

## **Regular Meeting of the City Commission Agenda**

**Tuesday, January 5, 2021 - 7:30 p.m.**

**Remote Meeting – Not at City Hall**

**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 December 1, 2020
2. Special Meeting Minutes of December 9, 2020
3. Special Meeting Minutes of December 17, 2020
4. Approval of Warrant 371
5. Reports and Minutes
  - a. Senior Advisory Committee – November 19, 2020
  - b. Library Advisory Board – November 16, 2020
  - c. Communication Advisory Committee – November 10, 2020
  - d. Zoning Board of Appeals - September 14 ,2020
  - e. Zoning Board of Appeals – October 13, 2020

**COMMUNICATIONS**

**COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS**

**PUBLIC PARTICIPATION**

### **ITEMS OF BUSINESS**

1. Award Presentation: Nat Pernick's 2020 Voting Challenge Award for the City of Huntington Woods.
2. Resolution R- 2020: Matter of consideration of approval of the class action Settlement Agreement as to the matters of *Finkelberg, et al. v City of Huntington Woods, et al.*, Oakland County Circuit Court Case No. 2017-157533-NZ and its related case, *The Hanover Insurance Group, Inc. v. City of Huntington Woods*, Oakland County Circuit Court Case 2017-160246-NZ.
3. Ordinance No. : Matter of consideration of the Introduction of an Ordinance to amend the City Code of the City of Huntington Woods, Chapter 24, Offenses, Article III, Offenses Against the Person, To Add Offenses for Domestic Assault and Domestic Assault and Battery. (Second Reading)
4. Revision of 2021 City Commission Meeting Dates: Matter of revising meeting dates for 2021.
5. Boards, Commissions and Committee Appointments: Matter of reappointments of residents to various Boards, Commissions and Committees.
6. Boards, Commissions and Committee Appointments: Matter of new appointments of residents to various Boards, Commissions and Committees.
7. Closed Session: Matter of recessing into Closed Session pursuant to MCL.15.268 immediately following the Regular Meeting to discuss union negotiations.

**CITY MANAGER'S REPORT**

**ADJOURNMENT OF REGULAR CITY COMMISSION MEETING**

**Topic: City Commission**

**Time: January 5, 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: 860 9070 2557

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>

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).

# CONSENT AGENDA #1

CITY OF HUNTINGTON WOODS  
REGULAR MEETING OF THE CITY COMMISSION  
MINUTES

Tuesday, December 1, 2020

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, Mayor Pro Tem Olsman, Commissioner Jenks,  
Commissioner Elder, Commissioner Rozell.

**ABSENT:** None

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

## **APPROVAL OF AGENDA**

Moved by Mayor Pro Tem Olsman and seconded by Commissioner  
Elder to approve the December 1, 2020 agenda as amended moving  
agenda item #1 to the January 2021 City Commission Meeting.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

**The Motion Carried.**

## **APPROVAL OF CONSENT AGENDA**

Moved by Mayor Pro Tem Olsman and seconded by Commissioner  
Rozell to approve the December 1, 2020 Consent Agenda as presented.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

**The Motion Carried.**

## **COMMUNICATIONS**

Mayor Paul noted there were two Communications to accept with the first being a resignation from the Senior Advisory Committee.

Moved by Commissioner Jenks and seconded by Commissioner Elder to accept the resignation of Kay Brady from the Senior Advisory Committee with thanks for her time served.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

**The Motion Carried.**

Mayor Paul noted the second Communication was a letter from the Government Finance Officers Association notifying the City that they qualified for the GFOA's Certificate of Achievement for Excellence in Financial Reporting (CAFR). He thanked the City of Huntington Woods Finance Director, Tim Rowland, for the hard work on the accomplishment.

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

#### **County Commissioner Zack:**

- Commissioner Zack noted this is her last report as the City's County Commissioner as she is retiring January 2021.
- Multiple events are happening at the Oakland County Parks for Park Appreciation Days. Some events may need pre-registration by calling 248-585-0100. Visit [www.oakgov.com/parks](http://www.oakgov.com/parks) for more information.
- CARES money is still available to small businesses seeking legal and financial consultation. Businesses can visit [www.oak.gov/covid](http://www.oak.gov/covid) under grants for more information.
- Flu shots are available at the County Health Departments or if over the age of 65, in home shots can be scheduled by calling 248-424-7075.
- Seniors can also visit [www.oakgov.com/covid](http://www.oakgov.com/covid) to apply for free SHIPT memberships paid with CARES grant funding.
- More information is coming about the COVID-19 vaccinations. The County purchased ten freezers along with a truck to assist in the distribution of the vaccines.
- The County will continue to conduct drive through COVID-19 testing. Call 800-848-5533 to schedule. The closest testing location to Huntington Woods is the Southfield Civic Center garage.
- The County is offering various business classes. Information can be found at [www.oakgov.com](http://www.oakgov.com).

Mayor Paul thanked Commissioner Zack for her years of service as an Oakland County Commissioner.

### **PUBLIC COMMENTS**

None

**ORDINANCE NO :**

Matter of consideration to approve an Ordinance to amend the City Code of Ordinances Chapter 6, Buildings and Building Regulations, Article VIII, Historic Preservation, Division 3, Historic District Commission, To Reduce the Number of Members to Seven. (Second Reading)

Moved by Commissioner Rozell and seconded by Commissioner Jenks to approve an Ordinance to amend the City Code of Ordinances Chapter 6, Buildings and Building Regulations, Article VIII, Historic Preservation, Division 3, Historic District Commission, To Reduce the Number of Members to Seven.

Ayes: Paul, Olsman, Jenks, Rozell, Elder

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION R -167-2020:**

Matter of consideration to approve the City of Huntington Woods addendum to Commission Rules of Procedure – Temporary Open Meetings Act Procedures.

City Attorney Rosati clarified that there were recent amendments to the Open Meetings Act to deal with the continuation of virtual meetings after December 31st. These amendments will be limited to specific situations with remote meetings or remote participation if one of the commissioners is on military active duty, has a medical condition or two, or if there is a State of Emergency. These rules must be in place prior to the declaration of State of Emergency to be in compliance with the Open Meetings Act.

Moved Commissioner Jenks by and seconded by Mayor Pro Tem Olsman to approve the addendum to the Commission Rules of Procedure – Temporary Open Meetings Act Procedures.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

**The Motion Carried.**

**RESOLUTION-168-2020:**

Matter of consideration to receive and file the Planning Commission Annual Report.

Moved by Commissioner Elder and seconded by Mayor Pro Tem Olsman to receive and file the Planning Commission Annual Report.

Ayes: Paul, Olsman, Elder, Rozell, Jenks

Nays: None

Absent: None  
**The Motion Carried.**

**RESOLUTION R -169-2020:**

Matter of consideration to enter into an interlocal agreement with Oakland County to approve the designated assessor for the period of January 1, 2021 through December 31, 2025.

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Olsman that the City of Huntington Woods enter into an interlocal agreement with Oakland County to approve the designated assessor for the period of January 1, 2021 through December 31, 2025.

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

**The Motion Carried.**

**CLOSED SESSION:**

Moved by Mayor Pro Tem Olsman and seconded by Commissioner Jenks to move into Closed Session pursuant to MCL 15.268 to discuss a letter subject to Attorney/Client Privilege.

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

**The Motion Carried**

**CITY MANAGER'S REPORT**

- City Offices remain closed due to the increase in COVID cases. Huntington Woods has had 125 cases since reporting started with 51 cases in the last 30 days. Staff is available by phone or email while offices are closed.
- The Winter/Spring Newsletter will be available Friday, December 11, 2020. Post cards will notify residents that it will be available online and how to receive a hard copy upon request.
- Congratulated former Mayor Gillham and his wife Shirley on the birth of their great-granddaughter Roxanne Margaret, born on November 23, 2020.

**Moved from the regular meeting into closed session at 7:54 p.m.**

**Returned from closed session to the regular meeting at 8:30 p.m.**

Moved by Commissioner Rozell 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 8:31 p.m.**

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

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

DRAFT

## CONSENT AGENDA #2

CITY OF HUNTINGTON WOODS  
SPECIAL MEETING OF THE CITY COMMISSION  
MINUTES

Tuesday, December 9, 2020

6:00 p.m.

Remote Meeting – Not at City Hall

Mayor Paul called the Meeting to order at 6:03 p.m.

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

ABSENT: None

Interview of Candidates for Vacancies on Boards and Committees

The City Commission interviewed candidates for the vacancies on boards and commissions.

6:00 Chris Golembiewski  
6:15 Bree Stocker-Smart  
6:30 Melanie Goldberg  
6:45 Beth Applebaum  
7:00 Norine Zimmer  
7:15 Nina Dodge Abrams  
7:30 Ben King  
7:45 Gail Linden

PUBLIC PARTICIPATION

None

Moved by Commissioner Jenks and seconded by Mayor Pro Tem Olsman to adjourn the Special Meeting of the City Commission.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

The Motion carried, meeting adjourned at 7:35 p.m.

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Heidi Barckholtz, City Clerk

## CONSENT AGENDA #3

CITY OF HUNTINGTON WOODS  
SPECIAL MEETING OF THE CITY COMMISSION  
MINUTES

Tuesday, December 17, 2020

6:00 p.m.

Remote Meeting – Not at City Hall

Mayor Paul called the Meeting to order at 6:01 p.m.

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

ABSENT: Mayor Paul

INTERVIEW OF CANDIDATES FOR VACANCIES ON BOARDS AND COMMITTEES

The City Commission interviewed candidates for the vacancies on boards and commissions.

6:00 Krista Jahnke

*Mayor Paul entered the meeting at 6:10 p.m.*

6:15 Kate Zenlea

6:30 Lora Frankel

6:45 Nick Fedorchak

7:00 Susan Warrow

PUBLIC PARTICIPATION

None

AUDIT PRESENTATION

Aaron Stevens of Maner Costerian presented the 2019-2020 audit to the City Commission.

Moved by Commissioner Rozell and seconded by Commissioner Jenks to accept the audit as presented.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

**The Motion carried.**



Moved by Commissioner Rozell and seconded by Commissioner Elder to adjourn the Special Meeting of the City Commission.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

The Motion carried, meeting adjourned at 7:45 p.m.

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Heidi Barckholtz, City Clerk

## **CONSENT AGENDA #4**

### **AGENDA ITEM WARRANT #371**

## **RESOLUTION**

Moved by Commissioner \_\_\_\_\_ Supported by Commissioner \_\_\_\_\_ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by January 5, 2021 and paid between November 20, 2020 and December 30, 2020 on pages 1 through 8 in the amount of \$512,811.05 be approved and paid, subject to full audit.

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK - AP ACCT						
11/25/2020	6	39787	11249	HERTZ SCHRAM P.C.	GARNISHMENT	396.96
11/25/2020	6	39788	11136	OAKLAND CO TACTICAL TRAINING CONSOR	2020 TACTICAL TRAINING	250.00
11/25/2020	6	39789	06185	WELLS FARGO REAL ESTATE TAX SERVICE	HOMESTEAD REFUND 12708 TALBOT	6,702.60
12/04/2020	6	39790	07860	21ST CENTURY NEWSPAPERS	ADVERTISEMENTS	1,013.11
12/04/2020	6	39791	11255	NIKKI RALLIS	HDC & ZBA MINUTES	180.00
12/04/2020	6	39792	10951	AMAZON CAPITAL SERVICES INC	BATTERIES	14.31
					BATTERIES	14.57
					BATTERIES/ BOTTLES	86.75
					PRE-K SUPPLIES	41.78
						157.41
12/04/2020	6	39793	11011	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE	628.04
12/04/2020	6	39794	02634	ARBOR OAKLAND GROUP	CITY SURVEY POSTCARD	606.00
12/04/2020	6	39795	00410	CITY OF BERKLEY	OCT DISPATCH SERVICE	5,102.78
12/04/2020	6	39796	00027	BLUE CROSS/BLUE SHIELD OF MICH	MEDICARE	10,351.53
12/04/2020	6	39797	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	520.00
12/04/2020	6	39798	MISC	CARYN BOCK	LKEY REFUND	65.00
					LKEY REFUND	65.00
						130.00
12/04/2020	6	39799	00040	CONSUMERS ENERGY	NATURAL GAS	255.50
					NATURAL GAS	331.29
					NATURAL GAS	15.00
					NATURAL GAS	250.81
					NATURAL GAS	193.22
					NATURAL GAS	93.37
					NATURAL GAS	976.81
						2,116.00
12/04/2020	6	39800	09129	DIPONIO CONTRACTING INC	YORK-HUNTINGTON TO BORGMAN	561.39
					HUMBER- ELEVEN MILE TO BORGMAN	561.40
						1,122.79
12/04/2020	6	39801	00048	DTE ENERGY	ELECTRIC	25.73
					ELECTRIC	25.73
					ELECTRIC	15.32
					ELECTRIC	19.35
					ELECTRIC	780.95
					ELECTRIC	56.86
					ELECTRIC	25.30
					ELECTRIC	15.82
					ELECTRIC	14.95
					ELECTRIC	17.45
					ELECTRIC	115.26
					ELECTRIC	311.55
					ELECTRIC	87.04
						1,511.31
12/04/2020	6	39802	00047	DTE ENERGY-STREETLIGHTING	STREETLIGHTING	6,094.20
					STREETLIGHTING	6,141.33

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/04/2020	6	39803	11134	EASTON TELECOM SERVICES, LLC	PHONE SERVICE	12,235.53
12/04/2020	6	39804	10120	EHIM	CLAIMS FUNDING CLAIMS FUNDING	73.92 638.00 7,076.08 7,714.08
12/04/2020	6	39805	05930	MARY GUSTAFSON	CURTAIN/ HOOKS OFFICE SUPPLIES	19.11 35.25 54.36
12/04/2020	6	39806	06651	IAN KINDER LLC	INSTRUCTOR PAYMENT	159.50
12/04/2020	6	39807	10788	JAY'S SEPTIC TANK SERVICE	LIBRARY PORTABLE UNIT LIBRARY PORTABLE UNIT MENS CLUB UNIT 11 MILE/ HUNTINGTON UNIT REYNOLDS PARK UNIT REYNOLDS PARK UNIT 11 MILE/ HUNTINGTON UNIT	113.00 113.00 105.00 106.58 130.00 131.95 105.00 804.53
12/04/2020	6	39808	11242	KCI	BALLOT TRACKING BALLOT TRACKING	34.96 7.60 42.56
12/04/2020	6	39809	11140	METRO WIRELESS	INTERNET VOICE SERVICES	288.33 207.00 495.33
12/04/2020	6	39810	07032	MICHIGAN HISTORIC PRESERVATION	TRAINING & MEMBERSHIP	450.00
12/04/2020	6	39811	06146	MMRMA/ECP	ELECTRIC PROGRAM	2,430.12
12/04/2020	6	39812	04577	DANIEL MONACO	CDL LICENSE RENEWAL	70.00
12/04/2020	6	39813	00586	OFFICE DEPOT	OFFICE SUPPLIES OFFICE SUPPLIES	114.19 13.98 128.17
12/04/2020	6	39814	09663	POSTMASTER	REC MAILINGS	435.24
12/04/2020	6	39815	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 9/25/2020 HW WEEKLY CUT 8/21/2020 HW WEEKLY CUT 10/30/2020	1,038.00 1,038.00 1,038.00 3,114.00
12/04/2020	6	39816	04095	SONITROL TRI-COUNTY	PUBLIC SAFETY ALARM	138.32
12/04/2020	6	39817	11189	SPECTRUM PRINTERS, INC	VOTE TEST DECKS	189.55
12/04/2020	6	39818	11169	STATE OF MICHIGAN	ANNUAL FEE	3,087.57
12/04/2020	6	39819	11131	TEOMA SYSTEMS	PHONE LINE REPAIR	252.50
12/04/2020	6	39820	10701	TRIPLE F FACILITY SERVICES INC.	CLEANING SERVICE JUNE CLEANING SERVICE JULY CLEANING SERVICE AUG CLEANING SERVICE SEPT	1,865.00 1,865.00 1,865.00 1,865.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/04/2020	6	39821	04781	VERIZON WIRELESS	CELL PHONES	7,460.00
12/07/2020	6	39822	09932	MATTHEW BALL	SENIOR HOLIDAY LUNCH ENTERTAINMENT	610.37
12/10/2020	6	39823	00641	ADVANCED LIGHTING AND SOUND INC.	ELECTION CAMERA REC	200.00
						2,032.00
12/10/2020	6	39824	03659	AFLAC	PAYROLL DEDUCTION	534.96
					PAYROLL DEDUCTION	356.64
					PAYROLL DEDUCTION	356.64
						1,248.24
12/10/2020	6	39825	00004	MICHIGAN AFSCME COUNCIL 25	UNION DUES	166.00
12/10/2020	6	39826	10951	AMAZON CAPITAL SERVICES INC	SHOPPING BAGS	53.98
					SQUEEZE BOTTLES	48.76
					WEB CAM	33.99
					RADIO STEREO	99.00
						235.73
12/10/2020	6	39827	09447	APPLIED IMAGING	COPIER METER	490.48
					COPIER METER	24.51
						514.99
12/10/2020	6	39828	08683	AQUATIC SOURCE	VALVE REPAIR	2,490.68
12/10/2020	6	39829	00023	BIG D LOCK CITY	KEYS	12.00
12/10/2020	6	39830	09650	BLUE BIRD LANDSCAPING LLC	LAWN CUTTING OCTOBER	140.00
12/10/2020	6	39831	00036	CHET'S RENT-ALL	STUMP GRINDER	407.93
12/10/2020	6	39832	07736	CINTAS CORPORATION #31	BUILDING SUPPLIES	34.16
12/10/2020	6	39833	04006	COMMERCIAL CARPET CARE	QUARTERLY CARPET CLEANING	142.00
12/10/2020	6	39834	00041	DAVIS VISION INC	INSURANCE	471.49
					INSURANCE	471.49
						942.98
12/10/2020	6	39835	06403	EAGLE LANDSCAPING & SUPPLY CO.	TOP SOIL	96.00
					TOP SOIL	128.00
					TOP SOIL	96.00
					TOP SOIL	128.00
					TOP SOIL	96.00
						544.00
12/10/2020	6	39836	00536	ECOTEC PEST CONTROL	PEST CONTROL	400.00
12/10/2020	6	39837	MISC	EMILY BOFF	HOMESTEAD REFUND 13342 TALBOT	1,857.63
12/10/2020	6	39838	09513	FOUNDATION SYSTEMS OF MICHIGAN	PERMIT REFUND	271.00
12/10/2020	6	39839	10950	DURANE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
12/10/2020	6	39840	11156	HAVEN	ANNUAL GRANT	1,000.00
12/10/2020	6	39841	04613	HUNT SIGN COMPANY, LTD.	PARK SIGNS	35.00
12/10/2020	6	39842	MISC	HUNTLEY WEGA	PERMIT REFUND	199.00
12/10/2020	6	39843	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
12/10/2020	6	39844	05477	MARY ANN KASHEF	TAI CHI INSTRUCTOR	360.00
12/10/2020	6	39845	06293	KEL GRAPHICS SPORTSWEAR	TEEN COUNCIL SHIRTS	239.14
12/10/2020	6	39846	11197	COREY KRAUSE	ELECTION WORKER	240.00
12/10/2020	6	39847	10764	LEXISNEXIS RISK SOLUTIONS	MONTHLY SUBSCRIPTION FEE	50.00
12/10/2020	6	39848	00543	THE LIBRARY NETWORK	DEEP FREEZE LIC RENEWAL	311.25
					SUBSCRIPTIONS	503.09
					CIRCULATION	6,537.50

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/10/2020	6	39849	00112	MADISON NATIONAL LIFE INS CO.	ANNUAL FEE OVERDRIVE	2,097.00 2,701.04 <u>12,149.88</u>
12/10/2020	6	39850	11159	MANER COSTERTISAN	AUDIT FIELDWORK	2,025.01
12/10/2020	6	39851	11241	MERGE LIVE	INSURANCE	2,025.01
12/10/2020	6	39852	07404	MFM NETWORKS INC	INSURANCE	4,050.02
12/10/2020	6	39853	00132	MML WORKERS COMP FUND	VIDEO/ AUDIO SERVICE	4,700.00
12/10/2020	6	39854	00141	MOTOR CITY DOOR CO. INC.	MICROSOFT OFFICE	235.00
12/10/2020	6	39855	00142	MOTOR CITY FASTENER, LLC	WORKERS' COMP INSURANCE	6,000.00
12/10/2020	6	39856	00586	OFFICE DEPOT	DOOR REPAIR	13,161.00
12/10/2020	6	39857	00181	POLICE OFFICERS ASS'N OF MICH	SUPPLIES	1,178.20
12/10/2020	6	39858	10630	POLICE OFFICERS LABOR COUNCIL	SUPPLIES	37.81
12/10/2020	6	39859	10186	PRINCIPAL FINANCIAL GROUP	SUPPLIES	14.98
12/10/2020	6	39860	09836	RAPID SHRED LLC	SUPPLIES	52.79
12/10/2020	6	39861	00108	RKA PETROLEUM COMPANIES, INC.	BAGS	239.98
12/10/2020	6	39862	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	OFFICE SUPPLIES	111.08
12/10/2020	6	39863	06968	CITY OF ROYAL OAK	OFFICE SUPPLIES	124.21
12/10/2020	6	39864	00209	SOC RESOURCE RECOVERY AUTHORITY	UNION DUES	390.48
12/10/2020	6	39865	11152	SUNBELT RENTALS, INC	UNION DUES	452.25
12/10/2020	6	39866	11256	TRINITY FACILITIES SOLUTIONS	DENTAL INSURANCE	4,477.75
12/10/2020	6	39867	01324	WELTON RUBBER CO	SHREDDING	45.00
12/10/2020	6	39868	07255	WOW INTERNET AND CABLE	DIESEL FUEL	380.17
12/17/2020	6	39869	10833	ABSOPURE WATER COMPANY	DIESEL FUEL	862.04
12/17/2020	6	39870	00025	BEAR PACKAGING & SUPPLY, INC.	ORDINANCE CODE VIOLATIONS	1,265.00
12/17/2020	6	39871	00024	BILLINGS LAWN EQUIPMENT	LABOR RELATIONS	60.00
12/17/2020	6	39872	00024	BILLINGS LAWN EQUIPMENT	RETAINER WORK	4,500.00
12/17/2020	6	39873	00024	BILLINGS LAWN EQUIPMENT	QUARTERLY WATER	5,825.00
12/17/2020	6	39874	00024	BILLINGS LAWN EQUIPMENT	SPECIAL WASTE OCT 2020	2,496.40
12/17/2020	6	39875	00024	BILLINGS LAWN EQUIPMENT	UTILITY RENTAL	325.05
12/17/2020	6	39876	00024	BILLINGS LAWN EQUIPMENT	DISINFECTION & SANITATION SERVICES	406.40
12/17/2020	6	39877	00024	BILLINGS LAWN EQUIPMENT	SUPPLIES	2,550.00
12/17/2020	6	39878	00024	BILLINGS LAWN EQUIPMENT	CABLE	539.26
12/17/2020	6	39879	00024	BILLINGS LAWN EQUIPMENT	WATER	233.64
12/17/2020	6	39880	00024	BILLINGS LAWN EQUIPMENT	COOLER	43.50
12/17/2020	6	39881	00024	BILLINGS LAWN EQUIPMENT	WATER	12.00
12/17/2020	6	39882	00024	BILLINGS LAWN EQUIPMENT	WATER	36.25
12/17/2020	6	39883	00024	BILLINGS LAWN EQUIPMENT	WATER	43.50
12/17/2020	6	39884	00024	BILLINGS LAWN EQUIPMENT	WATER	36.25
12/17/2020	6	39885	00024	BILLINGS LAWN EQUIPMENT	WATER	171.50
12/17/2020	6	39886	00024	BILLINGS LAWN EQUIPMENT	CLEAR RECYCLING BAGS	286.80
12/17/2020	6	39887	00024	BILLINGS LAWN EQUIPMENT	EQUIPMENT MAINTENANCE	463.99
12/17/2020	6	39888	00024	BILLINGS LAWN EQUIPMENT	EQUIPMENT MAINTENANCE	221.35

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/17/2020	6	39872	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	685.34
12/17/2020	6	39873	10587	CADILLAC ASPHALT LLC	RESTORATIONS	480.00
12/17/2020	6	39874	09830	CAMELOT TREE & SHRUB CO	TREE TRIMMING	178.92
						560.00
12/17/2020	6	39875	07736	CINTAS CORPORATION #31	BUILDING SUPPLIES	18.30
					BUILDING SUPPLIES	57.12
					BUILDING SUPPLIES	12.05
					BUILDING SUPPLIES	9.90
					BUILDING SUPPLIES	9.90
					BUILDING SUPPLIES	9.90
					BUILDING SUPPLIES	9.90
					BUILDING SUPPLIES	9.90
					BUILDING SUPPLIES	18.30
					BUILDING SUPPLIES	18.30
					BUILDING SUPPLIES	18.30
					BUILDING SUPPLIES	18.30
					BUILDING SUPPLIES	44.47
					BUILDING SUPPLIES	12.05
					BUILDING SUPPLIES	12.05
					BUILDING SUPPLIES	12.05
					BUILDING SUPPLIES	12.05
					BUILDING SUPPLIES	57.12
					BUILDING SUPPLIES	57.12
						474.20
12/17/2020	6	39876	11191	D'ANGELO BROTHERS, INC	LEAD WATER SERVICE RPLC	2,650.00
12/17/2020	6	39877	10844	DEALER AUTO PARTS	SUPPLIES	269.63
					SUPPLIES	269.63
						539.26
12/17/2020	6	39878	00048	DTE ENERGY	ELECTRIC	17.21
12/17/2020	6	39879	00058	EJ USA, INC	DPW SUPPLIES	67.43
12/17/2020	6	39880	01866	ETNA SUPPLY CO	DPW SUPPLIES	1,260.00
12/17/2020	6	39881	MISC	GREEN LEAF HOME SERVICES	BOND REFUND 10105 ELGIN	100.00
12/17/2020	6	39882	10930	HERITAGE- CRYSTAL CLEAN, LLC	DEGREASER	538.99
12/17/2020	6	39883	05509	HERSCH'S, INC.	SPRINKLER PARTS	68.95
12/17/2020	6	39884	11249	HERTZ SCHRAM P.C.	GARNISHMENT 20 31719 GC 2 H BERRY	456.58
12/17/2020	6	39885	MISC	HUGH VICTOR	MTT REFUND 8151 LINCOLN	5,001.98
12/17/2020	6	39886	05510	J.P. COOKE CO	2021 DOG LICENSE TAGS	144.65
12/17/2020	6	39887	MISC	JF SINELLI CEMENT	BOND REFUND 13108 LASALLE	500.00
12/17/2020	6	39888	04943	JOE'S AUTO PARTS	WIRE STRIPPER	27.99
					WATER WETTER	125.88
					SLIME TIRE SEAL	12.49
					OIL FILTER	17.38
					AUTO PARTS	5.18
					AUTO PARTS	24.26
					AUTO PARTS	7.05
					EXHAUST CLAMP	91.30
					AUTO PARTS	29.95
					BRAKE FLUID	20.99
					SEALED BEAM	12.29
					AIR BAG SENSOR	166.69
					AUTO PARTS	125.16
					EXHAUST CLAMP	51.39
					AUTO PARTS	108.79

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/17/2020	6	39889	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	826.79
12/17/2020	6	39890	00049	MATHESON TRI-GAS INC	HAZARDOUS MATERIALS	228.79
12/17/2020	6	39891	00131	MICHIGAN MUNICIPAL RISK MANAGEMENT	HAZARDOUS MATERIALS	186.52
12/17/2020	6	39892	10642	MICHIGAN PETROLEUM TECH	LIABILITY INSURANCE	40,598.50
12/17/2020	6	39893	MISC	NC CEMENT CONTRACTORS LLC	LIABILITY INSURANCE	6,250.00
12/17/2020	6	39894	MISC	NORTHWEST CONSTRUCTION	LIABILITY INSURANCE	46,848.50
12/17/2020	6	39895	00166	OAKLAND COUNTY	GARAGE SUPPLIES	189.40
12/17/2020	6	39896	11257	OCFPS	BOND REFUND 10115 LINCOLN	79.00
12/17/2020	6	39897	00108	RKA PETROLEUM COMPANIES, INC.	BOND REFUND 25910 CONCORD	166.00
12/17/2020	6	39898	00407	ROAD COMMISSION FOR OAKLAND COUNTY	CLEMIS MEMBERSHIP	3,163.75
12/17/2020	6	39899	09816	ROYAL ROOFING CO INC	FRMS DEPT FEE	1,137.00
12/17/2020	6	39900	11143	SHARE CORPORATION	GWKDD- NOV 2020	97,574.16
12/17/2020	6	39901	00209	SOC RESOURCE RECOVERY AUTHORITY	2020-2021 MEMBERSHIP	101,874.91
12/17/2020	6	39902	01262	SOCFWA	DIESEL FUEL	25.00
12/17/2020	6	39903	05054	SUPERFLEET MASTERCARD	DIESEL FUEL	829.87
12/17/2020	6	39904	09614	TEAM EQUIPMENT COMPANY	DIESEL FUEL	1,198.67
12/17/2020	6	39905	05639	TERMINAL SUPPLY CO.	SYLVAX	2,028.54
12/17/2020	6	39906	MISC	THOMAS APPLIEDORN	ROOFING AND SHEET METAL	649.30
12/17/2020	6	39907	03614	TWI - TIRE WHOLESALERS CO.	BOOTS	269.58
12/17/2020	6	39908	04725	Village of Beverly Hills	VESTS	205.92
12/17/2020	6	39909	06817	WOLVERINE FREIGHTLINER -	PLIERS	338.43
12/17/2020	6	39910	00594	WONSEY TREE SERVICE INC.	CREW NECKS	373.68
12/17/2020	6	39911	07069	ZEP SALES & SERVICE		1,187.61
12/17/2020	6	39912	00249	ZIP PRINTING		
12/30/2020	6	39913	08585	ADVANCED MARKETING PARTNERS		
12/17/2020	6	39914	07069	ZEP SALES & SERVICE	BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,747.00
12/17/2020	6	39915	00249	ZIP PRINTING	BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,747.00
12/30/2020	6	39916	08585	ADVANCED MARKETING PARTNERS		35,494.00
12/17/2020	6	39917	07069	ZEP SALES & SERVICE	MEMBERSHIP DUES	20.00
12/17/2020	6	39918	00249	ZIP PRINTING	FUEL	92.59
12/30/2020	6	39919	08585	ADVANCED MARKETING PARTNERS	GAS CAN	114.85
12/17/2020	6	39920	07069	ZEP SALES & SERVICE	SUPPLIES	13.02
12/17/2020	6	39921	00249	ZIP PRINTING	ROTARY SWITCH	27.63
12/30/2020	6	39922	08585	ADVANCED MARKETING PARTNERS		40.65
12/17/2020	6	39923	07069	ZEP SALES & SERVICE	DUPLICATE TAX PAYMENT	399.78
12/17/2020	6	39924	00249	ZIP PRINTING	SUPPLIES	285.88
12/30/2020	6	39925	08585	ADVANCED MARKETING PARTNERS	SOFA- ANNUAL COMBINED TRAINING	161.50
12/17/2020	6	39926	07069	ZEP SALES & SERVICE	FILTER	181.01
12/17/2020	6	39927	00249	ZIP PRINTING	TREE TRIMMING & REMOVAL	700.00
12/30/2020	6	39928	08585	ADVANCED MARKETING PARTNERS	TREE TRIMMING & REMOVAL	700.00
12/17/2020	6	39929	07069	ZEP SALES & SERVICE		1,400.00
12/17/2020	6	39930	00249	ZIP PRINTING	CLEANING TOWELS	148.41
12/30/2020	6	39931	08585	ADVANCED MARKETING PARTNERS	2021 DOG LIC FORMS	150.00
12/17/2020	6	39932	07069	ZEP SALES & SERVICE	TAX BILL PRINTING	273.50
12/17/2020	6	39933	00249	ZIP PRINTING		
12/30/2020	6	39934	08585	ADVANCED MARKETING PARTNERS		



Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/30/2020	6	39914	01505	AERO FILTER INC	FURNANCE FILTERS FURNANCE FILTERS	373.15 14.08 <u>387.23</u>
12/30/2020	6	39915	09766	JANE ALKON	EXPENSE REIMBURSEMENT PRESENTER FEE EXPENSE REIMBURSEMENT PRESENTER FEE	102.22 100.00 23.04 100.00 <u>325.26</u>
12/30/2020	6	39916	10951	AMAZON CAPITAL SERVICES INC	WEB CAM FILTER KITES PLANNER PRE-K SUPPLIES	104.97 25.99 18.99 18.73 49.94 <u>218.62</u>
12/30/2020	6	39917	11011	AMERICAN UNITED LIFE INSURANCE CO	LIFE INS	601.60
12/30/2020	6	39918	09447	APPLIED IMAGING	COPIER METER	33.57
12/30/2020	6	39919	08622	ASCENSION MICHIGAN AT WORK	CHAIN OF CUSTODY	24.00
12/30/2020	6	39920	09650	BLUE BIRD LANDSCAPING LLC	LAWN CUTTING	320.00
12/30/2020	6	39921	07754	BLUE CROSS BLUE SHIELD OF MICH	ACTIVE UNDER 65 MEDICARE ADV	52,174.92 13,425.79 2,879.94 <u>68,480.65</u>
12/30/2020	6	39922	00027	BLUE CROSS/BLUE SHIELD OF MICH	MEDICARE PLUS	18,883.78
12/30/2020	6	39923	09035	CELTIC COMPANY LLC	INSTALL W/P BLANK	100.00
12/30/2020	6	39924	00040	CONSUMERS ENERGY	NATURAL GAS NATURAL GAS NATURAL GAS NATURAL GAS NATURAL GAS NATURAL GAS	131.02 520.96 1,663.09 450.98 15.00 499.20 367.28 <u>3,647.53</u>
12/30/2020	6	39925	00048	DTE ENERGY	ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC ELECTRIC	67.68 15.32 15.45 20.00 62.97 25.30 15.82 14.95 17.45 61.72 357.55 <u>674.21</u>
12/30/2020	6	39926	11134	EASTON TELECOM SERVICES, LLC	PHONE SERVICES	74.38

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
12/30/2020	6	39927	10120	EHIM	ADMIN FEE	638.00
					CLAIMS FUNDING	9,784.49
						<u>10,422.49</u>
12/30/2020	6	39928	10950	DVAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
12/30/2020	6	39929	MISC	GREG GILLHAM	TEEN REFUND	30.00
12/30/2020	6	39930	11249	HERTZ SCHRAM P.C.	GARNISHMENT 20 31719 GC 2	456.58
12/30/2020	6	39931	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
12/30/2020	6	39932	09586	ITIDIUM, INC.	COBRA	25.00
12/30/2020	6	39933	MISC	JANET TURNER	SENIOR REFUND	28.00
12/30/2020	6	39934	00478	KELLER THOMA	GENERAL MATTERS	481.25
12/30/2020	6	39935	MISC	LINDA BATCHELLER	SWIM REFUND	264.00
12/30/2020	6	39936	08288	CATHERINE MARCHIONE	SENIOR/ TEEN REFUND	30.00
12/30/2020	6	39937	11140	METRO WIRELESS	INTERNET SERVICE	288.33
12/30/2020	6	39938	01805	MICHIGAN MUNICIPAL LEAGUE	REC DIRECTOR AD	282.36
12/30/2020	6	39939	00132	MML WORKERS COMP FUND	PAYROLL AUDIT	877.00
12/30/2020	6	39940	11040	MMTA	MEMBERSHIP RENEWAL	150.00
12/30/2020	6	39941	10971	NATURAL COMMUNITY SERVICES	STATUE PARK MAINTENANCE	150.00
					SCOTIA PARK MAINTENANCE	425.00
						<u>575.00</u>
12/30/2020	6	39942	00166	OAKLAND COUNTY	BALLOTS	516.00
12/30/2020	6	39943	00586	OFFICE DEPOT	OFFICE SUPPLIES	55.15
					OFFICE SUPPLIES	4.55
					OFFICE SUPPLIES	58.64
						<u>118.34</u>
12/30/2020	6	39944	10186	PRINCIPAL FINANCIAL GROUP	DENTAL INSURANCE	4,418.58
12/30/2020	6	39945	11207	QUADIENT, INC	FOLDING MACHINE SERVICE	310.00
12/30/2020	6	39946	00407	ROAD COMMISSION FOR OAKLAND COUNTY	SIGNAL MAINTENANCE	1,058.93
12/30/2020	6	39947	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	GENERAL MATTERS	494.00
					LABOR RELATIONS & EMPLOYEE MATTERS	60.00
					ORDINANCE CODE VIOLATIONS	1,598.50
					RETAINER WORK	4,500.00
						<u>6,652.50</u>
12/30/2020	6	39948	00209	SOC RESOURCE RECOVERY AUTHORITY	SPECIAL WASTE	400.05
					BASIC REFUSE, RECYCLABLES, & YARD WASTE	16,650.00
					BASIC REFUSE, RECYCLABLES, & YARD WASTE	16,650.00
						<u>33,700.05</u>
12/30/2020	6	39949	04095	SONITROL TRI-COUNTY	POLICE ALARM	138.32
12/30/2020	6	39950	11169	STATE OF MICHIGAN	2021 POOL LIC RENEWAL	70.00
12/30/2020	6	39951	05054	SUPERFLEET MASTERCARD	FUEL	205.84
12/30/2020	6	39952	00822	TURF TENDERS INC.	SPRINKLER REPAIR	270.00
12/30/2020	6	39953	07255	WOW INTERNET AND CABLE	CABLE	55.05
						<u>512,811.05</u>
						<u>512,811.05</u>

6 TOTALS:

Total of 167 Checks:

Less 0 Void Checks:

Total of 167 Disbursements:



City of Huntington Woods  
Senior Advisory Committee  
Thursday, November 19, 2020  
Minutes

1. Call to order: Remote meeting called to order at 3:34 p.m.

Present: Chris Smith, Jim Speir, Kay Brady, Greg Gmerek, Melissa Gadd, Lenny Newman, Recreation Director Mary Gustafson, Outreach Coordinator Jen Furlong, Librarian Joanne Johnson, City Manager Amy Sullivan

Absent: None

2. Approval of agenda: Moved by Lenny and seconded by Melissa to approve the agenda as presented. Approved unanimously.
3. Approval of minutes of the October 15, 2020 meeting: Moved by Lenny and seconded by Melissa to approve the minutes as submitted. Approved unanimously.
4. Public participation: Incoming County Commissioner Charlie Cavell introduced himself. Sue Tanner said she had applied for one of the Committee vacancies and having attended the meetings as a member of the public, she would like to participate as an active member.
5. Oakland County Senior Advisory Council: Shenise provided information on several programs available to seniors and will forward the information to Amy
6. Items of Business
  - A. Senior contact outreach initiative: No update
  - B. Recreation Center railing: Amy believes the project is on track to be installed soon.
  - C. UM project reports:
    - Transportation and mobility – Kay, Jim, Greg  
Jim gave an update on the shuttle with a fixed route idea. He has met with staff and the SMART representative and gathered information from other cities. Next steps are to identify potential locations for the stops on the fixed route, start and end times for the shuttle and then run a pilot program. He also discussed the idea of increasing transportation options. The Connector program has a larger radius for

travel and longer hours and it underutilized by HW residents. Next steps are to promote the program more widely and consider recruiting a volunteer driver for the City's transportation program to operate on Saturdays. SMART is developing a survey which may help to identify the needs of our seniors. The subcommittee plans to meet one more time before the end of the year.

Social and community services – Melissa, Chris, Lenny

Lenny said their subcommittee has met often and are focusing on the ideas that are the most feasible to implement.

- One idea is a dedicated phone line for seniors – the HW Cares hotline – and the city will use Jen's direct line for that.
- The city also created a dedicated email address – [Hwcares@hwmi.org](mailto:Hwcares@hwmi.org) – and it will be promoted in the newsletter and 60+ Crowd.
- Another idea is to engage seniors by calling them on their birthday which Jen has started. She described the phone calls as enjoyable and informative. In November she plans on making 50 phone calls. Kay asked if she needed help and Jen said it was manageable at this time but she may need assistance in the future.
- Lenny talked to Commissioner Rozell about sending cards to residents on special birthdays and Commissioner Rozell was confident the rest of the Commission would participate in the program. Lenny is working with Colette on this idea.
- Another idea is to have Jen participate in the New Resident's reception and have information available on city services.
- The subcommittee talked about creating events to celebrate Older Americans month in May. Maybe the City Commission can hold an informal meet and greet for seniors in May. The subcommittee thought outside community groups might also want to participate in the activities.
- Lenny asked Amy to give a recap on the AARP's Age Friendly program that the Senior Advisory Committee had considered a few years ago. She said that some of the criteria that needed to be met were not possible for a city our size, so the committee decided to focus on the criteria that the city had some control over.
- A new initiative Jen is introducing is to contact the discharge units in hospitals so they can pass along information on city services for residents when they are discharged.
- The City already has a durable medical loan equipment closet which needs to be promoted more.
- Jen has started an adopt-a-grandparent program which will be rolled out in the next newsletter.
- An insert is being developed with information on the new dedicated phone line and email address as well as other relevant information for seniors in the next water billing cycle.
- The subcommittee thinks the city should consider making the senior coordinator a full-time position.

The discussion turned to the upcoming holiday lunch. Jen said that 50 seniors have signed up and there is no one on a waiting list. The Recreation Department will need help distributing the meals and Jim asked Mary to keep the Committee up to

date on how many volunteers they think will be needed as the date gets closer. Lenny asked if there were any plans to discuss any of the housing ideas that came out of the third UM report. Amy brought the Committee up to date on the upcoming Master Plan update process and that studying alternative housing would be one of the key chapters in the plan. Jen described a recent contact she has been able to make to help a resident who had fallen as an example of how she works with seniors.

7. Project updates

A. Senior/student interactions upcoming programs: No update

B. HARP and concierge program: Jen has been referring requests to a local handyman which has been working well.

8. Recreation Department and Library Programming Update: Jen and Colette held a pilot parking lot bingo event and it was a lot of fun. There will be Facebook live entertainment for the holiday lunch event. She is still doing 15 minute person visits when they can meet outside. The next newsletter will include information on the most prevalent scams and a reminder about the AAA 1-B programs. The program for walking in the gym is on hold because of COVID. Joanne said the library is still offering curbside book check out and they have many online programs to participate in including a new one to collect stories about living in the era of COVID.

9. Other business: Kay reluctantly announced her resignation from the Committee so she can dedicate more time to taking care of her husband. The Committee understood the need for her to resign and said that she had been a great asset to the Committee and will be missed. The 2021 meeting schedule was distributed for everyone's calendar.

10. Next meeting: December 16<sup>th</sup>.

11. Meeting adjourned at 4:58 p.m.

- I. Call to order – Monday, November 16, 2020 – 7:00 PM
- II. Approval of Minutes, October 19, 2020 – proposed: by Mikey , approved by all
- III. Attendance: Bob, Marty, Mikey, Mia, Steve, Anne, Judy, Manjula
- IV. Statistics for October 2020 – no comments on statistics – digital stats are still strong.
- V. Library Liaison Report:
  1. No meetings so no financial changes. Members are encouraged to renew membership – printed forms should be received at the Library. The Friends of the Library are still funding events although they are working remotely.
- VI. Librarian's report:

Items:

NEW Youth Services: Tonja Brice –enjoying meeting families and learning what has been working well in the past. She has been creating book bundles based on information from families who have reached out via email and google forms. There is not a connection with Burton now like there has been in the past with Latchkey since the Latchkey is not able to visit the library.

NEW Student Representative: Mia Caesar (also on teen council)

**Winter programs (all via Zoom) –**

**Art Workshops for Adults: Wednesday, November 11, 7:00 PM:** Handmade Greeting Cards

**Book Discussion Group, Monday, November 23, 7:30 PM:** This Tender Land by William Kent Krueger

**Art Workshops for Adults: Wednesday, December 16, 7:00 PM:** Decorative Mini-Clipboard

**Book Discussion Group, December 28, 7:30 PM:** The World According to Fannie Davis by Bridgett Davis

**Mikey Smith's last meeting is tonight – we will need another rep from Pleasant Ridge.**

**Library is still open for curbside pickup despite the new orders from the Governor.**
- VII. Old Business:

Library Steps – done but still no handrails. Fabricating new ones that will be installed in another 5 weeks. Ramp and porch can be used at this point.
- VIII. New Business:

Library Advisory Board Terms—Bob is not sure of how many terms he has served – if he has served 2 then he would be done next month. The city has put information out for vacancies that will be upcoming. P R will put out information to recruit another member from Pleasant Ridge.

Judy suggested that kid's programming should be included in the Library Director's report along with adult programming and most agreed.

Judy also asked about returning grocery bags to the library – Anne said that is perfectly fine and that many people (including Marty) recycle their bags frequently.
- IX. Tutor.com – Anne is creating an informational email to be sent to principals to send out to families – available to any family that has a Huntington Woods library card.

- X. Public Participation:
- XI. Library Director and Board Comments:
- XII. Next Meeting: Monday, December 21, 2020 – 7:00 PM
- XIII. Adjournment – Judy motioned and Mikey seconded at 7:42.

Have a Happy Thanksgiving!

## Library Statistics October 2020

	October 2020	October 2019	Year to Date
Circulation	1853	3,865	21,775
MAP Passes	0	1	7
OverDrive	1093	849	10,646
RBDigital	461	335	3,521
Freegal	103	105	1,510
Kanopy	84	93	933
Hoopla	639	684	7,588



## CONSENT AGENDA #5C

City of Huntington Woods  
Communication Committee  
November 10, 2020  
Minutes

The remote meeting called to order at 7:05 p.m.

Present: Erin Walker, Jeff Samoray, Chera Reid, Will Butler, Lauren Willens, David Welch, Ilene Cantor, Amy Sullivan.

Absent: No one.

There were no changes to the agenda and the October minutes were approved as written.

Public participation – None.

The first item of business was the results of the communication survey. Will noted the strong reliance on the print newsletter and the app was supported 50/50 by residents. Ilene felt residents needed more info on the app related to the cost. Jeff suggested maybe money would be better spent on a professional communication consultant/employee to augment the current methods. Lauren wondered if the strong response from older residents reflected an “anti-app” bias. How do we determine if there is value and a ROI for this kind of investment? Erin suggested offering an app as a pilot program to gauge interest but then we would have to manage how to terminate the project if it is deemed not worthwhile. Lauren thought a short-term pilot program would help with the PR in case it was canceled. Chera suggested it be piloted to a dedicated subset of residents so expectations would be set. She felt it was useful to push information out quickly to residents. Will wondered if the website was more mobile-friendly if an app was necessary. Ilene felt there was value to doing both – improving the website and considering a stand-alone app. Chera asked if cities ever partnered to share communication efforts. Amy said she was not aware of any; she is only aware of cities hiring employees for communication efforts. Amy told the committee about a push notification platform already in place – Nixle – run by the Public Safety Department. It is used to send out notices via text and/or email on safety type issues – water main breaks and lost dogs. Many committee members were unaware of the program and agreed if it could be used to push out info from other departments, then it would need a campaign to promote it. But there was also a risk that if Nixle was promoted and then an app was introduced, that it would be confusing for residents. Lauren felt that different demographics of the city, had different needs and if that could be ascertained then the appropriate communication method could be used to push out targeted information but the survey results were broad in terms of specific needs. David thought we should promote what we have in place and then consider whether a new

communication platform was needed. Chera, Jeff and Ilene supported continuing to investigate an app and Will suggested setting up demonstrations with the app vendors. The committee discussed whether an app company would consider creating an app for a temporary period as a trial and if the committee could be the beta group for trying its functionality. Erin asked if Amy knew how much traffic other cities see from their apps. She said no but would try to find out.

The last item of business was an update on the project discussed with Commissioner Elder at the last meeting. An RFP has been prepared for the master plan update and proposals are due December 16<sup>th</sup>. A planning firm will be selected by the City Commission and then the Communication Committee can begin working on how to promote the master plan process and the educational component for the community engagement sessions.

The meeting was adjourned at 7:50 p.m.

STATE OF MICHIGAN  
COUNTY OF OAKLAND  
CITY OF HUNTINGTON WOODS

**RESOLUTION DECLARING A LOCAL STATE OF EMERGENCY TO PROTECT  
THE PUBLIC PEACE, HEALTH, SAFETY AND GENERAL WELFARE (COVID-19)**

RESOLUTION NO. \_\_\_\_\_

At a regular meeting of the City Commission of the City of Huntington Woods, County of Oakland, State of Michigan, held virtually on \_\_\_\_\_, 2021, at 7:30 p.m., with those present and absent being:

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

the following preamble and resolution were offered by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_:

**PREAMBLE:**

A. COVID-19, and the possible exposure to persons afflicted with it, constitute a clear and present danger to the health, safety, and welfare of City personnel and persons doing business with or residing in the City. Federal, state, and county orders, directives, guidelines, and recommendations, including from the Michigan Department of Health and Human Services (MDHHS) and the Centers for Disease Control (CDC), have been issued in an effort to control the COVID-19 Coronavirus pandemic declared by the World Health Organization (WHO).

B. These federal, state, and county orders, directives, guidelines, and recommendations include closing business establishments; cancelling, postponing, and limiting the numbers at gatherings of people; postponing or limiting the number of persons required to physically attend public meetings; and calling for appropriate steps to be taken by local governments in an effort to control the spread of COVID-19.

C. These federal, state, and county orders, directives, guidelines, and recommendations have been changed or updated on a frequent basis, and further changes or updates are expected. Most recently, the State of Michigan, Department of Health and Human Services issued an Emergency Order on November 15, 2020, which includes limiting the number of persons permitted to attend indoor gatherings dependent upon available space, and requiring the implementation of social distancing protocols and the wearing of facemasks. The Emergency Order directly impacts the City's ability to conduct indoor gatherings, including public meetings of City Officials, City Administration, City Staff and Employees and members of the general public due to space constraints.

D. COVID-19, and the possible exposure to persons afflicted with it, constitute a clear and present danger to the health, safety, and welfare of City personnel and persons doing business with or residing in the City.

E. In accordance with the Emergency Management Act, Public Act 390 of 1976, the City's Emergency Operations Plan, and pursuant to federal, state, and county orders, directives, guidelines, and recommendations, including but not limited to the Order of the State Department of Health and Human Services, the City's Emergency Services Coordinator, City Manager and City Commission have determined to declare a Local State of Emergency due to COVID-19 and authorize the Emergency Services Coordinator and/or the City Manager, in conjunction with City Staff and Police and Fire Services, to act in accordance with the City's Emergency Operations Plan, to ensure that indoor gatherings are conducted safely and in accordance with applicable federal, state, and county orders, directives, guidelines, and recommendations relating to COVID-19.

F. The City Commission has further determined that certain additional emergency measures and actions should be taken or authorized, as determined to be necessary by the Emergency Services Coordinator and/or the City Manager in accordance with the City of Huntington Woods Emergency Operations Plan, this Resolution, and the November 15, 2020 Emergency Order of the Michigan Department of Health and Human Services.

**NOW THEREFORE, IT IS HEREBY RESOLVED AND DECLARED** by the Emergency Services Coordinator, the City Manager and City Commission of the City of Huntington Woods, Oakland County, Michigan, that there is a Local State of Emergency in the City due to COVID-19, on the basis of the federal, state, and county orders, directives, guidelines, and recommendations, including but not limited to the Order of the State Department of Health and Human Services; that, in accordance with the Emergency Management Act, Public Act 390 of 1976, the City's Emergency Operations Plan and those federal, state, and county orders, directives, guidelines, and recommendations, the City's Emergency Operations Plan be implemented to ensure that local resources are to be used as needed and to the fullest extent possible.

**IT IS FURTHER DECLARED THAT:**

1. The City Commission authorizes the Emergency Services Coordinator and/or the City Manager to take appropriate measures, in his/her discretion, to respond to or protect City citizens, businesses, and personnel from the declared State of Emergency by adopting and enforcing all appropriate measures, including but not limited to:

- a. Taking actions necessary to comply with federal, state, and county orders and directives that are binding on the City.
- b. Limiting, cancelling, or postponing City meetings and functions to those required by law.
- c. Cancelling, postponing, or establishing emergency rules for any public meeting of a City board, commission, or committee, and providing public notice and conducting City board, commission, and committee meetings electronically with remote attendance, in accordance with the Open Meetings Act, as amended.

2. This Declaration shall remain in effect until the earlier of March 30, 2021 or a City Commission determination that the Local State of Emergency no longer exists and terminates this Declaration.

3. To the extent the Resolution Declaring Coronavirus Local State of Emergency adopted by the City Commission on March 25, 2020 remains in effect, this Declaration terminates and supersedes said former Declaration.

**AYES:**

**NAYS:**

RESOLUTION DECLARED ADOPTED.

---

Heidi Barckholtz, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Commission of the City of Huntington Woods, County of Oakland, and State of Michigan, at a regular meeting held this \_\_\_\_ Day of January 2021, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

---

Heidi Barckholtz, City Clerk  
City of Huntington Woods

## CONSENT AGENDA #5D

### ZONING BOARD OF APPEAL

Oct. 13, 2020

Virtual Meeting

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

PRESENT: Gordon Glidden, Mitch Meisner, Adam Wallace, Todd Sperl  
Jim Park, Michael Wright  
Staff: Hank Berry

ABSENT: Ben Falik, David Hesano

#### Approval of Agenda

Motion to approve the agenda by Meisner seconded by Sperl.

Yeas: Gordon Glidden, Mitch Meisner, Adam Wallace, Todd Sperl  
Jim Park, Michael Wright  
Nays: None

#### Approval of Minutes- Sept 14, 2020

Motion to postpone the minutes from Sept 14, 2020 until next month by Meisner, seconded by Wallace.

Yeas: Gordon Glidden, Mitch Meisner, Adam Wallace, Todd Sperl  
Jim Park, Michael Wright  
Nays: None

A) Matter of an appeal from James and Sara Thornton at 26388 Dundee, for a variance to allow a 4' gate in the side yard contrary to Section 40-10.10 - Fences, Hedges and Walls B. Height and Location for fences. The proposed gate is further than 50% forward of the house depth and no side door to enclose exists.

Explanation of request by James Thornton: We are requesting to reinstall a fence gate that was removed by the previous homeowner., a wrought iron 4' gate.

Explanation by Hank Berry; previous fence was legally conforming, however presently there is no side door that had allowed previously by ordinance for a side to rear yard fence/gate. If the side door was still present, a variance would not be required.

Discussion by board

#### Public Participation

Chairman Glidden opened the meeting to Public Participation.

Seeing no persons wishing to speak, Chairman Glidden closed Public Participation.

Motion by Meisner, Seconded by Sperl , As it is a reasonable proposal for improvement for the property and that there is an inability to do so in any other acceptable manner due to a practical difficulty due to the placement of the existing structures on the property as per the area that has been defined in the application, to allow a variance as per submitted plan for a 4' gate in the side yard contrary to Zoning Ordinance Section 40-10.10 - Fences, Hedges and Walls B. Height and Location for fences. The proposed gate is further than 50% forward of the house depth and no side door to enclose exists.

Yeas: Gordon Glidden, Mitch Meisner, Adam Wallace, Todd Sperl  
Jim Park, Michael Wright  
Nays: None

Public Participation

Chairman Glidden opened the meeting to Public Participation.

Seeing no persons wishing to speak, Chairman Glidden closed Public Participation.

Other Business

None

Motion to adjourn by Sperl , seconded by Wallace

Yeas: Gordon Glidden, Mitch Meisner, Adam Wallace, Todd Sperl  
Jim Park, Michael Wright  
Nays: None

Meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Nikki Rallis  
Recorder

## CONSENT AGENDA #5E

### ZONING BOARD OF APPEAL

Sept. 14, 2020

7:30 p.m.

Virtual Meeting

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

PRESENT: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

ABSENT: Ben Falik, David Hesano

Staff: Hank Berry

#### Approval of Agenda

Motion to approve the agenda by Mitch , seconded by Michael .

Yeas: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

Nays: None

#### Approval of Minutes- August 10, 2020

Motion to approve the minutes from August 10, 2020 by Todd, seconded by Joe .

Yeas: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

Nays: None

A) Matter of an appeal from Joe Zieldorf at 13347 Hart, for a variance to allow an accessory structure at 8' from the principal building contrary to Zoning Ordinance 40-6.03 Accessory Buildings, Structures and Uses, which requires 10', and 3' from the rear property line instead of the required 6'.

Sam Pereksi from Italy America Construction states that the homeowner would like to build a garage which presently has none. He would also be including a patio and an apron which Berry states meet the standards and do not require a variance. He needs a variance to build the garage due to the short length of his property (107') and close proximity to his home which requires a 10' setback and he is requesting 8'. The rear setback is 6' and he is requesting 3'.

Hank explained the request and the standards applicable to the variance request at the rear of the property. He states that the building official is in favor of the request if approved by the ZBA.



The lot is 107' and originally platted off of Coolidge and planned for storefronts. Hart St. had originally been planned to be commercial. Typically, lots are 125'. But due to its location abutting Coolidge and the fact that that area was first contemplated to be commercial, the lot is shorter than the average. This accessory structure will not negatively affect the neighborhood. Berry explains a garage is a reasonable and prudent use of the property. It has special and unique circumstances relating to this lot.

Standards met:

1. Special and unique circumstances exist which are peculiar to the land, structure or building involved and which are generally not applicable to other lands, structures or buildings in the same district.
2. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare.
3. The special conditions and circumstances do not result from the actions of the applicant.
4. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance: and that the variance is the minimum necessary.

#### Public Participation

Chairman Glidden opened the meeting to Public Participation.

Seeing no persons wishing to speak, Chairman Glidden closed Public Participation.

Motion by Adam Wallace, Seconded by Michael Wright to allow a variance at 13347 Hart to allow an accessory structure (garage) at 8' from principal structure instead of required 10' and the accessory structure 3' from rear instead of the required 6'.

Yeas: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

Nays: None

#### B) Matter of an appeal from from Arik Green & Associates on behalf of Matthew and Stephanie Kates at 8211 Hendrie, for a variance to allow an a semi circular driveway in the R-1C zone district ( Section 40-10.06 - Parking and Circulation.

Explanation by homeowner of first request for semi-circle drive at the home which is a corner lot and references a previous similar approved variance 26457 Huntington, with a 2 car garage and a drive too short to park cars on. This is due to drive that is too short to legally park cars on without overhanging sidewalk.

Comment by Arik Green, architect that states due to guy wire in side yard, parking is not available there.

Explanation of request by Berry to allow a semi-circular driveway due to existing short drive that does not allow for legal parking due to cars overhanging the sidewalk. The house is on a corner and both streets have fire lanes that does not allow for on street parking along the side and front of the house. There is a guy wire on the side yard making it impractical to park there.

Discussion by board regarding a previous variance with similar circumstances. Meets the 4 standards, and if there were a snow emergency there is no place to park cars on the property.

Standards met:

1. Special and unique circumstances exist which are peculiar to the land, structure or building involved and which are generally not applicable to other lands, structures or buildings in the same district.
2. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare.
3. The special conditions and circumstances do not result from the actions of the applicant.
4. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance: and that the variance is the minimum necessary.

#### Public Participation

Chairman Glidden opened the meeting to Public Participation.

25505 Wareham: Mark Nakisher is in favor of the request.

8246 Huntington: Linda Solomon does not want the neighborhood to change to all circular drives and does not want to set a precedent.

8233 Hendrie: Ira Zaltz next door neighbor is in favor of the request, due to lack of parking on street and speeds of cars on street.

25840 Concord: Gail Linden states the board should look at this case on its own merit, not a previous one that had been granted.

Chairman Glidden closed Public Participation.

#### Discussion by board

Motion by Sperl: Motion to grant this variance for a semi circle driveway in the R1C district as it meets the 4 standards, due to the layout of the property and the regulations applicable to the two adjoining streets pose a practical difficulty for the ordinarily expected use of the property for off street parking, #1 the driveway between the sidewalk and the garage and sidewalk is too short and #2 both streets adjoining have fire lanes that prevent parking on the same side of the street as the house, those would qualify as practical difficulties that meet the requirements.

Second by: Claya

Yeas: Gordon Glidden, Joseph Claya, Todd Sperl, Michael Wright, Adam Wallace, James Park

Nays: Mitch Meisner

Second request by homeowner at 8211 Hendrie for a variance of 418 sq. ft, 394 is existing and 24.5 is new to enclose an area to the rear of the garage and four seasons room, it has 3 walls, we are requesting a wall and ceiling to enclose this space when exiting the garage and entering the house.

Explanation by Berry that 394' is legally nonconforming and existing, actual request of 24.5, Berry reviews the 4 standards. Clarification requested by Meisner on total Sq. ft. as it is only actual 24.5'. The 394' is to legitimize the entire nonconformity, if needed to rebuild in the future. Area not visible to the public, no adverse comments from neighbors, the house and layout was present when homeowners purchased property.

Standards met:

1. Special and unique circumstances exist which are peculiar to the land, structure or building involved and which are generally not applicable to other lands, structures or buildings in the same district.
2. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare.
3. The special conditions and circumstances do not result from the actions of the applicant.
4. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance: and that the variance is the minimum necessary.

Chairman opens public participation: None

Chairman closes public participation.

Motion by: Meisner to approve the 24'5 ft' variance.

Second by: Wallace

Ayes: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

C) Matter of an appeal from John Avedian at 8366 Huntington, for a variance to allow a privacy fence further forward than the rear of the house. Section 40-10.10 - Fences, Hedges and Walls B. Height and Location for fences.

Introduction by the homeowner, he would like to put in a shadowbox fence between him and the joint property line of neighbors. He feels he needs the variance due to the opacity requirement of the ordinance. He would like to have the same fence as adjoining neighbors, would like to bring forward the fence of the one presently there. Both he and the neighbor have small dogs to contain, and a big problem with skunks entering yards. The style of fence will make it difficult for them to enter.

Neighbor comment, 8366 Hendrie, homeowner Ellie Mosko states they want it to look nice, they have children and are looking at the safety factor also. They are in favor of it. Explanation by Hank on the existing fence and requested fence. 4' fence request is fine, but request is a shadowbox fence and it has an opacity issue. Allowed to have a gate, and fence if board allows. The request meets the 4 standards and provides screening to the neighbors, the opacity is the issue, it a 312' section and meets standard 1, 2, 3, and 4. Fence is to keep unwanted animals out and keep their family safe.

Standards met:

1. Special and unique circumstances exist which are peculiar to the land, structure or building involved and which are generally not applicable to other lands, structures or buildings in the same district.
2. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare.
3. The special conditions and circumstances do not result from the actions of the applicant.
4. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance: and that the variance is the minimum necessary.

Chairman opens public participation: None

Chairman closed public participation.

Board discussion

Motion by: Meisner, I move to interpret zoning ordinance requiring fences with a sufficient degree of non-opacity to include a 4' fence in the side yard

Second: Joe Claya

Ayes: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

Nays: none

D) Matter of an appeal by Brett Hoffmaster 13108 Lincoln looking for a variance on lot coverage, garage had previously been removed, 22 x 20, and is requesting to rebuild a garage of the same size on the same footprint

Introduction by Hank, lot is 50' x 100' deep, lot is small, smallest lot in the city. Garage was there just a few months ago and it is an expected use. Meets Standards 1,2,3,4. Asking for a basic 2 car garage. It will make lot coverage then 31.7 with garage. It is a practical difficulty for him to not have a garage on the property, the 100' depth is the issue, location of the sidewalk is also an issue. This lot and home predates the zoning ordinance, he will be exceeding lot coverage by 1.7%.

Standards met:

1. Special and unique circumstances exist which are peculiar to the land, structure or building involved and which are generally not applicable to other lands, structures or buildings in the same district.
2. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare.
3. The special conditions and circumstances do not result from the actions of the applicant.
4. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance: and that the variance is the minimum necessary.

Chairman opens public participation: Gail Linden asks what the garage size was that was there previously, when the garage was built it was conforming.

Motion by: Wright to approve variance based on property should have a garage, it is a practical difficulty of the size of the property and location of the lot line and it is the expectation to have a garage as an expected use.

Second by: Sperl

Ayes: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park

Nays: none

Other Business

Berry states minutes have been delayed and they are working on that, getting them more timely.

Chairman opens public participation, hearing none, closes.

Motion to adjourn by: Wright, seconded by Meisner.

Yeas: Gordon Glidden, Joseph Claya, Mitch Meisner, Todd Sperl, Michael Wright, Adam Wallace, James Park  
Nays: None

Meeting was adjourned at 9:45 p.m.

Respectfully Submitted  
Nikki Rallis  
Recorder

**From:** Amy Sullivan  
**Sent:** Saturday, December 26, 2020 2:05 PM  
**To:** Heidi Brown-Barckholtz  
**Subject:** another agenda change

Sorry – another addition to the agenda.

Add a presentation from Nat Pernick presented the City with an award for the 2020 voting challenge.

---

Amy Sullivan  
Huntington Woods City Manager  
(248) 581-2632

[asullivan@hwmi.org](mailto:asullivan@hwmi.org)

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## Manager's I

## AGENDA ITEM #2

To: Mayor and City Commission

From: Amy Sullivan, City Manager

Date: December 23, 2020

Subject: Sewer Litigation Settlement

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The MMRMA attorneys have negotiated a settlement for the August 2014 sewer event. The settlement agreement and related exhibits have been provided to the City. If the Commission concurs with the settlement terms, the appropriate motion to approve the settlement is:

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the resolution of the Finkelberg v. Huntington Woods and related Hanover litigation in accordance with the terms of the Settlement Agreement presented and recommended by legal counsel.



csnell@rsjalaw.com

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



ROSATI | SCHULTZ  
JOPPICH | AMTSBUECHLER

November 5, 2020

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

Andrew L. Pazuchowski  
Director of Public Safety  
City of Huntington Woods Public Safety Dept.  
12755 W. 11 Mile Road  
Huntington Woods, MI 48070

Deputy Chief/Detective William Cudney  
City of Huntington Woods Public Safety Dept.  
12755 W. 11 Mile Road  
Huntington Woods, MI 48070

Re: Proposed Domestic Assault Amendment

Dear Mrs. Sullivan, Mr. Pazuchowski and Mr. Cudney:

Enclosed for your consideration is a proposed Ordinance to allow for prosecution of domestic assault cases under our City Code. At the present time, domestic assault cases would have to be prosecuted under the charge of assault and battery, Section 24-46.

The proposed Ordinance mirrors State Law MCL 750.81(a) and allows for a deferral of proceedings consistent with MCL 750.769(4a).

The main reason to adopt the proposed Ordinance is that without the Ordinance we cannot prosecute the domestic assault cases under Local Ordinance. The Department of Public Safety would have to submit to the Oakland County Prosecutor's Office for a Complaint and Warrant under State law. In addition, if the cases were to proceed under State law there would be a loss of revenue to the City.

If I can be of any further assistance, please do not hesitate to contact me directly at (248) 819-6427.

Very truly yours,

ROSATI SCHULTZ JOPPICH  
& AMTSBUECHLER PC

/s/CHARLES D. SNELL  
Charles D. Snell

CDS/lg  
Attachment  
cc: Carol Rosati (w/attachment)

CITY OF HUNTINGTON WOODS  
OAKLAND COUNTY, MICHIGAN

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

AN ORDINANCE TO AMEND THE CITY OF HUNTINGTON WOODS CODE OF ORDINANCES, CHAPTER 24, OFFENSES, ARTICLE III, OFFENSES AGAINST THE PERSON, TO ADD OFFENSES FOR DOMESTIC ASSAULT AND DOMESTIC ASSAULT AND BATTERY.

THE CITY OF HUNTINGTON WOODS ORDAINS:

Section 1 of Ordinance

Chapter 24, Offenses, Article III, Offenses Against the Person, is hereby amended to add the following Sec. 24-50, Domestic Assault and Domestic Assault and Battery, with the other Sections of Article III remaining unchanged:

**Sec. 24-50 – Domestic assault and domestic assault and battery.**

An individual who assaults or assaults and batters his or her spouse or former spouse, an individual with whom he or she has or had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of his or her household, is guilty of a misdemeanor punishable by imprisonment for not more than ninety-three (93) days or a fine of not more than five hundred dollars (\$500.00) or both.

*Deferral of proceedings; conditions:*

- (a) When an individual who has not been convicted previously of a violation of this section or section 81 or 81a of the Michigan Penal Code, Act No. 328 of the Public Acts of 1931, as amended, being MCL § 750.81 and MCL § 750.81a of the Michigan Compiled Laws, or a violation of a local ordinance substantially corresponding to this section or section 81 of Act No. 328 of the Public Acts of 1931, pleads guilty to, or is found guilty of, a violation of section 81 or 81a of Act No. 328 of the Public Acts of 1931, as amended, and the victim of the assault is the offender's spouse or former spouse, an individual who has a child in common with the offender, or an individual residing or having resided in the same household as the offender, the court, without entering a judgment of guilty and with the consent of the accused and the prosecuting attorney in consultation with the victim, may defer further proceedings and place the accused on probation, as provided in this section. However, before deferring proceedings under this subsection, the court shall contact the department of state police and determine whether, according to the records of the department of state police, the accused has previously been convicted under section 81 or 81a of Act No. 328 of the Public Acts of 1931, or under local ordinance substantially corresponding to this section or to section 81 of Act No. 328 of the Public Acts of 1931, or has previously availed himself or herself of this section. If the search of the records reveals an arrest for a violation of section 81 or 81a of Act No. 328 of the Public Acts of 1931 or this section or a local ordinance substantially corresponding to section 81 of Act No. 328 of the Public Acts of 1931 but no disposition, the court

shall contact the arresting agency and the court that had jurisdiction over the violation to determine the disposition of that arrest for purposes of this section.

- (b) Upon a violation of a term or condition of probation, the court may enter an adjudication of guilty and proceed as otherwise provided in this section.
- (c) An order of probation entered under this subsection may require the accused to participate in a mandatory counseling program. The court may order the accused to pay the reasonable costs of the program.
- (d) The court shall enter an adjudication of guilty and proceed as otherwise provided in this section if any of the following circumstances exist:
  - 1. The accused commits an assaultive crime during the period of probation. As used in this section, "assaultive crime" means one or more of the following:
    - a. That term as defined in section 9(a) of Chapter X, MCLA 770.9a;
    - b. A violation of chapter XI of the Michigan Penal Code, Act No. 328 of the Public Acts of 1931, being MCL §§ 750.81 and 750.90 of the Michigan Compiled Laws.
  - 2. The accused violates an order of the court that he or she receive counseling regarding his or her violent behavior.
  - 3. The accused violates an order of the court that he or she have no contact with a named individual.
- (e) Upon fulfillment of the terms and conditions, the court shall discharge the person and dismiss the proceedings against the person. Discharge and dismissal under this section shall be without adjudication of guilt, and is not a conviction for purposes of this section or for purposes of disqualifications of disabilities imposed by law upon conviction of a crime.
- (f) There may be only one discharge and dismissal under this section with respect to any individual. The court shall submit a nonpublic record to be maintained by the department of state police of an arrest and discharge or dismissal under this section. This record shall be furnished to a court or police agency upon request for the purpose of showing that a defendant in a criminal action under section 81 or 81a of Act No. 328 of the Public Acts of 1931, as amended, this section, or a local ordinance substantially corresponding to section 81 of Act No. 328 of the Public Acts of 1931 has already once availed himself or herself of this section.

**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 \_\_\_\_\_, 2020, 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 \_\_\_\_, 2020, the original of which is on file in my office.

\_\_\_\_\_  
HEIDI BARCKHOLTZ, City Clerk  
City of Huntington Woods



## AGENDA ITEM #4

### 2021 CITY COMMISSION MEETING SCHEDULE

*Revised January 2021*

*All meetings are scheduled to start at 7:30 p.m. in the City Hall Commission Chambers.*

JANUARY – 5

FEBRUARY - 2

MARCH – 16 (March 2 is Board of Review)

APRIL – 6

APRIL – 20 for Budget study session

MAY – 18 (Election day is May 4)

JUNE – 1

JULY – 6

AUGUST – 17 (Primary election is 8-3)

SEPTEMBER – 21 (September 7 is Rosh Hashanah)

OCTOBER – 5

NOVEMBER – 8 Organizational meeting

NOVEMBER – 16 (Election day is 11-2)

DECEMBER – 7

Staff Contact: Amy Sullivan, City Manager

Please contact 248.541-4300 to confirm time and location of the meeting.



## Manager's

## AGENDA ITEM #5

To: Mayor and City Commission

From: Amy Sullivan, City Manager

Date: December 22, 2020

Subject: Reappointments to Boards and Commissions

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In addition to the appointments of residents to fill board and commission vacancies, there are also several reappointments that staff is recommending. I've also added the appointment of a student representative to the Library Advisory Board to this agenda item since she was not interviewed. Confirming the Mayor's appointments can be made in one motion; a motion should be made for each board and commission reappointment separately after that.

Library Advisory Board (Mayoral appointment)

Manjula Kaza-Egan

Student representative – Mia Ceaser

Historic District Commission (Mayoral appointment)

Jim Malloure

Board of Review

Linda Solomon

Bree Stocker-Smart

Environmental Advisory Committee

David Egan

Sarah Jo Sautter

Julie Petrik

Construction and Property Maintenance Board of Appeals

Gordon Glidden

Senior Advisory Committee

Lenny Newman

**Heidi Brown-Barckholtz**

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**From:** Amy Sullivan  
**Sent:** Tuesday, December 8, 2020 8:35 AM  
**To:** Bob Paul; Jules B. Olsman (jbolsman@olsmanlaw.com); Jeff Jenks (jeff.jenks5@gmail.com); Joe Rozell; Michelle Elder  
**Cc:** Heidi Brown-Barckholtz  
**Subject:** REVISED Boards and Commission appointments

Below is a revised summary of the vacancies on the boards and commissions and interested residents. It reflects the additional boards and commissions that resident Sue Tanner is interested in and the number of vacancies on the Senior Advisory Committee is now 3 with the resignation of Kay Brady. Also I was able to schedule an interview with Sue Warrow for the Arts & Garden Board on December 17<sup>th</sup>.

See you tomorrow night.

Planning Commission (Mayoral appointment)

4 vacancies

Chris Golembiewski, Gail Linden and Bree Stocker-Smart submitted Citizen Interest Forms. Sue Tanner is also interested as are Todd Sperl and Gordon Glidden from the ZBA whose terms are expired.

Library Advisory Board (Mayoral appointment)

2 vacancies

Nina Dodge Abrams and Beth Applebaum submitted a Citizen Interest Form.

Arts & Garden Board

3 vacancies

Susan Warrow submitted a Citizen Interest Form.

Ethics Committee

2 vacancies

Norine Zimmer, Ben King, Chris Golembiewski and Melanie Goldberg submitted a Citizen Interest Form.

EAC

1 vacancy

Kate Zenlea submitted a Citizen Interest Form.

ZBA alternates

2 vacancies

Gail Linden submitted a Citizen Interest Form.

Senior Advisory Committee

3 vacancies

Sue Tanner, Heidi Coffman, Suzanne Potter, Bonnie Nowakowski & Lora Frankel submitted Citizen Interest Forms.

Communication Committee

2 vacancies

Krista Jahnke and Nick Fedorchak submitted a Citizen Interest Form. Sue Tanner is also interested.

Parks and Rec Advisory Board

1 vacancy

Sue Tanner and Suzanne Potter are interested in the Board.

Amy Sullivan

Huntington Woods City Manager

[asullivan@hwmi.org](mailto:asullivan@hwmi.org)

248.581.2632



**Agenda**  
**Special Meeting of the City Commission**  
**Tuesday, November 17, 2020**  
**6:15 p.m.**  
**Remote Meeting – Not at City Hall**  
**Agenda**

**CALL TO ORDER**

**ITEMS OF BUSINESS**

1. Interview Candidates for the Vacancies on the Senior Advisory Committee
  - a. 6:00 p.m. Heidi Coffman
  - b. 6:15 p.m. Bonnie Nowakowski
  - c. 6:30 p.m. Sue Tanner
  - d. 6:45 p.m. ~~Lora Frankel~~ *No Show*
  - e. 7:00 p.m. Suzanne Potter
2. Discussion of Candidates and Vacancies

**PUBLIC PARTICIPATION**

Note: Being a Special Meeting of the City Commission there can be no further action brought before the Commission.

**ADJOURNMENT OF SPECIAL CITY COMMISSION MEETING**

**Time: Nov 17, 2020 06:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/89761741945?pwd=aTlycUczeEZyMzk3eFNadIVHZ1VBUT09>**

**Meeting ID: 897 6174 1945**

**Passcode: 554960**

**One tap mobile**

**+16465588656,,89761741945#,,,,,0#,,554960# US (New York)**

**+13017158592,,89761741945#,,,,,0#,,554960# US (Washington D.C)**

**Dial by your location**

**+1 646 558 8656 US (New York)**

**+1 301 715 8592 US (Washington D.C)**

**+1 312 626 6799 US (Chicago)**

**+1 669 900 9128 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**Meeting ID: 897 6174 1945**

**Passcode: 554960**

**Find your local number: <https://us02web.zoom.us/j/89761741945>**



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Heidi Coffman Date 07/10/20  
Address 26380 Dundee Road # Yrs. residing in City 36  
Home phone 2485146693 Cell phone 2485146693  
Email address heidicoff@gmail.com

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

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

I'm a senior, 66 years old, CPA for 32 years, with all nonprofit clients currently who receive grant funding as well as contributions. I'm still working part time and until COVID hit, was active in several senior theater groups that performed at senior residences and other venues targeted to senior audiences, working with program activity directors. I have an interest in the Senior Advisory Committee since I am a senior and am interested in plans to make life better for seniors. I experienced the difficulties older seniors have in maintaining their life with my mom, who recently passed away from COVID, and needed a lot of help over the years with financial management, doctor appointments, purchasing clothes, etc.

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

☐

### **Arts & Garden Board**

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

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### **Board of Review**

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

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

☐

### **Budget Advisory Committee**

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- ☐ Public finance
- ☐ Policymaking

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- ☐ Public relations
- ☐ Social media
- ☐ Branding

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

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

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☐ **Diversity and Inclusion Advisory Committee**

This Committee actively seeks ways for Huntington Woods to accurately and effectively present itself to under-represented communities as a desirable place to live, to become more inclusive and welcoming for all current residents, and to present the City Commission with findings and recommendations regarding diversity and inclusion. Members should be current City residents who have lived here for at least six months and who reside here six months out of each year. Members should be supportive of a diverse, inclusive and welcoming Huntington Woods and who by personal or professional experience can represent one of following:

- ☐ Disabled persons;
- ☐ LGBTQ community;
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- ☐ Two-at large members

### ☐ **Environmental Advisory Committee**

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

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- ☐ Conservation
- ☐ Recycling
- ☐ Sustainability
- ☐ Climate change

### ☐ **Ethics Committee**

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

- ☐ Public policy
- ☐ Ethics
- ☐ Labor Law

### ☐ **Historic District Commission**

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

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- ☐ Historic preservation
- ☐ Member of a preservation organization

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- ☐ Recreation
- ☐ Policymaking
- ☐ Public relations

### ☐ **Planning Commission**

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- ☐ Civil engineering
- ☐ Land use
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- (3) Making recommendations regarding senior services.
- (4) Encouraging senior involvement in senior related activities in the City.

Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☒ Aging issues
- ☒ Grants/endowments
- ☒ Wellness programming
- ☐ Policymaking



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- ☐ Building construction
- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

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Name Susan Warrow Date 7-8-2020

Address 26756 Wyoming Rd # Yrs. residing in City 19

Home phone 248.545.3286 Cell phone 248.894.5722

Email address susanwarrow@hotmail.com

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

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

I have a BA in History and an MA in curriculum and teaching, as well as 22 years experience as a high school U.S. history/ Holocaust Lit/ Social Justice teacher.

Gardening has been a hobby since I have lived in HW.

My knowledge, skills, and interests could be helpful on ONE of these boards/committees:

Arts & Garden

Diversity & Inclusion

Historic District

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





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- ☐ Two-at large members

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☐

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- ☐ Architecture
- ☐ Legal background



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Suzanne Potter Date 7/11/2020

Address 13137 Ludlow Ave. # Yrs. residing in City 32

Home phone 2482294974 Cell phone 2482294974

Email address spotter13137@gmail.com

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

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

I am a senior interested in the wellbeing of our senior population in Huntington Woods. I am interested

in expanding multi-generational connections and activities as well as aging in place issues. I would like

to participate on the Senior Advisory Committee.

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

☐

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- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Laura Trager Date 7/10/2020

Address 26008 Pembroke Rd # Yrs. residing in City 2.5

Home phone \_\_\_\_\_ Cell phone 2067134054

Email address laura.trager@gmail.com

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

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

I'm not entirely sure what I'm supposed to enter here, but I have a background in education and currently work as a software engineer. I am deeply passionate about the state of our natural  
world and its impact on our health and safety. So, I would like to be involved in our city's  
environmental Advisory Committee.

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

☐

### **Arts & Garden Board**

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- ☐ Culture
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- ☐ Disabled persons;
- ☐ LGBTQ community;
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- ☐ Engineering
- ☐ Architecture
- ☐ Legal background



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

---

Name Lora Frankel Date 7/11/2020

Address 13135 Sherwood Drive # Yrs. residing in City 47

Home phone 2487520227 Cell phone 2487520227

Email address loralfrankel@gmail.com

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

☐

### **Arts & Garden Board**

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

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

☐

### **Board of Review**

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

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

☐

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- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background

Senior Advisory Committee Candidates

1. Heidi Coffman
2. Bonnie Nowakowski
3. Sue Tanner
4. ~~Lora Frankel~~ no show for interview
5. Suzanne Potter





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I am applying to be a member of the senior advisory committee, as I am a senior and have become somewhat involved in senior activities and feel it is important to have seniors on the committee. Shortly after moving here, I started attending Sunday coffees at the Rec Center. When Covid struck I felt a distinct need for the coffees to continue and after talking to several seniors, I initiated the current Sunday zoom coffees, which are very successful. I would very much like to join this committee, and would continue to make recommendations regarding senior services. It is unfortunate that I cannot attend the zoom senior advisory meeting tomorrow because I have a medical appointment that cannot be changed. Thank you for your consideration.



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

Name Bonnie Nowakowski Date 10/14/2020  
Address 10124 Talbot Avenue # Yrs. residing in City 42  
Home phone 248 546-4218 Cell phone 248 310-4049  
Email address Bknowakowski@aol.com

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

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

I was employed by the State of Michigan for 30+ years as a Child Support Investigator. During that time I interviewed over 50,000+ clients to gather identifying information for paternity and child support orders for court action. During that time I spoke to many people of different ages, ethnic, religious, and racial backgrounds to gather information, analyze problems, and find solutions.

I am a long-time resident and senior citizen, who also cares for a disabled person in my household. I am interested in joining the Senior Advisory Board to help create a safer and more welcoming environment for our senior population in Huntington Woods.

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

5 AC

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# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Lora Frankel Date 7/11/2020  
Address 13135 Sherwood Drive # Yrs. residing in City 47  
Home phone 2487520227 Cell phone 2487520227  
Email address loralfrankel@gmail.com

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Grants/endowments



Wellness programming



Policymaking



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Architecture



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**Agenda**  
**Special Meeting of the City Commission**  
**Wednesday, December 9, 2020**  
**6:00 p.m.**  
**Remote Meeting – Not at City Hall**  
**Agenda**

**CALL TO ORDER**  
**ROLL CALL**

**ITEMS OF BUSINESS**

**1. Interview Candidates for the Vacancies on Boards and Committees**

- a. 6:00 Chris Golembiewski
- b. 6:15 Bree Stocker-Smart
- c. 6:30 Beth Applebaum
- d. 6:45 Norine Zimmer
- e. 7:00 Nina Dodge Abrams
- f. 7:15 Ben King
- g. 7:30 Gail Linden
- h. 7:45 Melanie Goldberg

**2. Discussion of Candidates and Vacancies**

**PUBLIC PARTICIPATION**

Note: Being a Special Meeting of the City Commission there can be no further action brought before the Commission.

