

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 9, 2011, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Howle, Ketels, McConaghy, Sucher
ABSENT: None

ALSO PRESENT: City Administrator Fincham
Treasurer/Comptroller Irby
City Attorney Don Berschback
City Clerk Hathaway
Director of Public Works Ahee
Director of Public Safety Pazuchowski

Mayor Novitke called the meeting to order at 7:34 p.m.

Motion by Granger, seconded by Bryant, 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, Howle, Ketels, McConaghy, Novitke, Sucher
No: None
Absent: None

The only item on tonight's agenda was the **proposed FY 2011/12 budget**.

The Committee commenced reviewing the proposed FY 2011/12 budget, tab-by-tab, continuing a prior meeting discussion with the Mayor & Council tab. Within each tab there was majority consensus to:

Tab - Mayor & Council: Reduce costs of the Commission Appreciation Reception to \$10,000, and negotiate Hunt Club costs. Reduce Special Projects to \$5,000.

The Mayor stated there is no contingency fund built into the budget other than water/sewer fund, although he believes there should be some amount included to cover unexpected expenses (fuel increases, etc.)

Tab – Commissions: There was a majority consensus that there be no changes.

Tab - Municipal Court: Following discussion regarding possible court consolidation with Grosse Pointe Shores, Council agreed that the Mayor would have a meeting would be set to include the

City Administrator, City Attorney, and himself to discuss Grosse Pointe Shores administration exploring consolidation of Court services and discuss costs, case loads, recording secretary, etc.

The Chair declared a recess at 8:29 p.m., and reconvened at 8:38 p.m.

Tab - City Administrator: Discussion included a suggestion to restrict everyone's overnight travel to one time per year, cutting all conferences, and leaving conference attendance requests for the approval of City Council. There was a majority consensus that there be no changes, but it was emphasized that City Council will be looking closely at any such requests.

Tab - Building: Following discussion that included elimination of contractual inspectors and their mileage, there was a majority consensus that there be no changes.

Tab - City Attorney: Following discussion suggesting this position turn contractual and let for bid, there was a consensus of the Committee that Attorneys Don and Charles Berschback meet with Council Member Sucher to discuss this option, and return to the Finance Committee for further review and recommendation to Council; and that there be no changes. (It was also noted that the Attorney's budget is currently well under the approved allocation for FY 2010/11, however 312 arbitration and five Michigan Tax Tribunals are pending.)

Tab - City Clerk: Following discussion regarding prior years' staffing numbers, travel/memberships, and education, there was majority consensus to remove \$100 each for the Clerk and Deputy City Clerk's dues for the Association of Wayne County Clerks due to the Association foregoing membership fees this year (while permitting continued participation), to look further at procedures for publishing bids to reduce notice size (refer to web), and that there be no other changes.

Tab - Treasurer/Comptroller – Following discussion including Leonard Brothers Storage, union administrative benefit charges, office chair, and membership/travel, no changes were made.

Tab – Assessing: Following discussion regarding office chairs, certification, training, and memberships, the Treasurer/Comptroller was asked to purchase less expensive office chairs, and there was a consensus of the Committee to concur with the recommendation of the Treasurer/Comptroller and eliminate the Assessor's Certification Training (2) at a cost of \$2,000.

The Chair declared a recess at 9:48 p.m., and reconvened at 10:00 p.m.

Tab - Public Safety: Following discussion regarding sharing Crossing Guard costs with Grosse Pointe Public Schools, clarification of contractual union matters, vehicle gas budget, membership/travel, and overtime, there was a consensus that there be no changes.

Tab - Public Works: Following discussion regarding miscellaneous items, City Engineer's budget, mobile radios, seminars, and fuel costs, there was a consensus that there be no changes.

Tab - Parks & Recreation: Discussion ensued regarding a suggestion to eliminate the MRPA conference, staffing levels including seasonal office assistants and life guards, questioned an additional \$10,000 for one office assistant (Director of Public Works to report whether this is a duplicate), and revenue from lessons (reported as 20% of the lesson fee.) It was also reported that recreation revenues are up, expenses have decreased, and concession stand and vending machines are reporting profits. There was a consensus that there be no changes.

Tab – Community Center: Following discussions regarding special events under Community Relations, event photographer, operating supplies (ink cartridges) and a suggestion to piggy-back events, there were no changes.

Tab – Management Information Systems: Following discussion regarding minor equipment, DPW field work computer, and Absent Voter office computer, there were no changes.

Special Revenue was discussed next. All tabs were accepted with no changes, with the exception of Motor Vehicle. A brief discussion ensued regarding Motor Vehicle and Water/Sewer tabs. The Director of Public Works reported that fuel costs were spread throughout the budget for vehicle maintenance and has been increased to offset rising gas price. There was a consensus of the Committee to direct the Treasurer/Comptroller to transfer \$35,000 from Fund Balance into Motor Vehicle to fund anticipated rising fuel costs, knowing that an additional budget amendment transfer may be needed in the future.

A brief recap was provided regarding pending DWRP funding and a meeting is planned in June to discuss rates.

Motion by Bryant, seconded by Granger, regarding the proposed FY 2011/12 Budget, that the Committee-of-the-Whole recommend to City Council adopt the budget as presented.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke, Sucher
No: Howle
Absent: None

Motion by McConaghy, seconded by Ketels, that the meeting of the Committee-of-the-Whole be adjourned at 11:18 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk