



**Finance and Administration Committee of the Whole
Record of Proceeding
October 30, 2017**

The Finance and Administration Committee of the Whole met on October 30, 2017. Those in attendance included: Chairperson Tom DeCampi, Ward IV; Council Committee Member Barbara McGuinness, Ward I; Council Committee Member Ben Keathley, Ward II; and City Administrator Mike Geisel. Those also in attendance included: Mayor Bob Nation; Councilmember Barry Flachsbart, Ward I; Councilmember Guy Tilman, Ward II; Councilmember Dan Hurt, Ward III; Councilmember Michelle Ohley, Ward IV; Parks, Recreation and Arts Director Tom McCarthy; Information Technology Director Matt Haug; Planning and Development Services Director Justin Wyse; Public Works Director/City Engineer Jim Eckrich; Assistant City Administrator Libbey Tucker; Chief Ray Johnson; Captain Ed Nestor; Captain Cheryl Funkhouser; Captain Mike Thompson and City Clerk Vickie Hass. Council Committee Member Randy Logan, Ward III was absent. Two community members were also in attendance.

Chairperson Tom DeCampi called the meeting to order at 5:45 p.m.

Approval of Minutes

Chairperson DeCampi asked if there were any comments or changes to the October 9, 2017 Finance & Administration Committee of the Whole minutes. Councilmember McGuinness made a motion, seconded by Councilmember Keathley, to approve the minutes with a correction by changing the word “distribution” to “appropriation” in the fourth paragraph of page two. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

Budget Workshop – Budget Revenue, Preparation and Fund Reports

Mr. Geisel gave a brief summary of changes made at the October 9, 2017 Finance and Administration Committee of the Whole. He reminded Council as to Staff’s proposal for the 2018 budget, to set aside approximately \$930,000 for debt service, which is projected to be available in the General Fund, over the amount 40% reserve policy, to offset the debt service payments by setting it aside to supplement the \$676,000 that was set aside during last year’s budget preparation.

A great deal of discussion ensued pertaining to descriptive details of various line items in the proposed budget.

Councilmember Flachsbart made a motion, seconded by Councilmember Tilman, to commit in concept \$900,000 to be set aside from General Fund Fund Reserves for debt service. A roll call vote was taken with the following results: Ayes – Keathley, Hurt, Tilman, Flachsbart, Ohley, McGuinness and DeCampi. Nays – None. The motion was declared passed.

Discussion ensued pertaining to the procedure used to calculate the number for merit increases in the 2018 budget. Councilmember Hurt made a motion, seconded by Councilmember Tilman, to direct the City Administrator to base the calculation of full time employees on four categories when calculating the number for merit increases: employees who have been employed for twelve months; vacant positions not eligible for increases; employees who have been employed for a portion of the year, pro-rated; and employees limited by the top of their pay scales. A roll call vote was taken with the following results: Ayes – Hurt, Tilman, DeCampi, Keathley, Ohley and McGuinness. Nays – Flachsbart. The motion was declared passed.

[Councilmember Hurt left the meeting at 7:19 p.m.]

[Chairperson DeCampi announced a five minute recess at 7:21 p.m.]

[Chairperson DeCampi re-convened the meeting at 7:28 p.m.]

Discussion ensued regarding the line item amount for tuition reimbursement and staff was directed to leave the current budget line item intact, but to review the City's current tuition reimbursement policy compared to the region and make recommendations for policy revisions.

Councilmember McGuinness made a motion, seconded by Councilmember DeCampi, to remove the \$2,200 expenditure for Out and About from the budget. A voice vote was taken with a negative result (Councilmember McGuinness voted "Aye") and the motion was declared failed.

[Councilmember Flachsbart left the meeting at 7:59 p.m.]

Councilmember McGuinness made a motion, seconded by Councilmember Tilman, to move the \$15,000 expenditure for Civic Orchestra from the Parks budget into the General Fund budget. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

Adjournment

The meeting was adjourned at 8:22 p.m.

Respectfully submitted:

Mike Geisel

Mike Geisel
City Administrator

Vickie Hass

Vickie Hass
City Clerk



APPROVED: 11/6/2017