



**Study Session**  
Tuesday, November 12, 2019  
7:00 p.m.

**CALL TO ORDER**

Mayor Styron Sherrell called the meeting to order at 7:01 p.m. and led the flag salute.

**ROLL CALL**

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

Absent: None

**STAFF PRESENT**

Finance Director Dunford, Public Works Director Afzali, Sergeant Nils Luckman and City Clerk Trisha Summers.

**REGULAR AGENDA**

**A. 3<sup>rd</sup> Quarter 2019 Budget Update**

Explanation of this item was covered by Finance Director Tara Dunford. Director Dunford went through the 2019 Budget Position report fund by fund explaining and areas where expected revenue or expenses was more or less than normal. All in all, the position of the city is right on target as expected for the third quarter of 2019.

Councilmembers were pleased with the results of the report and asked a few clarifying questions.

**B. Budget Amendment**

This item was presented by Finance Director Dunford. Director Dunford explained the need for 2019 Budget Amendment #3. Amendment details are as follows:

**General Fund**

- Increase general fund revenue by \$340,000 which includes \$165,000 from planning review fees, \$100,000 from sales tax and \$75,000 from building permits.
- Increase professional services – building by \$65,000.

- Increase professional services – planning by \$115,000.
- Increase intergovernmental services – court contract by \$70,000.
- Increase transfers out to street fund by \$90,000.

#### Street Fund

- Increase transfers in by \$90,000.
- Increase expenditures by \$90,000 (salaries \$30,000, benefits \$10,000, repairs & maintenance \$50,000).

Council asked questions regarding the court contract.

#### **C. 2020 Preliminary Budget**

Finance Director Dunford updated council on the changes that had been made to the 2020 budget since council had seen it last, on October 14<sup>th</sup>. There were changes made to playground equipment expense, removal of a cable project, addition of a five-year government asset replacement plan and an addition of a Planning Manager position. There were also various minor formatting corrections throughout.

Public Works Director Afzali passed out examples of wayfinding signage that other local cities have done to give Council a flavor of what can be done.

Council asked questions regarding park maintenance and repair and asked for more detail about the Planning Manager position.

The budget will come back to council on November 18<sup>th</sup> for first read of the Ordinance for its passage to be anticipated on December 2<sup>nd</sup>.

#### **D. Fitness Instructor Contract**

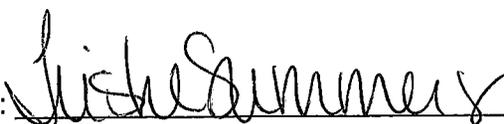
Mayor Styron Sherrell handed out a copy of the contract for adult fitness instruction to be held in the Milton Activities Center. Mayor explained how the program would work and why the city is handling it with a contract instead of the instructor paying the city.

Council will need to approve the contract and add the \$5.00 fee for each class to the Fee Schedule.

#### **ADJOURNMENT**

The meeting was adjourned at 7:58 p.m.

  
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Shanna Styron Sherrell, Mayor

ATTEST:   
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City Clerk