

MUSCATINE CITY COUNCIL
BUDGET REVIEW SESSION
FEBRUARY 21, 1991 - CITY HALL CONFERENCE ROOM

The Budget Review Session of Thursday, February 21, 1991, was called to order at 6:15 PM by Mayor John Keig. Council Members present: Harder, York, Gray, Brewer and Kemp.

Staff in attendance: A.J. Johnson, City Administrator and David Casstevens, Director of Finance and Records.

I. Risk Management

Joining the Council and staff concerning Risk Management were Public Works Director Randy Hill and Mr. Jim King, the City's insurance agent. Within the goals and objectives for 1991/92, it was noted that there needed to be more emphasis on safety meetings within the City. They have had a fairly aggressive safety program but it was noted that from a staff standpoint we needed to eliminate some of the burden of organizing safety meetings which has fallen on the shoulders of a few. One possibility is to require each department to come up with monthly safety meetings and be responsible for following through with them.

It was also noted that the City still needs to develop a comprehensive safety manual and would like to develop an accident investigation team who would review vehicular and personal injury accidents which occur within the City. Mr. King added that he felt the safety program and projects which we have undertaken in the past were key in keeping our insurance costs down in relation to workers compensation and other related claims. Council concurred that we needed to maintain a positive and aggressive posture in the development and implementation of programs to help keep our insurance costs down.

It was also noted that following the budget sessions in March or April, the City's insurance review committee would be meeting to review the City's insurance posture. At the end of June, 1991, the City will have completed a three-year cycle of insurance purchasing and the overall program should be reviewed.

(Jeanette Phillips the Council discussion at 6:21 p.m. and Ralph Freese joined the discussion at 6:28 p.m.)

II. Airport Operations

Joining the Council for discussions of airport operations was Airport Manager Janet Lewis, representing Carver Aero, Inc., and Commission Members Jack Mason and Chris Zogg. There was general discussion concerning the

airport and its operations and a feeling from Council that the operations undertaken by Carver Aero were satisfactory. There was also general discussion concerning the grant applications for the taxiway and apron improvements. It was felt that the application was going to be funded and the City should receive notification some time in the spring. There was also a review of the capital requests made for 1991/92.

With no further discussions, the meeting was adjourned at 7:09 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'A.J. Johnson'.

A.J. Johnson
City Administrator