

**City of Powell  
Finance Committee  
Minutes  
October 22, 2019**



**Attendees**

Jon Bennehoof, Tom Counts, Frank Bertone, Brendon Newcomb, Melissa Riggins, Dan Swartwout, Steve Lutz and Karen Sybert. Also in attendance were Silas Bowers, Interim Director of Parks, Recreation & Public Service; Megan Canavan, Director of Communications; Steve Hrytzik, Chief of Police; Chris Huber, City Engineer; Rocky Kambo, Assistant Director of Development; Karen Mitchell, City Clerk; and Kevin Moran, Chief Building Official.

**Call to Order**

Approximately 7:00 p.m.

**Approval of Minutes**

The minutes for October 8, 2019 were approved with one revision. The revision is in the description of the Police department budget i.e.: The 2020 Police department budget includes the cost of **two** cruisers.

**2020 Budget Review (Part 3)**

- A. The 2020 General Fund budget discussion was continued with attention to areas for which additional information was requested. The Council / City Clerk budget will be increased in the Records Maintenance Agreement line to provide for an upgrade to the Naviance software used in the department as the current version of the software will no longer be supported. The audio/visual equipment line in the Information Technology budget will be set at \$8,200.00. The 2020 budget represents a status quo position.
- B. Agency Funds were reviewed by Mrs. Sybert. The Agency Funds are non-discretionary, rather more of a custodial account.
- C. Debt Service Funds were reviewed by Mrs. Sybert with brief explanation of the funds and some discussion on anticipated final payment dates.

**Fee Schedule Review**

The proposed 2020 Fee Schedule was reviewed and discussed. Questions from the committee were addressed by the respective department director. Some of the discussion items included: Length of time for soccer field reservations to remain at 90 minutes rather than the proposed 60 minutes; should true costs be considered for some of the plan review fees – Kevin Moran shared that the \$100.00/hr. rate was established with that in mind; explanation of engineering inspection tiered fee system; clarification of meeting room deposit fee as it pertains to alcohol/non-alcohol events; a review of the cost for city light pole banner rental fees was requested.

**Executive Session**

Frank Bertone moved, seconded by Tom Counts that the Finance Committee move to executive session at 8:37 p.m. to discuss personnel matters and compensation.

The Finance Committee exited executive session at approximately 9:18 p.m.

The Finance Committee thanked Mr. Lutz, Mrs. Sybert and all of the department directors for their work on the 2020 budget. Their efforts provided for a smooth and expedient budget process.

**Adjournment**

Adjourned at approximately 9:20 p.m.