

**CITY OF GROSSE POINTE FARMS
AGENDA OF BUSINESS
REGULAR MEETING OF THE
CITY COUNCIL
July 14, 2025**

The Regular Meeting of the City Council of the City of Grosse Pointe Farms will be held at City Hall located at 90 Kerby Road on July 14, 2025 at 7:00 p.m.

1. Pledge of Allegiance.
2. Roll Call.
3. Reading and consideration of the minutes of the Regular Meeting and Closed Session of June 16, 2025.
4. Ceremony recognizing the promotion of Sgt. Desmadryl, Sgt. Ryan and Lt. Hurner.
5. Public Hearing to consider Virtual Currency ATM Ordinance.
6. Consent Agenda.
 - a. Consideration of a request from Administration to approve permit for the End of Summer Bash Fireworks Display to be held on August 30, 2025.
 - b. Approval of June 2025 invoices.
7. Reports.
 - a. Receive June 2025 Public Safety Report.
8. Other Business.
9. Adjournment.

The City of Grosse Pointe Farms does not discriminate on the basis of disability in admission or access to its programs, activities, or services as required by Title II of the Americans with Disabilities Act of 1990. If you require further information or need to request an accommodation under the Americans with Disabilities Act, please contact Derrick Kozicki, Assistant City Manager/Clerk by email at: dkozicki@grossepointefarms.org or by calling 313-885-6600.

**CITY OF GROSSE POINTE FARMS CITY COUNCIL
REGULAR MEETING MINUTES
June 16, 2025 at 7:00 p.m.**

3.

A regular meeting of the City Council for the City of Grosse Pointe Farms was held at City Hall, 90 Kerby Road and called to order at 7:00 p.m. on Monday, June 16, 2025, by Mayor Louis Theros.

- 1. Pledge of Allegiance.**
- 2. Roll Call.**

Present: Mayor Louis Theros, Mayor Pro Tem Beth Konrad-Wilberding; Councilmembers John J. Gillooly Neil Sroka, Joe Ricci and Lev Wood

Absent: Councilmember Sierra Leone Donaven.

Others Present: Shane Reeside, City Manager, Derrick Kozicki, Assistant City Manager; Tim Rowland, Finance Director, Andy Rogers, Deputy Director of Public Safety, Matthew Baka, Public Service Director and William T. Burgess, City Attorney.

There was a quorum present.

MOTION: Motion by Councilmember Neil Sroka, second by Mayor Pro Tem Beth Konrad-Wilberding to excuse the absence of Councilmember Sierra Leone Donaven.

VOTE: Yes: Mayor Louis Theros, Mayor Pro Tem Beth Konrad-Wilberding; Councilmembers John J. Gillooly, Joe Ricci, Neil Sroka and Lev Wood; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

3. Reading and consideration of the minutes of the Regular Meeting held on May 12, 2025.

MOTION: Motion by Mayor Louis Theros to approve the minutes of the Regular Meeting held on 5/12/2025.

VOTE: Yes: 6; No: 0; Absent: 1. **CARRIED 6 to 0.**

4. Ceremony recognizing the promotion of Sgt. Lazarski and Lt. Harris.

John Hutchins, Public Safety Director presided over a ceremony recognizing the promotion of Sgt. Lazarski and Lt. Harris.

5. Discussion regarding Village Market's Street and Parking Lot Plan.

Jacob Garmo, owner of Village Market gave a presentation regarding their updated street and parking lot plan.

Mayor Louis Theros opened public comment at 7:29 p.m.

Maureen Finnigan, 444 McKinley Avenue stated she would like to make McKinley Avenue a dead-end street.

Marta Mager, 425 McKinley Avenue stated she would like to make McKinley Avenue a dead-end street.

Brady Baetens, 466 McKinley Avenue stated he would like the Public Safety Department to more aggressively enforce speeding on McKinley Avenue.

Patricia Dillon-Quinn, 431 McKinley Avenue stated she would like to make McKinley Avenue a dead-end street.

Mayor Louis Theros closed public comment at 7:58 p.m.

No action was taken by City Council regarding the street and parking lot plan.

MOTION: Motion by Councilmember Neil Sroka, second by Councilmember Lev Wood to temporarily adjourn the City Council and reconvene as the Board of Zoning Appeals.

VOTE: Yes: Mayor Louis Theros, Mayor Pro Tem Beth Konrad-Wilberding; Councilmembers John J. Gillooly, Joe Ricci, Neil Sroka and Lev Wood; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

6. Board of Zoning Appeals

a. Consideration of a variance request for 322 Fisher Road.

Michael Gordon, architect and agent for the applicant, gave a presentation regarding their variance request for 322 Fisher Road. Rebecca Schutes, property owner and applicant, was also present.

Rebecca Schultes stated the variance is needed to create a larger closet for her job at Ford Motor Company. She is an executive assistant to the Chief Financial Officer and the job requires her to have a larger wardrobe.

Councilmember Lev Wood stated that the hardship is the applicant would have to remove walls and do work on the foundation of the home if the variance is not granted.

Mayor Pro Tem Beth Konrad-Wilberding asked the applicant if the neighbors are supportive of the variance request.

Councilmember Joe Ricci stated he was in support of the variance.

The applicant stated the neighbors were in favor of the variance request.

Mayor Louis Theros opened public comment at 8:12 p.m.

Andrew Dervan, 306 Fisher Road stated he didn't receive a notice regarding the public hearing.

Mayor Louis Theros closed public comment at 8:14 p.m.

MOTION: Motion by Mayor Pro Tem Beth Konrad-Wilberding, second by Councilmember Neil Sroka to that that the appeal of Michael J. Gordon, Architect for the property located at 322 Fisher Road, be granted thereby authorizing issuance of a building permit to construct a second-story building addition. The side yard setback variance will allow a lawfully existing nonconforming structure to be enlarged or structurally altered.

All work will conform with the submitted plans from MGA Architects/Designers date stamped May 16, 2025.

In making this decision, the Board has reviewed a report from McKenna dated May 30, 2025, a memo from Mathew Baka dated June 16, 2025, a Zoning Board of Appeals Application submitted by the owner date stamped May 22, 2025 and the architectural plans submitted by the applicant.

The variance is granted on the basis that:

1. Strict application of the Zoning Ordinance would result in a practical difficulty for the user of the property due to the fact that the property is legally nonconforming. Narrowing the structure would limit the function of the existing deck and would require additional foundation work.
2. The practical difficulty is not self-created since the house was built prior to when the current owners bought the property and the house was built prior to the Zoning Ordinance updates.
3. The extent of the variance in relation to the ordinance is minimal – one foot encroachment into the side yard setback. The new construction will not extend beyond the porch beneath it and will approximately align with the footprint of the existing patio,
4. The variance is in harmony with and serves the intent and purpose of the Ordinance.
5. The variance will result in substantial justice being done because the hardship suffered if a variance is not granted would be significant – no work would be able to be done given the property's legally nonconforming status. There are no viable alternatives that would obviate the hardship.
6. There have been no letters of objection received from neighboring property owners.
7. No additional governmental resources will be needed due to this variance.

VOTE: Yes: Mayor Louis Theros, Mayor Pro Tem Beth Konrad-Wilberding; Councilmembers John J. Gillooly, Joe Ricci, Neil Sroka and Lev Wood; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

MOTION: Motion by Councilmember John J. Gillooly, second by Councilmember Lev Wood to adjourn the Board of Zoning Appeals and reconvene as City Council.

VOTE: Yes: Mayor Louis Theros, Mayor Pro Tem Beth Konrad-Wilberding; Councilmembers John J. Gillooly, Joe Ricci, Neil Sroka and Lev Wood; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

7. Public Hearing to consider Election Precinct Ordinance 403.

Assistant City Manager & City Clerk Derrick Kozicki, gave a presentation regarding the proposed Election Precinct Ordinance 403. The ordinance would reduce the number of precincts from five to two and redraw precinct boundaries in accordance with State Law.

Mayor Louis Theros opened public comment at 8:25 p.m.

No public comment was heard.

Mayor Louis Theros closed public comment at 8:25 p.m.

MOTION: Motion by Councilmember John J. Gillooly, second by Councilmember Lev Wood to approve the Election Precinct Ordinance and Precinct Boundary map as proposed by Assistant City Manager & City Clerk Derrick Kozicki in the June 16, 2025 City Council Meeting Packet.

VOTE: Yes: 6; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

8. Consideration of Approval of Year End Budget Adjustments.

Tim Rowland, Finance Director gave a brief presentation regarding the requested year end budget adjustments.

Mayor Louis Theros opened public comment at 8:31 p.m.

Andrew Dervan 306 Fisher asked Administration if the City had a surplus for the fiscal year.

Tim Rowland, Finance Director stated there was a surplus.

Mayor Louis Theros closed public comment at 8:32 p.m.

MOTION: Motion by Councilmember Lev Wood seconded by Councilmember Beth Konrad-Wilberding to approve the proposed budget amendments, detailed in Mr. Rowland’s memorandum to City Council, which reflects the current expectations of revenue and expenditures for the fiscal year ended June 30, 2025.

VOTE: Yes: 6; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

9. Consent Agenda.

- a. Request to set Public Hearing date of July 14, 2025 to consider Virtual Currency Machine Ordinance.
- b. Consideration of a request to approve a special event application for the Grosse Pointe Art Festival on Kercheval Avenue.
- c. Consideration of Parks and Harbor Committee reappointments of Bridget Christian and Alexandria Horst.
- d. Consideration of Communication Committee reappointment of Sarah Cottrell.
- e. Consideration of Appointments to the Retirement System Boards.

- f. Consideration of a request from Administration to award a contract for the End of Summer Bash Fireworks Display to be held on August 30, 2025.
- g. Consideration of Revisions to the Poverty Exemption Policy.
- h. Consideration of Approval of Excess Workers' Compensation Insurance with Midwest Employers Casualty.
- i. Approval of May 2025 invoices.

MOTION: Motion by Councilmember Neil Sroka, second by Councilmember Lev Wood to approve Consent Agenda items A-E and G-I. Agenda Item F. was pulled from the Consent Agenda.

VOTE: Yes: 6; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

9F. Consideration of a request from Administration to award a contract for the End of Summer Bash Fireworks Display to be held on August 30, 2025.

Assistant City Manager & City Clerk Derrick Kozicki gave a brief presentation regarding the request to award a contract for the End of Summer Bash Fireworks Display to be held on August 30, 2025 to American Fireworks.

Mayor Louis Theros opened public comment at 8:35 p.m.

No public comment was heard.

Mayor Louis Theros closed public comment at 8:35 p.m.

MOTION: Motion by Councilmember Neil Sroka, second by Councilmember Lev Wood to approve the request to award a contract for the End of Summer Bash Fireworks Display to be held on August 30, 2025 to American Fireworks.

VOTE: Yes: 6; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

10. Reports

a. Receive the May 2025 Public Safety Report.

City Council received the May 2025 Public Safety Report.

11. Other Business

Mayor Louis Theros and Council moved other business to accommodate the public who wished to speak before closed session occurred.

City Manager Shane Reeside provided an update to City Council regarding the Tonnacour Pl. Watermain Project.

Mayor Pro Tem Beth Konrad-Wilberding informed City Council that she would be representing the City at the first meeting of the Active Adult Commission on June 26, 2025.

Councilmember Neil Sroka informed City Council and the public that Wayne County Community College would be hosting a Juneteenth Celebration on June 19, 2025 at their Harper Woods Campus.

Councilmember Neil Sroka called for political civility in response to the recent shooting of lawmakers in Minnesota.

