

MINUTE RECORD

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

LA VISTA CITY COUNCIL MEETING BUDGET WORKSHOP JULY 16, 2012

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, 2012. Present were Mayor Kindig and Councilmembers Sell, Ronan, Quick, Sheehan, Carlisle, Crawford, Ellerbeck and Gowan. 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 Clerk Garrod, Public Buildings & Grounds Maintenance Assistant Siebels, Human Resource Generalist Fagin, 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, and Golf Course Superintendent Calentine.

A notice of the meeting was given in advance thereof by publication in the Times on July 4, 2012. 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 new process for budgets involves Mid-level Managers doing the budget with the help of their Department Head. This allows them to be more involved in controlling the budgets they work from and understanding how budgets work. Gunn thanked the Mid-level Managers for their hard work.

Gunn stated operating budgets are again at a 0% increase in the base. Staff will continue to watch in the future to avoid any problems with low cash reserve. Delays of purchases will continue as in the current year. Gunn gave an overview of the tax history. Gunn stated that a tax increase is not being proposed for FY13. Gunn stated the valuation is flat and may go down this year. Gunn recommended decreasing the General Fund levy to .49 and adding .01 to the Debt Service Fund.

Gunn stated that the city's debt capacity is fine and the city's fiscal agent continues to watch our debt and states the city is in good shape.

Finance Director Lindberg addressed Council regarding the assumptions included in the budget forecast. She went over the Annexation Plan for FY13. Annexations are forecast for future years. The growth rate is 11% over the past 10 years. Sales tax is forecast conservatively to be up 2% in FY13.

Lindberg stated that the expense forecast is based upon 8% annual growth in personnel costs and 0% in operations. (Personnel costs, including insurance are 2% personnel, 6% health insurance and 0% dental insurance).

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Lindberg stated that the budgets of Administration, Street Administration, and Human Resources proposed are a 70/30 split as in the current fiscal year. The reserve is at 20% which is where the city wants it to be.

Councilmember Sell asked if an insurance increase of 0% is realistic. City Administrator Gunn stated that the large increase in health insurance in the past has been a large expense to the City and we need to look at what we can do to decrease that cost.

V. GENERAL FUND BUDGET PRESENTATIONS

Deputy City Clerk Garrod reviewed the budget for Mayor and Council indicating some minor increases due to increases in travel costs and additional training opportunities. A proposed increase in the salaries of the Mayor and Council was proposed. The Mayor and Council agreed that there would be no increase in FY13.

Garrod reviewed the budget for Boards and Commissions, indicating that there are no increases requested.

Public Buildings & Grounds Maintenance Assistant Siebels reviewed his budget with Council. An increase is proposed in other contractual services due to increased expenses being passed on by Metro Community College. An increase is also proposed in training for local monthly meetings.

City Clerk Buethe reviewed the Administration budget with Council. She stated that the City Administrator is recommending the reassignment of an existing staff member to the position of Assistant to the City Administrator. This reassignment will create increases in the Administration budget but decreases will be seen on other budgets in correlation with these increases. Travel and Training increases are due to an annual conference in 2012 and 2013 that will fall in the same fiscal year and the addition of attendance by the Assistant to the City Administrator to one of the conferences. Buethe stated that a request to increase other charges is for funding a folding machine, binding machine and camera. An expense of \$3915.00 is being requested to engage an insurance auditor to determine whether we are receiving the appropriate services and coverage and if the cost is in line with the market.

Human Resource Generalist Fagin reviewed the Human Resources budget and stated that an increase is requested to conduct a market comparability study of the City's wage ranges.

Police Captain Barcal reviewed the police department's budget with Council. Lausten stated the operating budget is flat except for slight increases in fuel costs. There is no request for additional staff in FY13.

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

Fire Chief Uhl reviewed the Fire Department's budget with Council. Uhl stated that increases requested are due to rising fuel costs, replacement of disposable rescue squad supplies and a new line item for funds for the emergency management team to continue to conduct disaster drills and tabletop exercises. Uhl stated that he requested \$15,000.00 to replace bunker gear and \$7,500.00 is being recommended by the City Administrator. Councilmember Sell stated that having disaster drills and training is good for the City. Councilmember Carlisle made a motion to approve \$15,000.00 for bunker gear purchase. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, Crawford, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

Chief Building Official Sinnott and City Planner Solberg reviewed their Department's budget with Council. Requests for next year include proposed increases to professional services, travel expense and legal fees with decreases in training and contractual services. Mayor Kindig asked if it is necessary for all inspectors to go to training out of state. Sinnott stated that inspectors can obtain the greatest amount of CEU's at this training and they work with the contractors to prepare for their absence.

Assistant Public Works Director Kottmann presented the Street Administration budget to Council. He stated that a slight increase in travel expenses. A request for social media training was requested. City Administrator Gunn stated that the IT Committee is planning social media training for all staff.

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At 7:17 p.m., Councilmember Sheehan made a motion to take a ten-minute recess. Seconded by Councilmember Sell. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, Crawford, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

At 7:28 p.m. Councilmember Carlisle made a motion to reconvene the meeting. Seconded by Councilmember Sheehan. Councilmembers voting aye: Sell, Ronan, Quick, Sheehan, Carlisle, Crawford, Ellerbeck, and Gowan. Nays: None. Absent: None. Motion carried.

Street Superintendant Goldman reviewed the Street Operating budget with Council. He stated that increases are due to purchase of tires for the Bobcat, utilities costs, updating business cards, contractual services, participation in LEAD, and buildings and grounds repairs.

Parks Superintendant Lukasiewicz reviewed the Parks Division budget with the Council. Soucie stated that the increases are due to the transition of two maintenance worker I position to maintenance worker II positions, utilities, wearing apparel (safety shirts), motor vehicle supplies, and contractual services.

Parks Sports Complex Foreman Thornburg reviewed the Sports Complex budget with Council. Thornburg stated increases include the transition of a maintenance worker I position to a maintenance worker II position, additional safety equipment, utilities, purchase of aggregate, replacement doors for the dugout, a tank sprayer, and motor vehicle maintenance. Mayor Kindig asked if we already have a sprayer. Parks Superintendent Lukasiewicz explained the need for another kill mix sprayer as they cannot use this sprayer for other chemicals.

Assistant Recreation Director Karlson reviewed the Recreation Department's budget with Council. Karlson stated his budget is holding steady with slight increase for the Senior ENOA Program and food supplies, sports equipment, Senior entertainment and utilities.

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 the budget is steady with a slight increase in motor vehicle supplies. Discussion was held regarding fees and increased ridership at certain times of the day.

Assistant Library Director Linhart reviewed their budget with Council. Linhart stated increases are due to the need to update public computers.

Lindberg reviewed the Public Transportation budget with Council. No change is requested from last year.

VI. GENERAL FUND CAPITAL EXPENDITURES – GUNN/SOUCIE

City Administrator Gunn stated that all capital outlay requests are not excessive but there is just limited funding available. The department heads went through and decided which equipment would be recommended for purchase. Public Works Director Soucie explained the process used by the group and gave the recommended purchases with each department head answering any questions regarding any of their items.

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.

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X. ADJOURNMENT

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

PASSED AND APPROVED THIS 7TH DAY OF AUGUST 2012.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk

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