



**Study Session**  
**Monday, October 9, 2017**  
**7:00 p.m.**

**CALL TO ORDER**

Mayor Perry called the Study Session to order at 7:11 p.m., after allowing for reading time of packet materials. The flag salute was conducted after Roll Call.

**ROLL CALL**

Present: Mayor Pro Tem Whalen, Councilmembers Johnson, Hutson, Tompkins, Ott, Morton, and Boyle

**STAFF PRESENT**

Police Chief Hernandez, City Attorney Cameron, Public Works Director Peretti, Finance Director Garrison, City Engineer Howlett, Public Works Operations Superintendent Barnhart, and City Clerk Bolam

**STUDY ITEMS**

A. Safe Injection Sites

City Attorney Cameron explained the background for this item to be studied and the items included in the packet. Discussion included:

- the philosophy behind the idea of allowing for these facilities
- the reported impacts on other cities, and the potential impact on Milton
- the possibility of a future annexation that includes such a facility
- that such a facility now would violate the city's nuisance code

Consensus of Council is to take action to decline to allow Safe Injection Facilities in Milton.

B. Budget Format

Mayor Perry asked Council to explain what they are looking for in formatting of the city's budget. Comments included:

- Provide similar detail to the 2012-2014 budget formats, especially 2012-2013
- Reference to the AWC budget checklist
- Budget Principles and other details and explanations per fund
- Clearly delineated interfund transfer details

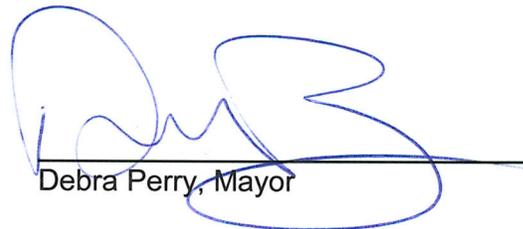
- Details of each fund, including the details behind each line item, such as what specific travel expenses make up the full "Travel" line item amount
- Operating rentals delineated from interfund rentals
- Staffing list for each fund
- Some of the budget-season worksheet handouts included in the final budget document
- Include "Citizens" on the Organizational Chart
- Staff allocations
- Specifically, additional detail for the enterprise funds
- Maintain simplicity of recent budget documents (2016-2017)
- The requested detail is a manual creation using Excel (under both Springbrook and BIAS)
- When there are dollars allocated to a specific purchase which aren't spent on that item, show where those funds get moved to
- Charts showing departmental breakdown of FTEs
- Allocations of salaries and benefits
- Seek to strike a balance between extreme details and respect of staff time
- Holding budget retreats to examine the details, even if they are rolled up into the final document

Mayor Perry explained that these requests are reasonable this year, more so than they would have been the past couple of years, due to workload that staff went through in recent years, including the finance software change-over, the IT department workings, the utility billing audit, etc. Staff provided their background budget work process.

Director Garrison handed out an explanation of budget codes.

**ADJOURNMENT**

The meeting was adjourned at 8:55 p.m.



Debra Perry, Mayor

ATTEST:



Katie Bolam, City Clerk