

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 29, 2013, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Ketels, Koester, Shetler
ABSENT: McConaghy
ALSO PRESENT: City Administrator Fincham
City Attorney Don Berschback
Treasurer/Comptroller Irby
City Clerk Hathaway

Also in attendance was Anderson, Eckstein & Westrick Engineers: Jim Rabine, Rate Analyst, and Scott Lockwood, City Engineer.

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

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

Motion carried by the following vote:

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

Motion by Granger, seconded by Ketels, that all items on tonight's agenda be received and placed on file, and to address the Little League Parade as tonight's first order of business, which was to be addressed under New Business.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, that the Committee-of-the-Whole recommend the City Council approve the request of the Woods-Shores Little League to hold their annual parade on Sunday, May 5, 2013, from 12:45 p.m. to 1:45 p.m.

Motion carried by the following vote:

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

The Committee then discussed **water/sewer rates**. Jim Rabine from Anderson, Eckstein & Westrick provided an overview stating the City of Detroit limited the increase to 4.5% with the long-term projection holding between 3-5%, which was previously between 6-6.5%. He stated the City has been prudent with 5-year projections and working on blended rates noting that the City has maintained the same budget for three years, thus positively resulting in a modest increase.

Mr. Rabine and the Treasurer/Comptroller reviewed the Treasurer/Comptroller's memo dated April 26, 2013, which identified two water/sewer rate budget scenarios:

- Scenario #1: Does not use reserves and no proposed future construction is included, therefore after this Fiscal Year no funds will remain for capital improvements. There is a 4% residential increase, and a higher percentage for commercial users or those with a larger meter.
- Scenario #2: Builds in repair/replacement cost currently at \$100,000 for water and will increase reserves up to \$200,000; sewer is at \$80,000 and will be up to \$300,000. Rate increase is 1.33%, overall for 7 years is 5.04%. The average increase for residential is 5%, and higher for commercial users or those with a larger meter.

The City Engineers and administration are looking to keep rates as low as possible for the residents by using a blended rate. The City has time to react if Flint should opt out of Detroit water, and it is therefore not necessary to build in a contingency this year even if Flint does opt out.

The Treasurer/Comptroller stated she recommended preparing the budget based on Scenario #2, which is what she has done pending Council direction. The City Administrator, City Engineer, and Director of Public Services concur with her recommendation in order to minimally maintain the water/sewer infrastructure. The City Engineer stated administration is researching a "SAW" grant, which would fund water/sewer capital improvements.

Discussion ensued regarding the two scenarios presented in addition to adding a financial enhancement to Scenario #2. Following discussion, there was a consensus of the Committee to budget Scenario #2.

Motion by Bryant, seconded by Shetler, regarding **2013/14 water/sewer rate proposal**, that the Committee-of-the-Whole recommend the City Council adopt the rate increases as proposed in Scenario #2, as presented in the Treasurer/Comptroller's memo dated April 26, 2013.

Motion carried by the following vote:

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

The next item discussed was regarding the **Employee Handbook Social Media Policy**. Following a brief discussion, there was a consensus of the Committee to direct the City Attorney to provide a draft policy to the Public Relations Committee for review. This item is to remain on the Committee-of-the-Whole agenda.

Motion by Granger, seconded by Ketels, to remove water/sewer rates from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, Novitke, Shetler

No: None

Absent: McConaghy

The Chair declared a recess at 8:26 p.m., and reconvened at 8:34 p.m.

The next item was regarding **expenditures for renovations to Cook Schoolhouse**. The Department of Public Works Salary expenses totaled \$104,206.35 from 2007 thru 2012. Once the punch list is complete, other than regular maintenance, the school house will be done. The cost to complete the punch list is estimated at an additional \$4,500.00 for labor. Miscellaneous expenses were in the amount of \$8,166.23, and donations to date are in the amount of \$12,813.48. The Treasurer/Comptroller noted that since 2007, the City has lost \$49,100.00 in taxes due to a Land Bank reduction, which has since expired.

Motion by Bryant, seconded by Shetler, that Cook Schoolhouse be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, Novitke, Shetler

No: None

Absent: McConaghy

Discussion then ensued regarding **Ghesquiere Park Regulations – Review Ordinance**. There was a general discussion regarding safety and vandalism in the park including bathrooms, dogs, and the need for more aggressive enforcement. The Mayor asked the Committee for input regarding whether the existing dog prohibition in Ghesquiere should be removed. The consensus of the Committee-of-the-Whole was to keep the policy as is. The City Administrator stated there would be increased patrol of the park.

Motion by Granger, seconded by Shetler, that Ghesquiere Park Regulations – Review Ordinance, be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, Novitke, Shetler

No: None

Absent: McConaghy

The Committee discussed the **proposed items for removal** from the Committee-of-the-Whole.

Motion by Granger, seconded by Bryant, regarding proposed items for removal, that items 8A-JJ be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, Novitke, Shetler

No: None

Absent: McConaghy

The following items were addressed under new business/public comment:

- Working barge at Lake Front Park – The City Administrator stated the work barge at Lake Front Park is old, in disrepair, and the pontoons leak. The barge is used to place buoys in the channels, do repairs, and paint the seawall. Administration found a few used, properly equipped pontoon boats ranging from \$3-3,500, which would be paid from the Boat Dock Enterprise Fund. There was a consensus of the Committee to concur with Administration to purchase the a replacement pontoon boat.
- Gator/Golf Cart - The City Administrator discussed the damaged grass at the end of sailboat lane at the park. The trucks used for maintenance are wider than the pathway and tear up the grass. Administration's solution is to purchase a used gator/golf cart at a cost of approximately \$2-2,500.00, to be paid from the Boat Dock Enterprise and General Funds. There was a consensus of the Committee to concur with Administration to purchase a gator/golf cart for Lake Front Park.
- The Treasurer/Comptroller stated she separated out membership/dues and travel in the budget sheets as requested by Council. Those sheets along with water/sewer budget sheets will be forwarded to update budget books.
- Council Member Koester does not want to receive a check for serving on Council. The Mayor explained that the Local Officers' Compensation Commission sets the salaries, and that Council Members may donate their stipend if they wish. Following discussion, Council Member Koester will work with the Treasurer/Comptroller.
- Council Member Granger reminded everyone that flower orders from Beautification Advisory Commission are due May 9th. She also stated that left over flats will be given to the Senior Commission for raffling at their ice cream social.
- Under Public Comment, a resident stated Craig's List has golf carts.

Motion by Granger, seconded by Bryant, that the meeting of the Committee-of-the-Whole be adjourned at 9:22 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk