



COUNCIL MEETING – BUDGET WORKSHOP
THURSDAY, APRIL 9, 2020 @ 3:00 p.m.
DOVER CITY HALL, 699 LAKESHORE AVENUE, DOVER

MINUTES

Present: Mayor Davis, Council Brockway, Parkin, Strand and Williams. Staff – Treasurer, Jeanine Neal, Clerk – Michele Hutchings and Tammy Anderson.

Public Present: Public was encouraged to attend via phone with Dial-in Number: 1-571-748-4021 PIN: 556 6272# or via computer using URL: <https://www.gomeet.com/616-745-603>

I. **CALL TO ORDER** – Mayor called meeting to order at 3:02pm. Roll call vote established all council members were present.

II. **BUDGET WORKSHOP** Budget Setting Fiscal Year 2021-

Brockway gave review of where projections came from and a definition of capital carryover.

Council agreed to 3% foregone amount relative to property taxes.

IT committee to be formed by Mayor, Parkin, Clerk and Treasurer to explore other online meeting options including audio and video.

General fund was focus of meeting discussions.

Income notes:

Alcohol Beverage Licensing/Permits agreed upon at \$375 per fee schedule

Line items Building Permit Fees and Planning/Development Fees to be combined

Business Registration revenue agreed upon at \$400

Fire station lease income to remain at \$1,800

Franchise fees agreed upon – Northland Cable \$2,500; Waste Mgmt \$600; Avista \$7,500

Liquor ISLD and Sales Tax Revenue Sharing, council discussed the expected 2.2% reduction in liquor revenue based on Idaho legislation. New amount will be forthcoming

Expense notes:

Capital Expenditure agreed upon at \$50,000 for 105 4th St. land improvement

Auditor \$3,500; Advertising/Promotion \$2,500 all agreed upon

Building Permit & Plan Review \$90,000; SPOT bus contribution \$3,000; Dues/subscriptions will now include lodging and travel \$4,000 all agreed upon

Miscellaneous expense agreed to remain as \$5,000

Buildings/Grounds \$35,000; Postage/Delivery \$500; Repairs/Maintenance/Supplies \$12,000 agreed to

Gross wages – Attorney \$26,000; Council \$12,000; Mayor \$6,000 agreed upon

All other General Fund line items to be re-visited at future meeting when figures for each are available.

Parkin requested increase in Treasurer hours to 24 hours weekly.

City Administrator discussion will be presented at future meeting. All agreed for line item to remain until further discussion with more details provided for council consideration.

Clerk and Mayor to determine details of opening budget for future changes, process and limitations.

Parkin supports \$10/hr. for qualified intern or temporary help with administrative tasks.

III. **ADJOURNMENT**

Williams motioned to adjourn the meeting, **2nd by Strand. All in favor.** Meeting adjourned at 4:55 p.m.

As approved by Council at meeting held 5/14/2020 (mch)