

**THE COMMON COUNCIL OF THE CIVIL CITY OF NEW ALBANY, INDIANA, HELD A BUDGET HEARING IN THE THIRD FLOOR ASSEMBLY ROOM OF THE CITY/COUNTY BUILDING ON WEDNESDAY, AUGUST 2, 2017 AT 6:00 P.M.**

**MEMBERS PRESENT:** Council Members Mr. Caesar, Mr. Phipps, Mr. Nash, Mr. Blair, Mr. Aebersold, Mr. Barksdale, Dr. Knable and President McLaughlin. Mr. Coffey was not present.

**ALSO PRESENT:** Mr. Gibson, Mr. Gardner, Ms. Meredith, Mr. Ham, Mr. Brewer, Mrs. Moeller, and Mrs. Glotzbach

**Mr. Phipps** called the meeting to order at 6:00 p.m.

**Mr. Gibson** handed out a general estimate for 2018 as of August 2, 2017. He then explained that the state basically does this on an 18 month rotation so the estimate sheet factors everything in from June 30, 2017 through next year. He said that you see the input values and then the expenditures expected from July, 2017 through December 31, 2017 so keep in mind that the \$37,857,404 is 18 months. He stated that the actual budget estimate is somewhere in the ballpark of \$26.1M.

**Mr. Caesar** asked if that is less than 2% from last year.

**Mr. Gibson** replied yes. He also handed out a sheet with each department on it and what was passed in 2017 which was \$25,804,595 and stated they are estimating \$26,143,083 for 2018.

**Mr. Blair** asked what the inflation factor was.

**Mr. Gibson** replied 4%. He reminded everyone that this doesn't include the circuit breaker which is the property tax cap so they are also doing budgets and then that smacks them in the face  $\frac{3}{4}$  of the way through the year so they try to make sure that they will be okay with the actual revenue that comes in. He added that the \$16M on the sheet is about what the general property tax revenue will be not factoring in the circuit breaker which has been running about \$1M or a little over the last couple of years.

**Mr. Blair** asked how close we were on the breaker.

**Mr. Gibson** stated that we get it in a lot of family owned ones. He also said that he could pull that sheet for Mr. Blair and the council.

**Mr. Caesar** stated that he would like to know the differences there because he thought we had plenty of room on the 1%, we were fairly tight on 2% and he doesn't remember what 3% was.

**Mr. Gibson** stated that he doesn't know because it is not something that he has any control over so he just usually goes with the punch when it comes.

**Mr. Caesar** said that he thought there was a lot of growth this year and saw a lot of property taxes increases but he is happy to hold the line wherever we need to hold the line.

**Mr. Gibson** asked Mr. Caesar to let them get it for him.

**Mr. Caesar** asked why we left off West Haven this year.

**Mr. Gibson** stated that last year we had conversations on combining West Haven with Fairview into one cemetery so that is what they have done.

**Mr. Phipps** asked if there is a certain portion that goes to Fairview as opposed to West Haven or is it just based on need.

**Mr. Gibson** stated that it is based upon the needs.

**Mr. Phipps** stated that is the only disadvantage of combining them.

**Mr. Gibson** stated that what they have budgeted is purely personnel and maintenance materials. He added that obviously there are not a lot of things to fix since they've just done the restorations. He also added that we do have the Fairview Perpetual Fund which is separate and designated for Fairview for capital needs, maintenance needs, etc.

**Mr. Caesar** stated that it was originally supposed to go for the mausoleum.

**Mr. Gibson** stated that he would trust Mr. Caesar's knowledge on that.

**Mr. Caesar** asked if we use the same personnel for both cemeteries.

**Mr. Gibson** replied yes and stated that is why they put them together because if you look at the budget there were no big funds being taken from one or the other.

**Mr. Caesar** asked if there is any way to come up with more money for streets and roads.

**Mr. Gibson** stated that will be addressed in MVH, LRS and EDIT which will all be discussed next week.

**Mr. Caesar** stated that he is very impressed with them coming up with what appears to be like 1.9% increase over last year.

**Mr. Blair** stated that he got 1.3% which is well less than 2% and wanted to know if that gives us room to increase in areas that we want to.

**Mr. Gibson** replied yes and stated that he calculates based on the numbers that Marcus Flynn generates for him and the numbers that we get from the state to get which he calls the big pie with the general funds and the other funds which is the \$26M. He said he knows that we are going to hopefully get in the ballpark of \$26M and go from there to see where we are. He also said if that number was \$27M, you would see him move things around in the general fund more.

