

City Finance Committee Minutes

May 17, 2017

City Council Chambers – 7:00 PM

Present: Mayor Bouley, Councilors Todd, Herschlag, Kretovic, Champlin, Shurtleff, Coen, Keach, Nyhan, Kenison, Matson, White-Bouchard, and St. Hilaire.

Excused: Councilors Werner and Grady Sexton.

The Mayor opened the meeting at 7:00 PM and explained that tonight's FY 2018 proposed budget review would cover General Government, Police, Fire, General Services, Community Development, Library, Parks & Recreation, and Human Services budgets.

A motion was made and seconded to approve the minutes of the May 15th Finance Committee Meeting. The motion passed with a voice vote and the minutes were unanimously approved.

At the Mayor's request, Manager Aspell began with review of the Human Services Department budget.

HUMAN SERVICES: Manager Aspell introduced new Human Services Director, Karen Emis-Williams and the committee welcomed her to the City.

Manager Aspell went on to review the budget, noting that FY 2018 revenue, budget to budget, is down \$3,000.

FY 2017 expenses, budget to estimate, are down \$109,000, mainly due to lower general assistance expenditures. Budget to budget, FY 2018 expenses are down \$78,000 or 9%, due to wage and benefit reductions and lowered general assistance budget.

Also included in this budget are:

- \$9,500 for Human Services software; and
- \$2,000 for a Language Bank.

Councilor Herschlag asked what the impact would be to the Human Services Department if we did not have a Cold Weather Shelter next year. Director Williams responded that there would definitely be an impact. She noted that by the end of the season this year, on average there were 54 people staying at the shelter on any given night. At the beginning of the season this number was at 33, but by the end of the season families were staying there, which increased the number. The Human Services Department would have to place those families in hotels which would be costly. Director Williams also noted that it is hard to find affordable housing for families in Concord, as the vacancy rate is only 1%.

As there was no further discussion, the mayor opened a public hearing on the Human Services budget. There was no testimony and the public hearing was closed.

Manager Aspell proceeded to review the General Government section of the FY 2018 proposed budget, which includes the City Manager's Office, Legal, Assessing, Human Resources, Finance, Information Technology, City Council, City Clerk, and General Overhead.

GENERAL GOVERNMENT: FY 2017 revenue for all General Government departments, budget to estimate, is down \$519,000, mainly due to the use of fund balance from FY 2016 surplus supplemental appropriations. Budget to budget, revenue is up \$1.2 million or 2.3%.

FY 2017 expenses, budget to estimate, are down \$720,000, due to savings in wages and benefits due to staff changes, as well as not needing to transfer dollars from General Overhead or Contingency. Budget to budget, expenses are up \$280,000 or 1.6%.

City Manager's Office: Budget to budget, revenue is down \$20,000. This is due to the \$20,000 supplemental appropriation revenue for education and training funding from FY 2016 surplus. Budget to budget, expenses are down \$2,000.

Legal Department: Overall, revenue is up \$700. This budget provides for a 1% increase in the fees charged for prosecutorial services provided to the Towns of Loudon, Bow and Dunbarton. Budget to budget, FY 2018 expenses are up \$52,000 or 4.3%. The increase is mainly due to annual compensation and health insurance costs.

The Mayor asked for some clarification on the Legal Department's service indicators. Specifically, he asked if there is a need to retain the current level of staffing in the Prosecutor's Office now that all felonies are being handled by the Superior Court. City Solicitor Jim Kennedy and City Prosecutor Tracy Connolly approached the committee and explained that although felony cases are now starting and ending at Superior Court, the Prosecutor's Office is still handling felony cases prior to January 1, 2017; and that they are still conducting research, issuing search warrants, and providing other support for current and future felony cases.

Councilor Herschlag noted that there were no goals regarding the Northern Pass case, which is very time consuming for the Legal Department.

Councilor St. Hilaire commended the Prosecutor's Office for the large amount of motions they've filed to destroy evidence, recognizing that it is a lengthy process.

There was a brief discussion about Right-to-Know Requests and how the Department recoups the costs involved in responding to them. Solicitor Kennedy indicated that, on average, the Legal Department handles 3-4 requests a month. Some require a lot of work and research time. The Legal Department reviews all Right-to-Know requests and responses before they are sent out. The Department charges \$.25 per page for paper copies and \$.20 per page for documents that are converted to PDF and sent electronically. There is no charge for documents that are already in PDF format. Solicitor Kennedy indicated that the State Legislature does not allow for us to charge for research or staff time.

Councilor Champlin asked Solicitor Kennedy if he is comfortable with the current staffing level of his Department. Solicitor Kennedy responded that although they are very busy, he is comfortable with the level of staffing right now.

The Mayor noted that one of the Legal Department's goals is to meet with City boards and commissions to train them on how to properly handle Right-to-Know requests. He suggested that they continue to make that a priority.

Assessing: Budget to budget, revenue is up \$13,000 or 1.9%. FY 2017 expenses, budget to estimate, are up \$31,000, due to anticipated contracted costs for abatement cases. Budget to budget, FY 2018 expenses are up \$20,000 or 3.1%, due to wage and benefit increases.

Human Resources: Budget to budget, revenue is flat. Expenses, budget to budget, are up \$24,000 or 4.6%, due to regular wage and benefit increases.

The Mayor asked how successful the Department has been with the Exit Interview program. Manager Aspell noted that the program is voluntary, but that many exiting employees have been willing to participate.

Finance: FY 2017 revenue, budget to estimate, is down \$424,000 due to no revenue being posted for the budgetary use of fund balance. However, revenue is up in property taxes and motor vehicle registrations. Budget to budget, revenue is up \$813,000 or 1.7%. For the 9th year in a row, no use of fund balance is used to produce a balanced budget. Expenses, budget to budget, are down \$11,000 or .5%.

The Mayor asked Deputy City Manager – Finance Brian LeBrun to provide an overview of the new ERP, for which funding was approved in FY 2017. Deputy Manager LeBrun explained that the City has selected a company and is currently in contract negotiations. He noted that the ERP will have an HR module, a financial module, a tax module, a utility billing module, and employee and customer self-service portals. The Mayor and many of the City Councilors asked for reassurance from Manager LeBrun that due diligence was performed in selecting the vendor for such an expensive system, and that the IT Department and City employees were a part of the process and had buy in. IT Director Eddie Drouse indicated that he has been involved in the process from the beginning. Deputy Manager LeBrun indicated that there were several meetings where employees were able to provide feedback, and that City staff went on site visits to several other communities that are currently using the ERP system selected. The Mayor asked Deputy Manager LeBrun how much of the system will be off the shelf and how much will require modifications to work for the City. Deputy Manager LeBrun estimated that 98% is off the shelf. He noted that the City did not want to buy a promise. We do need a few enhancements, but no major re-writes. There was further discussion about the platform the system will use, how the payments to the vendor will be structured, if there will be staff training made available, and if the City has or will be providing the vendor with a list of all of its required deliverables. Deputy Manager LeBrun assured the committee that the company we are purchasing the ERP system from has been in business for 40 years. They have a very effective implementation team that will help us implement the modules in a logical order, and that training will most definitely be made available for City staff. He noted that the payment structure is part of the ongoing negotiations and that the City has hired outside counsel that has experience with technology contracts to guide us through the negotiation process.

Councilor Champlin asked if it would be possible for our budget system to allow for an additional column on the financial tables in the budget where we could include percentage of increase or decrease. Deputy Manager LeBrun indicated that our current system would not allow for that, but that he will look into it for the new ERP system.

Information Technology: Expenses, budget to budget, are down \$23,000 or 2.5%, due to staffing changes and reductions in wage and benefit costs.

Councilor Nyhan asked IT Director Eddie Drouse if the Department is still doing security penetration testing. Director Drouse indicated that the City spends thousands of dollars to protect its systems.

Councilor Champlin asked if the Department provides security training to the employees, i.e., instructing employees not to open e-mails or attachments from unknown sources, etc. Director Drouse responded that his Department communicates regularly with the employees about these matters.

City Council: Expenses, budget to budget, are down \$2,000 or 4.7%, due to there being no Presidential Election/Primary in FY 2018. Manager Aspell pointed out that, new this year, all of the City's Boards and Commissions (55 in all) are listed in the City Council section of the budget.

City Clerk: Revenue, budget to budget, is up \$1,500 or 1.9%. Expenses, budget to budget, are down \$34,000 or 7.7%, mainly due to wage and benefit cost reductions.

General Overhead: FY 2017 revenue, budget to estimate, is down \$80,000, due to there being no revenue from insurance distributions and credits (i.e., premium holiday from Primex) in FY 2017. There is no revenue expected from this source in FY 2018 either. Budget to budget, revenue is up \$426,000 or 9.8%, mainly due to the use of \$400,000 from the Self Insurance Trust.

FY 2017 expenses, budget to estimate, are down \$571,000, due to there being no anticipated transfers from Contingency or Comp Adjustment. Budget to budget, expenses are up \$257,000 or 2.3%.

Manager Aspell noted that the transfer out to trust is down \$726,000, mainly due to the \$899,000 reduction in Transfer out to Trust that was part of the supplemental appropriation from FY 2016 surplus included in the FY 2017 budget; an increase of \$810,000 in debt service; and an increase of \$199,000 in retiree health insurance costs.

Budget to budget, FY 2018 funding for Intown Concord is level; funding for Concord TV is up \$4,300 based on the signed agreement percentage; Comp Adjustment is up \$11,000; and City Council Contingency is level funded at \$20,000.

All social service agencies are level funded, except the Homeless Shelter. Funding for the Homeless Shelter at St. Peter's Church is not included in this budget.

The Mayor opened up a public hearing on the General Government portion of the budget.

Intown Concord representatives Nathan Warecki, President, and Michelle Johnson, Executive Director, approached the committee and thanked the City Council for its continued support and funding of their organization. They continue to try to bring more events to our newly improved downtown.

As there was no further testimony, the public hearing was closed.

At this time, Rule 6A was invoked for the following Council members:

- Councilor Herschlag for the vote regarding the Penacook Community Center;
- Councilor Kretovic for the vote regarding the Crisis Center of Central NH;
- Councilor Todd for the vote regarding the Penacook Community Center; and
- Mayor Bouley for the vote regarding the Crisis Center of Central NH.

A motion was made and seconded to tentatively approve the General Government portion of the budget as proposed. The motion passed with a unanimous voice vote.

PUBLIC SAFETY: FY 2017 revenue, budget to estimate, is down \$153,000, mainly due to fewer police special duty details in FY 2017. Budget to budget, Public Safety revenue is down \$71,000 or 2.2%. FY 2017 expenses, budget to estimate, are down \$173,000. Budget to budget, expenses are up \$693,000 or 2.7%.

Police Department: Budget to budget, revenue is down \$89,000 or 12.7% as a result of a decrease in special duty services. Expenses, budget to budget, are up \$394,000 or 3.3%, mainly due to wage and benefit increases.

Also included in the FY 2018 Police Department budget are:

- A reduction of \$90,000 by managing existing vacancies;
- \$500 to purchase ATV equipment;
- \$1,500 for maintenance of the bike unit equipment;
- \$2,500 for biohazard cleaning;
- \$4,000 for the lease of the Plausawa Hill Tower;
- \$420,000 for Police communications equipment (this is the second phase of this project);
- \$20,000 for Police Station improvements;
- \$20,000 for patrol rifle replacements (this is Phase 1 of 2 and replaces 13 rifles);
- \$180,000 for annual vehicle and equipment replacement; and
- \$45,000 for Taser replacements (this is Phase 1 of 2 and replaces 24 Tasers).

There was considerable discussion about the Department's current shortage of police officers. Chief Osgood indicated that there are currently 7 vacancies. Of those vacancies, four are out on injury and one is on military leave. He noted that we have 4-5 prospective candidates that are currently at the Police Academy, but if they come to Concord, it takes 39 weeks before they are effective. He also noted that we recruit heavily out of Norwich, VT, and from some schools in Massachusetts.

Councilor Keach asked if the City offers incentives to attract applicants. Chief Osgood indicated that we do not offer incentives, although we have discussed it. He noted that we communicate with other law enforcement agencies and discuss how they manage vacancies and the shallow talent pool. Chief Osgood noted that we are in competition with other municipalities that may offer more than we do, and that many new Police Officers are choosing to work in the southern part of the state. He said that Concord is competitive with other municipalities in compensation.

Councilor Herschlag asked if the Police Department is still able to run its POP unit, given the shortage of staff. Chief Osgood indicated that the POP Unit has been very effective and that officers from different units are often reassigned to patrol. The Department has to manage its resources wisely.

Discussion ensued about the possibility of hiring civilians to handle minor things like traffic control, issuing subpoenas, delivering evidence to the lab, etc. Chief Osgood noted that there is an unfunded PCR for a Community Service Aid that could handle things like this; but the position could not necessarily handle things like graffiti and other nuisances. He also commented that community members should be alert and not hesitate to call the Police if they see something that looks suspicious.

Fire Department: Revenue, budget to budget, is up \$18,000 or .7%.

While we have projected a fee increase in ALS charges, we did not increase the budget this year and will see what the impact is and if the fee increase causes any change in behavior. Approximately 90% of calls are ALS1 calls and require a lower level of ambulatory care. About 10% of calls are ALS2 calls, which are the higher level of critical care calls – cardiac arrest type calls which require more medication and intervention. We continue to be as aggressive as possible in our collection efforts. Our receivable balance is relatively consistent at \$600,000 +/- . About 85% of bills are paid from insurance or Medicaid/Medicare; and about 15% are self-pay. After write offs for what Medicare/Medicaid will pay, and other write offs for uncollectable accounts, our collection rate is about 68% and in line with other community averages.

Expenses, budget to budget, are up \$299,000 or 2.2%, mainly due to wage and benefit increases.

Also included in the FY 2018 Fire Department budget are:

- \$1,000 for emergency operations center equipment;
- \$570,000 for replacement of ambulances #4 and #5, and for two staff vehicles;
- \$15,000 for Opticom replacement;
- \$100,000 for Fire Station improvements (roof at Central Station);
- \$30,000 for communication equipment;
- \$599,000 for Fire Training Facility;
- \$40,000 for Fire Alarm infrastructure replacement;
- \$20,000 for firefighting protective clothing replacement; and
- \$20,000 for fire hose replacement.

There is no change in services proposed.

Councilor Coen expressed concern with the fact that every ambulance call is accompanied by a Fire Engine. He feels that this is putting a lot of wear and tear on these very expensive engines and he asked if the City bills for the Engines to go out on the calls. Chief Dan Andrus responded that charges are based on Medicare rates and we bill for the level of ALS provided. We do not charge more for the Fire Engine to accompany the ambulance. Chief Andrus indicated that this is the typical mode of response throughout the country.

There was discussion about other alternatives besides Fire Engines to accompany ambulance calls. Manager Aspell indicated that a chase vehicle could be purchased, but in addition to the cost for the vehicle, it would require staffing to drive it, and would require the staff to get the chase vehicle back to the station if they are needed on a Fire call. This would result in additional response times.

Councilor Champlin expressed concern with the City not having enough ambulances, especially due to our aging population and the opioid crisis increasing the number of ambulance calls. He suggested it might be time to start thinking about adding another ambulance. Manager Aspell responded that a new ambulance costs \$245,000, and to add one would affect the property tax rate. Manager Aspell agreed, however, that this is something we will need to consider soon.

Councilor Kretovic expressed her astonishment that the fringe benefits for Police and Fire totaled almost \$1 million, all of which is paid for by the taxpayers. Manager Aspell indicated that this is driven by downshifting of retirement costs from the State. Councilor Herschlag asked how the City budget would be impacted if the State were still paying 35% of the retirement costs. Deputy Manager LeBrun indicated that it would reduce our budget this year by \$1 million.

There was brief discussion about response times and ambulance wait times for processing at the ER when it is extremely busy. Chief Andrus indicated that the average ambulance wait time at the ER is 15 minutes.

Councilor Herschlag asked how the Fire Department handles people who come to a Fire Station in crisis that are not candidates for transport to the ER, and when there are no other facilities with beds available. Chief Andrus responded that Concord is not running a Safe Station Program. Councilor Herschlag said he hoped the City is working to address appropriate procedures for individuals in these circumstances.

As there was no further discussion, the Mayor opened a public hearing on the Police and Fire Department budgets.

As there was no public testimony, the public hearing was closed.

A motion was made and seconded to tentatively approve the Police and Fire Department budgets as proposed. The motion passed with a unanimous voice vote.

LEISURE SERVICES: FY 2017 revenue, budget to estimate, is down \$21,000. Budget to budget, revenue is down \$46,000, mainly due to realigned revenues in the Parks & Recreation Department.

FY 2017 expenses, budget to estimate, are down \$77,000, mainly due to vacancies and personnel changes in both the Library and Parks & Recreation.

Parks & Recreation: Budget to budget, revenue is down \$44,000 or 5.9%, mainly due to lower than expected revenues from programs and camps.

Budget to budget, FY 2018 expenditures are up only \$8,600 or .3%. While there are commensurate increases in wages and benefits, the small increase is a direct correlation to the reduced revenues from programs and camps, and reduced operating costs for the Dame School facility that is scheduled to be renovated.

As noted previously, the new community center is expected to open on June 1, 2018. This budget does not contain any funding for this opening. There is proposed funding of \$77,000 in a Program Change Request (PCR) that would support the anticipated FY 2018 expenditures for the June 1st opening date. This request will be presented to City Council at a later date in the fiscal year.

Other programs that are supported by this budget are:

- \$25,000 to seal cracks and resurface three basketball and tennis courts at Keach Park;
- \$160,000 to stump; plant new trees; and replace picnic tables, walkways and re-grass the area;
- \$535,000 to replace the pool at Keach Park;
- \$250,000 to replace 5 tennis courts at Memorial Field;
- \$200,000 to replace the Monkey Around Playground (1/2 City and 1/2 donations);
- \$18,000 for Cemetery preservation team supplies;
- \$35,000 for Parks and Cemetery small turf equipment;
- \$50,000 for paving select roads at Blossom Hill Cemetery (Phase 1 of 6);
- \$1,280 for additional Port-a-Potties;
- \$3,500 for Loudon Road Island Maintenance;
- \$2,000 for Memorial Field Sound System;
- \$2,500 for Monkey Around Playground repairs;
- \$500 for Pickleball supplies; and
- \$3,400 for a Cemetery loader bucket attachment.

Councilor Herschlag mentioned that the last time improvements were made to the tennis courts at Memorial Field, it was not a complete refurbishment and the improvements did not hold up. Councilor Herschlag requested that the Parks & Recreation Department ensure the work to be done will be a complete rehab of the courts that will have a long life.

Councilor Kretovic suggested the Department consider using Boy and Girl Scouts to take on projects like the improvements to the White Park Trolley Stop and the Minot Enclosure. Recreation Director David Gill indicated that both of these projects will require a level of expertise that scouts won't be able to provide. However, the Loudon Road Island Project, which will be done after Loudon Road is paved, would be a good scout project or an Adopt-a-Spot location.

The Mayor opened a public hearing on the Parks & Recreation budget.

Change for Concord, a diverse group of young adults working to improve the quality of life in Concord, approached the committee and presented a petition requesting improvements to Keach Park. Specifically, they requested lights for at least one of the soccer fields, as well as other minor improvements like adding another port-a-potty, more frequent cleaning of port-a-potties, additional garbage cans, and resurfacing of the basketball and tennis courts.

Manager Aspell indicated that, other than the lights, all of these other requests have been included in the budget, or can be accomplished without adding to the budget. The Parks & Recreation Department will find out what it would cost to add lights and will get that information to City Council.

Mayor Bouley asked if they had reached out to the Keach Park abutters to make sure they are in support of the lights. The group responded that the neighbors had signed the petition. The committee commended the *Change for Concord* group on their efforts and advised them to be persistent in their work. Councilor Todd asked how often they meet and if they are looking for new members. They are always looking for new members and are working on developing fliers to distribute throughout the community. They also have a Facebook page. They meet every Friday night at 6:30 PM at 4 Park Street.

As there was no further testimony, the public hearing was closed.

A motion was made and seconded to tentatively approve the Parks & Recreation budget as proposed. The motion passed with a unanimous voice vote.

Library: Both revenue and expenses, budget to budget, are flat.

The new Dame School Community Center is expected to open on June 1, 2018. As there is a Library component to the new facility, there is proposed funding of \$22,000 in a Program Change Request (PCR) that would support the anticipated FY 2018 expenditures for the June 1st opening date. Of this \$22,000, half is for operational costs and half is for start-up costs. The FY 2018 budget does not contain any funding for this opening.

Funds are provided for the following:

- \$4,000 to increase Circulation Supervisor hours from 37.5 to 40;
- \$50,000 to replace the chairlift in the main Library and for sealing and caulking the parapet roof joints.

The Mayor opened a public hearing on the Library budget. As there was no public testimony, the public hearing was closed.

A motion was made and seconded to tentatively approve the Library budget as proposed. The motion passed with a unanimous voice vote.

GENERAL SERVICES: FY 2017 revenue, budget to estimate, is flat. FY 2018 revenue is up \$121,000 or 16%, mainly due to transfers in from the Water and Wastewater funds.

FY 2017 expenses, budget to estimate, are down \$108,000, mainly due to savings in compensation and benefits due to vacancies and attrition. Budget to budget, FY 2018 expenses are up \$196,000 or 2.2%, mainly due to compensation and benefit changes and an increase in the transfer to the Solid Waste fund of \$64,000.

Other recommended items to be funded include:

- \$10,000 for contract pressure washing of Main Street;
- \$20,000 for new Auditorium doors;
- \$4,500 for a new City Hall Complex water supply element;
- \$6,000 to replace pool enclosure gates;
- \$10,000 for emergency vehicle repairs;
- \$1,675,000 Capital for the Annual Highway Improvement Program;

- \$550,000 Capital for roof repairs and replacement, drain repairs in the COMF vehicle storage building, and LED lighting improvements; and
- \$752,000 Capital for the Annual Vehicle Replacement Program.

The FY 2018 budget for downtown services is up \$11,000, mainly due to the addition of the contract pressure washing.

FY 2017 was a more difficult winter overall, and the estimate shown in the budget for winter operations projects a savings of \$74,000. However, the budget was prepared prior to all the winter storms. The actual results to date are an over expenditure of \$105,000, which includes filling the salt barn for the beginning of next winter. Budget to budget, FY 2018 expenses for winter operations are up \$41,000 or 3%, due to wage increases, salt/sand supply increases, and increasing the number of trucks for downtown snow removal from 10 to 12.

Councilor Coen asked how soon the map of the FY 2018 paving program would be published on the web. Manager Aspell responded that as soon as the budget is adopted, the General Services Department will put the map out there. In the meantime, people can go to the Capital Improvement Program section of the proposed budget, to CIP #78 (page 300), and they will be able to see all the streets that are scheduled to be paved in 2018.

The Mayor requested that General Services come up with some new goals next year, as this year's goals are the same as the year before.

The Mayor opened a public hearing on the General Services budget. As there was no testimony, the public hearing was closed.

A motion was made and seconded to tentatively approve the General Services budget as proposed. The motion passed with a unanimous voice vote.

COMMUNITY DEVELOPMENT: FY 2017 revenue, budget to actual, is down \$18,000. While some revenues were up for 2017, building permits are projected to be off by \$100,000 for the fiscal year. Budget to budget, FY 2018 revenue is flat.

FY 2017 expenditures, budget to estimate, are down \$121,000, due to compensation and benefit savings from vacancies. Budget to budget, FY 2018 expenses are up \$127,000 or 4%, mainly due to compensation and benefit changes.

Other recommended items to be funded include:

- \$100,000 for Zoning Update/Form Based Codes;
- \$50,000 for development of an Economic Development Marketing Strategy;
- \$4,000 for Forestry Consultant Management;
- \$5,000 for a Trail intern; and
- \$2,000 for Wayfinding/Trailhead Signs.

The Mayor expressed his concern with the high number of PT employees in the Code Administration office who could retire at any time. He is concerned with how we will handle the loss of so much institutional knowledge when these employees leave. Deputy City Manager Baia responded that Code has the highest average tenure in the City. Employees have been asked to give

adequate notice if they plan to leave, so that cross-training can occur and replacements sought. In the meantime, processes are being shared within the Division.

Mayor Bouley also asked if Code was prepared to deal with the demise of Concord Steam at the end of May, especially if anyone in the City is without hot water as a result. Deputy Manager Baia responded that Liberty Utilities has identified 10 buildings that have not converted to another form of energy. However, the information is confidential and Liberty is not able to share who owns those buildings or where they are. Deputy Manager Baia said that if there are any residents who don't have hot water, and the City is notified, Code will step in and take the necessary steps.

The Mayor noted that up until last year's budget, the Community Development Department had 54 goals and 6 pages of budget narrative. The goals have been culled down to just a few. The Mayor suggested that Community Development participate more in community public relations and share all the things they do that impacts the community.

As there was no further discussion, the Mayor opened a public hearing on the Community Development budget. As there was no testimony, the public hearing was closed.

A motion was made and seconded, and the Community Development budget was tentatively approved on a voice vote.

Mayor Bouley noted that the next Finance Committee would be held on Monday, May 22nd, at 7:00 PM, at which time Special Revenue Funds and Enterprise Funds will be discussed. Prior to the meeting, at 5:30 PM, the City Council will meet in non-public session to discuss the City Manager's annual performance review.

With no other discussion, a motion was made and seconded to adjourn the meeting. The motion passed with a unanimous voice vote and the meeting was adjourned at 10:05 PM.

Respectfully submitted,
Sue Stevens, Executive Assistant