



MINUTES
Committee of the Whole
Friday, May 10, 2013 – 8:30 a.m.
10th Floor Council Chambers, City Hall

CALL TO ORDER

The meeting called to order at 8:35 a.m.

ROLL CALL

Councilmember Carol Wood, Chair
Councilmember A'Lynne Boles Robinson, Vice Chair
Councilmember Derrick Quinney – excused absence
Councilmember Jessica Yorko – arrived 9:13 a.m.
Councilmember Kathie Dunbar – arrived 8:50 a.m.
Councilmember Brian Jeffries
Councilmember Jody Washington – arrived 8:43 a.m.
Councilmember Tina Houghton – arrived 8:52 a.m.

OTHERS PRESENT

Chris Lake, IAFF 421
Angie Bennett, Finance Director
Chad Gamble, EOC
Arnie Yerxa, Internal Auditor
Lindsay Green, Council Staff
Claude Beavers, Citizen
Billie O'Berry, City Attorney's Office

PUBLIC COMMENT ON AGENDA ITEMS

Mr. Beavers thanked the Council for their efforts toward the City budget. He stated that in the past we have been blindsided by the administration. The Mayor is quoted in the Lansing City Pulse as saying he would give them Groesbeck Golf Course away for buck.

DISCUSSION/ACTION

Presentation from Coalition of Lansing Union Employees

Chris Lake, President of IAFF 421, stated the contract for the union is up on June 30, 2013 and much of the budget proposals before Council deal with contract negotiations and he is unable to discuss those at this time. He is sure that Council understands that.

Mr. Lake wanted to recap where the Fire Department was and where they are headed. Since the 2010 union agreement they have seen the closures of three fire stations, the laying off of 11 firefighters, losing two ladder, two engine companies, 1 medic unit, elimination of a command officer, rearrangement of the rank structure, reduction of the minimum staffing from 48 to 38, elimination of a Training Captain, Maintenance Lieutenant, a Prevention Captain which has since been reinstated in 2012. Reduction in secretary staff, and overall staff was reduced by 15%. We have increased our premium sharing and we are currently paying 15%, increase healthcare deductibles, and we have increased our vesting for retiree healthcare to 25 years of service. In July we returned 8 lay-off firefighter. We had brought back 3 through attrition, and in 2012 we were able to return the remaining through a Federal grant. That expires in 2014. We still have 3 members that are demoted because of laid-offs.

Council President Wood asked the Mr. Lake explain the procedure for demotions.

Mr. Lake explained that instead of being laid off you could choose to return to a lower rank. All and in all since 2006 we have implement concessionary packets of \$4,335,000. We completely understand the position the City is in along with other cities across the State and the Nation. This proposed budget does not project any lay-offs for the Fire Department or closures of any other Fire Stations.

I would like to give you our response capabilities right now. Prior to 2006 we were able to hit about 98% of the roads in about a 4 minute response time. Now it is 76% in the 4 minute response time. Our fire force is 15 firefighters which is a minimum standard from MFPA. We do not want to decrease that we are meeting the minimum standards.

Council President Wood asked Mr. Lake about the proposal to move Code Compliance over to the Fire Department and is wondering his feelings on that.

Mr. Lake stated he believes it can be a good thing if it is done right. When we look at how consolidations take place around the State right now a lot of times were smashing groups together and it is not good but Code Compliance looks at a lot of same things that our Fire Marshall does. They work closely now even though they are in separate departments. It worries me only because I hear at Council all the time that people have concerns with Code Compliance. If done correctly I think it could work.

Council President Wood stated some of the Capital Outlay Funds is for two new fire engines, could you speak about fire apparatus.

Mr. Lake state that the fire apparatus is aging and that two new fire engines would be a great asset to us and everyday were trying to keep ours in good working order but as they get old they are breaking down frequently and we are in need of a new apparatus.

Council President Wood asked about consolidation with regionalism. How does that work with the fire fighters and pay? Tell us what talks you've been in on that?

Mr. Lake state that initially it was the Chiefs and Union representation but we have discussed how we saw the future in consolidation and I still fully support consolidation 100% if it is done

right. Operationally on our side it's fairly easy and we all understand the work and it's worked in other communities across the State and its happening rapidly. I think it can work well, as far as the contracts and all that, if you look through Urban Cooperation Act and certain other documents, it's all lay out. The legacy cost are born by each group, there's a countless number of ways to go about it and every one doing it a little differently. Operationally it's a win win usually because we need boots on the ground and we need the firefighters and we work well together. The last year or so the City managers have been meeting and representatives from surrounding municipalities have been meeting and the talks we have had have been productive and I hope we continue to move forward because it is a good thing.

Councilmember Washington asked with the two fire trucks that are looking to be purchased would they be in addition or replacements?

Mr. Lake state it would probably be in addition because we need the reserve fleet as well. When we bring in a new fire truck the oldest one is moved to the reserve status, but we need the reserve fleet. Even the reserve fleet is aged to the point it needs to be replaced.

Councilmember Washington asked are you finding your technology is incredibly outdated.

Mr. Lake stated we rely on it now so much more than ever but technology is changing so quickly. I do believe technology is huge and just on the ambulances, doing your patient care reports and then sending that information out, technology has been changing so much. I believe some of our stuff is outdated but I'm not too sure how much outdated we are.

APPROVAL OF MINUTES

Council Vice President Boles Robinson noted some grammatical changes and asked that those corrections be made.

COUNCIL VICE PRESIDENT BOLES ROBINSON MADE A MOTION TO APPROVE THE MINUTES OF MONDAY, APRIL 29, 2013, WITH CHANGES MADE. MOTION CARRIED, 5-0. (Jeffries out room)

Establishment of Pilgrim Congregational Church as the Polling Place for Ward 1 Precinct 7

Council President Wood explained the request from the Clerk is to move the current location which is at Bingham Elementary School which is currently closed and has been purchased by Sparrow with plans to demolish and rebuild on this site. The request is to move it across the street to Pilgrim Congregational Church.

COUNCILMEMBER BOLES ROBINSON MADE A MOTION TO MOVE THE CHANGE. ASK CAROL. MOTION CARRIED, 6-0.

3rd Quarter General Fund Status Report

Ms. Bennett stated this is looking at revenues up through March of this year. We gage the collection rate of our revenues and compare revenue patterns with previous years and where we are this year. At this point in the year how much do we think we should have collected through each of our revenue categories, and I am glad we are able to say we are on target this fiscal for the third quarter.

Our property taxes are in good shape. The Income Tax is 58% of collection for the budget and previous years it was 56%. We feel that things have stabilized there.

Revenue sharing we get from the State on a scheduled basis and it varies a little from prior years so it looks like were a little behind but were right on schedule. We filed for all of our economic vitality incentive and were on time, we have one more to file June 1st.

Charges for Service are a little lower as of the third quarter when looking at the prior years. That is mainly due to ambulance billings. Some of that is a timing issue and some is because we behind where we expected to be.

Licenses and Permits are on track with prior years. Fines and forfeitures are a little bit behind but not much and the rest of our revenues such as BWL payment on equity we don't receive until the end of the year so we haven't gotten that yet. But we are right on target.

On expenditures, we would have expected with expenditures to have spent about 69.6% and that is about our target benchmark. As of March 31 we are at 68.3% which is where we are and on target with that as well.

Council Vice President Boles Robinson asked as far as revenues what the projected amount we should have received is.

Ms. Bennett explained that would be 63% and we have gotten in 63.1% as of March 31st.

Council Vice President Boles Robinson asked for clarification on the difference of the expenditure side.

Ms. Bennett explains that we are under the threshold by 1.3%. We would have expected to have spent 69.6% in expenditures of our operating budget, but we have only spent 68.3% so we are within our target.

Council Vice President Boles Robinson asked is there a reason that we were late on collecting ambulance fees.

Ms. Bennett stated that this has to do with some Medicare billings and the system that we have those billings have had a back log right now.

Councilmember Jeffries asked on the last page, page 3 on vacancy factor, where are we to date?

Ms. Bennett stated we usually give a vacancy factor report but I can give that to you in about week as it is not ready today. Based on the Second Quarter Report and we were in target I would have to believe we are on target now.

Councilmember Jeffries asked if there is a separate vacancy factor for police and fire in that report.

Ms. Bennett indicated yes because with the resolution passed by Council for the police and fire millage that meant that any expenditure beyond the levels of expenditures for that base line year that those monies are what would be supplemental.

Councilmember Jeffries stated he did not understand the explanation.

Ms. Bennett explained for the fiscal year 2013 there was a certain baseline that we set by the expenditures from FY2012 amended budget for police and fire and we built a budget on that. We said the budget was going to be X to the extent that less than that is spent we consider the remaining millage monies. Now in FY14 that will not be an issue because we know we are beyond the millage money. In FY13 we were right at or a little bit under the millage. To the extent that there are vacancies there are unspent monies that money would be reserved for police and fire expenditures.

Councilmember Jeffries asked why that result in a vacancy factor.

Ms. Bennett stated the \$800,000 you see here is non-millage, so the vacancy factor says we know in a given year there are going to be vacancies we just don't know what departments they are going to leave from. In so much as we budget a vacancy factor that we think is reasonable and then we know that those vacancies will occur and at the end of the year we distribute those monies for various departments where they actually occurred.

Councilmember Jeffries said he was not aware that there was a separate vacancy factor approved for police and fire. There was not one established in the budget last year for police and fire.

Ms. Bennett stated there is not a separate vacancy factor for police and fire. What might be a better way to say this is we are not applying police and fire to this vacancy factor, because any unspent money stay within the millage. They stay for police and fire purposes.

Councilmember Jeffries asked do you remember what the vacancy factor for the 6 month report?

Ms. Bennett stated its going to be probably around the four hundred thousand mark and we were there.

Councilmember Jeffries asked with the Council budget does anyone know why were down so much?

Council President Wood indicated that is probably due to the change in staffing which affect the salaries and benefit account.

Councilmember Jeffries asked about the returns on investment, were expected to come in on that number?

Ms. Bennett stated a little bit below that. We projected about \$400,000 less from the reports we are getting from BWL. We had projected about \$16.6 million and \$17 million is what was budgeted.

Councilmember Jeffries asked the found revenues that we had in terms of our deficit going down. It was explained to us that \$2 million of that is increase of the income tax or property tax?

Mr. Bennett for fiscal year 14 there was the \$2 million dollars due to better updates to our projections for property taxes.

Councilmember Jeffries asked if he looks at page 11 in the budget book the overall General Fund revenues would that \$2 million would be incorporated into the dedicated and non-dedicated.

Ms. Bennett stated yes, based on the millage.

Councilmember Jeffries stated based on what you are saying without those \$2 million additional dollars in property tax this number would show \$2 million less.

Mr. Bennett stated yes.

Council President Wood asked in going back to the police and fire dollars, if we budgeted \$1 million in salaries for police, and we had 6 officers that left during that period of time and we spent on salaries \$750,000, are you saying that that additional dollars then carries forward since we don't use them as part of the vacancy factor what happens to those dollars.

Ms. Bennett stated it goes to the police and fire millage fund. We keep the money in a separate fund. Anything that is left gets kept in that fund, but in FY13 that will not be an issue because we will be above the millage rate or the expenditures for police and fire. This year anything that is unspent will get set aside into the police and fire millage.

Council President Wood asked that you keep saying this year we are going to be above, what is meant by that.

Ms. Bennett stated in FY14 when you look at the baseline when the millage was passed which is the FY2012 amended budget. When you look at the \$2.8 million dollars is what the millage brings for police and fire than we are spending more than \$2.8 million dollars above the FY2012 baseline amounts. Our expenses have grown to where we are spending more than the millage.

Councilmember Jeffries asked about the baseline for 2012 so as we move forward through the budgets through the next number of years, that baseline will always remain the same at the 2012 number?

Ms. Bennett stated yes.

Councilmember Jeffries said so you are not adding any additional revenues into the police and fire because you are not increasing their baseline?

Ms. Bennett says yes we are its additional money we wouldn't have if the millage hadn't been passed.

Councilmember Jeffries said he is trying to understand the baseline. Are you keeping the baseline amount the 2012 amount constant for what is was in the 2014 are you at some point 2013.

Ms. Bennett said we cannot add anything to the baseline. Let's keep it simple the millage amount with change because of property values going up and down and let's say the millage amount is \$2.8 million. So every year it is \$2.8 million every year and not \$5 million dollars the next year. So if you were to increase your baseline you're going to be expending more on police and fire.

Councilmember Jeffries stated I think that is what was anticipated. So if the overall increase let's say was \$100,000 than depending on the size of your department you would get that.

Ms. Bennett stated that we are going to get about \$2.8 million dollars every year so if you keep bumping up your expenditure line were going to have all police and fire because we are not going to be spending on anything else.

Councilmember Jeffries stated he believes that is policy decision and what you have done is we have two separate budgets one is the baseline piece and the millage piece.

Ms. Bennett stated the police and fire budgets have increased. The \$2.8 million is going to be the amount of the millage, which doesn't change. The expenditures though will continue to grow. We are not limiting them to that it's just saying that the millage will only ever be \$2.8 million.

Councilmember Jeffries asked what about the property values what if they go up,

Ms. Bennett said it will grow and or decrease.

Councilmember Jeffries asked in terms of police and fire than you are holding them to a baseline of \$2.8 million.

Ms. Bennett said no what I am saying in calculating the millage we need to say \$2.8 million above a baseline.

Councilmember Jeffries said maybe we are talking about two different things not talking about the millage was there and increase to the police and fire budget from the previous year.

Mr. Bennett stated yes.

Councilmember Jeffries asked whether this was approximately the same as what other departments got.

Council President Wood asked do you use that same theory with the Park millage.

Ms. Bennett stated yes because it is 1 mill and generates about \$1.9 million every year. Police and Fires are 1.5 mills.

Councilmember Dunbar stated she thinks there is confusion about the baseline and what that is.

Ms. Bennett stated the millage is calculated every year based on our taxable values. The millage itself is what it is and the budget increases despite that.

Council President Wood asked about the ambulance billing. Thought that during the second quarter report that they were getting that caught up and things were moving ahead and we shouldn't have that problem.

Ms. Bennett stated we did get caught up for that one and we have another one.

Council President Wood asked what is creating that, is it billing company is it the processing of the with the Federal government on those payments

Ms. Bennett said it's a combination of the billing company, etc.

Council President Wood asked how much are paying the billing company for those services.

Ms. Bennett explained that she did not have that number.

Council President Wood requests the vacancy numbers and clarify that Ms. Bennett had indicated she would have those to Council next week.

CIP Budget

Ms. Bennett reviewed the narrative for Capital Improvement Budget.

Facilities

Cooley Stadium Improvement

The City of Lansing is obligated to spend between \$100,000 and \$200,000 annually for capital repairs at Cooley Law School Stadium. Improvements for FY2014 include suite renovation, public restroom sink replacement, playground repairs, roof and concrete repairs, and concession counter repairs.

Court Renovations

District Court has only courtroom which is handicap assessable and also with the increase of technology has created a need to install equipment that requires electrical, data and facility upgrades.

Facility Improvements

There are a multitude of repairs and improvements need in the City Hall and other facilities.

Technology

This includes a \$2 million dollar bond issuance with \$400,000 in debt service from the General Fund. The Administration is working on a plan and hopes to bring it to Council after the budget is passed.

Planning and Neighborhood Development

Parking Lot Upgrades

Landscaping & fencing around Lot 1, and LED signs at the entrances.

Council President Wood asked where Lot 1 is.

Ms. Bennett stated she isn't sure.

South Capitol Parking Ramp Improvements

Maintenance of ramp and replacement of handrails in the stairwells and other repairs.

North Grand Parking Ramp Maintenance

Changes to the eastern façade of the ramp and additional motorcycle covered parking in the ramp at the exit of Ottawa Street.

Townsend Parking Ramp Improvements

Technology upgrades.

Form-Based Project

This is multi-year effort to incorporate placemaking into the zoning ordinance.

Parks & Recreation

Crego Park improvement

Local match of \$250,000 for Crego Park development improvements.

City Wide Repair & Maintenance

Funds to provide repairs and maintenance needs throughout the park system.

Public Education & Government Restricted Funds

Office of Community Media

These are restricted dollars for the purpose of CIP and include \$150,000 as part of the build out at Holmes Street School, \$100,000 for Education Partnership Grant Program, \$50,000 to upgrade equipment.

Public Service

Sidewalk Repair

Replaces sections of existing sidewalk that are cracked, broken, or shifted to the extent that impedes safe pedestrian travel.

New Sidewalk Construction

Constructing new sidewalks along major streets to eliminate gaps in major street sidewalk network.

Local Street Millage

Use for maintenance (street, sweeping, pothole patching, crack sealing, snowplowing etc) as well capital maintenance.

Local Street-Non-Millage

The funding is for capital improvements on the local street system.

Road/STP Federal Aid Project (Major Streets)

The local Agency (the City) must provide the remaining 20% match for construction as well as the design and construction engineering. Local match requirements for the variety of projects including:

- Holmes Road-MLK to Cedar
- Mt. Hope—Waverly Road Project
- South Lansing Pathway
- Jolly Road—Dunckel to Collins

City Share of Sanitary Sewers

Funding to make the necessary repairs to the City's sewage system.

City Share of Delhi & Delta Sewers

Part of the sanitary sewer agreement with these townships.

Central Interceptor Rehabilitation

Major rehabilitation of portion of one of the City's largest interceptor pipes.

Wet Weather Control Program

This request will fund the following projects associated with the first phase of the Wet Weather Control Program

Siphon 11 Replacement	\$4,272,000
Basement Backup Prevention Program	\$500,000
Frances Park PS Design	\$330,000

Sewer Regulator Abandonment

For the abandonment of CSO Regulator 033 at the GM site.

WWTP Aeration Basins

Optimizing the process to reduce energy demand.

Fleet Services

Replacement of two Fire Engines and the replacement of a number of vehicles within the fleet.

Councilmember Yorko asked for more specific information as to where our residents will see a benefit with the new technology by department.

Ms. Bennett stated as you are aware as a bond issue this will have to come back to you for your approval. It is a work in progress we have about \$4 million of needs we believe this will fund a number of workstation about the 200 to 300 range. Many of workstations are out of date. We would be modernizing a communication network. You heard the District Court talk about their work with other Courts and with the Prosecutor's office. The need for wireless connection at the Fire Station, upgrading our telephones system and looking at e-filing as far as tax returns.

Councilmember Yorko stated would like to follow-up on some Code Compliance issues. As I am doing my work on the neighborhood level one of the concerns is the Code Compliance Portal and its connection with the Assessor's website. When you go online you can look-up rental registration and code violations in a database that the Code Officer and other people in the Planning office would update the information and that database has been abandon from what I can tell some of it has been transfer into the Assessor database. There is now a tab online that allows you look-up properties however from what I understand bulk of the data that is involved with rental licenses and whether the license are current and what the infractions need to be repaired, that data has not been transferred. I get a lot of question at the neighborhood level especially foreclosures that now there is a For Rent sign in the yard and neighbors want to know if it is licensed. They cannot easily find the answers so where in this proposed bond issuance is there an opportunity to update this system because it's a personal issue to me.

Ms. Bennett stated about a year and a half ago we changed the software for Code Compliance and Public Safety. We had the LOTUS Notes program it became unsupportable and it was not integrated with our assessing program. The new system integrates that and that was the purpose of it. I will have to check into the status of that. The \$2 million dollars isn't envisioning that because that transition is being worked on right now outside of the bond monies so I will have to check on when that will be ready.

Councilmember Yorko would like an estimated date of completion. And what opportunity do we have to expedite that and have a date that we can have people hold us accountable to.

Councilmember Yorko gave the suggestion that we consider the integration of health impact assessment tools in this transition because it is closely connected.

Councilmember Yorko asked where the sewer regulator abandonment, is this Verlinden or Grand River GM site?

Ms. Bennett was unsure but stated that Mr. Gamble will be arriving shortly and could probably answer.

Councilmember Yorko asked under the Wet Weather Program there is the Francis Park PS Design for \$330,000, what is that.

Ms. Bennett stated Chad will be able to speak to that also I am unsure what that is.

Councilmember Dunbar stated I am glad Councilmember Yorko brought up the issue of technology; I talked about this during the budget hearing and problems with the computers in the police vehicles. I'm hearing from officers that computers are very slow and ineffective and the software often crashes. I am looking forward to upgrades in the software so we can prevent those problems. Now on the southwest Rivertrail extension that's going through the power lines, is that covered somewhere within the CIP? The millage monies that are used for capital improvements are listed here but I don't see anything for that Rivertrail.

Ms. Bennett stated it is proposed to be fully funded this year and you are looking at new appropriations for the fiscal year for FY14. The project may not be completed this year but the funds have been appropriated.

Councilmember Dunbar asked with the Form Based Code is that how we funded the Master Plan as well?

Ms. Bennett stated yes.

Councilmember Houghton stated as important as technology is there are some people that may not be up on it as other and I want to make sure that were not going to eliminate paper totally and be able to continue to offer those services to the people who prefer that.

Ms. Bennett stated going paperless allows us to have access to things online better and easier, but it also means if someone comes into City Hall and needs that information we can print off that information.

Mr. Gamble responded to questions dealing with Francis Park pump station. We are making sure were maximizing our system transport capacity. We will be upgrading a lot to alleviate some of the surcharging conditions upstream of the pump station. The CSO Regulator 033 is on the Grand River site and served the old GM sites. Because there is nothing there is an easy fix, there is no sanitary flow going through the regulator.

Councilmember Jeffries asked why this was moved from General Fund to Non-General Fund.

Ms. Bennett stated that this much like with the Fleet Fund it is recognize the need to invest in technology in the future and by moving in to its own fund we can set monies aside for technology. Right now our resources are constrained but fiscal conditions in the future we can set monies aside. Even now it serves to benefit because all funds are paying into technology not just coming out of the general fund, because we know we are going to have to replace systems in the future.

Councilmember Jeffries stated so the total of the Information Technology Service Fund is a little over \$3 million, is that all general fund dollars. How much the \$3 million is general fund and non-general fund?

Ms. Bennett stated she isn't sure she has that number right now.

Mr. Gamble stated that they are identified within each fund.

Councilmember Jeffries asked than each year these numbers will show up in each budget.

Ms. Bennett stated yes.

Councilmember Jeffries asked is part of that the bond payment.

Ms. Bennett stated yes.

Councilmember Jeffries asked how we are going to fund for additional purchases.

Ms. Bennett said with the charges to the departments much like the Fleet Fund.

Councilmember Jeffries stated these are mostly operational charges. Are we going to add to that debt load than.

Ms. Bennett said in the future we will build that in to the rates charged to the departments for replacement of equipment.

Councilmember Jeffries asked than what are looking at out in the future as a commitment to technology.

Mr. Gamble said we have a great deal of needs right now to try to get up to the 21st century if you will. Those are capital cost that would not need to happen every year, so there is a bigger capital cost for the need to make an investment in the \$2 million bond. After that it will be a very program tactical plan to establish that. It will be fairly flat. If there are replacements for computers in the police cars than we put something aside each year as opposed to this up and down from year to year. This is a very planned and cost effective plan.

Council President Wood stated that it was not that long ago that the City loaned for a new phone system and as you talked about technology upgrades you talked about the phone system what is that.

Ms. Bennett stated that these are upgrades to the system.

Council President Wood explained that she is a little confused that when we purchased the system that we not also looked at the upgrades as an ongoing cost and programed those dollars as well.

Mr. Gamble said I think we know what those cost would be it is like buying upgrades to licenses and the phones are like small computers and need these upgrades as well.

Council President Wood stated were trying to make sure that we have a system in place that when invested all of this money in a system or new technology and then not be able to do upgrades.

Ms. Bennett stated we have gotten behind in technology and we don't want to do that in the future.

Council President Wood asked about the fleet equipment purchases, do you have a list on what those are?

Mr. Gamble stated yes and he read off list.

Council President Wood asked if you could make sure we get a copy of that.

Council President Wood asked how many cruisers we are talking about.

Mr. Gamble stated 10, pending the approval of the budget.

Council President Wood asked how much did you project on the sale of assets?

Mr. Gamble stated yes and I not sure, sometimes we keep older cars for parts but does not have the amount of that, also depends on the timing of when these vehicles come in.

Council President Wood would like that number.

Council President Wood asked about the renovations to happen on Lot 1 and we were wondering where that is?

Mr. Gamble stated it's the new Lot that was created over at Lenawee and Grand Avenue at the Center for the Arts.

Council President Wood stated so that's where we are going to be putting up landscaping and fencing. What type of fencing?

Mr. Gamble stated he does not know.

Council President Wood stated that this Lot is on the boundaries of a historic district and that is something we should remember as look at any landscaping for the area.

Councilmember Jeffries asked to follow-up regulator 33 since it is not in use can't we just leave it there.

Mr. Gamble stated no, DEQ wants it removed.

City Council & Internal Auditor

Council Vice President Boles Robinson presented the Council budget. She stated the responsibilities expected of the City Council, as well as the powers given to them. This year's budget for Council has a couple of changes in it but is pretty static. Personnel cost changes that have resulted, also the elimination of furlough days, also been affected by the states capping of the city's contribution toward the employees' health care costs.

Technology cost that all departments have as part of their budget is also an additional charge in Council's budget. That would be accounted for through an Internal Service Fund rather than previously coming out of the General Fund. Other than that you will see very little changes in the Council budget.

Council President Wood stated that when looking at the budget without the new technology charges you would see the Council budget is decreased by approximately \$20,000 from last year.

Councilmember Washington asked about the utilities costs and how this floor is figured and whether this is being charged off to City Council or CityTV.

Council Vice President Boles Robinson stated that we have asked the administration for those calculations but as yet not received them.

Councilmember Houghton asked as far as temporary or contractual, where are we at with personnel?

Council Vice President Boles Robinson stated we are in the process of a hiring search at this time. We have two temporary staff and one that has moved into a new position and we are looking to fill the position that our staff has been made to move into and possibly a third position as clerk.

Councilmember Houghton asked as far as equipment, are we looking for new equipment or are we placing this amount just in case of some future need.

Council Vice President Boles Robinson stated we have typically budgeted at the rate that we think may need to be replaced in the course of the year. As example when you look at the age of our copier or particular systems on our floor.

Ms. Bennett confirmed yes.

Council President Wood stated the dollars not spent go back into the General Fund at the end of the year.

Councilmember Washington asked what training we are budgeting for.

Council Vice President Boles stated we have not typically been doing training but if we do have to train staff on certain areas we would use those dollars for that.

Internal Auditor

Mr. Yerxa reviewed the Internal Auditors budget and explained like the Council budget there is an addition dollars for technology which is a \$5300 increase otherwise its status quo. Under salaries it is not there are increases it is that there are no furlough days.

Councilmember Dunbar asked about the adopted budget for 13 may have been at the 10% reduction and then within a month or so after that it was reverted back to 5%.

Mr. Yerxa stated he shows adopted budget not amended budget figures so he shows what we really started with.

Ms. Bennett stated that the adopted budget last year did anticipate a 10% for furloughs.

Councilmember Washington asked Mr. Yerxa what is the increase in longevity.

Mr. Yerxa stated there was a minor input error when Angie had sent the budget out and it should be back into the salaries line.

Ms. Bennett stated the input error that has been corrected.

Council President Wood stated the confusion maybe because we had copies that we were given before we ended up with the complete document and so people are looking at an old copy.

Enterprise Funds & Non-general Fund Budgets

Mr. Gamble stated he had nothing to add to the information given during the budget presentations.

Mayor's Office & Office of Community Media

Moved to Monday May 13, 2013. Mr. Hannan was not available to make the presentation.

Pending Questions

1. Please provide the amount paid to the billing company for ambulance fee.
2. Please provide a breakdown of the use of road millage dollars on the following operations **Local Street Millage** Use for maintenance (street, sweeping, pothole patching, crack sealing, snowplowing etc) as well capital maintenance
3. Please provide an estimated date for the completion of integrating the Code Compliance Portal and the Assessor website as well as bring up to date the information on these sites.
4. Please a list the fleet equipment purchase.
5. Please a number within the budget for the sale of assets when replacing them as part of the budget.

ADJOURN

The meeting was adjourned at 10:45 a.m.

Respectfully Submitted by,
Lindsay Green, Council Staff

Approved by the Committee on June 10, 2013

Appropriate documents attached to original set of minutes.