



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

NOTICE OF MEETING AND AGENDA

Finance Committee Meeting
Monday, January 13, 2014
8:30 p.m.
City Hall Conference Room

1. Call to Order/Roll Call
2. Acceptance of Agenda
3. Approval of Minutes 04/04/13
4. Fiscal Forecasting
5. New Business
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 – Chair
Novitke

Koester
Fincham
Irby

Hathaway
File

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 THURSDAY, APRIL 4, 2013, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:30 p.m. by Chair McConaghy.

In attendance: Chairman McConaghy
Members: Koester, Novitke

Absent: None

Also present: City Treasurer/Comptroller Irby
City Clerk Hathaway
Director of Public Services Ahee

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 Koester, seconded by Novitke, that the minutes of March 25, 2013, be approved as submitted.

Motion passed by the following vote:

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

The Committee commenced discussing the proposed FY 2013/14 budget. The Chair turned the meeting over to the Treasurer/Comptroller who provided an overview. She stated the proposed budget is complete with the exception of the water/sewer fund, which is to be discussed at the Committee-of-the-Whole Meeting on April 29th. She stated the budget had been prepared with a slightly increased millage rate (.0083) to 14.0492, which is the Headlee cap. There is a shortfall in the general fund budget in the amount of \$769,385, and a \$460,000 shortfall throughout the rest of the budget. She stated the entire City budget is over \$34 million. The water/sewer portion of the budget was estimated; \$1.1 million less than the previous year.

The Treasurer/Comptroller outlined the City Attorney's budget and stated it includes all attorney and outside consultants fees, and she proposed changing the section's title from City Attorney to Legal Services/Outside Consultants. The Chair discussed possibly shifting some of the responsibilities to other departments, such as Michigan Tax Tribunal (MTT) fees to the Assessor's budget. She stated there are no pay or benefit increases, and that the budget includes funding for a part-time Assessor for \$30,000.00. Assessing services for WCA was also included for \$80,000. The Grosse Gratiot Drain was estimated for the winter tax bill, but administration will be meeting with Wayne County in the fall to finalize rates. Operational costs are included in the budget but maintenance and insurance will be amended as additional information comes available.

The proposed budget includes \$9.5 million in employee costs, or 57% of all funds. The proposed budget does not include MTT tax refunds that are estimated at \$150,000 (for Kroger and Lochmoor.) There are additional smaller MTT's for a combined total estimated to cost between \$25-30,000. The Parking Fund was then discussed and administration is recommending hiring a second part-time parking enforcement officer because the parking fund is not self-sufficient due to lack of enforcement; and, generated revenue will outweigh the cost of the hire.

The Treasurer/Comptroller was asked to change the City Attorney's section title in preparation for the April 8th Committee-of-the-Whole meeting.

The following items were also discussed:

- Motor Vehicle Fund - OPEB. The Treasurer/Comptroller confirmed cash does not get moved out of the fund.
- Municipal Improvement Fund. The Director of Public Services explained the bathhouse and filter building roofs require repair or replacement at a total cost of approximately \$63,000. He stated the front of the roof is in the worst condition and could be repaired but the shingles would not match. Costs to perform patch repairs where the section is bad, remove/replace shingles and boards, would cost \$40,000 for the bath house only; front side of roof \$14,000; patch repair \$2,000; and filter building \$22-23,000 or continue with tar patch costing only material and staff time. The Director stated it is reasonable to repair the entire front section of the roof for \$14,000 and stated ventilation is needed. He would like to see the flat roof get repaired rather than patching due to it being a hazard (electrical) costing of \$22,000 to repair. He also suggested resealing/repainting the tennis courts at Lake Front Park.
- Motor Vehicle Fund – Dump Truck. A grant is available with the City matching funds at 20% of the total \$150,000, or \$30,000.
- Public Works - Snow Plow and 8' dump inserts. The Director of Public Works stated he can forego the snow plow in the 2013/14 budget, but needs the 8' dump inserts as current equipment is rotted through.

The Mayor stated that a hiring freeze has been in place, and that the City Administrator has indicated one employee from each public safety and public works are possibly

retiring. He stated that if the Department of Public Services position is not replaced (at a lower salary and benefit) it will cost the City more to hire contractors at an inflated hourly rate. Both of the retiring employee positions are carried in the proposed budget.

The Chair briefly discussed EMS issue, and that Council still needs to hear proposals from ambulance companies (Medstar and Beaumont.)

Member Koester discussed the following items:

- Parking Fund. He would like administration to evaluate parking rates and aged meters. He suggested possibly raising the rates so the fund is self-sufficient. The Chair suggested revenue is possibly not being collected because there is not enough staff. Administration was asked to obtain costs and projected revenues for the Committee-of-the-Whole Meeting on April 29, 2013.
- Enterprise Fund. Regarding parking lot cleaning, sweeping, and shoveling expenses.
- Motor Vehicle Fund. Depreciation expense costs and funds remaining.

Motion by Koester, seconded by Novitke, regarding the proposed FY 2013/14 Budget, that the Finance Committee recommend the City Council consider adoption of the budget as amended during discussions.

Motion passed by the following vote:

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

The following items were discussed under Public Comment:

Judy Sheehy

941 Woods Lane

- Suggested cuts prior to the last budget adoption;
- City Attorney contract and billable hours, insurance, and law books;
- Junkets, trips;
- Two City Clerks;
- Non-residents entering Lake Front Park without punching park pass;
- Non-replacement of baby pool liner;
- Volunteer parties;
- Televised meetings;
- Crime/public safety;
- Recreation/exercise equipment maintenance;
- Informational meeting regarding millages;
- City Council salaries.

Unidentified Woman:

- One year contracts, 401K, and pension;
- Employee insurance cost.

Joe Sucher

730 S. Oxford

- City Attorneys contract, flat rate;
- Efficiency survey.

Unidentified Woman

Brys Dr.

- Placing draft budget on line;
- Cost to operate water slide.

Motion by Koester, seconded by Novitke, that tonight's meeting be adjourned at 9:27 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk