

Aurora, Nebraska
January 10, 2012

A meeting of the Mayor and Council of the City of Aurora, Nebraska, was convened in open and public session at 7:30 p.m. on January 10, 2012 at the City Hall. Present were Councilors: Wayne Roblee, Bruce Ramsour, Paul Lackore, Phillip Hupf, Dick Phillips and Paul Shaneyfelt. Mayor Marlin Seeman conducted the meeting. City Officials present were City Administrator Jane Berry, City Attorney Ross Luzum, Police Chief Godfrey Brokenrope, Water/Sewer Commissioner Rick Melcher and Clerk/Treasurer Barbra Mikkelsen.

Notice of said meeting was given by publication in the Aurora News Register on January 4, 2012. Notice of meeting was simultaneously given to the Mayor and all members of the Council and a copy of their acknowledgment of receipt of notice and the agenda is attached to these minutes. Availability of the agenda of this meeting was communicated in the advance notice and in the notice to the Mayor and Council. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

Mayor Seeman stated "AS PERSCRIBED BY LAW A COPY OF THE NEBRASKA OPEN MEETINGS ACT IS POSTED BY THE DOUBLE DOORS IN THE COUNCIL CHAMBERS."

MINUTES:

Councilor Hupf moved to approve the minutes from the December 20, 2011 meeting. Councilor Lackore seconded the motion. Voting Aye: Ramsour, Lackore, Hupf, Phillips, Shaneyfelt and Roblee. Nay: None. The motion carried.

PETITIONS, COMPLAINTS, COMMUNICATIONS:

REPORTS BY OFFICERS, BOARD, COMMITTEES:

Clerk/Treasurer Mikkelsen presented the Expenditure and Clerk/Treasurer reports for the month ending December 31, 2011. Councilor Phillips moved to approve said reports. Councilor Roblee seconded the motion. Voting Aye: Lackore, Hupf, Phillips, Shaneyfelt, Roblee and Ramsour. Nay: None. The motion carried.

Claims Committee Member Hupf reported the claims presented by the Clerk were in order and moved that said claims be allowed and checks drawn on the various funds for payment of same be approved. Councilor Roblee seconded the motion. Voting Aye: Hupf, Phillips, Shaneyfelt, Roblee, Ramsour and Lackore. Nay: None. The motion carried. A listing of said claims is attached to these minutes.

Discussion was held regarding priority projects for Council Committees as developed during the 2012 budget planning process (see attached sheets). The following projects were listed as priority projects for each committee.

Finance and Personnel

-New/Succession FTE Staff Positions:

- a. Parks
- b. Retirements

-New/Succession/Shared/Seasonal PTE Positions:

- a. Grants Administrator
- b. WWTP Operator
- c. Mechanic
- d. Recreation Coordinator
- e. Extend Parks Seasonal Employees
- f. intern (s)

-Role of the Finance Committee regarding the City's Annual Audit and Recommendations

-Financial Policies Development

-Comprehensive Plan Review and Implementation

Public Works

-Pavement Management Study – Multi-Year Plan for Reconstruction/Rehabilitation/Construction of all City Streets and Roads

-Quiet Zone Projects (Railroad Safety)

Public Safety

-Public Safety/Emergency Services Personnel

- a. Cutting Edge Tools and Equipment
- b. Professional Development and Training
- c. Leadership Development

-Study and Plan for the Aurora Police Department to include relocation, new facility, and combined facility with existing Hamilton County LEC and or other City Departments

-Continue to pursue Interlocal Agreements for Public Safety

- a. Maximize Taxpayer Dollars
- b. Foster Cooperation/Collaboration/Consolidation
- c. Enhanced Services
- d. Efficiency and Productivity
- e. Maximize Resources for Personnel and Equipment

-Study to explore the opportunity for the City to Provide ALS (Ambulance Services/ALS) through the Aurora Fire Department for the City and Hamilton County

-Fire Department escalate Pumper/Aerial purchase for FY'2012

Governmental Affairs

-Re-Codification Project (Updating of the City's Municipal Code and Ordinances)

-Annexation Plan/Policy

-Endowment for ongoing expenses of specific facilities/projects

Services and Recreation

-Aquatic Center Project

Facilities and Development

-Cemetery Capital Improvements:

- a. Decide Disposition of House
- b. Roof Shop/Office
- c. Cemetery irrigation; Well/pressure
- d. Widen Entrance/Pave Entrance Road/Parking Area
- e. Rebuild Directory
- f. Chapel/Public Restroom Facility - Building

- g. Additional Maintenance Building - Away from Front Area
- h. Construction of a Columbarium
- i. Obtain additional land for future expansion

-Inventory, review, repair, maintenance plan for all existing facilities

- a. City Hall
- b. Library
- c. Parks and Recreation
- d. Water/Wells and Pump Houses
- e. WWTP/Lift Stations

-Public Safety Facilities

- a. Police
- b. Fire/EMS

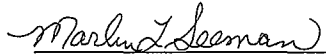
-Development of Additional Parks and Recreation Facilities

- a. Aquatic Center
- b. Neighborhood Parks ("Pocket Parks")
- c. Campground Enhancements

MISCELLANEOUS:

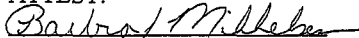
ADJOURNMENT:

Having completed all items on the agenda, and there being no further business to conduct, Mayor Seeman declared the meeting adjourned at 8:12p.m.



Mayor

ATTEST:



City Clerk



**CITY OF AURORA
2012 BUDGET PLANNING**

FINANCE AND PERSONNEL

1. New/Succession FTE Staff Positions:
 - a. Parks
 - b. Retirements

2. New/Succession/Shared/Seasonal PTE Positions:
 - a. Grants Administrator
 - b. WWTP Operator
 - c. Mechanic
 - d. Recreation Coordinator
 - e. Extend Parks Seasonal Employees
 - f. Intern (s)

3. FY'2012 Employee Wage/Salary Increases

4. FY'2012 Employee Benefits

5. Safety as a policy and priority

6. Contracted Services (ex: Water Department assistance for Meter Replacement Project)

7. Revision of the Personnel Manual and Policies

8. City Administrator to Study/Review all City Employee Salary Levels (Use of Consultant?)

9. City Administrator to Develop Employee Work Performance/Evaluation Plans/Reviews

10. Professional Development and Training Goals for all Employees/Departments

11. Financial Analysis of Intergovernmental Agreements

12. New and or Expanded City Services
 - a. Study/review/analysis of financial impacts
 - b. Policies

13. Role of the Finance Committee regarding the City's Annual Audit and Recommendations

14. Financial Policies Development

15. Comprehensive Plan Review and Implementation

**CITY OF AURORA
2012 BUDGET PLANNING**

PUBLIC WORKS

1. Equipment Purchases Needs - New and or Replacement
2. New and or Expanded Facilities – Plan for Growth (Streets, Water, Sewer, Parks)
3. New Streets Construction Projects
 - a. 1st Street
 - b. Jennifer
 - c. Terrie
 - d. Craig
 - e. 9th Street
 - f. Parks Roads
4. 15 & L, 15 & M, 12 & G Intersections Reconstruction Projects
5. Pavement Management Study – Multi-Year Plan for Reconstruction/Rehabilitation/Construction of all City Streets and Roads
6. Master Plan for Water
 - a. Well Head Protection
 - b. Line Rehab
 - c. Expansion of System
 - d. Water Treatment
 - e. Additional Water Tower
 - f. Additional Municipal Well (s)
 - g. Valve and Hydrant Replacement/Inspections
7. Master Plan for Sewer
 - a. Line Rehab
 - b. Expansion of System
 - c. Lift Stations
8. Master Plan for Storm Water Management
 - a. Policy/Discharge Review all parks, ballfields, new subdivisions
 - b. Rehab of system
9. Review of Interlocal Agreements
 - a. Snow Removal
 - b. Holiday Decorations
 - c. Other
10. WWTP – Ongoing monitoring/evaluation of needs
 - a. High Nitrates Levels Monitoring (NE Energy/Aventine, Iams)
11. Quiet Zone Projects (Railroad Safety)
12. Comprehensive Plan Review and Implementation

**CITY OF AURORA
2012 BUDGET PLANNING**

PUBLIC SAFETY

1. Public Safety/Emergency Services Personnel
 - a. Cutting Edge Tools and Equipment
 - b. Professional Development and Training
 - c. Leadership Development

2. Continue to pursue Interlocal Agreements for Public Safety
 - a. Maximize Taxpayer Dollars
 - b. Foster Cooperation/Collaboration/Consolidation
 - c. Enhanced Services
 - d. Efficiency and Productivity
 - e. Maximize Resources for Personnel and Equipment

3. Continue Excellence in Response Times

4. Study to explore the opportunity for the City to Provide ALS (Ambulance Services/ALS) through the Aurora Fire Department for the City and Hamilton County

5. Opportunities for Rural Law Enforcement

6. Improvement of the ISO Rating

7. Fire Department escalate Pumper/Aerial purchase for FY'2012

8. Study and Plan for the Aurora Police Department to include relocation, new facility, and combined facility with existing Hamilton County LEC and or other City Departments

9. Comprehensive Plan Review and Implementation

10. Quiet Zone Projects (Railroad Safety)

**CITY OF AURORA
2012 BUDGET PLANNING**

GOVERNMENTAL AFFAIRS

1. Re-Codification Project (Updating of the City's Municipal Code and Ordinances)
2. Cemetery Policies, Rules/Regulations, and Procedures
3. Documents Management/Record Retention Project for all City Departments
4. Review of the City's Building Codes
5. Review of the City's Fees Schedule and Policies
 - a. Resident Fees
 - b. Non-Resident Fees
6. Review of Traffic Codes
 - a. Parking during Storms (Snow)
 - b. New ATV Ordinance
7. Annexation Plan/Policy
8. Review of the City's Interlocal Agreements
9. Continue Establishment and Review of City's Administrative Policies
10. Expansion/Consolidation of Services Review and Study
11. Review of the City's Liability Policy
12. Comprehensive Plan Review and Implementation
13. Endowment for ongoing expenses of specific facilities/projects
14. Completion and ongoing maintenance of the City's Website
15. Establishment of New City Council Standing Committees
 - a. Define Roles and Responsibilities
 - b. Annual Work Program

**CITY OF AURORA
2012 BUDGET PLANNING**

SERVICES AND RECREATION

1. Aquatic Center Project
2. Review/Study of Fees and Ordinances
3. Parks and Recreation Maintenance Facilities
4. Equipment Needs for Expanded and Ongoing Services
5. New Shelter/Restrooms for Streeter Park
6. Neighborhood Parks ("Pocket Parks")
 - a. Complete Lincoln Creek Sub Park
7. City Waste Site
 - a. Review services (Composting, Metal Salvage, Expand Hours of Operation, etc.)
 - b. Options to replace burning
 - c. Composting – Potential Regulatory Issues
 - d. Monitoring Plan
8. Communications Plan
 - a. Use of City's Website
 - b. Notify citizens of services we provide (ex: spraying, waste site, snow removal)
9. Cemetery Projects
10. Library Projects (technology enhancements/services ex: NE Overdrive)
11. Recreation Programming
12. Property Acquisitions for Future Projects

**CITY OF AURORA
2012 BUDGET PLANNING**

FACILITIES AND DEVELOPMENT

1. Cemetery Capital Improvements:
 - a. Decide Disposition of House
 - b. Roof Shop/Office
 - c. Cemetery irrigation; Well/pressure
 - d. Widen Entrance/Pave Entrance Road/Parking Area
 - e. Rebuild Directory
 - f. Chapel/Public Restroom Facility - Building
 - g. Additional Maintenance Building - Away from Front Area
 - h. Construction of a Columbarium
 - i. Obtain additional land for future expansion

2. Inventory, review, repair, maintenance plan for all existing facilities
 - a. City Hall
 - b. Library
 - c. Parks and Recreation
 - d. Water/Wells and Pump Houses
 - e. WWTP/Lift Stations

3. Construction of New and or Additional Public Works Facility(s):
 - a. Street Department
 - b. Water
 - c. Parks

4. Construct Parks Buildings:
 - a. Storage/Equipment Facility at Eckerson
 - b. Storage/Equipment Facility at Refshauge
 - c. Rehab "Old Restroom" at Cole Park for Storage
 - d. Maintenance/Workshop Facility for Parks

5. Public Safety Facilities
 - a. Police
 - b. Fire/EMS

6. Development of Additional Parks and Recreation Facilities
 - a. Aquatic Center
 - b. Neighborhood Parks ("Pocket Parks)
 - c. Campground Enhancements

7. Annexation Plan/Policy

8. Create/facilitate opportunities for Rental housing (entry level and seniors)

9. Comprehensive Plan Review and Implementation

10. Economic/Community Development Plans and Policies
 - a. Local Sales Tax
 - b. LB 840 (Local Option Municipal Option Economic Development Act)