briquets.

Yeas:

Nays:

Absent:

I, Heidi Barckholtz, City Clerk for the City of Huntington Woods, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City of Huntington Woods City Commission at a Regular Meeting held on May 11, 2021.

---

Heidi Barckholtz, City Clerk



## **Manager's Me**

To: Mayor and City Commission

From: Amy Sullivan, City Manager

Date: April 16, 2021

Subject: Proposed Voting and Election Laws

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The State legislature is considering a series of bills that impact voting and elections. The Michigan Association of County Clerks reviewed the bills and believe that while some infringe on voter's rights, others can be supported by local clerks.

I think it's important that the City Commission ask our legislators to oppose any bill that infringes on voting rights and makes it more difficult to vote. Also that the bill sponsors be urged to work with county and local election officials to pass meaningful reforms and not impediments to voting.

A resolution for your consideration is below.

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the City Clerk send a letter to Representative Weiss, Senator Moss and the MML urging them to oppose legislation that infringes upon voting rights and makes it more difficult to vote and urge the Michigan legislature to work with county and local election officials to adopt meaningful election reforms and not impediments to voting.

## **AGENDA #10**

### **RESOLUTION TO RECOGNIZE JUNETEENTH AS A CITY HOLIDAY**

WHEREAS, President Abraham Lincoln signed the Emancipation Proclamation in September 1862 declaring “all persons held as slaves within any State or designated part of a State, the people whereof shall then be in rebellion against the United States, shall be then, thenceforward, and forever free”; and

WHEREAS, Union General Gordon Granger was dispatched to Galveston, Texas to announce the surrender of Confederate General Robert E. Lee and on June 19, 1865 declared the freedom of slaves in Texas almost two and one-half years after President Lincoln issued the Emancipation Proclamation; and

WHEREAS, June 19<sup>th</sup> is observed as Juneteenth, also known as Freedom Day, Jubilee Day, Liberation Day and Emancipation Day; and

WHEREAS, Juneteenth symbolizes freedom, celebrates the abolishment of slavery, and reminds all Americans of the significant contributions of African Americans to our society; and

WHEREAS, in 2021 the City of Huntington Woods will recognize Juneteenth as a city-holiday and fly the Juneteenth flag at City Hall from June 18<sup>th</sup> to June 21<sup>st</sup>; and

WHEREAS, the Library will hold a Juneteenth tribute on June 19<sup>th</sup> to celebrate the emancipation of those who had been enslaved through historical trivia, stories, videos and fact finding; and

WHEREAS, the observance of Juneteenth would provide residents and employees of the City an opportunity to reflect on the impact of slavery; and

WHEREAS, the Huntington Woods City Commission recognizes, adopts and proclaims this resolution to underscore the freedom with dignity of every human being.

NOW, THEREFORE BE IT RESOLVED, the City of Huntington Woods designates Juneteenth as an official City holiday and the City Commission urges the residents of Huntington Woods to join in celebrating Juneteenth with appropriate activities and programs.

I Heidi Barckholtz, City Clerk for the City of Huntington Woods, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City of Huntington Woods City Commission at a Regular Meeting held on May 11, 2021.

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Heidi Barckholtz, City Clerk



## Manager's M

**AGENDA #11**

To: Mayor and City Commission

From: Amy Sullivan, City Manager

Date: March 22, 2021

Subject: Senior Advisory Committee By-law Amendment

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The Senior Advisory Committee voted at their March meeting to amend their by-laws to include making recommendations on aging in place in the purpose of the Committee. A red-lined copy of the by-laws is attached. If the City Commission concurs with the change, the appropriate action is to amend the Senior Advisory Committee ordinance.

**CITY OF HUNTINGTON WOODS  
OAKLAND COUNTY, MICHIGAN**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CITY OF HUNTINGTON WOODS CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION, ARTICLE IV, BOARDS AND COMMISSIONS, DIVISION 6, SENIOR ADVISORY COMMITTEE, TO AMEND THE POWERS AND DUTIES OF THE COMMITTEE.**

**THE CITY OF HUNTINGTON WOODS ORDAINS:**

**Section 1 of Ordinance**

Chapter 2 Administration, Article IV, Boards and Commissions, Division 6, Senior Advisory Committee, shall be amended to read as follows:

Sec. 2-522. - Powers and duties.

The senior advisory committee shall have the general duty of considering senior related issues and advising the recreation department and the city commission concerning such issues. Duties of the committee shall specifically include:

- (1) Providing a forum for seniors to present issues of concern to them for consideration by the city.
- (2) Studying the need for and feasibility of senior housing options in the city.
- (3) Making recommendations regarding senior services, including those that enable seniors to age in place.
- (4) Encouraging senior involvement in senior related activities in the city.
- (5) Considering additional related issues based upon changing needs and circumstances.

**Section 2 of Ordinance. Repealer.**

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3 of Ordinance. Severability.**

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**CITY OF HUNTINGTON WOODS  
OAKLAND COUNTY, MICHIGAN**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CITY OF HUNTINGTON WOODS CODE OF ORDINANCES, CHAPTER 2, ADMINISTRATION, ARTICLE IV, BOARDS AND COMMISSIONS, DIVISION 6, SENIOR ADVISORY COMMITTEE, TO AMEND THE POWERS AND DUTIES OF THE COMMITTEE.**

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- (2) Studying the need for and feasibility of senior housing options in the city.
- (3) Making recommendations regarding senior services, including those that enable seniors to age in place.
- (4) Encouraging senior involvement in senior related activities in the city.
- (5) Considering additional related issues based upon changing needs and circumstances.

**Section 2 of Ordinance. Repealer.**

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3 of Ordinance. Severability.**

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**Section 4 of Ordinance. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**Section 5 of Ordinance. Effective Date.**

This Ordinance shall be effective twenty (20) days from the date of adoption and shall be published as required by the Charter of the City of Huntington Woods.

**Section 6 of Ordinance. Enactment.**

This Ordinance is declared to have been enacted by the City Commission of the City of Huntington Woods at a meeting called and held on the \_\_\_\_ day of \_\_\_\_\_, 2021, and ordered to be given publication in the manner prescribed by law.

Ayes:

Nays:

Abstentions:

Absent:

STATE OF MICHIGAN    )  
  ) ss.  
COUNTY OF OAKLAND )

I, the undersigned, the qualified and acting City Clerk of the City of Huntington Woods, Oakland County, Michigan, do certify that the foregoing is a true and complete copy of the Ordinance adopted by the City Commission of the City of Huntington Woods at a meeting held on the \_\_\_\_ day of \_\_\_\_\_, 2021, the original of which is on file in my office.

---

HEIDI BARCKHOLTZ, City Clerk  
City of Huntington Woods



**CITY OF HUNTINGTON WOODS  
SENIOR ADVISORY COMMITTEE  
BYLAWS**

**ARTICLE I: PURPOSE OF THE BOARD**

The Senior Advisory Committee was created by City Ordinance No. 432 and amended by Ordinance No. 557. The purpose of the Committee is to:

- a) ~~Providing~~ Provide a forum for seniors to present issues of concern to them for consideration by the City.
- b) ~~Studying~~ Study the need for and feasibility of senior housing options in the City of Huntington Woods.
- c) ~~Making~~ Make recommendations regarding senior services, including those that enable seniors to age in place.
- d) ~~Encouraging~~ Encourage senior involvement in senior related and other activities in the City of Huntington Woods.
- e) ~~Additional~~ Consider additional related issues ~~may be considered by the Committee~~ based upon changing needs and circumstances.

**ARTICLE II: MEMBERSHIP**

- Section 1. The Committee shall consist of seven (7) members each serving 3 year terms. Terms are staggered in expiration. Committee members will be appointed by the City Commission in December, and take their position in January.
- Section 2. Members may serve no more than two consecutive terms.
- Section 3. Members shall serve without pay.
- Section 4. The absence for three (3) consecutive meetings of any member of the Committee, without a submitted excused absence shall constitute a vacancy on the Committee.

**ARTICLE III: COMMITTEE ORGANIZATION AND MEETINGS**

- a) The Senior Advisory Committee shall organize by electing annually from its members a Chairperson, Vice-Chairperson and Secretary.
- b) The Senior Advisory Committee shall meet a minimum of 4 times each year.
- c) Meetings should be scheduled and posted regularly in accordance with the Open Meeting Act, Public Act No. 267 of 1976 (MCL Section 15.265)
- d) Public Notice of the meeting time, date and place of each meeting shall be given in a matter as required by the Act.
- e) Four (4) members of the Committee shall constitute a quorum for the transaction of business.
- f) Four members (4) shall also be necessary for the Committee to pass a resolution and/or recommendation.
- g) The Senior Advisory Committee shall adopt minutes of all resolutions and recommendations which will become a public record.
- h) The Chairperson will preside at all meetings of the Committee and perform all duties generally pertaining to the office of Chairperson.
- i) The Vice-Chairperson shall perform these duties in the absence of the Chairperson.
- j) The Secretary shall record the minutes of all Committee meetings and submit them to the Committee prior to the next regularly scheduled meeting as well as to the City Manager and/or Director of Parks and Recreation.
- k) Items may be added to the Agenda by vote of a quorum at a regularly scheduled meeting.
- l) Meetings may be cancelled by the Chairperson or if a majority of members at any time deem it necessary or desirable to cancel a meeting. The Committee, as all city Boards, Commissions and Committees, shall operate under Robert Rules of Order 14<sup>th</sup> edition.

- m) The Committee may create sub-committees or ad hoc committees to study specific subject matters. The creation of any such sub-committee or ad hoc committee shall be by a majority vote of the full Committee with a designated special purpose and time limit for any such study and report to the full Committee.
- n) All formal recommendations of the Senior Advisory Committee shall be submitted to the Huntington Woods City Commission. The Senior Advisory Committee may seek input from other City committees as necessary prior to a formal recommendation to the Huntington Woods City Commission. While financial support of the Senior Advisory Committee will be minimal, occasionally special reports and recommendations may require a project budget. All such project budgets must be approved by the Huntington Woods City Commission before being authorized by the Committee.

#### Article IV Amendment of By-Laws

- a) Amendments to By-Laws shall require a 2/3 vote of appointed members of the Senior Advisory Board.

Adopted on September 19, 2013

Amended on June 5, 2014