

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 3, 2006, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Dickinson, Granger, Howle, Sucher, Waldmeir

ABSENT: None

ALSO PRESENT: City Administrator Wollenweber
City Attorney Chip Berschback
Recording Clerk Hathaway
Finance Specialist Paladino
Mark Hurst, Plante Moran
Laura Kaleefey, Plante Moran
Pamela Hill, Plante Moran

Mayor Novitke called the meeting to order at 7:02 p.m.

The only item discussed on tonight's agenda was regarding the **2006/07 Audit**, which is to be received and placed on file at tonight's City Council Meeting. The Chair directed this item remain on the Committee-of-the-Whole agenda to provide the Committee an opportunity to review all documentation and present questions to Plante Moran. A question and answer session then ensued. Topics discussed included:

- Credit cards/line of credit policy (Home Depot, Lowes)
- Controlled deficiencies
- Material weaknesses
- Significant deficiencies
- Parkway Beautification Fund
- Staff training of new rules by 06/30/08
- Cash controls, review by independent individual
- Compensated absences
- Opt-Out Health Care provision
- Adherence to union contracts
- Establishment of other necessary policies

Mark Hurst stated he did not view this audit as insurmountable or that the items outlined have extreme significance.

The Chair declared a recess at 7:29 p.m., and reconvened at 8:36 p.m.

Discussion continued regarding:

- Accounting software establishing processes

The City Administrator addressed the items in Plante Moran's letter dated November 8, 2007. Plante Moran is to provide information outlining amounts requiring changes to budget balances submitted and resulting balances from audit and provide suggested policies. The City Administrator is to provide a written response to each of the auditor's comments and to provide a proposed credit card policy. This item to remain at the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Dickinson, Granger, Howle, Novitke, Sucher, Waldmeir

No: None

Absent: None

Motion by Waldmeir, seconded by Sucher, that the meeting of the Committee-of-the-Whole be adjourned at 9:33 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk