

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 8, 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: Treasurer/Comptroller Irby
City Attorney Don Berschback
City Clerk Hathaway
Director of Public Safety Fincham
Director of Public Works Ahee
Building Official Tutag

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

The first item discussed was **Finance Committee Update** including 2010/11 Revenue/Expenditure Budget considerations and Cost Containment. The Treasurer/Comptroller provided an update and distributed a revised General Fund Budget Projections sheet dated March 1, 2010, which amended the balance of unrestricted reserves, including the Cable and Municipal Improvement Fund, to \$3,982,016 million for 2009/10. Council Member Sucher, Chair of the Finance Committee, also provided an overview of recent Finance Committee discussion. Following discussion regarding the Facilities Manager position, there was a general consensus that the position be eliminated. The Mayor suggested waiting for the City Administrator to be present prior to making a final decision.

There was general discussion regarding Public Auxiliary. The Director of Public Safety reported he was looking at additional ways the Auxiliary could be utilized.

Council Member Sucher reviewed and confirmed staffing levels with the Appointed Officials and a list of pending items that need to be addressed.

The Director of Public Safety discussed coordinating and sharing of redundant services with the Grosse Pointe area Public Safety Departments, such as combined dispatch. The Mayor also suggested the various Department of Public Works Directors discuss coordinating services such as leaf pick-up. Director Ahee was directed to meet with the other communities and report back to the Committee.

The Chair declared a recess at 8:27 p.m., and reconvened at 8:35 p.m. (City Attorney Chip Berschback now in attendance.)

The next item discussed was the Foreclosure Ordinance. The Building Official provided an overview. The Mayor requested further clarification on definitions including vacant property because there may be a problem for people who maintain two homes, people

in rehabilitation, and in the event of death. The Mayor also stated the information provided for registering property is subject to the Freedom of Information Act and that it was a concern. There was a consensus of the Committee to direct the City Attorney to review the property maintenance code and determine whether any changes are necessary, and to review and provide a draft Foreclosure Ordinance, which will come back to the Committee-of-the-Whole prior to a first reading.

The *Update* and City calendar was referred to the Public Relations Committee and Sandy Waeiss was requested to be present during those discussions.

Discussion then ensued regarding an Annual Liquor License Renewal Ordinance. The City Clerk provided an overview and stated that according to the State of Michigan, local units of Government must establish standards or guidelines if the Council should ever object to the renewal or revocation of an existing establishment's annual renewal of a license. Following discussion, the City Attorney was directed to review a need for the ordinance with respect to the City's right to revoke a liquor license, however the consensus was not to adopt the proposed ordinance unless the City Attorney determined to do so.

There was a general consensus of the Committee to not address a landscaping/grass cutting ordinance.

The Mayor then asked Council Members if there were any **additional cost containment** suggestions. The Mayor asked Council to provide any recommendations for cost containment to the Treasurer/Comptroller within ten days, in preparation for a Finance Committee Meeting on the March 29th.

Hearing no objections, under New Business, the Treasurer/Comptroller requested a determination on whether to fill the vacant **Senior Coordinator** position. The Director of Public Works and she both recommended filling the part-time position, and stated the cost of the position is covered by revenue from fees and CDBG funding. There was a consensus of the Committee to fill the position.

The Mayor declared a recess at 9:44 p.m., and reconvened at 9:53 p.m.

The Mayor then addressed **equipment use analysis**. The City Clerk provided the results of a free cost analysis on some of the City's copiers and printers. There was a consensus of the Committee that the City Clerk obtain a City-wide analysis from PRIME at no cost to the City.

Motion by Bryant, seconded by Granger, that, with the exception of additional cost containment, all items are to be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Boddy, Bryant, Granger, McConaghy, Novitke, Sucher

No: None

Absent: Howle

There was a consensus that the Senior Coordinator position to be posted internally, in the Grosse Pointe News, and on the City's web site.

Also hearing no objections, under New Business the Building Official provided an overview regarding a proposed Lease Agreement with AT & T for installation of a cellular telephone mono pole at the Department of Public Works. There was a consensus of the Committee that the City Attorney be directed to review the agreement in preparation for City Council approval.

Hearing no objections, emergency pool repairs was discussed next. The Director of Public Works provided an overview and recommended performing necessary repairs in the diving well now rather than in the future to save approximately \$15,000.00 in labor costs.

Motion by Granger, seconded by Boddy, regarding emergency pool repairs to the Lake Front Park diving well, that the Committee-of-the-Whole recommend to City Council approval of the repairs to the diving well.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Boddy, that the previous motion be immediately certified.

Motion carried by the following vote:

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

Motion by Sucher, seconded by Boddy, that the meeting of the Committee-of-the-Whole be adjourned at 10:14 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk