

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

NOTICE OF MEETING AND AGENDA

Finance Committee Monday, April 4, 2022 6:30 p.m. City Council Chambers

- 1. Call to Order/Roll Call
- 2. Acceptance of Agenda
- 3. Approval of Minutes March 31, 2021
- 4. Review FY 2021-2022 Budget to Actual
- 5. Review Proposed FY 2022-2023 Budget
- 6. New Business/Public Comment
- 7. 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 Bryant Koester Como Murphy Schulte Antolin 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 BOTH IN-PERSON AND REMOTELY ON WEDNESDAY, MARCH 31, 2021.

The Facilitator's Statement was read.

The meeting was called to order at 7:02 p.m. by Chair McConaghy.

In attendance: Chairman McConaghy Members: Bryant, Koester

Absent: None

Also present: City Administrator Smith Treasurer/Comptroller Murphy Deputy City Clerk Antolin Director of Public Services Schulte

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

Motion passed by the following vote:

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

Motion by Koester, seconded by Bryant, that the meeting minutes dated May 12, 2020, be approved as submitted.

Motion passed by the following vote:Yes:Bryant, Koester, McConaghyNo:NoneAbsent:None

The purpose of tonight's meeting was to **review the Corrective Action Plan-Monitoring Retiree Health Care, FY 2020/2021 Budget to Actual, the Proposed FY 2021/22 Budget**.

The Treasurer/Comptroller provided an overview of her memo dated March 30, 2021, regarding the Corrective Action Plan-Monitoring Retiree Health Care. Brief discussion ensued.

Motion by Bryant, seconded by Koester, regarding **Corrective Action Plan-Monitoring Retiree Health Care**, to recommend City Council the approval of a budget amendment in the amount of \$150,000 from account no. 101-000-699.000 Prior Year Reserves to account no. 101-299-999.736 Transfer to OPEB and to approve the Corrective Action Plan Monitoring Application for Certification of Compliance.

Motion passed by the following vote:Yes:Bryant, Koester, McConaghyNo:NoneAbsent:None

The Chair requested the Treasurer/Comptroller to provide an overview of how the current budget differs from last year and to address any concerns.

The Treasurer/Comptroller stated that the 2021 Budget had a large transfer out of general funds to local roads for the Oxford Rd. project. The total transfer was in the amount of \$1,014,000, which was for the road project and to balance the Local Road Fund. In addition, \$650,000 was used for the vehicular bridge and \$500,000 from the Motor Vehicle Fund for the new fire truck.

Salary and wages remain the same at a 2.5% increase and the estimated health care increase is approximately 6% for FY 2021/2022. There was a pension cost increase for the general employees at 6.3% and the public safety department at 7.27%. The Treasurer/Comptroller mentioned that the actuary stated the increase is due to updated mortality tables showing a longer lifespan, increasing the pension cost. The investment return rate was reduced from 7.75% to 7.5%.

Discussion continued regarding additional large expenditures in the 2021/2022 budget including:

- 1. <u>Allard Rd. Project</u> to cover expense of \$756,000, a transfer of \$490,000 from major roads and \$260,000 from General Fund to local roads.
- 2. Building Department
 - a. Part-time to full-time staff;
 - b. Salary adjustment of \$5,000 for confidential administrative assistance;
 - c. \$30,000 Purchase of Clearzone program.
- 3. Public Safety Department
 - a. Full-time dispatch wage/benefits;
 - b. Transferring Grosse Pointe Farms -911 recording.
- 4. Information Technology Department
 - a. New hire;
 - b. Wiring for cameras at Ghesquiere Park.

- 5. Public Services Department
 - a. City Vehicle replacements;
 - b. Allard Rd./Vernier Rd. water mains, patching and joint sealing.

Motion by Bryant, Seconded by Koester, regarding the **Proposed FY 2021/2022 Budget**, that the Finance Committee recommend the City Council to approve this budget as presented.

Motion passed by the following vote:Yes:Bryant, Koester, McConaghyNo:NoneAbsent:None

The Building Official gave thanks to the administration and Committee for support of the needs of the Building Department.

The Committee thanked the City Administrator, Treasurer/Comptroller, Director of Public Services, and everyone else who helped with the budget.

Under New Business/Public Comment, the following individual was heard.

• Thomas Vaughn, Council Member

Motion by Bryant, seconded by Koester, that tonight's meeting be adjourned at 7:40 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin Deputy City Clerk

26%	FUND BALANCE % TO PROJECTED FY 2022-23 EXPENSES	
4,067,286	ESTIMATED FUND BALANCE @ 6.30.2023	
(1,090,339)	TRANSFER PRIOR YEAR RESERVES FY 22-23	
15,581,720	PROJECTED EXPENSES FY 2022-2023	
14,491,381	PROJECTED REVENUES FY 2022-2023	
	FISCAL YEAR 2022-2023 PROPOSED BUDGET	
37%	FUND BALANCE % TO PROJECTED FY 21-22 EXPENSES	
5,157,625	ESTIMATED FUND BALANCE @ 6.30.2022	
59,123	ESTIMATED ADDITION TO FUND BALANCE FY 21-22-AS OF 2.28.2022	
1,666,009	LESS ESTIMATED FY 21-22 UNDER BUDGET	•
(1,606,886)	TOTAL BUDGETED TRANSFER FROM PRIOR YEAR RESERVES FY 21-22	
5,098,502	GENERAL FUND BALANCE @ 6.30.2021	
(1,666,009)	TOTAL UNDER BUDGET-ESTIMATED 2.28.2022	
(1,243,409)	TOTAL ESTIMATED EXPENSES UNDER BUDGET	
14,002,942	TOTAL ESTIMATED EXPENSES FY 21-22	
15,246,351	TOTAL BUDGETED EXPENSES FY 21-22	
(422,600)	TOTAL ESTIMATED REVENUE OVER BUDGET	
14,062,065	TOTAL ESTIMATED REVENUE FY 21-22	
13,639,465	TOTAL BUDGETED REVENUE FY 21-22	
	GENERAL FUND BALANCE ANALYSIS FY 2021-2022	AS OF 2.28.2022
	CITY OF GROSSE POINTE WOODS	

2022-2023 PROPOSED BUDGET SUMMARY City of Grosse Pointe Woods

	2021 - 2022 AMENDED	2022 - 2023 PROPOSED	Change
GENERAL FUND			······································
General Government	\$3,839,154	\$4,013,379	
Public Safety	\$6,775,023	\$7,040,380	
Public Works	\$2,135,229	\$2,193,826	
Management Info. Systems	\$560,125	\$533,109	
Parks & Recreation	\$1,851,438	\$1,801,026	
Total General Fund	\$15,160,969	\$15,581,720	420,751
		<u></u>	2.78%
SPECIAL REVENUE			
Major Street	1,391,404	2,247,488	
Local Street	1,604,462	1,015,642	
Parkway Beautification	55,500	56,700	
Cable Fund	0	0	
Act 302 Training	5,000	5,000	
Solid Waste	1,900,551	1,935,585	
CDBG	20,000	20,000	
911 Service Fund	121,966	60,747	
Drug Forfeiture	6,000	1,500	
SOM MIDC Grant	21,148	59,068	
Total Special Revenue	\$5,126,031	\$5,401,730	275,699
:	<u> </u>		5,38%
DEBT SERVICE FUND			
Grosse Gratiot Drain (Milk River) **	\$3,598,210	\$3,607,303	
Road Bond Debt	\$1,033,544	\$1,154,998	
Capital Improvement Debt	\$222,363	\$220,238	
Total Debt Funds	\$4,854,117	\$4,982,539	128,422
:	<u> </u>		2.65%
CAPITAL PROJECTS FUND			
Municipal Improvement	\$30,000	\$133,000	
Capital Improvement Fund	¢00,000 \$0	\$0	
	\$30,000	\$133,000	103,000
Total Capital Projects Fund	\$30,000	\$133,000	343.33%
			545.5576
INTERNAL SERVICE FUNDS			
Workmen's Compensation	\$130,149	\$154,652	
Motor Vehicle Fund	\$1,192,918	\$1,135,748	
Total Internal Service Funds	\$1,323,067	\$1,290,400	(32,667)
=			-2.47%

2022-2023 PROPOSED BUDGET SUMMARY City of Grosse Pointe Woods

	2021 - 2022 AMENDED	2022 - 2023 PROPOSED	Change
ENTERPRISE FUNDS			
Water & Sewer**	\$10,024,012	\$8,891,434	
Parking	\$661,008	\$587,505	
Boat Dock	\$206,238	\$186,434	
Commodity Sales	\$151,000	\$29,500	
Total Enterprise Funds	\$11,042,258	\$9,694,873	(1,347,385)
			-12.20%
FIDUCIARY FUNDS			
Supplemental Annuity	\$274,290	\$266,750	
Pension Trust Funds	\$3,617,171	\$3,754,458	
Retiree Healthcare (OPEB)	\$0	\$0	
Total Fiduciary Funds	\$3,891,461	\$4,021,208	129,747
			3.33%
Budget Total	\$41,427,903	\$41,105,470	(322,433)

2022 -2023 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET	CITY OF GROSSE POINTE WOODS

AMENDED	ED 7/1/2021-2/28/2022	28/2022		~
			ADMIN	% Change In Budget
101-GENERAL FUND				
PROJECTED REVENUES 13,639,465		12,593,115	14,491,381	6.25%
CITY COUNCIL 68	68,782	26,182	70,794	2.93%
S	21,705	1,758	17,701	-18.45%
URT	456,963	240,201	482,960	5.69%
ADMINISTRATION 307	307,421	205,286	363,193	18.14%
BUILDING INSPECTIONS 644	644,487	410,837	655,676	1.74%
CITY ATTORNEYS 229	229,500	128,501	274,000	19.39%
CITY CLERK/ELECTIONS 408	408,630	323,167	477,542	16.86%
TREASURER/COMPTROLLER 467	467,297	296,148	494,672	5.86%
CITY ASSESSOR 117	117,140	59,173	121,444	3.67%
ADMIN-FRINGES 233	233,700	169,861	249,800	6.89%
ADMIN TRANSFER & OVERHEAD 572	572,530	510,805	570,377	-0.38%
PUBLIC SAFETY + Transfers 6,775	6,775,023	4,341,150	7,040,380	3.92%
PUBLIC WORKS + Transfers 2,135	2,135,229	1,158,227	2,193,826	2.74%
PARKS & RECREATION + Transfers 1,851	1,851,438	918,583	1,801,026	-2.72%
COMMUNITY CENTER 310	310,999	137,424	235,220	-24.37%
Transfers Out				
MIS 560	560,125	315,340	533,109	-4.82%
TOTAL 15,160	15,160,969	9,242,643	15,581,720	2.78%
NET OF REVENUES OVER/UNDER EXPENDITURES (1,521	(1,521,504)		(1,090,339)	
GENERAL FUND BALANCE @ 6.30.2021 5,098 ESTIMATED FUND BALANCE @ 6.30.2022 5,157				
ESTIMATED FUND BALANCE @ 6.30.2023 4,067,286	5,098,502 5,157,625	37%		

	FY 21-22	FY 21-22	FY 22-23	5(
1 [AMENDED BUDGET	7/1/2021-2/28/2022 ACTUAL	ADMIN REQUEST	% Change In Budget
202-MAJOR ROADS				
Revenues	1,256,925	642,001	1,932,766	53.77%
Expenditures	1,391,404	1,193,968	2,247,488	61.53%
NET OF REVENUES OVER/UNDER EXPENDITURES	(134,479)		(314.722)	
MAJOR ROAD FUND BALANCE @ 6.30.2021	1,154,024			
ESTIMATED FUND BALANCE @ 6.30.2022	1,019,545			
ESTIMATED FUND BALANCE @ 6.30.2023	704,823	31%		
203-LOCAL ROADS				
Revenues	992,851	752,362	913,664	-7.98%
Expenditures	1,604,463	665,915	1,015,642	-36.70%
NET OF REVENUES OVER/UNDER EXPENDITURES	(611,612)		(101,978)	
LOCAL ROAD FUND BALANCE @ 6.30.2021	1,172,310			
ESTIMATED FUND BALANCE @ 6.30.2022	560,698			
ESTIMATED FUND BALANCE @ 6.30.2023	458,720	45%		
205-PARKWAY BEAUTIFICATION				
Revenues	55,500	24,497	62,500	12.61%
Expenditures	55,500		56,700	2.16%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		5,800	
PARKWAY BEAUTIFICATION FB @ 6.30.2021	226,624			
ESTIMATED FUND BALANCE @ 6.30.2022	226,624	-		
ESTIMATED FUND BALANCE @ 6.30.2023	232,424	t.		

Expenditures Expenditures Expenditures Revenues 211-PA 302 FUND ESTIMATED FUND BALANCE @ 6.30.2023 ESTIMATED FUND BALANCE @ 6.30.2022 **NET OF REVENUES OVER/UNDER EXPENDITURES** 206-CABLE FUND ESTIMATED FUND BALANCE @ 6.30.2023 ESTIMATED FUND BALANCE @ 6.30.2022 SOLID WASTE FUND BALANCE @ 6.30.2021 **NET OF REVENUES OVER/UNDER EXPENDITURES** Revenues 226-SOLID WASTE ESTIMATED FUND BALANCE @ 6.30.2023 ESTIMATED FUND BALANCE @ 6.30.2022 PA 302 FUND BALANCE @ 6.30.2021 **NET OF REVENUES OVER/UNDER EXPENDITURES** CABLE FUND BALANCE @ 6.30.2021 Revenues AMENDED BUDGET FY 21-22 1,900,551 1,942,835 550,641 550,130 552,141 440,362 373,329 331,045 42,284 3,500 3,500 5,000 1,981 1,981 5,000 1,981 0 0 7/1/2021-2/28/2022 FY 21-22 ACTUAL 1,268,139 1,910,270 2,239 2,013 1,159 23% 0 REQUEST ADMIN 2,002,618 1,935,585 67,033 1,500 5,000 5,000 1,500 FY 22-23 0 0 In Budget % Change -57.14% 0.00% 0.00% 3.08% 1.84%

Expenditures Revenues ESTIMATED FUND BALANCE @ 6.30.2023 ESTIMATED FUND BALANCE @ 6.30.2022 DRUG ENFORCEMENT FUND BALANCE @ 6.30.2021 **NET OF REVENUES OVER/UNDER EXPENDITURES** Expenditures Revenues **265-DRUG ENFORCEMENT FUND** ESTIMATED FUND BALANCE @ 6.30.2023 ESTIMATED FUND BALANCE @ 6.30.2022 911 EMERGENCY FUNDS BALANCE @ 6.30.2021 **NET OF REVENUES OVER/UNDER EXPENDITURES** Expenditures Revenues 261-911 EMERGENCY SERVICE ESTIMATED FUND BALANCE @ 6.30.2023 ESTIMATED FUND BALANCE @ 6.30.2022 **GRANTS FUND BALANCE @ 6.30.2021 NET OF REVENUES OVER/UNDER EXPENDITURES** 245-CDBG AMENDED FY 21-22 BUDGET (19,966) 121,966 102,000 20,000 20,000 32,599 52,565 10,044 (5,000) 21,852 10,044 10,044 6,723 1,000 1,060 2,560 6,000 0 7/1/2021-2/28/2022 FY 21-22 ACTUAL 77,131 76,033 4,163 0 0 0 REQUEST ADMIN (10,747) (1,500) 60,747 20,000 50,000 20,000 1,500 FY 22-23 0 0 In Budget % Change -100.00% -75.00% -50.19% -50.98% 0.00% 0.00%

	FY 21-22	FY 21-22	FY 22-23	3
	AMENDED BUDGET	7/1/2021-2/28/2022 ACTUAL	ADMIN REQUEST	% Change In Budget
275-SOM MIDC GRANT				
Revenues	21,148		55,920	164.42%
Expenditures	21,148		59,068	179.31%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		-3,148	
MIDC GRANT FUND BALANCE @ 6.30.2021	3,148		and a second statement of the second statement of the second statement of the second statement of the second st	
ESTIMATED FUND BALANCE @ 6.30.2022	3,148			
ESTIMATED FUND BALANCE @ 6.30.2023	0			
304-ROAD BOND				
Revenues	1,155,712		1,029,998	-10.88%
Expenditures	1,033,544		1,154,998	11.75%
NET OF REVENUES OVER/UNDER EXPENDITURES	122,168		(125,000)	
ROAD BOND FUND BALANCE @ 6.30.2021	346,241	a a a a a a a a a a a a a a a a a a a	Barradia Tanana Angara Angara ang Kangarang Kangarang Kangarang Kangarang Kangarang Kangarang Kangarang Kangara	
ESTIMATED FUND BALANCE @ 6.30.2022	468,409			
ESTIMATED FUND BALANCE @ 6.30.2023	343,409			
307-2018 CAPITAL IMPROVEMENT DEBT SERVICE				
Revenues	222,363		220,238	-0.96%
Expenditures	222,363		220,238	-0.96%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		0	
CAPITAL IMPROVEMENT BOND FB @ 6.30.2021	6,567			
ESTIMATED FUND BALANCE @ 6.30.2022	6,567			

ESTIMATED FUND BALANCE @ 6.30.2023

6,567

FY 21-22	FY 21-22	FY 22-2	ω
AMENDED	7/1/2021-2/28/2022	ADMIN	% Change
BUDGET	ACTUAL	REQUEST	In Budget
need to complete			
3,621,210			-100.00%
3,598,210			-100.00%
23,000			
1,211,788			
30,000	51,268	133,000	343.33%
30,000	58,120	133,000	343.33%
0		0	
100,293			
100,293			
100,293			
424,000		340,000	-19.81%
661,008		587,505	-11.12%
(237,008)		(247,505)	
1,026,212			
789,204			
	FY 21-22 AMENDEET BUDGET need to complete 3,621,210 3,598,210 1,211,788 30,000 30,000 30,000 100,293	FY 21-22 7/1/2021-2/28/200 ACTUAL 51 58	FY 21-22 ADM ACTUAL REQUI

ESTIMATED FUND BALANCE @ 6.30.2023

541,699

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	EV 21-22	EV 21-22	EV 22-23	در
	AMENDED	7/1/2021-2/28/2022	ADMIN	% Change
	BUDGET	ACTUAL	REQUEST	In Budget
592-WATER/SEWER FUND	need to complete			
Revenues	8,073,966			-100.00%
Expenditures	10,024,012			-100.00%
NET OF REVENUES OVER/UNDER EXPENDITURES	(1,950,046)			
WATER/SEWER FUND BALANCE @ 6.30.2021	8,316,952			
ESTIMATED FUND BALANCE @ 6.30.2022	6,366,906			
ESTIMATED FUND BALANCE @ 6.30.2023	6,366,906			
594-BOAT DOCK FUND				
Revenues	186,935	103,232	226,547	21.19%
Expenditures	207,401	55,648	186,434	-10.11%
NET OF REVENUES OVER/UNDER EXPENDITURES	(20,466)		40,113	
BOAT DOCK FUND BALANCE @ 6.30.2021	213,963			
ESTIMATED FUND BALANCE @ 6.30.2022	193,497			
ESTIMATED FUND BALANCE @ 6.30.2023	233,610			
598-COMMODITIES FUND				
Revenues	25,000	7,490	10,000	-60.00%
Expenditures	151,000	9,720	29,500	-80.46%
NET OF REVENUES OVER/UNDER EXPENDITURES	(126,000)		(19,500)	
COMMODITIES FUND BALANCE @ 6.30.2021	149,296		-	
ESTIMATED FUND BALANCE @ 6.30.2022	23,296			
ESTIMATED FUND BALANCE @ 6.30.2023	3,796			

	FY 21-22	FY 21-22	FY 22-23	3
	AMENDED	7/1/2021-2/28/2022	ADMIN	% Change
	BUDGET	ACTUAL	REQUEST	In Budget
632-WORKERS COMPENSATION FUND				
Revenues	124,302		124,552	0.20%
Expenditures	130,149		154,652	18.83%
NET OF REVENUES OVER/UNDER EXPENDITURES	(5,847)		(30,100)	
WORKERS COMPENSATION FB @ 6.30.2021	193,309	a de la seconda de		
ESTIMATED FUND BALANCE @ 6.30.2022	187,462			
ESTIMATED FUND BALANCE @ 6.30.2023	157,362			
640-MOTOR VEHICLE				
Revenues	944,109	919,886	000,669	-29.14%
Expenditures	1,192,918	866,815	1,141,538	-4.31%
NET OF REVENUES OVER/UNDER EXPENDITURES	(248,809)		(472,538)	
MOTOR VEHCILE FUND BALANCE @ 6.30.2021	1,457,507			
ESTIMATED FUND BALANCE @ 6.30.2022	1,208,698			
ESTIMATED FUND BALANCE @ 6.30.2023	736,160			

]				
	FY 21-22	FY 21-22	FY 22-23	13
	AMENDED BUDGET	7/1/2021-2/28/2022 ACTUAL	ADMIN REQUEST	% Change In Budget
731-PENSION FUND				
Revenues	2,457,853		3,754,458	
Expenditures	3,617,171		3,754,458	
NET OF REVENUES OVER/UNDER EXPENDITURES	(1,159,318)			
PENSION FUND BALANCE @ 6.30.2021	45,943,628			
732-SUPPLEMENTAL ANNUITY				
Revenues Expenditures	401,577 274,290		374,957 266,750	
NET OF REVENUES OVER/UNDER EXPENDITURES	127,287		108,207	
SUPPLEMENTAL ANNUITY FUND BALANCE 6/30/2021	2,605,835			
736-RETIREE HEALTH CARE				
Revenues	250,000		250,000	
Expenditures	0			
NET OF REVENUES OVER/UNDER EXPENDITURES				
RETIREE HEALTH CARE FUND BALANCE 6/30/2021	1,584,642	an a	الم	
SUMMARY TOTAL OF ALL FUNDS	27,806,845		28,612,523	