

CITY COUNCIL WORK SESSION

PROPOSED FY15 BUDGET

MUNICIPAL COMPLEX
DATE: SATURDAY, MAY 10, 2014

PORTSMOUTH, NH
TIME: 8:00AM

City Council Present: Mayor Lister, Assistant Mayor Splaine, Councilors Shaheen, Kennedy, Lown, Dwyer, Morgan, Spear and Thorsen

Staff Present: John P. Bohenko, City Manager; Robert Sullivan, City Attorney; Judie Belanger, Finance Director; Andrew Purgiel, Deputy Finance Director; Stephen Dubois, Police Chief; Corey McDonald, Deputy Police Chief, Karen Senecal, Police Budget Coordinator; Steven Achilles, Fire Chief; Peter Rice, Public Works Director; Brian Goetz, Deputy Public Works Director; Roberta Orsini, Business Administrator; Mark Nelson, Parking & Transportation Director; Rus Wilson, Recreation Director; Brinn Chute, Senior Services Coordinator; David Allen, Deputy City Manager; Ellen Tully, Welfare Administrator; Dianna Fogarty, Human Resources Director; Becky Benvenuti, Tax Collector/Revenue Administrator; Robert Sullivan, City Attorney; Mary Ann List, Library Director; Ed McDonough, Superintendent of Schools; Steve Zadravec, Assistant Superintendent of Schools, Steve Bartlett, School Business Manager; and Kelli L. Barnaby, City Clerk

Others Present: John Golumb, Gerald Howe and Brenna Cavanaugh, Police Commissioners;

Budget Summary

Mayor Lister called the Work Session to order at 8:00 a.m. in the Levenson Room of the Library.

City Manager Bohenko said we will need to have a hard stop at 2:30 p.m. due to another meeting being held in this room. He announced that the public hearing on the budget will take place on Monday, May 12th at 7:00 p.m. in the Eileen Dondero Foley Council Chambers at City Hall.

Councilor Kennedy said she would like to be able to keep the public hearing open after May 12th until June 2nd. City Manager Bohneko said the City Council would need to do that or do you want to set a separate date. He said you might want to have the public hearing open until June 9th, which is a separate meeting from June 2nd.

City Manager discussed a macro view of the budget. He stated that operating is 78% of the budget, which is \$75,737,440.00 with \$500,000.00 set aside for collective bargaining. City Manager Bohenko said 84% of the budget is based on salaries and benefits and this budget still contains 33% less positions from the 2009 budget. He reported that 15 of the union's contracts will be expiring as of June 30th.

City Manager Bohenko reported on salaries, benefits, health insurance, retirement costs and Rockingham County taxes. He also reviewed estimated revenues, new growth and the increase in vehicle registration revenues as well as our triple A bond rating. City Manager Bohenko said the estimated tax rate will be an increase of \$.29, which is 1.6% over last year. The average rate has increased \$.20 in 4 years or 1.1% per year.

Councilor Spear spoke to the new revenue from values and parking revenues that are non-tax dollars coming into the City which allows us to provide services people have come to expect. He stated the increase in development and new growth is what keeps our tax rate down. He said \$2.5 million means 25 teachers. He said discouraging growth in the future will have a negative impact on the City and the tax rate.

Police Department

Police Chief Dubois spoke regarding the Police Department budget public hearing held in February. He stated that the budget includes an increase of 2.83% following the Police Commission budget public hearing it was reduced to \$26,094.00. Chief Dubois spoke to the impacts of the budget with auxiliary, gas, software maintenance, training, restoration of office and a delay in hiring. He addressed how the department has gone from 72 officers down to 62 officers. He said they are trying to get back to community policing by working with neighborhoods and downtown businesses. He stated the continued growth in the City is having an affect on the Police Department and we need to have more officers. We have the highest per capita of liquor licenses in the State.

Councilor Shaheen said we have seen a great deal of news on the increase in heroin use in the City. Chief Dubois addressed the use of officers and detectives to address these kinds of matters.

Councilor Kennedy asked about the impact to the auxiliary officers. Chief Dubois said there are 27 officers. Councilor Kennedy spoke about her neighborhood creating a neighborhood watch program. Chief Dubois said neighborhood watches are the type of thing that would be assigned to Detective Jacques and he would meet with your neighborhood.

Councilor Lown spoke to the time involved getting a new officer ready for the department. Chief Dubois said the department can do some things prior to November that will not cost money such as advertise, testing for the position. He said he wants to stay in front of the curve.

Councilor Thorsen said there have been improvements in the department with him taking over as Chief. He said he would like to have a presentation on the dash board view technology and feels that type of tracking could help with the City. He asked if there would be more efficiency with the technology. He also asked if the technology allows further efficiencies where areas are covered. Chief Dubois spoke regarding the dash board technology being in real time.

The City Council said there were additional questions they would like to ask and when would that be appropriate. City Manager Bohenko said at the May 27th Work Session. He also said more Work Sessions could be schedule as well.

Fire Department

Fire Chief Achilles reviewed the services provided by the Fire Department. He said the budget request is for \$7.8 million and he worked with the City Manager in order to come in at 3% and bring the request down to \$7.7 million. He spoke to the goals and objectives for the department. He reported that over the last 10 years calls have increased over 60%. Chief Achilles also addressed the EMO and outlined the goals of that department as well. Councilor Kennedy spoke regarding the overtime amount for the department. Chief Achilles said the department has 10 firefighters out on workers compensation. Councilor Kennedy said there needs to be an explanation and rationale for the overtime.

Councilor Shaheen spoke to the staffing models. Chief Achilles said the staffing and response times are bench marks. He stated the types of calls that affect response times are construction in the City and the additional new growth in the City. He said the budget is built around making sure we reach all areas of the City.

Councilor Dwyer spoke with Chief Achilles regarding our aging population and the senior facilities.

Assistant Mayor Splaine would like Chief Achilles to provide an idea of how the department could do a better job with new flexibility of funds. The kinds of thing this would look like and what you would like to see for the department in the next 5 to 10 years. Chief Achilles said a more thoughtful look would need to be done. He said we need to look at different things, all three stations, our mission statement, and engaging every one in the department to look at ways of improving these.

Councilor Kennedy would like to see volunteer firefighters in the department.

At 9:55 a.m., Mayor Lister called a brief break. At 10:00 a.m., Mayor Lister called the meeting back to order.

Public Works

City Manager Bohenko said he has seen such a change in the department. He said the department is more responsive to people and Public Works Director Rice has reallocated resources.

Public Works Director Rice said over the last year they reviewed the structure of the Public Works Department to better address the needs of the City. He spoke to the 4 divisions that make up the department. He said with the restructuring of the department he is requesting a 1.05% increase. He provided a breakdown of major categories in the budget and spoke to the variables of the budget which are fuel and salt prices.

Councilor Dwyer spoke to the bridge replacements that have required much of our attention between the City and the DOT. Public Works Director Rice said absolutely. He said some of these areas require much more hand holding than he expected. The DOT is used to building bridges in isolated areas.

Public Works Director Rice said it is impacting the highway and water staff. He said it is so critical we need to work with the DOT. He reported that we will see 8 bridges replaced in the area. We are working to reduce the impact to our residents. Councilor Dwyer said that this is a change in practice and we should communicate this to our Delegation. Public Works Director Rice agreed and said DOT staff is stretched thin and do not have the kind of safety and control we require for contracts.

Councilor Kennedy said she would like to bring forward once again that there are no late hours for the transfer center. Public Works Director Rice said Tuesday evenings they are opened later. Councilor Kennedy asked if Saturday hours could be extended in the budget. City Manager Bohenko said we can look at it and provide the City Council with a price.

Discussion followed regarding the increase in pocket parks and the impacts to the Public Works Department. Public Works Director Rice said he will be collecting more data on this and how to create efficiencies.

Councilor Shaheen asked in regards to the impact on our staff due to the DOT, do we need to look at increasing staff. Public Works Director Rice said it is more about getting the right staff for what we need. We are looking at a more highly skilled person to work on other areas. City Manager Bohenko said we are looking at a community outreach person that would go out into the City and coordinate. He said we are also looking at a way to honor the people that are doing our adopt-a-spot areas. Public Works Director Rice said the volunteers are wonderful but we need to look at providing the people with the resources they need.

Parking and Transportation

Parking and Transportation Director Nelson provided facts of the department. He said we want to enhance our parking assets and improve the parking experience for individuals. He stated the increase in the budget is 14.6%, which is due to picking up the responsibilities for loading out the snow and collective bargaining.

City Manager Bohenko said 10 years ago all parking revenue went into the general fund and services were all in the general fund. He said in order to better identify costs and utilizing funds coming into parking we created a special revenue fund. He said we are trying to create a soft landing to the budget for this transition.

Councilor Kennedy asked about the additional money in overtime from last year. Director Nelson said it is due to evening hours for staffing the garage. City Manager Bohenko said we are addressing the needs of individuals using the garage and its facilities. He said we need to bring in people to clean the bathrooms and we are starting to power wash the building.

Director Nelson said there is no increase in the rates for ridership.

Recreation/Senior Services

Recreation Director Wilson reported that the budget increases are due to water and sewer. He spoke to Spinnaker Point and the use of the facility and said it works very well.

Director Wilson said he is very pleased with the collaboration between the Recreation Department and the School Department. He also reported increases to the outdoor pool are from increases to water and sewer as well as salary increases. Director Wilson also spoke to the various services the Recreation Department provides throughout the City.

Brinn Chute, Senior Services, reviewed her budget which would make her position full time and there will also be a part time position. She spoke to the community campus site and the services and activities provided for seniors. City Manager Bohenko said the Mark Wentworth Home is paying the rent and utilities for the site. Ms. Chute said the only cost to the City right now would be for phone and television.

Councilor Spear said the Recreation Department has done a great job with active recreation in the City. He said we have many natural assets that people use. He asked Director Wilson what he thought of changing the name of the department to Parks and Recreation Department. City Manager Bohenko said under Community Services you have such things as Recreation, Parks and Senior Services. He said it would be more appropriate to discuss this later.

Planning, Inspection, Health

Deputy City Manager Allen reviewed the staffing levels in the Planning Department and the coverage provided to the land use boards. He said administrative staff puts together agendas, legal notices, minutes, abutter notices, etc. He said transportation is one of their large areas. He also said that the Planning Department meets weekly with the Public Works Department to review the list of projects and discuss where we stand in terms of the projects. Deputy City Manager Allen spoke to the budget changes in FY14-15, new part time staffing for land use board meetings attending and taking minutes. He said in FY14 there was the addition of a new Associate Planner and in FY15 Planning Consulting services. He stated that \$12,000.00 will be used for producing minutes. The staff will still attend the meetings and take the minutes but the part time person will construct the minutes. He said the part time person constructing the minutes would reduce overtime costs. City Manager Bohenko said that the Fee Committee has increased some fees to offset those costs and the estimates are conservative.

Councilor Kennedy said she would like to have a way to get reimbursed the difference between a large and small project in the City. She said the individuals serving on the Historic District Commission volunteered for this but the staff has not made that commitment and we should have reimbursed them for that time. This is a burden of the times we are in right now.

Deputy City Manager Allen said fees have been adjusted because of the larger projects. We require the applicant to make all the copies of plan sets, reports that have to be provided for review as well.

Assistant Mayor Splaine said it would be clearer for him if the City Council had an idea of how much it is costing for our staff to process applications and go through the entire process. Councilor Dwyer said she was going to suggest something similar.

Councilor Shaheen suggested showing the difference in fees from a residential project and a commercial project.

Councilor Kennedy said she would like to receive a copy of the Powerpoint presentations. City Manager Bohenko said all the Powerpoint presentations will be placed on the website. She asked where the Master Plan would be and how it would be accessed. She said we need to get started with the Master Plan.

Deputy City Manager Allen said the Master Plan is a capital project that is why it does not show up as a line item in this budget as well as the form-based zoning. City Manager Bohenko said \$100,000.00 has been put in the form-based zoning from UDAG fees.

Councilor Spear said there has been a concern with the retention of staffing and moving forward. He asked the Deputy City Manager if he feels we are at the appropriate levels to meet the needs of the City and the residents. Deputy City Manager Allen said staff is working at the very edge; the meetings are frequent, long and late. The needs require a great deal of background work. He is not prepared to say what the ideal session is right now. He said we are running on all cylinders and it is challenging.

Councilor Shaheen asked Deputy City Manager Allen if you are running on fumes or all cylinders. She appreciates the extraordinary efforts of City Manager Bohenko, Deputy City Manager Allen and the staff.

City Manager Bohenko said the staff is at a point where they are running on fumes. He said there is typically a break and there is no longer a break. He said he would like to look at the division of City Manager and Deputy City Manager duties. He would ask the City Council to look to Deputy City Manager Allen on Planning and land use issues.

Assistant Mayor Splaine said some advance planning and dialogue would be very wise at this time. He said the budget process would allow you do to just so much with this budget process where staff is running on fumes. Assistant Mayor Splaine said if an additional person to oversee development items could be the steward of the works. City Manager Bohenko said we are thinking about an application administrator. He said a great deal of time is spent with the public many times people are under prepared for the smaller projects.

Councilor Morgan thanked Deputy City Manager Allen for bringing the issues forward. She said we need to look at what is the best way to operate and interact with the residents and streamlining the process.

City Manager Bohenko said we are still 33 people less than 2008. He said we try to reallocate resources and we try to restructure staffing and departments. He said we need to look at how small cities with such large growth deal with these issues.

Deputy City Manager Allen spoke to the Historic District Commission creating a consent agenda for issues now, which helps in terms of time.

Mayor Lister declared a brief break at Noon. At 12:15 p.m. Mayor Lister called the meeting back to order.

Deputy City Manager Allen said the Inspection Department is looking at a change with our Chief Building Inspector replacing Rick Hopley with Richard Marsilia. He reported that Mr.

Marsilia started a week ago and is working closely with Inspector Hopley. He spoke to the addition of a full time electrical inspector. Deputy City Manager Allen said we are looking at a similar budget that reflects a 3% change which is based on a full time electrical inspector. City Manager Bohenko said the revenue side of the budget covers the Inspection Department.

City Manager Bohenko spoke regarding adding an architect to the department and it could be a contracted position that would assist the Historic District Commission.

Deputy City Manager Allen said the Planning Department and Inspection Department are very much interwoven. He said the architect would allow the review between the permit and approval process.

Councilor Kennedy said she feels at this point we need someone to make sure the Historic District Commission projects are being completed in the right way. She said the Historic District Commission is looking at a different world from the inside to follow requirements.

Councilor Dwyer said she feels adding an architect is a good idea, but it should be a consultant. She said the Inspection Department interacts closely with the Fire Inspector. She said we may want to think about bringing the Fire Inspector under the Inspection Department.

City Manager Bohenko said in other communities the Fire Inspector does come out of the Inspection Department and we would need to work with the Fire Commission on this matter.

Deputy City Manager Allen reviewed the Health Department and said it is a small department with large impacts. He said this is another department that is running on fumes.

Councilor Spear said earlier we spoke with the Police Department on heroin use in the City. He asked if the Health Department deals with these kinds of issues. Kristin Shaw of the Health Department said we do not deal directly with that issue.

Councilor Kennedy asked if the fees are enough to cover the Health Department. She said we need to look at what the excess services cost and charging for them. City Manager Bohenko said we are bringing in \$70,000.00 in fees. Ms. Shaw said we raised fees 2 years ago and there are areas where you could charge for fines and re-inspections. City Manager Bohenko said we would look at this for next year.

Finance, Accounting, Assessing, Tax Collector, Information Technology Departments

Finance Director Belanger spoke to the 4 division that make up the Finance Department. The budget is \$1.9 million and equals a 2% increase over last year. She said the Finance Department is the hub of the finances for the City. She addressed the Assessors office, which reviews 8,326 properties and is in the process of revaluating as required every 5 years in NH and said the new values will be effective FY16.

Director Belanger addressed the vehicle registrations for the City. She stated whether a person comes into the office or does the registration on-line it does not reduce the time it takes to process the registration by the Tax Collector's office. She spoke to the Tax Collector being the central collection of funds for the City. She said customer service is a big part of what they do and spoke to the number of ways to make payments in the office. Director Belanger reported that an ATM has been implemented in the wing of the Tax Collector, City Clerk, and Assessor's offices.

Director Belanger reported on the Information Technology Department and how it is a 24/7 operation. She said they support 406 computers and 23 servers for the City of Portsmouth.

Director Belanger said in the Accounting Department there are increases in the RFP's and Bids this year. She stated one person is responsible for processing payroll. The Water and Sewer Department does billing. Director Belanger spoke to City ordinances and guidelines that must be followed. She reported that 15 State reports must be filed before getting the tax rate. She spoke to the financial excellence awards, CAFR Reports, we have received 20 awards, and we have received 8 budget presentation awards, the only community in NH to receive this award.

Councilor Kennedy asked about assessment contract awards and contract services and where is it in the budget. Director Belanger said the City has a full time Assessor. She said we have in the past tried to do it with a contractor. She said the contractors are not available to the taxpayers. It is \$80,000.00 for contract services and the funds are encumbered. She said the budget pages to look at are pages 153 and 300.

City Manager Bohenko said there are less and less certified assessors in the State of New Hampshire because there is a limited amount of people, we are finding this year that contractors are skyrocketing.

Welfare Department

Ellen Tully said the office is made up of 2 people. She is looking to increase the budget for assistance. The increase in the budget reflects 9.18% and reported that we are one of the most expensive places to live and spoke to the cost of high rents.

Ms. Tully addressed the 21 local non-profit agencies and reported that this is a level funded budget since FY12.

Councilor Dwyer asked Ellen about housing increases and where we place people. Ellen said if a family is living in a shelter she would help them with the first months rent to get into a rental. Councilor Dwyer said you in a sense, fill in the gaps rather than sending people to other agencies.

Councilor Kennedy asked how many people Ellen has assisted. Ellen said approximately 500 people per year, but that includes duplicated services as well.

Councilor Shaheen said the residents you serve have long term unemployment issues, are you seeing an increase demand for mental health services. Ellen said she sends all mental health issues to Seacoast Mental Health Center and there is a long waiting list.

Mayor Lister asked how many people served are residents in the City. Ellen said everyone is a resident of the City. She said some are long term homeless and you can't decline them.

Human Resources Department

Human Resources Director Dianna Fogarty, outlined the responsibilities of the department. She said her budget funds the health, dental, workers compensation for the City. She said there increase is \$46,000.00. She spoke to the benefits provided to employees. Director Fogarty addressed the challenges in FY15 which is the affordable care act. She said the workload is up tremendously as all items must be documented or you can be fined. She said we are also working on succession planning. She said she will be working on negotiations of 13 contracts in the next year. We continue to look at alternates to health insurance.

Councilor Thorsen asked about the hiring numbers. Director Fogarty said it was all the general government side. She said the ratios are good in from job openings there are a lot of applications that is an indication that we have flexibility on what we offer as well. He asked if there were any jobs that we are getting a large amount of applications. Director Fogarty said we get great responses because many people want to work for the City of Portsmouth.

Councilor Kennedy said in dealing with the affordable care act people are changing individual's hours down to 29 hours, are we? Director Fogarty said we are not. Councilor Kennedy said we are keeping everyone at the same hours. Director Fogarty said the current staff maintains full time, when there is a position posted we look at whether we still may need full time.

Councilor Dwyer said we offer part time employees to be part of health insurance. Director Fogarty said 30 hour employees have health insurance. She said the paraprofessionals in the School Department need to have 25 hours to be entitled to health insurance.

Councilor Shaheen asked if Human Resources has the resources needed to handle the changes. Director Fogarty said she has 1 staff person and interviewing for an additional staff person.

Legal Department

City Attorney Sullivan said the position of Assistant City Attorney would be eliminated to create a Deputy City Attorney. He said the difference between an Assistant City Attorney and a Deputy City Attorney is that the Deputy could step into the shoes of the City Attorney if needed. City Attorney Sullivan reported that Suzanne Woodland no longer functions as an Assistant City Attorney she functions as a Deputy City Attorney. City Attorney Sullivan said this is to create a succession plan to replace him as the City Attorney at some point. He said Suzanne has earned her right to be a Deputy City Attorney.

Councilor Spear asked City Attorney Sullivan if he felt 2 full time attorneys are efficient or do you need more assistance with the number of cases the City is involved in currently.

City Manager Bohenko said we would like to see in next year's budget increasing the hours of a part time person. He said we need someone to look at contracts and bid documents.

Councilor Dwyer said she endorses the change with making Suzanne Woodland the Deputy City Attorney. She said that Suzanne has done great work on the Wastewater Treatment Plant and has saved the City millions of dollars.

City Clerk Department

City Clerk Barnaby reported the proposed budget for the City Clerk is \$230,628.00 which represented an increase of \$4,651.00 or 2.06% from FY14. The proposed Election budget for FY15 is \$52,880.00 which equates to a net increase of \$13,532.00 or 34.39% from FY14.

City Clerk Barnaby reviewed the staffing levels in the department which consist of an Office Manager/Deputy City Clerk I – Valerie French; Deputy City Clerk I – Dianne Kirby and City Clerk – Kelli L. Barnaby. She reported that she is currently serving as the President of the New England Association of City and Town Clerks.

City Clerk Barnaby reported that there are 14,681 registered voters in the City of Portsmouth and there will be 2 Elections in 2014. The State Primary Election will be held on Tuesday, September 9, 2014 and the State General Election will be held on Tuesday, November 4, 2014.

City Clerk Barnaby also spoke to the various statistical data in the department.

Library Department

Maryann List, Library Director provided an overview of the Library and stated that she is retiring this year. She said that Deputy Library Director Steven Butzel will be the new Library Director. She said the Library is a community space that holds many programs. She spoke to the Library's inventory of books, magazine, and electronic resources that are available. She indicated the Library budget is an increase of 1.36% or \$1,643,510.00.

Councilor Kennedy asked how we decided to put the books out on the cart for \$.10 and why are we putting these items out to sell rather than keeping them in our resources. Library Director List said if the demand lowers we need to remove those items that are no longer of value and we do keep one copy.

Councilor Shaheen asked if the hours of operation have been looked at. Director List said 4 years ago hours were extended to where we are at 68 hours per weeks. The summer nights we lower our hours. She said it is possible to increase hours but it would require a reworking of the Library budget and could be done with the current staffing.

Mayor Lister asked the number of residents that have Library cards. Director List said it fluctuates, but there are 17,000 and can go as high as 19,000 and 3% are not residents it could be employees that do not live in the City, school students that do not live in the City. She reported nationally 50% of Americans are Library users.

School Department

Superintendent McDonough introduced members of the School Board. He reviewed the mission of the School Department is *“Educating all students by challenging them to become thinking, responsible, contributing citizens who continue to learn throughout their lives.”* He spoke to the many achievements earned by the Portsmouth Schools and reported that the High School earned Advanced Placement results, which increased 2.9% over last year. Superintendent McDonough reported that 52% of the budget is based on salaries and benefits.

Councilor Lown asked about personnel and spoke to the cuts made during the recession. He asked if the programs are suffering from the reductions in personnel.

Councilor Kennedy asked about anticipated revenues from other districts and enrollment expectations from other districts. She is having a hard time adding more personnel when other departments are losing staffing. Superintendent McDonough said the enrollment for K-12 for 2014-2015 is 2,583 and the population is remaining stable. Business Administrator Bartlett said the tuition numbers have remained stabled.

Councilor Shaheen thanked the Superintendent and School Board for what they do and the programs and services provided to students and keeping the per pupil costs at approximately \$14,000.00.

Superintendent McDonough reported that we have 18 applications for the Portsmouth High School principal and 41 applications for the Assistant Principal.

Councilor Thorsen spoke to on-line learning expanding the opportunities for students. Superintendent McDonough said we are still evolving in this area and many use the on-line classes but it is not a replacement to regular classes. Assistant Superintendent Zdravec said at the High School they are installing a lab for on-line learning.

Assistant Mayor Splaine said incredible things are happening in the schools. He can't think of any investment that is better than educating our future. He asked if they could provide an idea of what the schools would have liked to have seen, that you could not do with the budget, and what do you see 5 to 10 years from now. Superintendent McDonough said offering pre-K programs and bringing back foreign language for elementary students. He would like to offer coaching opportunities to work with other teachers and receive feed back that would make our teachers even better.

Councilor Morgan asked if the school sees any future impacts from the common core. Superintendent McDonough said we invested in our technology and made that investment in the past with text books. We do not see an increase in that. We are thinking about the assessment level at the High School and how we can get every student to take the SAT.

Councilor Morgan suggested that Superintendent McDonough reach out to the parents to discuss a vision for education in the City.

Councilor Kennedy said the School Board should thank Superintendent McDonough because in other parts of the State the School Board presents the budget.

City Manager Bohenko announced the Public Hearing on the budget will be held on May 12th. He suggested reopening the Public Hearing prior to the Work Session on May 27th. He said he would like to start the Public Hearing on May 27th at 6:30 p.m. City Manager Bohenko said department heads would be available and at that time we will review the pro-forma's for the Budget Resolutions.

At 2:30 p.m., Mayor Lister closed the Budget Work Session.

Respectfully submitted by:

Kelli L. Barnaby, CMC/CNHMC
City Clerk