

Council of the Town of La Plata  
Town Hall, La Plata, Maryland  
Budget Work Session – 6:00 PM  
April 8, 2010

Present: Mayor Roy G. Hale, Councilman R. Wayne Winkler, Councilman C. Keith Back, Councilwoman Paretta D. Mudd, Councilman Joseph W. Norris; Daniel J. Mears, Town Manager; Michelle D. Miner, Assistant Town Manager; Danielle Mandley, Town Clerk

Town Staff: Robert W. Oliphant, Treasurer;

Minutes:

Mayor Hale called the meeting to order at 6:02 PM.

#### Introduction

Mr. Mears provided a briefly described the purpose of the Budget Session and explained the Agenda items along with the new account structure.

#### **Matters of Council Budget Discussion**

*[The document “Town of La Plata, FY11 Budget Development, Revenues & Expenditures”, was included in the meeting packets and referenced during discussion.]*

- Revenue Projections - Overview

Mr. Oliphant briefly discussed the projected revenues for FY2010-2011, providing information concerning anticipated revenue sources, such as grants, taxes, investments, and reserves.

- Overview of Expenditures:

Mr. Mears, followed by Mr. Oliphant provided an overview of projected expenditures for FY2010-2011, regarding Legislative, Administration, Finance, Legal, Human Resources, Information Technology, General Services, and Community Promotions.

Council consensus: Following discussion, the Town Council agreed the following:

- Evaluate outsourcing for Utility Billing and Collections
- Seek to optimize all operations and services
- Include “Operations Corner” in Town Notes
- Work toward establishing reserves
- Bid out for Audit Services for FY12

**Matters of Information** [None]

**Future Work Session Topics**

- Overview of Expenditures: Planning Zoning and Inspections, Police, and Public Works
- Enterprise Funds

There being no further business, the meeting was adjourned by unanimous consent at 10:00 PM.

Submitted by:

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Danielle Mandley  
Town Clerk