

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 14, 2008, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke  
Council Members Bryant, Granger, Howle, Sucher, Waldmeir  
ABSENT: Dickinson

ALSO PRESENT: City Administrator Wollenweber  
City Attorney Don Berschback  
City Clerk Hathaway  
City Assessor Paul  
Deputy Treasurer Kreger  
Accounting Specialist Paladino  
Financial Advisor Gormely  
Financial Advisor/Bond Counsel Kiem

Mayor Novitke called the meeting to order at 7:37 p.m.

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

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The first item discussed was **Bond Anticipation Notes**. Cable funds could be used to pay off the BANs. The City Administrator reviewed the Total Fund Balance Analysis FY 2006/07 dated December 11, 2007, stating \$9,460,000 is unreserved/undesignated (use for anything); \$453,789 as reserved; \$1,152,000 are unreserved/designated. The City Administrator stated \$300,000 is needed for Mack Avenue and suggested using the cable fund. Total Cable Fund balance is \$2,641,182. Mike Gormely stated a balance of approximately \$7,000,000 is spread across various funds. Mike Gormely recommended using the Cable Fund to pay off the BANs but to replenish the fund to a healthy balance. Gormely and Kiem agreed that there is no downside to using Cable Funds to pay off the BANs at a cost of \$1,325,000 plus one month's interest, approximately \$1,330,000. Gormely indicated drawing from the cable fund should not have an effect on the City's financial ratings.

The Deputy Treasurer stated \$800,000 of the cable investments will be callable this week. Mr. Gormely stated there are no penalties associated with liquidating early.

The Chair declared a recess at 7:41 p.m., and reconvened at 7:42 p.m.

Don Kiem and Mike Gormely both stated the BANs can be paid off with ten days notice.

Motion by Bryant, seconded by Granger, that the Committee-of-the-Whole recommend to City Council that the Bond Anticipation Notes be paid off from the Cable Fund, and that this item be placed on the next regularly scheduled City Council Meeting on April 21, 2008.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The Chair directed Administration to provide a listing of what the BANs were used for at the next City Council meeting on the 21<sup>st</sup>.

Motion by Bryant, seconded by Granger, that the previous motion be immediately certified.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

Motion by Waldmeir, seconded by Howle, regarding Bond Anticipation Notes be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The next item discussed was regarding **Land Bank**. In response to information requested at the last Finance Committee Meeting, the City Assessor distributed a revised Land Bank Value vs. Existing Value spreadsheet identifying three items, including no development revenues (\$63,687), revenues with development (\$95,478), and revenues with development and land bank (\$39,782). The Assessor provided an overview and stated the land bank is a six-year program; first year no tax, remaining five years taxed at 50%. The Chair asked if there was anything that could be done to undo the current land bank with Peoples Bank, with the resultant lost tax revenues to the City, and the Assessor stated no, there is nothing that can be done. The City Administrator stated he had been misinformed regarding how the land bank works and is following-up with Wayne County.

Motion by Bryant, seconded by Waldmeir, regarding Land Bank, that this item be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

Chair declared a recess at 8:24 p.m., and reconvened at 8:32 p.m.

Joe Ahee and Melissa Sharp were in attendance at the meeting at 8:33 p.m.

The next item discussed was regarding **residential/commercial assessments**. The City Assessor provided an overview regarding final totals calculated following the March Board of Review in accordance with her memo dated April 2, 2008. The City Assessor was directed to provide additional information including breaking out the real and personal reduction values, and number of pending tax tribunal cases including values.

Motion by Waldmeir, seconded by Bryant, regarding residential/commercial assessments, that this item be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The next item discussed was concerning **city limit signage**. The Director of Public Works provided an overview regarding the existing deteriorated signage posted at Mack Avenue City limits. The Director anticipates each sign (2) to cost less than \$16,000.00 each to replace. This signage was a budgeted item in the 2007/08 budget.

Motion by Bryant, seconded by Granger, regarding city limit signage, that the Committee-of-the-Whole recommend to City Council approval of the installation of two (2) replacement signs, to be installed at the Mack Avenue City limits, at a total cost not to exceed \$32,000.00.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

Motion by Waldmeir, seconded by Howle, regarding city limit signage, that this item be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

Next, the Committee discussed **Treasurer/Comptroller**. The Committee met to review and consider the contents of applications in Closed Executive Session, and later to discuss procedures.

Motion by Waldmeir, seconded by Bryant, regarding Treasurer/Comptroller, that the Committee-of-the-Whole recess the regularly scheduled meeting at 9:13 p.m. and convene in Closed Executive Session for the purpose of reviewing and considering the contents of applications, at which time the Committee-of-the-Whole will reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following ROLL CALL vote:

Howle	Yes
Novitke	Yes
Sucher	Yes
Waldmeir	Yes
Bryant	Yes
Dickinson	Absent
Granger	Yes

The Committee-of-the-Whole reconvened in regular session at 10:28 p.m.

Motion by Granger, seconded by Waldmeir, regarding **Treasurer/Comptroller**, that the Committee-of-the-Whole recommend City Council schedule interviews with Candidates 24, 32, 39, 45, 62, 64, and 81.

Motion carried by the following vote:

Yes:	Bryant, Granger, Howle, Novitke, Sucher, Waldmeir
No:	None
Absent:	Dickinson

There was Committee consensus that interviews be scheduled for Monday, April 28<sup>th</sup>. Committee discussion shall commence at 7 p.m., with interviews to begin at 7:30 p.m. Interviews will run fifteen minutes apart; three minutes for candidate presentation, twelve minutes for questions. The City Attorney is to research background check procedures.

Motion by Granger, seconded by Waldmeir, regarding Treasurer/Comptroller, that the previous motion be immediately certified.

Motion carried by the following vote:

Yes:	Bryant, Granger, Howle, Novitke, Sucher, Waldmeir
No:	None
Absent:	Dickinson

Motion by Waldmeir, seconded by Bryant, regarding Treasurer/Comptroller, that this item be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The next item on tonight's agenda was **boat dock fund/dredging**. Discussion commenced with the City Administrator providing an overview regarding allocations of the boat dock fund. The Chair stated, according to Administration, there are no dollars taken out of the boat dock enterprise fund and put elsewhere, and the City Administrator agreed. Some adjustments moving forward may include \$5,000 to \$8,500 for bridge attendants. The City Administrator stated \$104,000.00 is the audited amount in boat dock fund last year.

Council Member Sucher recommended adopting the recommendation of the Citizens Recreation Commission, their methodology, for allocations in an amount no less than \$152,400 and no more than \$155,000. Council Member Granger stated she would like to see addressed in percentages rather than dollars.

The following individual was heard:

Kurt Lyons  
2118 Fleetwood

Motion by Granger, seconded by Waldmeir, regarding boat dock fund, that the Committee-of-the-Whole recommend City Council adopt the recommendation of the Citizens Recreation Commission, their methodology expressed as a percentage, for allocation in the new FY 2008/09.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

Motion by Waldmeir, seconded by Bryant, that the previous motion be immediately certified.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The Chair declared a recess at 11:40 p.m., and reconvened at 11:47 p.m.

Motion by Sucher, seconded by Waldmeir, regarding boat dock fund, that the Committee-of-the-Whole recommend City Council move forward for the next year, in a percentage form, retroactive to July 1, 2007.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

The next item discussed was **dredging**. The City Administrator provided an overview. The Recreation Supervisor had a surveyed of the canal performed. Administration is not recommending dredging to be done this year but recommends looking at it again after August 31<sup>st</sup>, which is allowed under the current permit. The dredging would be considered primarily for the channel and not the boat wells, as dredging the walls can potential cause damage to the seawall. The cost to dredge is \$40 a yard plus a mobilization fee. The City Administrator is recommending establishing a policy with respect to allowable draft size and to establish that water depth is not guaranteed. Administration is to address notice to boaters of depth of the channel.

Motion by Waldmeir, seconded by Sucher, regarding boat dock/dredging, that this item be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Howle, Novitke, Sucher, Waldmeir  
No: None  
Absent: Dickinson

Under new business, the Mayor discussed recent minutes from the Planning Commission regarding recommendations to the City Council: to hire a public safety officer, to include in the budget the hiring of a building department assistant, and to inform Council that the Planning Commission plans to meet with residents to identify problems between Mack and Harper. The Chair further stated that meetings with resident groups need to be coordinated through Council. The Chair also reminded Council Representatives to Commissions that their purpose is to provide information to the Commission and to bring back information to Council from the Commission and not to act in the capacity of an active Commission Member.

Motion by Waldmeir, seconded by Howle, that the meeting of the Committee-of-the-Whole be adjourned at 12:17 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk