



BUDGET AND FINANCE COMMITTEE

THURSDAY, July 22, 2021 at 6:00 P.M.

Members Present

Rudi Rosengarten, Council Liaison
Charles Young, Committee Chair
Ketan Kharod, Vice Chair
Justin Litchfield, Committee Member
Ariel Cloud, Committee Member
Charles Goyette, Committee Member
Terry Cowan, Committee Member
Liz Wright, Committee Member
Rose Hargrave, Committee Member

Members Absent:

Michael Francis, Committee Member

Staff Present

Sylvia Carrillo, City Administrator
Suzanna Fleegal, Accountant
J Horry, Director of Public Works
Carolyn Meredith, Parks and Natural Resource Manager
Lenn Carter, Chief of Police

This is not an official transcript of the minutes; the recorded audio is the official record.

1. Call to Order

Meeting started at 6:02 PM

2. Citizen Comments

None

3. Council Liaison Report

Rudi talked about the stimulus program grants program being approved, Upper Cougar Creek Project presentation, financial audit approval, and bringing back budget amendment to council with a few requested changes to some items.

4. Approve minutes from the 7/15/2021 meeting

Ariel mentioned not showing request for list of ongoing projects and asked for minutes to be added.

Motion to approve minutes with amendment: Ketan

2nd: Terry

All in favor, motion approved

5. Budget Overview – where we are in the process so far

Suzanna gave presentation on where the budget is so far

6. Review, discuss, and possibly make a recommendation to City Council for Street Department Operating Expenses

Questions were raised about Lone Oak and Sunset Trail project and Sylvia said they will be in the CIP budget.

Justin asked if there is a target amount to hold in the street fund and was told that we do not by Rudi.

J mentioned there was some discrepancy with the R&M Street line and would like to bring it back with updated numbers.

Justin made a recommendation to bring this item back next week; there were no objections or comments.

7. Review, discuss, and possibly make a recommendation to City Council for Venue Tax Department Operating Expenses

Suzanna said the salaries were doubled on the spreadsheet and showed the committee the corrected budget worksheet.

Ketan asked about deferred maintenance in 5753 R&M Trails & footpaths and Carolyn responded that there was not

Chip asked about the discrepancy in Grounds Maintenance, Water Quality, Grounds Maintenance, and Open Space Management.

Committee would like to bring item back with corrections to salaries.

8. Review, discuss, and possibly make a recommendation to City Council on disposition in excess of budgeted revenue for FY21

Chip proposed making a recommendation to City Council setting aside two funds for Open Space and Commercial District Investment. Money can only be spent with the approval of Council and Mayor, sunsetting funds once past usefulness.

Rudi suggested adding to commercial district investment and council projects.

Sylvia said we will bring the legislation for restricted funds to the next meeting.

Suzanna suggested using committed funds instead of restricted funds.

Chip proposed bringing this item back to create a plan for using the funds in more detail.

Rose suggested going to council for directive on this.

Chip made a motion for staff to provide up with more information on this topic and to bring it back at a later date.

2nd: Ketan

Chip withdrew motion

9. Review, discuss, and possibly make a recommendation to City Council for fully Public Works and bringing back services

J and Sylvia talked about needing to know which services are returning before we can determine how many employees will be needed for PW.

The committee discussed keeping an engineer on staff.

J discussed the liability issues in Trailer Usage and Mulch Delivery.

Charles Goyette asked 6 questions: (8:00)

Chip asked if we have funding for the item to which Suzanna replied that all budgetary items have already been approved with the PW and solid waste budgets.

Chip also asked if we have enough staff for these items. Sylvia stated that we should if we have better employee management and better parameters for each service.

It was decided that these items were funded and addressed in full in the FY22 budget.

10. Suggestions for future agenda items

- (1) 7/29 Mayor's items for emergency prep
- (2) 8/5 Chief's presentation on retention, contingency for CCP, Solid Waste, Final review of mayor's budget requests
- (3) List of ongoing projects- will be shown in CIP next week
- (4) Restricted vs committed fund legislature- will be given in a few weeks
- (5) Charles Goyette's 6 questions regarding P&E requests

11. Adjourn