

CITY OF POCA TELLO, IDAHO
CITY COUNCIL STUDY SESSION
JUNE 9, 2016

AGENDA ITEM NO. 1: Mayor Brian Blad called the City Council Study Session to order
ROLL CALL at 9:00 a.m. Council members present were Steve Brown, Jim Johnston, Gary Moore and Michael L. Orr. Council member Roger Bray arrived at 9:14 a.m.

AGENDA ITEM NO. 2: Larry Morton, Chair Person; Greg Albright, Committee
GOLF ADVISORY member; John Banks, Parks and Recreation Director/staff
COMMITTEE UPDATE liaison; representing the Golf Advisory Committee, were present to discuss the Committee's goals and projects, as well as Council's policies and expectations.

Mr. Morton shared information regarding members that serve on the Committee. He explained the Committee's goals are to improve the appearance of the City's golf courses and enhance the experience of individuals using the golf courses. Updates over the past year include: new restrooms at both golf courses, (Parks personnel helped construct the restrooms), and air conditioning units were replaced in both club houses. Mr. Morton reported that 62,271 rounds were played in 2015. He noted this is an increase from the previous year.

Mr. Morton reported that golf activities in Pocatello have contributed over \$450,000.00 to the Recreation Fund during the periods of Fiscal Year 2011 through Fiscal Year 2015. He reviewed future plans and both short-term and long-term projects such as, club house renovations and irrigation updates. Mr. Morton thanked the Council for their continued support of the Committee.

In response to questions from Council, Mr. Morton clarified the daily capacity of each golf course. During the weekdays there is plenty of space for golfers and the weekends are more congested. However, a third course is not necessary and he feels this would be a burden.

In response to questions from Council, Mr. Albright explained golf fees are increased by the Consumer Price Index. This is outlined in Fore Golf's Concession Contract with the City.

Mr. Bray joined the meeting at 9:14 a.m.

In response to questions from Council, Mr. Banks explained time is taken to verify that the City's golf courses stay competitive with other cities such as Idaho Falls and Blackfoot. The fees are reviewed continually. Mr. Banks gave an overview of expenditures that have taken place for updates/maintenance. He noted golf fees help with maintenance issues - not new construction of a club house.

Mr. Moore mentioned the idea to have a new club house has been discussed for years. He feels it is time to identify the type of building needed and what the actual cost will be.

AGENDA ITEM NO. 3: Doug Milder, Chair Person; John Banks, Parks and Recreation
PARKS AND RECREATION Director/staff liaison; representing the Parks and Recreation
ADVISORY BOARD Advisory Board, were present to discuss the Board's goals and
UPDATE projects, as well as Council's policies and expectations.

Mr. Milder recognized the Board members and thanked them for their service. He explained the Board meets six times per year and attendance is excellent. Mr. Milder reviewed key items, issues and projects reviewed by the Board. These include: Raymond Park Borne Learning Trail; Caldwell

Park public art proposal; Kiwanis Club's proposal to rename Bonneville Park; Portneuf River Visioning Project; Ross Park Concert series; new logo for Parks and Recreation; and branding for Zoo Idaho name change. The new Zoo Idaho entrance project was reviewed. Mr. Milder stated the Board is very supportive of the modified entrance and building as presented previously to Council.

Mr. Milder reviewed known Board projects for the upcoming year. They include: comprehensive facility use guidelines for park users and staff; revised fee schedule that will allow for hourly use; and streamlining the use agreement process. Mr. Milder thanked the Council for their continued support.

In response to a question from Council, Mr. Banks explained it would be difficult to quantify the percentage of community members that participate in Parks and Recreation programs. He did note that neighborhood parks are used less than major parks. Mr. Banks mentioned some individuals participate in multiple programs and others only use their facilities/resources once in a while.

AGENDA ITEM NO. 4: Mayor Blad announced the Southern Hills Development update
SOUTHERN HILLS had been pulled from the agenda at the request of City staff.
DEVELOPMENT

Mayor Blad called a recess at 9:40 a.m.

Mayor Blad reconvened the meeting at 9:53 a.m.

AGENDA ITEM NO. 5: Joyce Stroschein, Chief Financial Officer/Treasurer was present
PROPOSED FUND to review fund balances for the end of Fiscal Year 2015 and a
RESERVE POLICY proposed Fund Reserve Policy.

Ms. Stroschein reviewed the purpose of the proposed Reserve Policy. She explained the policy would provide the following: 1) Provide the ability to insulate general fund programs and current service levels from large and unanticipated one-time expenditure requirements, a revenue reduction due to a change in State or Federal legislation, adverse litigation or any similar unforeseen action; 2) Temporarily insulate general fund programs and current service levels from slower revenue growth that typically occurs during an economic recession; and 3) Provide for the Enterprise Funds to build reserves in accordance with the City's adopted Rate Study.

Reserves – Tax Funds Accumulate 25% of the ensuring fiscal years expenditures; Utility Funds accumulate reserves in accordance to their respective financial rate study plan; Capital Project, Debt Service, and Grant Funds – not required to maintain reserves, expenditures will be covered by transfers or grant monies unless bonding requirements exist; Retirement Payout, Capital Acquisition, Building Renovation, Fire apparatus, Street Capital funds and Workers Compensation Fund.

General Council discussion regarding the City's reserves continued.

In response to questions from Council, Ms. Stroschein explained the City does not budget to have reserves. However, Finance staff monitors all expenditures and if they are less than revenue, the excess is placed in reserves. Ms. Stroschein reviewed the City's reserves by fund as of May 31, 2016.

AGENDA ITEM NO. 6: Finance was present to review detailed information regarding PROPOSED JUNE BUDGET AMENDMENTS FOR FISCAL YEAR 2016 proposed Fiscal Year 2016 June Budget Amendments.

Ms. Stroschein reviewed the proposed amendments. She noted there are 24 listed amendments affecting 10 funds for a total of \$1,703,370.00. General Fund \$281,905.00 and other funds \$1,421,465.00. It was noted that some of the amendments are to acquire budget authority to move funds from one fund to another.

In response to questions from Council, Tom Kirkham, Street Operations Superintendent, explained the proposed purchase of a hydroseeder is needed for stormwater control and flood control. He noted that many of the stormwater ponds have not been cleared for a number of years. The ponds fill with silt and need to be dug out for maximum water capacity. Mr. Kirkham explained part of the process is the need to revegetate the ponds or the captured water spills out as mud.

Ms. Stroschein announced a public hearing and consideration of an ordinance for the proposed budget amendments will take place during the June 16, 2016 Regular Council meeting.

Mayor Blad adjourned the meeting at 10:57 a.m.

APPROVED:

BRIAN C. BLAD, MAYOR

ATTEST AND PREPARED BY:

RUTH E. WHITWORTH, CMC, CITY CLERK