

# MINUTE RECORD

No. 729 — REEDFIELD & COMPANY, INC. OMAHA E1310556LD

## LA VISTA CITY COUNCIL MEETING BUDGET WORKSHOP JULY 20, 2015

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 20, 2015. 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 Miserez, Community Development Director Birch, Recreation Director Stopak, City Clerk Buethe, Human Resources Manager Garrod, Police Captain Barcal, Police Captain Kinsey, Chief Building Official Sinnett, Assistant Public Works Director/City Engineer Kottmann, Streets Superintendent Goldman, Building Technician Siebels, Sports Complex Foreman Thornburg, Sewer Foreman Foster, Assistant Recreation Director Karlson, Recreation Program Coordinator 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 8, 2015. 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

Mayor Kindig called the meeting to order.

### II. PLEDGE OF ALLEGIANCE

Mayor Kindig 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/MISEREZ

City Administrator Gunn gave an overview of the budget.

Gunn stated that, similar to past years, the FY16 budget is planned to meet the existing and emerging needs of the City with no significant new programs being proposed or substantial changes in the City's financial approach. Staff continues to work on long range planning but only asking for approval of the recommendations for the FY16 budget. The long range forecast helps make better short term decisions. Gunn stated that the valuation growth of 4.8% with no annexations was very encouraging this year.

Gunn stated the FY16 recommended budget maintains a constant .55 cent property tax levy and maintains appropriate reserve levels in both the general and reserve funds. The recommended levy shifts property tax levy from the General Fund to the Debt Service fund. It is recommended that the General Fund levy will go from the current .49 to .41 and the Debt Service fund levy will go from the current .06 to .14.

Gunn stated the Sales and Use Tax collections remain strong although there are more incentive refunds this year with the anticipation of \$683,000 this year and approximately \$1.5 million in FY 17. The City has been setting funds aside in reserve in anticipation of these refunds.

Gunn stated the hotel tax revenue for FY 15 is not anticipated to make budget this year but not sure how the year will end with the new hotel that opened and due to the time lapse from end of month to receiving the tax.

Finance Director Miserez addressed Council regarding the assumptions included in the budget forecast. Miserez went over the revenues and how the revenue numbers were reached and what growth factors were used, stating that previous projections were quite low.

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## V. GENERAL FUND BUDGET PRESENTATIONS

City Clerk Buethe reviewed the Administrative Services budget stating 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 utilities, dues/subscriptions, travel, training and county treasurer fees. Buethe stated that there is a 2.5% base factor increase included in salaries.

Human Resources Manager Garrod reviewed the budget for Mayor and Council indicating a requested increase in legal, printing, dues and subscriptions, other contractual services, and other charges.

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

Building Technician Siebels reviewed his budget with Council. Siebels stated that there were increases similar to those mentioned by previous departments along with an increase in other contractual services to replace several heat pumps at the library and in building and grounds maintenance to replace steps on the east side of City Hall.

Assistant City Administrator Ramirez reviewed the Administration budget with Council. She stated that changes were mostly due to relooking at the current budget which is the first budget after the reorganization and adjusting numbers accordingly as staff has some history to look at. Ramirez indicated that the decrease in travel and training is due to the closer proximity of the ICMA conference in FY 16.

Human Resources Manager Garrod reviewed the Human Resources budget and stated that there were increases similar to those mentioned by previous departments along with an increase in legal fees and an increase in other charges for an ADA facilities assessment.

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

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

Police Chief Lausten reviewed the Fire Department's budget with Council. Lausten stated that the city's contribution is 26% and that percentage will most likely decrease in future years. The City's Fire Marshal salary is 50%. The other 50% is reimbursed by Papillion. Uncertain how future Papillion annexations will affect future budgets.

Chief Building Official Sinnett reviewed the Community Development budget with Council. Sinnett gave an overview of the Community Development budget including an increase in office supplies for continued repair of the plotter. A decrease in food supplies is requested due to the anticipated completion of the Comprehensive Plan Update project. A slight increase is being requested in dues and subscriptions and in radio maintenance.

Director of Public Works Soucie presented the Street Administration budget to Council. He stated that there is a slight increase being recommended in travel, training, and dues and subscriptions.

Street Superintendant 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. Goldman stated there is an increase is being requested in training, motor vehicle maintenance and traffic signs. He stated there is a decrease in other contractual services as the loan for the loader will be paid off.

Councilmember Hale inquired as to the correct number increase in the training budget. Goldman will check and report back.

Director of Public Works Soucie reviewed the Park Maintenance budget with the Council. Soucie stated that the travel and training budget decrease is due to the money for the PGMS conference moving to the sports complex budget. The increase in other contractual services is for portable restrooms moved from the recreation budget and for an increase in the weed spraying budget. The increase in other maintenance is to replace picnic tables and grills.

Parks Sports Complex Foreman Thornburg reviewed the Sports Complex budget with Council. Thornburg stated increases requested for travel and training is for the foreman to attend the PGMS conference. An increase is requested in buildings and grounds for sprinkler head replacement, and in machine for a push mower and air compressor.

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Assistant Recreation Director Karlson reviewed the Recreation Department's budget with Council. Karlson stated he is requesting increases in utilities and an increase in building and grounds for steam cleaning of the dividers and stage curtain

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

Recreation Program Coordinator Carstensen reviewed the Senior Bus Service budget with Council. Carstensen stated that there are no significant changes in this budget.

Library Director Barcal reviewed the Library budget with Council. Barcal stated they are requesting an increase in office supplies for their tween program. An increase is also being requested in programming for one-time funding of a new program.

Director of Administrative Service Pokorny reviewed the Information Technology budget with Council. Pokorny stated that there is an increase in contractual services for continued computer support and a decrease in other charges since the city no longer has to provide its own servers.

Assistant City Administrator Ramirez reviewed the Public Transportation budget with Council. A slight ongoing increase is requested based on actual expenses. Councilmember Sell asked if there has been an increase in ridership and Stopak stated that there has been and will provide the numbers at the Tuesday workshop.

At 7:38 Mayor Kindig called for a short break.

At 7:59 Mayor Kindig reconvened the workshop.

## **VI. GENERAL FUND CAPITAL EXPENDITURES – GUNN/MANAGING DIRECTORS**

The Managing Directors and their staff reviewed the list of Capital Equipment they are recommending be budgeted for FY15 with Council.

## **VII. OTHER FUND BUDGET PRESENTATIONS**

### **Sewer Fund**

Sewer Foreman Foster reviewed the sewer maintenance budget with the City Council. Foster stated that there were minor changes in the sewer budget. Foster stated that there is a one-time request in motor vehicle maintenance to install a rust proofing liner on the sewer jet. Assistant Public Works Director Kottmann answered questions regarding the user fees.

### **Capital Improvement Program**

Assistant to the City Administrator Calentine reviewed the Capital Improvement program with the Council. Calentine reviewed current and new projects and stated that the projects are tied to the actual fund this year. Discussion was held regarding some of the proposed projects.

### **Debt Service Fund**

Finance Director Miserez reviewed the Debt Service budget with the Council.

### **Lottery Fund**

Director of Administrative Service Pokorny reviewed the Lottery budget with the Council. Pokorny stated that numbers for this fund are conservative. Discussion was held regarding the elimination of the Nixie program. Staff explained that for the cost of the program it does not reach near the population that the city's social media does.

### **Economic Development Fund**

Assistant City Administrator Ramirez stated there is nothing new in this fund to report.

### **Off-Street Parking Fund**

Assistant Public Works Director Kottmann reviewed the Off Street Parking budget with Council. Kottmann stated there is a request in buildings and grounds for the installation of an automatic fill valve for the water feature.

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## Redevelopment Fund

City Administrator Gunn reviewed the Redevelopment fund with the Council. Gunn stated that funds have been recommended for legal and engineering services for the design of civic park. Gunn stated that decisions on the golf course need to be made. Discussion was held regarding the future of the golf course and the direction the Council should take with regard to the redevelopment of the area.

## Golf Fund

Golf Course Services Manager Dinan gave an overview of the golf clubhouse budget stating that increases are requested in utilities. Dinan stated the cart lease has decreased due to the final payment being made on the lease/purchase of 5 golf carts.

Assistant to the City Administrator Calentine gave an overview of the golf maintenance budget. Increases are being requested in postage, utilities, and printing. Discussion was held regarding repairs needed to the irrigation system. Mayor Kindig stated that the Council needs to consider doing the upgrades to the golf course and that they need to discuss it at the Tuesday workshop.

## VIII. MASTER FEE SCHEDULE – MISEREZ

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

## IX. COMMENTS FROM THE FLOOR

There were no comments from the floor.

## X. COMMENTS FROM MAYOR AND COUNCIL

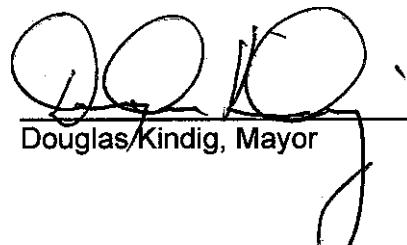
Mayor thanked staff for their work on the budget.

## XI. ADJOURNMENT

At 9:36 p.m. Councilmember Hale made a motion to adjourn the meeting. Seconded by Councilmember Sell. Councilmembers voting aye: Frederick, Ronan, Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: None. Motion carried.

PASSED AND APPROVED THIS 3RD DAY OF AUGUST 2015.

CITY OF LA VISTA



Douglas Kindig, Mayor

ATTEST:



Pamela A. Buethe

Pamela A. Buethe, CMC  
City Clerk