**ADJOURNMENT OF SPECIAL CITY COMMISSION MEETING**

**Topic: Boards and Committee Interviews**

**Time: December 9, 2020 6:00 p.m. Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/85609723274?pwd=VHBsdmFMVEc3Q0ZqZUVtb0FZZG9xUT09>**

Meeting ID: 856 0972 3274

Passcode: 297856

One tap mobile

+13126266799,,85609723274#,,,,,0#,,297856# US (Chicago)

+16465588656,,85609723274#,,,,,0#,,297856# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 856 0972 3274

Passcode: 297856

Find your local number: <https://us02web.zoom.us/j/85609723274?pwd=VHBsdmFMVEc3Q0ZqZUVtb0FZZG9xUT09>

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

## Citizen Interest Form for City Boards, Commissions and Committees

---

Name Christopher (Chris) Golembiewski Date November 21, 2020

Address 10160 Kingston Ave # Yrs. residing in City 13+

Home phone 248.546.3042 Cell phone 248.885.1049

Email address chriskg78@gmail.com

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

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

HW Men's Club Member, Current Vice-President of Cana Lutheran Church (Berkley).

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Work history: Beaumont Hospital - Management roles within Supply Management, Patient Registration and Laboratory

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Detroit Medical Center - Supervisor of Laboratory Couriers (Union)

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Auto Dealerships (Ford, Volvo and BMW) - Sales and Service Advisor roles, Finance Manager

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FordDirect - Digital Performance Manager - Advises Ford/Lincoln dealers within my regions (Boston/Phil) of all things digital (websites, advertising and etc.)

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**CITY OF HUNTINGTON WOODS CITIZEN INTEREST FORM  
COMMUNITY BOARDS, COMMISSIONS AND COMMITTEES**

NAME Bree Stocker-Smart DATE 10/23/2020  
ADDRESS 13101 Balfour Ave # YEARS RESIDING IN CITY 9  
2482297007 2482297007  
HOME PHONE 2482297007 BUSINESS PHONE 2482297007  
E-MAIL ADDRESS bree.stocker@yahoo.com

**COMMUNITY BOARDS OR COMMITTEES FOR WHICH YOU WOULD LIKE TO BE CONSIDERED**

- ☐ **ADVISORY COMMUNICATIONS COMMITTEE**  
Members (td) - initial terms to be staggered
- ☐ **ADVISORY EMERGENCY TASK FORCE** (Established for a period of one year)  
Members (td) - 1 yr. Term.
- ☐ **BART Board (BEAUTIFICATION, TREES & ART IN PUBLIC PLACES ADVISORY BOARD)** (11 Members - 3 yr. Term; 1 Student Member - 1 year Term.) Usually meets once a month.
- ☒ **BOARD OF REVIEW** (3 Members - 3 yr. term)  
Meets in March, July and December.
- ☐ **BUDGET ADVISORY COMMITTEE** (7 Members - 3 yr. Term)  
Meets as needed.
- ☐ **COMMUNITY FUND BOARD** (7 Members - 3 yr. Term)  
Meets approximately 6 times per year.
- ☐ **COMMUNICATIONS COMMITTEE** (5 Members - terms tbd)  
Meeting schedule tbd
- ☐ **CONSTRUCTION & PROPERTY MAINTENANCE BOARD OF APPEALS** (3 Members - 2 yr Term)  
Meets as needed.
- ☐ **EMERGENCY RESPONSE TASK FORCE** (5 Members - terms tbd)  
Meeting schedule tbd
- ☐ **ENVIRONMENTAL ADVISORY COMM (EAC).** (9 Members - 3 yr term, plus 1 Student Member - 1 year Term)  
Usually meets once a month.
- ☐ **ETHICS BOARD** (3 Members - 3 yr. Term)  
Meets as necessary.
- ☐ **HISTORIC DISTRICT COMMISSION** (9 Members - 3 yr. Term)  
Meets as needed.
- ☐ **LIBRARY ADVISORY BOARD** (5 Members + 2 Pl. Ridge Residents -3 yr. Term; plus 1 Student Member )  
Usually meets once a month.
- ☐ **PARKS & RECREATION ADVISORY BOARD.** (9 Members - 3 yr. Term; 2 Student Members - 2 year Term)  
Usually meets once a month.
- ☒ **PLANNING COMMISSION** (9 Members - 3 yr. Term)  
Usually meets once a month.
- ☐ **SENIOR ADVISORY COMMITTEE** (5 Members - 2 yr Term)  
Meets 4 times a year
- ☐ **ZONING BOARD OF APPEALS** (7 Members - 3 yr. Term and 2 alternates)  
Usually meets once a month.

Volunteer opportunity, *not appointed.*

- ☐ **VOLUNTEER FIRE COMPANY.** Assist regular officers at any fires. Training sessions one Sunday a month after completion of certification training course. Not appointed.

*Check off if interested in additional information.*

**BRIEF DESCRIPTION OF BACKGROUND AND EXPERIENCE (use back if needed.)**

I am currently an alt on the Board of Review and I would like to continue in that role. But, I would also love to be considered for the Planning Commission. The Planning Commission helps with the Master Plan which I am extremely interested in contributing to. I have served on the Board of Review for three years and I would love to continue and increase my contributions to the City. I feel local government is the best place to make a difference. It is small enough that real change can occur and that change will be felt on a larger scale because it is where we live. I would love to contribute in any way that I can. As an attorney and compliance professional, as well as a mother I think that I could bring a great perspective. Thank you!



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

Name Beth E Applebaum Date November 6, 2020  
Address 25428 Henley Ave # Yrs. residing in City 40  
Home phone 2484176533 Cell phone 2484176533  
Email address bethapplebaum@bethapplebaumlaw.com

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

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

I have been a resident of Huntington Woods since 1980. I am an attorney.

I have been practicing law in the fields of estate planning, real estate and business law since 1978,

I also have a masters degree in Library Information Science.

I have experience as a librarian at Wayne State University Law School, Detroit, MI from 2011-2019.

I have been active in several community organizations and community boards since 1980.

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

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

☒ **Library Advisory Board**

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

- ☒ Policymaking
- ☐ Public relations
- ☒ Library knowledge

☐ **Parks and Recreation Advisory Board**

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

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

☐ **Planning Commission**

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

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



Temp address  
12/4 - 1/23/2021

5008 Dory Dr.  
New Port Richey,  
FL 34655

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

Name Norine Zimmer Date 10/19/2020  
Address 13136 Winchester Ave # Yrs. residing in City 40+  
Home phone \_\_\_\_\_ Cell phone 248.219.8657  
Email address norinez72@gmail.com

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

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

I have a very diverse background and work experiences.

Entrepreneur owned & produce Detroit Town Hall lecture series housed in the Fisher theater where we filled 1,081 seats monthly, owned the 1st women's deep designer discount retail store in MI, returned to WSU and my received a Master's degree in Interdisciplinary Studies and went to work for WSU Gerontology Dept. and last work experience was recruiter for IBM senior technology professionals where I had to become computer literate.

I've served on the Boards of Sinai-Grace Hospitals as a community representative, Area Agency on

Aging teaching Matter of Balance classes NCJW. I've been actively involved with SOAR almost

Return completed form to City Hall or email to hbarckholtz@hwmi.org

almost since inception both teaching classes

and on the marketing committee. currently involved in ceramics as a hobby

- ☐ Persons who are immigrants from or have ancestry from South Central Asian countries (e.g. India, Pakistan, Bangladesh, Iran);
- ☐ Persons of Asian, Native Hawaiian or Other Pacific Islander race (per U.S. Census definitions);
- ☐ Current high school student or recent (within one year) graduates
- ☐ Two-at large members

☐ **Environmental Advisory Committee**

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

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

☒ **Ethics Committee**

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

- ☐ Public policy
- ☐ Ethics
- ☐ Labor Law

☐ **Historic District Commission**

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

- ☐ Architecture



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Nina Dodge Abrams Date 7/10/20  
Address 12959 Talbot Lane # Yrs. residing in City 43  
Home phone 2485437272 Cell phone 2487602909  
Email address ninadabrams@gmail.com

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

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

In 1965 I received my AMLS and in 1970 my MBA, both from the Univ of Mich. I worked as a Spec Librarian for ASTME in Dearborn, then as a public librarian for the Det Public Library 1966 to 1969.

After moving to Chicago in 1969, I worked for the Univ of Chicago Library System until I graduated Law School in 1976. I retired as a lawyer in 2018. In addition, I have served as a mediator (volunteer and as a lawyer) for over 25 years.

Personally, my husband and I collected books in various non-fiction subjects, He was an expert in copyright law. Most of his collection of intellectual property materials will go to law libraries. I have traveled extensively, and have been active in the community recruiting people to vote in elections.

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



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

☒ **Library Advisory Board**

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

- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowledge

☐ **Parks and Recreation Advisory Board**

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

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

☐ **Planning Commission**

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

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



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Ben King Date 11/06/2020  
Address 13307 Talbot Avenue # Yrs. residing in City 1.7  
Home phone 313-335-4365 Cell phone 313-335-4365  
Email address benjaminlking@gmail.com

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

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

I graduated from Wayne State University Law School in 2017 and have been practicing law for over three years. In law school I was the chairperson for the Detroit Free Legal Aid Clinic. After graduating I worked for Lakeshore Legal Aid in Detroit. I primarily represented Detroit renters in landlord/tenant cases. In June of 2018 I began working for a private law firm in Royal Oak. For the last 2.5 years I have exclusively practiced labor and employment law. In my practice I have represented unions, employees, as well as ERISA benefit plans. I have practiced in both state and federal court. I have also represented unions and their members in arbitrations. I also have practiced before administrative agencies including but not to the National Labor Relations Board, Michigan Employment Relations Commission and Michigan Public Service Commission.

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

- ☐ Persons who are immigrants from or have ancestry from South Central Asian countries (e.g. India, Pakistan, Bangladesh, Iran);
- ☐ Persons of Asian, Native Hawaiian or Other Pacific Islander race (per U.S. Census definitions);
- ☐ Current high school student or recent (within one year) graduates
- ☐ Two-at large members

#### ☐ Environmental Advisory Committee

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

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

#### ☒ Ethics Committee

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

- ☒ Public policy
- ☒ Ethics
- ☒ Labor Law

#### ☐ Historic District Commission

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

- ☐ Architecture



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

Name Gail Linden Date 11/3/2020

Address 25840 Concord Rd # Yrs. residing in City 63

Home phone 248.542.0138 Cell phone 248.225.4588

Email address gail.linden@remax.net

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

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

Huntington Woods is in my blood. Real estate and housing is my livelihood. I have served on and chaired the ZBA several times. I have been trained in ZBA by the county and also the zoning board. I love serving my city.

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

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

### ☐ **Library Advisory Board**

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- ☐ Policymaking
- ☐ Public relations
- ☐ Library knowledge

### ☐ **Parks and Recreation Advisory Board**

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

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

### ☒ **Planning Commission**

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

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

☐

### **Senior Advisory Committee**

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

- (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.
- (4) Encouraging senior involvement in senior related activities in the City.

Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Aging issues
- ☐ Grants/endowments
- ☐ Wellness programming
- ☐ Policymaking

☐

### **Zoning Board of Appeals**

The Zoning Board of Appeals reviews cases requesting a variance from the zoning ordinance and interpretations of the zoning ordinance. Meetings are scheduled as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Building construction
- ☒ Land use planning
- ☒ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background



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

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Name Melanie Goldberg Date 11/06/2020  
Address 13333 Victoria Ave # Yrs. residing in City 23  
Home phone 2485860963 Cell phone 2484176573  
Email address mdg0906@gmail.com

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

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

I have lived in Huntington Woods for 23 years.

For that same 23 years I have been a member of the private bar practicing in the area of Immigration Law. My experience as a lawyer has given me the ability to see both sides of a situation. I know that every one perceives and incident differently, based on their own beliefs and past experiences. I pride myself in my ethical standards as an attorney. I believe that I have the ability to research situations objectively and come to a just conclusion. For these reasons I am submitting my application to serve on the ethics committee. Thank you for your consideration.

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

- ☐ Persons who are immigrants from or have ancestry from South Central Asian countries (e.g. India, Pakistan, Bangladesh, Iran);
- ☐ Persons of Asian, Native Hawaiian or Other Pacific Islander race (per U.S. Census definitions);
- ☐ Current high school student or recent (within one year) graduates
- ☐ Two-at large members

### ☐ **Environmental Advisory Committee**

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

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

### ☒ **Ethics Committee**

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

- ☒ Public policy
- ☒ Ethics
- ☒ Labor Law

### ☐ **Historic District Commission**

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

- ☐ Architecture



## Heidi Brown-Barckholtz

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**From:** Amy Sullivan  
**Sent:** Wednesday, December 2, 2020 8:01 AM  
**To:** Heidi Brown-Barckholtz  
**Subject:** FW: Update - Re: FW: Citizen Interest Form

Can you add this note to this citizen interest form in case we have to mail anything to her?

Amy Sullivan  
Huntington Woods City Manager  
[asullivan@hwmi.org](mailto:asullivan@hwmi.org)  
248.581.2632

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**From:** Norine Zimmer <[norinez72@gmail.com](mailto:norinez72@gmail.com)>  
**Sent:** Wednesday, December 2, 2020 7:17:43 AM  
**To:** Amy Sullivan <[asullivan@hwmi.org](mailto:asullivan@hwmi.org)>  
**Subject:** Update - Re: FW: Citizen Interest Form

Morning Amy

This is the new temporary address we will be from Dec 4 2020 until April 23 2021.

Noreen & John Zimmer  
5008 Dory Dr  
New Port Richey, FL 34652  
248.219.8657 Norine  
248.825 0125 John

Please forward any mail to this address. We are going to be with our family.

