

**CITY COUNCIL MINUTES**  
**Budget Workshop**  
**Monday, August 1, 2016**

**CALL TO ORDER**

On Monday, August 1, 2016, Council President Dowless called the Edgewood City Council workshop to order at 9:00 a.m., and dispensed with the formalities.

City Clerk Meeks announced a quorum with the following attendance:

**Attendees**

Ray Bagshaw, Mayor  
John Dowless, Council President  
Pam Henley, Council Member  
Lee Chotas, Council Member  
Neil Powell, DDS, Council Member  
Susan Fortini, Council Member

**Staff**

Bea L. Meeks, City Clerk  
Chris Francisco, Police Chief  
Shannon Patterson, Police Clerk/Accreditation Manager  
Sgt. Vince Jackson

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Council President Dowless referred to Mayor Bagshaw. Mayor Bagshaw noted that he reduced the funds for road repair from \$275,000 to \$75,000, which was not reflected in the budget variance that McDermitt-Davis prepared. *9:03 a.m. City Clerk Meeks announced for the record that Council Member Chotas is in attendance*

Council Member Henley said that she wants to work off of 'McDermitt-Davis' budget variance. Council Member Henley said that for the next budget workshop, she would like to have the following included in the budget:

1. FY 14/15 actuals
2. FY 15/16 and 16/17 variance

Mayor Bagshaw confirmed that the state revenues can change. City Clerk Meeks confirmed that she continues to check through the final budget approval. In response to Council Member Chotas, Chief Francisco explained "Off Duty Equipment" revenues and expenditures. A brief discussion was held regarding who provided the workers' compensation coverage for off duty work, and the effect that off

duty work might have on the City's workers' comp audit. City Clerk Meeks said she would get this information for Council.

Mayor Bagshaw explained the farmer's market/special event revenues/expenses. Council Member Fortini said that she feels the City needs a marketing/PR person for these events. Mayor Bagshaw said it would help if there was a committee put together for the special events/farmer's market.

In response to Council President Dowless, Mayor Bagshaw and Chief Francisco explained the proposed expenditures for IT particularly, as it relates to State/Federal requirements.

In response to Council member Henley, Chief Francisco explained the alarm expenditure, which includes the expense to upgrade the security cameras. Council Member Henley requested that the expense for the security cameras be moved to Capital Outlay.

Mayor Bagshaw explained the proposed personnel staffing/position changes. He confirmed for Council Member Fortini that the part-time position in City Hall would be eliminated if the proposed changes are approved. It was also confirmed that a job description would be written and posted.

Council Member Henley requested that utilities for City Hall and the Police Department remain separate in the budget.

In response to Council Member Fortini, Chief Francisco said that in his budget discussion with Council member Henley, the fuel expenditure was reduced at her request and if needed, a budget amendment will be done.

Chief Francisco confirmed for Council Member Fortini that he and the Mayor have discussed placing a red light camera at Gatlin when the straight-through light is removed.

In response to Council President Dowless, Mayor Bagshaw said that in their last discussion, Council thought 60% to 62% was a good reserve amount. He said that he did not want to go below 50%. Mayor Bagshaw said there is 2.1 million dollars in the City's money market.

Mayor Bagshaw confirmed for Council Member Fortini that there are no funds in the budget for a City Manager/City Administrator, or for the Mayor to be paid.

Council Member Henley asked to reduce insurance from 20% to 10%. City Clerk Meeks said she anticipated the FMIT renewal rates will be made available before the next workshop and the budget will reflect the renewal rates.

In response to Council Member Henley, Chief Francisco said renovations to his building will be interior/exterior painting, flooring and rewiring in the computer server room.

Council President Dowless requested that "Janitorial" be reduced from \$15,000 to \$13,000.

Council President Dowless said that he would like to revisit the market analysis.

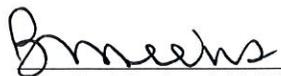
Council Member Chotas complimented Mayor Bagshaw, Chief Francisco and City Clerk Meeks for the transparent budget and for a smooth process. Mayor Bagshaw said it helped that Council Member Henley was involved early in the process and working with McDermitt~Davis.

**ADJOURNMENT**

Having no further business or discussion, Council Member Chotas motioned to adjourn the meeting at 10:25 a.m.; seconded by Council Member Fortini.

**ATTEST:**

  
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John Dowless  
Council President

  
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Bea L. Meeks, MMC, CPM, CBTO  
City Clerk

**Approved by Council on August 16, 2016**

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<sup>1</sup> McDermit~Davis budget variance was provided to City Clerk on 8/1/16 prior to start of Council Budget Workshop. Copies were placed at Council Members' dais seat.