

A meeting of the Blue Ribbon Operations Committee of the Village of Grosse Pointe Shores, a Michigan City (BROC) was held on Monday, January 20, 2014 @ 8:00AM in the Council Room of the Grosse Pointe Shores Municipal Building (Village Hall).

PRESENT:

Chairperson:	Alan Broad
Secretary:	John L. Booth, II
Members:	Mary Anne LaHood
	Elizabeth Eldridge
	John Renick

The Chairperson, Alan Broad, called the meeting to order at 8:30AM.

APPROVAL OF THE PAST MINUTES:

The Chairperson requested that the discussion and vote to approve the draft minutes of the November BROC meeting, held Monday, November 11, 2013, be postponed at least until the next meeting to give him time to review the draft again for possible amendments.

The committee next discussed the draft of the minutes of the December meeting, held Tuesday, December 10, 2013. There being very little comment on these minutes as drafted and circulated prior to this meeting, upon motion duly made and seconded, the draft of the December 2013 meeting minutes was approved.

DISCUSSION:

Chairperson Broad acknowledged the appearance before the committee of Mr. Brett Smith, Director of Public Works, who distributed to those committee members present a new summary sheet of all DPW Department assigned vehicles and equipment in a new more readable format, edited to delete any vehicle which his department has eliminated since the earlier dated report department asset schedule previously delivered to the BROC. One major change Brett Smith called to the attention of the BROC is that all vehicles are now grouped by purpose and function, thereby, for example, distinguishing vans from flat bed trucks and tractors from front loaders. Following a brief presentation and comments by Brett Smith and comments by various committee members, Brett Smith agreed to prepare a separate new report which will establish a base line for the types and numbers of vehicles and equipment which in the DPW department's judgment are required for the DPW to fulfill its present service responsibilities. Brett Smith also stated that one explanation for the redundancy in some equipment and vehicle categories is the consequence of merging the vehicles and equipment formerly held separately by the Park and Marina Department, which was abolished several years ago.

As the next order of business the Chairperson called for a general discussion of the time table of future meetings necessary to finalize the BROC "First Report and Recommendations" for presentation to the Village Council at its regularly scheduled monthly Village Council meeting.

Following this discussion it was the unanimous opinion and advice of the BROCC to authorize the Chairperson to request of the village administrative staff that the presentation of this report now be placed on the soon to be published public agenda for the February 2014 Village Council Meeting to be held at Village Hall in this Council Room on Tuesday, February 18th at 7:00PM.

From the date of this meeting until February 18th, the BROCC discussed and decided to schedule and post at least two more BROCC meetings, and if necessary a third meeting. The group consensus is that the next BROCC meeting be held sometime next week to review the text of the current draft of the "First Report..."with any member who wishes to provide proposed edits or additions to the report forwarding by email the same to Chairperson Broad as soon as possible to allow sufficient time for any draft revisions so incorporated to be emailed to all BROCC members prior to the next meeting.

Unless a second report review meeting is required for committee final vote approving the report, the BROCC members present agreed to hold a presentation preparation meeting which will also approve and finalize the material and information encompassed by the report end tabs.. The date of this other interim meeting was undecided, but all agreed that it would be scheduled just before the Village Council Meeting on Tuesday, February 18th.

Chairperson Broad stated that he will be responsible for meeting with the Village Administrative staff after this meeting to double check for accuracy and to update all of the operation related numbers and data quoted in the "First Report".

Secretary Booth then stated that he will forward his comments and suggestions for changes to the Chairperson's draft before the end of this week and is working with the City Manager and Village Department Heads to produce as soon as possible a uniform and more detailed village total vehicle and equipment schedule for inclusion in proposed " Tab D " of the First Report .

OLD AND NEW BUSINESS;

None

NEXT MEETING DATE AND ADJOURNMENT

After a brief discussion the Chairperson stated that the next meeting of the BROCC shall be scheduled for Thursday, January 30, 2014@ 8:00AM in the Council Room of Village Hall.

Upon motion to adjourn, which was duly seconded, the meeting was adjourned at 9:15AM.

Respectfully submitted,

John L. Booth, II
Secretary
Blue Ribbon Operations Committee
Village of Grosse Pointe Shores