

**Council of the Village of Yellow Springs
Work Session Minutes**

In Council Chambers @ 9:00 A.M.

Wednesday, October 31, 2018

CALL TO ORDER

President of Council Brian Housh called the meeting to order at 9:02 am.

ROLL CALL

Present were President Housh, Vice President Marianne MacQueen and Council members Judith Hempfling, Kevin Stokes and Lisa Kreeger. Also present were Village Manager Patti Bates, Public Works Director Johnnie Burns and Finance Director Colleen Harris. YSPD Chief Brian Carlson and Sergeant Naomi Watson joined the meeting for the patrol car request.

Observers were Gerald Simms and Kineta Sanford.

BUDGET SESSION

Review of Enterprise and Special Revenue Funds Budget
Review of Capital Budgets
Review of General Fund Budget
Review of Any Suggestions for Change to Discretionary Lines
Review of Council Requests for Funding Not Currently Included in GF Budget

Harris reviewed the Enterprise Funds budgets, noting that all Enterprise Funds had transfers for Capital Improvements, as was decided during the 2017 budget process as a best practice.

Discussion regarding the recommendation on the part of Harris to budget for 10% across all departments/funds in the salaries lines to cover any potential need for an employee pay-out was discussed at several points in the process.

All Council members felt that this amount was excessive, and would limit investment potential for opportunities based on a worst-case scenario.

The amount of withholding suggested varied by Council member, but Council eventually agreed to ask Harris to budget for a 4% across all departments/funds in the salaries lines for their review.

There was a brief discussion regarding the characterization of funds allotted to various entities, with MacQueen and Housh expressing that they prefer the terms "partner" or "investment" over the term "donation", which implies a gift with no promise of return.

MacQueen asked that Bates' "Donations Brief" be rewritten with this in mind.

Stokes asked that as "partners" the "donees" offer a forecast of future activities projecting at least a year out, as well as an annual report.

Housh noted that the contributions should be considered economic development.

Council discussed the Economic Development Fund, with Housh asking that the Revolving Loan Fund be pulled out as a separate line.

Bates noted during the discussion of the Green Space Fund that Council had committed \$200,000.00 over the next four years, but that the obligation will not be called upon unless requested for a specific project coming from Tecumseh land trust.

Housh suggested sharing equipment costs across different departments within the Enterprise Funds, and asked if this could be explored.

Chief Carlson and Sergeant Watson joined the meeting for the discussion of a request for a new cruiser.

The cruiser, a police staff car, and a general employee staff car were all discussed at length.

Increases in the Planning and Zoning area were briefly discussed, with note given to the increase in the workload in that area over the last several years.

Hempfling asked that staffing be reviewed for the Police Department to determine the most effective manner to staff that area.

MacQueen asked for funds for a geotechnical assessment of the Glass Farm.

Bates stated that she will contact a provider and get an estimate for this.

Burns reviewed his infrastructure recommendations, noting several areas where he is combining uses for equipment to make the equipment more useful and lower cost in any one line.

During discussion of infrastructure projects, the high repair needs for the Pottery Shop were discussed, with general agreement that the users of that facility will need to contribute to the cost of repairs.

Kreeger and Housh agreed to follow up with the group.

Housh asked where the funds for the Skatepark might be located, as well as well as funds for the Ellis Park bridge.

Burns commented that he did not think it is the Village's responsibility to create a break room, but is the Village's responsibility to create a unisex bathroom at the Library. This reduced the expenditure for that line.

Burns gave a report on equipment sharing and his strategy for repair and repurposing of vehicles wherever possible.

Burns gave justification for his requests for camera work in the sewer lines and for several vehicle upgrades.

Council discussed the addition of a new line for Affordable Housing.

Bates cautioned that this takes time, since any new fund has to be done by ordinance and then receive approval from the State Auditor.

Housh asked for a total across the board cost for legal fees for 2018, and noted that the fees are capped for 2019.

There was some discussion regarding the uses for the Lodging Tax, and discussion as to where to place those funds.

ADJOURNMENT

At 12:44 pm, Stokes MOVED and Kreeger SECONDED a MOTION TO ADJOURN. The MOTION PASSED 5-0 ON A VOICE VOTE.

Please note: These notes are not verbatim. A DVD copy of the meeting is available for viewing in the Clerk of Council's office between 9am and 3pm Monday through Friday or any time via youtube link from the Village website.

Brian Housh, Council President

Attest: Judy Kintner, Council Clerk