

COUNCIL PROCEEDINGS  
JANUARY 7, 2021

Charles City city council met in a budget session on January 7, 2021 at 5:30 p.m. via Zoom due to COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers, public safety director Hugh Anderson and fire chief Eric Whipple.

Mayor Andrews stated that the January 18 regular council meeting will be moved to January 19 due to Martin Luther King holiday.

Police budget was reviewed. Most revenues here are remaining pretty steady. We received a large private donation for body cams, right now officers share these. The payroll reimbursement line item for the 9-1-1 secretary position has been zeroed out for FY22 because we don't think we will continue to receive that next year. Extra salary steps that were approved with the recent union contract have been calculated in for FY22 along with the 2.25% wage increase. The shooting supplies line item shows an increase for FY21 and FY22 due to not replacing any guns last year. On the capital equipment line, budget for FY22 includes installation of an intercom system outside city hall so citizens can contact dispatch when it moves to the LEC (3000), 2 tasers (2500), lightbar (3900) and squad purchase (37500). For FY21, purchases include two tasers (2500), toughbook lap top (5300) and squad purchase (32500). Capital improvement line item includes replacing the back door of police department for \$3500. The proposed hiring of a part time person to do some scanning for FY21 has been eliminated due to COVID. A new server has also been budgeted for the police department since the current server will move over to the dispatch at the county when it moves. Police secretary wages are 100% budgeted here for FY22 since we don't think we will be reimbursed for a portion of that salary for FY22. We are expecting a retirement in this position this year. Protective measures line item include tornado siren maintenance and moving a siren to city right of way.

Fire department budget reviewed next. Whipple had asked to add some full time fire positions. Mayor Andrews asked how many volunteers do we have and Whipple replied that we are currently down 5 or 6 volunteers and we would ultimately like to have 30 on the roster. The new software that tracks safety training hours has proven to be especially helpful during the COVID pandemic. Purchases of hoses/fittings and bunker gear has been included in the capital equipment line item. Bunker gear costs approximately \$5000/set. Roof replacement at an estimated cost of \$85,000 has been included in FY22 capital improvement line item.

FY21 is first year of the new ambulance contract. Our share of payments is \$75000 this year and will increase to \$87,500 for FY22. The county pays the other half of this agreement.

Building inspection revenue line items remain mostly unchanged. We did increase legal fees item due to pursuing more nuisance violations. There is \$3500 budgeted for FY22 to replace the tile flooring in the code enforcement office area. We have been researching permit software and have budgeted \$40,000 for this in FY22.

Animal control will have a retirement so this position will need to be hired. The city cash payment to PAWS is located here along with the telephone and utilities that the city pays for the PAWS building.

Police safety education fund is funded by donations and these are used for things such as the bike rodeo, stickers, etc. for the kids.

Asset forfeiture fund is to be used for training and supplies for investigation of crimes.

Police purchase reserve is set to accumulate for future purchases of large capital items.

Dispatch fund will zero out at this year since dispatch is moving over to the LEC.

Communication Equipment will also zero out and be disbursed to the county.

Fire Extinguisher fund received the money from selling and inspecting fire extinguishers in the community. The funds are used for general living expenses at the fire station for the fire fighters.

Fire purchase reserve fund currently has \$70,000 that was transferred from General fund last year. At the end of this fiscal year, we will evaluate the general fund balance to determine if another transfer can be made to this fund and will do this every year. These funds will be used for larger purchases for the fire department, which will probably happen in 3 to 4 years when we will be looking to replace another truck.

Nuisance abatement reserve is for larger expenses associated with nuisances, such as the purchase and demolition of nuisance properties.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk