

JOURNAL OF COMMISSION WORK SESSION
January 21, 2014

City Commission Work Session
Civic Center, Gibson Room 212

Mayor Winters presiding

CALL TO ORDER: 5:30 p.m.

ROLL CALL: City Commissioners present: Michael J. Winters, Bill Bronson, Fred Burow, Bob Jones, and Bob Kelly.

STAFF PRESENT: City Manager; Deputy City Manager; City Attorney; Directors of Fiscal Services, Library, Planning and Community Development, and Public Works; Deputy Director of Parks and Recreation; Fire Chief; Police Chief; and the Deputy City Clerk.

1. QUARTERLY BUDGET UPDATE

Director of Fiscal Services Melissa Kinzler reviewed a handout of the 2nd Quarter Review Fiscal Year 2014 budget, and a handout of pages one to eight of the General Fund. She noted that current tax collections are 44% of the budget, down from the more normal 56% due to timing, and she expects to receive a larger payment from the County in January.

Director Kinzler reported the current revenue totals are \$1,322,201.41 less than the current total expense totals because revenue is down, tax collections are behind last year, and there were some one-time expenses.

Director Kinzler reported that one month of expenses in the General Fund is \$2,202,816. When money is not available in the budget, expenses are paid out of Pooled Cash or notes and paid back when revenues are received. The goal is to return unreserved fund balances to 17%.

Directors of Public Works Jim Rearden and Planning and Community Development Craig Raymond discussed projections for their respective fund balances.

City Manager Greg Doyon noted Director Raymond also continues to function as Building Official, and there will be a budget challenge to fill that position.

Director Kinzler noted the Code Enforcement Technician salary allocation will also be a budget issue.

Director Raymond discussed projected building activity. There have been no recent large building projects, but he believes that may change in the near future.

Manager Doyon noted the Commission will be asked to consider an appropriate amount to provide in General Fund support going into budget discussions.

2. CONTINUED FEE DISCUSSIONS – POOLS AND EVENTS

Deputy Director of Parks and Recreation Patty Rearden provided and discussed a handout of proposed Resolution 10050 to raise pool fees that would provide an estimated \$85,000 in increased revenue.

The consensus of the Commission was to support adding Resolution 10050 to the February 4, 2014, Commission agenda.

Deputy Director Rearden also provided Events handouts for the Mansfield Center for the Performing Arts. She introduced Advisory Board members Kelly Manzer and Mary Sheehy Moe.

Deputy Director Rearden discussed FY13 season stats and the process used to determine the proposed fees that would provide an estimated \$70,000 in increased revenue.

Deputy Director Rearden reported the General Fund Events subsidy for many years was \$214,000, but that amount was reduced to \$114,000 in the current fiscal year.

Advisory Board member Moe questioned the importance of events and the arts as an anchor to the Civic Center, and the Civic Center to the downtown and as a community center, and what reasonable investment should be made.

Deputy Director Rearden provided and discussed a handout on Tax Revenue Support Comparison Based on FY'14 Budget for several public theaters and arenas in the state.

Commissioner Kelly discussed handling fees and service charges on tickets sold as an opportunity to charge users of the product and provide additional revenue.

The consensus of the Commission was to support adding the proposed fees as soon as possible to the City Commission agenda.

ADJOURN

There being no further discussion, Mayor Winters adjourned the informal work session of January 21, 2014, at 6:26 p.m.