

**CITY OF TEMPLE TERRACE, FLORIDA  
MAYOR AND CITY COUNCIL  
REPORT OF WORK SESSION**

**Tuesday, July 21, 2009  
Council Work Room- City Hall  
4:00 p.m.**

Having been duly advertised as required by law, the Mayor and City Council of the City of Temple Terrace, Florida, met in a work session for a presentation and discussion of the Fiscal Year 2009-10 Proposed Budget.

**PRESENT WERE:** Mayor Joe Affronti, Sr., Council Members Alison M. Fernandez, Ron A. Govin, Ken Halloway, Mark A. Knapp, and Mary Jane Neale, City Manager Kim Leinbach, and City Clerk Lisa Burns.

**ALSO PRESENT WERE:** Public Information Officer Michael Dunn, Code Compliance Director Joe Gross, Finance Director Diane Reichard, Public Works Director Joe Motta, Police Chief Ken Albano, Fire Chief Keith Chapman, MIS Director Bob Keel, Leisure Services Director James Chambers, Human Resources Director Woody Hubbard, Community Development Director Charles Stephenson, Deputy Fire Chief Ian Kemp, Deputy City Clerk Judith Read, Police Lieutenant Darrin Berberat, Community Services Officer Tracy Mishler, Firefighters Jeff Estevez and Walt Rogers, Police Officer Bob Wilder, and several other persons.

Mayor Affronti called the meeting to order at 4:04 p.m.

The City Manager explained the purpose of the work session is for a presentation and discussion of the Proposed Budget for Fiscal Year 2009-10, and to receive recommendations and direction from the Council. He called on the Finance Director to present the Proposed Budget.

Utilizing a PowerPoint presentation, a copy of which is part of the record, Finance Director Diane Reichard began with the Street Improvement Fund (Gas Tax). She reviewed the street improvement projects and various offsetting grants and Capital Investment Tax (CIT) funding, noting that the City only needed to use approximately \$863,000 of the Street Improvement Fund to leverage against the \$4.6 million, 56<sup>th</sup> Street Project. Council Member Govin questioned whether the timeframe for the 56<sup>th</sup> Street Improvements is all next year, to which the Finance Director responded it is scheduled to begin in September or October of this year and it should all be completed next year. The Finance Director continued reviewing other expenses in the Street Improvement Fund; by the fiscal year end there will be a balance of approximately \$269,000.

Council Member Govin questioned how much is in the fund now, to which the Finance Director responded that having just done the June report; there is \$2.3 million. Council Member Govin asked about the debt service over 20 years on the \$1 million underground utilities loan in the Southeast Quadrant. The Finance Director explained that is how she calculated it for now, but it can change when the loan is before Council for approval. Council Member Knapp suggested using \$1 million of the Arts Education Center Community Investment Tax (CIT) funds rather than borrowing the money for the underground now, and if the City goes forward with the Arts Center, the City can then borrow the money. The Finance Director explained the Gas Tax is allocated for streets only; whereas, CIT money can be used for other items and has been stretched for other projects. Council Member Knapp questioned why pay interest on \$1 million when the City has it sitting in a fund, which is not being used; he would prefer not borrowing the money. Council Member Govin added borrowing \$1 million over 20 years does not make sense. The City Manager mentioned the possibility of borrowing internally; there are several options. Council Member Fernandez said it would make more sense to borrow internally.

Council Member Knapp asked what the total Gas Tax revenue is right now, to which the Finance Director responded approximately \$1.3 million, noting that all revenues are down. Council Member Knapp surmised that rather than spending all of next years Gas Tax money, the City wants to pay it back over 20 years. The Finance Director explained that in the Five-Year Capital Plan, there are other things that need to be accomplished from that \$1.3 million. A brief discussion occurred, with Council Member Knapp concluding that he believes it is a consensus that Council does not want to borrow the \$1 million.

Continuing on to the Community Investment Tax, the Finance Director mentioned that the City is very fortunate that some recreation projects were funded by the County, in the amount of \$450,000. She continued reviewing several proposed purchases versus the projected CIT income.

With regard to the Water & Sewer Fund, the Finance Director said the new rates have just gone into effect July 1, and the balance at the end of the year will be approximately \$1.6 million. She noted 5% of the water and sewer revenues are used for the Renewal & Replacement Fund; including the expenses, the balance at the end of next fiscal year will be approximately \$254,000. The City Manager mentioned they knew it would be tight, even with that rate increase, with a slow creep upwards; however, they wanted to keep the impact to the citizens low.

Continuing the presentation with the Water Improvement Fund, the Finance Director mentioned the revenues are down; however, there is a healthy balance in the fund, which will be used for the automated meter reading. She said the Sewer Improvement Fund is small; it will be a stretch to get revenues of \$25,000 this year, and with the various expenses, the balance at the end will only be approximately \$19,000.

Relative to the Sanitation Fund, the Finance Director remarked there is no rate increase and the fund is net even. The revenue coming in will support the expenses, she said, and added that commercial, residential and roll-off services are all profitable. Reviewing the revenue and expenses, she noted that the fund balance at the end of the year will only be approximately \$574,000, which they have been trying to increase.

The Finance Director continued that Fleet Maintenance is for internal services, with 209 vehicles being maintained. She continued the Fund was over what was needed, so costs were reduced to the Departments, and the City will still have an approximate \$123,000 fund balance at the end of the year.

With regard to the Temple Terrace Redevelopment Agency Fund, the Finance Director informed the Council that the redevelopment district had an 18% decrease in value, comparing last year's income of approximately \$467,000 to this year's income of approximately \$238,000. She reviewed the various expenses; adding that the remaining excess was transferred to the Debt Service Fund to pay the principal down, as previously discussed. She reviewed the expected rental income of \$447,500 for 50% of Area A, and 90% of Area B, the TIF income, and the ¼ mil in the General Fund, which has been allocated. Council Member Fernandez questioned whether the rental income is the anticipated, net operating income, to which the Finance Director responded affirmatively. Council Member Fernandez stated that is a difficult number to count on. The Finance Director noted the net income numbers will be reviewed monthly, when submitted. She mentioned the Debt Service payments have been calculated at a high rate, since the interest rates could fluctuate; however, she projects approximately \$218,000 will remain to pay toward the principal.

Council Member Govin questioned the length of the loan, to which the Finance Director responded three years. Council Member Knapp interjected the loan is interest only; however, the City, at its discretion, is paying it down. The Finance Director mentioned that she expects a principal payment on September 30, 2009.

The Finance Director gave a brief overview of the General Fund – *Preserve Core Services without Impacting Mission*. She informed Council of the many reductions and enhancements the City has already made in 2009.

The Finance Director reviewed the General Fund by Revenue Type, explaining where the money comes from. She confirmed for Council Member Govin that the tax income is not just ad-valorem, but includes all taxes, except the Gas Tax. She noted some revenues have stabilized; therefore, the City has not been able to allow for any growth this year. She reviewed the list of revenue sources which have declined from 2008 to 2010 by a total of \$1,788,020.

The Finance Director continued with Taxable Property Values, which reflect a decline of 14.66% for Fiscal Year 2010, which is the biggest decline in Hillsborough County. She asserted that in order to generate the same tax revenue to the General Fund, the City would need to “roll-up” the millage by .7137, explaining that she is, for this meeting, referring to it as a millage “roll-up” as opposed to the technical term of a millage “roll-back.” She reviewed the events of the past year, which brought about the decreases in tax revenue. She emphasized that if the millage rate was rolled up to 5.2829, the residents would not pay any additional tax dollars. Council Member Knapp remarked that once the millage rates are increased, when the property values increase, the millage rate never seems to be lowered. Several Council Members commented that they did, in fact, lower the rate last year.

Referring to the five-year comparison chart, the Finance Director reviewed the effects of Amendment One and the subsequent losses in property tax revenue to the City in 2008 and 2009. She compared the millage, resulting revenue, and the impact to residents from 2008-09 to 2009-10, for which she demonstrated with calculations the resulting revenue from the same rate versus the roll-up rate. She pointed out, since the value of homes went down, the roll-up millage rate would maintain the same revenue and residents would pay the same tax dollars as in Fiscal Year 2008-09; from a State perspective, going to the roll-up rate to generate the same tax dollars as the previous year is not considered a tax increase. She reviewed the various options allowed by law for millage rates and their respective Council vote count requirements for adoption.

The Finance Director reviewed the 2009 Budget adopted last year was \$22.9 million and subsequently, due to various amendments, the 2009 estimated Budget is at \$24.4 million, some of which is carried over from last year. She commented the recommended Budget this year is \$22.7 million, which is lower than the current adopted Budget, but \$1.7 million down from the amended Budget.

The Finance Director reviewed the General Fund expenditures by category and the General Fund highlights for FY 2010. She commented there are no salary increases, including Fire contracted staff, and no increase to flex benefits. She reviewed pension contribution increases for Police and Fire, and anticipated revenue sources for public safety programs. She discussed the 10.35 frozen and unfilled positions, General Fund reductions completed during 2009, and proposed reductions for 2010, which includes suspending the Council Contingency Fund. A brief discussion occurred on the purpose of the Contingency Fund, which basically funds unanticipated community funding requests or other unanticipated needs that Council chooses to fund during the year.

Council Member Govin questioned whether these reductions are before the \$1.2 million deficit, to which the Finance Director responded affirmatively.

With regard to the Library operation and revenue reductions, the Finance Director reviewed that Hillsborough County funding has been reduced from 38.6% to 23.7% over the last three years, adding that if the Library hours were reduced by 12 hours per week, the savings would be \$36,000. Council Member Fernandez mentioned how busy the library is, and surmised that if the hours are more restricted, staff will be swamped. She questioned whether more computer equipment could be purchased, so there would be more computers there for people to use during shortened hours, to which the Leisure Services Director responded recently 10 of the cataloging computers have been converted to internet computers, which alleviated some of that.

The Finance Director reviewed a formal request received from the Temple Terrace Golf & Country Club, due to some financial difficulties, asking that the administrative cost for the City's loan maintenance, .5% administrative charge, or \$10,000 annually, be eliminated, and, in addition, that the City pay the principal for the next two years [\$105,211 and \$110,945 respectively] with the Club increasing their monthly payments to the City for 14 years beginning in 2012, to offset the \$200,000 the City pays on their behalf.

The City Manager mentioned this is a formal request and needs to be scheduled for formal consideration. Council Member Knapp asserted it is out of the question; the only thing that might be on the table is the .5%. Council Member Fernandez expressed concern that if the Country Club stops paying, it is still the City's obligation to pay; it would become an asset, which the City would need to maintain. Council Member Knapp noted that as a public entity the City cannot legally subsidize a private institution. A way needs to be found, Council Member Fernandez said, so that it does not become a City asset. Council Member Knapp suggested the Country Club raise their dues.

Mayor Affronti added that even if the City could, this is not the year to do it. Council Member Knapp commented that the City is "stretching" on the fact that it took out the note, which was done because they could not use the City's property as collateral, and under the assumption that if they defaulted, the collateral would become the City's. He questioned whether that was included in the \$1.2 million deficit, to which the Finance Director said she budgeted for the Club not to pay the City the approximate \$105,000 out of the Fund Balance, which is before the \$1.2 million deficit. The City Manager mentioned they are suggesting the use of some of the reserves; so that would help a little in that area.

The Finance Director continued her presentation with the General Fund shortfall, noting that the 2008-09 had a \$1 million deficit, and the 2009-10 has an additional \$1.2 million deficit. She said the projected Fund Balance as of September 30, 2009, will be \$5.3 million, and in order to maintain the 25% fund balance policy, there only needs to be \$5 million in the fund. She continued that there is a \$220,000 overage in the fund, which will be used prior to the \$1.2 million deficit.

Council Member Knapp questioned how the \$1 million General Fund shortfall occurred in the 2008-09 budget. Council Member Knapp confirmed with the Finance Director when Council adopted the 2008-09 budget, it was balanced. A brief discussion occurred, with Mayor Affronti explaining that from the original budget, the City had to cut \$1 million to get a balanced budget.

With regard to the options to reduce the \$1.2 million deficit, the Finance Director reviewed the External Options for Suspension and Internal Options. She reviewed and compared the impact that a health insurance increase, and a health insurance increase with furlough days, would have on an average employee. Council Member Fernandez requested clarification regarding whether the health insurance covers all employees, including Police and Fire. The Finance Director responded affirmatively.

The Finance Director reviewed the administration's Recommendation to cover the \$1.2 million budget shortfall: reduce reserves by 3%, suspend external expenses, eliminate capital, Fair Labor Standard Act (FLSA) approved holidays worked, and two furlough days for non-union employees. She noted that with all those cuts, there is still a shortfall of approximately \$176,000, requiring more severe cuts in addition to these, which will impact the City's services. She continued reviewing possible Fire program cuts, which could result in the Fire Department losing its accreditation.

Council Member Halloway questioned whether people with the Knox-Boxes would need to turn them in if the Program were eliminated, as listed under Fire. The City Manager responded negatively, explaining there would simply be no more new boxes issued.

Mayor Affronti asked for an explanation of the Fire Blitz, as listed under Fire Programs. Fire Chief Chapman explained it is a fire safety presentation for all elementary schools in the City.

Council Member Govin questioned whether the recommendation of the 3% reserve reduction is in addition to the previous mentioned reduction in the reserves, to which the Finance Director responded affirmatively, adding it is on top of the \$220,000. Council Member Govin concluded that the total taken out of the reserves would be approximately \$820,000. Council Member Fernandez remarked that this total would bring the City under the 25%. The Finance Director clarified the reserves would be at 22%. The City Manager commented that in reviewing and working with the budget, they believe this is a fiscal emergency, which is why they are suggesting reducing the reserves as a consideration, for the first time ever. The Finance Director added that the National Government Finance Officers Association recommends 16 – 20% in reserves. The City Manager pointed out that they will be recommending the replenishment as revenues increase.

The Finance Director continued her presentation with various cuts to the Recreation Program and Special Events. Council Member Knapp questioned why it is recommended the Recreation Complex be closed on Sundays as opposed to another day of the week. The Leisure Services Director responded that closing on Sunday would affect the least amount of people, since the least number of people per hour utilize the facility on Sunday.

The Finance Director provided various additional options for cutting the budget, including the laptop computers for Police Detectives. Responding to a question from Council Member Knapp, Chief Albano clarified that Police Detectives currently have desktop computers, which cannot be taken in the field.

The Finance Director stated that eliminating all of the proposed items would bring the budget deficit to zero, resulting in a balanced budget. She offered several alternative options for Council's consideration, including the rolled-back millage rate, which would actually be a roll-up millage rate this year; reducing the millage rate in the future would be a top priority if this choice is selected.

A brief discussion occurred regarding last year's, Council approved, millage rate reduction.

Council Member Govin commented that he could only pass raising the millage to the roll-up rate if there was a caveat to reduce it once property values increased. He added that if the Council does not do this and pass this budget, they will have changed the complexion of Temple Terrace. The City Manager related a personal experience where an approved millage increase was conditioned upon its removal in the next fiscal year. Council Member Govin said that with the current economic climate, he is not sure about one year, but he believes replenishment could be made over two or three years. He asserted he would not vote for the budget as it stands today.

Mayor Affronti questioned whether Council can stipulate that as property values increase, the millage be decreased. Council Member Knapp interjected they cannot bind future Councils.

Council Member Knapp recalled the first budget meeting, where a proposal to change City operations by one hour per day was presented; however, it is not included in this budget for consideration; it would solve all of the problems. The Finance Director interjected it saved \$1 million. Council Member Knapp questioned why it did not make it into this budget. The City Manager responded that decrease, when coupled with the furlough days, was a big hit on an already frozen salary. Council Member Knapp mentioned that the benefit cuts discussed do not equal \$1 million. Council Member Fernandez questioned the difference between the two scenarios. The Finance Director responded that the 5.9% reduction is coming completely out of the employee's pocket and has no effect on the City at all. The Finance Director clarified for Council Member Fernandez that the \$1 million potential is due to the reduction of salary, benefits, and payroll taxes, adding that the \$1 million was for the entire City and not for just the non-union employees.

Council Member Fernandez said it does not make sense to lose the Fire Department accreditation. She continued reducing City operations by one hour seems to make more sense than implementing the reduced flex benefits and furlough days; it saves the City more and may be less of an impact on an employee.

Council Member Knapp asked whether the supplementing of the Country Club is calculated as an expense in the \$1.2 million deficit. The Finance Director responded that she has it in there as an expense and off-setting it by utilizing the Fund Balance in the General Fund.

Council Member Fernandez stated she does not like the concept of paying for the Country Club; however, it should not become a City asset. She continued that there has to be a different way for the Country Club to do it. The City Manager remarked they have had a lot of meetings, and according to John, the Club has tried a lot of things. Mayor Affronti suggested the key for the Club will be the end of August, when they see how many people are retained from the summer program.

Council Member Knapp remarked that he believes it is not even feasible for Council to consider paying their principal; it shouldn't be considered. Council Member Fernandez said it is something to keep in mind, because if the Country Club defaults, the City will take it over. Council Member Knapp pointed out there are options.

Council Member Neale questioned the difference between the City closing for an hour a day and the two furlough days. A brief discussion occurred, with the Finance Director clarifying that one-half hour per day, and not one hour, was the previous discussion; the 37-½ hour work week (1/2 hour per day) was all City employees. Council Member Knapp added that was going to be a \$1 million savings, which he believes is a great idea. The City Manager mentioned they would have to go back to the unions, if it is to affect all employees.

Council Member Neale questioned the impact on the employee. The Finance Director responded a 37-½ hour work week would be a 6.25% reduction in pay. Council Member Knapp pointed out it is also a reduction in work. Council Member Neale noted that a furlough day is, too. The City Manager explained the idea for the furlough days was that being paid every two weeks, there are two times a year where a 3<sup>rd</sup> pay is received, and it was an attempt to minimize the adverse impact on people who are having difficulty keeping their heads above water.

Council Member Govin reviewed several of the cuts to employees, adding that he agrees with the no pay increase, because it is what is happening in the industry today; but to cut what they already have and then hit them with taxes, too; it's an inviolate area and too many hits to the employees.

Council Member Fernandez said the furlough should be eliminated if the Council were to go with a reduction of a half-hour per day. She mentioned the reduction in pay would save the City payroll taxes. She suggested if the impact to the employee is the same, the City saves more with the reduction in hours. The Finance Director noted that the \$50.00 increase in flex benefits would be across the board, but with a reduction in hours, salaried employees would have a 6.25% pay reduction, but work the same hours.

Council Member Fernandez remarked she could see cutting certain areas within recreation and possibly some things in Fire, but not cuts across the board; the recreation special events are what make the City what it is, suggesting maybe eliminating one event.

Mayor Affronti noted that would be insignificant, when looking at a \$1 million deficit. He pointed out the key thing Council needs to decide is whether to think about raising the millage, keeping most of the services, along with some of the already calculated reductions, or cut in another area. He agrees with Council Member Govin that cutting a lot of things listed changes the whole City.

The Finance Director questioned whether Council desired to list the items they would like cut. Council Member Hallaway commented he believes the Council would like the millage increase. He confirmed with the Finance Director that would cover \$1,038,000 of the \$1,266,000 deficit the City is looking at.

Council Member Govin remarked that is assuming Council wants all the cuts that were done to arrive at the \$1.2 million; he doesn't want all those cuts. The Finance Director asked whether cutting the Library hours was a concern, to which Council Member Govin responded affirmatively. Council Member Govin recommended that the City administration put together some numbers assuming the roll-up to 5.2829, which takes residents to an even amount [no increase in tax dollars with the decrease in property values], with a caveat, borrowing the reserves down to 20%, and readjusting the other items.

Council Member Knapp questioned the reserve reduction, to which the Finance Director responded that Mr. Govin suggested borrowing reserves down to 20% rather than keeping it at 25%. Council Member Knapp confirmed that Mr. Govin would like to reduce the reserves by \$1 million and raise the taxes by \$1 million, to which Mr. Govin responded affirmatively; he would like to see those two items calculated and then look at readjusting others. Council Member Govin added there are External Options for Suspension he would like to see added back in, except for perhaps the lobbyist. He asserted the Temple Terrace Country Club is on its own; it is a private corporation and needs to work through it, unless they come to a dead end. Mayor Affronti questioned whether Council Member Govin has a problem with giving up the .5% administrative cost, to which he responded negatively. Council Member Govin remarked that the City should not be going into its reserves for the Country Club.

The Finance Director confirmed for Council Member Neale that if Council chooses the millage roll-up and the rest comes from reserves, none of the cuts listed from the External Options for Suspension forward would be done. Council Member Neale concurred that Council needs to consider the millage roll-up and leave the majority of the cuts alone. The Finance Director suggested that if there are other things Council would like to keep, let her know, because if more reserves are used and the roll-up rate approved, some of the other things can be put back in the budget.

Council Member Knapp questioned how much money is in the reserves, to which the Finance Director responded it will be \$5 million after the \$220,000 is used. Council Member Knapp questioned whether at the end of the year, the reserves would be added to or subtracted and whether it is already accounted for. The Finance Director responded it will be added to and the estimated amount has already been calculated into the budget.

Council Member Govin suggested Council needs to look at a budget that shows taking Fund Balance to 20% along with the roll-up millage rate of 5.2829. The Finance Director reported it would be \$788,000 leftover, to add items back in the budget. Council Member Govin questioned what the City would like to put back in. The City Manager commented that if Council gives them flexibility, they will come back with a recommendation.

Council Member Fernandez mentioned she would prefer a smaller millage roll-up or a smaller amount of reserves taken, or some combination thereof. The City Manager suggested showing what would have to be cut to balance with half roll-up rate. Council Member Govin suggested showing half and full roll-up rates.

The Finance Director requested direction from Council as to millage increase percentage desired. Mayor Affronti said he believes Council is willing to look at the millage rate increase, requesting that the Finance Director come back with figures with half the roll-up rate and the full roll-up rate, showing the cuts needed for each scenario. The City Manager stated that they have recommended 3% out of fund balance and questioned whether that should be taken down further as part of a scenario. Council Member Govin suggested the City Manager provide two or three options.

Council Member Halloway said he believes the only option is the millage increase. He requested the administration come back with their options listed as "A," "B," or "C," along with the pros and cons of each option, in order to compare them.

Council Member Govin reiterated his desire for a covenant or caveat to be included, providing that over a three-year period the City would pay it back. The City Manager stated he believes the administration could be directed to do that.

Council Member Knapp said he would be in favor of a millage increase, as presented, that does not impact the citizens, dollar-wise, but only if the reserves are impacted by the least possible amount. He reflected on a time when the reserve was approximately \$200,000 and does not want to watch it dwindle down, because it is the easy thing to do; it was difficult to build it up.

The City Manager noted on tonight's agenda the roll-up rate is recommended, as adoption of a tentative millage, to give Council flexibility, and because it is tax neutral. The Finance Director displayed a tax bill which will go out to the citizens in showing a neutral amount, if Council approves it tonight.

Council Member Govin mentioned the early meetings are taking a toll on his regular job, citing several examples of recent daytime meetings he has attended. He commented that it appears that not much consideration is given to Council's personal schedules. Mayor Affronti questioned whether a one-hour workshop prior to the 6:00 p.m. Council meeting would be acceptable, to which Council Member Govin responded 5:00 p.m. might be acceptable. The City Manager suggested a workshop of up to one hour would be scheduled prior to regular meetings; otherwise, they will be scheduled after the regular meetings.

Council Member Knapp reviewed they previously discussed reducing or removing the stipend received by Council, which he believed had support; however, is unsure if it was included in the budget. A brief discussion occurred regarding the Council's salary of \$200.00 per month and \$50.00 expense checks. Council Member Knapp suggested the Members of Council give up the \$200.00 per month.

Council Member Govin remarked it could create a situation in the future, where someone who would like to be on Council could not afford to be. He related personal expenses incurred attending meetings.

Council Member Fernandez suggested it be eliminated from this budget, but not eliminated for future Councils. Council Member Knapp recalled the intent of the Council at the time it was added, was to continue to raise the salary over time until it became a paid position. He continued this is not a paid position; it is a volunteer position. He suggested that if a Council Member incurs expenses, they submit an expense report. Council Member Govin said that would okay, too.

Council Member Hallaway suggested giving up the stipend should be voluntary.

Council Member Fernandez said that the argument was made when it was voted on that it was keeping some people from being able to run for Council, because of having to work, and this was supposed to help replace their income. She added \$250.00 does not replace anyone's income; it is still a volunteer position.

Mayor Affronti said compared to Council Members or Commissioners, who work in similar sized municipalities, this Council is paid far below what others are making. Council Member Knapp said that is what makes them different.

Council Member Fernandez concurred and suggested it be given up for the 2009-10 budget only.

Council Member Neale said \$200.00 does not pay her expenses. Council Members Govin, Halloway, and Neale were opposed to the idea of giving up the stipend.

Council Member Knapp stated all he wanted was the dollar, and requested the Finance Department discontinue sending him his monthly \$200.00 check, asking that they use it as a contribution instead.

The work session ended at 5:54 p.m.

Submitted by,

Melissa E. Burns, MMC  
City Clerk