



COUNCIL MEETING – BUDGET WORKSHOP
THURSDAY, JUNE 4th, 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; Office Manager - Barbara Collins; Clerk – Michele Hutchings

Public Present: Annie Shaha. Public was encouraged to attend via phone with Dial-in Number: 1-571-748-4021 PIN: 926-383-359# or via computer using URL: <https://www.gomeet.com/926-383-359>

- I. **CALL TO ORDER** – Mayor called meeting to order at 3:08 pm. Roll call vote established all council members were present.

- II. **PUBLIC COMMENT**- No public comment was presented

- III. **BUDGET WORKSHOP Budget Setting Fiscal Year 2021-**
Streets Fund: Brockway noted if TAP project does not happen, later in the year budget will have to be re-opened to remove from budget line items. All FY21 budgeted amounts were agreed upon as presented on spreadsheet.
General Fund: Capital Funds Carryover increased primarily due to wages and related expenses. Income line items under County Revenue Property Taxes and State Funds will be decommissioned. Instead income to be shown under State & County Revenue Share. Liquor income reduced by 2.2% as projected by AIC. Treasurer hours budgeted for increase to 30 hrs. weekly with allocation changed to 70% general fund, and 15% each to water and sewer funds. Engineering and Software Licensing also increased. Travel Expense line item will be decommissioned. Expenses will be reflected in Dues and Subscriptions. All FY21 budgeted amounts were agreed upon as discussed and presented on spreadsheet.
Sewer Fund: No changes in revenues. FY2020 paving at Wastewater Treatment Plant projected at \$147k with \$3k engineering. Project expected to be completed in this fiscal year. \$80k was added to Water Recycling Project as recommended by engineers for wastewater reclamation. All FY21 budgeted amounts were agreed upon as presented on spreadsheet.
Water Fund: No changes in income amounts. Engineering Services split out from Engineering Fees – Capital Improvements. All FY21 budgeted amounts were agreed upon as presented on spreadsheet. Collins will be working with Brockway to verify all formulas and amounts are accurate throughout all funds. Final draft for approval will be presented at July 9th meeting with public hearing to follow in August for approval by appropriations ordinance.

- IV. **ADJOURNMENT**
Strand motioned to adjourn the meeting, **2nd by Brockway. All in favor.** Meeting adjourned at 3:57 p.m.

As approved by Council on 7/7/2020 (mch)