

COUNCIL PROCEEDINGS
JANUARY 21, 2021

Charles City city council met in a planning session on January 21, 2021 at 5:30 p.m. via Zoom due to the 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 and city engineer John Fallis.

Road use tax budget was reviewed. Revenue into this fund is on a per capita basis from the state and we have estimated \$128 for this rate for FY22. A reimbursement from HyVee of \$600 for extra striping of the parking lot is also included as revenue. There is a transfer in from the CW Bridge fund to reimburse for the original demolition costs of the bridge. Most expenses here are pretty steady. The diesel fuel continues to be purchased through the state at the CVTC fuel station but we have switched to using WEX cards for the gas because it is quite a bit cheaper. Capital equipment purchase of \$40,000 is for either a new truck box for one of the dump trucks or a new pickup. Capital equipment in traffic section for \$58000 is for replacing half of the downtown street lights with LED. The tree trimming project the city conducted is included in the re-estimated amounts. It was planned to do this one time and then require the homeowners to trim those trees in the ROW abutting their property as specified in the code. But we may do it another year just to get a handle on it. Council member Freeseaman asked if we should consider doing the downtown street lights all at once, would we save more that way? Staff will consider that.

CVTC budget was reviewed next. This facility is located south of town and is shared by the city, state and county. Those percentages were established when the facility was built. A change was made recently to the percentages on the fuel station based on what the fuel usage has been for each entity over the past several years. Revenues and expenses remain pretty steady here.

Local option sales tax budget was discussed. This tax has to be voted in by the citizens and has been earmarked to be used for street purposes only. A lot of the expenses budgeted here for FY21 and FY22 are for the DOT Hwy 18 street project that will be done in 2021. We have been doing a lot of work ahead of this project and will share in a portion of the cost once the project is completed. This tax is set to end in December 2022. Staff is considering starting work this summer to get this item on the ballot for the general election this fall to renew. That way, if it should happen not to pass, we have time to put it back on the ballot again before it expires. Council will need to decide if they want to leave it at 100% to be used for streets or change that a bit. We will discuss this more in the coming months. John is working on a list of all the street work we've done since this tax was first implemented.

Street related capital improvements fund was reviewed. This fund is where we run all of our street projects through. The expenses are then covered by transfers in from option tax, water, sewer and storm sewer for their respective expenses from each project. Big items in FY21 were the Main Street Bridge repair project, HMA/PCC project and the tennis court resurfacing. The expenses for FY22 will be for the DOT Hwy 18 project.

Storm water fund budget was discussed. The revenues here consist of the \$5/month charge put on the water utility bills. We have done quite a few storm water projects lately, including some sub drain work. Manhole repairs also come out of this fund. Each manhole costs approximately \$4000 to monoform.

Waste collection fund budget reviewed next. The revenues here are from the garbage fees collected on the water bills and then those revenues are paid out directly to Jendro. We did not do spring clean up this past spring due to COVID. We hope to do one this spring and allow an expanded amount of large items to be set out, going from a 5x7 area to an 8x10 area. But if COVID continues to be a threat, this may get bumped back to later in the year. Jendro is looking into doing contactless pickup with a clam bucket. The pile of mulch at Shaw Avenue continues to grow, we would like to find a way to get rid of a lot of it. This is ground down into small enough pieces so that there are no worries about the emerald ash borer. This would allow this product to be taken outside of the county.

Street line items in the General fund were reviewed. There are not many changes here from previous years. We have included an expense of \$20000 here for sidewalk repairs to various city sidewalks. Street superintendent Dirk Uetz commented that a larger purchase coming up within the next couple years is a new sewer truck.

Transit budget was reviewed next. The revenues and expenses here have been all out of whack this past year due to the pandemic. Usually, the county route expenses have been paid 100% and the city pays 50% of the deficit for the city route. Due to COVID, the federal government is paying 100% of everything, so we haven't paid for any of it during the pandemic. The levy for this has been decreased substantially for FY22 due to this. The contracted services line item is for payments to Circle K for overseeing the transit service.

Debt service fund budget discussed. The revenue here consists of the debt service levy and transfers in from other funds for loan payments. FY22 one day borrowing items consist of the following: police equipment 51000, tornado

siren 6500, animal cages 500, fire equip - 15000, fire roof 75000, ambulance bay remodel 60000, park trees 20000, cart shed repairs 5000, streets trees 30000, clothing for various depts 12600, remodel at 401 N. Main 10000, nuisance abatement 40000, TLC payment (1 of 3) 50000 for a total of \$375,600. We had planned on making our airport payment of \$16666 to help with the shortfall of the taxiway project but the Federal government is paying 100% of that project due to COVID so we will not be making that payment.

Charley Western Bridge Project budget was reviewed. This fund is projected to have a negative balance upon completion of the project and that will be paid with ongoing yearly donations from hotel/motel funds and park rec capital improvement fund payments. The revenues consist of a state grant and donations with the bulk coming from loan proceeds. The total project cost is estimated at \$1,400,000.

Southwest Industrial Park Storm Water project fund budget discussed. This project has been bid out and \$350000 is the estimated costs. It will be funded by \$100,000 from SW TIF fund, \$76000 from Winnebago, \$100000 for water quality initiative grant, \$80000 from storm water fund and balance from General fund.

IPC Sponsored Project fund budget was reviewed next. This funds the water grant coordinator position. We have **been paying this expense and will be reimbursed from the grant. This will be a 5 ½ to 6 year program.** Doug Johnson is the coordinator and his focuses mainly on the rural portion of this grant.

Current levy sheet was reviewed, it shows the FY22 levy at \$16.29. This is a first draft and will change as we go through the rest of the budget process.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk