

**APPROVED 06/03/2019**  
**SPECIAL BUDGET WORKSHOP**  
**MINUTES**

**MAY 20, 2019**

**THE SPECIAL BUDGET WORKSHOP OF THE RICHMOND CITY COUNCIL WAS CALLED TO ORDER AT 6:00 P.M., ON MONDAY, MAY 20, 2019, BY MAYOR PRO-TEM MISTERAVICH**

**ROLL CALL**

Present: Allen, Greene, LaFore, Misteravich, Reindel, Warn

Absent: Rix

Others: City Manager Moore, City Clerk Stagl, City Treasurer Hatfield

Visitors: EMS Director White, Fire Chief Spens, Police Chief Teske, Recreation Director VanHove

Motion by **Allen**, seconded by **Greene**, to excuse Mayor Rix from tonight's meeting, due to being out of town.

All yeas

**Motion passes**

**AUDIENCE PARTICIPATION**

None received.

**ADOPTION OF AGENDA**

Motion by **Warn**, seconded by **Greene**, to adopt the Agenda as presented.

All yeas

**Motion carried**

**ITEMS FOR CONSIDERATION**

**1. Review of Proposed FY2019-20 City Budget**

Review of the budget began with:

206-ALL Fire Department – Chief Spens informed Council that no changes were being proposed.

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The proposed grant that the Department is applying for would have the biggest effect on the budget.

Funds were included to cover the cost of a new reporting system. The current system used by the Department is becoming obsolete.

City Manager Moore informed Council that the new fire contract proposed an increase of \$500.00 to the equipment fund this year.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

EMS Director White was transporting an individual to the hospital and was not in attendance at this time. Council was in agreement to move forward with review of the Police Department Budget until the EMS Director could return to the meeting.

101-301 – Police Department – Police Chief Teske informed Council that he had requested funding to cover the cost of two additional full-time police officers. He indicated that current staffing levels did not allow them to adequately do follow-ups.

Council did not feel that the budget could support the hiring of two additional full-time police officers, but did feel that we could support the hiring of one additional full-time officer.

The consensus of Council was to hire an additional full time officer at this time. Council will look at the possibility of hiring an additional full time officers at a future Council roundtable and to discuss the potential retirement of current officers.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-610 EMS – Director White informed Council that the EMS was very financially sound. Director White was recommending that the \$12,000 annual contract fee be eliminated in exchange for the City agreeing to sign a three-year contract.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-611 Community Transit – Director White informed Council that there is legislation pending that could affect the funding of the Municipal and Community Credits that are received.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

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Motion by **Reindel**, seconded by **Allen**, to recess the budget workshop meeting at 6:50 p.m.

All yeas

**Motion carried**

Reconvened the budget workshop at 7:25 p.m.

101-315 Traffic and Safety - COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-325 Communications – Funds are included in the budget for three full-time communications officers.

It was noted that if we again start getting charged for EMS services, the City should consider charging the EMS for dispatch services.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-426 Emergency Preparedness - COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-264 Buildings and Grounds – Funds were included in the budget to purchase new lobby furniture, new table and chairs for the community room and LED lighting.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-172 City Manager – Council was still pushing for the City Manager to hire an assistant. The laptop has been ordered.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-326 Code Enforcement – Administration was attempting to hire a new code enforcement officer. Officer Trudeau, who had been doing code enforcement, is currently attending the Police Academy and was unable to continue code enforcement.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-462 Capital Improvements – Administration has been working towards having funds available for streetlights on Diane Lane and Richwood Lane.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

101-890 Contingency - COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

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101-906 General Fund Debt Service – This is the payment the City makes to Lenox Township

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

251-ALL Tax Increment Finance Authority – The City has been reducing the TIFA capture. This year the proposed TIFA capture is 15%. Funds are included in the budget for the building-to-building lighting for the downtown area and also for pedestrian safety improvements near old City Hall.

Extensive discussion on the proposed sport teams signage. Council discussed whether the MHSAA designation should be removed from the proposed signage.

Council determined that they wanted all state champion sport teams identified on the signage at this time. If other non-sport teams approach Council, they can be added to the sign at that time.

COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

Appendix – Five Year Capital Outlay Plan - COUNCIL WAS IN GENERAL AGREEMENT WITH THE BUDGET AS PRESENTED.

Discussion on age appropriate play structure. Council was presented with picture of several play structure for the 2-5 and 2-12 age group.

Council was in favor of play structure #1 for the sale price of \$31,699.

The consensus of Council was to pay up to \$50,000 for a new play structure.

**COUNCIL COMMENTS**

LaFore informed Council that the School may be doing a bond for athletics.

**ADJOURNMENT**

Motion by **Greene**, seconded by **Allen**, to adjourn the Special Budget Workshop at 8:37 p.m.

All yeas

**Motion carried**

Respectfully submitted:  
Karen Stagl

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City Clerk