

## COUNCIL WORK SESSION MINUTES

**May 10, 2022 – 4:00 p.m.  
Council Chamber – City Hall**

A Council work session was held to discuss the City Manager's Proposed Fiscal Year 2022-2023 budget.

Attending: Mayor John Josendale and Councilmembers Taylor Crouse, Madison Davis, Michael Grimm, Marty Novak, Kenton Randolph, Jeff Schomburg, Randy Schultz and Andrew Trout.

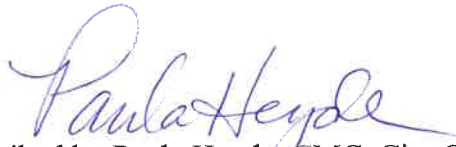
Bryan Carter, City Manager; Laurie Tietjen, Finance Director; Kenny Cordonnier, Fire Chief; Clint Thompson, Planning & Community Development Director; Lisa Robertson, City Attorney; Chris Connally, Police Chief; Jamey McVicker, Asst. Fire Chief; Eric Protzman, Commander/Police Dept. Detective Division; Jennifer Protzman, Commander/Police Dept. Support Services Division; David Hart, Commander/Police Dept. Patrol Division; Abe Forney, Interim Public Works & Transportation Director; Tom Mahoney, Asst. Finance Director; Mark Townsend, Association Director of Technology Services; Mary Robertson, Asst. to City Manager/Communications & Public Relations Manager; Rich Karleskint, Budget & Financial Analyst; Kitty Karr, Cindy McDermott and Carey McMillian, Accountants; Ed Schilling, Multimedia Planner; and Paula Heyde, City Clerk.

Mayor John Josendale called the meeting to order.

Bryan Carter, City Manager, gave a power point presentation on "FY 2023 Budget Proposal-Work Session #2" (copy attached).

During the discussion on Municipal Court, there was interest expressed in having a work session to revisit some issues relating to its operation and revenue.

The meeting adjourned at 5:05 p.m.



Minutes transcribed by Paula Heyde, CMC, City Clerk.

# FY 2023 Budget Proposal

---

Work Session #2

May 10, 2022

# Work Session #1 Follow-Up

---

- 8<sup>th</sup> and Felix Parking Garage
  - Ground is leased to Ascend Development, LLC for 25 years from completion of the structure.
    - Thereafter, property rights revert to the City, but Ascend maintains right to use the garage as long as they pay 50% of operations and maintenance.
  - City contributed \$3,500,000 in public money
    - City to pay cost of constructing drainage facilities to mitigate presence in floodway and receive credit against contribution.
    - Ascend paid no tipping fees for demolition materials and City received credit against contribution.
    - After credits, City owed \$2,545,560
  - City pays balance of contribution over a 10 year period beginning August 1, 2017 (with 4% per annum interest)
  - Maintenance and Operation: Additional costs not yet included in the budget; pending item.
- Ladder Truck Correction

# Employee Pay—Recent History

---

- Increases implemented January 2022:
  - General employees: 2% COLA.
  - Police and Fire—2<sup>nd</sup> of 3 steps of pay plan implementation.
    - Eligible Commissioned Police Department Employees: 3% Step Increase + 2.5% Decompression Increase (for employees with more than 3 years service as of October 7, 2020).
    - Eligible Fire Department Employees: Base adjustment increase + 2% COLA + 1/3 of Longevity Increases.
  - Increase Communications Center starting salary to \$17.23/hr.
  - Increase Street and Infrastructure Maintenance and Repair wages by defunding 7 positions in FY22 (restored in FY23).
  - Immediately start employees in the “minimum range” rather than probationary rates for the first year.
  - Unusually high sales tax revenues have funded changes.
- Pay Study Update.
  - Paycor implementation delay.
  - Originally scheduled completion: May 2022
  - Now scheduled for: Tentatively late June

# Bargaining Unit Pay Plans

---

## ■ Fire Pay Plan

- Applicable to members of the bargaining unit.
- Beginning salaries:
  - Firefighters: \$42,012.45; Driver/Engineer & Master Mechanic: \$52,000; Captains, Fire Training Officers, and Fire Inspectors: \$62,000.
- Applicable when increases are approved by the City Council and funds are appropriated.
- COLAs: Variable, based on City Council approval.
  - +1% from January 2020.
- Longevity: 5% after 5 years; 2.5% for each 5 years thereafter (through 35 years).
  - 1/3 was implemented in January 2020; 2/3 remaining to be implemented.

# Bargaining Unit Pay Plans

---

## ■ Police Pay Plan

- Applicable to members of the bargaining unit.
- Applicable when increases are approved by the City Council and funds are appropriated.
- 3% annual increase.
- Members who started before October 7, 2017:
  - 7.5% in Decompression increases over a three-year period.
    - 2.5% applied in January 2021.
    - 3.5% applied in January 2022
    - 1.5% remaining

# Employee Pay—FY23 Proposal

---

- **Police and Fire: Step 3 of 3 in implementation**
  - **Eligible Commissioned Police Department Employees:**
    - 3% Step Increase (annually).
    - Additionally, 1.5% Decompression Increase.
    - FY23 cost: \$222,690
    - Full year cost: \$445,380
  - **Eligible Fire Department Employees:**
    - 1/3 of Longevity Increases.
    - Requested 3% COLA (the pay plan matches the COLA percentage to the COLAs provided to general employees).
    - FY23 cost: \$343,150
    - Full year cost: \$686,300
  - Including leadership staff.
- Limited by salary study maximum range.
- *Contingent on sufficient tax revenue growth (likely, 3% growth)*

# Employee Pay—FY23 Proposal

---

- **General Employees:**

- 2% Cost of Living Adjustment.
  - FY23 cost: \$274,804
  - Full year cost: \$549,608
- Additional 1% cost (3% total):
  - FY23: \$412,206
  - Full year: \$824,412

- **All employees:**

- \$0.25/hr increase for employees earning less than \$41,000 per year.
- *Contingent on sufficient tax revenue growth (likely, 3% growth).*
- Salary Study is anticipated to show need for improved salaries



# Lease-Purchase Overview

---

- City leases new equipment and pays for it over time.
- Advantages:
  - Financially feasible way to acquire equipment.
  - Functions well for equipment that wears out quickly or when technology evolves quickly.
  - Technically, the City can get out of agreements.
- Disadvantages:
  - Lose “equity” in equipment if appropriations are not available.
  - Less budget flexibility because there is no option to remove the purchase from the budget for a single year.
- Impact:
  - Potential future funding mechanism for rolling stock.

# Lease Obligations

Equipment	Inception Year	FY2023 Cost	Last Payment
Mailing Machine	2021	\$6,319	2024
Copier Lease	2021	\$61,265	2024
Energy Improvements	2019	\$191,607	2033 (FY2034)
Folder/Inserter	2021	\$4,966	2024
Landfill Excavator	2020	\$37,543	2024
Landfill Motor Grader	2020	\$32,910	2028
Paint Striping Machine	2022	\$44,551	2028 (FY2029)
Golf Carts & Utility Cart	2022	\$35,952	2026
Golf Rotary Mower	2022	\$9,066	2024 (FY2025)

# Museum Fund

Page 10-8 – 10-9

---

- **Property Tax Fund**
  - Stable revenues
- **FY23 Projected Revenue: \$558,808**
- **FY23 Proposed Expenditures: \$537,355**
  - St. Joseph Museums, Inc. Contract: \$365,000
  - St. Joseph Museums, Inc. Additional: \$70,000
  - Remington Nature Center support: \$50,000
  - Additional expenditures County collection fees, insurance, and administrative support

# Departmental Discussions

---

- Overviews/focuses on changes
- All increases in excess of \$5,000 included in budget transmittal on Pages 1-14 – 1-16 and included in presentations.

# Departmental Discussions

---

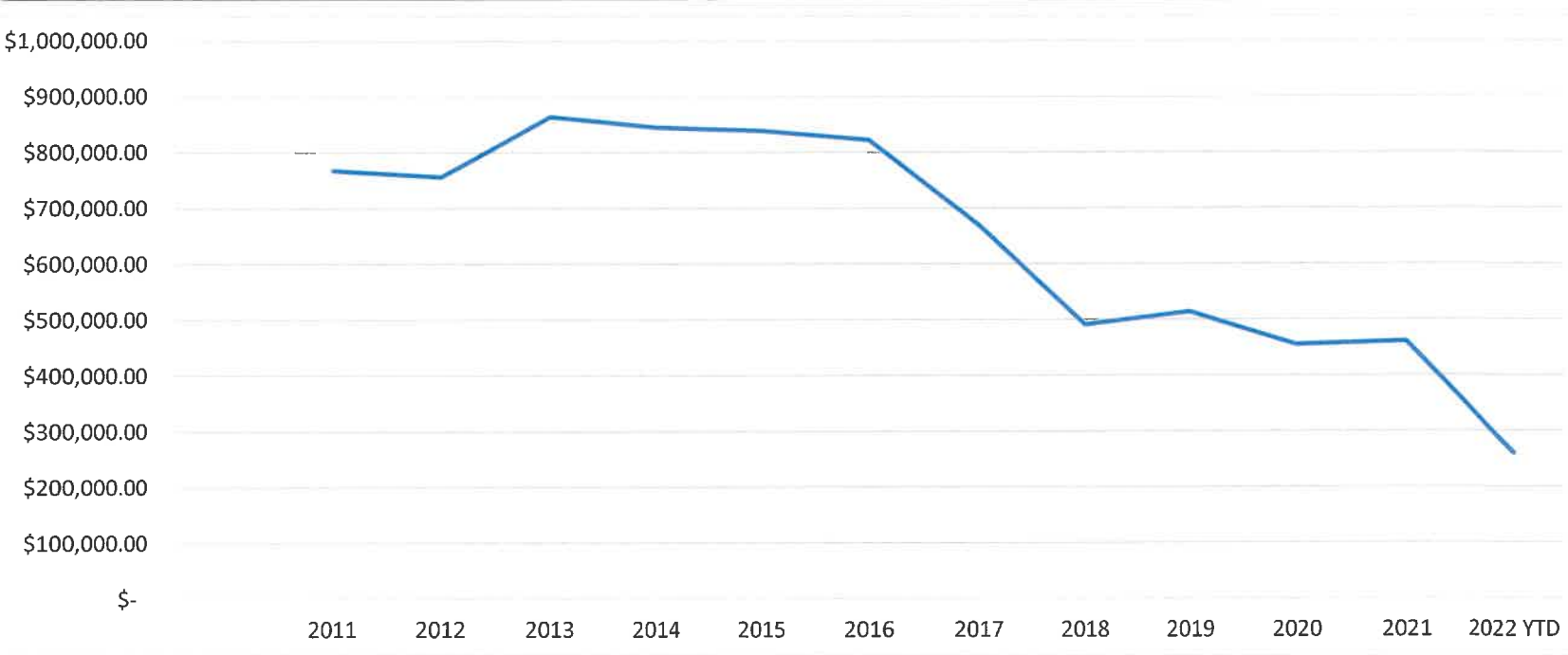
- **Mayor and City Council (Page 3-4 – 3-7)**
  - Additional expenses for new council training and planning: \$20,000.
  - Fluctuation with Mayor's Assistant position.
  - Missouri Municipal League Membership.
  
- **City Clerk (Page 3-8 – 3-10)**
  - Election Expenses: \$35,000
  - Advertising: Reduction from \$16,000 to \$9,000
  
- **City Manager (Page 3-11 – 3-18)**
  - City Hall electric utility charges: Increase from \$45,000 to \$60,000
  - City Hall cleaning: Increase from \$19,800 to \$40,500

# Departmental Discussions

---

- **Human Resources** (Page 3-18 – 3-22)
  - Risk Management moved to Human Resources.
  - Restore Human Resources Consultant: Salary: \$41,200.
  - Increase Paycor services for full year + Recruiting: \$11,578 (additional \$11,578 increased in Finance).
- **Legal Department** (Page 3-23 – 3-25)
  - Costs driven by staffing.
- **Finance Department** (Page 4-1 – 4-19)
  - Includes Municipal Court and Technology.
  - Summary on Page 4-3.
  - Increase Paycor services for full year + Recruiting: \$11,578 (additional \$11,578 increased in HR).
  - Finance and Accounting staffing stabilization

# Municipal Court Revenues



# Departmental Discussions

---

- **Planning and Community Development**

(Page 5-1 – 5-23)

- Summary on Page 5-3.
- Includes Riverfront Economic Development Program (aka 2011 Hotel-Motel Tax)
  - No new expenditures included in budget
- Reduced one CDBG Administration position
- \$50,000 in funds historically transferred to Land Bank redirected to Vacant Structure Stabilization (including demolitions) program

## CDBG Agency Allocations

● Pivotal Point Transitional Housing	\$30,000
● St. Kolbe Puckett Center for Healing	\$32,200
● Interfaith Com. Srv-Youth Latchkey	\$30,000
● Bartlett Center - Family Resource Program	\$23,000
● AFL-CIO Community Services	\$15,000
● Samaritan Counseling-Client Assistance	\$25,000
● Social Welfare Brd-Dental Care Program	\$83,000
● United Cerebral Palsy-Integration & Advocacy	\$15,000
● YWCA-Women & Children's Shelter	\$68,000
● Second Harvest	\$25,000
● Community Missions-Housing for Homeless	\$25,000
● Voices of Courage	\$25,000
	\$396,200



# Additional Information?

---