

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, March 16, 2015, at 7:00 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. City Administrator Position
 - A. Committee-of-the-Whole Excerpt 05/10/10
 - B. Draft Classified Ad
 - C. Advertising Information
5. New Business/Public Comment
6. 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@gpwmn.us.

cc:
Council – 7
Berschback
Fincham
Hathaway

Rec. Secretary
Email Group
Media - Email
Post -8

File

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 10, 2010, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Boddy, Bryant, Granger, McConaghy, Sucher
ABSENT: Howle
ALSO PRESENT: City Administrator Wollenweber
City Attorney Don Berschback
City Treasurer/Comptroller Irby
City Clerk Hathaway
Director of Public Safety Fincham
Director of Public Works Ahee

Mayor Novitke called the meeting to order at 8:57 p.m.

The only item on tonight's agenda was **City Administrator's position**. The Mayor stated the City Clerk will prepare a candidate spreadsheet outlining applicant credentials, and that the job posting be more inclusive than exclusive such as eliminating ICMA credentialed and Masters Degree.)

The Mayor suggested Alfred "Skip" Fincham perform the duties of Acting City Administrator/Director of Public Safety with additional reasonable compensation being paid for putting in additional hours, effective July 1, with Mr. Wollenweber acting as consultant per his Agreement. Skip stated he would be interested in performing as Acting City Administrator, and that he has an interest in being considered as a candidate to fill the vacant City Administrator position.

The Committee unanimously agreed:

- To appoint Alfred "Skip" Fincham as Acting City Administrator and to perform the services as the Director of Public Safety effective July 1, 2010, and to evaluate Skip Fincham to fill the City Administrator's position after an approximate 45-day period;
- To schedule a Compensation & Evaluation Committee Meeting to make a recommendation to the City Council for reasonable compensation for Skip serving as Acting City Administrator;
- To place an ad in early July to solicit resumes and be collected by the City Clerk for approximately 45 days, to be kept confidential, prepare a spreadsheet, and disseminate;
- To revise the Draft Ad as discussed;
- To publish the ad with ICMA, MML, and NLC approximately July 1.

Under New Business and hearing no objections, the Mayor discussed the use of lawn pesticides on City green spaces. The Director of Public Works will look at whether using alternative methods or products would be cost prohibitive. Administration was directed

Candidates must submit a current resume along with a letter of interest to Lisa Hathaway, City Clerk, either by email to lhathaway@gpwmj.us, fax 313 343-5667, or mail to 20025 Mack Plaza, Grosse Pointe Woods, MI 48236. Letters of interest must be received no later than 4:00 p.m. on _____, 2015.

The City of Grosse Pointe Woods, Michigan, is currently accepting resumes from qualified individuals for the position of City Administrator, the Chief Administrative Officer of the City.

The City of Grosse Pointe Woods is 3.3 square miles, located in southeastern Michigan. The City has a population of 16,135. The City employs 80 full-time employees including a fully integrated public safety department and four (4) appointed officials. The City has a 2014/15 annual budget of \$30,900,000 (all funds); \$12,400,000 (General Fund). The City also offers a waterfront park with a City marina and direct access to Lake St. Clair, four pocket parks, a privately owned golf course, and various other amenities. Additional information may be found on the City's website at www.gpwmj.us.

Candidates should possess a minimum of five (5) years of experience as a City Administrator, Assistant City Administrator, or comparable experience and possess a Bachelor's degree in public administration or related field. Experience in both, budget and human resources is also desirable. Candidates must possess excellent communication and team management skills; be honest, ethical and accountable; foster an atmosphere of trust; and be responsible to City Council and residents.

The new City Administrator is selected by, and will serve at the pleasure of, a non-partisan City Council comprised of a Mayor and six Council Members. Members are elected to four-year terms on a staggered semi-annual basis. The City has had seven City Administrators since 1950. Salary and benefits DOQ.

Michigan Municipal League (MML)	\$0.10 per character/\$185.80 -or- refer to City website \$25.00.	4 weeks
International City/County Management Association (ICMA)	\$450	60 days, and published in member and non-member newsletters. Renewable at no charge. Additional options available (feature article, etc.)
National League of Cities (NLC)	\$250	30 days, includes resume database search access

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Classified Ad Billing Information & Final Submission

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City Administrator

Start this ad Immediately:

Starting Date:

Ending Date:

Contact: Lisa Hathaway
Title: City Clerk
Address: 20025 Mack Plaza Grosse Pointe Woods, MI 48236
Phone: 313 343-2447
Email: lhathaway@gpwmi.us

ESTIMATED COST OF AD

The cost of the ad is calculated on the number of characters entered into the Compensation, To Apply, and Description fields, for each 4-week period, with a minimum \$25 charge. Ads running beyond 4 weeks are billed at twice the rate of a 4 week ad.

Character Count = 1858

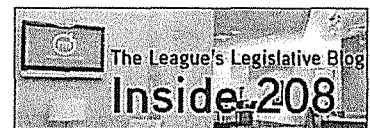
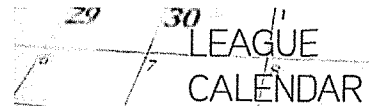
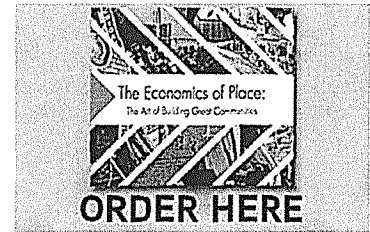
	Character Cost	# of File Attachments	Total
Member Rate	\$185.80 +	0 x \$10.00 per file	= \$185.8
Non Member Rate	\$371.60 +	0 x \$15.00 per file	= \$371.6

Ads placed by third parties on behalf of a League member must be billed directly to the member to obtain the member rate, so please provide the members bill to address to ensure member pricing. Ads with a bill to address other than the member will be billed at the nonmember rate.

By clicking on the "Submit" button below, I understand and agree to the cost of the classified ad and will submit payment to the Michigan Municipal League upon receipt of the invoice. An email detailing your ad, and ad costs will be sent to the address previously submitted.

Contact: Mohamed Nuh, Computer Help Technician, IT/Operations
Phone: 800-653-2483 or E-mail: mnuh@mml.org

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- > Interim Manager List

Classified Advertisement

Your Classified Ad will be displayed as shown below:

City Administrator

Employer

City of Grosse Pointe Woods

Population

16,135

Compensation

DOQ

Closing Date

Open until filled

To Apply

Candidates must submit a current resume along with a letter of interest to Lisa Hathaway, City Clerk, either by email to lhathaway@gpwmil.us, fax 313 343-5667, or mail to 20025 Mack Plaza, Grosse Pointe Woods, MI 48236. Letters of interest must be received no later than 4:00 p.m. on _____, 2015.

Description

The City of Grosse Pointe Woods, Michigan, is currently accepting resumes from qualified individuals for the position of City Administrator, the Chief Administrative Officer of the City. The City of Grosse Pointe Woods is 3.3 square miles, located in southeastern Michigan. The City has a population of 16,135. The City employs 80 full-time employees including a fully integrated public safety department and four (4) appointed officials. The City has a 2014/15 annual budget of \$30,900,000 (all funds); \$12,400,000 (General Fund). The City also offers a waterfront park with a City marina and direct access to Lake St. Clair, four pocket parks, a privately owned golf course, and various other amenities. Additional information may be found on the City's website at www.gpwmil.us. Candidates should possess a minimum of five (5) years of experience as a City Administrator, Assistant City Administrator, or comparable experience and possess a Bachelor's degree in public administration or related field. Experience in both, budget and human resources is also desirable. Candidates must possess excellent communication and team management skills; be honest, ethical and accountable; foster an atmosphere of trust; and be responsible to City Council and residents. The new City Administrator is selected by, and will serve at the pleasure of, a non-partisan City Council comprised of a Mayor and six Council Members. Members are elected to four-year terms on a staggered semi-annual basis. The City has had seven City Administrators since 1950.

Categories

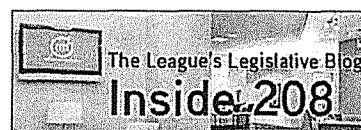
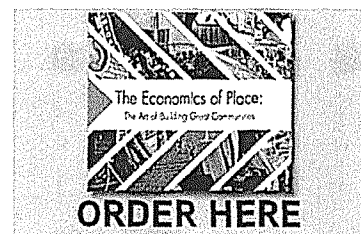
Administrative

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Contact: Mohamed Nuh, Computer Help Technician, IT/Operations
Phone: 800-653-2483 or E-mail: mnuh@mml.org

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Classified Ad Billing Information & Final Submission

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City Administrator

Start this ad immediately:

Starting Date:

Ending Date:

Contact: Lisa Hathaway

Title: City Clerk

Address: 20025 Mack Plaza Grosse Pointe Woods, MI 48236

Phone: 313 343-2447

Email: lhathaway@gpwmi.us

ESTIMATED COST OF AD

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Character Count =

	Character Cost	# of File Attachments	Total
Member Rate	\$25.00 +	0 x \$10.00 per file	= \$25
Non Member Rate	\$25.00 +	0 x \$15.00 per file	= \$25

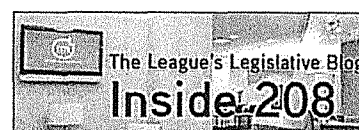
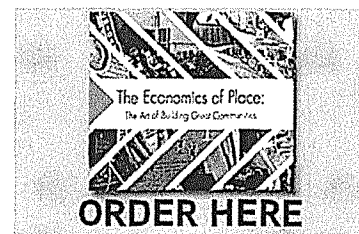
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Cancel Ad

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Contact: Mohamed Nuh, Computer Help Technician, IT/Operations
Phone: 800-653-2483 or E-mail: mnuh@mml.org



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To Apply

For instructions on how to apply, go to www.gpwmi.us

Description

Categories

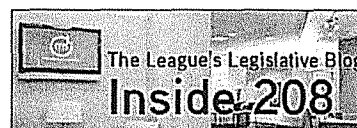
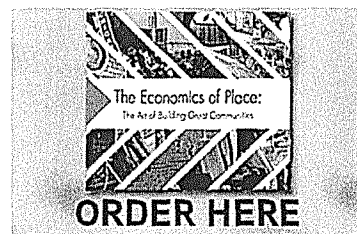
Administrative

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Phone: 800-653-2483 or E-mail: mnuh@mml.org

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Classifieds

The "Municipal Classified Ads" section at www.mml.org includes employment opportunities, items for sale or wanted, and occasionally, requests for proposals. Submit ads using the easy, interactive online form.

At www.mml.org, you'll find . . .

- Top municipal candidates
- Nearly 20,000 site visits a week – Advertisers report that more than half of their candidates come from this site, and most report that all of the candidates with municipal experience saw the ad at www.mml.org!
- Many city managers and professional recruiters who advertise positions regularly say that if a candidate for a municipal job in Michigan is not savvy enough to find the ad on the League website, you probably wouldn't want to hire them anyway!
- The identical ad in the Ann Arbor News or Detroit Free Press would cost 4-8 times more to run for just one Sunday.
- You may attach your complete job description, official employment application or photos of items for sale.
- You may include a live link to your municipal web site.
- Online ads are posted twice a week.

Deadlines

Submit ads by Noon every Monday and Thursday for Tuesday and Friday postings.

Classified Ad Rates

- *Full League members, Full League associate members & Business Alliance Participants:*
10 cents per character in the Compensation, To Apply, and Description fields, per 4-week period or less with a \$25 minimum charge. Attach photos or text files for an additional \$10 per file for each 4-week period. An estimated ad cost will be displayed before final ad submission. Ads placed by third parties on behalf of a League member must be billed directly to the member to obtain the member rate, so please provide the members bill to address to ensure member pricing. Ads with a bill to address other than the member will be billed at the nonmember rate.
- *League Limited Associates, Affiliates, non-members, and companies:*
20 cents per character in the Compensation, To Apply, and Description fields, per 4-week period or less with a \$25 minimum charge. Attach photos or text files for an additional \$15 per file for each 4-week period. An estimated ad cost will be displayed before final ad submission. Ads placed by third parties on behalf of a League member that are not billed directly to the member will be billed at the nonmember rate. Please provide the members bill to address to ensure member pricing. Ads must be billed directly to the member to be billed at the member rate.

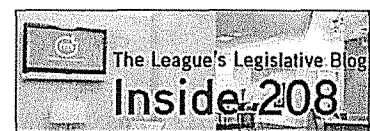
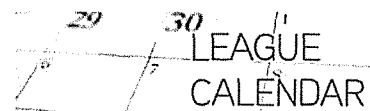
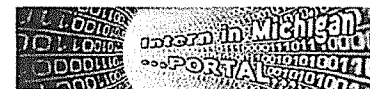
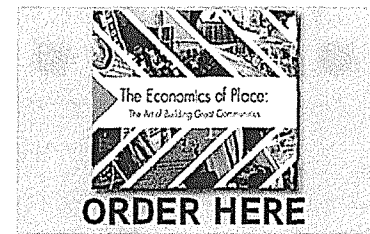
Payment

Ads are invoiced the month following the submission. Please do NOT send payment with your ad. You will be billed after publication.

How to Submit your Classified Ad:
Complete the easy [online form here](#).

Contact: Mohamed Nuh, Computer Help Technician, IT/Operations
Phone: 800-653-2483 or E-mail: mnuh@mml.org

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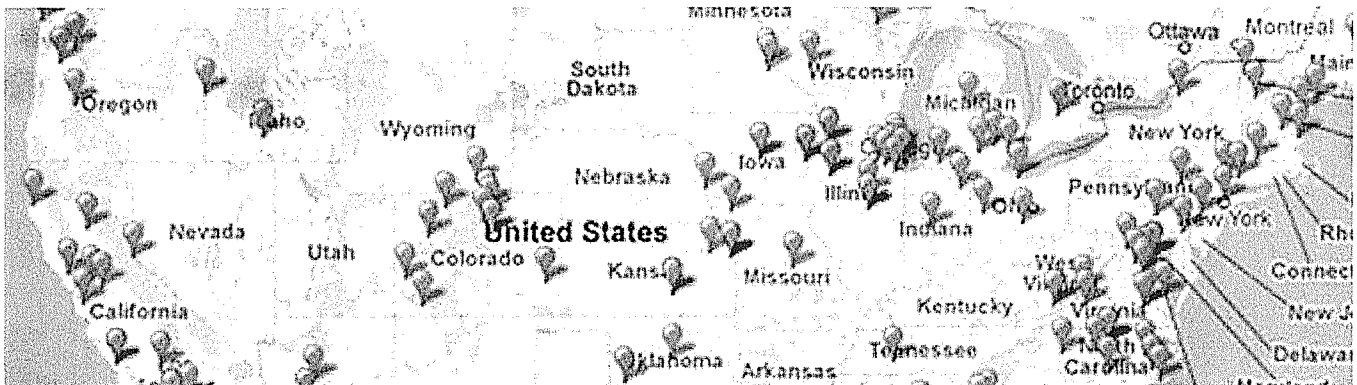
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ICMA / Career Network / Employers / Ad Rates

Job Center Advertising Rates

Reaching qualified local government professional candidates has never been easier or more cost-effective. Not only is the new Job Center platform more robust, but the advertising rates are more employer-friendly than ever before!



Ad Rates: the Basics

- Prices are determined by job function, not word count
- Member discount: if there is a ICMA member in the community (even if it is not you), a 25% discount is applied to the total at checkout
- Major credit card or purchase order payment options

AD CATEGORY	MEMBER PRICE	REGULAR PRICE	DURATION	MEMBER NEWSLETTER	NON-MEMBER NEWSLETTER
CAO and Deputy CAO (City Manager / Administrator, Deputy / Assistant Manager)	\$450	\$600	60 days, renewable at no cost	Included	Included
Senior Manager (Department Head, other senior manager)	\$225	\$300	60 days	Included	\$50 / \$37.50 Members
All other professional staff levels	\$75	\$100	60 days	Included	\$50 / \$37.50 Members
Intern (including Fellows)	\$0	\$25	60 days	Included	\$50 / \$37.50 Members

Placement Options

OPTION	REGULAR PRICE	MEMBER DISCOUNT
<i>Leadership Matters</i> Newsletter (formerly the ICMA Newsletter)	\$0 (included for all ads)	\$0 (included for all ads)
<i>Leadership Matters, Non-member Highlights</i> Newsletter (formerly JOB, Local Government Matters)	No charge for CAO ads, others \$50	No charge for CAO ads, others \$37.50
Knowledge Network Topic Page	Included	Included
Featured Ad (on the Career Network main page)	\$100	25% off (or \$75)
State Affiliate Sites (per site)	\$50	25% off (or \$37.50)

Other Details

- **CAO and Deputy CAO ads:** We understand that recruiting a CAO or Deputy CAO can take time, so you can renew your ad at no charge in 60-day increments if you wish to extend your recruitment (just email advertising@icma.org for details - it's not automatic). Your ad will also appear in every issue of both the member and non-member newsletters for the duration of the ad, at no additional charge.
- **Newsletters:** The price is per newsletter, not per issue of the newsletter. Your ad will appear in every issue of the newsletter you select for the ad's live duration (as each newsletter is weekly, that's typically eight issues, per newsletter).
- **Featured Ads:** Selecting this option will enable your ad to appear in a rotation on ICMA's Career Network home page. This page (icma.org/careers) gets about 12,000 unique visitors (and more than 150,000 page views) each month, which offers substantial visibility in the local government professional community.
- **State Affiliate Sites:** Selecting this option will enable your ad to appear on the appropriate state affiliate site managed by ICMA. The state options will appear at checkout. If you are placing an ad for a manager in California, for example, including it on the Cal-ICMA site will significantly increase your exposure.

ADDITIONAL EXPOSURE AVAILABLE

- Want **greater** exposure for your job opportunity? Contact advertising@icma.org to explore additional options, such as positioning your ad as a feature article or a banner in the Career Network, and more.

NOTICE TO PRIOR ADVERTISERS: AD RATES HAVE CHANGED!

- As of February 21, 2012, our ad rates changed *from* 'per-word' *to* 'by job function' with great a la carte options. Email notification was sent to employers who had used our system in the past 24 months.

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Products and Rates

Job Posting

Price USD

Single 30-day Online Job Posting Package

- Includes resume database search access.

Member: **\$250.00**

Non-Member: **\$350.00**

[Buy](#)

Three 30-day Online Job Posting Packages

- Includes resume database search access.
- Each job runs online for 30 days.
- All jobs must be posted within one year of package purchase.

Member: **\$675.00**

Non-Member: **\$975.00**

[Buy](#)

Five 30-day Online Job Posting Packages

- Includes resume database search access.
- Each job runs online for 30 days.
- All jobs must be posted within one year of package purchase.

Member: **\$995.00**

Non-Member: **\$1,495.00**

[Buy](#)

Ten 30-day Online Job Posting Packages

- Includes resume database search access.
- Each job runs online for 30 days.
- All jobs must be posted within one year of package purchase.

Member: **\$1,895.00**

Non-Member: **\$2,795.00**

[Buy](#)

Job Posting Enhancements

Price USD

The package below is available to purchase with each of your job postings. *During the job payment process* you may be given the opportunity to select it.

Featured Job

Member: **\$95.00**

Non-Member: **\$105.00**

- Give your job more exposure!

- A 'Featured Job' will appear on the job seekers home page for 30 days.
- A 'Featured Job' will be flagged on the results page giving you a better opportunity to get your job seen.

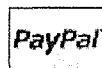
Employer Branding

Featured Employer Advertising

[Learn More](#)

Distinguish yourself among the other employers, recruiters and agencies by providing information about your organization that attracts top quality Job Seekers. Become a Featured Employer today!

We accept:



For more information please call
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