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## City Council Meeting/Executive Session Agenda

December 02, 2019

6:30 p.m. Public Meeting

Phoenix Plaza Civic Center 220 N. Main St.

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A complete agenda packet is available on the city's website and at City Hall beginning Friday evening before a meeting. To comment on an agenda item, please write your name on the sign-in sheet and include the item number. *If you need special accommodations, please give city hall 48-hour prior notice.*

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### 1. Call to Order / Roll Call / Confirmation of a Quorum

Except as provided in Section 33 of the City Charter, a minimum of four Council Members are needed for a quorum and to conduct city business. If the Mayor is needed to establish a quorum, then he/she may become a voting member for that meeting (*Phoenix Municipal Code, Chap. 2.28.020.A.4*).

### 2. Pledge of Allegiance

### 3. Presentations

- a. Armadillo Technical Institute

### 4. Public Comments

This item is for persons wanting to present information or raise an issue, not on the agenda. Each person shall be limited to three minutes and may not allocate their time to others unless authorized by the Presiding Officer. To comment, please write your name on the sign-in sheet. When your name is called, step forward to the podium and state your name and address for the record. (In accordance with state law, a recording of the meeting will be available at city hall, but only your name will be included in the meeting minutes.) While the Council or staff may briefly respond to your statement or question, **the law does not permit action on, or extended discussion of, any item not on the agenda** except under special circumstances.

### 5. Consent Agenda

Items on the Consent Agenda are considered routine and will be adopted by one motion. **There will be no separate discussion of these items unless it is requested by a member of the Council or staff.** If so requested, that item will be pulled from the Consent Agenda and considered separately immediately following approval of the remaining items.

- a. Reports for Information & Possible Action:
- a. Minutes to Approve and File:
  - 1. Minutes from City Council Meeting November 18, 2019 .....4

**6. Consent Agenda Items Pulled for Discussion**

**7. Unfinished Business**

**8. New Business**

- a. Discussion – Brainstorming how to reduce expenses.....8

**9. Ordinance: Reading/Adoption**

**10. Staff Reports**

- a. City Attorney
- b. City Manager

**11. Mayor and Council Comments / Reports**

Any Councilor may make an announcement or raise any item of business that is not on the agenda. While other Councilors or city staff may briefly respond or comment, the law does not permit action on, or extended discussion of, any item not on the agenda except under special circumstances. If extended deliberation or potential action on a matter is desired, Council may direct staff to place the item on a future meeting agenda.

**12. Continuation**

5 Minute Recess

**City Council Executive Session  
Agenda**

**December 02, 2019**

Immediately following the City Council Meeting  
Phoenix Plaza Civic Center 220 N. Main St.

**13. Call to Order / Roll Call / Confirmation of a Quorum**

Except as provided in Section 33 of the City Charter, a minimum of four Council Members are needed for a quorum and to conduct city business. If the Mayor is needed to establish a quorum, then he/she may become a voting member for that meeting (*Phoenix Municipal Code, Chap. 2.28.020.A.4*).

**14. Recess Open meeting**

**15. Convene to Executive Session**

a. ORS 192.660 (2)(d), To conduct deliberations with persons designated by the governing body to carry on labor negotiations

**16. Reconvene Open meeting**

To discuss Executive Session

**17. Adjournment**

**City Council Regular Meeting  
220 N. Main St  
Phoenix Plaza Civic Center  
Monday, November 18, 2019**

**1. CALL TO ORDER**

Mayor Luz called the regular meeting of the City Council to order on Monday, November 18, 2019, at 6:30 p.m. at the Phoenix Plaza Civic Center.

**ROLL CALL**

**PRESENT:** Chris Luz, Angie Vermillion, Robert Crawford, Terry Baker, Stuart Warren, Jim Snyder, and Sarah Westover

**STAFF PRESENT:** Aaron Prunty, City Manager  
Bonnie Pickett, City Recorder  
Douglas McGeary, City Attorney  
Matias Mendez, Public Works Superintendent  
Derek Bowker, Police Chief  
JC Boothe, Finance/HR Director

**2. PLEDGE OF ALLEGIANCE**

**3. PRESENTATIONS**

J.C. Boothe, Finance Director gave an update on the General, Street and Water funds. She reviewed the new layout for City's revenues for the General Fund.