**Mr. Caesar** asked if we had approximately \$50,000.00 left at the end of December last year.

**Mr. Gibson** stated that last year we finished in the black by \$58,000.00.

**Mr. Caesar** stated that for \$26M that is excellent.

**Mr. Gibson** stated that for the last six years we have stayed within the budget and finished in the black which goes a long way in showing the council that we are doing our best to financially run the city in the best way that we can. He said we get the \$26M, take it and see where we were at last year and look at it to see if there needs to be any adjustments and what they are. He said they try to do their best to prioritize within that little realm of difference. He pointed out that the sheet shows that we approved \$25.8M last year and we are at approximately \$300,000.00 more this year. He said that the state is much better at getting numbers to us now because 6-9 years ago, it was just really a juggling match and sometimes we didn't get our budget approved by DLGF until April. He also said that he thinks we are close to having all the numbers and the only one outstanding is the LOIT number which he is expecting to hear back on by next week. He stated that they have done a good job which has allowed him to get started earlier so we are a month ahead of where we have been in the past of starting this process. He also stated that Mrs. Moeller has done a good job in getting the department heads on top of their game of getting budgets to her so she could organize them and get them to the mayor so he could review them.

**Mr. Caesar** stated that he is very, very comfortable with the numbers because before this administration came along, we were just guessing.

**Mr. Gibson** stated that there were times when we didn't have the growth factor but that's not the case anymore because they do a good job getting that out. He said they also do a good job getting the MVH numbers and LRS numbers out and those are all percentages which we will go over next week. He explained that there was a big push from the state saying that MVH would be increased by 50% but it is not quite as great as it sounded but it is still good. He added that we were at \$1.2M and now we will get \$1.5M or \$1.6M and LRS has jumped up too so when you add them together it is probably a jump of about \$500,000.00.

#### **MAYOR'S OFFICE**

**Mr. Gibson** stated that it is essentially the same as last year with the 2% raises factored in. He said there are two personnel which are the mayor and his administrative assistant. He also said that if you look at the general fund through June, we are at 50% of budget so from the budgetary standpoint we are hitting our numbers.

**Dr. Knable** asked if he could give him a feel for what is being spent in the economic development line.

**Mr. Gibson** stated that encompasses various invites that city officials go to by sponsorship or charity organizations, etc. and usually involves buying a table, etc.

**Mr. Phipps** asked if the ads on the shopping carts would come out of that.

**Mr. Gibson** stated he thinks that comes out of redevelopment because it is with the parks aspect.

#### **CONTROLLER'S OFFICE**

**Mr. Gibson** stated there is really no difference from last year except for the 2% and that Mrs. Moeller has six employees including herself.

**Mr. Blair** stated that he knows she has some very talented people and asked if her people are paid fairly and if we are paying them what they may be able to make in the market.

**Mrs. Moeller** replied that the mayor has her look at her staff periodically as well as other departments and she thinks that they are.

**Mr. Blair** asked if she just does that informally on her own.

**Mrs. Moeller** replied yes.

**Mr. Gibson** stated that there are some perks in these jobs that are not in the regular market such as extra holidays, regular work hours, etc. but the employees do need to be looked at periodically.

**Mrs. Moeller** stated that the health insurance process of renewal will start towards the end of this month so for budgeting at this time, there is no way to gauge what we are going to have for 2018 so they may have to come back to the council at some point depending on how it works out.

**Mr. Caesar** stated that he sees she is at 55% on her budget and asked if she needs anything for her office.

**Mrs. Moeller** said that she thinks that this will do it and the numbers are good. She added that the health insurance number could be a little skewed because she pays 2-3 months at a time.

**Mr. Barksdale** stated that it looks like she is beyond her budget in the printing line item.

**Mrs. Moeller** stated that she is but that she is usually okay. She added that she is going to be under in some of her other line items so if she needs to do some shifting she will.

**Mrs. Barksdale** stated that he has talked about the monthly reports a few times because they are so thick and use a lot of paper so he would like to get rid of that somehow.

**Mr. Gibson** stated that she gets down more to the line items and he looks at the big picture and the final big numbers so her office is not one that he worries about.

**Mr. Aebersold** asked about the contractual line item.

**Mrs. Moeller** explained that is to pay for software license, copier lease and things like that.

**Dr. Knable** asked whose department is in charge of updating the city's website.

**Mr. Gibson** said that kind of falls under Mr. Hall and himself. He then stated that he had one of the staff members go through the website and update all boards. He also stated that he is talking with the web company to get an overall new website because the one we have now is five or six years old.

**Dr. Knable** stated that the only ongoing concern that he hears is updated minutes from meetings and people saying they cannot access them in a timely fashion.

**Mr. Gibson** asked Dr. Knable to let him know when that happens because we have had glitches in the past.

**Dr. Knable** asked what the intended timeframe is to get minutes posted.

**Mrs. Glotzbach** replied usually within two weeks. She explained that the minutes have to be approved before they are posted online so it may take a little longer with council minutes and sewer board minutes because they only meet twice a month and the minutes aren't approved until the following meeting.

**Dr. Knable** asked Mr. Gibson if the website costs come out of his budget.

**Mr. Gibson** replied no and stated that they come out of board of works.

#### **CITY CLERK'S OFFICE**

**Mr. Gibson** stated that there are no major increases and she always does extremely well with what she has. He said that she has three people total with two being paid out of the city clerk budget and one being paid out of the parking administration non-reverting budget.

**Mr. Phipps** asked what the contractual services line item is for.

**Mr. Gibson** replied that would encompass things like American Legal Publishing who we use to update ordinance books and the ordinance website.

#### **PARKING ADMINISTRATION NON-REVERTING**

**Mr. Gibson** stated that this budget includes Ms. Cousins' salary and she assists Mrs. Glotzbach in everything she does as well as handles the traffic violations aspect. He explained that she processes the violations and Mr. Lee Cotner prosecutes those cases for us and is paid out of contract legal in this budget. He stated that the other bigger item is Complus Billing which is the system that is used to track all of the parking ticket data.

**Mr. Aebersold** asked who the part-time salaries line item pays.

**Mrs. Glotzbach** replied that must have been put in there for part-time ticketing officers and she didn't know if they were ever going to need them again so she didn't want to take it out of the budget.

**Mr. Caesar** stated that this is a non-reverting fund.

**Mr. Gibson** stated that is correct and said that it is all based on the revenue that is generated.

**Mr. Caesar** asked if it has been generating enough and what that number is.

**Mr. Gibson** replied yes and apologized because he did not have that number but said that he would qualify that as we move on.

**Mr. Caesar** asked if it should be in the non-reverting portion of the budget.

**Mr. Gibson** stated that the reason it is here is because it involves Mrs. Glotzbach's staff.

**Mr. Caesar** asked if it generates enough to sustain itself.

**Mr. Gibson** replied yes and stated that it looks like it brings in about \$150,000.00 per year and has a balance of about \$120,000.00 on the latest fund report.

**Dr. Knable** asked if the \$150,000.00 represents 50% of what is assessed because he hears rumors of an individual that owes several thousands of dollars in parking fees.

**Mr. Gibson** stated that since we have abandoned so much of the parking, this is your run of the mill speeding tickets, running stop signs, etc. so it doesn't account anything in the past if that is what is being asked.

**Dr. Knable** asked how often he re-evaluates the parking part of it.

**Mr. Gibson** stated that he thinks that is something that we will want to address at some point and look at a big picture.

**Dr. Knable** stated he thinks we need a comprehensive look at some point but doesn't know who would do it.

**Mr. McLaughlin** asked if the two hour limit signs are up now.

**Mr. Gibson** replied that we have those and stated that he talked to Terry Middleton who has been at his place downtown for many years and he said that it is not so much visitors as it is certain people not necessarily parking in front of their business, but parking in front of other businesses. He said that he doesn't know how to fix that other than doing a broad thing and taking a look at it in that prospective which will have to be done through the police chief's office.

**Mr. Barksdale** stated that some people are parking in front of their own businesses which makes even less sense.

**Dr. Knable** stated that once the conversion is completed and we have digested that, maybe we could take a look at it then.

**Mr. Gibson** agreed and stated that he asked Mrs. Glotzbach to discuss a comprehensive parking system with Complus and gather information on it.

**Dr. Knable** stated that when that day comes it may be in our interest to get an outside consultant that has already invented this wheel.

**Mr. Gibson** stated that he does think that we need to talk about options as a group.

## **CITY COUNCIL**

**Mr. Gibson** stated that he thinks the contract legal line item needs to be adjusted a little bit.

**Mr. Blair** stated that a 2% raise is budgeted and asked the rest of the council if they are in favor of a pay increase.

**Dr. Knable** asked if you contractually have to.

**Mr. Blair** replied no. He said that you can't take a decrease but you don't have to take an increase either. He also said that he is not in favor of an increase but feels it should be discussed or voted on.

**Mr. Gibson** stated that budgeting in the 2% increase is just their standard practice but they do leave it up to the council to tell them one way or another. He explained that the raise is in the budget but they can make that decision when they vote on the salary ordinance for the elected officials.

**Mr. Nash** stated that 2% seems to be in line because he believes the number is a little low and everything goes up 2% every year.

**Mr. Blair** stated that if it were up to him, he wouldn't be paid at all because it is a public service.

**Mr. Aebersold** asked about the \$400.00 expense in the travel line item.

**Mr. Barksdale** stated that he went to a historical preservation conference.

**Dr. Knable** stated that he would have approved that but asked who the council members need to seek approval from to attend a conference.

**Mr. Blair** stated that it has been discussed that the members should bring it before the council beforehand for general discussion and that is how it was left.

**Dr. Knable** mentioned the economic development line item and stated that if the council wanted to get a table at a function then he thinks that should come out of that.

**Mr. Gibson** stated that he recommends that staff to go to conferences to stay up to speed and to see what other communities are doing. He added that he doesn't think that it is any different for the council.

**Mr. Blair** stated that if you take the \$4,000.00 and divide it by nine then that gives them each about \$440.00.

#### **CITY ATTORNEY**

**Mr. Gibson** stated that he has four staff members in and out at various times who are Michael Hall in operations, Courtney Lewis who is his assistant and two other individuals, one of which is part-time and getting ready to leave for law school and one more full-time person.

**Mr. Aebersold** asked if contractual services is all his salary.

**Mr. Gibson** explained that it includes him and other attorneys that he will hire at various points to handle specific matters such as arbitrations or special circumstances. He stated that he also uses Mr. Lorch at times so that line item includes his pay as well.

**Dr. Knable** asked if that is averaged on an hourly rate.

**Mr. Gibson** stated that it is usually about \$150.00-\$190.00.

**Mr. Blair** asked if he has enough budget for staff for public requests and such.

**Mr. Gibson** stated that he thinks so because from a tough learning experience, they have cleaned up the internal process so he is good with that aspect now. He explained that requests were being sent to different departments and sometimes got lost in the flow but now everything is passing through his department.

**Mr. Blair** stated that he has received some complaints about requesting public information.

**Mr. Gibson** explained that the most difficult ones are when people request all of the emails because each email has to be gone through by him or his staff so those do take time. He added that in the 12-13 years that he has been doing this, there was only difficult one because of the magnitude of the request. He also added that he thinks he has pretty much nailed it down and is getting them pretty much everything they need and if there are any delays, he emails them to let them know.

**Mr. Blair** stated that is good if it was just process.

**Mr. Gibson** stated that it was because we had too many requests going different places and not being directed to one central place. He said that some requests were going directly to the departments and if they were hand delivered, they have to be responded to within 24 hours and if they aren't then that is technically a violation of the statute. He also said that some department heads get requests so rarely and are not aware that they have to be responded to within 24 hours with an acknowledgement that it was received.

### **RESERVE LIABILITY**

**Mr. Gibson** explained that this fund helps pay for small things and used the example of a rock hitting a car window due to an employee mowing. He said that they will use this fund to pay for it instead of turning it into insurance. He also said that they use this fund for deductibles on big cases.

**Dr. Knable** asked how many policies we carry.

**Mr. Gibson** stated that we have one general property/casual policy but there are different deductibles depending on what the claim is.

**Dr. Knable** asked what the coverage limit is.

**Mr. Gibson** replied \$5M.

**Dr. Knable** asked if that is per occurrence.

**Mr. Gibson** replied he is not sure and stated that it used to be \$350,000.00 but he knows it is higher now.

**Dr. Knable** asked if that gets shopped around or is there one main supplier for municipalities.

**Mr. Gibson** stated that we had the same agent for a long time and just got a new broker last year.

**Mrs. Moeller** stated that they did shop and it has initially already gone down \$39,000.00.

### **CUMULATIVE CAPITAL IMPROVEMENT NON-REVERTING**

**Mr. Gibson** stated that it is funded through the cigarette tax and is used to fund various things such as computer outlays, small equipment so we have it budgeted as other capital outlays which gives us a little flexibility if we have to buy IT stuff, small equipment, etc. He said that it is a rate driven amount based upon per capita and will be funded at \$2.27 per capita this year.

**Mr. Blair** stated that he thinks serious consideration needs to be given to setting up replacement reserve for when equipment needs to be replaced.

**Mr. Gibson** stated that there are several ways such as an additional appropriation, budget in one of the other funds that does have a balance so that money can be directed to be transferred or budget it in EDIT for example. He agreed that there does need to be money set aside for equipment replacement and said he would be happy to work with the council on that.

**Mr. Blair** stated that his biggest concern is how you determine what to reserve without an expensive engineering study.

**Mr. Gibson** stated that he thinks our consultants could probably supply us data with what they think life expectancy is on certain equipment.

**Mr. Nash** pointed out that parks has their own cumulative capital fund.

**Mr. Blair** said he knows but he doesn't think it is enough. He then stated that he likes Mr. Gibson's ideas and asked him if it is a possibility to carve some money out of this year's budget.

**Mr. Gibson** replied probably.

## **FLOOD CONTROL**

**Mr. Caesar** asked what the difference is between this year and last year.

**Mr. Gardner** stated that it is smaller by \$130,000.00.

**Dr. Knable** asked if that is because all of the pumps are finally rebuilt.

**Mr. Gardner** replied yes and stated that the pump project is done and the new projects coming down the line are little less expensive.

**Mr. Gibson** reminded everyone that this is not in the general fund and that it is a flood control district so it has its own taxing body that was set up numerous years ago through the council. He explained that it is a rate set amount that is funded for the district.

**Mr. Caesar** asked where the rate is established.

**Mr. Gardner** stated that it is established by state statute.

**Mr. Caesar** asked if that is based on square footage or the floodwall.

**Mr. Gardner** stated that the rate is based off of your assessed value and property taxes. He said he imagines that the state sets it because it dates all the way back to the Flood Control Act of 1937.

**Mr. Caesar** asked what kind of special projects he has going for \$1.1M.

**Mr. Gardner** stated that they are going to have a floodwall concrete repairs and restoration project so of our 3 ½ mile levy system, we have ½ mile of concrete floodwalls and several concrete structures associated with the floodwall. He explained that it is about ½ mile of concrete which averages 25' in height and is now over 65 years old so it is time to go through and start correcting sprawling and fixing water stops and seals. He said they are also going to do a cleaning method on it and lighten it up then use a protective sealant to put over it which also has as an anti-graffiti measure to it so they will be able to clean the graffiti off instead of painting patches over it.

**Dr. Knable** asked what sprawling is.

**Mr. Gardner** stated that the concrete tends to chip away.

**Dr. Knable** asked if there is an actual report to date on this.

**Mr. Gibson** replied no and said he would get them one.

**Mr. Caesar** asked if all of the costs of the contract are handled within Mr. Gardner's office.

**Mr. Gardner** replied that the board of commissioners oversee those.

**Mr. Gibson** stated that Rodefer Moss handles their financials so that is not an internal document that we have. He said that he does get a monthly report from them so he will provide the June report to council since that is halfway through the year.

**Dr. Knable** asked Mr. Gardner if he shops around for his insurance.

**Mr. Gardner** stated that they stay with the city's insurance and pay the city directly.

**Dr. Knable** said that is for health insurance and asked if he also stays with the city on fleet insurance or building equipment insurance.

**Mr. Gardner** replied yes.

**Mr. Caesar** asked how many employees he has.

**Mr. Gardner** replied six full-time employees.

**Mr. Caesar** asked if that includes the secretary.

**Mr. Gardner** replied it does not include the board secretary or the board members.

**Mr. Blair** asked Mr. Gardner if his salary is just from this budget or this budget and storm water.

**Mr. Gardner** stated that it is just from this budget.

**Dr. Knable** asked what the ongoing maintenance schedule for the pumps that were all just repaired.

**Mr. Gardner** replied the oils are changed yearly and we inspect and grease them quarterly. He explained that when we are in operations, we have a totally different schedule which is that they have to be greased every eight hour shift and oil levels have to be monitored and maintained.

**Dr. Knable** complimented Mr. Gardner on his availability in times of need.

**Mr. Gibson** stated that part of the realignment that we did was to help try to facilitate help quicker and to better use resources and people power. He said that flood control does have its own little world but it also deals with storm water so there is a lot of overlap. He also said that in the past, there were territorial attitudes like "that's storm water" or "that's flood control" or "that's street department" and that is pretty much gone now. He explained that each department has their duties but when something happens they come together. He said he thinks that in the past the concept of flood control was that it just involved the river but that is not the avenue that Mr. Gardner or the administration has taken. He said their attitude is that we live in an area with a lot of creeks and streams and they all contribute to flooding so it is flood control but it is storm water too so both resources are used as best as they can be used.

**Dr. Knable** asked Mr. Gardner if there is anything the council can do for him.

**Mr. Gardner** stated that there is nothing that he can think of other than approving the 2018 budget.

## **BUILDING COMMISSION**

**Mr. Gibson** stated that there was a minor increase in staff but everything else pretty much stayed the same. He said that there are seven people on staff right now but that does not include Mr. Brad Ramsey. He explained that this office gets a lot of calls and most complaints go to them. He added that Mr. Brewer is inline on his budget.

**Mr. Blair** asked about contractual services and if it was one big job.

**Mr. Gibson** stated that he will take a look at that to see if that line item was hit by some other aspect.

**Mr. Brewer** stated that there is also a contractual services line item in the unsafe building fund.

**Mr. Gibson** stated that contractual services covers clean ups, grass cutting, board ups, etc.

**Mr. Caesar** asked how many homes we have torn down this year.

**Mr. Brewer** stated that it does take a due process and he doesn't have that number off the top of his head but he knows there have been some this year.

**Mr. Barksdale** stated that \$20,000.00 in the preservation services line item seems a little low.

**Mr. Gibson** explained that it is there because there was a need several years ago but there was never a line item of this magnitude in 2015 or before. He added that it is not their expertise.

**Mr. Barksdale** said there was a roof put on a house on Oak Street several years ago and asked if that came out of that line item.

**Mr. Brewer** replied yes and said that it puts them in a position to help if there is something going on that has to be preserved.

**Mr. Barksdale** asked if he is comfortable with \$20,000.00.

**Mr. Brewer** replied that it is great to have that on hand to help.

**Mr. Barksdale** asked if it comes up very often.

**Mr. Gibson** stated that it is not a focus of theirs and this was put in for a few things that had to be torn down but they kept it in there in case something would come up in the future.

**Dr. Knable** asked if he needs more manpower.

**Mr. Gibson** stated that he thinks part of it is still processes and one of the biggest issues he has is trees and limbs. He gave the example that they are probably not going to be able to stop the guy dumping in an alley but there are avenues where he can type things up from a legislative standpoint which can be discussed at a later time.

**Mr. Brewer** stated that they are covering anything from cleaning up alleys to writing up property owners who are negligent. He also stated that they cover grass cutting to demolitions as well.

**Dr. Knable** asked if he is understaffed because he gets the feeling that his department could use more people.

**Mr. Brewer** stated that in the last ten years with the people he has, they have made significant changes throughout the city. He also stated that everyone would love to have more people but the reality is that the amount of time that the processes and procedures take, there is a point where working versus not working comes up.

**Mr. Caesar** stated that he sees the legal part of it as being the biggest problem.

**Dr. Knable** stated that part of the measuring stick is where we are now compared to five or ten years ago but the other part is where do we want to be in five years and he doesn't feel that Mr. Brewer has the manpower to be where he wants to be. He also stated that he would like for Mr. Brewer to have whatever he needs to knock it up a few notches and asked if the city is providing his employees with telephones. He said that his reason for asking is because one particular Saturday he was out taking pictures of issues to send to an enforcement officer and he told him

that he doesn't do pictures on his phone. He then asked if they need to be provided better equipment so they can receive photos on their phones.

**Mr. Brewer** said that he didn't know about that.

**Dr. Knable** asked if he has the manpower and equipment to get done what he can get done.

**Mr. Gibson** stated that the ability to be able to dispatch contractors and have resources there is a need in Mr. Brewer's department. He added that he is at \$75,000.00 in his contractual line item so that means he sent out that many people because there were that many issues and more money there would help things get done faster. He then told Dr. Knable to let him get with Mr. Brewer and then get back with him on it.

**Mr. Nash** asked if contractual includes legal services or does Mr. Gibson handle all of that.

**Mr. Gibson** replied no and stated that is all on the other end. He stated that this includes all things involved in cleaning up a site such as the cost of a garbage truck picking up from the site.

**Mr. Nash** asked if Mr. Brewer needs someone dedicated to the legal processes to help move things faster if that is where the issues are.

**Mr. Gibson** asked Mr. Nash to let him get with Mr. Brewer and then back to him on that.

**Mr. McLaughlin** asked if we are reacting or being proactive.

**Mr. Brewer** stated that they are always going to be reacting so that is why it is critical to have those contractors available.

**Mr. McLaughlin** asked if we could be more proactive.

**Mr. Brewer** stated that they are systematically working through the city to be proactive but they are also reacting to complaints.

**Mr. Barksdale** stated that anytime he has called Mr. Brewer with an issue, he has been right on it and anything that the council can do to help in the budget process to take things to the next level, he would certainly be in favor of.

**Dr. Knable** asked if they are going to get an update on the rental registration.

**Mr. Gibson** replied yes.

**Mr. Blair** stated that he thinks Mr. Brewer and his staff are doing a great job but he also wants to look at ways to take it to the next level and improve. He then stated that when you start looking at adding another full-time position, it tends to get embedded and we will have that expense with us for a long time because it is very hard to eliminate a position so we don't want to get ourselves in the position of having all of those additional fixed expenses. He said that the economy cycles and there will be a time that the economy will go down and at that point, it is very tough to cut positions. He also said that if we can go to the next level through efficient processes or adding to contractual services, we would be much better off. He added that he wants to be very cautious about adding positions.

**Dr. Knable** stated that he understands that but also thinks that if we don't get a handle on this, it affects our revenue in the long run and drags us down.

**Mr. Blair** stated that a clean city is not doubt an economic development tool.

#### **UNSAFE BUILDING NONREVERTING**

**Mr. Gibson** stated that this is basically funded through liens collected and does have one staff position.

**Mr. Caesar** asked if the position is dedicated to this only.

**Mr. Gibson** stated that the position was originally set up to be dedicated just for things such as grass and weeds or things that go through the lien process. He also stated that it has some contractual services aspects as well as demolition aspects.

#### **RENTAL HOUSING NON-REVERTING**

**Mr. Gibson** stated that a small budget was set up in this fund but it hasn't been used at all and he doesn't anticipate it being used this year either. He said they have generated \$3,600.00 in fees.

**Dr. Knable** stated that he wants to know what percentage of rental houses are complying with registration.

**Mr. Gibson** stated that he could get that but does not have an exact number at the moment.

**Dr. Knable** stated that he would like to see that and also hear from Mr. Brewer if it is doing what it is supposed to do with regards to facilitating communication, identifying distant landlords, etc.

**Mr. Brewer** stated that it is working and will continue to work and grow. He gave the example of a house on the corner of Ekin Avenue and Silver Street that had a red car in the back yard so he looked up the registration and called the owner and the car was gone within six or seven days. He also said that owner thanked him for letting him know about the issue.

**Dr. Knable** stated that his fear is that the worst of the lot will be those who don't register and that they should be recognized by their lack of registration.

**Mr. Brewer** stated that is first on their checklist when they go to a property with issues.

**Dr. Knable** asked if we have generated anything from non-compliance penalties.

**Mr. Brewer** replied not at this point. He added that they are still trying to get everyone notified and make sure people are aware of it.

**Dr. Knable** asked if his software is adequate on that and if manpower perseverance is in place.

**Mr. Brewer** replied yes.

**Dr. Knable** asked if he has a field officer doing data entry.

**Mr. Brewer** replied no and stated that they actually had an intern come in and help on that.

**Mr. Caesar** stated that Mr. Brewer is doing a great job.

#### **MOTOR VEHICLE HIGHWAY**

**Mr. Gibson** stated that it shows \$2.3M but he thinks that is probably off and is closer to \$1.6M and will verify. He said that in the past we have been at \$1.2M but it was bumped slightly last year. He said that the confusion comes in because supposedly we are getting 50% more into MVH and he thinks Mr. Flynn has calculated it correctly but he and Mrs. Moeller will verify it to make sure.

**Mr. Caesar** asked Mr. Gibson to let the council know what we had last year so that we know the difference this year.

**Mr. Gibson** stated that it is a calculated number for estimated revenues and the formula is 150% of July through December of 2016 and the number is based on population. He added that the

\$793,000.00 will probably get pulled out so he will correct it and give the council an updated copy. He then stated that Mr. Ham could answer any questions about operations and asked how many employees he has in his department.

**Mr. Ham** replied 21.

**Mr. Aebersold** asked if the 21 employees are full-time.

**Mr. Ham** replied yes.

**Mr. Aebersold** asked if they have part-time employees for emergencies.

**Mr. Ham** replied that they haven't used any part-time employees except for the cemeteries department sometimes.

**Mr. Blair** told Mr. Ham that he is doing a great job and wanted to know at what point he will run out of funds because he wants to keep the momentum going.

**Mr. Gibson** stated that \$90,000.00 is built in EDIT when we need to hire people for a quick reaction.

**Mr. Blair** asked if he has a feel for what has been spent and where we are. He said that road painting such as striping and crosswalks as well as sidewalk repairs are some concerns in his area. He also said that he really likes the way Mr. Ham may work on one particular part of the sidewalk but also looks at the surrounding area to see if he can improve the entire section.

**Mr. Gibson** stated that in the past, we have just fixed the certain spot and move on but it has been Mr. Ham's perspective to look at the entire area because it may be 15 years before anything is fixed in that area again. He also stated that in the past, we have simply filled potholes but Mr. Ham's new plan is to actually cut potholes and patch them which will make them last longer.

**Mr. Ham** stated that a lot of it is the method in which you fix them and that you must have clean tack and seal to keep water out of it in the future.

**Mr. Gibson** stated that you will see a maintenance type funds request in EDIT or something of that nature to keep these repairs going.

**Mr. Blair** asked Mr. Ham if he feels he has enough funds to continue this year until the end of the year.

**Mr. Gibson** stated that the paving projects being done are contracts that were dedicated through appropriations or those sorts of things. He explained that Mr. Ham's department assists in those situations but it is more of a maintenance department so their resources are not being expended on the bigger projects. He said he will keep an eye on it because he is doing a bigger and better job of fixing those patches so we want to make sure that he has enough resources.

**Mr. Blair** stated that he has seen in other cities where they are grinding down uneven sidewalks and asked if we are doing anything like that.

**Mr. Ham** stated that he could look into that or into the option of pumping them up. He also stated that the main problem is with tree growth under the sidewalks.

**Mr. Barksdale** stated that hopefully we are learning about the trees that we are putting back in as far as the root systems and the type of trees so that it doesn't affect the sidewalks.

**Mr. Ham** stated that he knows that we are using an arborist now on what type of trees to use.

**Mr. Barksdale** stated that he is making sure that the cut-outs are a lot bigger now where they plant.

**Mr. McLaughlin** stated that he has noticed cars parking on sidewalks in some areas where there are narrow streets.

**Mr. Gibson** asked him to let him know when he sees that so that an officer can be sent out.

#### **LOCAL ROADS & STREETS NON-REVERTING**

**Mr. Gibson** stated that it is rate driven by the state and is up to \$1.2M but he thinks that we are looking more in line with what we had last year. He said that he would like to look into this further and update it. He said that he will bring it back to the council once it is updated.

**Dr. Knable** asked how the increased state gas tax will come back to us.

**Mrs. Moeller** replied through LRS.

**Dr. Knable** asked if they have given any sort of projection on that yet.

**Mrs. Moeller** replied no.

**Mr. Gibson** noted that is not factored in so we may see the budget a little higher than expected.

**Dr. Knable** said he thought it was supposed to come in 2018.

**Mrs. Moeller** stated that it began July 1<sup>st</sup> and even state board of accounts has said to hold off on it because they are a little confused on the laws and they will take that into account in the next audit. She added that we should see some sort of an increase in September.

#### **CEMETERIES**

**Mr. Gibson** asked how many employees are in this department.

**Mr. Ham** said that there are four full-time and four part-time for about six months out of the year for grass cutting.

**Mr. Gibson** stated that the cemeteries have gotten better and Ms. Barb Zoller has commented on how much cleaner Fairview Cemetery has been over the last several years. He also stated that with the council's help, they were able to do improvements to both cemeteries.

**Dr. Knable** asked if all of the improvements to the cemeteries were completed on or under budget.

**Mr. Gibson** replied he believes so because no one asked for more money so that was good.

**Dr. Knable** asked about the cleanup of the over growth at the back of the property at Fairview which backs up to Padgett.

**Mr. Gibson** stated that he doesn't believe there are any funds left but he will ask Mr. Thompson to take a look at it and see what may be needed.

**Mr. Caesar** said that it really looks good on the Padgett side but he doesn't know about the cemetery side. He added that there is a nice natural barrier there right now.

#### **FAIRVIEW PREPETUAL NON-REVERTING FUND**

**Mr. Gibson** stated that this non-reverting was set up a long time ago by the Friends of Fairview and is funded through donations, cemetery plot sales, etc. He said that they budget contractual services as needed and one year in capital outlays, they used funds to get a new mower. He also said that the current balance is about \$181,000.00.

**Mr. Barksdale** asked when the Friends of Fairview put on their program, do the proceeds come back to this fund.

**Mr. Gibson** replied no and stated that goes back to their own organization.

## **WEIGHTS AND MEASURES**

**Mr. Gibson** stated that this is in the general fund and is a shared service with the county per the contract. He said that we pay half of their salary which equates to about \$25,000.00.

## **PARKS DEPARTMENT**

**Mr. Gibson** stated that we are at approximately \$2.2M and there is just a slight increase in salaries and those particular items. He then asked Ms. Meredith if they have 17 full-time staff members.

**Ms. Meredith** stated that they currently have 15 full-time employees but will have 17.

**Mr. Gibson** stated that they have 40 part-time employees and about 150 seasonal employees.

**Mr. Caesar** asked if everything has run smoothly with the pool this year.

**Ms. Meredith** replied that it has gone more smoothly than in years past because in terms of staffing, this has been their best year. She said that with the help of Mrs. Moeller and HR, they reached their goal in staffing and retained many employees throughout the season. She also said that they added swim lessons this year and that went very well.

**Mr. McLaughlin** asked if our pool took a hit with Clarksville's pool opening up.

**Ms. Meredith** stated that she doesn't really feel like we did and explained that it is a completely different environment than Clarksville so it doesn't really compete.

**Mr. Blair** stated that it definitely doesn't have the features and attractions that our pool has.

**Mr. Caesar** asked if attendance is good and if concessions are where they need to be.

**Ms. Meredith** stated that she is very pleased with how well things have gone and there has been a steady crowd throughout.

**Mr. McLaughlin** asked when the pool will close.

**Ms. Meredith** stated that Sunday over Labor Day weekend will be their last day.

**Dr. Knable** asked if she knows the number of admissions and revenue over last year and the preceding years.

**Mr. Gibson** stated that he doesn't have those but we are at approximately 33,000 to date so we will be close to what we were last year.

**Dr. Knable** asked if the rates are the same this year.

**Ms. Meredith** stated that they did adjust the costs and explained that they went to three rates this year as opposed to four rates last year which makes it a little easier on the staff. She said that they have a New Albany rate, an Indiana rate and an out-of-state rate and in terms of passes and/or birthday parties, they have a New Albany/Floyd County rate or other rate.

**Dr. Knable** stated that the parking seemed to work better this year but he is still receiving calls from people on Coyle Drive regarding cutting through, speeding and parking on their street. He added that when Thornton's rebuilt, they talked about putting speed tables in but didn't.

**Mr. Caesar** stated that they still want speed tables out there.

**Mr. Gibson** stated that as far as he has been advised, there have not really been any parking issues this year.

**Dr. Knable** asked if there is any need for the city to seek out further parking.

**Mr. Gibson** stated that after the pool is closed down they will have a debriefing on how the season went and will talk about parking at that point, but unlike in past years, that has not been brought to his attention as an issue.

**Ms. Meredith** stated that Holy Family is very good at communicating if they have any issues and they have not communicated anything this year.

**Mr. Gibson** stated that we obviously talk about the pool because we are very proud of it but Ms. Meredith has many other facilities on her plate such as the sports complex, baseball fields, soccer fields, other parks, etc. He also stated that we never want to forget about Ms. Wilkerson and the Griffin Street Center and all that they do there. He said that the parks department hits a wide range of individuals and he is very proud of the system.

**Ms. Meredith** mentioned the dog park and stated that it has been a huge success and they have had to watch it closely throughout the year to judge what capacity actually is. She said they have over 450 human members and over 550 four legged members. She also said that they work very closely with the animal shelter.

#### **PARKS NON-REVERTING OPERATING**

**Mr. Gibson** explained that this fund doesn't have much of a balance in it and may be an area where we can build in a reserve and leave it alone unless we need it for a pump or something. He stated that in the old parks system when they generated money, this fund is where it went. He said that since it is just one system now, we budget more in our general fund and this is just one aspect of it. He then explained that we've had a non-reverting fund in the past for parks shelters which was also left over from the joint parks system and we will probably move that into another fund. He said the balance is \$8,300.00 so that will be spent on shelter related expenses and then no longer use that fund.

#### **PARK CUMULATIVE CAPITAL**

**Mr. Gibson** explained that this fund is set by rate which is .091 of assessed value. He said this fund is specifically for the parks and capital outlays and is an extra source of resources for us outside of the general fund.

#### **ADJOURN:**

There being no further business before the board, the meeting adjourned at 8:30 p.m.

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Pat McLaughlin, President

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Vicki Glotzbach, City Clerk