

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, AND ROLL CALL**

Mayor George called the special meeting to order at 6:00 P.M. and led the Pledge of Allegiance. Councilmembers David M. Viafore, Shannon Reynolds, Brett Wittner, Joe Barrentine, Denny Waltier, and Jamie Nixon were present.

**AGENDA MODIFICATIONS**

There were none.

**PRELIMINARY 2021 BUDGET**

City Manager Pingel presented the Preliminary 2021 Budget General Fund overview, which included personnel changes, capital projects, and transfers. Capital projects are limited for 2021 and include new 6-inch gutters at City Hall and HVAC at the Public Safety Building. The personnel changes will be changing the Court Clerk positions to Court Clerk I and Court Clerk II, as well as reclassifying the Accountant I to an Accountant II. The final personnel change is the Community Events Specialist will now be classified as an Administrative Assistant. Two position changes already took effect in 2020 with moving a Utility Worker to the Facilities Maintenance position and eliminating the Public Works Coordinator position and hiring a part-time Administrative Assistant at Public Works.

Pingel presented General Fund revenue projections and changes, stating the property tax line is budgeted without an increase due to the EMS levy taking effect and the park bond increase. Telephone and Cable revenues continue to decrease with trends moving from landlines and cable. There will be a small increase to the Ruston Court contract based on CPI and court revenues are projected to align with prior years. Investment interest is anticipated to be down due to Cumulative Reserves being drawn down. Pool revenue increases are based on the anticipated usage and increased rates for the 2021 season. The pool business plan will be brought back to Council for future discussions. There was a brief discussion on recreation programs and the anticipated revenue is based on having access to other facilities while the Community Center is being built. Due to COVID-19, the anticipated expenses are related to revenue. If we cannot provide recreation programs, the expenses will also be eliminated.

Pingel presented the General Fund expenses and highlighted that the preliminary budget reflects a one percent COLA increase for all employees based on the CPI. For 2021, the Finance Director is no longer overseeing Facilities and therefore reduces the personnel cost. A brief discussion was held on the EMS Levy reducing the amount the general fund supplements the Tacoma Fire contract and there is a slight decrease in insurance costs. Police changes include adding Lexipol services to maintain up to date policies to remain current with best practices. Discussions included the ongoing costs to maintain Lexipol and how we currently maintain our policies. Personnel changes with hiring new officers which lower costs due to salaries, longevity pay, benefits, etc. There is an increase in South Sound 911 costs for radios and dispatch services. Pingel is scheduled to meet with a South Sound 911 representative next week and will discuss the increases. Pingel reported that we will be adding two new hybrid police vehicles to fulfill the contract of 10 vehicles. The new vehicles will be added to the ERR schedule. A brief discussion was held on the street light conversion and the street light fund and for 2021, the transfer amount has been reduced due to installation and operating costs.

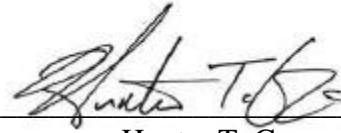
Lastly, discussions included adding a grand opening to Community Events Budget, Community Center utility savings, and pool operating costs.

Pingel briefed the Council on the potential of using an inter-fund loan from Cumulative Reserves to the Park Bond Capital Fund or use REET funds. Discussions included complying with the state requirements and ensuring that the funds will be repaid after the project is complete and the final donations are received. The consensus was to revisit the subject at a future meeting once the staff has time to research compliance issues.

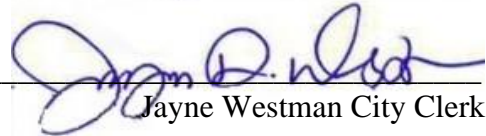
Lastly, there was consensus to cancel the October 12, 2020, budget meeting for lack of agenda items.

**ADJOURNMENT**

**Wittner MOVED to adjourn the meeting at 7:29 P.M., seconded by Waltier. The Motion Carried (7-0).**



\_\_\_\_\_  
Hunter T. George, Mayor



\_\_\_\_\_  
Jayne Westman City Clerk