



CITY OF FLORISSANT
BUDGET MINUTES
OCTOBER 17, 2017



The City Council met on Tuesday, October 17, 2017 for a budget work session on the FY 2017-18 proposed budget at 6:22 pm in the Council Chambers at 955 rue St. Francois. Council members in attendance included: Schildroth, Henke, Pagano, Parson, Siam, Lee, Eagan, Caputa and Jones. Also in attendance were Mayor Thomas P. Schneider, Director of Finance Randy McDaniel, Assistant Finance Director Barb Weiland and City Clerk Karen Goodwin. Council President Pagano stated that a quorum was present and the meeting was brought to order.

Randy McDaniel, Director of Finance and Barb Weiland, Assistant Director of Finance.

Mr. McDaniel reviewed revenue sources using a power point presentation. Councilman Caputa requested a copy of the presentation.

Mr. McDaniel stated that the most significant loss in revenue since 2011 is the telephone tax.

Councilman Schildroth asked about turn back. Mr. McDaniel stated that it would not be significant.

Councilman Henke asked about internet sales tax. Mayor Schneider stated that this is a priority issue with the Municipal League. Council discussed internet sales tax. The city would have to pass a use tax but because we are in the pool it makes little sense to try to pass the use tax.

Councilman Eagan asked about plans to make sure the numbers remain above the 50,000 benchmark in the next census. Council discussed possible consolidations and annexations.

City Clerk Karen Goodwin requested an increase by 200 in the hours allowed for the intern position.

Mr. McDaniel reviewed the Administration proposed budget.

Councilman Lee made a statement with regard to the budget. He stated that the council has tried to get creative to find new ways to increase revenue. He said that some of the dedicated funds have been used to be creative. He discussed some examples of expenses that have been taken out of the dedicated funds and used for other purposes. He said that he would like to discuss the possibility of retirement incentive.

Councilman Eagan asked how many vacancies there were at the moment. The mayor answered there is one C man in the Parks. He concurs with Councilman Lee and he does not want to see anyone lose their job.

Councilman Caputa asked if the vacant position is effecting the department. The Mayor answered that we have more common ground and it is difficult to keep it cut. Mayor Schneider suggested some areas could be left to grow and brush hogged once a year. Council discussed other options to control the common ground areas.

Councilman Caputa called attention to pg. 76. \$25,000 for I-270 grass cutting. He stated that the state is responsible for that and doesn't feel they are being maintained. Councilwoman Pagano stated that she feels the city needs to put the money into cutting and maintaining the entrances to the city.

Councilman Schildroth discussed that the residency incentive be eliminated for new employees. Councilman Lee supports the idea. Councilwoman asked how many employees take advantage of the resident incentive. Councilman Henke suggested reducing the amount instead of eliminating it. Councilwoman Pagano does not want to eliminate the residency incentive.

Councilman Schildroth moved to eliminated residency incentive for new employees after December 1st, 2017, seconded by Lee. On roll call council voted as follows: Eagan-no, Jones-no, Henke-no, Pagano-no, Caputa-no, Siam-no, Parson-yes, Lee-yes, Schildroth-yes. Motion failed.

**Councilwoman Pagano asked Lou Jearls to find out how many times the entrance at I-270 has been cut by the city. Councilman Jones asked Mr. Jearls what he would suggest to take care of the problem with the entrances and exits to the highways.

IT software discussion –

Steve Weirsmueller answered Councilman Jones question of how long will it take to move to a new system. He answered in approximately 6-9 months. He also stated that the duties of the software contractor could potentially half of the hours he works now. Mr. Weirsmueller explained what FileMaker Pro is as a database program. Current design is not very flexible. A properly built FileMaker application could do all of the things that the council wants it to do and the city will own the system. He stated that FileMaker is a solid foundation but proper development and management of a system could be very beneficial. Data transfer is the same data structure so could be easier. The mobile environment can be very functional but has not been successfully utilized to this point. He stated that he would like to get the server out of the city and on to the cloud. He said that \$250,000 is a reasonable price for this effort. This solution would accounts for natural disasters as well. He stated that view only access is possible.

Councilman Caputa asked about training for the employees for the new system. Mr. Weirsmueller stated that most vendors will provide training for all or some key employees to make minor changes in-house.

Mr. Weirsmueller stated that during the building of the software the employees will have a hand in the design. Councilman Jones asked about the new IT position.

Councilman Parson asked about the security of the system. Mr. Weirsmueller stated that he feels the data will be more secure with a proven cloud service.

Councilman Eagan asked about the use of the iPads in the field and the duplication of efforts when they return back to the office. Regis mobile tickets will not work with the iPads.

Councilman Lee stated that they have met several times and he is not a fan. He stated that there is an RFP for this software. The RFP requires a platinum level partner submit a proposal. \$220,000 is currently budgeted. This is for phase one of the project. There will be more phases. He discussed kiosks for the public to do some basic tasks.

Break 8:01. 8:26

Chief Lowery presented some information on the cost of the speed monitors.

***Eagan moved to include the part time, park police and bailiffs into the police pay increase, seconded by Henke, motion carried.

***Councilman Lee moved that the half of the salary for the IT position out of the Prop P money, seconded by Caputa, Councilman Eagan clarified that there is no overtime for the IT Position, motioned carried.

***Councilman Lee moved that the insurance, legal fees, telephone service, residency incentive.... Be moved back to the regular budget. He explained his motion. Councilman Eagan asked if these things were specifically for the police department. Mr. McDaniel answered yes. Seconded by Jones. On roll call vote the Council voted: Eagan-yes, Jones-yes, Henke-yes, Pagano-yes, Caputa-yes, Siam-yes, Parson-no, Lee-yes, Schildroth-yes. Motion carried.

***Pg. 74...Councilman Lee moved to move the police vehicles to the proposition P funds, seconded by Schildroth, approved

***Pg 74 ...Councilman Lee moved that miscellaneous items 3-8 for a Total of \$101,000 be moved to Proposition P fund seconded by Henke, motion carried.

Courts

***Councilman Lee asked about the office hours for prosecuting attorneys. He would like to send a memo to the prosecuting attorney's office to see what they need. Mr. McDaniel stated that the estimates are based on what is billed for the year. Councilman Lee moved to reduce the prosecuting attorney office hours from 360 to 260, seconded by Pagano. Council discussed the needed hours for the prosecuting attorneys. Councilman Parson stated that he is uncomfortable just picking a number. He asked Councilman Lee to justify his proposal. On voice vote the motion carried.

Golf Course

***Pay raise for the club house manager and not to replace the mechanic. Councilman Lee discussed the committee work and recommends an increase to a grade 5 step 1. Council

discussed the pay level of the golf course manager. Motion made by Councilman Lee to increase the pay to grade 5 step 1, seconded by Schildroth, on roll call the Council voted: Eagan-no, Jones-no, Henke-yes, Pagano-yes, Caputa-no, Siam-yes, Parson-yes, Lee-yes, Schildroth-yes. Motion carried.

Councilman Jones moved to go into closed session seconded by parson to discuss personnel. Roll call: Motion carries Eagan-yes, Jones-yes, Henke-no, Pagano-yes, Caputa-yes, Siam-yes, Parson-yes, Lee-yes, Schildroth-yes. Motion carried.

Council moved into the conference room for a brief closed session to discuss personnel.

Councilman Jones moved to go into open session seconded by parson to discuss personnel. Roll call: Motion carries Eagan-yes, Jones-yes, Henke-yes, Pagano-yes, Caputa-yes, Siam-yes, Parson-yes, Lee-yes, Schildroth-yes. Motion carried. The Council returned to open session.

Councilwoman Pagano stated that the golf course asking for 2 mowers. Council discussed the need for the mowers. Councilman Schildroth stated that he feels comfortable with the request from Mr. Schmidt. Councilman Jones asked about the repairs for the equipment instead of replacing them each time.

Councilman Caputa moved to remove mowers from budget, seconded by Jones. On roll call the council voted: Eagan-no, Jones-yes, Henke-no, Pagano-no, Caputa-yes, Siam-no, Parson-no, Lee-no, Schildroth-no. Motion failed.

**Council encouraged staff to share the RFP for the mowers with the council and to sell the equipment outright. Councilman Caputa asked again if the equipment is made in the US.

Parks and Recreation

**Councilman Lee suggested that the council ask Mr. Schmidt to bring a list of proposed recommended fee increases to be passed separately.

Public Works

***Councilman Schildroth to remove the utility truck from the budget for the sewer lateral budget, seconded by Caputa, motion carried with Eagan voting no.

Council discussed the benefits of having an office manager. The council asked for a job description of the lead clerk position.

***Councilman Lee moved to reduce the overtime for media to the level of the 2017 level. Seconded by Pagano, motion carried.

Councilman Jones moved to eliminate the Economic Development Director funds from the budget, seconded by Caputa. Councilman Henke asked if that means the position is not needed any more. Councilman Eagan explained that does not feel that it is a good idea to get rid of the

economic development director position because we need new businesses and is opposed. Councilman Schildroth stated that he is against it as well. He supports keeping it full time. Councilman Lee is concerned with taking the position to a part time position. Councilman Caputa stated that he doesn't feel the council is going into administrative areas. He feels cutting a position will save money, wages and benefits. Councilmen Parson stated that he feels the position is necessary for Florissant. On roll call the Council voted: Eagan-no, Jones-yes, Henke-no, Pagano-no, Caputa-yes, Siam-yes, Parson-no, Lee-yes, Schildroth-no. Motion failed.

Councilman Lee made a motion to maintain a full time economic development position. Seconded by Schildroth. On roll call the Council voted: Eagan-yes, Jones-no, Henke-yes, Pagano-no, Caputa-no, Siam-no, Parson-no, Lee-yes, Schildroth-yes. Motion failed.

Council discussed reviewing a job description for a full time economic development position for future. Mayor Schneider stated he would begin the process.

Councilman Schildroth made a motion to add 200 hours for the intern for the City Clerk, seconded by Pagano, motion carried.

Councilwoman Pagano opened the floor for the audience to have a moment to speak. Kevin O'Donnell presented an idea for Animal control and stated that it would be a good work session topic.

Councilwoman Pagano stated that the next date for the continuation of the budget discussion will be on Tuesday, October 24, 2017 at 6:00pm

To discuss:
Health Department
Retirement Incentive
Councilman Lee questions.

There being no further business to discuss, Councilman Caputa moved to adjourn meeting, seconded by Jones. Meeting adjourned at 10:30 pm.

Karen Goodwin
City Clerk