



**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza Drive**  
**Grosse Pointe Woods, Michigan 48236-2397**

**NOTICE OF MEETING AND AGENDA**

**Finance Committee Meeting**  
**Monday, April 18, 2016**  
**8:00 p.m.**  
**City Hall Conference Room**

1. Call to Order/Roll Call
2. Acceptance of Agenda
3. Finance Committee Minutes 04/04/16
4. Ongoing Budget Discussion
5. New Business/Public Comment
6. Adjournment

**PUBLIC INVITED: IN ACCORDANCE WITH PUBLIC ACT 267 OF 1976 (OPEN MEETINGS ACT), ALL MEMBERS OF THE GROUP SELECTED, AS WELL AS THE GENERAL PUBLIC, ARE INVITED TO ATTEND THE FOLLOWING MEETING.**

cc:

McConaghy  
Novitke  
Koester

Colombo  
Irby  
Hathaway

File  
Smith

Submitted by: Todd McConaghy

Office Held: Chair

Telephone: 313 343-2440

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 4, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 8:24 p.m. by Chair McConaghy.

In attendance: Chairman McConaghy  
Members: Koester, Novitke

Absent: None

Also present: City Administrator/Assessor Colombo  
City Treasurer/Comptroller Irby  
City Clerk Hathaway  
Director of Public Services Ahee  
Recreation Supervisor Byron  
City Attorney Don Berschback

Also in attendance:  
Council Member Rich Shetler  
Council Member Art Bryant

Motion by Koester, seconded by Novitke, that all items on tonight's agenda be received and placed on file.

Motion passed by the following vote:  
Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

Motion by Novitke, seconded by Koester, that the meeting minutes dated March 21, 2016, be approved as submitted.

Motion passed by the following vote:  
Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

The Committee discussed **fiscal forecasting**. The Mayor recommended that the Finance Committee meet after the budget is adopted to further discuss the budget. Council will need to consider addressing a Headlee override in 2018, encouraging reformation of Proposal A, and to encourage modification of PA 33 to eliminate the

population threshold allowing for special assessments for police and fire regardless of population. Administration was asked to look at reducing cost of utilities.

Following discussion regarding the list of proposed budget cuts, which administration incorporated into the budget, there was a unanimous consensus to:

- Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
- Keep reductions in contractual services (4);
- Keep Public Safety training transfer to Act 302 Training Fund;
- Eliminate the removal of P/R part-time employee, calendar, and newsletter;
- Eliminate the removal of outdoor Christmas lights and garland;
- Eliminate the removal of part-time union clerical position;
- Eliminate the removal of four DPW part-time positions;
- Eliminate the removal of changing of winter park hours;
- Eliminate the removal of changing the activity building hours.

The City Administrator/Assessor stated that eliminating summer park bus service at an \$11,500 savings includes the trolley service at \$6,000.00. Prior discussions identified Council does not intend on eliminating the trolley.

Motion by Novitke, seconded by Koester, regarding the list of administration's proposed budget cuts incorporated into the proposed FY 2016/17 budget, that the Finance Committee recommend that the City Council agree with the Finance Committee's recommendation to:

- Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
- Keep reductions in contractual services (4);
- Keep Public Safety training transfer to Act 302 Training Fund;
- Eliminate the removal of P/R part-time employee, calendar, and newsletter;
- Eliminate the removal of outdoor Christmas lights and garland;
- Eliminate the removal of part-time union clerical position;
- Eliminate the removal of four DPW part-time positions;
- Eliminate the removal of changing of winter park hours;
- Eliminate the removal of changing the activity building hours.
- Eliminate the removal of summer park bus service and trolley.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

Motion by Novitke, seconded by Koester, that the previous motion be immediately certified.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

The City Administrator/Assessor stated he looked at contractual services. He stated it is more costly to contract assessing services and that Wayne County no longer performs this service. He stated one full-time Public Safety Records Clerk and one part-time Clerk are retiring, and suggested eliminating the one part-time and reduce hours in records department. The Mayor asked that Director Smith be in attendance at the next budget meeting to discuss this recommendation. The City Administrator/Assessor is looking at vendors for information technology.

The Committee asked for suggested reductions in cost to operate the park including hours, utilities, etc. and that potential savings be identified. Administration is to provide a report.

The Committee reviewed the employee salary information. Administration is to provide annual wages for all employees, non-union and union.

The next item discussed was regarding **City Attorney dental coverage**. Dental coverage was discussed for City Attorney Don Berschback and his wife. Benefits included in his contract was originally healthcare and prescription, no optical or dental. Optical is now included in healthcare (Blue Cross) as well as prescription (Navatis); but not dental (Delta). The Treasurer/Comptroller provided an overview regarding invoicing and payments made by Mr. Berschback. Dental was billed and paid in the amount of \$740 (\$1,479.60 total) for 2010/11 and 2011/12, and accidentally not billed for three years, 2012/13 through 2014/15. Mr. Berschback paid \$7,072.76 for medical, equal to employee cost sharing. He should have been invoiced and paid \$2,217.00 for dental. The hard cap for Mr. Berschback's plan is \$1,065.96 for medical/prescription. Mr. Berschback stated that he was in agreement and will continue to pay the hard cap for medical/prescription if the medical/prescription is to continue to be provided. There was a consensus of the Committee to recommend that the prior payments made by Mr. Berschback should be treated to satisfy the unpaid dental coverage owed previously. This item was referred to the Compensation & Evaluation Committee to review future benefits.

Motion by Koester, seconded by Novitke, regarding the City Attorney medical and dental coverage, that the Finance Committee recommends that City Attorney Berschback's proposed 2015/16 contract stipulate that he is responsible for the medical hard cap contribution for medical and prescription coverage provided for 2015/16 fiscal year, and that he is responsible for payment of dental coverage if he elects coverage.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke

No: None

Absent: None

Under New Business:

- Member Koester readdressed the City purchasing a tent for City events.
- The Mayor asked administration to provide a summary sheet containing the City's financial information such as SEV (1 mill worth \$650,000); taxable value/mills, General Fund (\$12.3 million); total budget, amount of transfers, etc.

Motion by Koester, seconded by Novitke, that tonight's meeting be adjourned at 9:46 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk