

1. CALL TO ORDER AND ROLL CALL

A work session of the Board of Aldermen was convened at 5:30 p.m. on Tuesday, October 15, 2013 and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Jackie Snyder	- late with prior notice
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman Chris Fisher	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Nan McManus	- present

A quorum of the Board of Aldermen was present.

The following persons were also present:

Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Comm. Dvlpt. Director
Kevin Chrisman, Police Chief
Kirk Rome, Public Works Director
Steve Berg, Treasurer

Media Present:

Alan McArthur, Platte County Landmark
Jeanette Faubion, The Platte County Citizen

2. GENERAL AGENDA

A. 2014 City of Parkville Operating and Capital Budget

City Administrator Lauren Palmer stated that a series of four work sessions were scheduled in October and November, each focusing on different aspects of the budget. She noted issues with the current budget included too many funds, too many transfers, reliance on one-time revenues, and no Capital Improvements Program (CIP). In response to the issues with keeping track of the funds, staff was going to recommend to the Finance Committee the purchase of an accounting module.

Palmer provided an overview of the General Fund revenues, noting that the major difference in the 2014 projection was a reduction in transfers. The proposed budget included a projection of four percent in revenues, a decrease in the Streets division budget line items which was indicative of the transfer changes, and a significant transfer from the Transportation Fund to the General Fund for the Streets division. Highlights of the budget included the addition of a Public Information Office division, a slight increase in 2014 due to the information technology services contract, and a placeholder of a 16 percent increase in healthcare costs; she noted that staff was working with a broker for insurance renewals. The only personnel increase, other than seasonal staff for Platte Landing Park, was funding for a summer intern for the Public Works and Community Development departments.

Palmer went on to review the Emergency Reserve Fund, noting that the City was discussing the Neighborhood Improvement District bond issues. The Emergency Reserve Fund was created to protect the city from regular fluctuations in revenues, was only used for emergencies and was restricted on how the funds were used. Per the policies, the General Fund balance at the end of the

year was moved to the Emergency Reserve Fund. Staff recommended maintaining the \$250,000 transfer in 2014 and Palmer noted staff would revisit the policy and determine the future of the fund.

In regards to personnel impacts, the proposed budget recommended a 1.2 percent cost of living adjustment (COLA), a merit increase, and a longevity pay reward system. The budget did not include increases for elected or appointed officials.

The Transportation Fund was set up to be used for operating expenses related to streets and limited funding for larger projects. Palmer said that if the City maintained its current level it would not have adequate funding in the future for ongoing street maintenance. To help with the funding issue staff was working on a forecast of future road improvements and with developers to go to a three-year maintenance bond instead of two years.

Palmer noted that the work session on October 28 would focus on debt service and a follow-up of General Fund items; November 5 would focus on the CIP; and on November 19 the sewer fund would be discussed. It was the intention of staff to advertise a sewer utility rate increase with the budget if necessary. Palmer outlined the process for the Board's consideration, and the consensus was to adopt the budget first and then consider a rate increase.

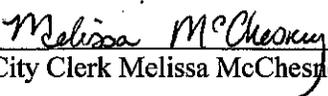
Further discussion focused on revenue projections for sales and property taxes.

3. ADJOURN

The work session ended at 6:52 p.m.

The work session minutes for Tuesday, October 15, 2013, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the nineteenth day of November, 2013.

Submitted by:



City Clerk Melissa McChesney – 11/6/2013

