

**SPECIAL MINUTES  
BUDGET & FINANCE COMMITTEE**

**JULY 15, 2013**

Jean Soine called the meeting to order at 4:40 p.m. Other members present were Kay McDaniel, Belinda Ludwig, Accounting Specialist Sr.; and Renee Eckerly, City Administrator. Elliott LaBeau was absent. Also present was Paul Wegner, Police Chief and Bill Ludwig, Liquor Store Manager.

There were no minutes to approve.

**2014 BUDGET**

**Trail Guards** – The Committee discussed and determined that the City could not donate monetarily at this time for taking care of the park.

**Initiative Foundation** – \$100.00 will be added to the budget under EDAP.

**Aquatic Invasive Species** – \$3,000.00 will be added to the budget under Beaches.

**Police:**

- Increase \$1,000.00 to travel and school as every officer needs to have Emergency Vehicle training as the state requires it every 5 years.
- Decrease \$2,000.00 to motor oil due to not covering the Township.
- Increase \$11,000.00 in Capital Improvement – Wegner would like each officer to have their own tazer. Due to the squad car purchase this year it has decreased the Capital Improvement fund. Officers also need a new computer as the current system was purchased in 2008.
- School Resource Officer – This is for the 4<sup>th</sup> year and being budgeted for in Capital Improvement.

**Liquor Store:**

- 2% increase in sales from 2012
- Telephones increased
- Event and advertising increased
- Travel & School increased to get more involved in MMBA. May become a board member, then costs will be covered.
- Discuss credit card fees and setting a limit for customers
- Transfer out to the General Fund is \$43,000.00
- The computer is 5 years old so there is a need to start budgeting for a replacement

**Deputy Registrar – Motor Vehicle:**

- The contract for the use of the testing facility has expired and Alice McColley has been working on this since April.
- Driver's license increase \$10,000.00 due to state approved increase.
- Motor vehicle decrease \$7,100.00 due to more people renewing online.

Other budget changes were reviewed throughout the budget:

- LGA – increase of \$36,500.00 due to the new formula
- Airport Hangars – increase \$3,000.00

Expenditures were reviewed. Throughout the budget staff tried to have little change in overall department budgets. Wages will be added and reports redistributed. The General Fund budget will be at the 3% – 4% when redistributed before the August 12, 2013 meeting.

There being no further business, the meeting was adjourned at 6:35 p.m.