

# MINUTE RECORD

No. 729 — REEDIE & COMPANY, INC. OMAHA E1107786LD

## LA VISTA CITY COUNCIL MEETING BUDGET WORKSHOP JULY 15, 2013

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 15, 2013. Present were Mayor Kindig and Councilmembers, Gowan Ronan, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Absent: None. 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 Barcal, Community Development Director Birch, Recreation Director Stopak, City Clerk Buethe, Deputy City Clerk Garrod, Public Buildings & Grounds Foreman Siebels, Human Resource Generalist Fagin, Police Captain Pokorny, Police Captain Barcal, Chief Building Official Sinnett, City Planner Solberg, Assistant Public Works Director/City Engineer Kottmann, Streets Superintendent Goldman, Parks Superintendent Lukasiewicz, Park Foreman Thornburg, Sewer Foreman Foster, Assistant Recreation Director Karlson, Recreation Program Director Carstensen, Assistant Library Director Linhart, Golf Course Services Manager Dinan, Community Relations Coordinator Beaumont, and Assistant to the City Administrator Calentine.

A notice of the meeting was given in advance thereof by publication in the Times on July 3, 2013. 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 at City Hall during normal business hours.

### I. CALL TO ORDER

### II. PLEDGE OF ALLEGIANCE

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

### III. ANNOUNCEMENT OF LOCATION OF POSTED OPEN MEETINGS ACT

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

### IV. GENERAL FUND OVERVIEW – GUNN/LINDBERG

City Administrator Gunn gave an overview of the budget.

Gunn stated that resources of the city are being allocated most effectively. Staff is looking at meaningful changes that will result in savings. Gunn is not recommending any new personnel at this time. Gunn is however recommending the changes in grades such as in public works with the Maintenance Worker I and II positions. Staff is currently putting together a master list of contracts the City needs to look at that have not been bid out in a while. Gunn is recommended no funding to MAT, reduced funding to SCEDC, and canceling mowing contracts. Long range forecasting helps figure how to use funds in the short term to facilitate savings in the long term.

Gunn stated valuations remain flat. Sales tax refund issues impact our budget. High refunds are going against our sales tax. We will go most of the next year without sales tax. Mayor Kindig has talked to the governor to no avail at this point in time. Councilmember Sell asked is there is a record of who gets the money back. Gunn stated that there is no record and she is not confident that we will get information on this.

Finance Director Lindberg addressed Council regarding the assumptions included in the budget forecast. She stated that SID 59 is included in the valuation. There are no annexations planned in FY14 and a 1% increase in FY15. The tax levy is proposed to stay the same. Sales tax is a 36% increase over actual budget. We received 167% of sales tax. 1.2 million was put back anticipating sales tax refunds by the state. This amount will be in the year end estimate on Wednesday. Hotel Occupation Tax is 2.2% over budget in FY13. FY14 is based on projections from the Pro forma. Councilmember Sheehan asked the reason we are using their projections now that we have history to use. Lindberg said that she will look at this and report back on Wednesday.

At 6:26 Mayor Kindig left the meeting.

# MINUTE RECORD

July 15, 2013 Budget Workshop

No. 729 -- REDFIELD & COMPANY, INC. OMAHA E1107788LD

Lindberg stated that a projected salary increase of 2% is included along with 6% health insurance and dental insurance. The operating budget reflects 0% increase.

Lindberg stated that the budgets of Administration, Street Administration, and Human Resources proposed are a 70/30 split as in the current fiscal year, with the exception of splitting the salaries and benefits of the Assistant Public Works Director/City Engineer; Public Works Secretary; and the Public Works Intern will be split 50/50.

## **V. GENERAL FUND BUDGET PRESENTATIONS**

Deputy City Clerk Garrod reviewed the budget for Mayor and Council indicating a decrease in food supplies and telephone. There some minor increase in printing costs and dues.travel and training costs are increases in order to send more officials to the league annual conference which will be in La Vista this year and the National Civic League All America City Awards presentation program.

Garrod reviewed the budget for Boards and Commissions, indicating there are increases requested in postage and printing.

At 6:33 Mayor Kindig returned to take his seat.

Public Buildings & Grounds Foreman Siebels reviewed his budget with Council. Siebels stated that the increase in Other Commodities is for the purchase of mats rather than renting them. The increase requested in Buildings & Grounds Maintenance is a one-time increase to re-finish the floors at the recreation center. Mayor Kindig asked if there was another trailer that could be used to move the lift rather than buying one and could we contract someone to do that work. Siebels stated that there are not other trailers that it could be loaded on that can carry that weight. Councilmember Crawford stated that we just purchase the lift a couple years ago so contracting out doesn't seem the way to go.

City Clerk Buethe reviewed the Administration budget with Council. She stated that the increase in travel and training is due to the request to send employees to the Alliance for Innovation Transforming Local Government Conference and the National Civic League All American City Awards Presentation Program. She stated there is also a request for more people to attend the League of Nebraska Municipalities Annual Conference which will be held in La Vista in October. There is also a decrease in the annual contributions to the Sarpy County Economic Development Corporation.

Human Resource Generalist Fagin reviewed the Human Resources budget and stated that an increase is requested to conduct a Myers Briggs test. Councilmember Crawford asked if that was for all employees. Fagin stated that it is.

Police Captain Pokorny reviewed the police department's budget with Council. Pokorny stated the operating budget has no significant changes. They are requesting 2 vehicles and 2 mobile data units. Councilmember Gowan asked if the new cruisers would replace old ones. Pokorny said they would.

Pokorny reviewed the budget for animal control services stating that the cost is based on the population and CPI.

At 6:47 City Attorney McKeon left the meeting.

Fire Chief Uhl reviewed the Fire Department's budget with Council. Uhl stated that part-time salaries are increased to insure coverage during the interim. Firefighters that leave will not be replaced. They will receive \$10/hr and will work 3 8 hour shifts per day with officers. Members receive 1/2 hour pay for responding if not needed. An additional assistant chief has been added. Chief Officers will be paid \$1000/mo. A person will be hired part-time for payroll at a rate of \$100/week.

Assistant Public Works Director Kottmann presented the Street Administration budget to Council. He stated a request is being made to move the part-time secretary position to a full-time position. This position will be split 50/50 between General and Sewer Funds.

Street Superintendent Goldman reviewed the Street Operating budget with Council. He stated that they are requesting an additional maintenance worker with the last 3 annexations. This new annexation creates a new district for snow removal. Without additional manpower snow removal will be slower. Increases requested were due to annexations. Councilmember Gowan asked about the camera in the overpass and how many vandals we have caught in the past. Public Works Director Soucie stated that a few vandals have been caught; he stated this camera also

# MINUTE RECORD

July 15, 2013 Budget Workshop

No. 729 — REEDFIELD & COMPANY, INC. OMAHA E1107788LD

helps in safety to view the upper level. Councilmember Crawford asked what the cost of repairs was per year. Those numbers will be provided Wednesday. Councilmember Crawford asked if snow removal could be monitored to see times taken. Goldman stated that normally it takes about 10 hours per district. Councilmember Sell asked if the annexation will change this. Goldman will get some numbers on what the annexation would change this. City Administrator Gunn stated that a decision was made a few years ago that snow would not be removed if 2 inches or less. Goldman stated the problem with waiting is when there are accidents. Mayor Kindig asked if sidewalk cleaning was done during normal hours. Goldman stated that all sidewalks are cleared during normal hours except those in school zones are done immediately if school is in session. Mayor Kindig asked why there are generally two tractors doing sidewalks. Soucie stated that the first one comes through with a blower and the second has a blade to take it to concrete. Councilmember Sheehan asked who did snow removal in the areas annexed prior to the annexation. Goldman stated that Sarpy County did and the SID did street repairs. Councilmember Hale asked how the new areas would be plowed. Goldman said crews would split up to cover those areas. Mayor Kindig asked if we have looked at contracting for snow removal services in areas. Goldman stated that they tried this with the city parking lot and found that it was difficult to get dedicated people to plow and to get set times for them to come in and plow.

Public Works Director Soucie reviewed the Parks Division budget with the Council. Soucie stated that the increases are due to the transition of maintenance worker I positions to maintenance worker II positions, motor vehicle supplies, botanical supplies, utilities, and professional services. Soucie stated that the request for the bucket truck started as a possible joint purchase with two other agencies. The other two agencies have backed out so the purchase will be the cities. The old bucket truck has major mechanical issues and is now cost prohibitive to repair.

At 7:21 City Attorney McKeon returned to the meeting.

Councilmember Sell asked what the uses were for the bucket truck. Soucie stated traffic lights, ball field lights, and tree trimming are the major functions. Mayor Kindig asked for numbers to compare the cost of contracting spraying versus doing it in house. Soucie will get some numbers. He stated that the timing of the spraying in the Spring is difficult with other large seasonal areas such as the pool and sports complex being opened. Mayor Kindig asked for some numbers to contract mowing right-of-ways and medians. Gunn stated that the numbers will be put together prior to a vote on the budget. Councilmember Crawford asked if the bucket truck with our operator could be rented by other cities. Soucie said that it could.

At 7:27 p.m., Councilmember Sell made a motion to take a short recess. Seconded by Councilmember Crawford. Councilmembers voting aye: Gowan, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

At 7:40 p.m. Councilmember Sell made a motion to reconvene the meeting. Seconded by Councilmember Sheehan. Councilmembers voting aye: Gowan, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

Parks Sports Complex Foreman Thornburg reviewed the Sports Complex budget with Council. Thornburg stated increases include moving a maintenance worker from the parks division to the sports complex, utilities, sprinkler head replacement, and back stop replacement. Councilmember Crawford asked why other contractual services increased. Thornburg stated this is due to more frequent dumping of the large dumpster by Papillion Sanitation. Gunn stated that trash service for city facilities is on the list to look at one trash hauler. Councilmember Ronan asked if only replacing half of the sprinkler heads will work. Thornburg said it will. Councilmember Sell asked if the sprinkler heads wear the same. Thornburg stated that they don't.

Assistant Recreation Director Karlson reviewed the Recreation Department's budget with Council. Karlson stated he is requesting an increase for food supplies for Senior events such as the Valentine's Day lunch; other contractual services to have a study done to determine the recreational programming needs; and a directional door counter.

Karlson reviewed the Pool budget with Council. He stated that there are no additional requests.

Recreation Program Director Carstensen reviewed the Senior Bus Service budget with Council. Carstensen stated that they are requesting funding for a second part time driver two days per week when trips and passenger counts warrant this. Carstensen stated that they are requesting money for a new bus. MAT pays 83% of the cost. Mayor Kindig asked if it is La Vista's turn to buy. Carstensen stated that it is and the current bus will have 80,000 to 85,000 miles by the time this bus comes in.

# MINUTE RECORD

July 15, 2013 Budget Workshop

No. 729 — REEDFIELD & COMPANY, INC. OMAHA E1107788LD

Assistant Library Director Linhart reviewed their budget with Council. Linhart stated they are requesting to move a non-exempt employee to exempt status provided the city attorney determines this is possible. Increases are also being requested to fund a new tutoring data base, update books and periodicals, and two AWE children's computers/early literacy stations.

Discussion was held regarding part-time hours and insurance costs with the new federal changes. Gunn said staff is watching this to determine when to implement changes in order to be transitioned before the look back period, noting that the look back period had not yet been determined.

Finance Director Lindberg reviewed the Public Transportation budget with Council. Staff is recommending no funding to MAT since it has been determined the Tri-City bus route has very limited utilizations. Councilmember Sell asked if this would affect the purchase of the new senior van. Lindberg stated that it would not affect the purchase. Gunn stated that the city has been working with MAT to have extended service areas and MAT has not been able to do this. Mayor Kindig asked that staff find out what other cities are doing.

Chief Building Official Sinnett and City Planner Solberg reviewed their Department's budget with Council. Requests for next year include proposed increases to salaries, dues and subscriptions, travel and training, and other charges due to possible work on 7727 Park View Blvd. Councilmember Ronan asked when the house needs to be in compliance. Sinnett stated that it would be October 2013. Councilmember Sheehan asked what the cost would be to raise or repair. Sinnett stated it would be about 10-12 thousand either way. Mayor Kindig asked if ICC and NCOA are for certifications since those are larger costs in travel and training. Sinnett stated that they receive CEU's toward their certifications.

## **VI. GENERAL FUND CAPITAL EXPENDITURES – GUNN/SOUCLIE**

Public Works Director Soucie, representing the department heads, explained the process used by the group and stated that there were \$1.6 million in requests and the group was given \$412 thousand to work with. He stated the departments have spoke about their capital requests during their portion of the workshop and the total recommended by the department heads is \$410,468.

## **VII. MASTER FEE SCHEDULE – LINDBERG**

Finance Director Lindberg gave an overview of proposed changes to the master fee schedule

## **VIII. COMMENTS FROM THE FLOOR**

None.

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

None.

## **X. ADJOURNMENT**

At 8:23 p.m. Councilmember Crawford made a motion to adjourn the meeting. Seconded by Councilmember Hale. Councilmembers voting aye: Gowan, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

PASSED AND APPROVED THIS 6TH DAY OF AUGUST 2013.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC

City Clerk

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