

OFFICE OF THE COUNCIL

COUNCIL MEMBERS

JIM JOLLY
PRESIDENT

LAURA M. TOY
VICE PRESIDENT

SCOTT BAHR
ROB GJONAJ DONOVIC
BRANDON McCULLOUGH
KATHLEEN E. McINTYRE
SCOTT MORGAN



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2250
citycouncil@livonia.gov

COMMITTEE CHAIR:
JIM JOLLY, PRESIDENT

COMMITTEE MEMEBERS:
SCOTT BAHR
ROB GJONAJ DONOVIC
BRANDON McCULLOUGH
KATHLEEN E. McINTYRE
SCOTT MORGAN
LAURA M. TOY, VICE PRESIDENT

OFFICE OF THE COUNCIL

**ELECTRONIC AGENDA PACKET FOR THE
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JANUARY 26, 2022
7:00 P.M.**

**The electronic agenda is compiled, produced and distributed
by the City Council Staff. (734) 466-2250**

The official documents are on file in the City Clerk's office.

PUBLIC MEETING - COMMITTEE OF THE WHOLE
Wednesday, January 26, 2022
7:00 PM

Location:

Livonia City Hall, Council Chambers, 2nd Floor
33000 Civic Center Drive
Livonia, MI 48154

Members:

Jim Jolly, Chair
All Councilmembers

AGENDA ITEM(S)

AUDIENCE COMMUNICATION

1. [Subject matter of the City's Road Millage renewal \(CR 03-22\)](#)
2. [Subject matter requesting an increase in compensation for the classification of Director of Administrative Services to align with the current salaries of Department Heads with similar responsibilities and to re-title the classification of Director of Administrative Services to Chief of Staff. \(CR 375-21\)](#)

THE FOLLOWING HAVE BEEN NOTIFIED AND ARE REQUESTED TO ATTEND:

Maureen Miller Brosnan, Mayor
Paul Bernier, City Attorney
Todd Zilincik, City Engineer

**THIS IS AN OPEN MEETING AND
ALL INTERESTED PARTIES ARE WELCOME TO ATTEND.**

Minutes of this meeting will be available for public inspection in the City Clerk's Office
not more than eight business days following the date of the meeting.

SUSAN M. NASH, CITY CLERK

In accordance with Title II of the American with Disabilities Act as it pertains to access to Public Meetings, the City Clerk's Office of the City of Livonia, upon adequate notice, will make reasonable accommodations for persons with special needs. Please call (734) 466-2236 or email clerk@livonia.gov if you need assistance. **Council agendas are available on the City's website – www.livonia.gov - under Government, City Council, Agendas.**



LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
January 12, 2022

MEETING DATE

Committee of the Whole
January 26, 2022

PREPARED BY

Sara Kasprovicz, Council Office Manager,

AGENDA ITEM

Subject matter of the City's Road Millage renewal. (CR 03-21)

BACKGROUND

CR 03-22 RESOLVED, that upon the motion by Councilmember Brandon McCullough, seconded by Councilmember Rob Donovic, at the Regular Meeting held January 19 2022, the Council does hereby refer the subject matter of the City's Road millage to the Committee of the Whole for its report and recommendation.

RECOMMENDATION

To discuss the City's Road millage.

FISCAL CONSIDERATION

N/A

ATTACHMENTS

None

APPROVED BY



LETTER TO THE LIVONIA CITY COUNCIL

2.

Civil Service
January 12, 2022

MEETING DATE

Committee of the Whole
January 26, 2022

PREPARED BY

Sara Kasprovicz, Council Office Manager,

AGENDA ITEM

Subject matter requesting an increase in compensation for the classification of Director of Administrative Services to align with the current salaries of Department Heads with similar responsibilities and to re-title the classification of Director of Administrative Services to Chief of Staff. (CR 375-21)

BACKGROUND

CR 375-21 RESOLVED, that having considered a communication from Mayor Maureen Miller Brosnan, dated November 19, 2021, requesting an increase in compensation for the classification of Director of Administrative Services to align with the current salaries of Department Heads with similar responsibilities and to re-title the classification of Director of Administrative Services to Chief of Staff, the Council does hereby refer this item to the Committee of the Whole for its report and recommendation.

RECOMMENDATION

To discuss the increase in compensation for the classification of Director of Administrative Services to align with the current salaries of Department Heads with similar responsibilities and to re-title the classification of Director of Administrative Services to Chief of Staff.

FISCAL CONSIDERATION

N/A

ATTACHMENTS

1. R121321 Subject matter of increased salary of Dir of Admin Services and title change to CofW CR 375-21
2. Packet to Council Transmitting Chief of Staff Salary Increase
3. LTC: R121321

APPROVED BY

On a motion by Vice President Bahr, supported by White, and unanimously adopted, it was:

#375-21 RESOLVED, that having considered a communication from Mayor Maureen Miller Brosnan, dated November 19, 2021, requesting an increase in compensation for the classification of Director of Administrative Services to align with the current salaries of Department Heads with similar responsibilities and to re-title the classification of Director of Administrative Services to Chief of Staff, the Council does hereby refer this item to the Committee of the Whole for its report and recommendation.

<i>UNFINISHED BUSINESS ITEM 20 (Regular Meeting of December 13, 2021)</i>

Motion by:	Bahr
Seconded by:	White
ROLL CALL:	
Ayes:	Donovic, Jolly, Bahr, White, McCullough, McIntyre
Nays:	None
Absent:	Toy

On a motion by McCullough, supported by Jolly, it was:

RESOLVED, that having considered a communication from Mayor Maureen Miller Brosnan, dated November 19, 2021, requesting an increase in compensation for the classification of Director of Administrative Services to align with the current salaries of Department Heads with similar responsibilities and to re-title the classification of Director of Administrative Services to Chief of Staff, the Council does hereby approve the request made by the Mayor and the increase in compensation for the classification of Director of Administrative Services and to re-title the classification of Director of Administrative Services to Chief of Staff is hereby approved and authorized as outlined in the aforementioned communication and attachment thereto.

A roll call vote was taken on the foregoing motion with the following result:

AYES: Jolly and McCullough.

NAYS: Donovic, Bahr, White and McIntyre.

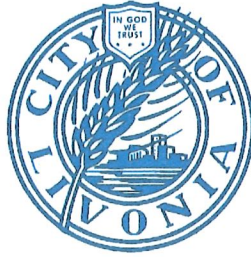
The President declared the **motion failed for lack of support.**

<i>UNFINISHED BUSINESS ITEM 20 (Regular Meeting of December 13, 2021)</i>

Motion by:	McCullough
Seconded by:	Jolly
ROLL CALL:	
Ayes:	Jolly, McCullough
Nays:	Donovic, Bahr, White, McIntyre
Absent:	Toy

OFFICE OF THE MAYOR

MAUREEN MILLER BROSNAN
MAYOR



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
mayor@livonia.gov
(734) 466-2201

November 19, 2021

Dear Council:

I am requesting a salary adjustment for the position of Director of Administrative Services. This, along with a change in title to Chief of Staff, recognizes the ever-increasing level of responsibility Dave Varga has assumed since he was appointed to the position in 2008.

In addition to the salary increase being commensurate with the expanded duties the Director of Administrative Services has assumed, it considers comparative salaries in the region and aligns better with the current salaries of Livonia department heads with similar levels of responsibility.

For these reasons, I would like to request the Council approve the following salary structure for the Chief of Staff.

Thank you for your consideration of this request.

Sincerely,

Maureen Miller Brosnan
Mayor

DRAFT

**CITY OF LIVONIA
2019-2022 WAGE RATE SCHEDULE
EFFECTIVE 12/1/2019**

<u>CLASSIFICATION</u>		2%		2.5%		3%	
		2019-2020		2020-2021		2021-2022	
		HOURLY	ANNUAL	HOURLY	ANNUAL	HOURLY	ANNUAL
CHIEF OF STAFF (DIRECTOR ADMINISTRATIVE SERVICES)	STEP 1	38.77	80,641.60	39.74	82,659.20	40.93	85,134.40
	STEP 1.5	39.57	82,305.60	40.56	84,364.80	41.78	86,902.40
	STEP 2	40.29	83,803.20	41.30	85,904.00	42.54	88,483.20
	STEP 3	41.90	87,152.00	42.95	89,336.00	44.24	92,019.20
	STEP 4	43.58	90,646.40	44.67	92,913.60	46.01	95,700.80
	STEP 5	45.33	94,286.40	46.46	96,636.80	47.85	99,528.00
CHIEF OF STAFF (DIRECTOR ADMINISTRATIVE SERVICES) (Proposed)	STEP 1					49.32	102,585.60
	STEP 1.5					50.31	104,644.80
	STEP 2					51.29	106,683.20
	STEP 3					53.34	110,947.20
	STEP 4					55.48	115,398.40
	STEP 5					57.70	120,016.00

Salary Survey - Summary Results
Livonia Leadership Staff
As of August, 2021

	Livonia			City of Ann Arbor			Canton Township			City of Farmington Hills			City of Novi		
	Annual Salary 2021-2022			Annual Salary 2021-2022			Annual Salary 2020-2021			Annual Salary 2021-2022			Annual Salary 2021-2022		
							No information for 2022								
<u>Position</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>
Chief of Staff	\$85,134.40	\$99,528.00	\$99,528.00	\$104,469.00	\$135,810.00	\$115,500.00	\$119,202.00	\$119,202.00	\$119,202.00	N/R	N/R	\$141,419.00	\$106,279.00	\$159,419.00	\$137,299.00

	Livonia			City of Troy			City of Westland			City of Dearborn^^			City of Southfield**		
	Annual Salary 2021-2022			Annual Salary 2020-2021			Annual Salary 2020-2021			Annual Salary 2020-2021			Annual Salary 2020-2021		
				No information for 2022			No information for 2022			No information for 2022			No information for 2022		
<u>Position</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>
Chief of Staff	\$85,134.40	\$99,528.00	\$99,528.00	\$111,084.00	\$149,964.00	\$144,972.00	\$95,367.00	\$112,196.00	\$112,196.00	N/R	N/R	\$142,219.00	\$101,406.00	\$137,199.00	\$122,489.00

	Livonia			City of Sterling Heights			Overall Comparables Average			Overall Difference		
	Annual Salary 2021-2022			Annual Salary 2020-2021			Annual Salary			Annual Salary		
				No information for 2022								
<u>Position</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>	<u>Min</u>	<u>Max</u>	<u>Actual</u>
Chief of Staff	\$85,134.40	\$99,528.00	\$99,528.00	N/R	N/R	\$204,370.00	\$106,301.17	\$135,631.67	\$137,740.67	(\$21,166.77)	(\$36,103.67)	(\$38,212.67)

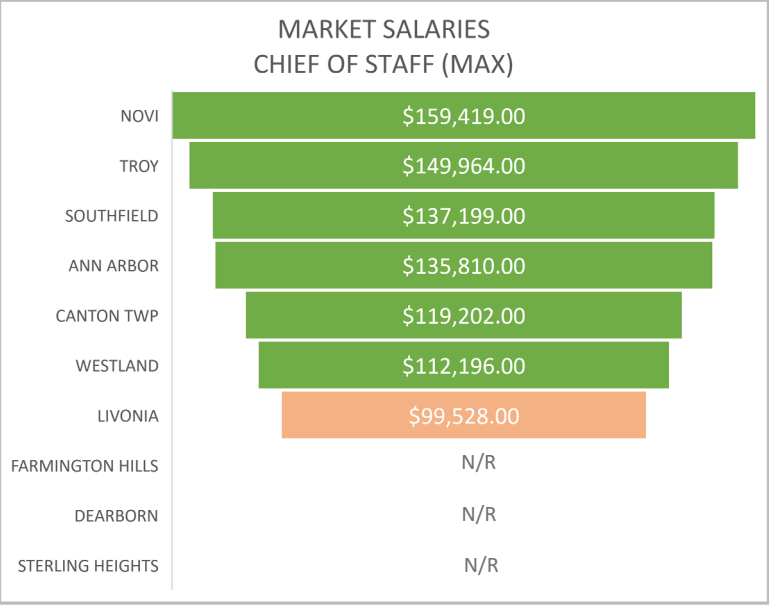
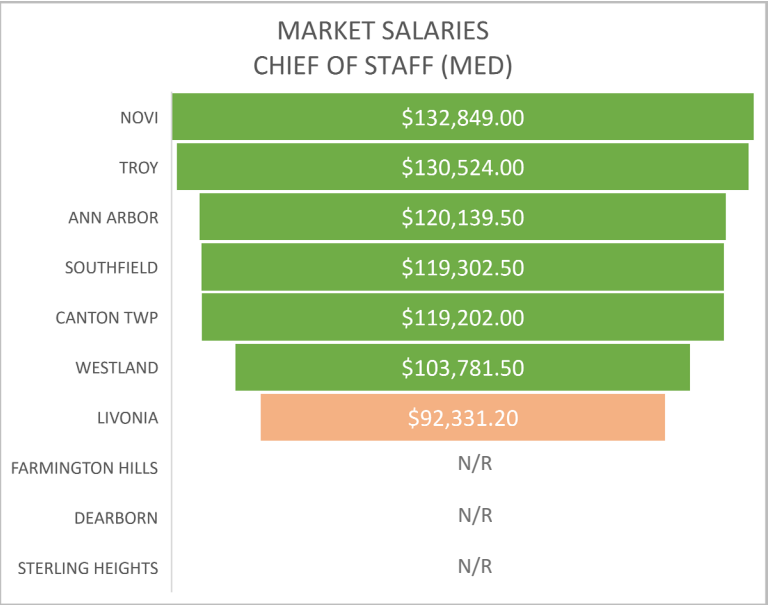
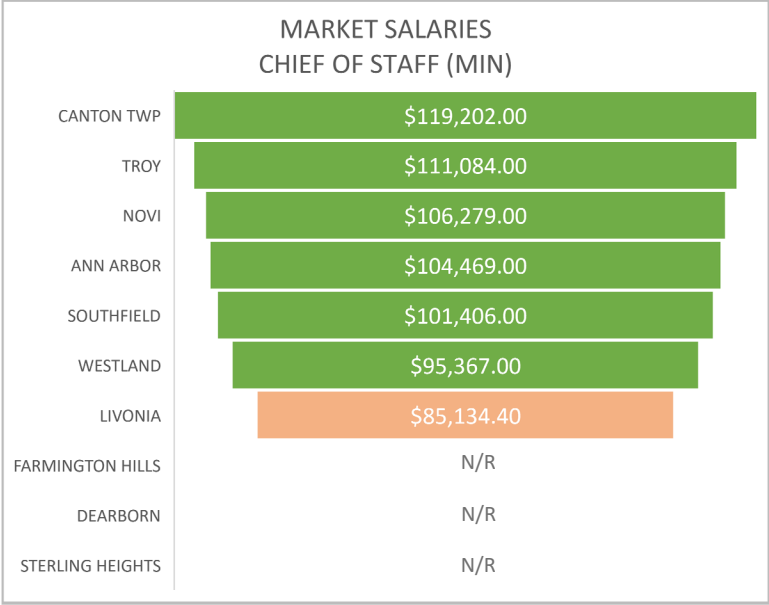
*The City of Warren did not respond to the survey
** Information provided by MML or CWW (No response from City)
N/R = No Response

**CHIEF OF STAFF
MARKET SALARIES**

MUNICIPALITY	MIN	MED	MAX	ACTUAL
CANTON TWP	\$119,202.00	\$119,202.00	\$119,202.00	\$119,202.00
TROY	\$111,084.00	\$130,524.00	\$149,964.00	\$144,972.00
NOVI	\$106,279.00	\$132,849.00	\$159,419.00	\$137,299.00
ANN ARBOR	\$104,469.00	\$120,139.50	\$135,810.00	\$115,500.00
SOUTHFIELD	\$101,406.00	\$119,302.50	\$137,199.00	\$122,489.00
WESTLAND	\$95,367.00	\$103,781.50	\$112,196.00	\$112,196.00
LIVONIA	\$85,134.40	\$92,331.20	\$99,528.00	\$99,528.00
STERLING HEIGHTS	N/R	N/R	N/R	\$204,370.00
DEARBORN	N/R	N/R	N/R	\$142,219.00
FARMINGTON HILLS	N/R	N/R	N/R	\$141,419.00

N/R = No Response

CHIEF OF STAFF



N/R = No Response



LETTER TO THE LIVONIA CITY COUNCIL

20.

Civil Service
December 2, 2021

MEETING DATE

December 1, 2021

PREPARED BY

Jillian Emmitt, Personnel Clerk

AGENDA ITEM

REQUEST TO APPROVE INCREASE IN COMPENSATION FOR THE DIRECTOR OF ADMINISTRATIVE SERVICES & CHANGE IN TITLE: Department of Civil Service, re: to align with the current salaries of Department Heads with similar responsibilities.

BACKGROUND

November 19, 2021

Dear Council:

I am requesting a salary adjustment for the position of Director of Administrative Services. This, along with a change in title to Chief of Staff, recognizes the ever-increasing level of responsibility Dave Varga has assumed since he was appointed to the position in 2008.

In addition to the salary increase being commensurate with the expanded duties the Director of Administrative Services has assumed, it considers comparative salaries in the region and aligns better with the current salaries of Livonia department heads with similar levels of responsibility.

For these reasons, I would like to request the Council approve the following salary structure for the Chief of Staff.

Thank you for your consideration of this request.

Sincerely,

Maureen Miller Brosnan
Mayor

RECOMMENDATION

Approve as submitted

FISCAL CONSIDERATION

ATTACHMENTS

1. Packet to Council Transmitting Chief of Staff Salary Increase

APPROVED BY



Date: November 19,
2021

Denise C. Maier, SPHR, Human Resources
Director



Date: November 22,
2021

Michael Slater, Finance Director



Date: November 22,
2021

Paul Bernier, City Attorney



Date: November 23,
2021

Maureen Miller Brosnan, Mayor