

MINUTE RECORD

A-3

No. 729 - REFIELD & COMPANY, INC. OMAHA E1310556LD

LA VISTA CITY COUNCIL MEETING BUDGET WORKSHOP JULY 18, 2016

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 18, 2016. Present were Mayor Kindig and Councilmembers, Sheehan, Thomas, Crawford, Quick, Hale and Sell. Absent: Frederick and Ronan. 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 Sinnott, Assistant Public Works Director/City Engineer Kottmann, Building Technician Siebels, Sports Complex Foreman Thornburg, Sewer Foreman Foster, Assistant Recreation Director Karlson, 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 6, 2016. 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. PROPOSED BIENNIAL BUDGET - GUNN/MISEREZ

City Administrator Gunn gave an overview of the Biennial Budget and how this process would work. Councilmember Crawford asked if they would adopt the budget next year with the same valuation as this year. Gunn stated that the budget would be amended next year to reflect the new valuation.

Finance Director Miserez gave an overview of the process of the state to determine the 2 year budget.

V. BUDGET OVERVIEW - GUNN

City Administrator Gunn gave an overview of the budget.

Gunn stated that the city has a strong local economy which continues to create an increase in revenues primarily attributed to increases in Sales & Use Tax and Permits & Licenses.

Gunn stated the FY16 and FY17 recommended budgets maintain a constant .55 cent property tax levy and maintains appropriate reserve levels in both the general and reserve funds.

Gunn stated that budgeting for sales and use tax revenue continues to be challenging as a result of the lack of transparency in the State of Nebraska's economic development incentive refund programs. The FY17 budget anticipates \$1,656,095 in refunds and \$1,200,000 in refunds in FY 18. The City has been setting funds aside in reserve in anticipation of these refunds.

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Gunn stated the hotel occupancy tax revenue for FY 17 and FY 18 is expected to continue to increase as a result of new hotels and activity in the City.

Gunn stated that the Golf course will be closing at the end of FY16 so some of the costs of personnel and maintenance will be in the General Fund moving forward.

Gunn 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.

VI. GENERAL FUND BUDGET PRESENTATIONS

Gunn gave an overview of the General Fund. In addition to comments made regarding the overall budget, Gunn stated that Personnel is over 50% of the General Fund Budget and staffing will continue to be analyzed moving forward. Gunn stated that we are beginning to work on catching up our capital equipment after many years of holding off buying equipment. A reserve is also being established for facility maintenance.

Miserez stated that property and sales tax make up nearly 70% of the General Fund revenue. Growth in salaries is proposed at 3% in FY17 and 3.75% in FY18. A growth rate of 6% is built in for benefits. Expense growth is 7% in FY17 and 4.7% in FY18. Some Golf Fund expenditures are now reflected in the FY17 General Fund.

City Clerk Buethe gave an overview of the functions of the Administrative Services Department, FY 16 accomplishments and FY 17 & FY 18 objectives and major budget items including the ERP system and the Record's Management system. Councilmember Hale asked for examples of items that would be paid out of the line item 0505. Buethe stated she would have some examples put together to bring back to the meeting on the 19th.

Human Resources Manager Garrod gave an overview of the functions of the Mayor and City Council, FY 16 accomplishments and FY 17 & FY 18 objectives. Discussion was held and Garrod will bring information back on the last time the salaries were increased and the amount.

Garrod gave an overview of the functions of the Boards and Commissions, FY 16 accomplishments and FY 17 & FY 18 objectives.

Building Technician Siebels gave an overview of the functions of the Building Maintenance Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Assistant City Administrator Ramirez gave an overview of the functions of the Administration Department, FY 16 accomplishments and FY 17 & FY 18 objectives.

Human Resources Manager Garrod gave an overview of the functions of the Human Resources Department, FY 16 accomplishments and FY 17 & FY 18 objectives.

Police Captain Kinsey gave an overview of the functions of the Police Department, FY 16 accomplishments and FY 17 & FY 18 objectives. Kinsey was asked to bring back numbers on hiring another officer over paying overtime.

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 Papillion will be adding 3 more firefighters in January of 2017 with grant money.

At 7:55 Councilmember Crawford motioned for a short break, seconded by Councilmember Thomas. Councilmembers voting aye: All. Nay: None. Absent: Ronan and Frederick. Motion Carried.

At 8:07 the Council reconvened.

Chief Building Official Sinnott and City Planner Chris Soiberg gave an overview of the functions of the Community Development Department, FY 16 accomplishments and FY 17 & FY 18 objectives.

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Director of Public Works Soucie gave an overview of the functions of the Street Administration Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Director of Public Works Soucie gave an overview of the functions of the Street Operating Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Park Superintendent Lukasiewicz gave an overview of the functions of the Parks Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Sports Complex Foreman Thornburg gave an overview of the functions of the Sports Complex Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Assistant Recreation Director Karlson gave an overview of the functions of the Recreation Department and the Pool, FY 16 accomplishments and FY 17 & FY 18 objectives.

Recreation Director Stopak gave an overview of the functions of the Senior Bus Service, FY 16 accomplishments and FY 17 & FY 18 objectives.

Library Director Barcal gave an overview of the functions of the Library, FY 16 accomplishments and FY 17 & FY 18 objectives.

Director of Administrative Services Pokorny gave an overview of the functions of the Information Technology Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Recreation Director Stopak reviewed the Public Transportation budget with Council.

VII. GENERAL FUND CAPITAL EXPENDITURES – MISEREZ/MANAGING DIRECTORS

Finance Director Miserez gave an overview of the Capital Fund Expenditures and Soucie answered questions regarding equipment purchases.

VII. OTHER FUND BUDGET PRESENTATIONS

Sewer Fund

Sewer Foreman Foster gave an overview of the functions of the Sewer Division, FY 16 accomplishments and FY 17 & FY 18 objectives.

Debt Service Fund

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

Capital Improvement Program

Assistant to the City Administrator Calentine reviewed the Capital Improvement program with the Council.

Lottery Fund

Director of Administrative Service Pokorny reviewed the Lottery budget with the Council.

Economic Development Fund

Assistant City Administrator Ramirez reviewed the Economic Development Fund budget with the Council.

Off-Street Parking Fund

Director of Public Works Soucie reviewed the Off Street Parking budget with Council

Redevelopment Fund

City Administrator Gunn reviewed the Redevelopment fund with the Council.

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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 10:05 p.m. Councilmember Crawford made a motion to adjourn the meeting. Seconded by Councilmember Thomas. Councilmembers voting aye: Sheehan, Thomas, Crawford, Quick, Hale, and Sell. Nays: None. Absent: Frederick and Ronan. Motion carried.

PASSED AND APPROVED THIS 2ND DAY OF AUGUST, 2016.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Bueth, CMC
City Clerk

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