

FINANCE COMMITTEE MEETING

NOVEMBER 30, 1978

The Finance Committee held its meeting on Thursday, November 30, 1978 in the conference room of the City Annex Building.

In attendance were:

Councilman	Russell Sweetman (Chairman)
	Leonard Stubbs
Mayor	Victor Green
Councilwoman	Nora Lake
City Manager	Darryl Kenning
Finance Director	William Bettcher
City Engineer	Karl Schab
City Planner	Garth Reynolds
Administrative Assistant	Joseph Minner
Parks & Recreation Board Chairman	Nicholas R. A. Rachford

Mr. Sweetman called the meeting to order at 7:10 P.M.

Mr. Kenning distributed the minutes of the meetings held November 16 and November 18, 1978. Mr. Stubbs made a motion to approve the minutes of both meetings. Mr. Sweetman seconded the motion. Minutes approved.

Mr. Kenning continued the discussion of the 1979 operating budget starting with the Department of Development; Engineering, Inspection and Planning. Mr. Kenning talked about the number of employees in Engineering and Inspection and briefly described the duties of each person. Mr. Kenning recommended the hiring of one additional inspector to assist in inspections, drainage problems, and checking grades and set backs. Mr. Kenning reviewed the work program statistics for 1978, which included the number of permits issued, number of inspectors in surrounding Cities, miles of streets, etc... Mr. Kenning also recommended replacing the two 1974 inspection trucks with two intermediate size vehicles.

Planning Department

Mr. Kenning stated that the proposed Planning Department budget would have to be revised due to the resignation of City Planner Garth Reynolds. Mr. Kenning recommended promoting Alan Schwab to the new position of Planner I effective January 1, 1979, and then to City Planner in 1980 if Mr. Schwab obtains his Masters Degree. Mr. Kenning also recommended hiring a planning intern to assist Mr. Schwab with his new responsibilities.

Mr. Reynolds briefly discussed the Planning Department function and what accomplishments had been made since 1975. Mr. Reynolds explained that the travel account, #224, was down from 1978 since he was not recommending that any members of the Planning Commission attend the ASPO conference next year. However, he did recommend that one or two members should attend the APA conference in Miami, Florida at an estimated cost of \$500 each. It was recommended that the travel account budget be increased by \$1,000 to cover the cost of two commissioners attending this conference.

Mr. Kenning continued discussing the proposed operating budgets for each department in the General Fund which had not already been discussed in previous meetings.

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Mr. Minner stated that thru a National Trust grant, the City would be able to hire an intern to work with the Board of Architectural Review and with the "center of town" merchants to prepare a design review criteria manual.

Mr. Kenning concluded the budget review by briefly discussing the Capital Improvement Funds, Federal Revenue Sharing and Trust and Agency Funds.

The next meeting was scheduled for Saturday, December 2, 1978. Items for discussion included the Waste Collection and Parks and Recreation Departments.

There being no further business, Mr. Sweetman adjourned the meeting at 8:45 P.M.

APPROVED:

 3/19/79
Chairman Date

UNANIMOUSLY APPROVED 3/19/79
Finance Committee Date