

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS MEETING AS A FINANCE COMMITTEE HELD ON MONDAY, APRIL 11, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger (excused at 8:39 p.m.), Ketels,
Koester, McConaghy, Shetler
ABSENT: None

ALSO PRESENT: City Administrator/Assessor Colombo
Treasurer/Comptroller Irby
Deputy City Clerk Gerhart
Director of Public Services Ahee
Director of Public Safety Smith
City Engineer Lockwood
Kyle Seidel, Anderson, Eckstein and Westrick, Inc.

Mayor Novitke called the meeting to order at 7:35 p.m.

Motion by Bryant, seconded by Koester, 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, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

The first item discussed was regarding the **2016/17 Water and Sewage Rates**. The Treasurer/Comptroller, City Administrator/Assessor and Mr. Seidel recommended that the Council adopt Option 2 in the Proposed 2016/17 Water/Sewer Rate hand out received from Mr. Seidel.

Mr. Seidel disturbed an outline of three potential water rate increases. He explained that the City purchases water from the Great Lakes Water Authority, which increased the purchase price by 7.3%. The City's sewage disposal is handled through Detroit Water and Sewage Department's Northeast Sewage Pumping Station, and the rate for disposing of sewage rose 5.2%. He explained that option two preserved the existing rate structure and more equitability distributed the increase to both residential and commercial customers. The proposed rate increases would become effective on July 1, 2016. On average residents will experience an increase of \$2.50 per month, under option 2.

The Committee then discussed the potential of utilizing water funds to replace streets in the event of a water main break. The City Engineer stated these funds are eligible to be used to replace the pavement directly above the broken water main. The Director of Public Services stated the majority of the water lines in the City are located in the greenbelt and not below the streets.

Motion by Bryant, seconded by Granger, that the Committee-of-the-Whole recommend to City Council to adopt Option 2 as presented in the Proposed 2016/17 Water/Sewer Rates, effective July 1, 2016.

Motion carried by the following vote:

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

Discussion ensued regarding the potential for conducting additional lead water testing and anti-corrosive additive. The Director of Public Works was directed to determine the cost of additional lead testing. The Committee then discussed the City's Stormwater, Asset Management, and Wastewater Program grant application; this grant will cover the City's cost to televise the main sewer lines. The City Engineer stated that the City will likely receive the grant, which will be awarded in October. Once the grant is awarded work will likely begin in the spring of 2017.

Discussion then ensued regarding **the proposed FY 2016/17 Budget**. The Mayor reviewed the Finance Committees recommendations from their meeting on April 4, 2016. The Committee recommended the following:

- Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
- Keep reductions in contractual services (4);
- Keep Public Safety training transfer to Act 302 Training Fund;
- Eliminate the removal of P/R part-time employee, calendar, and newsletter;
- Eliminate the removal of outdoor Christmas lights and garland;
- Eliminate the removal of part-time union clerical position;
- Eliminate the removal of four DPW part-time positions;
- Eliminate the removal of changing of winter park hours;
- Eliminate the removal of changing the activity building hours;
- Eliminate the removal of summer park bus service and trolley.

The City Administrator/Assessor informed the Committee that a full-time Administrative Clerk I in the Public Safety Records Department is scheduled to retire. The Director of Public Safety outlined the need for the full-time position. There was a consensus of the Committee to authorize the Director of Public Safety to fill the position.

The City Administrator/Assessor then discussed the potential for not replacing a part-time Public Safety Records Clerk that is planning to retire later this year. The Director of Public Safety said that eliminating the part-time position would necessitate the Records Department being closed to the public for half of a day, four days a week. The Committee discussed the merits of eliminating one of the part-time Public Safety Records Clerk through attrition. The Director of Public Safety stated that one of the part-time Public Safety Clerks is having surgery and will be off for approximately 8 weeks. There was a consensus of the Committee that Public Safety proceed with one part-time Public Safety Records Clerk on a trial basis, and that the Director of Public Safety report

the results to the Committee-of-the-Whole at the end of June. The Committee granted the Director of Public Safety the flexibility to close the records department at times if work flow dictated it.

The Treasurer/Comptroller provided an overview of the entrainment for Music on the Lawn and Fall Fest being moved from the general fund to the Community Events Committee budget. The Community Events Committee will work on obtaining sponsorship for the events.

The Chair declared a recess at 8:32 p.m., and reconvened at 8:39 p.m.

Motion by McConaghy, seconded by Shetler, to excuse Council Member Granger from the balance of the meeting.

Motion carried by the following vote:

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

The next item discussed was regarding the **2017 Road Program**. The City Engineer provided the Committee with an overview of the proposed project. Approximately \$3.4 million dollars remains for 2017 road construction. The City Engineer stated that as the bids were let for the 2015/16 road construction, it became apparent that the cost of construction had increased and would not allow for the City to complete the original scope of work projected. He provided proposed roads for construction.

Motion by McConaghy, seconded Bryant, that the Committee-of-the-Whole refer the 2017 Road Program to the Construction Committee.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, that the 2017 Road Program be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

The Committee then continued discussion regarding the **proposed FY 2016/17 Budget**. The City Administrator/Assessor and Treasurer/Comptroller were present for questions regarding the budget.

The City Administrator/Assessor informed the Committee that I.T. Right would provide a comprehensive evaluation of the City's I.T. department for \$3,400. There was the consensus of the Committee to proceed with the evaluation.

The Committee then directed the Treasurer/Comptroller to gather additional information regarding 911 service fees.

The Committee also requested the Treasurer/Comptroller to determine if the Boat Dock Fund could be used for the construction of a second kayak rack.

The Treasurer/Comptroller provided an overview of the Vehicle Fund. For FY 2016/17, the City is planning to lease an Impala for the Detective Bureau, a pick-up equipped for Animal Control and a pick-up outfitted with a plow for both the Department of Public Works and the Parks & Recreation Department. The Treasurer/Comptroller recommends that the City not proceed with additional vehicle purchases until the current leases are completed.

Motion by Bryant, seconded by Shetler, that the Committee-of-the-Whole recommend the City Council adopt the proposed FY 2016/17 Budget as amended.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, that the proposed FY 2016/17 budget be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Under New Business/Public Comment, the following was discussed:

- The Mayor directed that April 25th Finance Committee meeting be changed to a Committee-of-the-Whole for discussion of proposed improvements to the Ghesquiere Park baseball diamonds with the Grosse Pointe Woods Little League;
- The Director of Public Services was directed to contact Wayne County regarding the quality of road repairs along Mack Avenue;
- Discussion was held regarding the Grosse Pointe Woods Foundation's request to install a sign at the proposed site of the miniature golf course in Lake Front Park. The Committee referred the matter to the Public Relations Committee.

Motion by Ketels, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 10:09 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk