

# MINUTE RECORD

No. 729—REDFIELD & COMPANY, INC., OMAHA

## LA VISTA CITY COUNCIL MEETING BUDGET WORKSHOP JULY 16, 2007

A meeting of the City Council of the City of La Vista, Nebraska was convened in open and public session at 6:00 p.m. on July 16, 2007. Present were Mayor Kindig and Councilmembers Sell, Ronan, Sheehan, Carlisle, Quick, Ellerbeck, and Gowan. Absent: McLaughlin. Also in attendance were City Attorney McKeon, City Administrator Gunn, Assistant City Administrator Ramirez, Police Chief Lausten, Fire Chief Uhl, Public Works Director Soucie, Public Building & Grounds Director Archibald, Finance Director Lindberg, Library Director Iwan, Community Development Director Birch, Recreation Director Stopak, and City Clerk Buethe.

A notice of the meeting was given in advance thereof by publication in the Times on July 5, 2007. Notice was simultaneously given to the Mayor and all members of the City Council and a copy of the acknowledgment of the receipt of notice attached to the minutes. Availability of the agenda was communicated to the Mayor and City Council in the advance notice of the meeting. All proceedings shown were taken while the convened meeting was open to the attendance of the public. Further, all subjects included in said proceedings were contained in the agenda for said meeting which is kept continuously current and available for public inspection within 10 days after said meeting and prior to the next convened meeting of said body.

Mayor Kindig called the meeting to order and led the audience in the pledge of allegiance.

Mayor Kindig made an announcement of the location of the posted copy of the Open Meetings Act for public reference.

### IV. BUDGET WORKSHOP

Mayor Kindig stated that City Administrator Gunn and Department Heads would present their budgets to Council and answer questions.

### V. GENERAL FUND OVERVIEW

City Administrator Gunn stated that the format for this workshop would be similar to last year. She started by giving an overview of the budget. The numbers this year include the possible annexation of SID 198 and SID 200. In the early planning stages of the budget, annexation was not being considered; however, as staff worked through the budget it appeared favorable to consider annexation. The new census estimate puts La Vista at 16,041 people which is a 2% increase from estimates last year. With the annexation it would take the population to an estimated 18,336.

Gunn stated that these budget materials include multi-year forecasting which is important to help Mayor, Council, and staff plan for the future.

Finance Director Lindberg addressed Council regarding the assumptions included in the budget forecast. She indicated that the percentage of growth in valuation with the annexation will be 38%, without it would be 11%. Over the past 10 years the growth in valuation has averaged about 10%. The projected revenues are based on preliminary valuation figures provided by Sarpy County. Lindberg also reported that sales tax projections are estimated at approximately \$1.6 million. The projected hotel occupancy tax is based on the pro forma information provided by the developer of the Embassy Suites and Marriott Courtyard and the Hampton Inn management staff, to be approximately \$108,000.00 for the 07/08 fiscal year.

Lindberg stated that the expense forecast is based upon 8% annual growth in personnel costs and 3% in operations. (Personnel costs have averaged about 7% over the past few years).

Councilmember Sell asked about the Interlocal-Special Services figure. Lindberg indicated that amount is for the operation of the Senior Bus Service which the city is proposing to take over from Ralston.

At 6:17 Councilmember McLaughlin arrived to take his seat.

### VI. GENERAL FUND BUDGET PRESENTATIONS

Assistant City Administrator Ramirez reviewed the budget for Mayor and Council, indicating that line item increases include a customized citizen survey. Councilmember Sheehan asked when the survey would be done. Gunn stated that the Council and staff would work to find the proper time to conduct the survey. Ramirez stated that the increase in travel and training is only due to

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projected inflationary costs. The increase in costs of other contractual services would include the funding of a lobbyist as part of a collaborative effort with other Sarpy County cities. Additional funding in Other Charges is based on actual expenses and includes such items as election expenses, the annual Tree Lighting Ceremony and La Vista Days.

Ramirez presented the budget for Boards and Commissions. She noted that additional funding is being requested for postage due to recent postage increases and the expanded distribution of the CityWise newsletters to adjacent SID's which will also create the need for additional funding in printing. All other items are based on actual expenses this past year.

Public Building and Grounds Director Archibald presented his budget to Council. His salary budget will increase as a result of this being the first full year subsequent to hiring the Maintenance Worker I position. With the opening of the new fire station, increases are proposed in motor vehicle supplies and chemical supplies. An increase is proposed in contract services to fund items such as on-going maintenance agreements, testing, inspections, and the city's portion of the maintenance service for the library/Metro Sarpy Center. Other increases requested include maintenance of the John Deere tractor and batteries for the 800 MHz radios. Archibald requested funds to reconfigure the City's wireless system to correct problems with communication for the Police and Fire Stations and to bring Public Works on to the system.

Ramirez reviewed the Administration budget with Council. She pointed out an increase in postage and printing with the anticipated increase in number of CityWise newsletters sent which will include the adjacent SIDs. An increase in professional service is requested to begin the 84<sup>th</sup> Street Visioning Process in response to the Mayor and City Council Strategic Plan. An increase is requested in travel and training to allow department heads to attend their National Conferences which was not funded in the previous budget. An increase in the annual contribution to the SCEDC is being proposed and an increase is requested due to an increase in the Sarpy County GIS fees.

Police Chief Lausten reviewed his department's budget with Council. He stated that, although he does not see the need to add any new positions this year, with the completion of the conference center and hotels, he will likely have staffing requests in next year's budget.

The Police Department is proposing to purchase four new vehicles for the fleet this year although his original request asked for three. They just had another engine die in the second Dodge Intrepid police cruiser. Through a variety of measures he would be able to fund the additional cruiser for about \$8500.00 additional funds. Lausten stated the fleet request consists of Dodge Chargers and a Crown Victoria for the canine unit.

Mayor Kindig asked Lausten to bring back numbers for the cost of a 4 wheel drive vehicle for the police department.

Councilmember Gowan asked if the Chargers have a better record than the Intrepid. Lausten stated that they are a well built vehicle for police type activities and have done well for the Police Department to date.

Chief Lausten also stated that the annual budget for animal control services should show an increase due to growth and annexation. La Vista's humane services are provided through an interlocal cooperation agreement with Sarpy County who has contracted with the Nebraska Humane Society. The City will have an annual total cost of approximately \$43,000 next year. Lausten stated the City could not provide this service on their own for that cost.

Fire Chief Uhl addressed the Council to present the Fire Department's budget. He stated that, with the addition of the second fire station and the anticipated arrival of new apparatus, increases are requested for office supplies, books, wearing apparel, motor vehicle supplies, phone, and utilities. An increase is also requested in radio maintenance to replace pagers that have exceeded their functional life.

Chief Uhl requested Capital funding for Bunker Gear to bring the department into compliance with NFPA 1971 and a Grass Truck in an effort to stay with the 15 year rotation schedule, minimize replacement costs and optimize efficiency.

Chief Uhl advised that a possible FEMA grant for \$257,347.00 will be used to purchase firefighting and EMS equipment, also the possible purchase of a fire safety house to promote fire safety to children.

Community Development Director Birch reviewed her Department's budget for Council. She stated that in terms of staffing the Department currently has two full time Building Inspectors and

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a Chief Building Official. Funding is included for an authorized part time inspector position that is not filled. Funding for this position is being requested to facilitate specialized inspection services that may be necessary as a result of the hotel project or other more sophisticated Southport projects. It is anticipated that it would be on a temporary basis until the identified project(s) were completed.

Birch stated that her department is working to streamline the review process to lessen the increase in professional services depending upon projects submitted during the year.

Birch is requesting an increase in dues to fund the costs associated with the AICP certified planner and to send him to a GIS conference for the newest version of the GIS system which has come out.

Birch also requested an increase in contractual services to update certain components of the comp plan. With a good intern this increase may be less, as some can be done in-house.

Public Works Director Soucie presented the Streets Division budget to Council. He stated that the annexation of Southwind and Val Verde have a greater impact on public works than did the annexation of Southport East and West.

Soucie stated that he has requested to have some of the National training put back into the Street budgets.

Soucie proposed the addition of one Maintenance Worker II position to coincide with the annexation. Along with this addition there would be an increase in wearing apparel and cleaning for one new employee.

Soucie requested an increase in motor vehicle supplies due to increases in fuel, oil, anti-freeze, and tires.

Soucie stated Lab and maintenance supplies will increase due to the annexation, along with utilities.

In Capital items Soucie requested 2 dump trucks and a material spreader.

Councilmember Sell asked what the dump truck purchase last year was for. Soucie stated that with the lane miles added due to the annexation of Southport East and West, the City went from four districts to five districts, thus the dump truck was for the fifth district.

Mayor Kindig questioned if the traffic sign budget covered replacement of the incorrect street signage in SIDs that are annexed in. Soucie stated that it does. Discussion was held regarding the responsibility of the developers to comply with the cities sign regulations when these developments begin.

At 7:32 p.m. Councilmember McLaughlin made a motion to take a fifteen minute recess. Seconded by Councilmember Sell. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Sell. Nays: None. Absent: None. Motion carried.

At 7:45 p.m. Councilmember Sheehan made a motion to reconvene the meeting. Seconded by Councilmember Gowan. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Sell. Nays: None. Absent: None. Motion carried.

Soucie presented the Parks Division budget. The addition of one Maintenance Worker II position was requested, as well as two additional seasonal positions. These positions will be needed in order to maintain the parks associated with the proposed annexation. With the addition of these positions there will be an increase in wearing apparel and cleaning.

Soucie requested an increase in motor vehicle supplies due to increases in fuel, oil, anti-freeze, and tires.

Soucie stated Lab and maintenance supplies will increase due to the annexation along with utilities, machine and tool maintenance, and motor vehicle maintenance.

Capital items requested are two replacement mowers and one additional mower for more efficient operations.

Recreation Director Stopak addressed Council to present his Department's budget. He stated that in personnel he is requesting an increase in part time salaries to fund additional hours to

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assist with administrative work that will result from taking over the Senior Bus program operation. He has recommended funding be added to allow one employee to attend the NRPA National Congress.

In Capital purchases Stopak requested funds to replace audio visual equipment which is 13 years old and to purchase an elliptical trainer to replace the current one that is 7 years old and requires frequent repair and service.

Councilmember Sell asked if taking over the Senior Bus Program would be a "wash" budget wise.

At this point the Senior Bus portion of the presentation was moved up in order for Recreation Director Stopak to address Councilmember Sells question.

Stopak presented the Senior Bus Budget. With the City of La Vista taking over the administration of the Senior Bus Program from Ralston there will be new funding requests in this budget and also a new revenue item for the portion paid by Ralston. La Vista will assume responsibility for hiring the part-time bus drivers. A portion of the salaries for the recreation director, program director, and administrative secretary is also included in this budget. Funding is requested for wearing apparel for the drivers to add a more professional look to the operation. Ralston will be billed for expenses based on the number of riders they have, as is the current practice. Increases in our budget would be due to an increased rider base of La Vista citizens or decrease of Ralston citizens along with increases for daily operations such as fuel and maintenance.

Councilmember Sheehan asked if the City takes on any additional liability when we take over administration of the program. City Administrator stated that staff would look into that.

Soucie again addressed the Council regarding the Sports Complex budget. No additional funding is requested although Soucie stated that utilities are a "balancing act" in that if field lighting increases, watering is decreased to offset the cost. Soucie also stated that they would like to be able to do some special landscaping projects if any funds become available.

Library Director Iwan presented her budget information to Council. She reported that many requested increases are due to the proposed annexation. The training increase is due to the classes at UNO for one staff member not being covered by State Aid/grant in FY08. Funding is also requested to replace computers in the computer lab and for staff; and for the purchase of computer lab chairs.

Stopak addressed Council regarding the Swimming Pool budget. He stated that the increase in part-time salaries reflects a wage increase for returning guards and assistant managers. Funds are also requested for the purchase of 20 chaise lounge chairs for the pool to bring the total number of chairs to 44.

Councilmember Sheehan asked if pre-employment physicals are done for all the part-time employees. Stopak stated that they are.

Ramirez presented the Human Resources budget. The Human Resource Assistant's salary is included in this budget as well as a portion of the Assistant City Administrators salary.

Ramirez stated that funds were being requested to facilitate a compensation study in response to the Mayor and Council's strategic plan.

Councilmember Sheehan stated that he opposes a study for this purpose. City Administrator Gunn stated that currently we have a hodgepodge of classifications in our compensation plan. We were able to conduct our own study regarding wages for department heads as there is not such a difference in job descriptions from city to city. As we go into other levels of the organization there can be immense differences in positions from one city to another. Councilmember Gowan asked Councilmember Sheehan who would do this study if we don't hire a company. Sheehan stated that the Department Heads should do this for each of their positions. Gunn stated that the time spent by Department Heads to do this would take them away from other priority tasks required of them. She further noted the potential of inconsistencies in the reviews of multiple people.

Ramirez stated that Insurance and Bonds are in this budget with a small portion in the Sewer and Golf Budgets. She stated that the LARM board voted to decrease member rates for this next year. Although this decrease will help defer some increase, we are still anticipating some increase due to the addition of the second fire station. This will be the first full year of coverage for it. Also, the addition of new equipment will result in some increase.

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Ramirez stated that funding has been requested for a professional membership in the Society of Human Resources Management which the HR Assistant has paid for personally in the past and also an increase in travel and training for the National Conference. An increase in professional services is requested based on actual expenses. These services are mostly for labor relations and pension/benefit plans.

Finance Director Lindberg presented the Public Transportation Budget. Funding is requested at the same level as last year.

## **VII. GENERAL FUND CAPITAL EXPENDITURES**

City Administrator Gunn stated that all recommended capital outlay requests are listed on Page 12 with the exception of the additional police cruiser. She stated she would answer any questions the Mayor and Council may have regarding these recommendations. There were no questions at this time.

## **VIII. MASTER FEE SCHEDULE**

Finance Director Lindberg stated that some of the changes in the schedule include a change in refunds and increases in temporary CO's, various permit fees, various platting fees, library fees, sewer use fees and recreation fees. Fees were added for Police Officer Application, Criminal History Report and fees for Special Services Van.

Councilmember Sheehan asked about the increase in the inter-Library loan fee. Library Director Iwan stated that the current fee does not even cover the cost of postage. With this increase, along with other funding the costs will be covered.

## **IX. COMMENTS FROM THE FLOOR**

City Administrator Gunn stated that the agenda for the council meeting and budget workshop for Tuesday July 17, 2007 had been amended to move the executive session to the regular council meeting.

## **X. COMMENTS FROM MAYOR AND COUNCIL**

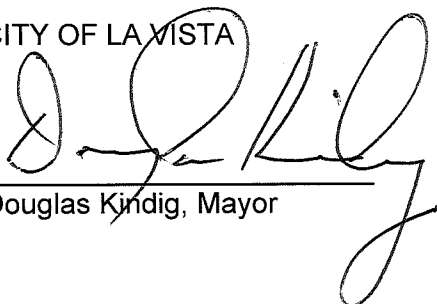
None.

## **XI. ADJOURNMENT**


At 8:52 p.m. Councilmember Sell made a motion to adjourn the meeting. Seconded by Councilmember Quick. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, McLaughlin, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

PASSED AND APPROVED THIS 7TH DAY OF AUGUST 2007.

CITY OF LA VISTA

  
Douglas Kindig, Mayor

ATTEST:

  
Pamela A. Buethe, CMC  
City Clerk