

**COUNCIL PROCEEDINGS**  
**Special Meeting**  
**Monday, April 18, 2016**

**CALL TO ORDER:** By Mayor Lewis, Friday, April 18, 2016 at 7:00 p.m.

**PRESENT:** Mayor Lewis, Councilmembers Bahmer, Sanders, Russo, Ridge, Johnston, and Mitchell, City Manager Guetschow and City Clerk Terpstra.

**ABSENT:** None.

**PURPOSE:** Mayor Lewis explained the purpose of the meeting would be to get an overview of the FY 2016/2017 Budget.

City Manager Guetschow explained that each department head would be presenting an overview of their budgets.

Deputy Fire Chief Fullerton gave an overview of the Fire Department budget. He stated that they do not plan on any large purchases for this fiscal year. He stated that they may need a boat motor for a rescue boat that was donated to the department.

Chief Fullerton gave an overview of the City Hall Building and Grounds budget. New windows are included for part of the second floor windows. Also the remodeling of the stairwells have been budgeted for along with routine maintenance items.

Chief Sherman gave an overview of the Police Department budget, including the Drug Enforcement and Training Funds. She stated that a secretary is budgeted for starting July 1<sup>st</sup> to work with the current secretary to learn the position before her retirement in January. Other items budgeted for are four new radar units and a utility trailer to be used for equipment for firearms training.

Community Development Director Myrkle gave an overview of the Community Development budget, Airport Fund, DDA Fund and LDFA Fund. He stated that \$2000 is budgeted for telecommunications for the audio/visual equipment in the council chambers. An amount of \$5,000.00 for the public art display, \$8,000 for Courthouse Square Association. There will be a \$3,000 contribution to LEAP. Airport Fund was discussed and the amount being charged for fuel.

Director of Public Works Gilson gave an overview of the Public Works budget. Public Works Administration consists of several items including IT Consultants, annual fees, software, miss dig fees. Leaf collection for spring and fall, parking services with mowing and parking lots. Winter maintenance consisting of the clearing of parking lots. Tree maintenance consisting of trimming and maintenance of trees and stump grinding. Also the planting of new trees. Parks and Recreation consisting of maintenance of the City parks.

Finance Director Mossner gave an overview of the revenue component of the budget and where the revenue is generated from for the City.

City Manager Guetschow gave an overview of the City Council budget noting that more money had been added for council compensation due to the extra meetings. He also noted that more money had been budgeted for training purposes for the council.

City Manager Guetschow gave an overview of the City Manager budget. He stated that he had budgeted for an online training program.

City Clerk Terpstra gave an overview of the Clerk's office budget noting that there would be no significant changes other than the \$20,000 budgeted for ½ of the purchase of new voting machines.

Finance Director Mossner gave an overview of the Finance Department budget. She noted that new computers for the counter have been budgeted for with no other significant changes.

Public Works Director Gilson gave an overview of the Major and Local Street Funds. She explained the ACT 51 monies and the difference between Major and Local streets. She stated that when street repairs are done that all regulations of the American Disabilities Act are required to be adhered to with any new improvements. She explained the Motor Vehicle Pool funds and how those are charged out to the different departments.

**PUBLIC COMMENT: None.**

**COUNCILMEMBER COMMENTS:**

- Mayor Pro-Tem Sanders thanked all the department heads for coming.
- Councilmember Johnston thanked all department heads.
- Councilmember Mitchell thanked everyone for coming.
- Councilmember Ridge thanked the department heads and City Manager for their overviews and stated that it was greatly appreciated.
- Mayor Lewis stated that he appreciated the work that City Manager Guetschow and the department heads have done in preparing the budget. He stated that the review of the budget will continue for the next couple of months.

**Mayor Pro-Tem Sanders moved, second by Mitchell to adjourn at 9:05 p.m.**

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Tim Lewis, Mayor

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Ginger Terpstra, City Clerk