

CITY OF SAINT MARYS COUNCIL BUDGET WORKSHOP

NOVEMBER 9, 2015

CALL TO ORDER

A Council Budget Workshop of the City of Saint Marys was called to order by Deputy Mayor Gregory Gebauer on Monday, November 9, 2015 at 6:00 p.m. The meeting was held in the Council Room of City Hall, 11 LaFayette Street. Notice of this meeting was sent to Council on November 5, 2015, posted at City Hall, and published in the Daily Press.

PLEDGE TO THE FLAG**ROLL CALL**

Present: Deputy Mayor Gregory Gebauer, Nedward Jacob, Gary Anderson, Sally Geyer, Bob Mohr, Manager Timothy Pearson, Finance Director Carol Muhitch, City Engineer Timothy Brennan and Chief of Police Todd Caltagare. Mayor Robert Howard and Lou Radkowski were excused.

VISITORS

Visitors included: Katie Weidenboerner and Richard Sadley. Tina Gradizzi did not sign in.

**BUDGET DISCUSSION:
Budget Review**

Manager Timothy Pearson provided a review of the last budget workshop. He clarified the Shade Tree Commission had requested an additional \$2,500 to their annual allocation which will be discussed tonight. The Redevelopment Authority (RDA) also had requested additional funds but due to some confusion he believed if Council wanted to move forward with the amphitheater project (Elk Creek Park Project), Council needed to make a decision regarding the Feasibility Study. Council could also discuss additional funds for the RDA during the Capital Improvement Fund portion of the budget discussion. The Fire Protection Fund increase of two tenths (.2) of a mill was included in the budget and there were no issues with that increase. The Recreation Board had requested a three (.3) tenths of a mill increase in the Recreation Fund. As requested, a packet of information was given to Council regarding a prioritized list of projects and possible options to utilize an increase of funds. The request will be discussed tonight. The Unrestricted Fund Balance Policy was also discussed and eighteen percent was set within the budget. Council will need to decide how much to maintain within Capital Improvement Fund and Council's goal of the percentage to be sent to the fund. Manager Pearson recommended ten percent.

Council, Manager Pearson, Tim Brennan, Tina Gradizzi and Todd Caltagare discussed options for the Elk Creek Park Project and its Feasibility Study.

Manager Pearson stated due to questions at the last budget workshop, he had requested Tina Gradizzi, Community and Economic Development Coordinator, attend tonight's workshop to answer any questions regarding the CBDG Program. He explained the 2015 CBDG funds were committed, but funds for 2016 were still in the planning process and would only be distributed in 2017.

Council, and Ms. Gradizzi discussed possible CBDG funding for the Redevelopment Authority and the Recreation Board and also discussed a countywide HOME Program.

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- Public Safety
- Chief of Police Todd Caltagarone explained the Police Department portion of the Public Safety budget.
- Council the Manager and Chief Caltagarone discussed number of Police Officers, the rotation of acquiring new police cars and rotation of upgrading computers, laptops and software, dog control officer and canine unit. They further discussed the upgrade of the portable radios, car radios and the base station radio with Early Intervention Program grant funding available in 2016.
- Council, Manager Pearson and Chief Caltagarone discussed the budget line items for Emergency Management.
- Motion
- Nedward Jacob made a motion to change the following Emergency Management line items for the 2016 budget to:
- Office Supplies - \$500.00
 Program Supplies - \$500.00
 Building Maintenance - \$1,000.00
 Travel and Conference - \$ 1000.00
- Sally Geyer seconded the motion.
- Roll Call Vote – Motion Passed
- On a roll call vote Bob Mohr, Nedward Jacob and Sally Geyer voted in the positive and Gary Anderson and Gregory Gebauer voted in the negative. Motion Passed 3 to 2.
- There were no changes for Code Enforcement or Planning and Zoning under the Public Safety portion of the budget.
- Public Works
- Tim Brennan, Public Works Director/City Engineer, explained the Public Works portion of the budget.
- Council, Manager Pearson and Mr. Brennan discussed hiring of additional street department employees options, street departments projects, annual programs and contracted services.
- Administration
- Carol Muhitch, Finance Director explained the Administration portion of the budget and stated there were no major increases.
- Administration –Other
- Carol Muhitch, Finance Director explained the Administration – Other portion of the budget.
- Council discussed renting out the space on the first floor since now sewer bill collections had been moved to the second floor. The Manager will look into it after the first of the year.
- Council discussed recycling options, costs and the unfunded mandate from the State. The Manager will review the requirements from the State.
- Carol Muhitch explained this portion of the budget contained the debt transfers, Community transfers and transfers to Authorities.

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- Motion Passed Sally Geyer made a motion to keep the Shade Tree Commission annual budget allocation the same as last year in the amount of \$7,500, seconded by Nedward Jacob and all were in favor, except Bob Mohr who opposed.
- Motion Passed Gary Anderson made a motion that no Expenditure be paid out of the Golf Authority line item (#01489500) without a roll call vote of Council, seconded by Gregory Gebauer and all were in favor.
- Nedward Jacob requested the St. Marys Area Economic Development Corporation Office provide Council a list of where its funds are distributed and a list of jobs created within the last five years. Carol Muhitch will obtain the information from them.
- Motion Nedward Jacob made a motion to increase the Redevelopment Authority annual budget allocation \$3,500 for a total of \$7,000 and eliminate the Downtown Economic Development 2016 line item.
- Council discussed the motion.
- Motion Passed Sally Geyer seconded the motion and all were in favor.
- Motion Gary Anderson made a motion to roll over the unused balance of the 2015 Downtown Economic Development funds into 2016, seconded by Sally Geyer.
- Manager Pearson clarified the motion.
- Amended Motion Gary Anderson amended his motion to add any applications that come in after this date be deferred to next year as well, seconded by Sally Geyer.
- Council clarified the motion.
- Deputy Mayor Gebauer requested the motion be restated.
- Motion Gary Anderson made a motion on line item # 01493550 to freeze expenditures for this years (2015) level until the end of the year and to move the unused amount from this year's (2015) budget to next year's (2016) budget, seconded by Sally Geyer.
- Deputy Mayor Gebauer stated since this motion was changed from the first amended motion he requested the first amended motion be rescinded.
- First Amended motion rescinded Gary Anderson rescinded his first amended motion and Sally Geyer rescinded her second to the first amended motion.
- Roll Call Vote – Motion Passed On a roll call vote, Gary Anderson, Bob Mohr, Sally Geyer voted in the positive and Nedward Jacob and Gregory Gebauer voted in the negative. Motion Passed 3 to 2.
- Special Revenue Funds Shade Tree Commission was voted on under Administration – Other for \$7,500 allocation.
- Street Lighting Fund, Ambulance Fund, Fire Hydrant

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Fund, Debt Fund and Library Fund had no changes.

Gary Anderson requested a policy be drafted for the spacing and placement of City Street lights and Manager Pearson stated he would provide that when the LED lighting option is addressed.

Council had already approved the Fire Protection Fund have an increase of two tenth (.2) increase.

Council discussed the Recreation Fund.

Motion

Nedward Jacob made a motion to take the value (money received after the sale) of the donated property from Dr. Lin and appropriate it to the Recreation Board (Fund) for Capital Projects only, seconded by Sally Geyer.

Manager Pearson stated the line item amount budgeted was \$100,000.

Council discussed the motion.

Motion Passed

All were in favor to approve the motion.

Manager Pearson confirmed there would be no increase in millage for the Recreation Fund.

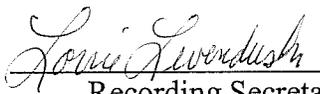
ANNOUNCEMENTS

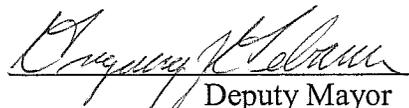
Deputy Mayor Gebauer made the following announcement:

- The next Budget Workshop will be held Thursday, November 12, 2015 at 6:00 p.m. at City Hall.

ADJOURNMENT

Gary Anderson made a motion to adjourn the meeting. Meeting adjourned at 9:00 p.m.


Recording Secretary


Deputy Mayor