Mayor Louis Theros opened public comment at 8:42 p.m.

Maureen Finnigan, 444 McKinley Avenue stated she would like no left turns onto McKinley Avenue by Village Market.

Mayor Louis Theros closed public comment at 8:45 p.m.

12. Closed Session to discuss collective bargaining agreements.

City Manager Shane Reeside requested that City Council go into Closed Session to discuss strategy and negotiation sessions connected with the negotiation of the TPOAM and POLC collective bargaining agreements.

MOTION: Motion by Councilmember Neil Sroka, second by Councilmember Lev Wood to go into Closed Session to discuss strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement.

VOTE: Yes: Mayor Louis Theros, Mayor Pro Tem Beth Konrad-Wilberding; Councilmembers John J. Gillooly, Joe Ricci, Neil Sroka and Lev Wood; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

13. Consideration of approval of tentative agreements with POLC and TPOAM.

City Manager Shane Reeside gave a brief presentation regarding proposed tentative agreements the Police Officers Labor Council (POLC) and Technical, Professional and Officeworkers of Michigan (TPOAM).

Mayor Louis Theros opened public comment at 9:00 p.m.

No public comment was heard.

Mayor Louis Theros closed public comment at 9:00 p.m.

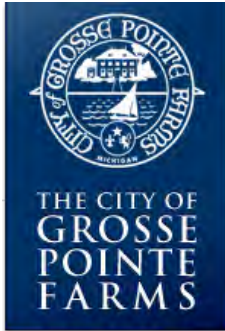
MOTION: Motion by Mayor Pro Tem Beth Konrad-Wilberding, second by Councilmember Lev Wood to approve the tentative agreements with the Police Officers Labor Council (POLC) and Technical, Professional and Officerworkers of Michigan (TPOAM).

VOTE: Yes: 6; No: None; Absent: Councilmember Sierra Leone Donaven. **CARRIED 6 to 0.**

The meeting adjourned at 9:01 p.m. after reaching the end of the agenda.

Mayor Louis Theros

Derrick Kozicki, Assistant City Manager &
City Clerk



**CITY OF GROSSE POINTE FARMS
CITY COUNCIL
JULY 14, 2025**

SUBJECT: Supervisory Promotions and Swearing-In Ceremony

DEPARTMENT: Public Safety Department

SUBMITTED BY: Deputy Director Rogers

BACKGROUND INFORMATION:

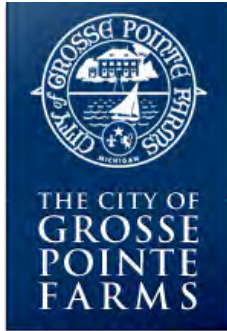
As a result of the recently ratified contract with the Command Union—transitioning from eight-hour to twelve-hour shifts—three supervisory-level promotions have been made. Director Hutchins and I are pleased to announce the following personnel advancements formally:

- Sergeant Matthew Hurner has been promoted to Lieutenant.
- Public Safety Officer Michael Ryan has been promoted to Sergeant.
- Public Safety Officer Kristofer Desmadryl has been promoted to Sergeant.

Director Hutchins has requested a brief ceremonial swearing-in to recognize these promotions formally. The ceremony is expected to last approximately five to ten minutes.

SUGGESTED RESOLUTION:

Request the GPF City Council to allow a brief ceremonial event for three newly promoted officers.



**CITY OF GROSSE POINTE FARMS
CITY COUNCIL
JULY 14, 2025**

SUBJECT: Public Hearing to consider Virtual Currency ATM Ordinance

DEPARTMENT: Administration

SUBMITTED BY: Derrick Kozicki, Assistant City Manager & City Clerk

BACKGROUND INFORMATION:

Councilmember Lev Wood gave a presentation regarding the need for a Virtual Currency Ordinance during the May 12, 2025 Council Meeting. The matter was then recommended to the Ordinance Committee for review.

The public hearing date for this ordinance was set at the June 16, 2025 meeting after it had been recommended for approval by the Ordinance Committee.

