

**Special City Council Budget
Meeting Minutes
Wed., Sept. 7, 2005
6:30PM**

I. CALL TO ORDER

Mayor Joy Bertsinger called the special budget meeting to order at 6:35PM.

II. ROLL CALL

Present: Joy Bertsinger, Jackie Hall, Scott Keigley, Clerk Nymann,
Adam Brase, Kevin McDermott arrived at 7pm

Absent: Tom Novak

III. BUDGET

Adam Brase was present and discussed the Parks and the budget for it. Clerk Nymann had a spreadsheet of park expenditures. Clerk Nymann and Bertsinger submitted a sheet for 2006 Budget Considerations. (See attachments) The following points were brought out in discussion:

- ✓ Parks Budget discussion included the current project with parks in Riverwood Hills and at the Ballfield. Also, Jech's wants a commitment in the form of an agreement from the City of what it will put towards the River Park Subdivision Park. According to the figures there will still be \$19,676 left for River Park. Bertsinger recommended that \$10,000 be budgeted for Parks next year. McDermott suggested to go in with at least \$30,000 to RiverPark. It was determined to put recreational activities at \$1,500 for parks and capital outlay for playground equipment at \$14,000 for the parks 2006 budget.
- ✓ Payroll and benefits (health and PERA). PERA will increase next year. Health benefits were discussed with clerk Nymann bringing forward her research on area cities (\$369/month average for full time employees) and cities with similar populations (\$500/month average for full time employees) as with Oronoco. Keigley agreed that health benefits should increase, but instead of all in one year, it should be stepped up each year. The City needs to find a plan that will fit its need. Bertsinger recommended making full time health benefit at \$250 /month (currently @ \$200/month) and part time health benefit at \$125/month (currently @ \$125/month). Clerk Nymann requested a \$300 increase for next year. Hall thought the \$250 was a nice compromise. **Bertsinger motioned to offer full time Health benefits at \$250 for 2006, and part time health benefits at \$125, Hall second; DISCUSSION:** It was questioned whether to give part time a health benefit at all. And, to keep the health care benefit steadily increasing by each year; **all in favor, motion**

carried. Payroll discussions included pay raises and performance reviews and a percentage of increase for next year. Clerk Nymann requested a total of 7% increase (5% performance evaluation and 2% COLA Increase) for the City's employees (Clerk Nymann presented this in comparison with what other cities offer their personnel). Bertsinger presented information from her poll on private businesses as to what City residents thought employees should be offered for wage increases. She suggested a total of 5% increase; keeping in mind that PERA and taxes increase bring it to an 8% increase (with 5% of that being the new wage). Keigley stated that benefits should come before a full council and that benefits are not an obligation. **Keigley motioned to set wage increases for 2006 as a 2% COLA increase and a 3% performance evaluation increase, McDermott second; DISCUSSION:** Bertsinger stated it should be specific so it remains consistent. **AYES: Keigley, McDermott, Hall; NAYES: Bertsinger.**

BUDGET INCREASES/DECREASES SUMMARY AS FOLLOWS:

- ✓ **Cultural & Recreational:**
 - Community Center: Added line item (capital projects – for future) of \$3,000. Also, increased expenses for utilities, supplies, and insurance. And , decreased expenses for R & M Buildings.
 - Shop: Decreased expenses for Capital outlay equipment, repair & maintenance equipment, and tool, equipment and supplies. Increased expense of insurance, utilities, payroll, benefits, and taxes.
- ✓ **General Government:**
 - Building a Sense of Place: Decrease expense in supplies.
 - Elections: Increase expense of supplies & Election Judges (Election Year)
 - Financial Administration: Increase expense of conferences, insurance, miscellaneous, office supplies, postage, telephone, payroll, benefits, and taxes. Decrease expense of subcontracted services, mileage expense.
 - Legal Notices: Increase expense for ordinance publication
 - Legal Services: Increase expense for auditing and legal fees.
 - Mayor & Council: Increase expense for council meeting food.
 - Other Governmental Services: Decrease expense in insurance. Increase expense in Planning & Zoning; as well as adding line items of reimbursable engineering fees and reimbursable attorney fees.
- ✓ **Public Safety:** Prepared in previous meeting.
- ✓ **Public Works**
 - Capital Projects: Decreased expense for engineering fees, added line item of frontage road, and increased miscellaneous expenses.
 - Ice & Snow Removal: Increased expense for subcontracted services.
 - Street Lighting: Increased expense for electricity.
 - Street Maintenance: Decreased expense for future roads & maintenance, sand/chloride/rock, and subcontracted services. Increased expense for street maintenance. Added expense line item of
 - Waste Collection: Increase expense for subcontracted services.

During the budget process, discussion topics:

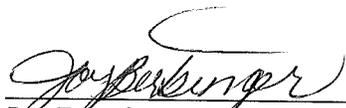
- a) under EOC change line item supplies to wages;
- b) large equipment for office won't be necessary for office (the copier is pretty new yet
- c) projector for power point presentations a consideration;
- d) possibly putting together a CIP (Capital Improvement Project) for roads together;
- e) recent years shop has bought needed tools;
- f) the amount in parks budget for equipment won't always be there;
- g) as tax base increases from new developments, the budget will increase to reflect the increase;
- h) suggest to fire department to request money from DOGR for the new seats;
- i) DOGR has approved another \$1,000 to RWH parks;
- j) need to begin budgeting for the overpass project now;
- k) tight on money to budget large amount now for west frontage road;
- l) this is just the preliminary budget, and can be changed, the final budget is due in Dec.
- m) just setting the tax levy tonight

Bertsinger motioned to set the 2006 tax levy at \$290,000, McDermott second; all in favor, motion carried.

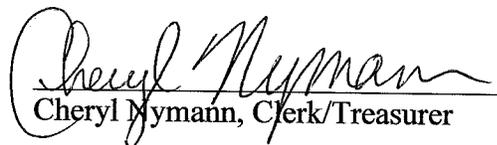
IV. ADJOURNMENT

Keigley motioned to adjourn at 8:50PM, McDermott second; all in favor, motion carried.

Respectfully Submitted:



Joy Bertsinger, Mayor



Cheryl Nymann, Clerk/Treasurer