

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, DECEMBER 11, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Koester, McMullen, Shetler
ABSENT: McConaghy

ALSO PRESENT: City Administrator Smith
Treasurer/Comptroller Behrens
Director of Public Safety Kosanke
Director of Public Services Schulte
Recreation Supervisor Gerhart
Deputy City Clerk Gerhart

Mayor Novitke called the meeting to order at 7:09 p.m.

Motion by Bryant, seconded by Shetler, to excuse Council Member McConaghy from tonight's meeting.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McMullen, Novitke, Shetler
No: None
Absent: McConaghy

Motion by Shetler, seconded by Bryant, that all items on tonight's agenda be received, placed on file, taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McMullen, Novitke, Shetler
No: None
Absent: McConaghy

The first item discussed was **Sale of Fire Engine 5A**. The Director of Public Safety stated that because of the age and mechanical condition of Engine 5A, it was no longer suitable for active service. The space currently used in the apparatus bay that houses the fire engine will be used for the future combined lock-up facility. Appraisals were requested from several companies, but only one appraisal was received from Brindlee Mountain Fire Apparatus in Union Grove, Alabama. They estimated that a vehicle in the condition of Engine 5A would typically sell in the range of \$5,000.00 to \$12,000.00. The Director of Public Safety stated that he does not foresee the need to replace this engine. He stated that the vehicle will be sold as is and the buyer will be responsible for picking up the vehicle. There was a consensus of the Committee that the Director of Public Safety solicit bids for Fire Engine 5A with the understanding any offer is to be approved by City Council prior to being finalized.

Motion by Bryant, seconded by Granger, to remove the item regarding Sale of Fire Engine 5A from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McMullen, Novitke, Shetler
No: None
Absent: McConaghy

Hearing no objections, **Vehicle Replacement** was taken out of order. The City Administrator provided an overview of vehicles that are being proposed for replacement. Administration recommended replacing the 2004 Crown Victoria Police Interceptor, 2004 Pontiac Grand Prix, and 2006 Jeep Wrangler with a 2018 Ford Fusion S through a lease-to-own program with Comerica Bank. Administration also proposed turning over the Building Official's current 2015 GMC Sierra 4D Pick-Up truck to the Director of Public Services and replacing it with a 2018 Ford Light-Duty Truck with an 8' box that would better suit the needs of the Building Department. The City Administrator stated that the vehicles they are looking to replace all suffer from significant mechanical issues. The Committee discussed the City's future vehicle needs. The Director of Public Services stated he has begun preparing a 5-year outlook for vehicle replacement to assist in the budgeting process. Discussion was held regarding the potential of returning to the system of retiring vehicles from the Public Safety fleet and assigning the vehicles to Administration. The Director of Public Safety stated that as a result of the reduction in the frequency of Public Safety vehicles being retired, he would not recommend turning the vehicles over because of the age and mechanical condition. The Committee discussed whether a Ford Focus would meet the City's needs rather than a Ford Fusion. The Treasurer/Comptroller was asked to analyze the cost difference between the two vehicles and report back to the Committee on December 18, 2017.

The next item discussed was regarding **Public Safety Authority**. Administration provided a brief overview of the work Steve Duchane has completed to date. He stated that Mr. Duchane has identified several potential partners of which to form a Public Safety Authority, but as a result of the holidays discussions have been limited. The Committee discussed the attributes of the various potential partners. Administration was asked to follow up with Mr. Duchane after the holidays. The City Clerk was directed to ensure that should the City have language for both a Public Safety Authority and a Headlee amendment certified, that the City would have the option of removing one of the proposals. The City Administrator and Treasurer/Comptroller were asked to begin preparing ballot proposal language for a Headlee override. The Treasurer/Comptroller distributed information regarding the City of Grosse Pointe Park Headlee override for Public Safety, approved in November 2016. The City Clerk was directed to work with administration regarding ballot proposal language and determine if the proposal language could be written so that the funds would be directed to Public Safety. This item is be re-addressed at the Committee-of-the-Whole meeting on January 29, 2018.

The next item discussed was regarding **Fiscal Forecasting**. The Treasurer/Comptroller distributed an overview of the current maximum allowable millage rate for 2017 and the additional tax revenue that each of these millage increases would generate. Discussion was held regarding whether the City should expend some of the General Fund Fund Balance on municipal improvements or wait for a potential millage increase to eliminate the structural deficit prior to expending the funds. The Director of Public Services was directed to verify the cost of re-surfacing or re-paving Stanhope, Brys, and Lochmoor.

The Treasurer/Comptroller then presented an updated fiscal forecast based upon the actual audited budget for 2016-17 and the amended budget for 2017-18. This projection identified that the City's structural deficit could potentially be eliminated by 2024-25. The second scenario she presented was a 4 mill increase, which would eliminate the structural fund balance in 2019-20 and would increase the fund balance to \$30,460,648.00 in 2027-28. The third scenario presented was a 2 mill increase that would eliminate the structural deficit in 2019-20 and increase the fund balance to \$16,804,091.00 by 2027-28. These forecasts are based on continued cost containment and do not include increases to personnel, services, or road improvements. The Treasurer/Comptroller was asked to create a fiscal forecast based upon a 3 mill increase. This item is to be addressed at a Committee-of-the-Whole meeting on January 29, 2018, and the City Administrator was directed to check on Mr. Duchane's availability to attend the meeting.

The next item discussed was regarding **Camera Systems**. The Director of Public Services provided an overview of the current system and its limitations. The Director of Public Services recommended the City replace the existing 8 channel DVR with a 16 channel DVR, add one camera in each of the two activity center recreation rooms, and add a total of 4 microphones in the gym, main lobby, and both recreation rooms. He believes that the addition of the extra cameras will help to prevent problems at Lake Front Park and assist in the resolution of any problems by providing video evidence. Discussion was held regarding the need to post notices that the areas are under surveillance, including in the City Hall lobby. Administration was directed to assess if there was a need to install additional surveillance around City Hall. Discussion was held regarding the need to create a written policy regarding the retention of the videos, to be consistent with the Public Safety dashcam retention schedule.

Motion by Granger, seconded by Shetler, regarding camera systems, that the Committee-of-the-Whole recommend that City Council approve an amount not to exceed \$7,285.92 to purchase a new camera system for Lake Front Park from Abel Electronics, and authorize a budget transfer from the General Fund Fund Balance Account No. 101-000-699.000 into Account No. 101-774-977.00 in the amount of \$7,285.92.

Motion carried by the following vote:

Yes:	Bryant, Granger, Koester, McMullen, Novitke, Shetler
No:	None
Absent:	McConaghy

Motion by Bryant, seconded by Shetler, to remove the item regarding Camera Systems from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McMullen, Novitke, Shetler
No: None
Absent: McConaghy

The following items were discussed under New Business/Public Comment:

- The Recreation Supervisor distributed a memo regarding attaching resident's photo to their park passes to help enhance security. As a result of the park passes already being ordered for 2018, the physical photo will not be printed on the card until 2019, but the photo will appear on the screen when the pass is scanned at the front gate of Lake Front Park. She is recommending that after the first year where everyone must have their photo taken having residents be required to come in for a new photography on a 3-year rotating basis. She stated that the additional camera would cost \$30.00 and no additional funds would be required to implement the change. The City Administrator was asked to consult with the City Attorney on how to proceed with the photo requirements of individuals in religious attire. It was the consensus of the Committee to authorize the Recreation Supervisor to proceed with the proposed change.
- The Director of Public Services provided an overview of the proposed notice that will be mailed to all residents regarding their new rubbish pick-up date. The Director was asked to add a sentence directing residents to check the City calendar for holiday delays.
- The Mayor discussed the problem of waiting for actuarial reports from Rodwan Consulting Company. The Treasurer/Comptroller is currently requesting quotes for actuarial services. This item is to be addressed at the February Pension Board meeting.

Motion by Bryant, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 9:36 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Robert E. Novitke
Mayor