RECOMMENDED ACTION:

Consider approval of proposed Virtual Currency ATM ordinance.

Attachments: 1) Proposed Virtual Currency ATM Ordinance

CODE NO. 10-10 – VIRTUAL CURRENCY MACHINE ORDINANCE

Ordinance No. 404

AN ORDINANCE TO REGULATE VIRTUAL CURRENCY MACHINES AND RELATED DEVICES OPERATED IN THE CITY OF GROSSE POINTE FARMS.

The City of Grosse Pointe Farms Ordains:

Section 1. Legislative Findings. The operation of virtual currency kiosks, crypto-currency or bitcoin ATMs, and related or similar machines and software, if not properly regulated, provides a heightened risk of fraudulent transactions that may victimize residents of the City of Grosse Pointe Farms. The procedures set forth in this Ordinance are designed to enhance the safety and security of virtual currency transactions, and thereby promote the general health, safety and welfare of residents of the City.

Section 2. Certain Definitions. For purposes of this Ordinance, the following terms shall have the meanings ascribed thereto:

(a) “Customer” means any person who purchases or sells virtual currency through a virtual currency machine located within the geographic boundaries of the City of Grosse Pointe Farms.

(b) “New Customer,” with respect to any operator of a virtual currency machine, means a customer during the 14-day period beginning on the date of the first virtual currency transaction undertaken by such customer via the operator’s virtual currency machine.

(c) “Transaction” means the purchase or sale of virtual currency via a virtual currency machine.

(e) “Virtual Currency” means any digital representation of value for which transactions are recorded on a cryptographically secured ledger or any similar technology or system.

(e) “Virtual Currency Machine” means a stand-alone machine, kiosk, ATM device, or similar equipment that is capable of accepting or dispensing legal tender in exchange for virtual currency.

(f) “Virtual Currency Machine Operator” means a person or entity that owns, operates or manages a virtual currency machine located within the geographic boundaries of the City of Grosse Pointe Farms.

Section 3. Registration and Licensing of Virtual Currency Machines. The operator of any virtual currency machine located within the geographic boundaries of the City of Grosse Pointe Farms:

(a) shall, prior to accepting any transactions via such virtual currency machine, register such machine with the Director of Public Safety or his or her designee, on forms provided by the Department of Public Safety, and shall provide the name and address of the operator, the name and address of the person(s) directly responsible for the maintenance and operation of each virtual currency machine, the physical location of each virtual currency machine, and such other information as may be required by the Director of Public Safety;

(b) shall, prior to accepting any transactions via such virtual currency machine, apply for and obtain a business license issued by the City of Grosse Pointe Farms and continually maintain and renew such license while such virtual currency machine is in operation; and

(c) shall not file any false or misleading information in connection with such registration and license application.

Section 4. Customer Service Helpline. The operator of each virtual currency machine shall maintain, on a continuous basis while any virtual currency machine is capable of processing transactions, a customer service helpline staffed by trained and responsible natural persons employed by or on behalf of the operator.

Section 5. Disclosures and Warnings. Before entering into any transaction with a customer, the operator of a virtual currency machine shall disclose to the customer, in a clear, conspicuous, legible and easily readable manner, at least the following information and warnings:

(a) all relevant terms and conditions of the transaction, including the amount of the transaction, the type or category of virtual currency, and the timing of any settlement of the transaction;

(b) the amount of any and all fees related to the transaction to be paid by the customer;

(c) a warning that the transaction is final, that the amount of the transaction the amount of any related fees are not refundable, and that the transaction may not be reversed;

(d) a consumer fraud warning that a customer should never initiate a transaction involving sending money to a person or entity that they do not know or trust; and

(e) the telephone number of the customer service helpline required under this Ordinance, and a request that the customer contact the helpline immediately upon suspicion of any fraudulent activity related to the virtual currency machine or any transaction related to such machine.

