

## MINUTES OF MEETING

### DEARBORN CHARTER COMMISSION

City Council Chambers

Tuesday, May 02, 2006

Due to the number of people in attendance, the meeting was moved to the City Council Chambers.

Chairman Bazzy called the meeting to order at 5:45 p.m. A roll call was taken. Present were: David Bazzy, Mary M. Bugeia, Stephen S. Dobkowski, Jr., Paula Hamilton-Stokes, John Jay Hubbard, Thomas Patrick Korte, Mary K. Petlichkoff, Ganelle Shooshanian, and Raymond Thomas Trudeau. Absent: None. Also present: Kathleen Buda, City Clerk and Debra Walling, Corporation Counsel.

Chairman Bazzy asked if anyone had any questions on the minutes from the meeting from April 25, 2006.

A motion was made by Commissioner Korte and seconded by Commissioner Bugeia to accept the minutes of the April 25, 2006 meeting as amended. The motion was unanimously adopted.

Chairman Bazzy stated that at the last meeting, it was decided to continue with discussions on Chapter 10 of the Charter and to invite department heads to give descriptions of their departmental policies. Jim O'Connor from the Department of Finance and Kurt Giberson from the Department of Public Works were scheduled to address the Commission.

Chairman Bazzy asked Kurt Giberson, Director of Public Works to address the Commission to define what the department is, what it does, how it's structured and what the responsibilities are in the department.

Kurt Giberson, Director of Public Works addressed the Commission and gave an overview of the department. Mr. Giberson read the mission statement from the department which states:

*"We are responsible for providing the best possible Public Works services to the community, efficiently and fairly. Our work is*

*dedicated to maintaining a safe, healthy and comfortable environment, with clean streets, beautiful parks, high quality water, sewer and waste handling systems, as well as properly maintained vehicles, facilities and equipment. We will work as a team to promote respect toward all employees and Dearborn residents. The needs of the community will guide us as we continually explore ways to deliver better service.”*

Mr. Giberson continued by explaining the different divisions of the Department of Public Works and the responsibilities of each division. The Facilities Division (previously the Building Services and Power House divisions) is responsible for operation, maintenance, repair, construction and demolition of all city buildings. The Highways Division repairs and maintains all city roadways, parking lots, jogging tracks and alleys. The Parks Division maintains all turf, landscaping and playground equipment associated with city parks, buildings and public easements. The Highways and Parks divisions work together with snow removal and clean-up efforts. The Motor Transport Division manages the motorized fleet, operates the Central Garage and the City’s vehicle fuel supply. The Engineering Division is responsible for all municipal civil engineering projects. They maintain City sidewalks, water and sewer mains, major capital improvement projects and the City’s Combined Sewer Overflow Control Project. The Sanitation Division administers the City’s rubbish, recycling and yard waste disposal contracts and provides special pick-up services to residences. The Water and Sewerage Division installs, operates and maintains the City’s water and sewerage systems.

Commissioner Hamilton-Stokes asked Mr. Giberson if there would be a savings to the City if the recycling program changed from every week to every other week.

Mr. Giberson stated that it had been looked into before. If you were to cut the pick-up frequency in half, you would not cut the cost in half. The credit from the disposal company would not be 50% but more in the amount of 25% to 30%. The other problem that would have to be dealt with is confusion. Citizens would forget when their recycling day was. The department’s suggestion is to have the program weekly, or drop it entirely and have a centralized facility.

Commissioner Petlichkoff asked if there was a mandate that there must be some sort of recycling.

Mr. Giberson stated that the City is required to have some sort of recycling program but it is not mandated that it be a curb side program.

Mr. Giberson summarized by stating that the Department of Public Works is a group of people that use their hands, their minds, their skills, and their tools to get the work done and deliver services to residents every day. He calls the department “a department that delivers essential services, sometimes emergency services, on a daily basis”.

Commissioner Petlichkoff asked which department would be handling the CSO project.

Mr. Giberson stated that the Engineering Division, the Water & Sewage Division and himself would all be overseeing the CSO project.

Commissioner Petlichkoff asked if there were grant dollars that were used for repair and reconstruction of roads within the City.

Mr. Giberson stated state and federal highway dollars are continually used in funding for the major roads. The majority of the roadwork that is done in the City is not funded by the City’s General Fund, but through State and Federal funding sources.

Commissioner Shooshanian asked Mr. Giberson if he had any recommendations or ideas that needed to be included in the City Charter.