Thank you and stay strong, Norine

On Mon, Nov 30, 2020, 11:37 AM Amy Sullivan <[asullivan@hwmi.org](mailto:asullivan@hwmi.org)> wrote:

Norine - Thank you for the quick reply – I've slotted you into the 6:45 – 7 p.m. time frame. The invite to the meeting is below. Please let me know if you would like a calendar invite as well. See you next week.

Topic: Boards and committee interviews

Time: Dec 9, 2020 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

**Agenda**  
**Special Meeting of the City Commission**  
**Thursday, December 17, 2020**  
**6:00 p.m.**  
**Remote Meeting – Not at City Hall**  
**Agenda**

**CALL TO ORDER**  
**ROLL CALL**

**ITEMS OF BUSINESS**

1. Interview Candidates for the Vacancies on Boards and Committees
  - a. 6:00 Krista Jahnke
  - b. 6:15 Lora Frankel
  - c. 6:30 Kate Zenlea
  - d. 6:45 Nick Fedorchak
  - e. 7:00 Susan Warrow
2. Discussion of Candidates and Vacancies
3. Audit Presentation

**PUBLIC PARTICIPATION**

Note: Being a Special Meeting of the City Commission there can be no further action brought before the Commission.

**ADJOURNMENT OF SPECIAL CITY COMMISSION MEETING**

**Topic: Special city commission meeting**  
**Time: Dec 17, 2020 06:00 PM Eastern Time (US and Canada)**

Join Zoom Meeting  
<https://us02web.zoom.us/j/88241345249?pwd=VWdhQUtvQzBZZThBYnRXZ3BIZndOQT09>

Meeting ID: 882 4134 5249  
Passcode: 149005  
One tap mobile  
+13126266799,,88241345249#,,,,,0#,,149005# US (Chicago)  
+16465588656,,88241345249#,,,,,0#,,149005# US (New York)  
Dial by your location  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Washington D.C.)  
+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
Meeting ID: 882 4134 5249  
Passcode: 149005  
Find your local number: <https://us02web.zoom.us/u/kd8x6cDBL7>

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, 28815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel(1-248-541-1180).



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

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Name Krista Jahnke Date 11/9/20  
Address 10035 Nadine # Yrs. residing in City 8  
Home phone 2482593680 Cell phone 2482593680  
Email address stajahnke@gmail.com

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

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

My work history includes a decade in print journalism at the Detroit Free Press and eight years of working in strategic communications in the philanthropy sector. I was a senior communications officer at The Skillman Foundation before joining The Kresge Foundation in 2015. At Kresge, I led our digital strategy, including social media, website, and email newsletters. I also work as the strategic communications lead for the Social Investment Practice, which uses non-grant forms of capital to expand opportunity in America's cities. I have a bachelor's degree in journalism from Michigan State University and a certificate in Social Impact Storytelling from Georgetown University. My passion and purpose are in helping mission-driven organizations tell their stories and share information that reaches their intended audiences and motivates them to take action. My skills including writing, editing, social media, email marketing, public relations, narrative development, and website oversight.

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



### **Communication Advisory Committee**

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

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



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

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

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering



### **Diversity and Inclusion Advisory Committee**

This Committee actively seeks ways for Huntington Woods to accurately and effectively present itself to under-represented communities as a desirable place to live, to become more inclusive and welcoming for all current residents, and to present the City Commission with findings and recommendations regarding diversity and inclusion. Members should be current City residents who have lived here for at least six months and who reside here six months out of each year. Members should be supportive of a diverse, inclusive and welcoming Huntington Woods and who by personal or professional experience can represent one of following:

- ☐ Disabled persons;
- ☐ LGBTQ community;
- ☐ African-American community;
- ☐ Hispanic or Latinx community;
- ☐ Arabic-speaking persons who are immigrants from or have ancestry from Western Asian countries (e.g. Jordan, Lebanon, Syria, Yemen, Iraq);



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Lora Frankel Date 7/11/2020  
Address 13135 Sherwood Drive # Yrs. residing in City 47  
Home phone 2487520227 Cell phone 2487520227  
Email address loralfrankel@gmail.com

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

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

I have been aging well as a resident of Huntington Woods, and still enjoy residing in the city. Many years ago, when my son was a child, I collaborated with another resident, Paula Kramer, to conduct the Camp of the Arts during the summers. It preceded the current summer camps, and I believe that we introduced the city to the summer camp concept, and assisted the Recreation Department in learning how to conduct summer camps. Since that time, I have been busy directing a statewide arts organization that promotes creativity, education and access to the arts for people with disabilities with offices in Detroit. I continue to work with the organization - Michigan Arts Access - as a volunteer to conduct artists in residence programs in school classrooms, provide professional development for artists, educators and community arts providers, give artists with disabilities opportunities to exhibit and perform, and assist arts and cultural organizations to assess and improve access to their facilities, programs and services for

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



### Senior Advisory Committee

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

- (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.
- (4) Encouraging senior involvement in senior related activities in the City.

Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):



Aging issues



Grants/endowments



Wellness programming



Policymaking



### Zoning Board of Appeals

The Zoning Board of Appeals reviews cases requesting a variance from the zoning ordinance and interpretations of the zoning ordinance. Meetings are scheduled as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):



Building construction



Land use planning



Real estate



Engineering



Architecture



Legal background



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

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Name Kate Zenlea Date 10/19/2020

Address 10514 Talbot Avenue # Yrs. residing in City 2

Home phone \_\_\_\_\_ Cell phone 248-229-8541

Email address katezenlea@gmail.com

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

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

I am the managing director for the Global Health Initiative at Henry Ford Health System in Detroit, where we work to address health inequities in marginalized and vulnerable populations both at home and abroad. Our approach is to partner with organizations from low-middle-income countries (LMICs) who have similar health challenges to those in Detroit and have applied a promising/innovative health solution. We then adapt these health solutions and pilot them here in Detroit. We also lead health-care exchange programs and build health capacity abroad through research, education and program development. I am also an Advisory Council Member of The Coalition of Black and Jewish Unity, which promotes solidarity between the Jewish and African American communities in metropolitan Detroit. The Coalition leads in combating hatred, cultivating relationships and developing future leaders in our communities. I also have a general interest in environmental justice and promoting sustainability to combat

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

☐ **Communication Advisory Committee**

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

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

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

- ☐ Architecture
- ☐ Building construction
- ☐ Engineering

☒ **Diversity and Inclusion Advisory Committee**

This Committee actively seeks ways for Huntington Woods to accurately and effectively present itself to under-represented communities as a desirable place to live, to become more inclusive and welcoming for all current residents, and to present the City Commission with findings and recommendations regarding diversity and inclusion. Members should be current City residents who have lived here for at least six months and who reside here six months out of each year. Members should be supportive of a diverse, inclusive and welcoming Huntington Woods and who by personal or professional experience can represent one of following:

- ☐ Disabled persons;
- ☐ LGBTQ community;
- ☒ African-American community;
- ☒ Hispanic or Latinx community;
- ☐ Arabic-speaking persons who are immigrants from or have ancestry from Western Asian countries (e.g. Jordan, Lebanon, Syria, Yemen, Iraq);



- ☐ Persons who are immigrants from or have ancestry from South Central Asian countries (e.g. India, Pakistan, Bangladesh, Iran);
- ☐ Persons of Asian, Native Hawaiian or Other Pacific Islander race (per U.S. Census definitions);
- ☐ Current high school student or recent (within one year) graduates
- ☐ Two-at large members

☒ **Environmental Advisory Committee**

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

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

☐ **Ethics Committee**

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

- ☐ Public policy
- ☐ Ethics
- ☐ Labor Law

☐ **Historic District Commission**

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

- ☐ Architecture



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

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Name Nick Fedorchak Date 05/05/2020  
Address 10104 Elgin Ave # Yrs. residing in City 1.5  
Home phone \_\_\_\_\_ Cell phone 248-866-3611  
Email address nickfedorchak@gmail.com

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

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

My name is Nick Fedorchak and my wife, Arielle, and daughters, Mila and Noa, moved to Huntington Woods in the fall of 2018. We have fallen in love with the community and everything the City of Huntington Woods has to offer. With that said, I am looking to take the next step and give back to the community. I hold a Bachelor of Science in Finance from Oakland University and a Master in Business from Michigan State University. Furthermore, I have over seven years of professional experience in Corporate Finance, Growth Strategy and Private Equity. I am currently responsible for overseeing the performance of eight companies, all of which are separate entities, with Revenues between \$25 million to \$100 million. In addition to many other facets of business, I consult the management teams in Budgeting and Forecasting across an array of industries as part of my role at Blackford Capital, a small, middle-market, private equity firm. I believe my education, experience and skill set would lend well to the Budget Advisory

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

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### **Arts & Garden Board**

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

☐

### **Board of Review**

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

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

☒

### **Budget Advisory Committee**

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- ☒ Budgeting
- ☐ Public finance
- ☐ Policymaking



# City of Huntington Woods

## Citizen Interest Form for City Boards, Commissions and Committees

Name Susan Warrow Date 7-8-2020  
Address 26756 Wyoming Rd # Yrs. residing in City 19  
Home phone 248.545.3286 Cell phone 248.894.5722  
Email address susanwarrow@hotmail.com

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

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

I have a BA in History and an MA in curriculum and teaching, as well as 22 years experience as a high school U.S. history/ Holocaust Lit/ Social Justice teacher.

Gardening has been a hobby since I have lived in HW.

My knowledge, skills, and interests could be helpful on ONE of these boards/committees:

Arts & Garden

Diversity & Inclusion

Historic District

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



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- ☐ LGBTQ community;
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- ☐ Hispanic or Latinx community;
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- ☐ Persons of Asian, Native Hawaiian or Other Pacific Islander race (per U.S. Census definitions);
- ☐ Current high school student or recent (within one year) graduates
- ☐ Two-at large members

### ☐ **Environmental Advisory Committee**

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- ☐ Environmental protection
- ☐ Conservation
- ☐ Recycling
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- ☐ Labor Law

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- ☐ Architecture

**Agenda**  
**Special Meeting of the City Commission**  
**Thursday, January 5, 2021**  
**6:45 p.m.**  
**Remote Meeting – Not at City Hall**  
**Agenda**

**CALL TO ORDER**  
**ROLL CALL**

**ITEMS OF BUSINESS**

1. Interview Candidates for the Vacancies on Boards and Committees
  - a. 6:45 Martin Ferman
2. Discussion of Candidates and Vacancies

**PUBLIC PARTICIPATION**

Note: Being a Special Meeting of the City Commission there can be no further action brought before the Commission.

**ADJOURNMENT OF SPECIAL CITY COMMISSION MEETING**

**Topic: Special city commission meeting**  
**Time: January 5, 2021 06:45 PM Eastern Time (US and Canada)**  
Join Zoom Meeting  
<https://us02web.zoom.us/j/89306734512?pwd=dkVpZDZkQUdhVC80Y09EaFQvbGJrUT09>  
  
Meeting ID: 893 0673 4512  
Passcode: 874979  
One tap mobile  
+13017158592,,89306734512#,,, \*874979# US (Washington D.C)  
+13126266799,,89306734512#,,, \*874979# US (Chicago)  
  
Dial by your location  
+1 301 715 8592 US (Washington D.C)  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)  
Meeting ID: 893 0673 4512  
Passcode: 874979  
Find your local number: <https://us02web.zoom.us/j/89306734512?pwd=dkVpZDZkQUdhVC80Y09EaFQvbGJrUT09>

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 Citizen Interest Form for City Boards, Commissions and Committees

Name Martin Ferman Date 12/22/20  
Address 8710 Lincoln Dr # Yrs. residing in City 41  
Home phone 248.547.4507 Cell phone 248.229.3218  
Email address mdferman@live.com

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

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

I have lived in the city and have used and enjoyed the resources of the library for over 41 years. I believe that the library is one of the jewels that make Huntington Woods such a great place to live, and I have been an active member of the Friends of the Huntington Woods Library for over eight years. For the past five years I have served as treasurer for the Friends, dealing directly with everyone in the organization as well as with the library staff and advisory board, and city financial staff (especially Tim Roland and Jamie Still). I plan to continue working with the Friends, and would also like to serve on the Library Advisory Board. Professionally, I have been actively involved in scientific research for over 50 years - for the past 12 primarily in program management - and I tend to bring an engineer's perspective to all issues and challenges. I am very familiar with the library board and would like to further help support it and the various library activities.

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



### Arts & Garden Board

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- ☐ Culture
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- ☐ Policymaking



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- ☐ Branding



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- ☐ Building construction
- ☐ Engineering



### Diversity and Inclusion Advisory Committee

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- ☐ Arabic-speaking persons who are immigrants from or have ancestry from Western Asian countries (e.g. Jordan, Lebanon, Syria, Yemen, Iraq);

- ☐ Persons who are immigrants from or have ancestry from South Central Asian countries (e.g. India, Pakistan, Bangladesh, Iran);
- ☐ Persons of Asian, Native Hawaiian or Other Pacific Islander race (per U.S. Census definitions);
- ☐ Current high school student or recent (within one year) graduates
- ☐ Two-at large members

#### ☐ Environmental Advisory Committee

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

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- ☐ Public policy
- ☐ Ethics
- ☐ Labor Law

#### ☐ Historic District Commission

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

- ☐ Architecture

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

☒ Library Advisory Board

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

- ☒ Policymaking
- ☐ Public relations
- ☒ Library knowledge

☐ Parks and Recreation Advisory Board

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

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

☐ Planning Commission

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

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



### Senior Advisory Committee

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

- (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.
- (4) Encouraging senior involvement in senior related activities in the City.

Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Aging issues
- ☐ Grants/endowments
- ☐ Wellness programming
- ☐ Policymaking



### Zoning Board of Appeals

The Zoning Board of Appeals reviews cases requesting a variance from the zoning ordinance and interpretations of the zoning ordinance. Meetings are scheduled as needed. Members should be persons who are interested or knowledgeable in one of the following (please check the box you have interest or experience in):

- ☐ Building construction
- ☐ Land use planning
- ☐ Real estate
- ☐ Engineering
- ☐ Architecture
- ☐ Legal background