

**SPECIAL BURLEY CITY COUNCIL MEETING
CITY HALL
1401 Overland Avenue
Burley, Idaho
June 26, 2019**

SPECIAL MEETING

AGENDA

SPECIAL SESSION AT 8:30 A.M.

- 1. ACTION ITEM** Budget Workshop – Department Presentations Department Heads
- 2. ACTION ITEM** Approval of Fireworks License David Weaver/Jamie Walker

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June 26, 2019**

COMMENCE MEETING

Council met in special session at 8:30 a.m. with Mayor Ormond presiding. Council members present were Randy Hawkins, Casey Anderson, Jon Anderson, Russell Mallory, and Bryce Morgan.

APPROVAL OF FIREWORKS LICENSE

City Administrator Mark Mitton asked to have the fireworks application approved for Outlet Fireworks LLC for David Weaver and Jamie Walker, he stated we received it too late to get it approved at the last Council Meeting.

A motion was made by Council member Casey Anderson and seconded by Council member Mallory to approve the fireworks application for David Weaver and Jamie Walker.

Roll Call Vote:

The results of the votes were as follows:

Casey Anderson	Aye	Randy Hawkins	Aye
Jon Anderson	Aye	Russell Mallory	Aye
		Bryce Morgan	Aye

Motion carried.

BUDGET WORKSHOP-DEPARTMENT PRESENTATIONS

Department heads presented the Council with their performance measurements and also requests for next year's budget with interactive discussions with the Council.

City Administrator Mark Mitton said that we should get \$1,965,468.00 in taxes, (based on last year values) for the general fund from both counties if all taxes were paid current. This does not include the library or street levies. He mentioned that we have had a 3% growth each year in our tax base. He state there has been an increase in the state revenue sharing and most others have stayed about the same. Mr. Mitton mentioned there is a fund balance carried over from last year to finish the credit union park that has not been completed yet. He state that in a few years when revenue allocation one closes out that there will be about 200 million dollars that will look like new construction, and his recommendation would be to take it all and dedicate a large portion of it to infrastructure projects. Mr. Mitton also added \$80,000.00 to allow for future raises.

City Clerk Ellen Maier addressed Council with goals of cross training all jobs, putting cemetery records and maps on the city website, putting parks reservations, dog licenses etc.. on the website and a customer portal for our customers to view their utility usage online. Mrs. Maier mentioned they are working on repairing the fire sprinkler system at City Hall and the remodel of the drive

thru window with a tube system and an entry key pad on the elevator and break room door. For longer term goal would be surveillance cameras inside and out and eventually a new roof. She presented Council with her performance measurements for four years and state that since going to once billing cycle a month has cut down on bad debt.

**City of Burley
Budget Workshops Schedule**

Department	Time
General Revenues	8:30
Administration	8:45
Council	9:05
Legal	9:10
Mayor	9:20
Parks	9:30
Golf	9:50
Library	10:15
Public Safety Budgets	
Building Inspection	10:40
Animal Control	10:50
Police Services	11:00
Fire	11:20
Engineering	11:45
Streets	11:50
<u>Lunch Break</u>	
Equipment Services	12:15
Airport	12:25
Cemeteries	12:35
Utility Budgets	
Water	12:50
Wastewater	1:10
Sanitation	1:30
Electric	1:50
Other Issues	2:10

All departments presented Council with their performance measures and goals and needs for the upcoming budget year.

Attorney Dave Shirley asked that the \$7,000.00 stay in the budget to overhaul the codes.

Parks Supervisor Brent Winn said grounds maintenance will go up, because they have two new parks to maintain (the new park by the credit union and Glacier Park) for a total of 14 parks and Exit 208. He mentioned it will cost \$10,000.00 to have Greenlon spray weeds.

Parks Supervisor Brent Winn said the sprinkler system on the golf course is getting older and is costing more to fix and that everything has gone up in price. With the RFP out we are just waiting to see what happens with it. He proposed replacing the batteries in the golf carts and keeping them a couple more years.

Librarian Julie Woodford presented council with her work load measures stating that the use of the internet is highly used. She stated that the world is moving to electronic material over books. She stated they would like to digitize the newspaper and added \$10,000.00 to the grand fund for that. She requested a 3% wage increase. She also talked about long term funding of the library when the override levy does not pass.

Building Inspector Gary Pawson said there is now talk of a regional animal shelter with a lot of interest. He said they will start having monthly meetings to discuss a lot of the issues. It was discussed that each city would do their own patrol and one group run it. Mr. Pawson said that he put more money in for summer help to try to recruit people and keep them. It was mentioned that we cannot use roundup around the storm drains, because it could get in the river. It was mentioned to look into steam, a new method out. He mentioned that the housing is still going strong. The Hampton Inn opened up yesterday and that has not heard anything on the next hotel that is going in. It was mentioned that cameras will be installed at the tennis courts and the bathrooms at the fish pond to watch for vandalism.

Mr. Mitton said we got the requested on the law enforcement and they are requesting another \$135,479.00 for the current year and for next year. He said he is now trying to do an analysis on that number. He stated that the problem in giving them more money above the agreed contract, but we have already put money toward a new fire engine. He said it is really hard to build the reserves up and does not really want to use reserves for that.

Fire Chief Tolman presented Council with charts of performance measures for his department.

Engineer Dave Waldron gave a list of the projects that he is working on some of which are working on the comp master plan, sub-division ordinance updates, the dryer building fire damage, fish pond bathrooms, helped electrical department on Hwy 30, and annexations and crosswalks, a new dryer building for the new dryer equipment we just purchased and monitoring speed by the main intersections, also a master plan for the sewer systems.

Streets Supervisor Brent Mallory stated they just finished up with five days of chipping and will start getting the roads ready for chip sealing next year. He said they will try to get a sweeper thru money allotted from the Volkswagen settlement.

Shop Foreman Rick Garner filled council in on what he purchased in his current budget. He gave an update on equipment repairs and dollars spent on the older equipment. He stated that the shop is running smooth with the two new hires. He said putting in our own fuel tanks would save the City about 50 cents per gallon which would be about \$33,000.00 in savings per year. He stated with the deal through EPA we would pay full price of \$270,000.00 for a street sweeper and get the second one for \$54,000.00 and \$290,000.00 for the first garbage truck and \$58,000.00 for the

second one. He mentioned again this year it would be nice to have a wash bay and park the garbage truck inside in the future. He mentioned buying a 20-foot container to store the metal in.

Cemetery Director Dave Allred gave his performance measurements and his 5-year plan for both cemeteries.

City Administrator Mark Mitton gave a brief overview of the airport stating that we are still carrying a \$25,000.00 grant match that would be used to do a feasibility study if we move forward with a new airport. They keep weeds sprayed and the electric department replaces the lights as needed.

Dustin Raney from Waste Water said the plant had a fire earlier this year and is fully operational now and went over all of the repairs they have done this year. He said they have hired an apprentice collections person. He said in the near future they would like to open up a position for maintenance. Upcoming projects are the Park Avenue sewer replacement, replacing pumps and piping in lift station number five, replace blowers at the municipal plant and grass and landscaping at waste water, pavement around office and solids building. Mr. Mitton said EPA did release the draft permit and have a 30 day extension on the public comment time line.

A motion was made by council member Casey Andersen and seconded by Council member Mallory to adjourn the meeting at 1:45 p.m.

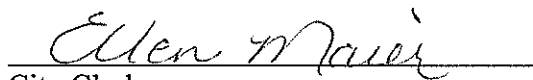
All "Aye."
Motion carried.

City of Burley



Mayor Ormond

ATTEST:


City Clerk