

**Budget & Finance Committee**

Thursday, September 20, 2012 – 5:30 p.m.

1<sup>st</sup> Fl. Council Committee Rm. – City Hall**-Minutes****Present: Chair, Councilor McGeary; Vice Chair, Councilor Joseph Ciolino; Councilor Melissa Cox****Absent: None.****Also Present: Councilor Verga; Mayor Carolyn Kirk; Mary Richardson; Jeff Towne; Jim Duggan; Jim Caulkett; Fire Chief Eric Smith; Sarah Garcia; Suzanne Egan; Patti Page; Leonard Campanello; Stacie Couture; Sally Polzin****The meeting was called to order at 5:31 p.m. Items were taken out of order.****1. *Request from Harbormaster re: payment of bill incurred in FY2012 with FY2013 funds***

At the advice of the City Auditor, it was deemed this matter was not necessary for the Committee to take up for Council action and by unanimous consent of the Committee the matter was closed.

**This matter is considered closed.****2. *Memorandum, Grant Application and Checklist from Harbormaster re: contract for Mass. Clean Vessel Act Pumpout Grant Program***

**Harbormaster Jim Caulkett** explained that this is an annual grant received from the State Division of Marine Fisheries under the Clean Vessel Act Pumpout reimbursement program, not to exceed \$9,500. This is used exclusively for salaries for the Assistant Harbormasters and himself; and for equipment maintenance and replacement. There is no match to this grant.

**Councilor McGeary** reminded all grantees present at the meeting that the City Auditor asked they be reminded about the third page of the 3-page grant check list submitted along with their grant applications and grant awards that on page 3 they must specify the monies they have applied for as to what accounts the funds would need to be placed in, along with their best estimates of what those funds would be per account.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c.44, §53A to accept from the Massachusetts Division of Marine Fisheries a Massachusetts Clean Vessel Act Pumpout Grant for \$9,500.00.**

**3. *Grant Application and Checklist for Emergency Management Performance Grant from MEMA***

**Fire Chief Eric Smith** reviewed for the Committee his department's grant application request to apply for a Federal Fiscal Year (FFY) 2011 US DHS/FEMA Emergency Management Performance Grant through the Massachusetts Emergency Management Agency (MEMA) for \$7,500 for the purpose for connecting an emergency generator to power the Emergency Operations Center (EOC) located at the Fuller School. He noted Fuller School is equipped with a generator sufficient to power the portion of the school that is used by the EOC. But there is no good air-conditioning system in that portion of the building; and there is a potential as the school evolves that the boiler and that part of the system may be shut down to save some money because of the high cost of heating an empty building. Such a shutdown would have a direct effect on the EOC because the EOC is located in the portion of the building that would not be heated. The grant would be used to hook up to the generator that is there, making the electrical connections as well as purchasing mobile air handling units for cooling and heating. The temperature would be kept at a minimum to keep the EOC viable until they can make other arrangements to house the EOC elsewhere in the future. He noted there are many organizations that utilize the Fuller School as a shelter. At a recent meeting of the Cape Ann Emergency Preparedness Committee, a group of organizations who count on the school being used as a shelter expressed their concern regarding the uncertainties on the building's status as it is difficult to obtain shelter certification from the various State agencies involved. This grant will help stabilize the EOC for the future and keep it operational. He requested they consider the impact of Fuller School and what other arrangements can be made for other agencies that may have to shelter a large number of people, and that is the facility they're counting on. It is a

legitimate concern, but there is an extreme cost to the City to heat the building during the winter. They will need to think of alternates. **Councilor McGeary** inquired when it is anticipated to mothball a significant portion of the Fuller School; and would it happen this winter. **Mayor Kirk** explained the school has two boilers and one heating zone. To heat the School Department administrative offices, the preschool, DPW Facilities area and the EOC needs to be heated as well as the entire building is what costs approximately \$300,000 annually. The Facilities group is looking at “zoning” the building in order that one boiler will heat the occupied areas. The second boiler would serve the vacant area. Facilities is trying to determine the proper way to configure the system. They will likely keep the unoccupied portion of the building at a stable temperature of around 50 degrees but not higher than that. The heat could be turned up for the use of the emergency center when needed. She pointed out the cooling center when they’ve opened it at the Rose Baker Senior Center, has had on average attendance of 12 people, and less than 12 people using storm shelters. They might not realize as great a cost savings as if they had turned off the water and heat altogether, but they will realize significant savings with this newly configured system. **Councilor McGeary** said that he was at the School Committee’s Budget & Facilities Committee Meeting where they had a discussion regarding the YMCA youth basketball program held at the Fuller School gym, and at that meeting it was stated that it would be feasible to conduct that program there at 50 degrees Fahrenheit. **Mayor Kirk** noted when the YMCA program was in the Fuller School in the past year, parents complained to the state that the building was not appropriate for their children to be attending programs there. On one hand people want the programs there; but on the other hand there are families that are concerned, she said. The City has chosen to relocate YMCA programs into the elementary schools; and the Cape Ann Symphony has relocated to Manchester. A walk-through of the O’Maley School was held on Wednesday, and the Mayor suggested the Administration is going to look at all the facilities combined and how best to accommodate the sports program. **Chief Smith** expressed there are other facilities in the City that are in better repair and could accommodate the EOC and sheltering. Big expenditures on something uncertain would not necessarily be appropriate. **Councilor McGeary** expressed that it was good to know that if the building was needed during a prolonged emergency it would be able to be utilized for sheltering with adequate heat and air conditioning. This grant has a 100 percent in kind match which is met by the stipend for the Emergency Management Director, a role which Chief Smith currently holds on an interim basis. He stated he hoped to find someone to take on this role, but that is something that he will be assessing moving forward. **Councilor Ciolino** noted \$7,500 won’t buy much. **Chief Smith** confirmed this grant will be used for wiring and setting up circuits to run the existing generator to the EOC and for the mobile air conditioners.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to permit the Gloucester Fire Department to apply for a Federal Fiscal Year (FFY) 2011 US DHS/FEMA Emergency Management Performance Grant through the Massachusetts Emergency Management Agency (MEMA) for a total grant request of \$7,500 with a 100 percent in-kind match for the purpose of connecting an emergency generator for the Gloucester Emergency Operations Center.**

**4. Memorandum from Director of Public Works requesting permission to pay an invoice from FY12 with FY13 Funds**

**Jeff Towne, CFO** explained as per his memo (on file) that the service performed on the Gloucester High School fire alarm system was purchased with an FY12 purchase order in place. However, the funds were not carried forward to cover this pending expense at the close of FY12. Therefore he asked this invoice for \$680 be paid with DPW FY13 funds.

**MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c. 44, §64 to pay invoice #67771708 dated 05-11-12 from SimplexGrinnell of Norwood, Mass., for \$680.00 incurred for fire alarm panel testing in FY12 to be paid with funds from the current FY13 Department of Public Works budget.**

**MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to recommend payment of invoice #67771708 dated 05-11-12 from SimplexGrinnell of Norwood, Mass., for \$680.00 for services incurred in FY12 to be paid from current FY13 DPW budget without a purchase order in place.**

**5. Memorandum from Police Chief re: City Council acceptance of E911 Grant in the amount of \$61,795 from**

*State Dept. of E911*

**Stacie Couture**, Financial Coordinator for the Police Department explained this annual grant from the State's E911 Department. These funds are used to offset the costs of salaries for those officers assigned to E911 dispatch. Also approved this year was some furniture, chairs, for the Police call center. This year's disbursement is \$61,795. There is no match.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c.44, §53A to accept a grant from the Massachusetts Executive Office of Public Safety & Security, State 911 Department for \$61,795.**

**6. Memorandum, Grant Application & Checklist from Harbor Planning Director re: grant in amount of \$125,000 from Seaport Advisory Council**

**Sarah Garcia**, Harbor Planning Director explained to the Committee that the City was awarded \$125,000 from the Seaport Advisory Council (SAC) for the development of a Harbor Plan and Designated Port Area (DPA) Master Plan, and for assistance with the development of a project specific investment for the I4-C2 parcel. The 2009 Harbor Plan and DPA Master Plan were only accepted for two years; they asked for and received a one-year extension, and are scheduled to expire on December 15, 2012. The planning process begins this fall. Her office has sent out letters; she has been to the Waterways Board and Fisheries Commission; the City Council also has a letter through the Mayor's Report as does the Planning Board all requesting the naming of appointees to the ad hoc Harbor Planning Committee. There will be five additional appointees based on letters of interest to the Mayor. The administration has done a lot of "positioning" of the City with regards to what different industries are looking for. Many are looking for a harbor economic strategic plan about businesses and how to attract them and what properties are available and suitable to their needs in order to home in on the specifics. It will be helpful to have the deliverables available from that process. A portion of this grant is earmarked for I4-C2 (65 Rogers Street). The Administration has believed they need funding as they put together the process to get people to the table to be willing to partner on that property. Private industry can't do it by itself. The City's job, she said, is to lower the risk and get commitments to make it doable for a private developer. **Councilor McGeary** asked Ms. Garcia to distinguish between the Harbor Plan and the DPAMP (Designated Port Area Master Plan). **Ms. Garcia** informed the Councilor that the Harbor Plan and DPA Master Plan are all one plan and a single title. That DPAMP allows the 50 percent supporting commercial use and goes to how they can change the regulation to suit the community. However, they found that although the most recent harbor plan resulted in allowing 50 percent supporting commercial use that was really about the maximum flexibility available. The Administration has talked to other communities that have put together institutes and centers that are public/private partnerships. There is a reality that the core groups can be partners with attracting private industry; but it is not clear how that works yet. The \$50,000 will help the City to lower risk by doing borings on the property and evaluations of the seawall on the site, and the money could also be used to get people to the table to make commitments for the property. **Councilor McGeary** asked Ms. Garcia about a harbor strategy meeting in November. **Ms. Garcia** stated that is for the Harbor Plan a kickoff; to have the community in on the start and to review what has been done to date. She noted there are not matching funds required for this grant. **Councilor Ciolino** understood they have to do the Harbor Plan, but he expressed there are concerns from citizens about what is happening to the Boulevard particularly the three sections that are roped off. He asked that she or the Administration come back with a response for him to be able to inform constituents. **Ms. Garcia** stated they have put in a request for the Blynman Bridge and abutment and Stacy Boulevard infrastructure a number of times to SAC, including one recently. The requests run up against the high cost estimate for the repairs of \$5 million. The State looks at the infrastructure all up and down the coast. There is \$250 million of needs and the State must determine which \$2 million to fund. The Department of Conservation and Recreation (DCR) has been trying to help them, but it has been almost impossible to get the construction funding, although engineering has been done. The Department of Transportation (DOT) is putting out an RFP this fall to assess the five ports: Boston, Fall River, Salem, Gloucester, New Bedford; and it is anticipated it will take six months. She understood that they would have little success in submitting a \$5 million request for infrastructure work when the State assessment is about to begin. They have to make sure that from that assessment that the value of those two areas is made clear for the City. They have to make sure the value of the Boulevard and what it means to the City's visitor-based economy has to be made very clear. As to the Blynman Canal, the Harbormaster has determined how many vessels use it; and that the canal really needs dredging and the Annisquam River, but the City has been unable cannot get that response to date from the Army Corps of Engineers for an assessment to precipitate

that dredging. It has been before the SAC without success. **Jim Duggan**, CAO, said he did pass along Councilor Ciolino's concern to Ms. Garcia who gave him this explanation, and he faulted himself for not remembering to transmit her response to Councilor Ciolino. He noted that the Administration supports the approach of waiting for the SAC to do their before submitting a new request. **Councilor Ciolino** asked that the Administration to update the Council on this information.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c.44, §53A to accept a grant from the Seaport Advisory Council for \$125,000 for the purpose of the development of a Harbor Plan and Designated Port Area (DPA) Master Plan; and for assistance with the development of a project specific investment for the City-owned parcel at 65 Rogers Street (a/k/a I4-C2).**

**7. *Memorandum, Grant Application & Checklist from Harbor Planning Director re: a portion of Seaport Advisory Council Grant for the replacement of the Gloucester High School Sailing Program floats***

**Ms. Garcia** noted this grant is also from the Seaport Advisory Council (SAC) is part of a \$250,000 award to the City from 2008 for floating, temporary dockage to be constructed for use during port visits of vessels and different marine events through the season such as regattas and schooner festivals. Although the SAC approved the project, the monies were not used at that time because of the construction of Cruiseport and the dockage available as a result. The administration has been able to get SAC to release this \$50,000 this year to use it for temporary floats can be used for the Gloucester High School (GHS) Sailing Program which uses floats anchored off the State Fish Pier that have greatly deteriorated. The sailing program includes Sail GHS and the YMCA summer sailing program. It will be a project administered through the Harbormaster's office. There is a 20 percent in-kind match. Tony Gross, Waterways Board Chair, is working with the GHS carpentry program to have the students build the floats. The city will just be paying for materials. The carpentry program will be doing both the design and build. Those efforts, along with the time the Harbormaster's supervision of the project will provide the in-kind match. The Harbormaster noted these floats currently are off of the State Fish Pier at the Spindle and are kept during the winter months in Cripple Cove. These floats were donated to the original sailing program when it was run by the DPW. He envisions with the new float system they may be able to leave these floats in place year round. **Councilor McGeary** noted the form for the Auditors Office to be submitted as part of the grant checklist had not been completed. **Ms. Garcia** noted that they are unable to fill in certain aspects for line items that have to do with the State agency for actual expenditures, since those might vary. She noted that account numbers could be assigned control groups. **Mary Richardson**, Assistant Auditor, asked that initially they get a tentative budget breakdown and to put in the control groups in order for the budget be fully filled out as much as possible with an approximation to fill in the form. **Councilor Ciolino** asked about the condition of the old floats. **Patti Page**, 3 Tidal Cove Way, GHS Sail program, stated the floats were donated, some 10 years ago. They are much rotted and cleats cannot be attached to them, and mooring chains are falling off because the framework is almost gone. She touched briefly upon the GHS and the YMCA sailing program and that the GHS program is free to students; and they fundraise to cover costs. They have seven two-man boats. The YMCA program has five Rhodes 19's; and there is a Boston Whaler for the instructors' use. **Harbormaster Caulkett** stated the new docks will accommodate all the boats; a preliminary drawing has been provided to the GHS carpentry program for the float design. He, Ms. Garcia Ms. Page, Mr. Gross, along with the YMCA met with the City's General Counsel to create a Memorandum of Understanding between the City, the YMCA and the High School. Both programs would like to increase the number of boats, and the design can accommodate that increase.

**MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c.44, §53A to accept a grant from the Seaport Advisory Council for \$50,000 for the purpose of replacement of the Sail GHS floats. There is a 20 percent in-kind match.**

**8. *Appointment of Leonard Campanello as Chief of the Gloucester Police Department and approval of negotiated contract***

**Mayor Carolyn Kirk** explained she was presenting the negotiated contract that was signed by Leonard Campanello, her appointee for the new Gloucester Chief of Police. This is a standard contract. It is the first Police Chief's non-civil service contract for the City. The City and the Chief-designate came to terms in a mutually

equitable and fair manner. There was nothing difficult or out of the ordinary to be handled. The contract was negotiated with General Counsel, Suzanne Egan and the Personnel Director, Sally Polzin, along with Mr. Campanello and his personal lawyer. **Councilor McGeary** noted that the salary, \$118,736.72 is high in the classification; and how did they intend for this to be dealt with moving forward as there is only one step left within the M12 pay scale. **Mayor Kirk** noted he is full cognizant of what the limits are. They mutually agreed to the placement on that scale, understanding that. **Councilor McGeary** pointed out the GMAA (managers' union) scale adjustments through negotiation will be reflected in his pay although he is not a union employee. Mr. Campanello indicated it was acceptable to him. **Councilor McGeary** pointed out a typographical error under Benefits "A" indicating an annual total of "12 (18) days;" and that it was supposed to indicate just 18 days. He then asked about the provision for annual reviews. **Mayor Kirk** noted what is captured in the contract is the renewal timeframe. The performance reviews are handled as with all department heads, on an annual basis. **Councilor Ciolino** asked if the Personnel Director was comfortable with the contract. **Ms. Polzin** informing the Committee she had seen a lot of Commonwealth police contracts and that this is very close to them in form and for benefits. **Ms. Egan** stated she had no concerns regarding the negotiated contract. This is a similar contract to that of the Mass. Police Chief Association and similar to the Fire Chief's contract. **Mr. Campanello** expressed he was pleased with the process and looked forward to the City Council confirmation process on September 25<sup>th</sup>. **Councilor Cox** stated she would take the word of the experienced City's professional staff on the matter of the contract. **Councilor McGeary** pointed out that Mr. Campanello had in his former position gone out on patrol with his street officers, responding to an issue raised at the O&A Committee's review of Mr. Campanello's appointment (see 09/17/12 O&A Minutes on file). **Mr. Campanello** added it was essential to do so and would work it out to put patrolling when possible into his schedule as he did in Saugus. **Councilor McGeary** asked if it was Mr. Campanello's intent to continue to live in Ipswich for the time being; and asked about the response time adequate. **Mr. Campanello** pointed out he believed the response time would be fast enough; but if he found that not to be the case he would reconsider that matter.

**MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council that Leonard Campanello be appointed permanent Police Chief for a contracted term of three (3) years, commencing September 30, 2012 through September 30, 2015, pursuant to Gloucester Code of Ordinances Chapter 17 Police, Article II. Police Department, Sec. 17-18(d) and the contract as submitted to the City Council dated September 12, 2012.**

**9. Memorandum from CFO requesting approval to pay a prior year (FY11) invoice with FY13 funds**

**Mr. Towne** explained that this bill from the Town of Rockport was not sent to the City for FY11. The Town of Rockport realized it did not invoice Gloucester in FY11 and has subsequently sent an invoice for a PILOT (payment in lieu of taxes) payment. The DPW pays this PILOT each year when they are invoiced. The payment is for a City-owned pump house on land owned by the Town of Rockport. There is an assessment line in the City Budget called Taxes-To Others, and this is what it is for. FY12 PILOT invoice had been received and paid. **Councilor McGeary** had a note from Mr. Costa recommending the City sign a PILOT agreement if one is not in place. **Mr. Towne** noted neither Mr. Towne nor Mr. Costa had been able to find one, and he would take the lead in seeing that they conclude one with Rockport, agreeing there should be one. **Ms. Richardson** noted Mr. Costa had the Assistant CFO/Treasurer contact the Town of Rockport. According to an email received from them, there is no agreement in place but that it is covered under Massachusetts General Law and gave a breakdown of what the payments were each year. She would forward that email to Mr. Towne. She agreed with Mr. Costa's suggestion that the two communities do get something in place. **Mr. Towne** thought it only fair they do have one in place. **Councilor Verga** asked where this is located. **Councilor McGeary** stated it is on the Gloucester/Rockport line, Assessor's Map 6, Lot 1 (City of Gloucester). This is a pump house for water only. This is 314 acres of watershed land on Main Street and to the Gloucester/Rockport Line (on and around the area known as Nugent Stretch)

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c. 44, §64 to pay invoice #BOS-11-LIEU dated 3/15/2011 from the Town of Rockport, Mass., for \$5,582.96 incurred for a PILOT (payment in lieu of taxes) payment in FY11 to be paid with funds from the current FY13 Department of Public Works budget.**

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to pay invoice #BOS-11-LIEU dated 3/15/2011**

**from the Town of Rockport, Mass., for \$5,582.96 incurred for a PILOT (payment in lieu of taxes) payment in FY11 to be paid with funds from the current FY13 DPW budget without a purchase order in place.**

The B&F Committee requested that the Administration conclude an agreement with the Town of Rockport for a PILOT for the 314 acres on Assessors Map 6, Lot 1.

**Councilor Verga** asked about the multi-year resident sticker. **Mr. Towne** stated they are finally in and sales have been good; but they also need to get the word out to the public that they are available. The stickers are matched to a license plate. The difference is that you can't use this to park at the beach parking lots including Stage Fort Park. You must have a beach sticker. There was a discussion regarding whether residents could park on Witham Street which has resident parking only, regardless if the people walk into the beach to avoid the parking lot. It was pointed out that it is the same as if it was Beach Court and that a resident sticker can cover those residents who park there. **Councilor McGeary** stated if there is an issue with Witham Street they would have to look to amend the ordinance. There is an area in Plum Cove that has the same issue. **Mr. Towne** wanted to make sure they are clear on how it should be handled moving forward. **Councilor Verga** requested the City Clerk pull the minutes of the meetings and the certificate of vote that created the resident stickers and the recent streets that were made Resident Sticker Parking Only (for the last two years). Those streets were done before the resident sticker was created. **Mr. Towne** noted the sticker is for anyone who is eligible to get a residential beach sticker.

**10. Memorandum from CFO and Supplemental Appropriation-Budgetary Request (#2013-SA-1)**

**Mr. Towne** explained this Supplemental Appropriation Budgetary Request is a necessary transfer of \$616,075 to balance the FY13 General Fund budget, as discussed during the FY13 budget hearings and subsequently approved by the City Council as an estimated revenue source for the General Fund. This is to support the School Department. He and Mr. Costa are in agreement with this supplemental appropriation budgetary transfer process, and asked for the Committee's support on this transfer. **Councilor McGeary** asked if Mr. Towne was able to estimate free cash. **Mr. Towne** stated there were still a couple of steps required to finish that process. His office will have to book betterments and assessments and close out the last bits and pieces and will be able to provide the Committee with an estimate in two to three weeks.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to transfer (#2013-SA-1) for \$616,075.00 from Stabilization Fund-Fund Balance, Unifund Account #840000.10.000.35900.0000.00.000.00.000 to Transfers in-Stabilization Fund, Unifund Account #101000.10.995.49700.0000.00.000.00.040 in order to balance the FY13 General Fund budget.**

**11. Memorandum from CFO and Supplemental Appropriation-Budgetary Request (#2013-SA-2)**

**12. Memorandum from CFO and Supplemental Appropriation-Budgetary Request (#2013-SA-3)**

**Mr. Towne** stated this and the next are supplemental appropriation requests (#2013-SA-2 and #2013-SA-3) that represent the transfer of \$125,000 each from water and sewer funds for a total of \$250,000 going to the General Fund for "indirect costs". The funds pay for the indirect cost for support services of various City staff that is paid out of the general fund that provide services to the water and sewer enterprise funds. He expressed his agreement with Mr. Costa wanting to start appropriating and doing the transfers associated with this be done formally going forward. **Councilor McGeary** knew that Mr. Costa had expressed a consultant should be hired to get exact numbers versus a best guess estimates for such matters. **Mr. Towne** expressed he was also in agreement with Mr. Costa to hire a consultant, and will program something in the FY14 budget for that purpose.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to transfer (#2013-SA-2) for \$125,000 from Water Fund-Transfer to General Fund, Unifund Account #610000.10.991.59600.00000.00.000.00.059 to Transfers In-Enterprise Funds, Unifund Account #101000.10.996.49700.0000.00.000.00.040 to pay indirect costs for support services for general fund staff.**

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to transfer (#2013-SA-3) for \$125,000 from**

**Sewer Fund-Transfer to General Fund, Unifund Account #600000.10.991.59600.00000.00.000.00.059 to Transfers In-Enterprise Funds, Unifund Account #101000.10.996.49700.00000.00.000.00.040 to pay indirect costs for support services for general fund staff.**

**13. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization  
And Auditor's Report***

**Ms. Richardson** stated there was not a report to review with the Committee. The deficits are standard and nothing major. **Mr. Towne** commented once they finished up with the cash, they will clean up a variety of overages.

**A motion was made, seconded and voted unanimously to adjourn the meeting at 6:51 p.m.**

**Respectfully submitted,  
Dana C. Jorgensson  
Clerk of Committees**

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**