



CITY OF TOPEKA

CITY COUNCIL COMMITTEE
MEETING MINUTES

BUDGET COMMITTEE

CITY COUNCIL
City Hall, 215 SE 7th Street, Suite 255
Topeka, KS 66603-3914
Tel: 785-368-3710
Fax: 785-368-3958
www.topeka.org

Date: July 5, 2016
Time: 6:47 p.m.
Location: City Council Chamber

Committee members present: Deputy Mayor Michelle De La Isla (Chair), Councilmembers Karen Hiller, Sandra Clear, Sylvia Ortiz, Tony Emerson, Brendan Jensen, Elaine Schwartz, and Jeff Coen.

Committee members absent: Councilmember Richard Harmon.

Staff present: Jim Colson, City Manager; Doug Gerber, Deputy City Manager; Nickie Lee, Budget & Performance Manager; Lisa Robertson, City Attorney; and Department Heads and/or their representatives.

1. Deputy Mayor Michelle De La Isla called the meeting to order.

City Manager Jim Colson stated that the City has an additional \$215,000 in the General Fund available to the Governing Body, due to property tax revenue coming in higher than expected. There is a possibility that Heartland Park may challenge the County regarding their appraised property value, therefore it would be advisable to reserve a portion of these funds in case Heartland Park prevails, leaving a little over \$86,000 available to the Governing Body.

2. The Committee recessed for 5 minutes to review the June 28, 2016 meeting minutes. The Committee approved the June 28, 2016 meeting minutes.

3. Follow up from prior meetings

Councilwoman Elaine Schwartz asked to schedule a meeting so the public can testify on what they would like to see the budget funds spent on. The Committee recessed for 5 minutes so City staff could discuss scheduling a public hearing. Jim Colson recommended that the City hold a public hearing at the August 9, 2016 City Council Meeting and take action on August 16.

Councilwoman Sandra Clear would like to have a chart of the contingency funds and details on what each fund will be used for. Budget and Performance Manager Nickie Lee provided an example and explanation of how contingency funds are used.

Councilwoman Clear would like Nickie Lee to provide more detail on exactly what office supply funds are spent on.

Councilwoman Clear asked about the downtown park maintenance fund, (account 52601 for \$47,000). Deputy City Manager Doug Gerber explained that the City is talking with DTF (Downtown Topeka Foundation) about who will provide maintenance of the downtown pocket parks. These funds are being held in case the Governing Body approves a contract for the City to provide this maintenance.

Councilwoman Clear asked Nickie to provide more information on what consumable items are purchased for each department.

Councilwoman Clear asked why the Parking Fund's utility expenses (page 92) are higher than other departments, such as the Police Department. Doug Gerber explained that the Parking Fund covers the Parking Division administration and staff who are housed in the Holliday Building and are expected to pay a percentage of the utility bills for that building, plus utilities for 7 parking garages. Councilwoman Clear would like a breakdown of how much is charged in utilities for the parking garages.

Councilwoman Clear asked for clarification on Supplement 4 - Item 1, regarding owning vs. leasing street lights. Public Works Director Jason Peek explained that he does not have an answer at this time because a detailed analysis will need to be done, but he will have an answer for next year's budget cycle.

4. Discuss potential amendments to proposed budget

Councilwoman Hiller provided a handout of budget issues, proposed amendments, request for studies and reports to the Council, and suggestions for next year's process (attached). She made an error on page one and asked that the Special Liability Fund and Retirement Reserve be removed from the list of contingency funds.

Councilwoman Hiller made a motion to approve a budget proviso that none of these funds can be expended without Governing Body approval.

Councilwoman Ortiz seconded the motion. Jim Colson expressed his concerns on changing how the contingency funds are managed.

Councilwoman Clear asked if the funds for Interim Fire Chief Wayne's salary came from a contingency fund? Jim Colson explained that Chief Wayne's salary is paid out of the Fire Department's budget. She asked where the extra money came from, in the Fire Department salaries budget; shouldn't their salaries budget only cover the employees who are already there? Jim said he would get her an answer.

Councilmembers Hiller, Clear, Schwartz & Coen voted yes, with Councilmembers Ortiz, Emerson, De La Isla & Jensen voting no. Motion to approve a budget proviso that none of these funds can be expended without Governing Body approval, failed with a vote of 4-4.

Councilwoman Hiller reviewed page 2 of her handout regarding staffing and salaries.

Engineers Pay-add \$50,000. Councilman Tony Emerson made a motion to approve. Councilwoman Clear seconded the motion. Jim Colson explained that a market study was recently completed. Jason Peek explained how hiring of Engineers is being approached. Mayor Larry Wolgast expressed his concerns that the Committee is directing how staff is used specifically and what their salaries should be. Doug Gerber explained that money is set aside in the budget to address market inequities.

Councilmembers Hiller, Emerson & Schwartz voted yes, with Councilmembers Clear, Ortiz, De La Isla, Jensen & Coen voting no. Motion to add \$50,000/year for Engineers pay failed with a 3-5 vote.

Eliminate the Real Estate Officer position and reduce the Special Structures Unit staff from 2 to 1. Councilwoman Clear made a motion to approve. Councilman Emerson seconded the motion. Public Works Director Jason Peek and Neighborhood Relations Director Sasha Haehn explained why these positions are essential.

All Councilmembers voted no. Motion to eliminate the Real Estate Officer position and reduce the Special Structures Unit staff from 2 to 1, failed with a vote of 0-8.

Use civilian trainers for Police and Fire personnel training.

Councilwoman Sylvia Ortiz made a motion to approve. Councilman

Brendan Jensen seconded the motion. Police Chief James Brown and Interim Fire Chief Tim Wayne explained why using Police and Fire personnel to provide training is essential.

Councilwoman Hiller voted yes, with Councilmembers Clear, Ortiz, Emerson, De La Isla, Jensen, Schwartz and Coen voting no. Motion to use civilian trainers for Police and Fire personnel trainings failed with a vote of 1-7.

Increase in Council/Mayor Compensation. Councilwoman Hiller recommends a 50% raise for the Council and Mayor.

Councilwoman Schwartz made a motion to amend the 2017 Proposed Budget to add \$132,132, to increase the compensation of the Council from \$10,000 to \$20,000 and to increase the compensation of the Mayor from \$20,000 to \$40,000 effective January 1, 2017. Clear seconded the motion.

Councilmembers Clear, De La Isla, Jensen, Schwartz & Coen voted yes, with Councilmembers Hiller, Ortiz & Emerson voting no. Motion to amend the 2017 Proposed Budget to add \$132,132, to increase the compensation of the Council from \$10,000 to \$20,000 and to increase the compensation of the Mayor from \$20,000 to \$40,000 effective January 1, 2017 passed with a vote of 5-3.

Increase Employer (City) contribution to Employee Group Health Insurance Fund. Councilwoman Hiller recommended increasing the City's contribution to the employee group health insurance fund and would like to discuss it further at the August 9th City Council meeting.

Report/Plan in 2016, reports no later than March 2017-City Manager designates Staff, Internal Auditor or other. Councilwoman Hiller requested studies and reports on downtown parking, inmate crews, city/county, in-kind and cash, and Law Enforcement/Public Safety Central Dispatch.

Councilman Jensen proposed to amend the budget to include \$25,000 to fund a Neighborhood Event & Beautification Grant Program. This community-based program will serve to encourage more extensive engagement within and between all Topeka neighborhoods and supplement the ability of each of these various neighborhoods to enhance their presence and appearance, as desired.

Councilwoman Clear made a motion to approve; Jensen seconded. Councilwoman Ortiz voted no, with Councilmembers Hiller, Clear, Emerson, De La Isla, Jensen, Schwartz and Coen voting yes. Motion passed with a vote of 7-1.

Councilwoman Ortiz made a motion to amend the budget to add \$25,000 for the Topeka Way to Work Youth Employment Program. Councilman Jensen seconded the motion. Motion passed with a vote of 8-0.

5. Recommend amended budget to Council

Councilwoman Hiller made a motion to approve the 2017 proposed budget as amended without an increase to the mill levy. Councilwoman Clear seconded the motion.

Motion passed with a vote of 8-0.

Meeting adjourned at 9:45 p.m.

Full videos of this meeting can be found at:

Part 1: <https://youtu.be/duOvanZFyPI>

Part 2: <https://youtu.be/R3BbkGk57EU>

Part 3: <https://youtu.be/Y9nW0ZkXysk>