

MINUTES
PAYETTE CITY COUNCIL
Special Meeting
July 23rd, 2015

4:05 PM – Special Meeting – Joint Session with Admin & Finance Committee
Lee Nelson opened the meeting.

ROLL CALL

Members Present: Lee Nelson, Nancy Dale, Craig Jensen, Jeff Sands, Ray Wickersham and Mark Heleker arriving at 4:17 and Mayor Jeff Williams via phone at 4:17
Members Absent: None
Staff Present: Mary Cordova, Chief Clark, Ed Franek, Jamie Couch, Jake Hust, Randy Fales, Fire Chief, John Plaza, Erin Haley, Jack McElravy & Bobbie Black

AGENDA ITEMS

1. Joint Session with Admin & Finance Committee on Budget 2015-2016:
Ms. Cordova asked if there were any questions from last meeting. She handed out revised revenue and expenditure reports and the historical levy rates & budgets over the years. Nelson asked about the discrepancy in revenue and expenditures. He was told it was due to library being short. Included is a salary increase of 1% as suggested by the Council and a health insurance increase of 17%. The expenses in the Executive show \$10,000 for marketing and \$10,000 for downtown revitalization. We are shopping right now for better insurance rates and we are hoping it will go down some. Massey asked about Forestry projects for \$7,000. It was stated that is for hazardous trees that we may need to have removed. Nelson questioned the legal expense on page 3, if that went up due to vicious dogs and it was stated yes. The library is short \$117,000, but should go to library commission and see what they may want to cut. Jensen asked about property values and is this the best estimate. Ms. Cordova stated yes, the best estimate at this time. Property value will be around 210 million and doesn't include operating property value. Nelson asked about airport revenue. He stated we haven't had any property tax in that line item for the last several years and now we do. It was stated that is for the grant, we have a 25% match. We have not set money aside in previous years. Dale asked on page 3, building inspection, why we have a 500% increase where is the revenue offset. Sands asked why we put \$25,000 in building. Ms. Cordova stated he receives a percentage of what the building permit fee is. Sands asked why the revenues and expenditures are the same if he only takes a percentage. Asked if expenditures should be lower. Dale asked about capital outlay for admin, the money that was put into this year's budget was for the HUD home and Snake River Water Trails. We did not use any for the Snake River Water Trails. This year's budget for the HUD home is in general #398000. Sands asked about IT upgrade. Ms. Cordova stated we are having problems with our IT system in this building. We need more space and more security. The library is having problems also. Ms. Cordova stated we have grown bigger than our system can handle. The police department has body cameras and that takes a lot of video storage space. Clark stated we have obtained quotes from our IT person. He stated he would like to up storage to 90 days. Ms. Cordova stated the police department also has the record storage system that takes a lot of space. Our systems are considered old now. Sands asked Chief Clark when the system had been updated last. He stated they do on an as needed basis. Ms. Cordova stated it is not just storage, it is security also. We need to be proactive now. Sands would like to know if this will fix all the issues. Ms. Cordova this will fix it for now. In future years we need to budget more to IT so we can keep up to date. Dale doesn't want this to be a band aid, will this take care of it. Nelson

asked what is on the expenditures side, what would our levy rate be? Ms. Cordova stated it would be same as last year .010601105. She stated we are allowed to tax 3%, new construction would give us another \$14,000. Jensen stated he can't justify raising taxes that much. Nelson stated if we don't raise some it would create problems for future years. Sands asked about the copy machine, do we lease? It was stated yes. Dale would like to address the library shortage. Coats stated the budget is increase \$700,000. He discussed each department and what the increases are. The budget is not balanced by \$124,000. The Council asked if we levied the additional \$124,000, what our levy rate would be. Sands asked about capital books. Ms. Haley stated it contains books, e-books, replacement, visual and audio. Sands asked about e-books and how long do we keep them. Ms. Haley stated there are several options and explained each. Our library came in the top ten for e-books being checked out. The Library Commission would like to move forward with e-books. Alan Massey asked if IT is separate from Admin, was stated yes they have their own server. They have the lowest speed with Cable One. Her concerns are security between staff and public. Kevin Coats asked what the estimate of books is that disappear. Ms. Haley stated approximately \$1,000 each year. Sands asked about the addition of another full-time employee. Heleker asked how she justifies a full-time position. She stated they are just maintaining. Having this additional person is quality we are giving our community. They have been able to add additional programs and possible grant writing. Nelson stated if added additional money it would raise levy to 01115. Sands asked department heads if there was anything that they didn't include in their budget they wanted. Jensen stated the only way we can balance without cutting anything is to raise the levy rate. Ms. Cordova stated everything is balanced except the library and they don't have any unencumbered funds to use. Nelson asked if money could be moved from somewhere else and was stated no. The library can only be levied a certain amount and they are close to that amount. Sands asked if there was a way for the IT portion could merge with another department. Sands asked if department heads are hearing any problems with the current health insurance we provide. The Council discussed line item for oil and gas in departments. Ms. Cordova discussed the salaries for the police department was due to overlapping officers. The fire department salaries are up due to bringing a 35 hour person to a full-time position. Ms. Haley stated she would never need the City's insurance benefits. Talked about parks department and how many part time employees we have. Mr. Fales stated this year he had six part-time employees. He stated he asked to have another full-time employee and was told it wasn't possible. He was asked if he would rather have another full-time or does he like the part-time. He stated he would rather have a full-time. It is more beneficial to hire seasonal part-time through the temp service. Ms. Cordova stated we could levy an additional \$50,000 for the library. Heleker asked if adding a part-time versus full-time. Ms. Haley stated that would only allow them to maintain and nothing additional. There would be a set schedule, community out-reach and coverage for the library. The Council set a work session for July 27th at noon.

CITIZENS COMMENTS

None

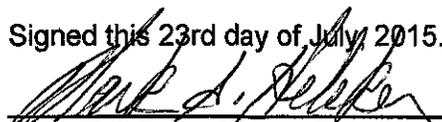
ADJOURN

ATTEST:


Bobbie Black, Deputy Clerk

The Special meeting adjourned at 5:48 PM

Signed this 23rd day of July 2015.


Mark Heleker – Council President