

COUNCIL PROCEEDINGS
JANUARY 10, 2022

Charles City city council met in a budget/planning session on January 10, 2022 at 5:30 p.m. Mayor Dean Andrews presided and the following members were present: Keith Starr, Patrick Lumley, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also city administrator Steve Diers and city engineer John Fallis.

Street budgets were reviewed. Most items remained pretty steady from previous year. Tree removal costs are usually recovered from one day borrowing. Mayor Andrews asked if setting a small monthly fee, such as \$1, on each water bill would help fund tree removal and tree planting. Council member Pittman had previously suggested considering implementing this fee, it has been successful in another city where her mother resides. Staff will look into this further. There is \$20000 included for repair/replacement for city sidewalks around town. Engineering budget remains about the same as well. Some expense included for bridge inspections. We did receive our valuations last Thursday and we are disputing them since they show a 23 million decrease in our valuations and we don't think that is correct. Steve is working with the assessor and auditor offices to look further into this.

Road Use Tax budget reviewed. Revenue is based on population and we are using \$126 per capita as revenue for FY23. The city's share of expenses at the CVTC come out of this fund. Diers is considering moving some of the street expenses from General fund into here, so this ending balance could decrease. Still would like to get a street foreman hired so the salary line item could go a bit higher. Most of these expenses are remaining pretty constant from last year. FY23 has a dump truck replacement scheduled, over the next three years we will be replacing the three 2008 dump trucks we have. Replaced some of the concrete bollards in the handicap sections in HyVee parking lot with spring loaded ones, so that line item is a bit bigger due to that. Second half of replacing the downtown street lights with LED is scheduled for FY23. CVTC budget is for operation of the joint facility located south of town. The city, county and state all operate their street crews out of this building and expenses are shared on a percentage of how many mechanic bays each entity has.

Local option sales tax budget reviewed. This is set to expire in September 2022. We have a referendum set for April 1 to renew this tax. The recent Hwy 18 resurfacing project was funded with these receipts for our portion of that project. We are proposing up to 10% of LOST to go to public safety for the ballot. If this passes, we would transfer 10% out to General fund for public safety and leave the rest here to go toward streets. We will form a committee to help promote this vote. City staff and officials can't campaign and encourage people to vote yes, but a citizen committee would be able to do that. Staff will work on getting this together.

Street related capital improvement fund budget discussed. This fund is where the street projects flow through. A feasibility study on replacement of the Main Street bridge is included for FY23. We anticipate that Federal money may be available for shovel ready projects, so we want to be ready for that. Another project John has included in FY23 is Main Street Rehab project. Looking at about 6 blocks of street for paving for FY23.

Would like to shoot for a winter letting on this project, usually get better bids. It would be let through the DOT, similar to other projects we have done that got this Federal funding.

Storm Water utility budget reviewed. This is funded by a \$5/month charge on each utility bill. Manhole rehab/mono form of \$40,000 is included here for both FY22 and FY23. A sub drain project on Park Lane Drive for an estimated \$20,000 is included for FY23. A transfer out of \$76,457 to SW Development Park storm water project is set to happen in FY23. This project seems to have helped a lot in the development park. The storm water work done by the Comet Bowl in FY22 helped somewhat. But with S. Grand being US Highway 18, it may be up to the Iowa DOT to fully rectify this situation going forward. We had a study done on the water issues on Oliver Street but it will be very expensive to correct those. It would take more of a funding source other than the storm water fund to handle that.

Waste Collection Fund budget was discussed. Fall of 2021, an increase of 4.8% was implemented. Diers has budgeted in a 3.5% increase to the current rates for FY23. These increases are based on the previous 12 month increases in the CPI as per the contract we have with them. Spring clean up/brush and leaf pickup is also covered in this fund. The fee charged to residents has been \$2.90 for a long time. Due to COVID, we did not do a spring clean up in 2020. To compensate for that, we provided roll off dumpsters for residents to use, which cost us approximately \$37,000. Costs seem to be going up with

this service, so an increase from \$2.90 to \$3.35 per month has been budgeted for FY23. Discussion has been held on how we will make changes to this service going forward. Possibly having a drop off site for residents to bring their items has been discussed. Main disadvantage to this is some people may not have a way to get their items to the drop off. Another problem is monitoring the drop off sites so that items like batteries aren't put into the drop box. We may reach out to AARP and local service clubs to help out in some fashion to get items to the drop site. In anticipation of changing this service and having it cost a bit more to get it set up, Diers is recommending increasing that monthly fee. One option could be doing a drop off event for free and if you need to have a larger item picked up, then pay for that. Or just have people contact Jendro when they have larger items or just a lot of small things that would work better just having a dumpster delivered and the resident would pay for that. Mayor Andrews commented that maybe we should just not do the spring clean up and just have people contact Jendro when they have a pile to pick up. The downside to this is that this clean up does help to tidy up a lot of houses. This may have to be discussed at a future meeting.

Charley Western Trail bridge project should be done this spring. Small items like seeding are all that's left to be done. We can then know what our final borrowing needs to be and close out the two loans we have on this project. There will be a negative fund balance here as we receive yearly funding from hotel/motel through FY25. We have not received any money from the snowmobile association that had originally pledged. We had hoped that the association would then help police the bridge to help keep snowmobiles off when there wasn't enough snow cover. Snowmobile blades can cause a lot of damage if there's not enough snow. With this bridge being concrete, it's harder to fix any damage. Could end up just banning snowmobiles from operating on the bridge at all. We should maybe check this spring to see if there is any damage to the bridge deck and if there is, try to find a way to stop that.

SW Industrial Storm Water fund reviewed. This project is complete and came in under budget. We got a \$100,000 grant from WQI for this project. Winnebago had initially pledged \$100,000 toward it but then reduced that to \$76,000, saying they had done some pre project work worth \$24,000. Diers will send them a letter asking for the \$100,000. This project has really made a difference here on the storm water issues.

Debt Service fund budget discussed. All general obligation loans are paid from here and paid for by debt service levy or by transfers in from respective funds for their loan payments. The one day borrowing numbers aren't quite ready since we haven't gotten our final valuation numbers yet. There will probably be a lot of the same items included in previous year's totals.

City administrator Diers will share funeral arrangements for street superintendent Dirk Uetz when they become known. There will be a couple of street dump trucks in the processional for Dirk. Next meeting is January 12 at 5:30 with both planning session items and budget items.

Being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk