

**MINUTES OF MEETING
INDIAN HILL VILLAGE COUNCIL
September 21, 2015**

A meeting of the Indian Hill Village Council was held on September 21, 2015 at 6:30 p.m. The meeting was held in the Council Chamber of the Village Administration building.

Officials present:

Mr.	Keith M. Rabenold, Mayor
Mr.	Daniel J. Feigelson, Vice-Mayor
Mrs.	Molly R. Barber, Council member
Mrs.	Melissa S. Cowan, Council member
Mr.	Mark D. Kuenning, Council member
Mrs.	Laura S. Raines, Council member
Mr.	Abbot A. Thayer, Council member
Ms.	Dina C. Minneci, City Manager
Mr.	Donald L. Crain, City Solicitor
Mr.	Paul C. Riordan, Clerk/Comptroller

Visitors present: No visitors present

PLEDGE OF ALLEGIANCE: Council opened the meeting with the Pledge of Allegiance.

MINUTES: The minutes of the regular meeting of August 24, 2015 had previously been distributed to each Council member. Council member Thayer made a motion to accept the minutes, which was seconded by Council member Barber and was approved 7-0.

FINANCE COMMITTEE REPORT: Council member Kuenning directed Council's attention to a memo titled, "*Finance Committee*". He reported that the Finance committee met on September 18, 2015 to review several issues in advance of the Council meeting.

Council member Kuenning also directed Council's attention to the August 2015 financial statements which were included in the Council packet. He reported the following financial report.

Income Tax Receipts: The Village received \$103,085 which is approximately equal to receipts received in August 2014. Total receipts for the year are \$9,561,701 which is \$871,975 more than last year and 96% of budget. It estimated that total receipts for the year will be approximately \$11,000,000 to \$11,300,000.

Real Estate Tax: The Village received \$120,183 which brings the year-to-date total to \$760,417. Upon receipt of the second half settlement, staff was able to compare actual real estate receipts to reimbursements paid back to the County for estate tax readjustments from previous years. The adjustments are seen in the Other Revenues line item.

Operating Disbursements: August operating disbursements equate to \$843,695 which is about \$32,000 more than August 2014. This difference is due to a timing difference in various payments, purchase of salt and Shooting Club driveway repairs.

CIRF: August disbursements totaled \$550,473 with the largest expenditure for the resurfacing program in the amount of \$533,657.

Water Works Receipts: Water usage receipts for August were \$262,099 which is approximately \$74,000 more than August 2014 receipts. This is due to increase in usage and rate increases effective July 1st. Year-to-date receipts equaled \$1,350,084 and are approximately \$78,000 more than 2014 year-to-date and 56% of budget. It is estimated that the receipts will be in line with budget by year-end.

Water Works Disbursements: Total August operating disbursements were \$739,504 and were almost equal to August 2014.

Water Works CRF: August expenditures equated to \$18,000 due to treatment plant improvements. A large portion of the \$461,000 in the budget for the treatment plant improvements will not be done this year and therefore the appropriation will be carried over to 2016.

Cash and Investments: Total month-end cash and investments were \$34,281,211 which is a slight decrease from the July 2015 balance. This is due to the inclusion of the fire house donation investments which have begun to decline as construction has commenced in Madeira and normal operating shortfalls in the general fund and water works fund for this time of year.

Long Term Debt: No change

Rowe Funds: The market value as of August 31, 2015 was \$2,938,429. The unrecognized gain was \$401,449. Total monthly income equated to \$10,274 with monthly expenses totaling \$34,197. The balance decreased \$218,000 for the month as a result of unfavorable stock market movement in August.

Green Areas Funds: The market value as of August 31, 2015 was \$2,140,904 which is a decrease of 5.98% from July due to the unfavorable stock market results for the month. The unrecognized gain was \$860,962. Total monthly receipts equal \$23,000 with monthly expenses totaling \$1,440.

The financial statements for August 2015 had previously been distributed to each Council member. There being no exceptions noted, the financial statements were accepted as issued.

Council member Kuenning reported that the Finance committee reviewed a Resolution accepting the amounts and rates as set by the Hamilton County Budget Commission. This is an annual Resolution which accepts the amounts and rates as set for the Village of Indian Hill by the Budget Commission. The general fund amount approved by the Budget Commission within the 10-mill limitation is \$794,304 and the Auditor's estimate of the tax rate to be levied within the 10 mill limitation is .96%. Council member Kuenning said that the Finance committee recommended passage of the Resolution.

A RESOLUTION ACCEPTING AMOUNTS AND RATES AS SET FOR THE VILLAGE OF INDIAN HILL BY THE BUDGET COMMISSION, AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR was presented and read.

Upon motion by Council member Kuenning, seconded by Council member Thayer, the Resolution was passed by unanimous voice vote. Mayor Rabenold declared Resolution number 12-15 adopted.

Council member Kuenning reported that Ms. Minneci presented the preliminary 2016 operating and capital budget to the Finance committee. Her presentations included the following departments: City Council, City Manager, Technology Services, Solicitor, Planning Commission, Health Department and Income Tax. Significant highlights are as follows:

City Council: requests an increase in 2016 as the bi-annual codification takes place in 2016. In addition, an increase was requested to accommodate an anticipated increase in auditing costs with a new contract and the addition of a computer presentation stand. Overall the initial operating 2015 year-end estimate to 2016 budget comparison equates to a 10% increase. This is due to codification and special events.

City Manager: decrease in medical insurance due to change in plans. Staff recommended combining the Planning Commission account into the City Manager account to accommodate the dual roles of personnel and equipment in both areas. The Finance committee agreed with the recommendation while also ensuring that accounts specifically for Planning Commission were

highlighted separately. Overall, after combining the accounts, the initial operating 2015 year-end estimate to 2016 budget comparison equates to a 0.7% increase.

Technology Services: decrease in contractual expenditures due to one-time software purchase in 2015. Overall, the initial operating 2015 year-end estimate to 2016 budget comparison equates to a 2% increase.

Solicitor: request to increase amount in 2016 due to both union contracts expiring in 2016. Overall, the initial operating 2015 year-end estimate to 2016 budget comparison equates to a 3% increase.

Inspection Division: there are no specific requests. Overall, the initial 2015 year-end estimate to 2016 budget comparison equates to a 1% increase.

Council member Kuenning reported that Mr. Gully presented the preliminary 2016 operating budget for the Clerk/Comptroller department. Significant highlights included adjustments made in salaries to accommodate retirement of the Tax Commissioner, hiring of a part-time receptionist/secretary and transition of the new Finance Director. Requests were made for training opportunities and election expenses to accommodate the November 2015 election and March 2016 primary.

Council member Kuenning reported that staff recommended combining the income tax under the Clerk/Comptroller accounts in order to accommodate the dual roles of personnel and equipment in both areas. He said that the Finance committee agreed with the recommendation while ensuring that accounts specifically for income tax were highlighted separately. Income tax refunds are expected to exceed 2015 budget due to the change in the income tax rate. Overall, after combining accounts, the initial 2015 year-end estimate to 2016 budget equates to an 8% decrease.

Council member Kuenning pointed out that at this time the budget is still in a very preliminary stage. This was just the initial presentation and work will continue on the budget before it is presented to the full Council at the November session.

Council member Kuenning reported that Ms. Minneci and Mr. Gully commented on the overall preliminary 2016 operating and CIRF budget summary. Ms. Minneci gave an overview of the significant additions to the 2016 budget to provide a clearer understanding of how the 2015 year-end estimate more accurately compares to the 2016 budget. Such 2016 recommendations include:

- a) \$1,600,000 for Blome Road reconstruction project – staff has applied for two separate grants to assist in 100% of the costs for this portion of the project. This has to be approved by the State.
- b) \$1,000,000 for road resurfacing program – includes Miami and Shawnee Run Roads which have concrete base. This amount is greater than in normal years. Concrete base roads are more expensive to repair.
- c) \$350,000 in landslide projects which is also higher than expenditures in the past. The amounts are needed to fix problems which are known and will be worse over time and become more expensive.
- d) Culvert projects which is a little more than in past years.
- e) \$25,000 for Livingston Lodge upkeep
- f) \$30,000 for Administration building maintenance
- g) Filling of a position that has been vacant since 2008 in Public Works.

Council member Kuenning reported that the Summary of Expenditures by Department and Fund and the Budget Summary statement total preliminary operating budget of \$11,096,476 reflects a 4% increase compared to the 2015 year-end estimate. The total preliminary operating and CIRF budget of \$15,341,166 reflects a 21% increase compared to the 2015 year-end estimate. Such increases are due to the items previously highlighted.

Council member Kuenning reported that he reviewed with the Finance committee a draft of the Village's Income Tax Ordinance that Frost Brown Todd has reviewed in order to assure compliance with HB 5 and HB 64 changes. He said that he and staff will review these changes with Frost Brown Todd. A first reading of the tax Ordinance was considered for this Council meeting however, subsequent to the Finance committee meeting, Council member Kuenning and staff held a conference call with the City Solicitor representatives and determined additional information was still needed to ensure the Ordinance revisions are complete. Council member Kuenning requested that the tax Ordinance be tabled until the October 19, 2015 Council meeting. Three readings of the Ordinance will be able to occur prior to the mandated January 1, 2016 implementation date and the passage will have to be on an emergency basis.

Council member Kuenning reported that Mr. Gully gave an update to the Finance committee on the part-time receptionist/secretary hiring. The Village received over 400 resumes. Five people were interviewed. The position was offered to Mrs. Sherri Nosek after background and credit checks were performed. She will begin on September 29, 2015.

LAW COMMITTEE REPORT: Council member Raines directed Council's attention to a memo titled, "*Law Committee*". She reported that the Law committee met on September 10, 2015 to review several items in advance of the Council meeting.

Council member Raines reported that Mr. Crain presented the August/September legal activity report which centered on updates on Green Area transactions, real estate questions, contract review, environmental regulations, income tax Ordinance review and Planning Commission.

Council member Raines reported that staff provided the Law committee with an update on the Village's septic program. At this time, it is recommended to maintain the current contract with Hamilton County Health District but include any adjustments that may be needed to accommodate the new state regulations passed on January 1, 2015. The Village will reevaluate the option of taking the entire septic program in house throughout the year to determine if it provides more efficient and effective customer service.

Council member Raines reported that the Law committee discussed a resident request to allow for increased "For Sale" signage for houses on cul de sacs. Colonel Schlie indicated that current policy allows directional signage to be placed at the cul de sac corner on Open House days. It must be posted and taken down within 24 hours of the Open House. The Law committee agreed that current policy is sufficient.

Council member Raines reported that the Law committee recommended the second reading for the fire hydrant Ordinance in this Council meeting.

AN ORDINANCE AMENDING CHAPTERS 51, 92 AND 150 OF THE CODE OF ORDINANCES BY AMENDING THE FIRE SERVICE AND WATER WORKS REGULATIONS TO MEET THE CITY OF THE VILLAGE OF INDIAN HILL STANDARDS FOR FIRE PROTECTION
was presented and read for the second reading.

BUILDINGS & GROUNDS COMMITTEE REPORT: Mayor Rabenold directed Council's attention to a memo titled, "*Buildings and Grounds Committee*". He reported that the Buildings and Grounds committee met on September 14, 2015 to review several items in advance of the Council meeting.

Mayor Rabenold reported that Messrs. Adkins and Kipp provided the Buildings and Grounds committee with departmental activity and project management reports prior to the meeting to allow time for 2016 budget discussions, copies of the reports are included in the Council packet.

Mayor Rabenold reported that Mr. Adkins presented the preliminary 2016 operating and capital improvement budget. Significant highlights are as follows:

Camp Ross Shooting Range: request for range officer training as recommended by the Village's risk management association, upgraded septic system, replacement of furnishings in upper level skeet club house and creation of member's area. Educational classes are being reinstated but those will be offset by classroom fees. Overall, the initial operating 2015 year end estimate to 2016 budget comparison equates to a 5% increase. This is due to the addition of educational classes and underutilization of ammunition/clay birds due to the Supervisor transition mid-year. The Shooting Range is self-sufficient with the revenues from memberships and user fees being used toward expenditures. No General Fund revenues subsidize this account.

Parks and Recreation: requests for baseball field repairs, replacement of a higher fence at Camp Dennison, installation of a concrete slab for Livingston Fields, irrigation at Camp Dennison and asphalt repairs to park walking trails. Overall, the initial operating 2015 year end estimate to 2016 budget comparison equates to a 10% increase. This is due to the increase in grounds improvement requests and the mowing contract not being utilized as much in 2015 due to a wet year. However, this account was increased in 2016 to accommodate anticipated increases due to contract expiration and the rebidding process.

Buildings and Grounds: request for replacement of man doors and panic bars at Livingston Lodge along with painting. A request also was submitted for repairs to the front wall of the administration building due to extreme water leakage and the replacement of police garage doors. In addition, \$1,000 was reallocated from the Police Department to this account for more efficient accounting. Overall, the operating 2015 year end estimate to 2016 budget comparison equates to a 13% increase mainly due to long term building improvement requests associated with Livingston Lodge and insurance deduction not being utilized in 2015 but budgeted in 2016.

Bridle Trails: no original requests were submitted outside of personnel increase of \$730. Overall, the operating 2015 year end estimate to 2016 budget comparison equates to a (1.8%) decrease.

Green Areas: request includes a reallocation of salaries to this account to provide more accurate representation of work performed in this area. The amount increased was reduced in other public works related accounts. Overall, the initial operating 2015 year end estimate to 2016 budget comparison equates to a 10% increase which is due to the reallocation of personnel costs. The Green Areas is self-sufficient with the revenues from investments being used toward expenditures. No General Fund revenues subsidize this account.

Mayor Rabenold reported that Mr. Kipp presented the preliminary 2016 operating and capital improvement budget for Grand Valley. Significant highlights include a request to increase trail maintenance to assist with the updated Grand Valley Master Plan's inclusion of annual repair and adding of trails. In addition, requests include purchase of a pressure washer and replacement of an ATV. Overall, the initial operating 2015 year end estimate to 2016 budget comparison equates to a 7% increase due to the trail maintenance and one time small tools purchase. There also was a request,

per the Grand Valley Master Plan update, for the construction of a naturally aesthetic upgraded entrance and driveway paving that is accounted for in the Capital Improvement Replacement Fund (CIRF).

Mayor Rabenold reported that Mr. West presented the preliminary 2016 operating and capital budget for Rowe Arboretum. Significant highlights include a request to increase salaries in order to accommodate a part-time Assistant Arboretum Manager position. Due to the current full time Manager's pending retirement in 2017, this position would be able to work alongside Mr. Daeger through all four seasons prior to his leaving to assist in understanding the operations. Overall, the initial operating 2015 year-end estimate to 2016 budget comparison equates to a 5% increase mainly due to the addition of the part-time manager position. Rowe Arboretum is self-sufficient with the revenues from investments, memberships and plant sales being used toward expenditures. No General Fund revenues subsidize this account. Mayor Rabenold pointed out that these budget recommendations remain preliminary and changes continue to be made to line items to ensure cost efficiencies. A revised preliminary budget will be submitted at the October Buildings and Grounds committee meeting for review.

Mayor Rabenold indicated that Village resident Mr. Turner Hunt has generously provided funding to replace the Rowe Arboretum gate. That project will be completed this year. Mayor Rabenold said that on behalf of Council, they certainly thank Mr. Hunt for this generous gift.

Mayor Rabenold reported that Mr. Adkins presented to the Buildings and Grounds committee an update on the educational trail that will be dedicated to a life-long resident and significant Green Areas contributor and educator at the October 7, 2015 Green Areas Advisory committee meeting.

PUBLIC WORKS COMMITTEE REPORT: Council member Barber directed Council's attention to a memo titled, "*Public Works Committee*". She reported that the Public Works committee met on September 15, 2015 to review several items in advance of the Council meeting.

Council member Barber reported that Messrs. Adkins and Kipp provided the Public Works committee with the departmental activity and project management reports prior to the meeting to allow time for 2016 budget discussions, copies of the reports are included in the Council packet.

Council member Barber reported that Mr. Adkins presented the preliminary 2016 Public Works operating and capital improvement budget. Significant highlights are as follows:

Street Maintenance and Repair: 1) request to fill a Service Maintenance position that has been vacant since 2008, 2) request to increase tree maintenance to accommodate high demand for emerald ash tree removal and replanting program, and 3) request for school zone light replacements. Decreases are requested in R&M Vehicles and Equipment. Overall, the initial operating 2015 year end estimate compared to the 2016 budget equates to a 7% increase. This mainly is due to filling one vacant position and utilizing \$17,000 less in contract services that relate to street repairs. These accounts are fully funded in 2016 due to unpredictability of repair work.

Under the Capital Improvement Replacement Fund (CIRF), a request also was submitted for an increase in the Village's overall street resurfacing program to accommodate the repairs to Miami and Shawnee Run Roads which have a concrete base. Other CIRF requests include two landslide projects, culvert repair and replacement of a pickup truck,

aerial lift, arm mower and skid steer. The Blome Road restructuring project equates to \$1.6 million; however, two grants have been applied for that will cover the costs.

State Highway Maintenance: The only change in this account is increasing the allocation of personnel to this fund and decreasing it from Street Maintenance. It is a state mandated and self-sufficient account that is earmarked for state highways. Therefore, it can only be used for the repairs and maintenance associated with the areas of State Route 126 that fall within the Village. Revenues are derived from state gas and auto taxes.

Snow Removal: request to decrease the R&M Equipment based on historical usage. Overall, the initial operating 2015 year end estimate to 2016 budget comparison equates to a 3% increase. This is due to \$11,700 in unused overtime in 2015 that remains budgeted for in 2016 due to weather unpredictability. A request also was submitted under CIRF for a salt truck.

Waste Collection: request to decrease the R&M Vehicles due to one-time need for engine overhaul and medical insurance due to plan changes by employees. An increase in disposal charges was requested to accommodate the additional tonnage that has been hauled over the past year. Overall, the initial operating 2015 year end budget to 2016 budget comparison equates to 0.72% increase. A request also was submitted for the replacement of two garbage trucks that falls under the Capital Improvement Replacement Fund (CIRF).

Recycling: request for deduction in disposal fees due to elimination of Rumpke fees and in R&M Miscellaneous and Vehicles due to historical usage. Overall, the initial operating 2015 year end estimate to 2016 budget comparison equates to an 8% increase. This is due to unused insurance deductible and disposal fees that remain budgeted for 2016.

Council member Barber pointed out that these budget recommendations remain preliminary and changes continue to be made to line items to ensure cost efficiencies. A revised preliminary budget will be submitted at the October Public Works committee meeting for review.

Council member Barber said that the Public Works committee agreed with staff recommendation to combine the waste collection and recycling accounts in order to accommodate the dual roles of personnel and equipment in both areas. Council member Barber pointed out that there was a summary of the road resurfacing program included in the Council packet.

Council member Barber reported that an application was submitted to the Hamilton County Engineer's office for financial assistance under the 2016 Municipal Road Fund (MRF) program. The MRF program (\$5 license plate fee) application is for a Grant request (\$319,625) for a part of the roadway construction cost for the proposed Blome Road improvements project. The application was submitted on August 28, 2015.

Council member Barber reported that another application will be submitted to the Hamilton County Engineer's office for financial assistance under the State of Ohio Public Works Commission (OPWC) program. The OPWC District 2 ~ Round 30 – Program Year 2016 application is for a Grant request (\$1,278,495 and a 0% loan (\$801,150) for a part of the roadway construction cost and water main replacement, respectively. The application was filed September 18, 2015.

Council member Barber reported that construction of the Birdhaven subdivision is 99% complete. The final plat has been recorded and transfer of the Green Area parcel (s) to the Village of

Indian Hill will be completed in October. Dedication of the subdivision street will not be made until approximately 75% of the six lots have substantially built homes on them.

Council member Barber reported that construction of the Voorhees Vineyard subdivision is approximately 90% complete. The final plat is in the process of being recorded. Dedication of the subdivision street will not be made until approximately 75% of the eight lots have substantially built homes on them. Council member Cowan asked if our Grant requests were usually successful. Ms. Minneci replied that the Village had applied for a Grant for Blome Road last year and it was denied, however, much more detailed information has been incorporated this year and this time the water works portion has been included which we are paying for so our match is much bigger and it is believed that the application is very strong. Council member Kuenning pointed out that the \$1,600,000 expenditures has to be included in the budget as part of the Grant process.

WATER WORKS REPORT: Council member Cowan directed Council's attention to a memo titled, "*Water Works and Deregulation Committee*". She reported that the Water Works and Deregulation committee met on September 15 2015 to review several items in advance of the Council meeting.

Council member Cowan reported that Mr. Adkins provided the departmental activity report prior to the meeting for the Water Works committee members to review. Copies of the report are included in the Council packet.

Council member Cowan reported that Mr. Adkins presented the preliminary 2016 Water Works operating and capital budget. Significant highlights are as follows:

- a. Request for increase in Professional Services for the next phase of the Water Protection Plan.
- b. Several accounts were reduced by a total of \$10,000 due to historical usage and reduced need: Dues & Subscriptions, System Maintenance, Training, Gasoline & Oil, Generator Fuel, Telephone, and Miscellaneous.
- c. Request for increase in Contractual to accommodate tank inspections that occur every 3 years.
- d. Request for equipment replacements include computer, network extenders, and metal detectors. This request is \$15,000 less than the 2015 year end estimate.
- e. Request to increase MSD reimbursements by 6% which will be offset by 6% increase in revenues based on projected water sales.
- f. Under the Capital Improvement Replacement Fund (CIRF), items being requested include: 1) generator repairs, 2) engineering inspections, 3) addition of high service pump, 4) replacement of 2008 pickup truck and 1999 backhoe.
- g. The CIRF also includes a request for an \$801,150 water main replacement on Blome Road. This is part of the Blome Road restructuring project in which Municipal Road Fund (MRF) and Ohio Public Works Commission (OPWC) grants have been applied for to assist with costs. In order to secure more points in the grant application process, the \$801,000 will be financed through a 0% interest loan through OPWC that can be paid in full at any time.

Council member Cowan reported that the initial operating 2015 year end estimate to 2016 budget comparison equates to a 6% increase less pass through reimbursements for Madeira and MSD. This increase significantly is attributed to salt purchases and maintenance coming in \$65,000 less than budgeted in 2015 due to lower than usual water production. Overtime also is estimated to

be \$35,000 less than anticipated in 2015. However, budget amounts for these accounts remain the same in 2016 due to unpredictability relating to weather, timing and number of water main breaks.

Council member Cowan explained that initial overall 2016 total operating and CIRF Water Works Budget compared to the 2015 year-end estimate budget reflects an increase of 23% less Madeira and sewer pass through reimbursements. This increase significantly is effected by the \$801,000 water main project and the one-time \$415,000 high service pump request.

Council member Cowan indicated that these budget recommendations remain preliminary and changes continue to be made to line items to ensure cost efficiencies. A revised preliminary budget will be submitted at the October Water Works committee meeting for review.

Council member Cowan reported that Mr. Adkins provided a 55 year infrastructure replacement plan for the Water Works committee to review. These calculations will be included in future water rate analysis discussions.

SAFETY COMMITTEE REPORT: Council member Feigelson directed Council's attention to a memo titled, "*Safety Committee*". He reported that the Safety committee met on September 10, 2015 to review several items in advance of the Council meeting.

Council member Feigelson reported that Fire/EMS and Ranger reports were distributed prior to the meeting to allow time for the 2016 budget review. Copies of the reports are included in the Council packet.

Council member Feigelson reported that Colonel Schlie presented the preliminary 2016 Police department budget. Significant highlights include deductions in salaries due to retirements of a Captain and Lieutenant and the hiring of Rangers at a lower starting pay rate. A promotional process is in place for Lieutenant position at this time. The Captain promotional process will begin in early 2016.

Other highlights include deductions in contractual services due to historical usage or one time purchases. Also, there is a request to replace a dispatcher's chair in addition to increases in reporting software, 911 fees and body armor as it becomes ineffective after five years. Overall, the Police Department's initial operating 2015 year end estimate to 2016 budget is a 3% increase mainly due to costs associated with new Rangers possibly selecting higher health insurance package and overtime not being utilized but still budgeted for in 2016 due to unpredictability of the number of court appearances downtown and a possible Presidential visit. Request in the Capital Improvement Replacement Fund (CIRF) include replacement of a Tahoe and two unmarked cars.

Council member Feigelson reported that Chief Ashbrock presented the preliminary 2016 Fire Department budget which is based on the Madeira-Indian Hill Joint Fire District Board's recommendations. The operating and capital expenditures are based on 50% of the fire district budget less estimated EMS revenues. The City of Madeira is responsible for the other 50% of the fire district's budget. Overall, the fire department's initial operating 2015 year end estimate compared to the 2016 budget equates to a 5% increase. This is due to part-time salaries and health insurance costs not being fully utilized in 2015 but asking to be budgeted at almost the same levels in 2016 to account for coverage based on unpredictable emergency events.

Council member Feigelson indicated that these budget recommendations remain preliminary and changes continue to be made to line items to ensure cost efficiencies. A revised preliminary budget will be submitted at the October Safety committee meeting for review.

PLANNING COMMISSION REPORT: Council member Thayer directed Council's attention to a memo titled, "*Planning Commission*". He reported that the Planning Commission met on September 15, 2015. He reported that the Planning Commission reviewed a variance request by Geoff and Shellie Leder at 7755 Surreyhill Lane for the construction of an addition to the rear of the home and garage addition to the front of the home. The applicant is requesting a variance to the rear yard and front yard setbacks. Council member Thayer reported that this request was tabled.

CITY MANAGER'S REPORT: Ms. Minneci reported that the public hearing on 2016 Appropriation Budget will be on November 16, 2015.

Ms. Minneci brought in a Birthday cake for Mayor Rabenold and everyone wished him a Happy Birthday.

Ms. Minneci requested an Executive Session to discuss property acquisition and/or sale of property, including real, personal, tangible and intangible property.

Council member Kuenning moved that Council enter into Executive Session for the purpose of discussing property acquisition and/or sale of property, including real, personal, tangible and intangible property. The motion was seconded by Council member Thayer and was passed by unanimously roll call vote. Council moved into Executive Session.

Council returned from Executive Session, there being no further business to come before Council, Mayor Rabenold declared the meeting adjourned.

Respectfully submitted,

Keith M. Rabenold, Mayor

ATTEST:

Paul C. Riordan, Clerk