

COUNCIL PROCEEDINGS
JANUARY 8, 2020

Charles City city council met in a budget/planning session on January 8, 2020 at 5:30 p.m. in council chambers. Mayor 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.

Library and library trust budgets reviewed with library director Annette Dean. Most of the library trusts are restricted as to what the funds can be used for. One is for art books/art related items, one is for gardening books, one is for children's books and the other two are unrestricted as to use. Annette applies each year for an Andres grant and has been very lucky to get funded every year. This year she would like to apply for funding to help reconstruct the parking lot behind the library from the sidewalk down near the Baptist church. General library budget was reviewed. The library levy is \$.27/thousand and we just got the valuations today so we will calculate that levy revenue. There was an increase in valuations so this levy revenue will increase slightly. The salary line item is increasing due to adding an assistant director position and giving an additional \$.84/hour in salary for next 3 years. An increase of 3.5% is included for the rest of the library staff to bring them up closer to the state average salaries. An increase to \$26.45/hour for Annette is set for FY21 as per her contract when she was hired. Have had a couple of expensive years for building maintenance due to the HVAC system and front sliding doors needing work. Work needs to be done on the Zastrow Room divider since it doesn't close all the way so that is planned for FY21. Contract services has increased the current year due to receipt of a grant. They also had two data bases go out so that also increased current year's expenses.

Park and rec director Tyler Mitchell was present to review his budgets. Revenues are pretty constant from last year. Discussion on the extra money leftover from Victory Park fundraising, question on if that is earmarked for anything. The agreement with City Improvement Association is still in place for their purchase of mowers in exchange for park employees mowing their parks. The Zumba water exercise class that has been held at the pool will possibly change to having that instructor be a city employee. The city's insurance should cover this and the fees will then come in to the city. The air conditioning installed in the golf course club house has helped increase use of that building. The increase in last year's salary was for the payout to Steve Lindaman of his unused vacation and comp time when he retired in May. The salaries for FY21 include a 3% increase. Council member Freeseaman asked if we do much advertising for the whitewater park. It was stated that the tourism money paid to the Chamber is to cover promotion of the whitewater park and to help pay salary of the tourism director. Council member Pittman commented that it is the plan of the tourism director to get more local involvement in use of the whitewater course. We may still look at increasing our advertising budget to help promote the whitewater park. Tyler also discussed the possibility of adding a full time park supervisor. This would add about \$31,000 to salaries plus all benefits associated with the position. This person could work on repairs, training and paperwork through the winter months and during summer, oversee all of the mowers. Council member Freeseaman asked if there are any city parks that we could possibly divest ourselves from to reduce the amount of mowing we need to do. Tyler replied that the park board has been looking at trying to decrease mowing and have considered putting prairie grass in some of the more remote and under used park areas. They are focusing on ash trees when it comes time to remove trees, these tree removal costs are done through the city one day borrowing. Purchase of a used rough area mower for the golf course is budgeted at \$30,000 for FY21. The siding at the club house is rotting away and a lot of detail work would need to be done when replacing it. Tyler has worked on getting quotes for this work and it will run \$71,000 to \$81,000 to get something close to what we have now. The siding that's on there now is no longer available, so we need to change it. The park board would like to do this replacement all at once rather than do it in phases to keep it all matching. Tyler would like to start putting some funds away each year for the next few years to do this project. Contractors have told him that we can probably get by for 5 more years with what we have now. Park and rec capital improvement fund budget reviewed. This is funded by 40% of the money from the hotel/motel tax. The school has been discussing sharing in the cost of half of resurfacing the city's four tennis courts, they have pledged \$50,000 toward the estimated \$100,000 cost.

Hotel motel fund budget reviewed. The revenue from this tax is split up as follows: 40% to park/rec capital improvement, 5 ½% to general for admin, 2 ½ % to the chamber for admin of the tourism grant program and 52% for tourism grants/chamber promotion of whitewater park.

There being no further business, meeting was adjourned.

Dean Andrews, mayor

Attest:

Trudy O'Donnell, city clerk