Mr. Giberson stated that the Commissioners might consider describing the functions that a government should supply rather than naming departments that perform the functions. He also stated that there could be another section in the Charter that gave the power to the Mayor and/or Council to establish departments to cover the functions.

Commissioner Dobkowski asked Mr. Giberson if the Department of Public Works was involved in any study of the Montgomery Wards project as it was being discussed.

Mr. Giberson stated that he did a walk through on the Montgomery Wards project but wasn't involved in any of the studies.

Commissioner Dobkowski asked if the City Engineers went in the building and performed any study.

Mr. Giberson stated that his department did not do any structural testing or anything like that, they just performed a walk through of the building, just a visual.

Chairman Bazy called a recess at 6:35 p.m. The meeting reconvened at 6:47 p.m. Present at roll call were Commissioners Bazy, Bugeia, Dobkowski, Hamilton-Stokes, Hubbard, Korte, Petlichkoff, Shooshanian, and Trudeau. Absent: None.

Jim O'Connor, Director of Finance addressed the Commission and gave a financial overview primarily of the General Fund for the City rather than present a review of the Finance Department as a department of the City. Mr. O'Connor distributed a package explaining the recently adopted budget for the City of Dearborn. The following page is an overview of the budget that was explained to the Commission in great detail:

City of Dearborn  
Executive Overview  
For Budget Year 2007

	<u>Adopted Budget 2006</u>	<u>Adopted Budget 2007</u>	<u>Increase/ (Decrease) over 2006 Budget</u>	<u>Percent Change</u>
<b>General Fund:</b>				
Revenues & Other Financing Sources	\$101,128,778	\$102,590,981	\$1,462,203	\$ 1.45%
Expenditures & Other Financing Uses	<u>\$105,442,492</u>	<u>\$112,504,127</u>	<u>\$7,061,635</u>	<u>\$ 6.70%</u>
Total Revenues & Other Financing Sources over (under) Expenditures & Other Financing Uses	<u>\$(4,313,714)</u>	<u>\$(9,913,146)</u>	<u>\$(5,599,432)</u>	
<b>All Funds (Combined):</b>				
Revenues & Other Financing Sources	\$195,254,367	\$198,439,466	\$3,185,099	\$ 1.63%
Expenditures/Expenses & Other Financing Uses	<u>201,366,412</u>	<u>202,419,391</u>	<u>1,052,979</u>	0.52%
Total Revenues & Other Financing Sources over (under) Expenditures/Expenses & Other Financing Uses	<u>\$(6,112,045)</u>	<u>\$(3,979,925)</u>	<u>\$2,132,120</u>	
<b>Tax Rate:</b>				
General Operating Millage	13.6275	13.6275	-	0.00%
Garbage & Rubbish Millage	1.1225	1.1225	-	0.00%
Debt Millage - CSO	0.7100	0.7800	0.0700	9.86%
Debt Millage - Civic Center	<u>0.4000</u>	<u>0.5200</u>	<u>0.1200</u>	30.00%
Total Millage Rate	<u>15.8600</u>	<u>16.0500</u>	<u>0.1900</u>	1.20%

Chairman Bazy asked Mr. O'Connor if he thought that it was better to merge and give the Administration the ability to define function and define what needs to be done to operate the City or does the City need to have twelve department heads.

Mr. O'Connor stated that if flexibility is allowed, it will definitely allow for consolidation and addressing budgetary issues as the opportunities arise.

Commissioner Dobkowski asked Mr. O'Connor if a good portion of the financial situation that the City faces is caused by retirees and their benefit cost factors. He stated that the financial situation is not necessarily caused by ongoing expenses, but it's what the City is committed to paying for pensions and health care.

Mr. O'Connor stated that the structural budget deficit has a couple of drivers. The revenues are flat and the City is on a fixed income. On the expenditure side, the costs are driven by the compensation package, which is primarily driven by the retiree costs. There are also other operating costs that are going up like they are going up for everyone else; for example, the cost of fuel, utilities, and insurance.

Chairman Bazy stated that at the May 16, 2006 meeting, Joan Gumkowski, Director of Health, Mary Landrouche, Director of Public Information, Greg Orner, Director of Recreation, and Debra Walling, Corporation Counsel, will appear before the Commission to give presentations on their departments.

A motion was made by Commissioner Trudeau and supported by Commissioner Korte to adjourn.

The Charter Commission meeting adjourned at 8:40 p.m.