

CITY COUNCIL PROCEEDINGS

August 20, 2003

The Mayor and City Council of the City of David City, Nebraska met in open public session at 6:00 p.m. on **August 20, 2003** in the meeting room of the City Office, 557 4th Street, David City, Nebraska. The Public had been advised of the meeting by publication of notice in The Banner-Press on August 14th, 2002 and an affidavit of the publisher is on file in the office of the City Clerk. The Mayor and members of the City Council acknowledged advance notice of the meeting by signing the Agenda which is a part of these minutes. The advance notices to the Public, Mayor and Council members conveyed the availability of the Agenda, which was kept continuously current in the office of the City Clerk and was available for public inspection during regular office hours. No new items were added to the agenda during the twenty-four hours immediately prior to the opening of the Council meeting.

Present for the meeting were: Mayor Stephen Smith, Council members Gary Smith, Bill Schatz, Ted Lukassen, and Nick Hein, City Administrator Jeff Fiegenschuh, Library Director Kay Schmid, Library Board members Jeanne Pope, Steve Mowers, Friend of the Library Kathy Eberle, Cleo Pope, Police Chief Stephen Sunday, Park/Auditorium Supervisor Bill Buntgen, Aquatic Center Manager Rachelle Birkel, Electric Supervisor Tim Kovar, and City Clerk Joan E. Kovar. Council member Mark Kirby arrived at 6:13 p.m.. Council member Gary Kroesing was absent.

City Administrator Fiegenschuh presented several hand-outs showing each department, the budgeted amount for each account number, and the percentage change. Following is a summary:

City of David City
2003-2004 Departmental Summary
David City Aquatic Center

	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>02/03-03/04</u>
	Actual	Actual	Budgeted	Budgeted	% Change
Personal Services:	\$22,868.57	\$45,618.62	\$ 51,500	\$ 46,100	-11.70%
Operating Expense:	\$12,576.10	\$21,981.45	\$ 25,000	\$ 30,000	20%
Supplies	\$ 4,023.78	\$13,323.78	\$ 8,000	\$ 9,100	13.80%
Total Expense:	\$39,468.45	\$80,923.85	\$ 84,500	\$ 85,200	.008%
Total Revenue:	\$39,468.45	\$71,291.72	\$ 57,000	\$ 60,200	5.60%
				Surplus/Deficit	\$.00

City of David City
2003-2004 Departmental Summary
David City Library

	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>02/03-03/04</u>
	Actual	Actual	Budgeted	Budgeted	% Change
Personal Services:	\$ 61,577.35	\$ 67,128.94	\$ 67,585	\$ 68,975	2%
Operating Expense:	\$ 17,210.06	\$ 16,074.52	\$ 16,045	\$ 16,420	2.30%
Supplies	\$ 13,919.79	\$ 13,224.94	\$ 13,600	\$ 13,800	1.50%
Capital Outlay	<u>\$ 8,524.00</u>	<u>\$ 4,692.95</u>	<u> </u>	<u> </u>	
Total Expense:	\$101,231.20	\$101,121.35	\$ 97,230	\$ 99,015	1.8%
Total Revenue:	\$101,231.20	\$101,038.81	\$ 7,750	\$ 7,650	-1.3%
				Surplus/Deficit	\$.00

2003-2004 Departmental Summary
David City Police

	<u>2000-01</u> Actual	<u>2001-02</u> Actual	<u>2002-03</u> Budgeted	<u>2003-04</u> Budgeted	<u>02/03-03/04</u> % Change
Personal Services:	\$213,220.45	\$225,496.64	\$ 227,462	\$ 236,155	3.80%
Operating Expense:	\$ 80,801.98	\$ 83,163.65	\$ 91,950	\$ 92,250	.003%
Supplies	\$ 5,104.09	\$ 6,654.41	\$ 5,000	\$ 5,075	.15%
Equipment Rental	\$ 1,680.00	\$ 1,680.00	\$ 1,680	\$ 1,680	0%
Total Expense:	\$300,806.52	\$316,994.70	\$ 326,092	\$ 336,271	3.10%
Total Revenue:	\$300,806.52	\$331,832.17	\$ 1,000	\$ 1,100	10%
				Surplus/Deficit	\$

City of David City
 2003-2004 Budget Summary
Street Department

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u> Actual	<u>2/03-03/04</u> Actual	Budgeted	Budgeted	<u>% Change</u>
Personal Services:	\$100,081.47	\$113,268.69	\$ 112,430	\$ 118,265	\$ 118,265	\$ 118,265	5.20%
Operating Expense:	\$ 45,825.90	\$ 54,823.94	\$ 65,750	\$ 66,350	\$ 66,350	\$ 66,350	.91%
Supplies	\$ 16,805.20	\$ 13,633.18	\$ 13,800	\$ 13,800	\$ 13,800	\$ 13,800	0%
Equipment Rental	\$ 1,750.00	\$ 5,984.89	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	0%
Capital Outlay	\$121,269.66	\$100,310.85	\$ 64,520	\$ 75,200	\$ 75,200	\$ 75,200	0%
Total Expense:	\$285,732.23	\$288,021.55	\$ 260,000	\$ 277,115	\$ 277,115	\$ 277,115	8%
Total Revenue:	\$224,342.88	\$287,976.23	\$ 236,755	\$ 255,262	\$ 255,262	\$ 255,262	.007%
							Surplus/Deficit

City of David City
 2003-2004 Budget Summary
Airport Department

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u> Actual	<u>2/03-03/04</u> Actual	Budgeted	Budgeted	<u>% Change</u>
Personal Services:	\$ 15,758.62	\$ 7,738.79	\$ 31,250	\$ 32,300	\$ 31,250	\$ 32,300	3.40%
Operating Expense:	\$ 12,414.54	\$ 13,020.42	\$ 12,800	\$ 12,900	\$ 12,800	\$ 12,900	.008%
Supplies	\$ 845.26	\$ 1,141.99	\$ 525	\$ 1,350	\$ 525	\$ 1,350	157%
Capital Outlay	\$241,923.73	\$ 5,998.11	\$ 0	\$ 0	\$ 0	\$ 0	0%
Total Expense:	\$270,942.15	\$ 27,899.31	\$ 44,575	\$ 46,250	\$ 44,575	\$ 46,250	3.7%
Total Revenue:	\$207,840.32	\$ 47,188.02	\$ 18,700	\$ 18,150	\$ 18,700	\$ 18,150	3%
							Surplus/Deficit

City of David City
 2003-2004 Budget Summary
Park Department

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2/03-03/04</u>			<u>% Change</u>
			Actual	Actual	Budgeted	Budgeted	
Personal Services:			\$ 25,442.84	\$ 26,939.77	\$ 28,025	\$ 43,881	56.60%
Operating Expense:	\$		16,059.15	\$ 21,719.76	\$ 23,525	\$ 21,475	-9.50%
Capital Outlay			<u>\$ 7,149.53</u>	<u>\$.00</u>	<u>\$ 0</u>	<u>\$ 5,900</u>	<u>5900%</u>
Total Expense:			\$ 48,651.52	\$ 48,660.00	\$ 51,500	\$ 71,256	38%
Total Revenue:			\$ 48,914.52	\$ 48,659.53	\$ 8,100	\$ 9,100	12.30%
						Surplus/Deficit	\$ 263.

City of David City
 2003-2004 Budget Summary
Auditorium Department

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2/03-03/04</u>			<u>% Change</u>
			Actual	Actual	Budgeted	Budgeted	
Personal Services:			\$ 22,874.09	\$ 23,776.95	\$ 26,575	\$ 31,452	18.40%
Operating Expense:	\$		23,149.16	\$ 28,675.50	\$ 27,900	\$ 29,100	4.30%
Supplies			\$ 5,902.52	\$ 5,533.34	\$ 6,600	\$ 6,600	0%
Capital Outlay			<u>\$ 4,729.00</u>	<u>\$.00</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0%</u>
Total Expense:			\$ 56,654.77	\$ 57,985.79	\$ 61,075	\$ 67,152	10%
Total Revenue:			\$ 56,654.77	\$ 57,945.32	\$ 23,200	\$ 23,200	0%
						Surplus/Deficit	\$.

City of David City
 2003-2004 Budget Summary
City Office

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2/03-03/04</u>			<u>% Change</u>
			Actual	Actual	Budgeted	Budgeted	
Personal Services:			\$ 72,953.96	\$ 77,623.96	\$ 85,800	\$ 93,300	8.70%
Operating Expense:	\$		39,600.37	\$ 39,221.44	\$ 42,600	\$ 39,325	-14%
Supplies			\$ 2,761.47	\$ 2,209.32	\$ 2,500	\$ 2,500	0%
Capital Outlay			<u>\$.00</u>	<u>\$ 4,588.00</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0%</u>
Total Expense:			\$115,740.	\$123,643.	\$ 130,900	\$ 135,325	3%
Total Revenue:			\$716,971.02	\$656,492.52	\$ 683,640	\$ 721,130	5.40%
						Surplus/Deficit	\$601,231.02

City of David City
 2003-2004 Budget Summary
Building Permits

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2/03-03/04</u>			<u>% Change</u>
			Actual	Actual	Budgeted	Budgeted	
Personal Services:			\$ 2,916.72	\$ 3,697.35	\$ 2,628	\$ 19,000	622%
				Includes salary of new zoning administrator at \$26/hr. at 60 hrs per month			
Operating Expense:	\$		1,620.88	\$ 844.11	\$ 1,250	\$ 1,800	-44%
Supplies			<u>\$ 148.17</u>	<u>\$ 15.22</u>	<u>\$ 150</u>	<u>\$ 100</u>	<u>-50%</u>
Total Expense:	\$		4,685.77	\$ 4,556.68	\$ 4,900	\$ 20,900	326%
Total Revenue:	\$		5,046.31	\$ 5,673.55	\$ 4,500	\$ 18,100 **	102%
						Surplus/Deficit	\$ 360.54

** Revenues includes increases permit fees from \$25 to \$75 to cover the costs of a new zoning administrator as suggested by City Administrator Jeff Fiegenschuh..

City of David City
 2003-2004 Budget Summary
Keno

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2/03-03/04</u>			<u>% Change</u>
			Actual	Actual	Budgeted	Budgeted	
Personal Services:			\$ 10,867.34	\$ 11,350.16	\$ 12,150	\$ 8,935	-0.36%
Operating Expense:	\$		<u>7,850.00</u>	<u>3,795.88</u>	<u>7,200</u>	<u>6,000</u>	<u>-20%</u>
Total Expense:	\$		18,713.34	\$ 15,146.04	\$ 19,350	\$ 14,935	-30%
Total Revenue:	\$		20,619.23	\$ 17,030.90	\$ 19,100	\$ 19,600	2.60%
						Surplus/Deficit	\$ 1,905.89

City of David City
 2003-2004 Budget Summary
Ball Program

<u>000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2/03-03/04</u>			<u>% Change</u>
			Actual	Actual	Budgeted	Budgeted	
Personal Services:			\$ 2,760.00	\$ 4,450.00	\$ 0	\$ 0	0%
Operating Expense:	\$		<u>3,617.30</u>	<u>2,550.00</u>	<u>7,000</u>	<u>5,000</u>	<u>-40%</u>
Total Expense:	\$		6,377.30	\$ 7,000.00	\$ 7,000	\$ 5,000	%
Total Revenue:	\$		6,337.30	\$ 7,000.00	\$ 0	\$ 0	0%
						Surplus/Deficit	\$ 1,905.89

Pool Manager Rachelle Birkel presented the proposed swimming pool budget for 2003-04. Birkel stated that with the pool design, they need 5 lifeguards at all time, and normally schedule 6 lifeguards in the afternoon when they are the busiest. Birkel stated that people want the pool warm all the time. Council member Hein stated that we paid to have a heated pool, so use the heaters. Birkel stated that Dave Burbach of Burbach Aquatics said the pool should be kept at 85° - 87°. Birkel stated they normally keep it at 77° - 80°. Birkel stated that they are cutting the

budget for printing and publishing costs, as long as the City Office staff is willing to print the programs again. This year the City Office Staff copied the programs and sent them through their folding machine which saved a lot of money for the aquatic center. City Clerk Kovar stated that would be fine. City Administrator Jeff Fiegenschuh stated that he disagrees with Dave Burbach - the aquatic center will never be revenue neutral. Fiegenschuh proposes raising the aquatic center admission fees with a higher fee charged to those outside the City Limits. The Council asked that "outside the city limits" be defined.

	Current	Proposed		Current	Proposed
DC Resident			Non DC Resident		
Family Pass	\$120.00	\$130.00	Family Pass	\$120.00	\$140.00
Couple	\$90.00	\$90.00	Couple	\$90.00	\$100.00
Single	\$60.00	\$70.00	Single	\$60.00	\$ 80.00
Daily (adult)	\$3.50	\$4.00	Daily (adult)	\$3.50	\$4.50
(kids)	\$2.00	\$2.00	(kids)	\$2.00	\$2.25
(children)	free	free	(children)	free	free
Swim Lessons	\$15/wk	\$20/wk			
Candy	.50	.60			

private pool parties: \$85/hr without slide; \$135/hr with slide

City Administrator Jeff Fiegenschuh introduced Jeff Christianson, who resides in Schuyler, of the Northeast Nebraska Economic Development District . Jeff explained that the Northeast Nebraska Economic Development District is a 16 county regional agency that assists its members to accomplish their community and economic development goals by linking them with federal and state programs. Butler County is not one of the 16 counties. NENEDD has a tremendous record in helping the 16 county region with community and economic development projects. As a member, the City will receive their quarterly "LINK" newsletter and a monthly "Monday Morning Memo" which will keep us informed on activities, important dates, program information and services provided. The City's support will help NENEDD in continuing to assist northeast Nebraska by increasing economic development in our community, enhancing the quality of life and creating jobs. The NENEDD Scope of Services:

- Conduct needs assessments and attitude surveys.
- Assist local governments in developing strategic plans.
- Identify available federal, state, local and private resources to address needs and goals.
- Assist in preparation of grant/loan applications for community and economic development projects/programs. (All grant writing services are at no charge).
- Assist business/industry with financial packaging (additional fee).
- Administer grants, loans and revolving loan funds (additional fee).
- Assist communities in development of long-range plans, including comprehensive plans, housing studies, redevelopment plans and zoning ordinances (additional fee).
- Assist communities in marketing and recruitment of new business/industry.
- Coordinate entrepreneurial training programs for existing and new businesses.
- Provide market or below market loans to new and existing businesses.
- Administer revolving loan funds for new and existing businesses and primary medical care.
- Other special programs/projects at the local and regional level.

Regular membership dues: 2003-2004
 Prorated July - September: \$ 746.64
 Prorated October - June: \$2,239.91

\$2,986.55

Fiegenschuh would like to join the Northeast Nebraska Economic Development District. Some of the council members stated that the City belonged to the Nebraska Economic Development District in the past and then cancelled our membership. The Council would like to see some of the accomplishments of Jeff Christianson and discuss this further at the September 10th council meeting. They tentatively agreed to join for a one year trial basis.

Park/Auditorium Supervisor Bill Buntgen stated that having an extra person (Brian Coufal) working full time at the Park/Auditorium really helps. However, therefore, the costs for group insurance are up. The renewal costs of insurance also increased. The Park department purchased a new mower. The utility costs for the Auditorium are high due to trying to keep the gymnasium heated. Bill will try to seal and weather proof the windows.

Bill stated that he requested KENO funds as follows:

Auditorium:

- to buy a new exterior door for the southwest corner of the auditorium, by the kitchen;
- cement the shop floor

Park

- \$1500 for wood chips for the playgrounds

The Council stated that the City has wood chips available to the public. Bill stated that those were used on the bottom, but "softer" wood chips are required for the top layer under the playground equipment.

City Administrator Jeff Fiegenschuh stated that the Park also needs a new fence around the athletic field. He has talked to Aquinas High School and David City High School to see if they would be each be willing to pay 1/3 of the cost with the City picking up the other 1/3. Aquinas High School stated they would be willing to put up the fence, however, Jeff questioned if the warranty would be good then? This will be discussed further.

Police Chief Sunday presented his budget. Personnel services were increased due to an increase in health insurance costs. Overtime was needed to cover officers on vacation, sick leave, etc.. The 94 crown vic could last another two years or it could die tomorrow. New windows were installed on the building so hopefully utility costs will be reduced. Dispatching costs were increased. Sunday stated that according to the County, David City uses the dispatching services more than anyone else in the county. This may need to be monitored in the future if the County hires more deputies.

Library Director Kay Schmid thought that the insurance went up considerably. The Friends of the Library pays for the building insurance and the City pays for the contents: books, furniture, computers, etc.. Kay stated that the budget for building maintenance does not include heater maintenance and therefore if something on the heater breaks or needs repairs they will be requesting contingency funds. Last year a compressor went bad on one of the heat pumps for a cost of \$1,437, and this year \$838.50 was paid for the library heater and air conditioning repairs. Both were charged to the contingency fund.

Mayor Smith declared a ten minute recess at 7:07 p.m. The meeting resumed at 7:17 p.m..

Zoning permits were discussed. Personal services includes the salary of a new zoning administrator. City Administrator Fiegenschuh suggested increasing the zoning permit fees. A committee was formed to discuss the zoning permit fees and provide a proposed rate schedule

at the September council meeting. The committee will consist of: Council members Hein, Lukassen, and Schatz, and City Clerk Joan Kovar.

City Administrator Fiegenschuh presented the General/City Office budget and other various accounts. Discussion followed.

There being no further business to come before the Council, Council member Hein made a motion to adjourn. Council member Lukassen seconded the motion. Voting YEA: Council members Schatz, Kirby, Smith, Lukassen, and Hein. Voting NAY: None. Council member Kroesing was absent. The motion carried and Mayor Smith declared the meeting adjourned at 8:50 p.m..

Mayor Stephen Smith

City Clerk Joan E. Kovar



CERTIFICATION OF MINUTES
August 20, 2002

I, Joan E. Kovar, duly qualified and acting City Clerk for the City of David City, Nebraska, do hereby certify with regard to all proceedings of August 20, 2003; that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that the minutes of the meeting of the City Council of the City of David City, Nebraska, were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided with advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

Joan E. Kovar