



**Finance and Administration Committee of the Whole
Record of Proceeding
September 17, 2018**

The Finance and Administration Committee of the Whole met on September 17, 2018. Those in attendance included: Chairperson Barbara McGuinness, Ward I; Council Committee Member Ben Keathley, Ward II; Council Committee Member Michael Moore, Ward III; Council Committee Member Tom DeCampi, Ward IV; City Administrator Mike Geisel; and Finance Director Chris DesPlanques. Those also in attendance included: Mayor Bob Nation; Councilmember Barry Flachsbart, Ward I; Councilmember Mary Ann Mastorakos, Ward II; Councilmember Dan Hurt, Ward III; Councilmember Michelle Ohley, Ward IV; Information Technology Director Matt Haug; Director of Public Works/City Engineer Jim Eckrich; Director of Planning and Development Services Justin Wyse; Director of Parks, Recreation & Arts Thomas McCarthy; Police Chief Ray Johnson; Captain Chery Funkhouser; Captain Mike Thompson; Assistant Finance Director John Hughes; and City Clerk Vickie Hass.

Chairperson Barbara McGuinness called the meeting to order at 5:00 p.m.

Approval of Minutes

Chairperson McGuinness asked if there were any comments or changes to the August 27, 2018 Finance & Administration Committee Minutes. Hearing none, Councilmember Keathley made a motion, seconded by Councilmember Moore, to approve the August 27, 2018 Finance & Administration Committee minutes. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

Budget Workshop

Finance Director Chris DesPlanques and City Administrator Mike Geisel presented an overview of the City's four major funds (Capital Improvement Sales Tax Fund, Parks Sales Tax Fund, Public Safety Fund, and General Fund) to the Committee of the Whole. Three budget workshops have been scheduled. At this first meeting, Finance Director Chris DesPlanques stated that he will provide a brief overview of the budget timeline and the City's financial picture. As the Council has not yet given direction on amount to be included in the 2019 budget for merit increase, the preliminary budget provided does not yet include any funding for merit increases. The merit pool is one of the first agenda

items on the workshop agenda, and whatever direction the Council provides will be incorporated into the subsequent budget version.

Capital Improvement Sales Tax Fund projected revenue is expected to be \$6,791,766 at the end of 2018, and total revenue for Capital Improvement Sales Tax Fund is anticipated to be \$5,973,114 in 2019. The Capital Improvement Sales Tax Fund is projected to have a balance of \$149,132 at the end of 2019.

Parks Sales Tax Fund projected revenue for 2018 is expected to be \$8,619,410, and total revenue for Parks Sales Tax Fund is anticipated to be \$8,991,655 in 2019. The Parks Fund Fund Reserves are expected to decrease by \$31,547 during FY2019.

Public Safety Fund projected revenue for 2018 is expected to be \$11,511,716, and total revenue for Public Safety Fund is anticipated to be \$10,812,941 in 2019.

General Fund projected revenue for 2018 is expected to be \$20,709,925, and total revenue for the General Fund is anticipated to be \$20,475,966 in 2019. The fund reserve balance is projected to increase by \$1,246,000 during 2019 with final Fund above the 40% requirement policy. This figure will be adjusted when Council provides direction on the merit pool allocation. Mr. Geisel reminded Council that this figure does not include certain projects that have not yet been approved by Council, such as the Emerald Ash Borer (EAB) project, snow removal reimbursement. Any or all of that remaining amount may also be contributed towards debt retirement.

Councilmember McGuinness made a motion, seconded by Councilmember DeCampi, to eliminate \$15,000 for Public Art Competition from the Parks Fund. Councilmember Flachsbart made a motion, seconded by Councilmember Hurt, to amend the motion by eliminating the amount for 2019, and re-consider it in 2020. A voice vote was taken on the amendment to re-consider \$15,000 for Public Art Competition in 2020, with an affirmative result (Councilmember Mastorakos voted "No") and the motion to amend was declared passed. A voice vote was taken on the main motion, as amended, to eliminate \$15,000 for Public Art Competition in 2019, with an affirmative result (Councilmember Mastorakos voted "No") and the motion, as amended, was declared passed.

Councilmember McGuinness made a motion, seconded by Councilmember DeCampi, to eliminate \$3,000 for Chamber Summer Concert Sponsorship from the General Fund. A voice vote was taken with a unanimous affirmative result and the motion was declared passed.

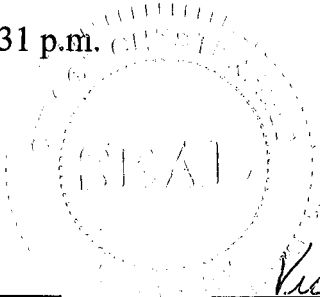
Councilmember McGuinness made a motion, seconded by Councilmember Ohley, to reduce the line item for Civic Orchestra from \$15,000 to \$2,500 in the General Fund. Councilmember Hurt made a motion to amend the main motion by allowing \$5,000 for two orchestra events. The motion to amend failed due to lack of a second. A voice vote was taken on the main motion to reduce the line item for Civic Orchestra from \$15,000 to

\$2,500 in the General Fund, with an affirmative result (Councilmember Flachsbart left the meeting prior to the vote) and the motion was declared passed.

Adjournment

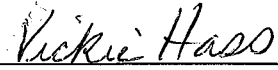
The meeting was adjourned at 6:31 p.m.

Respectfully submitted:





Mike Geisel
City Administrator



Vickie Hass
City Clerk

APPROVED: 10/8/2018