Section 6. Receipts. In connection with any transaction processed at a virtual currency machine, the machine must produce a written receipt containing, at minimum, the name of the customer, the amount of the transaction and any related fees, the time and date of the transaction, the name and contact information for the operator of the virtual currency machine, and the telephone number of the customer service helpline required under this Ordinance.

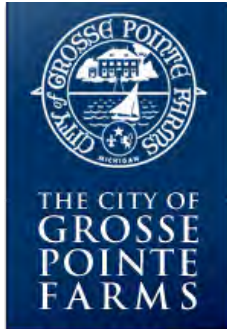
Section 7. Certain Transactions with New Customers. For any transaction with a new customer, (i) the operator of a virtual currency machine shall not process any transaction(s) greater than One Thousand Dollars (\$1,000.00) during any twenty-four (24) hour period, nor more than Five Thousand Dollars (\$5,000.00) during the fourteen (14) days that such customer qualifies as a new customer, and (ii) in connection with the first transaction with a new customer, if such first transaction is in an amount exceeding Five Hundred Dollars (\$500.00), a verbal confirmation from the customer must be secured by a live telephone or video call between the customer and a trained natural person employed by or on behalf of the operator of the virtual currency machine.

Section 8. Penalties. Any violation of the provisions of this Ordinance shall be deemed a civil infraction, and upon a finding of responsibility shall be punished by a fine not exceeding Five Hundred Dollars (\$500.00) for each violation. Each day on which a violation of the provisions of this Ordinance continues without remedy shall be deemed a separate violation of this Ordinance.

Section 9. Severability. If any provision of this Ordinance shall be held invalid, the remainder of the Ordinance shall not be affected thereby.

Section 10. Effective Date. This Ordinance shall take effect twenty (20) days after its enactment or upon its publication, whichever is later.

Enacted: _____, 2025



CITY OF GROSSE POINTE FARMS
CITY COUNCIL
JULY 14, 2025

SUBJECT: 2025 Labor Day Weekend Fireworks Display Permit
DEPARTMENT: Administration
SUBMITTED BY: Derrick Kozicki, Assistant City Manager & City Clerk

BACKGROUND INFORMATION:

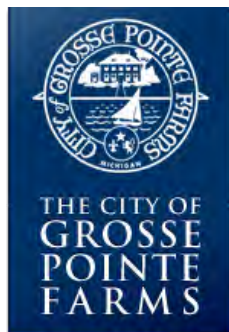
Administration is requesting City Council approve a permit for the 2025 fireworks display to be held on August 30, 2025 (August 31, 2025 Rain Date) at Pier Park. The fireworks display will be part of the End of Summer Bash.

The Public Safety Department's Fire Prevention Bureau will be working with American Fireworks Company to help ensure a safe event.

If you have any questions please feel free to contact me.

Attachments: 1) 2025 FIREWORKS PERMIT APPLICATION (WILL BE PROVIDED BEFORE MEETING BY PYROTECHNICIAN)

6B.



CITY OF GROSSE POINTE FARMS
CITY COUNCIL
JULY 14, 2025

SUBJECT: Request for approval of June 2025 Invoices
DEPARTMENT: Finance
SUBMITTED BY: Tim Rowland, Director of Finance

BACKGROUND INFORMATION:

City Council approval is requested for the following June 2025 invoices:

INVOICES
June 2025

| Vendor | Amount | Description |
|--------------------------|---------------|---|
| Asphalt Control Corp | \$ 86,091.97 | Sidewalk Replacements; Road Repairs |
| DTE Energy- Streetlights | \$ 28,136.76 | Streetlights |
| Hubbell Roth & Clark | \$ 154,956.95 | Inland Sewer Improvement; 2025 Road Program |
| Nagle Paving Company | \$ 202,252.51 | 2024 Road Program Payment #6 |
| Power Process Piping | \$ 22,000.00 | Wash Water Valve Replacement |

SUGGESTED RESOLUTION:

Approval of the June 2025 invoices, as presented.