

**VILLAGE OF GROSSE POINTE SHORES, A MICHIGAN CITY**  
**MINUTES OF FINANCE COMMITTEE MEETING**  
**March 21,2012**

A meeting of the Finance Committee of the Village of Grosse Pointe Shores, A Michigan City was held on Wednesday, March 21, 2012 in the Council Chambers of the Grosse Pointe Shores Municipal Building. The meeting was called to order at 7:00 p.m.

Present: Council Member Bisballe, Chair  
Council Member Gesell  
Council Member Felt

Also Present: Interim City Manager Mark Wollenweber  
Finance Officer Rhonda Ricketts  
Public Works Director Brett Smith

All items pertinent to this meeting are either attached or placed on file.

APPROVAL OF MINUTES – FEBRUARY 22, 2012

Motion by Council Member Gesell, Seconded by Council Member Felt, to approve the minutes from the February 22, 2012 Finance Committee Meeting. Unanimously Approved.

OLD BUSINESS

After a discussion it was decided to extend the deadline for the RFQ's for legal services for two weeks and to include in a number of additional firms for a total of 14.

It was indicated to the committee that staff was able to find the new address of an additional vendor for insurance and it was sent out.

Staff indicated that they were working on RFQ's for engineering firms that would be sent out in the next few weeks.

The committee also discussed possible requests for electricians on our street lighting and Brett Smith indicated that few electrical firms work on the street lighting system that is owned by the City. It was decided not to seek proposals at this time.

The committee also discussed possibly seeking prices on gasoline and tires and staff explained how the city participates in several consortiums for purchasing like the State MIDeal program.

The committee also asked that revised pricing for repairs to the city hall parking area be obtained.

Staff was asked to review current expenditures and project year end expenses for the next Finance Committee meeting on April 10. The group will meet at 6:00 and staff will bring pizza.

Under new business the costs of the Lake Shore Road construction was discussed as possibly coming from millage. An allocation to water of \$150,000 for administrative costs was also discussed along with the need to try and finalize water and sewer rates. Possible changes to meter charges were also discussed.

Brett Smith discussed equipment and sheets showing the age and value of both rolling and other equipment were passed out.

Staff was asked to secure clean up and janitorial costs and proceed with a building cleanup.

The meeting was adjourned at 8:57pm.

City Manager Vick confirmed that the City has been notified by Wayne County Equalization Department that Grosse Pointe Shores will see a 12% reduction in property valuation for the FY 2012 –13 budget.

### 2011 VENDOR LIST

City Manager Vick distributed the 2011 Annual Vendor List reflecting a total expenditure of \$3,232,061. Also distributed was a list of those Vendors on the 2011 list where amounts paid to the vendor exceeded \$6,000. The list consisted of 51 vendors with expenditures totaling \$2,057,500. The Finance Committee reviewed both lists and discussed various strategies for reducing expenditures. The Committee discussed detailed information related to the following service areas:

- Legal Services (2010 RFP, Terms of Engagement, Staff Report, List of Firms)
- Phone system (BCS-NEC proposal)
- Information Technology (March 2011 Staff Report regarding RFP)
- Property and Liability Insurance (2010 RFP and Staff Report)

The Finance Committee requested that Requests for Proposal be sought for legal services, engineering services, and Property and Liability Insurance. The Committee indicated that proposals be sought from the six legal firms which were finalists in 2010 instead of seeking proposals from the 45 firms as was done in 2010. Proposals are to be sought from the four Insurance firms which provided proposals in 2010.

### CAPITAL IMPROVEMENTS

1. Streets – Lake Shore Road North: The Committee discussed the City Council action taken in September 2011 related to funding options for the \$254,000 the city is responsible for out of the \$1.5 million project.
2. Tennis Courts – City Manger Vick informed the committee of the project construction estimate obtained from HRC for work that they oversaw in Berkley. The project in Berkley was rehabilitating two courts for a cost of \$70,000 plus engineering.
3. Water and Sewer Infrastructure: The Committee was provided with project cost estimates for sanitary sewer repairs along South Deeplands and Oxford Road. An improvement plan should be developed as these two locations are prioritized for lining and spot repair improvements.

### PUBLIC COMMENTS

Janice Pemberton commented regarding the Michigan Tax Tribunal

NEXT MEETING – March 21, 2012

### ADJOURNMENT

There being no further business, the meeting was adjourned at 9:00 p.m. on motion duly supported and carried by unanimous vote.

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Brian P. Vick  
City Manager