

CITY OF SPRINGBORO  
320 W. CENTRAL AVENUE, SPRINGBORO, OH

**CITY COUNCIL SPECIAL MEETING**

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**TUESDAY, NOVEMBER 10, 2011**

**5:00 PM**

**COMMUNITY ROOM**

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**COUNCIL**

**John Agenbroad, Mayor**

<b>Tom LaDu, Deputy Mayor</b>	<b>Sheila Lairson</b>
<b>Marie Belpulsi</b>	<b>Bruce Moore</b>
<b>Jim Chmiel</b>	<b>David Vomacka</b>

**CITY STAFF**

**Chris Thompson, City Manager**  
**Chris Pozzuto, Assistant City Manager**  
**Beth Eaton Assistant Finance Director**  
**Jeff Kruithoff, Chief of Police**  
**Barry Conway, Public Works Director**  
**Vince Murphy, Assistant Public Works Director**  
**Mike Eaton, Golf Course Superintendent**  
**Tom West, Golf Course General Manager**

**Lori Martin, Clerk of Council**

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**The purpose of this Special Meeting was to present and discuss the 2012 Budget for the City of Springboro, Ohio.**

- ITEM 1. CALL TO ORDER.** Mayor John Agenbroad called the Springboro, Ohio City Council Special Meeting to order at 5:15 PM in the Community Room at the Springboro Municipal Building, 320 W. Central Avenue, Springboro, Ohio.
- ITEM 2. ATTENDANCE.** Agenbroad, Present; Belpulsi, Present; Chmiel, Present; LaDu, Present; Lairson, Present; Moore, Present; Vomacka, Present.
- ITEM 3. PRESENTATION: –2012 BUDGET PRESENTATION AND DISCUSSION.**

**City Administrative Staff presented the proposed 2012 City Budget to Council for discussion.** (The City of Springboro 2012 Proposed Budget is on file for the record and reference.)

Ms. Thompson provided a brief introduction to the discussion by commenting on the proposed budget as communicated in the Memorandum to City Council regarding the Letter of Transmittal – Proposed 2012 Budget found at the beginning of the budget document. Revenue projections for 2012 are projected to decrease in the General Fund by approximately \$386,000 from 2011 projections. Ms. Thompson stated that in light of the economy and the changes the State has made to Local Government Funds and various other funding sources that impact the City's revenue, the decrease does not create as great an impact as it could have and staff is fairly pleased with this projection. Income Taxes provide approximately 78% of all of the City's revenues. Income tax revenue for 2012 is projected at \$6.854M. Proposed expenditures represent an increase of \$199,708 from 2011 projected expenditures. The increase is reflected in the transfers out to other

funds. The decrease in General Fund revenues from the 2011 projected revenue is mostly due to the \$500,000 transferred into the General Fund in 2011 from the TIF (Tax Increment Financing) Fund for the Settlers Walk Area TIF, which expired in 2010. If the transfers were removed, operating expenses would have actually decreased slightly from 2011 project operation expenditures. The transfers have increased in the General Fund by \$211,078 from 2011 due to the increase in the 5-Year CIP (Capital Improvement Program) that was approved by City Council in October. The projected fund balance at the end of 2012 is \$14,612,702, which is an extremely healthy balance for funds. Economic Development remains a top priority and area of concentration to increase the City's revenue base.

Ms. Thompson commented that the City received good news; a company is expected to expand by as many as 50 employees in the next few years. Ms. Thompson also commented that parties closed on 2.45 acres of property at South Tech for a brand new company that will be coming to town.

At this time, staff presented their departmental budgets as follows:

Budget for Department 660.460 – Golf Course-Operations – Mr. West began by stating that the Golf Course budget has decreased by \$38,446 from 2011. There is a substantial reduction in Professional Services due to negotiations for a better contract rate with Billy Casper Golf that will save the City \$30,000. Mr. West continued by stated that the Supplies line item is up slightly mainly due to the need to order range balls and rental clubs next year. The rental club expense should be offset by revenues. The Special Order Merchandise line item has been rolled into the Cost of Goods Sold line item.

Ms. Thompson commented that, as Mr. West mentioned, over the five years of the new Billy Casper contract the City will save \$150,000 over the previous contract amounts. The contract amount has been reduced by \$30,000 per year.

Ms. Belpulsi asked how many rounds were budgeted for in 2012.

Mr. West answered that approximately 36,000 rounds were budgeted for next year, which is similar to 2011.

Mr. Chmiel asked how the banquet and catering side of operations are looking.

Mr. West answered that those services are looking very good. He added that in November there will be approximately \$31,000 in banquet revenues. Weddings are also starting to be booked for 2012.

Mayor Agenbroad stated that he has heard a lot of good things about Heatherwoode and appreciates the hard work that is being done at the golf course and clubhouse.

There was no further discussion regarding Department 660.460.

Budget for Department 660.470 – Golf Course-Maintenance – Mr. Eaton stated that the Golf Course Maintenance Budget for 2012 has decreased by \$2,200 from 2011. Mr. Eaton further stated that the supplies line item was decreased by \$3,900 primarily due to a decrease in petroleum prices. The Equipment Repairs and Maintenance line item increased by \$5,000 and the Utilities line item increased by \$2,400. Mr. Eaton explained that some of this increase is to account for the installation of the fans that were approved in the CIP to allow cushion until it is determined what the cost will be to run them each year.

There was no further discussion regarding Department 660.470.

Budget for Department 110.110 – Council/Clerk of Council – Ms. Martin commented that the budget for the Council/Clerk of Council Department has only increased by \$600. Most of the minor adjustments in line items are based on expense history in those accounts over the past several years. Ms. Martin further commented that the Local Training/Seminars line item was increased by \$1,500 due to the fact that there are newly elected Council Members who will most likely want to take advantage of some training opportunities next year. Ms. Martin pointed out that the only other notable change in the department's budget was to move the Christmas Festival sponsorship from Profession. The City's annual sponsorship of the festival was previously budgeted for in the Professional Services line item under Community Functions. Ms. Martin explained that

after discussion with Ms. Thompson this sponsorship has been rolled into the \$20,000 that is budgeted for Community Use Funds (110.110.52800), which is money, budgeted for community groups to request for event sponsorships. If Council decides to continue to make the sponsorship donation to the festival each year, it would come out of the Community Use Funds.

Ms. Thompson stated that the Community Use Fund was created per Council's request; funds would be available if a group requested a donation from Council for a community event. Ms. Thompson further stated that there has also been discussion regarding the Historical Society and requests that are being made for the Null Cabin repairs. Ms. Thompson explained that the Null Cabin funds have not been built into the 2012 budget since a consensus in regard to allocating those funds has not been received from Council, but a supplemental appropriation can certainly be made at a later date if Council wishes to make those funds available for the Null Cabin. Ms. Thompson suggested that discussion should take place at the annual goal setting session regarding both guidelines for use of the Community Use Fund monies and the request for funds for the Null Log Cabin repairs.

Mr. Vomacka stated that he is a little concerned with a lump sum of \$20,000 sitting in the budget as a line item, and he would like to see at least a partial breakdown of this line item to summarize what Council theoretically sees the money going toward.

Mr. Chmiel stated that this is an unknown factor; Council would not know ahead of time what the monies would be requested for.

Mr. Vomacka asked if Council knows the Christmas Festival sponsorship is in this line item, why it could not be broken down further.

Ms. Martin explained that by incorporating the Christmas Festival sponsorship into this line item, it creates a process by which all community groups would make a request to Council. She further explained that each year the festival committee would make its request for a sponsorship to Council for consideration or to decide if they want to continue making a donation.

Ms. Thompson stated that the line item can be broken down if Council desires. She further stated that the Christmas Festival sponsorship was moved simply to reflect the appropriate line item i.e. a sponsorship donation for a community event rather than a professional service.

Mayor Agenbroad commented that in 2015 Springboro will be celebrating its bi-centennial and Council will need to begin thinking about how this will be budgeted for in the near future. Mayor Agenbroad suggested that it would probably be best to fund this (bi-centennial celebration) over time as opposed to coming up with a large lump sum all at once.

Mr. Vomacka stated that if there are requests that have already been made for the monies, he would like to see them listed in the account detail at the bottom of the page.

Ms. Martin stated that Council might want to consider putting a policy in place to determine how requests for funds will be handled.

Ms. Belpulsi stated it would be a good idea to establish some kind of guideline for groups who would like to request money from the City.

Ms. Thompson stated that she and Ms. Martin will work on a policy for handling requests for the Community Use Funds for Council's consideration at the goals session.

There was no further discussion regarding Department 110.110.

Budget for Department 110.120 – City Manager – Ms. Thompson stated that the City Manager's budget for 2012 has been reduced by \$19,570. The Zoning Code rewrite did not occur in 2011, but it is a top priority for 2012. The estimate for the consulting services for this project is about \$75,000. This figure was determined

by speaking to other communities that have utilized these services. Ms. Thompson further stated that the Full Time Wages line item has changed by virtue of the City Manager's contract. Ms. Thompson finally stated that Code Red is a three-year contract and the City would like to continue to subscribe to this service.

Ms. Belpulsi asked Ms. Thompson to elaborate on the Council Directives and Projects category budgeted for \$10,000 under the Professional Services line item.

Ms. Thompson stated that there are times when Council may request a consultation or a project that not accounted for in any other fund. This item is basically budgeted as a place holder.

There was no further discussion regarding Department 110.120.

Budget for Department 110.125 – Assistant City Manager – Mr. Pozzuto commented that the Assistant City Manager Budget has decreased by \$6,800 mainly due to the expense for the Community Survey that was conducted by Miami University in 2011 being eliminated from the 2012 budget.

Ms. Belpulsi asked Mr. Pozzuto to elaborate on the Contractual Services, Staff Events, and Community Services category budgeted for \$9,500 under the Professional Services line item.

Mr. Pozzuto stated this budgeted amount is partially a place holder. Mr. Pozzuto explained that one or two staff events are typically held each year that include a holiday luncheon and things of that nature. The Community Services portion is a place holder that is used for any Council discussions that may lead to a need for additional funds.

Mayor Agenbrood commented that he has received a lot of good feedback regarding the Leaf Program and the City's Facebook page.

Mr. Pozzuto stated that the City's mobile app is also doing very well and has been downloaded more than 400 times.

There was no further discussion regarding Department 110.125.

Budget for Department 110.126 – Computer Administration – Ms. Thompson briefly stated that the Computer Administration budget reflects an overall increase in 2012 of \$325. The biggest change to the budget is in the Professional Services line item. Ms. Thompson explained that the City had a part-time employee in Computer Administration, but has chosen to contract for extra help, as this is a better fit for the department. Supplies account for the biggest line item in the Computer Administration budget. Ms. Thompson commented that the City would like to replace the phone system in the Service Garage in 2012. Ms. Thompson also stated that the Computer Administration budget accounts for every computer issued for the entire City, which accounts for the department's high supply budget.

Mr. Vomacka asked why the phone system and backup server are included in the budget as operating expenses and not capital expenditures.

Ms. Thompson explained that the servers are required for operation and must be maintained under an operating budget. She further explained that the request for the replacement of the phone system in the Service Garage came up after the 5-year CIP was completed; therefore, it was added to operating expenses.

There was no further discussion regarding Department 110.126.

Budget for Department 110.192 – Legal Administration – Ms. Thompson stated that the Legal Administration budget has remained the same overall for 2012. The Professional Services line item increased by \$5,000 due to an increase of \$5.00 per hour in the rate charged to the City. The Outside Legal Expenses line item has decreased by \$5,000.

There was no further discussion regarding Department 110.192.

Budget for Department 110.350 – Historical Commission/ARB – Ms. Thompson stated the budget for the Historical Commission/ARB has increased by \$200. Ms. Thompson further stated that if Council was to

mandate an expenditure of funds for the Null Log Cabin, this budget would be increased to account for the expenditures accordingly.

There was no further discussion regarding Department 110.350.

Budget for Department 110.510 – Planning – The Planning budget has decreased by \$3,700. Ms. Thompson stated that the Planning Services line item is Dan Boron's (City Planner) contract. Also included in this budget are legal ads, printing, workshops, and a portion of the salary for the Planning Commission Secretary.

There was no further discussion regarding Department 110.510.

Budget for Department 110.520 – Economic Development – Mr. Pozzuto commented that the 2012 budget represents a slight decrease. The largest expense is in Professional Services which accounts mainly for Nick Motto's salary (Business Retention Specialist). Mr. Pozzuto added that bringing Mr. Motto on board as a Business Retention Specialist for the City is one of the best decisions that have been made and positive things are constantly being said about the position in the business community.

Mr. Vomacka asked Mr. Pozzuto explain the \$10,000 budgeted for Downtown Lot Development under line item 110.520.52305.

Mr. Pozzuto stated the \$10,000 is a place holder for property that the City purchased downtown a few years ago. It has not yet been determined what will be done with the property; therefore, the money is reserved for landscaping, a parking lot, or whatever Council decides to do with the property.

Ms. Thompson stated that the development of this property would be another good discussion to have at the goal setting session.

There was no further discussion regarding Department 110.520.

Budgets for Department 110.130 – Finance – The Finance department budget has increased by \$10,820 for 2012. The majority of the increase is bank and merchant fees in the Other Services line item. Ms. Brown explained that for ease of tracking issues and calculating the total amount of fees being paid, all bank and merchant fees within the General Fund have been consolidated into the Finance department budget and will be removed from the Tax and Building and Zoning budgets. Ms. Brown further explained that the bank and merchant fees for Court were kept separate due to the fact that Court has to keep its own set of books.

Mr. Chmiel asked how the City is doing in regard to merchant fees and if the budgeted amount is mostly bank fees or merchant fees.

Ms. Eaton answered that financial merchant credit card processing fees do make up the greatest percentage of the amount budgeted. Ms. Eaton explained that bank service charges have come down significantly since the City converted to US Bank in 2011, but the outside may be \$10,000 for the actual bank service fees.

Mr. Chmiel stated that he did not add all of the numbers up, but it does seem like a lot.

Ms. Eaton agreed that it is a big number. She commented that this issue was discussed with the Finance Committee and they concurred that this is the cost of doing business if the City wants to accept payments by credit card. This is the best and most concrete method of payment due to the fact that you do not have to deal with a NSF (Non-sufficient funds) or bad checks. Through the credit card method of payment, the funds are received more quickly and it is less processing for staff members.

Mr. Chmiel asked if the expense is justified by the cost savings in labor to process payments by other methods.

Ms. Eaton answered that the Finance Committee arrived at the decision that, at this point, in the Utility Department in particular, allowing residents to pay their utility bill online without the cost of a fee and the City

absorbing the fee is still more cost effective than angering the residents or processing additional paperwork in house.

Ms. Lairson commented that it was discussed in the Finance Committee that allowing residents to pay bills online with no fee has helped the Utility Department significantly.

Ms. Thompson commented that this cost is something the City needs to keep its eye on and if fees continue to rise and it becomes counter cost productive to accept electronic forms of payment then the City may need to change its policy. There comes a point where the saturation and the labor associated with opening mail (billing payments) no longer equate to the cost.

Ms. Belpulsi asked if Ms. Eaton felt the return on investment was worth the expense and if any studies have been done to determine if the savings in staff time equals the expense.

Ms. Eaton answered that they have determined that the average cost of accepting a paper payment is approximately \$75.00 per payment. Ms. Eaton added that this number has grown significantly over the past two years due to more and more residents utilizing the service. The Finance Department and Finance Committee will continue to keep a close eye on this expense.

Ms. Lairson asked if it would be less costly to allow residents to pay by on-line or electronic check rather than by credit card.

Ms. Eaton answered that the electronic-check is cheaper, but the City has chosen not to offer this option at this time because it still runs the risk of a NSF (Non-sufficient funds) and bad fund payment.

There was no further discussion regarding Department 110.130.

Budget for Department 110.160 – Income Tax – Ms. Brown stated that the Income Tax department budget has decreased due to the removal of the Other Services line item (bank and merchant fees) as mentioned previously and transferring it to the Finance department budget. Ms. Brown added that the Refunds line item has decreased significantly. The City no longer has to pay the 50% of the TIF (Tax Increment Financing) payment from the Settlers Walk TIF to the Springboro Schools. This TIF is finished; therefore, the amount budgeted under Refunds has decreased.

There was no further discussion regarding Department 110.160.

Budgets for Departments 110.140, 110.211, 110.212, 110.330 – Police Department – Chief Kruithoff began by stating there has been a slight decrease in the Mayor's Court budget. The Professional Services line item has decreased due to a decreased use of contractual attorneys and a slight overall decrease in Court case activity. The decrease in the Other Services line item is an example of the direct savings that have been seen by changing banks in the City and credit card processing fees in the Court. Chief Kruithoff noted that in the Police Officers budget there is a significant change reflected in the Professional Services line item. The increase in this line item will actually be taken out. Chief Kruithoff explained that Lieutenant John Huber was contracted as a part-time employee to bridge a gap between Lieutenant John Wheeler leaving employment with the City and the promotion of an officer to the rank of Lieutenant. Chief Kruithoff stated that it was anticipated that Mr. Huber would remain with the City into 2012; however, he has accepted a new position. The Police Department will move forward with the promotion of an officer to the rank of Lieutenant; therefore, the \$57,000 budget for Police Management Services under the Professional Services line item will be removed and placed back into the Full Time Wages line item. This change will be reflected in the line item before Council's vote to approve the budget. Chief Kruithoff also commented that other changes in the budget include an increase in the Subscription/Membership/Dues line item. Most of the department's expenses in this category are based on the census population. An increase in population with the last census equates to an increase in membership dues. Chief Kruithoff finally commented that there is a reduction in the Travel Expense line item, but all other items remain fairly static.

Mr. Vomacka asked for an explanation of the businesses listed in the budget under the Supplies line item. Mr. Vomacka commented that it would be more helpful to him to see the items being purchased listed in the detail of this line item opposed to locations from where the items would be purchased.

Chief Kruihoff answered that there are a variety of items that the department will need to purchase and specific details as to what is needed are not available ahead of time.

Ms. Brown added that the businesses are listed mainly for the benefit of the Finance Department in order to know where a blanket purchase order is needed. Ms. Brown further added that if Council would like more description of the anticipated items, those details can be added.

Mr. Vomacka stated that listing the supply items to be purchased would help him.

Chief Kruihoff stated that the Police Customer Services department is stabilizing after some significant changes and the 2012 budget should be reflective of future budget projections. The utilization of part-time employees has reduced PERS (Public Employees Retirement System) and benefit costs for this budget. Chief Kruihoff further stated that the Prisoner Care budget is for the cost of housing individuals in the Warren County Jail on Mayor's Court violations. The Mayor's Court Improvement Fund is a dedicated fund that carries over from year to year and the City is very limited by what the monies in the fund are able to be used for.

There was no further discussion regarding Police Department fund budgets.

Budgets for the Public Works Department beginning with 110.150 – Engineering – Mr. Conway stated that the overall Public Works budget has increased by \$24,000. The Engineering budget decreased slightly, but has remained fairly consistent the last few years.

There was no further discussion regarding Department 110.150.

Budget for Department 110.360 – Tree Authority – Mr. Murphy stated that the Tree Authority budget remains the same in 2012 as budgeted in 2011. There were a total of 104 trees removed throughout the City in 2011; 73 of these trees were Ash Trees that the City is now losing at a record rate due to the Emerald Ash Borer. Mr. Murphy stated that, as work continues, some Ash trees will be removed from the wooded area of North Park. Reforestation will continue at North Park, as well. Mr. Murphy further stated that 120 trees have now been planted in the City in 2011.

Mr. LaDu commented that he has heard something about an Asian Long-Horned Beetle.

Mr. Murphy stated that the Tree Authority will be spending time with the staff Certified Arborist to learn more about the Long-Horned Beetle. This beetle is a pretty big concern as it is affecting Maple Trees.

There was no further discussion regarding Department 110.360.

Budget for Department 110.420 – Park Maintenance – Mr. Murphy stated that Professional Services have increased by \$3,000 from 2011 to restripe the parking lot at Community and North Parks. The "Concerts in the Park" Series bands are also paid out of this line item. Mr. Murphy stated that another significant and important increase is in the Tuition Reimbursement line item. Tuition Reimbursement has been increased from \$1,500 to \$3000 in 2012. Mr. Murphy explained that a full-time staff member is currently attending Clark State Community College to obtain an Associate's Degree in Turf and Landscaping, which will be another added asset to the staff. Mr. Murphy stated that Ms. Thompson and Mr. Pozzuto have both been very supportive whenever a member of staff has the desire to further their education and obtain a degree. Mr. Murphy stated that the Supplies line item increased due to the increased pricing for petroleum based products and fuel.

Ms. Lairson asked if there are any stipulations regarding the tuition reimbursement and if there is a requirement for the employee to stay with the City upon graduation.

Ms. Thompson answered that there is a stipulation for a minimum grade of "C" being obtained, but there is no obligation for employees to remain with the City after graduation or completion of course work. Ms. Thompson added that the employee pays for the class up front and then the City provides a reimbursement after approval is received.

Ms. Lairson asked if the tuition reimbursement has ever been raised.

Ms. Thompson stated that it has not been increased to her knowledge, but it is something the Finance Committee will review.

Mayor Agenbroad asked if parking at the ball fields was better this year, as there were issues with parking last year.

Mr. Murphy stated that the parking situation was much better this year.

There was no further discussion regarding Department 110.420.

Budget for Department 110.530 – Building and Zoning – Mr. Conway stated that the Building and Zoning budget has increased by \$16,550. Most of the increase is due to the fact that the City is now doing the building inspections for the City of Carlisle and \$10,000 has been budgeted for the CBO (Certified Building Official) and \$10,000 for the Plans Examiner. Mr. Conway commented that these funds are basically a pass through; Springboro pays for the inspection and is reimbursed by Carlisle.

Mr. Chmiel asked if this is a wash and the budget is really still approximately the same as last year's budget of \$54,000.

Mr. Conway stated yes, that is correct. Springboro is currently inspecting approximately 20 houses for Carlisle and this number will likely remain pretty consistent. Mr. Conway added that the Department has also switched over to a part-time secretary and this is working out very well.

There was no further discussion regarding Department 110.530.

Budget for Department 210.646 – Street Fund – Mr. Conway stated that the budget for the Street Fund increased by \$28,000. Mr. Conway explained that the biggest increases in the budget are expenses for salt and fuel. The price of salt went up to around \$10,000 and fuel increased approximately \$15,000.

There was no further discussion regarding Department 210.646.

Budget for Department 610.606 – Water Fund – Mr. Conway stated that the Water Fund budget decreased by approximately 1% or \$465,357. A large portion of the decrease was due to transfers to the Water Capital Fund. Mr. Conway commented that the remainder of the Water Fund budget will stay fairly consistent.

Mr. LaDu asked if Sewer and Water line work would be done on SR741 along with the street resurfacing project scheduled for 2012.

Mr. Conway explained that SR741 is being repaved by ODOT (Ohio Department of Transportation) next year. A 12-inch water line for SR741 was included in the budget for this year, but due to the fact that there are so many utilities on North Main Street the path to run the water lines was changed. The engineers approved the new plan and as a result the City will save approximately \$2,000,000 due to the fact that a new water tower will not need to be built.

Mr. Moore asked how the decrease in overtime wages was determined. Mr. Moore stated that he believes that the winter weather is predicted to be worse this year.

Ms. Brown stated that the overtime in the Water Fund is primarily used for water main breaks and things of that nature further stating that the snow removal overtime comes out of the Street Fund.

Mr. Vomacka asked why Professional Services has a sub-category of Professional Services.

Mr. Conway explained that the Professional Services sub-category represents money that would be used for things such as necessary system repairs and other work beyond the norm that may arise.

There was no further discussion regarding Department 110.420.

Budget for Department 620.626 – Sewer Fund – Mr. Conway commented that the Sewer Fund decreased by approximately 2.5% or \$75,148. The largest decrease is in the line item for Rents and Leases.

There was no further discussion regarding Department 620.626.

Budget for Department 630.636 – Trash Fund – In regard to the Trash Fund, Mr. Conway stated the Trash Fund decreased by approximately 1% or \$7425.00. In 2011, part of the leaf program came out of the Trash Fund, but the City has decided to do the program in-house in 2012; therefore, the Professional Services budget has decreased to reflect that change.

There was no further discussion regarding Department 630.636.

Budget for Department 640.604 – Storm Water Utility Fund – Mr. Conway commented that the Storm Water Utility Fund decreased 28% or \$78,370.00 primarily due to the transfer to the Storm Water Capital fund. Professional Services was increased slightly to deal with the Storm Water Phase II project. An audit was completed by the EPA and the City was asked to do a few more things in the project.

There was no further discussion regarding Department 640.604.

Non-Departmental Budgets - Ms. Thompson briefly commented that a lot of the items that make up the Non-Departmental budgets are issues over which the City really has no authority. The largest budget in the group of Non-Departmental budgets is Lands, Buildings, and Grounds, which includes all of the facility maintenance for the entire building, CMI Hardware, software maintenance, emergency sirens, etc.

Mr. LaDu about the addition of an Austin JEDD (Joint Economic Development District) budget worksheet.

Ms. Thompson explained that it was created with the hope that JEDD funds would be added to the Austin JEDD budget worksheet. There has been a history of discussion as to whether there would be JEDD properties in the JEDD. Currently, the only properties in the JEDD are right-of-ways. There is no verification from anyone in the JEDD or the Montgomery County TID (Transportation Improvement District) at this time that any of the properties have agreed to have the JEDD placed upon them at this time.

Also, Ms. Thompson commented that there had been a question about the "hole-in-one shirts" in the Golf Course budget. Ms. Thompson stated that this is a pass through i.e. the client pays for this.

There was no further discussion regarding the Non-Departmental budgets.

There were no further questions, comments or discussion regarding the Proposed 2010 City Budget.

At this time, Mayor Agenbroad reminded Council that the Christmas Festival Parade will take place on Saturday, November 19 at 12:00 PM. Council will need to arrive at 11:30 AM to line up for the parade.

In addition, Mayor Agenbroad commented that a Resolution had been passed by Council on October 21 regarding opposition to the centralization of municipal income tax collection. Mayor Agenbroad further commented that the City did receive a letter from the Governor's Office acknowledging the resolution and thanking the City for expressing their views on this important matter.

Finally, Mayor Agenbroad proposed dates of January 7, 2012 or January 14, 2012 for Council to hold their Goal Setting Session for 2012.

Council reached a consensus to schedule the 2012 Goal Setting Session meeting for January 14, 2012 at 9:00 AM in the Community Room.

Ms. Thompson stated that she will send an agenda to Council via e-mail with items that will need to be discussed at the goals meeting for their review and for comments on any additional items they would like to add for discussion.

**ITEM 7. ADJOURNMENT.** With no further discussion, Mayor Agenbroad adjourned the November 10, 2011 City Council Special Meeting at approximately 7:00 PM.

—MEETING ADJOURNED—

John H. Agenbroad

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**John H. Agenbroad, Mayor**

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**Presiding Officer**

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**Lori A. Martin, Clerk of Council**

