

Council Planning Session
January 12, 2017

The Charles City Council met in a budget/planning session on Thursday, January 12, 2017 in the council chambers at 4:30 p.m. Mayor James Erb presided and the following councilmembers were present Keith Starr, Jerry Joerger, Delaine Freeseaman, Dan Mallaro, and Michael Hammond.

Dispatch Budget-Revenue consist of reimbursement from county of monthly expenses. Also includes money paid by AMR for dispatching services. Contract amount from AMR increases to \$11,439 this year. Salaries increased 2.75% and health insurance and liability insurance increase of 5%. A change in this year was the breakdown of liability insurance was reviewed and it was found that the dispatch center was not being billed for the whole amount of liability insurance related to the operations. Therefore the amount of liability insurance this budget year was above the 5% increase.

PD Safety Education - Receive donations as revenue and then revenue is used to purchase supplies for police safety program. Some examples are bicycle rodeo and spook walk.

Communications Equipment- Revenue consists of a \$14,000 asking from the county as well as interest on balance of fund. Expense is budgeted at \$25,000 as a contingency in case equipment is needed to be replaced or repaired. This money may be used for some of the wiring on the antennas that are on the tower.

Police Asset forfeiture Fund- Revenue consists of sale of equipment seized by police department and then sold. Money received is used for training and equipment that cannot be paid out of general fund

Fire Extinguisher Fund- Service offered by Fire Department to service and sell fire extinguishers. Fire Chief Whipple stated that they do sell and service quite a few fire extinguishers. Funds are then used to maintain day-to-day operations of the Fire Department.

Police Purchase Reserve-An amount of \$20,000 is being put into this reserve account for purchasing a new police vehicle.

Nuisance Abatement Reserve-An amount of \$10,000 is being budgeted for this reserve account. Administrator Diers explained that in the past this fund has helped with removing homes from properties that have been abandoned. Consensus for the council was that this is a good program and that we need to keep building this fund so we can work on cleaning up nuisance properties. The mayor asked if there is currently a list of properties to be considered for nuisance abatement. Diers explained that they have a list of homes but currently there are no properties on the list that are abandoned. Staff is constantly working at updating the list of nuisance properties.

Fire Department Purchase Reserve- Have budgeted amount of \$10,000 to help build this fund. Fund will be used at a later date to purchase possibly a new truck when needed.

Public Safety General Fund – Mayor asked about any grant opportunities available. Public Safety Director Hugh Anderson stated that most of the grants through homeland security have dried up but they are currently pursuing other grant funding and some private sources. Ambulance reimbursement up due to increase in contracted amount. Building permits revenues have been up. Rental inspection revenues remain steady. New last year was the Pet Licensing program. This program has generated

more revenue than expected. Reminder notices for pet licensing will be sent out in February. Salary expense will decrease on account of new officers pay will be at a lower pay grade. The budget will be increased for travel and training of the new officers. Vehicle maintenance raised a bit due to an engine going out of one of the police vehicles. Health services increased due to physicals for new hires. Capital equipment line item for current year has been re-estimated. Two vehicles will be replaced, one due to an accident. Other expenditures are due to private donation being expended which includes the purchase of 2 Tasers, replacement of AED, drone, body cam, mobile data terminal base, tactical vest, and other items to be determined. New budget items in capital equipment include new vehicle and outfitting vehicle, CAF system, and Taser. Anderson explained to the council why they were asking for a new vehicle again this year. He stated that it is easier for the mechanic to work on one type of vehicle as opposed to several different models. Also the Police Department has been able to help other departments by passing the used vehicles down and saving the departments from having to purchase new vehicles. Council suggested that it would be nice to be able to review a list of all equipment by department to see when equipment is looking at being replaced. Diers had provided a packet to the council that is the start of gathering such information. His hope is to continue gathering that information to better assist the council. Anderson also made the council aware that many more communities are starting the use of the CAF systems. Anderson has been contacted by communities to ask about the process. Police department is looking at replacing a couple of computers. Police department is also hoping to add more reserve officers. Currently only have two reserve officers. Protective measures line item was increased due to generator repairs and siren repairs. In speaking with the repair person Anderson was told that the generator is getting to end of its life expectancy. The weather sirens will also need to be replaced in the near future. Anderson stated that the good news with the sirens is that only part of the sirens will need to be re-worked. This would include the motors and the internal working parts. Fire department utility line item is being reduced due to better efficiencies. Lighting has been changed out to LED. Tort liability has gone up. Diers feels this is on account of the new fire truck. Capital equipment line includes more turn out gear. Fire Chief Whipple is hoping that this next year will be the last for a while that he will have to purchase turnout gear. Turn out gear is expected to last about 15 years. SBCA cylinders have the same life. Council member Starr asked if we charged for going to fires. Whipple has asked that question to his peers and most do not charge as they feel it is an item paid for by taxes. He added some communities will charge for haz-mat incidents or car accidents. Diers said it is something worth looking into. Building inspector salaries up due to potential retirement. Looking at maybe a Building Official position. In creating a building official position a comparison has been done and we are on the low side of salaries. Telephone increase due to upgrade of a smartphone. Contract services for building inspection to go down. Currently we have been outsourcing some building review due to bigger projects in town.

Next workshop will be next Thursday at 4:30 p.m.

Begin there was no further business the meeting was adjourned.