

**NOTE: These minutes are an unofficial record of this City Council meeting until reviewed; corrected if deemed appropriate, and formally approved by the Kuna City Council at a subsequent Council meeting.**

**CITY OF KUNA  
CITY COUNCIL SPECIAL MEETING  
MINUTES  
AUGUST 9 AND 10, 2007  
KUNA CITY HALL COUNCIL CHAMBER, 763 W. AVALON**

**8:30 A.M. SPECIAL BUDGET WORKSHOP**

**CALL TO ORDER AND ROLL CALL**

Mayor Dowdy called the meeting to order at 8:30 a.m.

**PRESENT:** Mayor Dowdy, Council President Lang, Councilwoman Stroebel, Councilman Cardoza.

**ALSO PRESENT WERE:** City Attorney Randy Grove, Public Works Director Jim Taylor, City Clerk Lynda Burgess, City Treasurer Robin McKean, Justin Walker, Keller Associates and Sgt. Kody Aldrich, Kuna City Police.

**ADD TO AGENDA – 1.A. APPROVE TRANSFER OF FUNDS FROM 01-6182, P & Z LEGAL FEES AND 21-6120, SEWER LEGAL FEES TO OFFICE EQUIPMENT UPGRADES.**

Moved by C/Lang, seconded by C/Stroebel to amend the Agenda. Motion carried 3-0.

1. APPROVED PURCHASE OF CLARITY ACCOUNTING SOFTWARE PACKAGE FROM CASELLE, INC. IN THE APPROXIMATE AMOUNT OF \$64,000.

Moved by C/Lang, seconded by C/Stroebel to approve. Motion carried by the following Roll Call vote:

**AYES:** Lang, Stroebel, Cardoza  
**NOES:** None  
**ABSENT:** None

- 1.a. APPROVED TRANSFER OF FUNDS FROM 01-6182, P&Z LEGAL FEES IN THE AMOUNT OF \$30,000 TO 01-6166, OFFICE EQUIPMENT UPGRADES AND FROM 21-6120, SEWER LEGAL FEES IN THE AMOUNT OF \$50,000 TO 21-6166, OFFICE EQUIPMENT UPGRADES.

Moved by C/Lang, seconded by C/Stroebel to approve. Motion carried 3-0.

2. APPROVED ACCOUNTS PAYABLE DATED AUGUST 2, 2007 IN THE AMOUNT OF \$186,665.27.

Moved by C/Lang, seconded by C/Stroebel to approve. Motion carried 3-0.

3. ADOPT 2007-08 TENTATIVE FISCAL YEAR BUDGET.

M/Dowdy directed discussion to Page 2 of the current version of the Income Worksheet and stated that Miscellaneous Income should reflect an amount of \$7,000 from rental fees from the senior center and planning and zoning fees. The General Fund total would then increase to \$3,297,841.

Regarding Page 6 of the Expense Worksheet, M/Dowdy indicated that total expenditures would be \$183,739.23 over budget. He suggested consideration of removal of the budget proposed for construction of a bathroom in Sutter's Mill Park in the amount of \$239,000, which would then allow approximately \$50,000 for the Contingency Fund.

Regarding the General Fund Budget, M/Dowdy reported that he had asked Robin to budget for a 5% cost-of-living increase for all employees. In a meeting had been held the day before with Andrea Fogelman from BDPA, the firm that conducted a salary and benefit survey for the City, a general philosophy was discussed for provision of a percentage cost-of-living increase across the board with room for department heads to provide for merit increases for individual employees. An additional 2% was requested to provide for salary range adjustments for positions that are severely below the averages for those same positions in other cities.

Treasurer McKean explained that she had merged the Building Inspector and the Assistant Building Inspector's salaries into the same account.

C/Stroebel expressed concern over the large increase in the Sheriff's budget. She suggested that rather than approving a Lieutenant, two more Deputies could be provided for patrol purposes.

Sgt. Aldrich understood Council's concerns regarding the budget increase but explained that Kuna PD is providing less than one deputy per 1,000 citizens which is the lowest per capita coverage in the entire state with the exception of Eagle and Star. The current cost of safety services is \$62.40 per resident in Kuna which is the lowest in the state and compared to \$266 per resident in Garden City with the most expensive coverage. Two officers had to be removed from street duty in Kuna to provide for supervisory field coverage during the three shifts. He stated that he is still responding to calls and acting as backup officer. Approving the budget would add two more people in the field which is currently only being covered by two persons at any given time.

C/Lang referred to the Donation Expense—the current budget amount is \$60,000 but the proposed budget reflects another \$20,000.

T/McKean explained that in the proposed budget, she included not only last year's budget amount but also \$10,000 requested by the Boys and Girls Club and \$14,000 for the Kuna School District facilities.

C/Lang asked PWD/Taylor about the increase to \$25,000 in Parks and Maintenance, Tools and Equipment.

PWD/Taylor explained that this figure would include a fence for the Sutter's Mill Park.

Regarding the budget for the City Attorney, T/McKean responded to C/Stroebel that a larger portion of his wages have been included in the General Fund than in previous years. Previously, this expense was distributed among departmental funds.

C/Cardoza expressed concern that expenses for medical, FICA, etc. in the proposed budget did not appear to match the proposed wages.

T/McKean explained that she created a spreadsheet showing the staff covered by department and based on the total of those wages, she figured 5 ½%.

C/Cardoza stated that, for example, based on \$152,000 in wages last year, we were figuring FICA expense at \$21,856 and now, with the administrative wage expense increased by roughly 30%; we are showing the FICA expense at \$4,000 less.

T/McKean responded that, since she was not involved in the preparation of last year's budget, she was not aware of how the calculations were made for this year's wages. She indicated that the 2008 budget is based on the actual percentages given us by PERSI and the federal government. In the current year's budget, the amounts are actually over what was required to be paid.

C/Cardoza and C/Stroebel pointed out that the actual costs for these expenses through May 2007 show a much larger cost than the proposed budget provides for.

T/McKean stated that she would again review the current year totals since she had noted that payments were not always credited to the correct accounts in the early months of this fiscal year.

In response to C/Stroebel's inquiry regarding animal control, M/Dowdy stated that he had been in contact with the Humane Society for a proposal to provide services to Kuna. He suggested that the proposed budget include \$30-\$35,000 for a potential contract with the Humane Society and adjust the worksheet, if needed, by removing \$17,635 from account 01-5006 representing 1/3 of the Animal Control officer's salary and adding that amount to account 01-6005. A like amount of \$17,635 would be split between sewer and water for the employee's salary.

C/Lang suggested reducing the Donations Expense from \$80,000 to \$70,000; increasing the Utilities Account to \$10,000 and reducing the Park Improvements account to \$15,000 for a fence at Sutter's Mill Park to allow for a \$40,000 contingency.

C/Stroebel indicated that she would like to adjust the proposed budget for the Sheriff's Department.

T/McKean indicated that General Fund Expenses would now be \$3,252,580.22 with a General Fund contingency of \$45,260.77 for a total of \$3,297,841.

RECESS: M/Dowdy recessed the meeting at 9:40 a.m. and explained that he had another commitment at 10:00 a.m. C/Lang will Chair the meeting when it reconvenes.

RECONVENE: C/Lang reconvened the meeting at 10:16 a.m.

Justin Walker spoke about several line items in the proposed budget which need to be resolved:

INCOME:

- Increase Metered Water Sales Revenue to \$1,000,000
- Add line item for Water Main Capacity Fee and Sewer Line Capacity Fee for \$300,000 each
- Add line item for Pressurized Irrigation Capacity Fee of \$180,000
- Change New Meter Revenue (Water Supply Fee) to \$100,000

EXPENSE:

- Change Water Capital Impr/Reimb Policy Repayment from \$300,000 to \$250,000.
- Change Water Capital Impr/Danskin Well Purchase from \$600,000 to \$460,000
- Set aside funds yearly for the Capital Impr/Butte Res Trans Lines account in the amount of \$366,494 for the next 5 years
- Add Upgrade to Well 6 vfd in the amount of \$10,000
- Change Sewer Capital Impr/Reimb Policy Repay from \$300,000 to \$280,000
- Delete Professional Services/Engineering fees in the amount of \$40,500 from the Sewer fund
- Change Pressurized Irrigation Capital Impr/Reimb Policy Repayment to \$162,000
- Delete Professional Services/Engineering fees in the amount of \$27,000 from the Pressurized fund
- Decrease the Pressurized Construction/New from \$1,600,000 to \$1,525,000 for the Sadie Creek Pump Stn/pond

RECESS: Moved by C/Stroebel, seconded by C/Lang, to recess the meeting at 10:42 a.m. to Tuesday, August 10, 2007 at 2:00 p.m. Motion carried 3-0.

## **CONTINUED SPECIAL BUDGET WORKSHOP – 2 P.M.**

### **CALL TO ORDER AND ROLL CALL**

Mayor Dowdy called the meeting to order at 2:15 p.m.

PRESENT: Mayor Dowdy, Council President Lang, Councilwoman Stroebel, Councilman Cardoza.

ALSO PRESENT WERE: Public Works Director Jim Taylor, City Clerk Lynda Burgess, City Treasurer Robin McKean., P & Z Director Steve Hasson,

Justin Walker, Keller Associates and Sgt. Kody Aldrich, Kuna City Police.

3. **ADOPT 2007-08 TENTATIVE FISCAL YEAR BUDGET.**

Regarding the benefit section of the General Fund Administrative Wages and Benefits, T/McKean reported that she had neglected to add in the wages for the Mayor and Council when figuring the totals for FICA, Medicare and PERSI. The corrected amount for FICA would be \$21,611, Medicare would be \$5,054 and PERSI would be \$36,215 for a Wage and Benefit Subtotal of \$451,131. These changes would bring the total General Fund budget to \$3,313,996.

C/Cardoza suggested that, regarding the proposed budget for the Sheriff, he would be more comfortable with another Detective rather than a Lieutenant or Sergeant.

Sgt. Aldrich again referred to the Needs Assessment prepared by his department and emphasized the need for adequate staffing levels for effective public safety in Kuna.

Deputy Rick Boyes supported the request for the budget increase requested by the Sheriff Dept. and expressed his point of view for the need for addition of a Lieutenant.

C/Lang suggested adoption of the tentative budget at this time with possible adjustment to the Sheriff proposal at final budget adoption on August 27, 2007. He pointed out that should the Council decide not to approve the Lieutenant's position in the Sheriff's budget, those funds would roll into the contingency fund and not change the final budget numbers.

C/Lang moved, seconded by C/Cardoza to adopt the tentative budget for Fiscal Year 2007/08 in the amount of \$43,336,605. Motion carried by the following Roll Call vote:

AYES:           Lang, Cardoza  
NOES:           Stroebe  
ABSENT:       None

4. **ADJOURNMENT:**

There being no further business to discuss, it was moved by C/Lang, seconded by C/Cardoza, to adjourn the meeting at 4:00 p.m. Motion carried 3-0.

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J. SCOTT DOWDY, MAYOR

ATTEST:

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LYNDA BURGESS, CITY CLERK

DATE APPROVED: SEPTEMBER 18, 2007