

Planning Session
January 19, 2023

The council met for a planning session on January 19, 2023 at 5:30 p.m. in the council chambers. The mayor presided and the following members were present: Keith Starr, DeLaine Freeseaman, Phoebe Pittman, Phillip Knighten, and Patrick Lumley.

The mayor called the meeting to order. There were no mayor's comments.

The outside agencies were invited to present their requests for the FY24 budget year. Mary Ingham from Crisis Intervention was the first to present. Crisis Intervention is requesting an amount of \$2,000. Mary described what the program offers. All services are free and confidential. Mary stated that 165 households were served in Charles City last year. They also provide prevention programs in our area. Funding comes from grants, private donations, they also request money from the county. Council member Freeseaman asked Mary what would happen if they did not get funding from the city and Mary answered that they would look for other sources. Mary said that any funding received would be used for expenses that the federal grant they receive does not allow. McKenna Lloyd the director of the Floyd County Museum was the next to present. The Floyd County Museum is requesting an amount of \$3,000. She stated that she would like to use this funding for their annual Heritage Fest. Heritage Fest is an all-day community event that will be held 7/29/2023. It is a free event. She is trying to have more vendors and live music for this year's event. Council member Freeseaman asked the same question of McKenna that if the funds requested were not available from the city what would happen. McKenna stated that they would seek out other sources for the funds. Council member Lumley asked about attendance at the museum McKenna said the numbers have been down but attributes some of that to not having a director for part of the year. The final request was presented by Karl Haglund, assistant director, from the Charles City Arts Center. They are requesting \$5,000. Mayor Andrews asked Karl if the Arts Center has been doing anything to bring in more people to the arts center. Karl said they are pushing social media and have been having some great exhibits. For February they are borrowing an exhibit from Waterloo to celebrate black history month. Karl explained that the \$5,000 request will be used for operating expenses. Haglund said they have missed a couple of opportunities due to limited funds available for wages. Supplies have also gone up. Freeseaman posed the question to Haglund about what would happen if funding was not available. Haglund stated they would seek other sources for the funding. Mayor explained to all presenters that as the council works through the budget, they will be getting back to the entities to let them know what level of funding they will receive and thanked them for coming. Steve reminded the council of the long-term commitment that was made to TLC and so the final payment of \$33,000 would be made this next year. The Save the Depot group did not come to request due to an amount of \$50,000 that was pledged toward a restroom project.

Katie Nolte, housing director, was one hand to go through the housing budgets. Katie said they have been increasing the rents in the past couple years to get it to where it meets HUD compliance. There is also increase to the rent the FGP pays. Wages were increased across the board due to a salary survey that was done. Freeseaman asked what the increase was. Diers said they were between 3 and 7 percent and were all ready in effect. Hud inspections are changing effective in April of this year. Lumley asked if housing would be able to tap into the software the rest of the city has been using. Katie said that they would not be able to use that due to the fact that all of their data has to be transmitted in HUD's required format. Looking at switching accounting software but are working through some accounting issues. Katie stated that the big take away is that the expenses are more than the revenues due to the

fact that they are trying to use up some of their reserves and working at modernizing some of the units. Capital funds next year will be used to work on the exterior of the buildings. Lumley asked about the security project and Katie said it is about 90 percent done. Advertising is up because HUD is requiring it. Security deposit fund has no changes. Section 8 is still transitioning to HUD held reserves. Our numbers are lower for people we are assisting. Rehab project is finished. Capital Fund 2020 and 2021 will be closed out this year. Capital 2021 is finishing up the electrical project. Capital fund 2022 is in the amount \$328,000 and are in the process of securing an engineer to work on the project. Project consists of working on the exterior of Morningside apartments. Capital fund 2023 amount has not been determined yet. Would like to use those funds to work on the exteriors of Cedar Terrace North also would be nice to have few more ADA compliant units. Home fit project is completed. It was a bathroom remodel. Funding was from AARP and Iowa State University.

Debt service was the next fund the council members worked through. Diers explained that it is basically money in and money out to handle the loan and bond payments. Allied 6th loan will be paid off this year. Still working on money in for property taxes due to the way the business property tax has been changed. Transfer in is for projects that are partially funded by other funds. One day borrowing is also included in this fund. Looking to do a general fund obligation loan for tree removal. Spaced loan out for 10 years, with the first couple of years being only paying interest.

Diers had provided the council with a new levy sheet and wanted the council to review what they felt were the absolute needs for the one day borrowing items. PD vehicle was reduced from 40,000 to 20,000. Can use some of the reserve funds to purchase vehicle. Fire station roof reduced from \$25,000 to zero. Still looking at getting estimates. Currently have \$95,000 sitting in reserve fund that could be used for roof. Next purchase will need to be a new pumper truck. In regards to the roof a couple of the council members asked if Marty is getting a quote that included trying to put some sort of slope to the roof. Removed tree amount since we are looking at a loan for tree removal. Park tree removal was included in the street tree removal. Left money in for Sportsman park light replacement but took out riverfront amount and removed Lions Field dug out roofs. Nuisance abate fund is reduced to zero. Council member Knighten asked if it was possible to be proactive on nuisance. Diers explained that it would be very tricky to do. After a good discussion on the nuisance issues in town it was felt that it was needed to fund \$5,000 into the fund instead of leaving it at zero. It was also discussed about leaving in \$10,000 to the Riverfront. Transit, Health and life insurance and property insurance were not fully funded. Diers informed the council he is close to balancing based on one full-time fire chief and one full-time firefighter. Discussion centered around the fact that now everything has been presented, the next few meetings will be needed to discuss things in more detail what the council wants to see addressed in this budget season.

Being there was no further business the meeting was adjourned.

Dean Andrews, Mayor

Attest:

Virginia Titus, Deputy Clerk