

Minutes of the **ADMINISTRATION & INFORMATION SERVICES COMMITTEE**, held at the Rochester Hills Municipal Building, 1000 Rochester Hills Drive, Rochester Hills, Michigan on Friday, August 4, 2000 at 9:00 a.m.

1. CALL TO ORDER

Chairperson Lois Golden called the Administration & Information Services Committee (AIS) Meeting to order at 9:15 a.m.

2. ROLL CALL

Council Members Present: Lois Golden, John Dalton

Council Members Absent: Barbara Holder

QUORUM PRESENT

Administration Members Present: Marc Ott, City Administrator
Bev Jasinski, City Clerk
Pam Lee, Director of Human Resources
Bob Grace, Manager of Data Processing

Administration Members Absent: None

Member Holder gave prior notice she would not be able to attend.

3. DETERMINATION OF A QUORUM

A quorum was present.

4. COMMUNICATIONS

None

5. UNFINISHED BUSINESS (Unfinished or pending matters)

Mr. Grace reported CD's would be distributed to Council members today containing the Proposed 2001 Budget Technical Appendices (Workbook) in MicroSoft Excel format. Mr. Grace indicated the 2001 Budget Plan would not be put on disk due to the level of difficulty to do so. Many different software programs are utilized during preparation of the Budget Plan.

6. NEW AND MISCELLANEOUS BUSINESS

(City Council Committee Members were requested to bring the City Council Work Session packet of July 19, 2000 that contained background information regarding City

Council Committees and additional specifics on the Salary Policy)

6a. Analysis of the AIS Committee: Goals, Objectives, Duties, Old and Regular Business, with recommendations to City Council on the following:

1. Salary
2. Class “C” Issues
3. Data Processing and Information Issues
4. Elections
5. Municipal Organizations
6. Other

Salary:

A discussion by Committee Members commenced including:

- In most cities, the City Executive determines most compensation for elected officials, with salary based on performance. The Chief Executive or City Administrator administrates allocations.
- A citizen committee should determine the salaries of elected officials
- Salaries are not always looked at on an annual basis. Some communities review salaries every two (2) to three (3) years
- City Council members are compensated more fairly with per diem pay

Committee members concurred there is no unfinished business regarding salary issues at this time.

Class C Issues:

- Mr. Ott inquired why the Committee meets regarding Class C liquor licenses, noting they are routine in other cities and only require City Council approval.

Items 3, 4, 5, and 6 were not discussed during this time.

Mr. Dalton indicated he was not in favor of dissolving the City Council Standing Committees. He noted the Committees should meet as needed.

6b. Next Meeting – Unknown at this time