

**ALLEN CITY COUNCIL  
SPECIAL CALLED WORKSHOP  
ALLEN SENIOR RECREATION CENTER  
AUGUST 14-15, 2020**

**Present:**

Debbie Stout, Mayor

**Councilmembers:**

Gary L. Caplinger, Mayor Pro Tem

Kurt Kizer

Carl Clemencich

Lauren Doherty

Chris Schulmeister

Baine Brooks

**City Staff Present:**

Eric Ellwanger, City Manager

Eric Strong, Deputy City Manager

Rebecca Vice, Assistant City Manager

Tim Dentler, Assistant City Manager

Shelley B. George, City Secretary

Pete Smith, City Attorney

Eric Cannon, Chief Financial Officer

Chris Landrum, Assistant Chief Financial Officer

Marc Kurbansade, Community Development Director

Lee Battle, Community Enhancement Director

Stephen Massey, Community Services Director

Dan Bowman, Economic Development Director / CEO

Chris Flanigan, Engineering Director

Jon Boyd, Fire Chief

Monika Kretschmer, Human Resources Director

Eric Matthews, Information Technology Director

Jeff Timbs, Library Director

Brian Harvey, Chief of Police

Kate Meacham, Parks and Recreation Director

Teresa Warren, Public and Media Relations Director

**FRIDAY, AUGUST 14, 2020**

The Allen City Council convened the Special Called Workshop for the FY 2020-2021 Budget at 9:07 a.m. on Friday, August 14, 2020, in the Multi-Purpose Room at the Allen Senior Recreation Center, 451 St. Mary Drive, Allen, Texas. Mayor Stout called the meeting to order and announced a quorum was present.

Call to Order and Announce Quorum is Present

Welcome and Introduction of Budget Process

- Eric Ellwanger, City Manager

Overview of City Budget

- Eric Cannon, Chief Financial Officer
- Chris Landrum, Assistant Chief Financial Officer
  - Budget Overview
  - Budget Assumptions

**ALLEN CITY COUNCIL  
SPECIAL CALLED WORKSHOP  
AUGUST 14-15, 2020**

**PAGE 2**

Community Development Department Budget Presentation

- Marc Kurbansade, Director, Community Development

Community Enhancement Department Budget Presentation

- Lee Battle, Director, Community Enhancement

Question and Answer Session Regarding Proposed Budget

Community Services Department Budget Presentation

- Steve Massey, Director, Community Services
  - General Fund Only

Mayor Pro Tem Caplinger left the Council dais to attend the North Central Texas Council of Government's Annual General Assembly.

Engineering Department Budget Presentation

- Chris Flanigan, Director, Engineering

Fire Department Budget Presentation

- Jonathan Boyd, Fire Chief

Mayor Pro Tem Caplinger returned to his seat at the Council dais.

Question and Answer Session Regarding Proposed Budget

Lunch, Senior Recreation Center Dining Room

Human Resources Department Budget Presentation

- Monika Kretschmer, Director, Human Resources

Information Technology Department Budget Presentation

- Eric Matthews, Director, Information Technology

Library Department Budget Presentation

- Jeff Timbs, Director, Library

Parks and Recreation Department Budget Presentation and Allen Event Center Budget Presentation

- Kate Meacham, Director, Parks and Recreation

Question and Answer Session Regarding Proposed Budget

Police Department Budget Presentation

- Brian Harvey, Police Chief

Public and Media Relations Department Budget Presentation

- Teresa Warren, Director, Public and Media Relations

Hotel Fund Budget Presentation

- Tim Dentler, Assistant City Manager

**ALLEN CITY COUNCIL  
SPECIAL CALLED WORKSHOP  
AUGUST 14-15, 2020**

**PAGE 3**

Question and Answer Session Regarding Proposed Budget

Council Discussion Regarding the Proposed Budget

The Special Called Workshop Session was recessed at 4:44 p.m. on Friday, August 14, 2020.

**SATURDAY, AUGUST 15, 2020**

The Allen City Council reconvened the Special Called Workshop for the FY 2020-2021 Budget at 9:02 a.m. on Saturday, August 15, 2020, in the Multi-Purpose Room at the Allen Senior Recreation Center, 451 St. Mary Drive, Allen, Texas. Mayor Stout reconvened the meeting to order and announced a quorum was present.

Water and Sewer Fund Budget Presentation

Solid Waste Fund Budget Presentation

Drainage Fund Budget Presentation

- Steve Massey, Community Services Director

Golf Fund Budget Presentation

- Kate Meacham, Director, Parks and Recreation

Question and Answer Session Regarding Proposed Budget

Facility Maintenance Fund Budget Presentation

- Chris Flanigan, Director, Engineering

Replacement Fund Budget Presentation

- Eric Cannon, Chief Financial Officer

Question and Answer Session Regarding Proposed Budget

Lunch, Senior Recreation Center Dining Room

Risk Fund Budget Presentation

- Monika Kretschmer, Director, Human Resources

Capital Improvement Program Overview

- Eric Strong, Deputy City Manager
- Chris Flanigan, Director, Engineering
- Kate Meacham, Director, Parks and Recreation

CARES Act Fund Overview

- Eric Strong, Deputy City Manager

Question and Answer Session Regarding Proposed Budget

Update on Boards and Commissions

- Rebecca Vice, Assistant City Manager
- Shelley George, City Secretary

Annual Review of Council Rules of Order and Procedure

**ALLEN CITY COUNCIL  
SPECIAL CALLED WORKSHOP  
AUGUST 14-15, 2020**

**PAGE 4**

- Shelley George, City Secretary
- Peter G. Smith, City Attorney

Council Discussion Regarding the Proposed Budget.

Executive Session

The Executive Session was not held.

**Adjournment.**

Mayor Stout adjourned the Special Called Workshop for the FY 2020-2021 Budget at 5:13 p.m. on Saturday, August 15, 2020, in the Multi-Purpose Room at the Allen Senior Recreation Center, 451 St. Mary Drive, Allen, Texas. The Sunday session was canceled.

These minutes approved on the 25<sup>th</sup> day of August 2020.

**APPROVED:**

---

**Debbie Stout, MAYOR**

**ATTEST:**

---

**Shelley B. George, CITY SECRETARY**