



**MEETING MINUTES**  
**FINANCE & ADMINISTRATION SUB-COMMITTEE**  
**Wednesday, June 3, 2020 - 7:30 AM**

Present: Councilmember Russ Trimble, Councilmember Greg Hudson, City Manager Tom Hadden, Deputy City Manager Jamie Letzring, Finance Director Tim Stiles, Budget Analyst Chris Hamlett, Community and Economic Director Clyde Evans, Parks and Recreation Director Sally Ortgies, Superintendent of Recreation Ryan Penning, RecPlex General Manager Shayne Ratcliffe, Communication Specialist Lucinda Stephenson, Human Resources Director Jane Dodge, and Secretary Katie Johnson

Meeting was called to order at 7:30 AM

**1. Adjustments to City's Rates, Fees, and Charges**

Mr. Stiles stated that each year there are adjustments to the City's rates, fees, and charges due to inflation. Many of this years changes are the addition of the new parks facilities. There are also some changes in EMS rates that coincide with reimbursement rates. The EMS rates were vetted through the EMS Alliance.

Ms. Ortgies noted some of the main changes for Parks and Recreation are as follows:

- The aquatic center is removing the senior citizen daily admission. The legal department has interpreted that as a discriminatory practice if the discount is not based on income.
- An increase for SportsPlex West fees for Holiday Park baseball rental. The City had delayed the increase to allow SportsPlex West time to budget for the increase effective in 2020.
- Adjusting fees at the Raccoon River Park softball complex to more accurately reflect actual costs to the City.
- The Jamie Hurd Amphitheater is scheduled to open in mid to late August 2020. Fees and charges are being set in preparation for the opening to allow scheduling for 2021. The fees include a pricing structure for For-Profit/Ticketed, Non-Profit, Private and discounted Weekday rentals. Additional fees may also be charged for items such as: additional cleaning, tent permit, sound permit, portable toilets, vendor fees, and special event permit.
- The Raccoon River Park Boathouse is scheduled to open in late June 2020. The proposed fees are only associated with the rental of the watercraft storage lockers located near the Boathouse.
- The MidAmerican Energy Company RecPlex is scheduled to open in early January 2021. The proposed fees are primarily associated with the rental of spaces within the facility. The fees include rates for the ice, basketball/volleyball courts, indoor/outdoor turf, e-sports, multi-purpose rooms, drop-in use and special events.

Councilmember Trimble would like to speak to legal regarding the law with the aquatic center senior discount. Councilmembers support the staff recommendations and placing on the June 15<sup>th</sup> Council Agenda.

## **2. Non-Union Employee Compensation Adjustments FY 2021**

Mr. Hadden presented a Pay Plan for Regular, Non-union Employees. In order to stay consistent with bargaining units, staff is recommending a 3% increase to pay ranges and each department will work within a 3% pool for pay increases for non-union employees. There will be a 0.5% discretionary pool used by the City Manager to give pay adjustments for extenuating circumstances.

The Councilmembers supported approval of the FY20/21 Pay Plan. It will be placed on the June 15<sup>th</sup> Council agenda.

## **3. Staff Updates**

- a. Project Peely Development Agreement**
- b. Issuance of 2020 GO Bonds – Series A, B and C**

Mr. Stiles stated that there will be 3 items on the June 15<sup>th</sup> Council Agenda. These items will be to set dates of hearings for Bonds. The actual hearings will be on the July 6<sup>th</sup> Council Agenda. These items will be for issuing GO Bonds. This will include refunding of 2012 bonds, bonds for the 2<sup>nd</sup> phase of 88<sup>th</sup> and mills, and bonds for Project Peely. This give the City the authority to sell bonds.

## **4. Other Matters**

None

Meeting was adjourned at 9:25 AM.

Respectfully Submitted,

Katie Johnson  
Recording Secretary