Motion: To Agendize a Brainstorming Session to Lower Expenses Before Considering Raising Fees. **MOVED BY BAKER, SECONDED BY VERMILLION.** No further discussion.

**ROLL CALL VOTE AS FOLLOWS:**

**Ayes: Snyder, Baker, Vermillion, Crawford, Westover, Warren**  
**MOTION APPROVED WITH SIX AYES**

Mayor Luz noted that most other small cities don't live stream their meetings. He stated that the City of Phoenix by doing the live streaming ensures the information is available to the public making the City more transparent than other cities. Mayor Luz noted that the proposed Jail Bond will cover the cost of operations for the jail.

Councilor Westover noted that she has received information stating that over the life of the twenty-three-year bond the cost to the taxpayers is closer to one billion dollars rather than the one hundred and seventy million that was presented.

#### **4. PUBLIC COMMENTS**

Sandy Wine, Phoenix, stated that there has been an issue with homeless camping in the Community Garden. She noted per the advice of code enforcement and with approval from public works, no trespassing signs were installed. She requested that the Council direct Public Works to work with Pacific Power to establish power in the garden for lighting and the use of electric tools.

Darla Land, Talent, stated how the City of Talent made changes to make things more transparent. She noted all staff heads are required to be present at the Council meetings and they have decided to outsource Human Resources to Rogue Valley Council of Governments (RVCOG). She thanked the City of Phoenix for allowing the Farmer's Market to happen at the Phoenix Plaza Civic Center on Tuesday from 10:00 am to 2:00 pm starting December 3, 2019, through February 25, 2020.

Carolyna Marshall, Phoenix, stated that the 1<sup>st</sup> Presbyterian Church and the City of Phoenix are collaborating on the Annual Christmas Tree lighting. This year the event will be held at the Phoenix Plaza Civic Center. She noted the Community Dinners in December will be held on the 12<sup>th</sup> and the 23<sup>rd</sup>. Ms. Marshall noted that there will be no Thanksgiving Dinner this year.

Mike Stitt, Phoenix, thanked the Council for all that they do.

#### **5. CONSENT AGENDA**

##### **a. Reports for Information & Possible Action:**

1. None

##### **b. Minutes to Approve and File:**

1. Minutes from City Council Meeting, October 7, 2019
2. Minutes from City Council Meeting, November 4, 2019

**Motion: To Approve the Consent Agenda. MOVED BY SYNDER, SECONDED BY WARREN.** No further discussion.

#### **MOTION APPROVED BY UNANIMOUS VOTE**

#### **8. NEW BUSINESS**

##### **a. Discussion – Future Meetings through 2019**

Aaron Prunty, City Manager, stated that December 9, 2019, the Planning Commission and the City Council will meet to discuss the comprehensive plan. He noted December 16, 2019, Council meeting will include a meeting of the PHURA.

The Council agreed to add a brainstorming session on the December 2, 2019, council meeting regarding the reduction of expenses.

##### **b. Council/Staff Roles – Doug McGeary**

Mr. McGeary discussed with the Council the routes information should be obtained. He noted there has been some confusion in the roles of councilors and staff. Mr. McGeary stated when an individual member of the Council contacts outside contracted entities, the impression given is that they are representing the Council as a whole. The appropriate steps would be to contact the City Manager or to seek approval by the Council at a meeting.

**10. STAFF REPORTS:**

No reports

**11. MAYOR AND COUNCIL COMMENTS/ REPORTS:**

Councilor Baker no comment

Councilor Crawford no comment

Councilor Snyder stated when visiting the Farmers Market in Medford he has met really nice vendors. He stated that everyone should come out and make them welcome on December 3, 2019, at 10:00 am at the Phoenix Plaza Civic Center.

Councilor Warren asked about the finances of the Church St. project. He also asked for better signage for the bumps in the road at Church St. and Third St. Councilor Warren asked that all the affected residents of the Church St. project gets door hangers.

Councilor Vermillion stated she was very excited about the Winter Farmers Market. She gave props to Kimberlyn Collins for all the work she did with Talent Councilor Land to coordinate the Winter Farmers Market.

Councilor Westover stated that the Council needs to determine if they can commit Phoenix residents to the tax for the jail due to the fact that the City is limited in property taxes that can be assessed. Councilor Westover discussed that there is no budget in place for the new jail proposal. She noted that she obtained an email through a public record request, that the levy leaves a large deficit in funding for the jail that will be picked up by Jackson County.

Mayor Luz noted all the good things that are going on in Phoenix. Which includes the new "Welcome to Phoenix" monument signs that have been received, booking of the Civic Center exceeding expectations, the hiring of a new public works employee and that the Comprehensive plan changes are continuing to move forward.

**14. RECESS OPEN MEETING:**

**15. CONVENE TO EXECUTIVE SESSION**

a. ORS 192.660 (3), Labor negotiations shall be conducted in open meetings unless negotiations for both sides request that negotiations be conducted in executive session.

Labor negotiations conducted in executive session are not subject to the notification requirements of ORS 192.640 (Public notice required).

**16. RECONVENE OPEN MEETING**

Luz stated that the Executive Session was to discuss labor negotiations and direction the Council gave staff in regard to the negotiations.

**17. ADJOURNMENT**

The meeting adjourned at 9:26 p.m.

Bonnie Pickett  
City Recorder

DRAFT

**General Fund  
REVENUES & EXPENSES**

<b>Actual</b>			
	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>
Total Revenue	2,031,970	2,035,956	2,260,729
Total Expense	(1,904,460)	(2,028,546)	(2,302,285)
<b>Revenues over/(under) Exp</b>	<b>127,510</b>	<b>7,410</b>	<b>(41,556)</b>

<b>Projection</b>			
	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Total Revenue	2,081,050	2,167,051	2,208,283
Total Expense	(2,222,049)	(2,213,370)	(2,296,158)
<b>Revenues over/(under) Exp</b>	<b>(140,999)</b>	<b>(46,319)</b>	<b>(87,875)</b>

**REVENUES & EXPENSES  
GENERAL FUND**

Historical Data			DESCRIPTION	PROJECTION		
Actual				2019-20	2020-21	2021-22
2016-17	2017-18	2018-19				
			<b>REVENUES</b>			
1,021,722	1,066,828	1,096,477	PROPERTY TAX	1,104,855	1,145,775	1,176,711
61,462	256,302	152,814	OTHER TAXES	130,000	130,000	130,000
64,118	60,846	112,788	CHARGES FOR SERVICES	215,745	229,500	229,500
135,690	80,732	145,210	LICENSES & PERMITS	63,250	63,250	63,250
195,807	69,534	122,047	FINES AND FORFEITS	101,400	105,921	114,217
309,993	315,987	313,192	FRANCHISE FEE REVENUES	300,000	300,000	300,000
120,924	128,654	126,860	INTERGOVERNMENTAL REVENUE	118,300	122,000	122,000
78,736	21,546	119,863	MISCELLANEOUS REVENUES	2,500	2,605	2,605
		2,622	TRANSFERS IN			
20,791	35,527	68,856	EARNINGS ON INVESTMENTS	45,000	68,000	70,000
<b>2,031,970</b>	<b>2,035,956</b>	<b>2,260,729</b>	<b>TOTAL REVENUE</b>	<b>2,081,050</b>	<b>2,167,051</b>	<b>2,208,283</b>
			<b>EXPENSES BY DEPARTMENT</b>			
116,032	181,241	240,076	EXECUTIVE	223,781	220,479	237,664
119,936	242,696	162,481	FINANCE	175,462	183,023	189,655
1,112,097	1,158,118	1,366,245	POLICE	1,374,610	1,403,243	1,446,130
193,595	244,553	305,235	PLANNING/BUILDING	245,664	241,664	249,485
117,104	138,846	178,248	PARKS	117,532	114,961	123,225
193,211	8,092					
<b>1,851,975</b>	<b>1,973,546</b>	<b>2,252,285</b>	<b>TOTAL EXPENSE BY DEPART</b>	<b>2,137,049</b>	<b>2,163,370</b>	<b>2,246,158</b>
			<b>TRANSFERS</b>			
50,000	55,000	50,000	TRANSFER OUT TO CAPITAL PROJECT	35,000		
2,485			TRANSFER OUT TO GREENWAY MAINT	-	-	-
<b>52,485</b>	<b>55,000</b>	<b>50,000</b>	<b>TOTAL TRANSFERS</b>	<b>35,000</b>	<b>-</b>	<b>-</b>
			OPERATING CONTINGENCY	50,000	50,000	50,000
<b>1,904,460</b>	<b>2,028,546</b>	<b>2,302,285</b>	<b>TOTAL EXPENSES</b>	<b>2,222,049</b>	<b>2,213,370</b>	<b>2,296,158</b>
<b>127,510</b>	<b>7,410</b>	<b>(41,556)</b>	<b>Revenues over/(under) Exp</b>	<b>(140,999)</b>	<b>(46,319)</b>	<b>(87,875)</b>

## EXPENSE DETAIL

### EXECUTIVE DEPARTMENT

	Historical Data			DESCRIPTION	PROJECTION			
	Actual				FY 2019-20	FY 2020-21	FY 2021-22	
	2016-17	2017-18	2018-19					
				<b>PERSONAL SERVICES</b>				
1	65,588	73,291	57,736	CITY MANAGER	58,500	62,595	66,977	1
2		22,982	37,599	CITY RECORDER	35,810	36,823	39,401	2
3			23,500	TEMPORARY PERSONNEL - RARE				3
4	2,354	3,591	4,149	HOLIDAY	4,000	4,000	4,080	4
5	4,926	7,518	7,432	SOCIAL SECURITY	6,528	6,530	6,530	5
6	46	56	80	WORKERS COMP	95	95	95	6
7	1,790	3,274	3,423	UNEMPLOYMENT	1,272	1,272	1,297	7
8	6,029	13,412	20,258	MEDICAL/DENTAL INSURANCE	20,813	21,437	22,080	8
9	504	825	1,495	HRA VEBA	1,560	1,560	1,560	9
10	34	74	191	LIFE INSURANCE	195	195	195	10
11	1,199	7,260	10,883	PERS	13,958	13,958	14,870	11
12								12
13	<b>82,470</b>	<b>132,283</b>	<b>166,746</b>	<b>TOTAL PERSONAL SERVICES</b>	<b>142,731</b>	<b>148,465</b>	<b>157,085</b>	13
14				<b>MATERIALS AND SERVICES</b>				14
15	4,694	1,792	2,098	SUPPLIES	2,000	2,000	2,000	15
16	2,368	4,518	8,778	DUES/SUBSCRIPTIONS/FEES	4,500	4,500	4,500	16
17	512	1,510	-	PRINTING				17
18	5,424	15,493	586	PROFESSIONAL SERVICES	2,500	3,000	3,500	18
19	719	1,037	1,288	PUBLICATIONS/ELECTIONS	1,000	1,000	1,000	19
20	1,270	3,545	1,530	CODIFICATION	1,350	1,350	1,350	20
19	14,915	15,388	6,875	CITY ATTORNEY	12,000	12,000	12,000	19
20	659	638	654	TRAVEL/TRAINING	2,500	2,500	2,500	20
21	-	325	1,236	TRAVEL/TRAINING-LEGISLATIVE	1,500	1,500	1,500	21
22	1,200	1,200	1,100	MAYORS EXPENSES	1,200	1,200	1,200	22
23	506	1,729	3,040	INSURANCE	3,200	3,264	3,329	23
			516	CELL PHONE	1,200	600	600	
			556	NEWSLETTER	7,500	7,500	7,500	
			3,000	DONATION TO RVCOG FOOD/FRIEND	3,000	3,000	3,000	
			2,100	DONATION TO ACCESS	2,100	2,100	2,100	
24	1,295	1,783	1,685	COMPUTER HARDWARE/SOFTWARE		1,000	1,000	24
26			2,000	COMMUNITY GRANTS	5,000	5,000	5,000	26
27			34,617	CIVIC CENTER COSTS	30,500	20,500	28,500	27
			462	COMMUNITY EVENTS				
28	<b>33,562</b>	<b>48,958</b>	<b>73,330</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>81,050</b>	<b>72,014</b>	<b>80,579</b>	28
29								29
30	<b>116,032</b>	<b>181,241</b>	<b>240,076</b>	<b>TOTAL EXPENSE</b>	<b>223,781</b>	<b>220,479</b>	<b>237,664</b>	30

# EXPENSE DETAIL

## FINANCE DEPARTMENT

	Historical Data			DESCRIPTION	PROJECTION			
	Actual				FY 2019-20	FY 2020-21	FY 2021-22	
	2016-17	2017-18	2018-19					
				<b>PERSONAL SERVICES</b>				
1	35,517	35,435	43,180	FINANCE DIRECTOR	42,809	45,806	49,012	1
2	6,633	15,503	5,375	COURT CLERK				2
3	9,865	7,566	2,827	ADMINISTRATIVE ASSISTANT	7,619	8,000	8,400	3
4	15,761	-		TEMPORARY PERSONNEL				4
6	2,655	2,599	2,575	HOLIDAY	2,970	2,970	2,970	6
7	4,734	4,511	4,009	SOCIAL SECURITY	4,775	4,775	4,775	7
8	153	111	78	WORKERS COMP	100	100	100	8
9	2,281	2,616	2,262	UNEMPLOYMENT	2,370	2,370	2,370	9
10	15,248	15,986	11,052	MEDICAL/DENTAL INSURANCE	11,207	11,543	11,890	10
11	1,265	1,280	840	HRA VEBA	840	840	840	11
12	46	61	47	LIFE INSURANCE	86	86	86	12
13	3,463	5,191	5,565	PERS	7,463	7,538	8,065	13
14								14
15	<b>97,621</b>	<b>90,859</b>	<b>77,810</b>	<b>TOTAL PERSONAL SERVICES</b>	<b>80,239</b>	<b>84,027</b>	<b>88,507</b>	15
16				<b>MATERIALS AND SERVICES</b>				16
17	183	853	3,747	SUPPLIES	6,700	6,700	6,700	17
2	2,766	2,560	1,171	POSTAGE	3,000	3,000	3,000	2
18	400	420	1,795	DUES/SUBSCRIPTIONS/FEES	4,300	4,300	4,300	18
22	4,089	4,772	5,086	BANK FEES	4,700	4,700	4,700	22
24	4,800	4,800	1,600	PROF. SERV.-JUDGE				24
25	8,092	8,800	12,440	PROF. SERV.-AUDITOR	12,000	12,500	13,000	25
26	11,290	6,212	3,079	PROF. SERV.-CITY ATTORNEY	5,000	5,250	5,513	26
4	2,580	2,655	3,002	JANITORIAL SERVICES	2,798	2,882	2,968	4
	2,761	4,786	1,385	TRAVEL/TRAINING	6,500	6,750	6,750	
7	6,227	6,485	7,550	TELEPHONE	5,450	5,614	5,782	7
9	9,447	9,517	10,045	UTILITIES	10,825	11,150	11,484	9
10	5,928	6,694	7,284	EQUIPMENT LEASE RENTAL	6,750	6,750	6,750	10
11	-	-		SOFTWARE MAINTENANCE	1,000	1,000	1,000	11
12	276	2,435	124	BUILDING MAINTENANCE	1,000	1,000	1,000	12
13	23,144	87,109	24,113	IT MAINTENANCE	22,000	24,200	25,000	13
15	414	553	216	OTHER MISCELLANEOUS	500	500	500	15
16	1,348	1,761	1,392	EMPLOYEE RECOGNITION	2,000	2,000	2,000	16
28	438	354	278	MILEAGE REIMBURSEMENT	300	300	300	28
29	459	869	364	INSURANCE	400	400	400	29
30	-	202		COMPUTER SOFTWARE/HARDWARE				30
31								31
32	<b>84,642</b>	<b>151,837</b>	<b>84,671</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>95,223</b>	<b>98,995</b>	<b>101,148</b>	32
37								37
38	<b>182,263</b>	<b>242,696</b>	<b>162,481</b>	<b>TOTAL EXPENSE</b>	<b>175,462</b>	<b>183,023</b>	<b>189,655</b>	38

# EXPENSE DETAIL

## POLICE DEPARTMENT

	Historical Data			DESCRIPTION	PROJECTION			
	Actual				FY 2019-20	FY 2020-21	FY 2021-22	
	2016-17	2017-18	2018-19					
				<b>PERSONAL SERVICES</b>				
1	77,263	82,394	87,655	POLICE CHIEF	89,892	96,184	98,108	1
2	72,138	76,621	79,036	LIEUTENANT	79,344	84,898	86,596	2
3	55,408	43,906	48,108	POLICE OFFICER - SRO	59,845	61,042	62,263	3
4	47,550	39,006	63,334	POLICE	63,528	63,528	64,799	4
5	63,862	46,768	49,598	POLICE	63,528	63,528	64,799	5
6	17,598	60,054	55,983	POLICE	55,461	56,345	59,162	6
7	48,283	46,057	55,983	POLICE	53,324	55,749	58,536	7
8	45,487	84,034	29,384	POLICE	46,045	49,268	51,732	8
9	60,138	20,534	60,120	TRAFFIC SAFETY OFFICER	62,899	62,899	64,157	9
10	14,783	16,968	31,136	CODE ENFORCEMENT OFFICER	35,130	36,887	38,731	10
11	41,224	42,804	45,131	POLICE CLERK	40,033	42,835	44,977	11
12	35,176	28,515	20,356	OVERTIME	25,000	25,000	25,000	12
13	36,908	38,693	40,055	HOLIDAY PAY	35,000	35,000	35,000	13
14	45,949	46,262	49,138	SOCIAL SECURITY	53,385	53,385	54,000	14
15	603	413	554	WORKERS COMP	715	715	715	15
16	8,930	10,713	12,562	UNEMPLOYMENT	11,827	11,827	11,827	16
17	134,541	142,166	168,777	MEDICAL/DENTAL INSURANCE	176,106	181,389	186,831	17
18	11,300	11,394	12,600	HRA VEBA	13,200	13,200	13,200	18
19	915	905	864	LIFE INSURANCE	1,210	1,210	1,210	19
20	58,890	83,784	89,805	PERS	128,648	137,653	146,038	20
21								21
22	<b>876,946</b>	<b>921,991</b>	<b>1,000,179</b>	<b>TOTAL PERSONAL SERVICES</b>	<b>1,094,120</b>	<b>1,132,543</b>	<b>1,167,680</b>	<b>22</b>

# EXPENSE DETAIL

## POLICE DEPARTMENT

	Historical Data			DESCRIPTION	PROJECTION			
	Actual				FY 2019-20	FY 2020-21	FY 2021-22	
	2016-17	2017-18	2018-19					
23				<b>MATERIALS AND SERVICES</b>				23
24	10,371	8,276	8,781	SUPPLIES	10,000	10,000	10,000	24
25	71	139	144	POSTAGE	100	100	100	25
26	813	925	850	DUES/SUBSCRIPTIONS/FEES	1,500	1,500	1,500	26
27	1,188	1,484	1,599	PRINTING/COPIER	2,500	2,500	2,500	27
28	3	32	166	SUSPENSION PACKET	250	250	250	28
29	9,878	10,081	7,856	PROFESSIONAL SERVICES	7,500	7,500	7,500	29
30	1,477	1,557	1,110	INVESTIGATIONS	1,500	1,500	1,500	30
31	67,881	69,402	71,484	DISPATCH	73,645	75,500	78,000	31
32	7,871	10,499	10,936	TRAVEL/TRAINING	12,000	12,000	12,000	32
33	9,476	8,410	5,344	UNIFORMS	8,000	9,000	9,000	33
34	1,525	2,652	1,810	BODY ARMOR	3,600	3,600	3,600	34
35	54,515	47,652	50,450	INSURANCE	56,750	56,750	56,750	35
36	7,067	6,123	8,396	CELL PHONES & AIR CARDS	8,500	8,500	8,500	36
39			7,345	AXON BODY CAMERAS	15,000	-	-	39
40	3,885	1,840	2,500	SMALL TOOLS & EQUIPMENT	2,500	2,500	2,500	40
41	1,476	7,370	6,886	DESIGNATED EQUIPMENT & SUPPLIE	15,000	8,500	13,500	41
42	1,574	2,292	11,709	DESIGNATED TRAFFIC ENFORCEMEN	5,000	5,000	5,000	42
43	-			DESIGNATED RESERVE OFFICERS				43
44	5,936	100	5,751	COMPUTER EQUIPMENT	7,672	2,000	2,000	44
45	739	2,674	290	EQUIPMENT/BUILDING MAINT.	1,000	1,000	1,000	45
46	8,689	10,504	12,955	VEHICLE MAINTENANCE	12,500	13,000	13,250	46
47	18,161	22,170	27,836	FUEL PURCHASES	25,000	25,000	25,000	47
48								48
49	<b>212,596</b>	<b>214,182</b>	<b>244,198</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>269,517</b>	<b>245,700</b>	<b>253,450</b>	49
50				<b>CAPITAL OUTLAY</b>				50
51			89,383	PATROL VEHICLES				51
52								52
53	-		<b>89,383</b>	<b>TOTAL CAPITAL OUTLAY</b>	-			53
54				<b>DEBT SERVICE</b>				54
55	22,555	21,945	32,485	VEHICLE PRINCIPAL LEASE	10,973	25,000	25,000	55
56								56
57	<b>22,555</b>	<b>21,945</b>	<b>32,485</b>	<b>TOTAL DEBT SERVICE</b>	<b>10,973</b>	<b>25,000</b>	<b>25,000</b>	57
58								58
59	<b>1,112,096</b>	<b>1,158,118</b>	<b>1,366,245</b>	<b>TOTAL EXPENSE</b>	<b>1,374,610</b>	<b>1,403,243</b>	<b>1,446,130</b>	59

# EXPENSE DETAIL

## PLANNING DEPARTMENT

	Historical Data			DESCRIPTION	PROJECTION			
	Actual				FY 2019-20	FY 2020-21	FY 2021-22	
	2016-17	2017-18	2018-19					
				<b>PERSONAL SERVICES</b>				
1	30,158	69,568	71,427	PLANNING DIRECTOR	77,858	75,000	78,750	1
2	48,038	31,635	37,922	BUILDING/PLANNING AIDE	21,075	21,497	21,926	2
3	4,657	-		TEMPORARY PERSONNEL				3
4	3,700	4,494	4,813	HOLIDAY	3,000	3,000	3,200	4
5	6,706	7,814	8,431	SOCIAL SECURITY	9,316	5,544	5,599	5
6	74	72	99	WORKERS COMP	138	76	76	6
7	1,136	2,347	2,274	UNEMPLOYMENT	1,982	1,136	1,200	7
8	21,577	29,234	31,217	MEDICAL/DENTAL INSURANCE	16,010	16,490	16,985	8
9	1,530	2,206	2,400	HRA VEBA	1,200	1,200	1,200	9
10	61	130	141	LIFE INSURANCE	292	292	292	10
11	7,016	14,531	12,821	PERS	11,493	11,608	12,354	11
12								12
13	<b>124,653</b>	<b>162,031</b>	<b>171,545</b>	<b>TOTAL PERSONAL SERVICES</b>	<b>142,364</b>	<b>135,843</b>	<b>141,583</b>	13
14				<b>MATERIALS AND SERVICES</b>				14
15	1,329	1,610	35	SUPPLIES	1,700	1,734	1,769	15
16	966	869	1,428	DUES/PUBLICATIONS/ELECTIONS	1,200	1,200	1,200	16
17	247	807	-	PRINTING	1,000	1,000	1,000	17
18	55,623	3,641	5,475	PROF. SERVICES - PLANNING	5,000	5,000	5,000	18
19	1,869	5,901	1,364	PROF. SERVICES - ATTORNEY	4,000	4,500	4,500	19
20	47,877	13,823	1,950	COMP PLAN UPDATE	15,000	15,000	15,000	20
15	49,799	28,984	60,544	PROF. SERV.-BUILDING INSPECTION	35,500	36,515	37,560	15
16	9,135	5,168	18,359	PROF. SERV.-PLUMBING/MECHAN INS	10,750	11,123	11,506	16
17	7,113	6,639	6,945	PROF. SERV.-ELECTRIC INSPECTION	7,500	7,650	7,803	17
18	9,247	10,853	34,346	PLAN CHECKING	15,000	15,450	15,914	18
20	848	627		OTHER MISC EXPENDITURES	1,000	1,000	1,000	20
21	1,117	2,450	1,489	TRAVEL/TRAINING	4,500	4,500	4,500	21
22				MILEAGE REIMBURSEMENT				22
23	484	603	497	INSURANCE	450	450	450	23
24	199	373	1,258	COMPUTER EQUIPMENT	500	500	500	24
25	860			SOFTWARE				25
26	161	174		OTHER MISC. EXPENDITURES	200	200	200	26
27			-					27
28	<b>186,874</b>	<b>82,522</b>	<b>133,690</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>103,300</b>	<b>105,822</b>	<b>107,902</b>	28
29								29
30	<b>311,527</b>	<b>244,553</b>	<b>305,235</b>	<b>TOTAL EXPENSE</b>	<b>245,664</b>	<b>241,664</b>	<b>249,485</b>	30

# EXPENSE DETAIL

## PARKS DEPARTMENT

	Historical Data			DESCRIPTION	PROJECTION			
	Actual				FY 2019-20	FY 2020-21	FY 2021-22	
	2016-17	2017-18	2018-19					
				<b>PERSONAL SERVICES</b>				
1	2,965	4,510	4,523	PUBLIC WORKS SUPERINTENDENT	3,955	4,232	4,316	1
2	30,624	41,299	54,444	LABORER	20,000	20,800	22,880	2
3	6,365	6,700	6,624	ADMINISTRATIVE COORDINATOR	3,000	3,210	3,210	3
4	171	910	5,627	OVERTIME	-			4
5	437	644	601	HOLIDAY	650	650	650	5
6	6,741	9,807	13,972	TEMP PERSONNEL	15,000	15,000	15,000	6
7	3,090	4,411	6,350	SOCIAL SECURITY	1,370	1,575	1,575	7
8	-	-	62	WORKERS COMP	83	83	83	8
9	-	-	21	UNEMPLOYMENT	1,250			9
10	12,685	18,168	22,783	MEDICAL/DENTAL INSURANCE	4,963	5,310	5,629	10
11	1,067	1,503	1,528	HRA VEBA	372	372	372	11
12	149	201	185	LIFE INSURANCE	269	269	269	12
13	2,481	4,777	7,666	PERS	3,000	3,030	3,362	13
14								14
15	<b>66,775</b>	<b>92,930</b>	<b>124,386</b>	<b>TOTAL PERSONAL SERVICES</b>	<b>53,912</b>	<b>54,531</b>	<b>57,346</b>	15
16				<b>MATERIALS AND SERVICES</b>				16
17	7,865	6,451	9,502	SUPPLIES	10,200	10,200	10,200	17
18	22,501	5,865	5,378	CONTRACTED SERVICES	5,000	5,150	5,305	18
19	2,239	3,759	5,899	INSURANCE	5,600	5,880	6,174	19
20	7,340	10,943	12,359	UTILITIES	12,620	13,500	14,000	20
21	342	695	651	SMALL TOOLS & MINOR EQUIPMENT	600	600	600	21
22	118	2,015	2,513	BLDG. REPAIRS/MAINTENANCE	6,850	6,850	6,850	22
23	3,622	111	30	PARK SIGNS	500	500	500	23
24	5,709	5,414	4,726	PARKS MAINTENANCE	5,500	5,500	5,500	24
25	561	320	636	EQUIPMENT MAINTENANCE	1,100	1,100	1,100	25
26	32	10	218	FUEL	300	300	300	26
27		10,333	9,298	GREENWAY MAINTENANCE	10,350	10,350	10,350	27
28			2,652	COMMUNITY EVENTS	5,000	500	5,000	28
29								29
30	<b>50,329</b>	<b>45,916</b>	<b>53,862</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>63,620</b>	<b>60,430</b>	<b>65,879</b>	30
31	<b>117,104</b>	<b>138,846</b>	<b>178,248</b>	<b>TOTAL EXPENSE</b>	<b>117,532</b>	<b>114,961</b>	<b>123,225</b>	31