



CITY OF GROSSE POINTE WOODS
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

(313) 343-2440
Fax (313) 343-2785

**NOTICE OF MEETING
AND
AGENDA**

COMMITTEE-OF-THE-WHOLE

Mayor Robert E. Novitke has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday, October 26, 2015, at 7:30 p.m.** The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

1. Call to Order
2. Roll Call
3. Acceptance of Agenda
4. Website Improvements
5. Tom Colombo Contract/City Administrator Vacancy
 - A. Compensation & Evaluation Committee Minutes 09/14/15
 - B. Proposed Wage Analysis for Interim City Administrator
6. Skip Fincham Consulting Agreement
 - A. Compensation & Evaluation Committee Minutes 10/19/15
7. Farmer's Market
8. 2015 Fireworks
9. "Music on the Lawn"
10. Trolley
 - A. Memo 10/20/15 – City Administrator
11. New Business/Public Comment
12. Adjournment

Alfred Fincham
City Administrator

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440, Telecommunications Device for the Deaf (TDD) 313 343-9249, or e-mail the City Clerk at cityclk@gpwmi.us.

cc:
Council – 7
Berschback
Fincham
Hathaway

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File

RECEIVED
OCT 15 2015
CITY OF GROSSE POINTE WOODS

5A

COMPENSATION AND EVALUATION COMMITTEE
09-14-15

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 14, 2015, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Council Member Arthur Bryant
Members: Mayor Robert E. Novitke, Council Member: Todd A. McConaghy
ABSENT: None

Also in attendance was City Assessor Tom Colombo.

The meeting was called to order by Chair Bryant at 7:00 p.m.

Motion by Novitke, seconded by McConaghy, that the Compensation and Evaluation Committee Minutes from August 17, 2015, be approved as submitted.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

The purpose of tonight's meeting was to discuss matters regarding the upcoming City Administrator vacancy caused by the retirement of City Administrator Skip Fincham.

The Committee discussed an Interim City Administrator Agreement for Tom Colombo. Mr. Colombo has agreed to serve as Interim City Administrator and Assessor until such time as the City Administrator position would be filled permanently.

Motion by McConaghy, second by Novitke, to recommend to the Committee of the Whole to enter into a contract with Mr. Colombo using his sheet of facts including the part involving Mr. Jerry Jackson.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

Mr. Colombo's "Proposed Wage Analysis for Interim City Administrator" is attached.

Motion by Novitke, second by McConaghy, to immediately certify the minutes.

Motion carried by the following vote:

Yes: Novitke, Bryant, McConaghy

No: None

Absent: None

Hearing no objections, the meeting adjourned at 7:29 p.m.

Respectfully submitted,

Arthur W. Bryant

6A

COMPENSATION AND EVALUATION COMMITTEE
10-19-15

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE
OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, OCTOBER 19, 2015, IN
THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE,
GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Council Member Arthur Bryant
Members: Mayor Robert E. Novitke, Council Member Todd A.
McConaghy

ABSENT: None

ALSO PRESENT: City Administrator Fincham
City Clerk Hathaway

The meeting was called to order by Chair Bryant at 8:46 p.m.

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

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

The purpose of tonight's meeting was to discuss entering into a Consulting Agreement
with Skip Fincham. Mr. Fincham would provide consulting services for a three to six
month period beginning approximately mid January 2016.

Motion by McConaghy, seconded by Novitke, regarding Consulting Agreement: Skip
Fincham, that the Compensation & Evaluation Committee recommend to City Council
approval of a three-month consulting agreement with Skip Fincham at a rate of \$3,000
per month for a maximum 25 hours per month, with compensation at \$60 per hour for
time exceeding 25 hours per month.

Motion by McConaghy, seconded by Novitke, to amend the previous motion by inserting,
", reserving the option to continue with a mutual agreement for an additional three
months."

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

COMPENSATION AND EVALUATION COMMITTEE
10-19-15

Motion by Novitke, seconded by McConaghy, regarding Consulting Agreement: Skip Fincham, that the Compensation & Evaluation Committee recommend the City Council agree to permit Skip Fincham to serve as Police Commissioner while the three to six month Consulting Agreement is in effect contingent upon receipt of a written recommendation from the Labor Attorney regarding status of 1099 employee serving in this capacity and further contingent upon analyzing the affects of the authority and responsibilities that the Police Commissioner would have.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Novitke, that tonight's meeting minutes be immediately certified.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Novitke, that the meeting be adjourned at 9:20 p.m.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk



10A

CITY OF GROSSE POINTE WOODS
MEMORANDUM

RECEIVED

OCT 22 2015

CITY OF GROSSE PTE. WOODS

Date: October 20, 2015

To: Mayor and Council

From: Al Fincham, City Administrator *AF*

Subject: Trolley Update: Pilot Program Statistics with Recommendation

On May 1 of this year, the trolley was purchased for \$47,500 from Tecumseh Trolley and Limousine Service Inc. (Tecumseh, Michigan). To offset the purchase price, the city received a \$34,756.57 Municipal and Community Credits check from SMART and an additional \$8,000 donation was received from the Grosse Pointe Chamber of Commerce. This resulted in the initial expenditure of city funds of \$4,743.43.

Initial purchase	\$47,500
SMART and Chamber donation	\$42,756.57
Number of days Trolley operated	34
Ridership Totals	5,318

The pilot program was implemented to review how successful the trolley would be to determine whether or not it would be continued in future years. The trolley operated from June 6 through September 26, running on Friday and Saturday evenings from 5:00 pm to 1:00 am. Due to a lack of riders after 11:30 pm, in July the hours were reduced from 5:00 pm to 12:00 am.

The trolley has been a tremendous hit with the residents. The total ridership count for the 34 evenings of operation was 5,318 (156 riders per evening). Administration hired two trolley drivers at \$14.50 per hr., and they worked a combined total of 272 hours for a cost of \$3,944.

This year we have experienced some minor mechanical problems and routine maintenance of the trolley, requiring city mechanics to perform approximately \$3,800 in needed repairs/maintenance. Next year, the anticipated improvements to the trolley include replacing the Plexiglas and air conditioning at an estimated cost of \$1,000.

The city obtained a trolley tracking App through Safety Track (www.safetytrack.net/gp), which cost \$29.95 each month the trolley was in operation. There is a \$50.00 startup fee that will be charged once the App is reactivated and the monthly fee of \$29.95 will resume. There is no cost to the residents to download the App to their phones, which provides them with the convenience of locating the trolley at any given time.

Additional costs associated with the trolley are as follows: insurance coverage of \$1,200, fuel costs of approximately \$1,000 per year (reimbursable); one time purchase of 12 Trolley Signs of \$216.

TOTAL COSTS FOR PILOT PROGRAM FOR 2015
\$14,548.23

City expenditure of funds after SMART and Chamber donation	\$4,743.43
Maintenance and repair costs	\$4,005
Tracking Device \$29.95 x 3 months	\$89.85
Two holiday trolley signs (175.00 each)	\$350.00
Fuel Costs per season (reimbursable through SMART MC&CC)	\$1,000
12 Trolley Signs (one time purchase)	\$216.00
Total wages of drivers 34 days @ \$14.50 hr	\$3,944
Tracking Unit (one time purchase)	\$199.95

Anticipated Costs for 2016
\$7,283.85

Estimated repairs costs for Plexiglas and AC	\$1,000
Tracking Device \$29.95 x 3 months	\$89.85
Reactivation of Tracking Device	\$50.00
Insurance per year	\$1,200
Fuel Costs per season (Reimbursable through SMART MC&CC)	\$1,000
Total wages of drivers @ \$14.50 hr.	\$3,944

Other uses have been suggested such as:

- Polar Express
- Woods Aglow – Santa to arrive on trolley
- Santa Parade in the Village
- Little League Parade
- Rentals (Must have MDOT Certification to do so)

Recommendation:

Administration recommends the Trolley service be continued moving forward.