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**LA VISTA CITY COUNCIL MEETING
BUDGET WORKSHOP
JULY 21, 2014**

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 21, 2014. Present were Mayor Kindig and Councilmembers, Frederick, 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, Director of Public Works Soucie, Director of Administrative Services Pokorny, Finance Director Lindberg, Community Development Director Birch, Recreation Director Stopak, City Clerk Buethe, Human Resources Manager Garrod, Police Captain Barcal, Police Captain Kinsey, Chief Building Official Sinnett, City Planner Solberg, Assistant Public Works Director/City Engineer Kottmann, Streets Superintendent Goldman, Parks Superintendent Lukasiewicz, Building Maintenance Superintendent Archibald, Building Maintenance Building Tech Siebels, Park Foreman Thornburg, Sewer Foreman Foster, Assistant Recreation Director Carlson, Recreation Program Director Carstensen, Assistant Library Director Norton, 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 2, 2014. 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 a key point is that property valuation has increased by 2%. In financial results for FY13 the General fund revenues exceeded expenditures by about 26% and FY14 year-end estimates project expenditures to be less than revenues. Sales and Use tax collections are strong but there is some concern still about subjectivity to incentive rebates leaving some uncertainty about how they project but will continue to work on and refine. The first full year of fire service by Papillion is on target budget wise. This budget is targeted at implementing the Council's re-organization plan. Gunn stated that in the sewer fund – Omaha's sewer separation project mandate has created increases for the City of La Vista and our anticipated infrastructure needs.

Gunn stated the FY15 recommended budget maintains a constant .55 cent property tax levy and maintains appropriate reserve levels in both the general and reserve funds. The focus will continue to be on providing quality city services. The additional half cent sales tax will go into effect in October. Gunn is not recommending any new full-time positions this budget year. The General fund establishes 2 new departments; Administrative Services and Information Technology. The split between General and Sewer for Admin areas will change from 70/30 to 75/25 to give some relief to the Sewer Fund. Sewer fees are anticipated to increase by about 10%. Bond proceeds will be used for facility improvement plans.

Finance Director Lindberg addressed Council regarding the assumptions included in the budget forecast. Lindberg stated that no annexations are included in the FY15 budget and went over the projections for the fiscal year 15.

V. GENERAL FUND BUDGET PRESENTATIONS

City Clerk Buethe reviewed the Administrative Services budget stating that with the reorganization a new department has been created known as the Administrative Services Department. With this creation personnel and expenses that were once entirely in the Administration Budget are now divided between the two. Buethe stated that after a full year of operations there will likely be some adjustments to various line items that will more closely reflect actual expenses. Buethe stated that this budget is split with 75% paid out of General and 25% paid out of Sewer. Buethe stated that there were increases requested in postage, utilities, dues/subscriptions, travel, training. A one-time expense is being requested to purchase replacement office chairs. Councilmember Quick asked if staff had looked into exercise ball chairs and Buethe stated that she had not but could do that in the future.

Human Resources Manager Garrod reviewed the budget for Mayor and Council indicating a requested increase in telephone, printing, and other contractual services. Mayor Kindig stated that the money budgeted for the MAPA Heartland 2050 implementation is intended to be a one-time contribution. Mayor Kindig also asked Garrod to revisit the amount of phone as he thought it was a different amount. Garrod will check and report back on this.

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

Public Maintenance Technician Siebels reviewed his budget with Council. Siebels stated that the change in salaries is due to the transfer of one person to the parks division. The decrease in chemical supplies is due to the movement of most of this money to the parks budget. Councilmember Hale asked if there would be enough for such things as ice melt and water treatment chemicals. Siebels said there would be. Building and Grounds Maintenance will have a decrease due to the one-time expense this last year to refinish the wood floors in the Community Center. Repair money for the snow equipment was left in at the same level as last year.

Assistant City Administrator Ramirez reviewed the Administration budget with Council. She stated that the decrease in other contractual services is due to the movement of computers to its own department. She stated there is also a request for a one-time expense for a lateral file in her office. Councilmember Sheehan asked if the wages are split also. Ramirez stated that they are split between General and Sewer.

Police Captain Barcal reviewed the police department's budget with Council. Pokorny stated the operating budget has no significant changes and the department is not requesting any additional personnel.

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

Human Resources Manager Garrod reviewed the Human Resources budget and stated that changes in dues and travel and training are due to the addition of staff involved in the human resources department. Garrod said there is a \$15,000 one-time increase in training for all employees to have performance evaluation training. Councilmember Crawford asked what we get for this money. Garrod gave an overview of the training and stated it was used in Richmond VA. Councilmember Sheehan asked to see the Richmond program and Councilmember Crawford stated he would like to see the results from that program also.

Police Chief Lausten reviewed the Fire Department's budget with Council. Lausten stated that the salary will be to pay the Fire Marshal salary and the City of Papillion will reimburse 50% of this. Lausten said money is requested for buildings and grounds and vehicle maintenance and these expenses will be billed back to the City of Papillion. Mayor Kindig stated that the projection of expenses for this year came out within \$700 of the budget amount. Lausten stated that there has been an extension of the grant to include a 3rd year.

Community Development Director Birch, City Planner Solberg, and Chief Building Official Sinnett reviewed the Community Development budget with Council. Birch gave an overview of the revenues including building permit fees. Birch also gave an overview of the projects that are currently underway in La Vista. Birch stated that funding was not recommended for filling the currently vacant Building Inspector position and asked that Council consider filling this position. Discussion was held regarding this vacancy and options that would work now until the work load and hours would justify addition of the inspector. City Planner Solberg stated additional funds were requested in office supplies for the new office; additional funds were requested in food supplies for the Comp Plan work as it will involve much public input. Solberg stated there is an increase requested in postage and there is a decrease in telephone, travel, and training. Councilmember asked about the extra money paid for certifications. Chief Building Official

Sinnett explained the extra money for certifications. Discussion was held regarding the pay for certifications. Councilmember Hale made a motion to remove the incentive from the Community Development Budget. Seconded by Crawford. Councilmembers voting aye: Crawford, Sell, Sheehan, Hale, and Quick. Nays: Frederick, Ronan, and Thomas. Absent: None. Motion carried.

At 7:49 p.m., Councilmember Crawford made a motion to take a short recess. Seconded by Councilmember Thomas. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

At 7:59 p.m. Councilmember Sell made a motion to reconvene the meeting. Seconded by Councilmember Crawford. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

Director of Public Works Soucie presented the Street Administration budget to Council. He stated that the decrease in Travel and Training is because the APWA Mid-America conference occurs every 3 years so will not be attended this year.

Street Superintendent Goldman reviewed the Street Operating budget with Council. He stated that they are requesting an additional maintenance worker but this is not being recommended by the City Administrator this year. There is also a request to transition one MWI to a MWII. Goldman stated additional funding is requested in wearing apparel to allow for an increase in the employee's boot allowance. Goldman stated there is a decrease in telephone and an increase requested in lab and janitorial supplies, professional services and utilities. Additional funding is requested in travel, training, and building and grounds.

Parks Superintendent Lukasiewicz reviewed the Park Maintenance budget with the Council. Lukasiewicz stated that the increases are due to the transition of a full-time employee from building and grounds to the parks division. Lukasiewicz stated additional funding is requested in wearing apparel to allow for an increase in the employee's boot allowance. Increases are also requested in utilities, training, buildings and grounds, and motor vehicle maintenance. Councilmember Quick asked when the tennis courts were last painted. Lukasiewicz stated they were painted in 1999.

Parks Sports Complex Foreman Thornburg reviewed the Sports Complex budget with Council. Thornburg stated increases requested for fuel, professional services for Hepatitis A and B shots, utilities; building and grounds for aggregate, and motor vehicle maintenance for ongoing repairs of aging equipment.

Assistant Recreation Director Karlson reviewed the Recreation Department's budget with Council. Karlson stated he is requesting an increase for food supplies and other commodities for the Easter Egg Hunt for which a grant will be sought to cover this increase. An increase is also being requested in utilities.

Karlson reviewed the Pool budget with Council. He stated that the only increase requested is in utilities.

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 for two days per week. Councilmember Crawford asked if this would fund the position for the full year. Carstensen said it would. Councilmember Sheehan asked if Ralston pays a portion of this. Carstensen stated that they will.

Assistant Library Director Norton reviewed the Library budget with Council. Norton stated they are requesting an additional part-time staff member. An increase is also being requested in books and periodicals, media, and other charges for an additional AWE children's computer and to recover chairs.

Assistant City Administrator Ramirez reviewed the Public Transportation budget with Council. Staff is requesting \$5,200 this year for the modified service to a park and ride route. Councilmember Sheehan asked if there has been an increase in riders. Recreation Director Stopak stated that he would get the numbers for Council.

Mayor Kindig asked Council if they had anything to this point they have questions on or would like to change. Mayor Kindig recommended that the City Council Members pay increase to \$6000. per year. Councilmembers wanting to consider the increase were Hale and Quick. Those not in favor of an increase were Sell, Crawford, Thomas, Sheehan, Ronan, and Frederick. An increase will not be considered this year.

VI. GENERAL FUND CAPITAL EXPENDITURES – GUNN/MANAGING DIRECTORS

The Managing Directors went through the list of Capital Equipment they are recommending be budgeted for FY15. The items include two police cars, one unmarked police car, police mobile data computer, one rollover protective structure and cab for loader, one 4x4 pickup with snow plow, one dump truck with plow, wing, and sander (multi-year loan/lease), one front deck mower with cab, blade, and snow blower, one Vermeer brush chipper (with grant approval), one 4x4 pickup, one special services bus, and one easement machine. Mayor Kindig asked if there is an insurance savings if the drivers of the senior buses have CDL's or other special certifications. Stopak will check.

VII. MASTER FEE SCHEDULE – LINDBERG

Finance Director Lindberg gave an overview of proposed changes to the master fee schedule including traffic study review fee, fire inspection fees, monthly Library membership, and an increase registration fees for the Children's Mini-Camp. Lindberg stated that the sewer rate study will be presented to Council at the August 19 meeting and the increase in the rates will be added to the master fee changes.

VIII. COMMENTS FROM THE FLOOR

None.

IX. COMMENTS FROM MAYOR AND COUNCIL

None.

X. ADJOURNMENT

At 8:56 p.m. Councilmember Crawford made a motion to adjourn the meeting. Seconded by Councilmember Quick. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

PASSED AND APPROVED THIS 5TH DAY OF AUGUST 2014.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk