

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 29, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ABSENT: None

ALSO PRESENT: City Administrator/Assessor Colombo
Treasurer/Comptroller Irby (arrived 9:35 p.m.)
City Attorney Chip Berschback
City Clerk Hathaway
Director of Public Safety Smith
Administrative Consultant Fincham

Also present was Jason Arlow, Anderson, Eckstein and Westrick.

Mayor Novitke called the meeting to order at 7:30 p.m.

Motion by Granger, seconded by Shetler, 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 **Public Safety Dispatch/Lockup Consolidation**. The Committee discussed the \$500,000 Michigan Department of Treasury – Competitive Grant Assistance Program award for a 911 Dispatch Center and Joint Lockup Facility to be located in Grosse Pointe Woods. The grant will cover capital costs associated with a consolidation serving Grosse Pointe Woods, Grosse Pointe Farms, and Grosse Pointe Shores.

The City Administrator provided an overview. He stated that an agreement has been reached with Grosse Pointe Shores for dispatch and lockup; and, a tentative agreement has been reached with Grosse Pointe Farms for lockup, however nothing has been placed in writing, and additional consideration is being given to dispatch services. The State grant award is for reimbursement to the Grosse Pointes for capital costs totaling \$500,000; \$400,000 in building improvements (lockup and sally port) and \$100,000 for equipment (911 communications). Engineering fees are 4.6% of the \$400,000, or \$18,400, which cost is to be divided by the communities.

The Mayor stated lockup capacity limitation is not addressed in the contract and should be included in the contract. He also asked consideration be given to separately identifying prices for lockup and dispatch. Discussion ensued regarding potential conflicts with the mutual aid agreement, and the Mayor stated there is a need to determine whether a discrepancy exists between mutual aid and this proposed agreement.

The Consultant provided a historical project overview. The idea was to provide dispatch and lockup consolidation for all five Grosse Pointe communities. SEMCOG was consulted providing a recommendation that consolidation be done in incremental steps with a goal of one central facility. In 2014 the grant application was submitted, and receipt of Notification of Intent to Award was received from the State in April in the amount of \$500,000; \$400,000 for dispatch and \$100,000 for build-out. Several drafts of contracts were reviewed by community Attorneys and Chiefs, and resolutions were passed noting that Grosse Pointe Farms continues to consider dispatch and is reviewing costs. He is optimistic that the grant amount will remain the same even in the event of a change in community interest. He stated that accepting this grant will provide safety for prisoners, safety for personnel, and safety for officers. Build-out will accommodate prisoner arraignments within a secure facility rather than passing through personnel, across the outside porch, and escorted through the general public to the Municipal Court.

Discussion, questions, and answers then ensued. The Mayor noted the contract is set-up as a three-year agreement, and questioned whether there are any ramifications if it is not renewed. Administration is to report back. He also questioned Item No. 12 regarding feasibility studies being funded at 25% and asked who funds the remaining 75%. Administration was asked to provide additional information.

A question regarding staffing and jail capacity was raised. The Consultant and Director of Public Safety stated adding Grosse Pointe Shores lock-up and dispatch services and Grosse Pointe Farms lock-up only will not require any additional staff. If the Farms requires dispatch services, one to two additional part-time dispatchers will be needed at a cost of \$25,000 each, no benefits. They stated the current set-up includes two cells with toilet facilities, a holding cell with no toilet, and one juvenile holding room. Upon completion of build-out, capacity would increase to three cells (one prisoner in each cell), and a bull pen to house ten prisoners for a total of thirteen.

The Mayor noted contract language needs to be tightened up regarding quarterly payments. He also asked the City Attorney to review No. 16 – Indemnification, and to correct a few typographical errors as discussed. Discussion ensued regarding a potential increase in liability and administration will contact the insurance agent and report back.

The Consultant discussed a study conducted by SEMCOG which found the Grosse Pointes has an excess number of engines, and recommended Engine 5-A be sold eliminating one old, nonworking fire truck without replacing it, and that the space be converted into a sally port providing for safer prisoner transport. The Consultant and Director stated benefits to the City resulting from this project would include a public safety office design that provides an isolated, sterile area for prisoners, the City would obtain funding for much needed infrastructure improvements that the City would not

otherwise have, and would provide safety for staff and the general public. Cost and revenue was also discussed.

There was a concurrence of the Committee that this item remain on the Committee-of-the-Whole agenda.

The Chair declared a recess at 8:46 p.m., and reconvened at 9:00 p.m.

The next item discussed was regarding **memorial recognition – commission members**. This item originated from a prior discussion whereby the Tree Commission requested the City Council approve a memorial tree/marker for George Malley, who passed away while serving as a member of the Tree Commission. The Mayor distributed the City's current bereavement policy. The City Attorney was asked to look at amending the policy to include changes already implemented regarding flowers and City events, and to consider whether providing a memorial tree marker for one commission requires it being done for all commissions. Member Koester identified the cost of the marker as \$80, and that an existing tree would be used.

There was a majority consensus of the Committee to delay a decision regarding memorial tree markers until a study is done, and that the City not pay for a marker. (Secretary's note: Committee members personally offered to donate toward a memorial marker for Mr. Malley.)

This item to remain on Committee-of-the-Whole and City Attorney will review the policy and include a safety valve.

Discussion ensued regarding **fiscal forecasting**. The Treasurer/Comptroller provided an overview. She distributed Projections of Increased Taxable Value spreadsheets dated February 28, 2016; one sheet did not include any changes in Headlee, and three other sheets that included a 2.3 mill Headlee Override for five years, ten years, and in perpetuity.

She explained some of the factors developing these projections included a taxable value of .03% instead of the anticipated 1.5%, and a decreased millage rate from 14.0492 to 13.8158. Administration is awaiting March Board of Review, which numbers will be available no later than mid April. Other factors included reduced revenue sharing, losses attributable to Michigan Tax Tribunal cases, and OPEB liability. A fire gear grant has been submitted, but if not approved replacement equipment is required and will cost approximately \$100,000-126,000. With no headlee override there is a \$700,000 structural deficit. When Headlee drops off, the City is left with a structural deficit.

The Treasurer/Comptroller then reviewed projection sheets that included 2.3 mills capped at five years. If the City places a headlee override on a 2018 ballot, collecting would begin in July 2019. She stated finances would be the same today. Projections included the loss of two officers not being replaced, as well as retiree Health Care at a 6% increase. When headlee drops off, an operational deficit remains.

She then reviewed 10-year model at 2.3 mills. When Headlee drops off, there will be an operational deficit. The models do not take into account combined dispatch/lockup, because the facility will not be operational until next year.

The Treasurer/Comptroller then reviewed 2.3 mills in perpetuity. This model brings in \$700,000 each year.

The City Administrator stated auditors recommend 15% in fund balance, which is about where the City will be in 2018.

This item is to remain on the Committee-of-the-Whole.

The following individual wished to be heard:

Mike Juliano
1967 Hampton Rd.

Motion by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 10:24 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk