

COUNCIL PROCEEDINGS
FEBRUARY 11, 2019

Charles City city council met in a planning session on February 11, 2019 at 5:30 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Dan Mallaro and Michael Hammond. Also present were city administrator Steve Diers and city engineer John Fallis.

TAP application was discussed. This is being submitted for funding for the Charley Western bridge in the amount of \$250,000. This project is planned for letting in January/February 2020 with construction to start that same year. Applications are due March 1. Estimated cost of this project is \$1.35 million.

Trimming the trees in the city right of way has been discussed previously. We have received quotes for doing the trimming of all trees in the city right of way, which is about 3000 trees, for both the street and sidewalk sides. Low bid was approximately \$150,000 for all of them. This amount has been included half in FY19 and half in FY20 in road use tax. Discussion on who would pay for this service and if the homeowners would be assessed anything. Code states that the abutting property owners are responsible for trimming the trees in the right of way. But it is hard to enforce this and the trees are getting bad. And to send bills to each property owner would be difficult. Council member Freeseaman didn't agree with the city footing the bill, with tight budgets he thought we should try to bill the homeowners for their trees. Council member Hammond thought it would be okay for city to pay this time but going forward make it homeowner responsibility and if they don't do it within a given time frame, then the city will do it and assess the cost. Council member Starr commented that the administrative costs would be too high to justify doing an assessment for these costs. Would it be possible to do only a third of the trees this time or would that affect the bid. Opinion of staff was that was a possibility. This item will be on the next regular agenda for council action.

Discussion on the low bid from Signs and More for the wayfinding sign project. There was concern about the large spread between the two low bids. Corbin Design, who prepared the specs for this project, has looked at this bid and it all looked in order. City engineer Fallis has talked to Signs and More about their bid and they are confident in their numbers. City attorney Slotter's opinion is that they are a responsive bidder so we can't reject the bid for being a non-responsive bidder. Everyone bid on the same specs and materials. City staff will oversee the work done, such as foundations and signs themselves. The bid includes kiosks, public parking lot signs, directional signs and welcome signs. Completion date is the end of August this year. This item will be on the next regular agenda for council action.

The FY20 budget was reviewed. A final levy sheet was distributed and showed the proposed levy for next year at \$15.90021, an increase of \$.06843 from current year. One day loan items total \$188,000 and include things such as a squad car, nuisance abatement funds, public safety equipment purchases, city hall servers, Wildwood clubhouse painting, and tree removal for parks and streets. Revenue from the ambulance has been removed and a payment of \$50,000 has been included to the ambulance. This is still in negotiations so no final amounts have been reached. Transit fund has a projected cash balance at the end of FY20 of \$127,000 but there are still unknowns with the recent addition of transit service to Mason City. Outside agencies presented their requests at the end of January and the following numbers have been plugged in to the budget: ADC \$42,000, Community Revite - \$23,000, Crisis Intervention \$1500, Floyd Co Community Foundation \$7000, Charles City Art Center \$3000, Big Brothers/Big Sisters \$1500, Floyd County Museum \$4000, Healthy Harvest \$750 and The Learning Center \$0. Much discussion on these amounts, mostly concerning the TLC funding. Everyone agreed that \$18,000 was too much to fund. Mayor Andrews felt that TLC provided as valuable a service to the city as the other agencies and was an important asset for recruiting new people to the area. He thought we should provide funding somewhere between \$6000 to \$9000. Council member Joerger would like to fund them but this is a business and should be self sustaining. It was noted that this is a non profit organization. Question on if this will be an annual request or will they be able to turn their operation around. City administrator Diers commented that he has been in discussions with the school to see about their participation in with a future partnership with TLC by possibly locating them at a school building. This would allow the sharing of food services and save on rent expenses, too. Steve and the school superintendent are planning to tour a facility in Monona soon that is set up this way to get some ideas. There is \$20000 in one day items for

police vehicle and a \$20,000 transfer from General to fire department purchase reserve for FY20. Some adjustments have been made in the General fund to lower expenses. The library is working on lowering their expenses and their board is meeting Thursday to discuss this so there may be more changes to their budget. FY20 is final year for turn out gear, was supposed to be this year but had to do major repair to an engine instead. Sidewalk work was decreased to \$10,000 from \$20,000 for FY20. The proposed full time park supervisor position for FY20 was eliminated from the budget to wait until a new park and rec director is hired and involve them in that decision. An increase of \$.50/hour was included across the board for park and rec part time positions and \$75,000 was budgeted for the park and rec director position. Included only one mower purchase for FY20. The school has expressed interest in adding two tennis courts so the current skate park has been looked at to be removed and use the tennis courts on which it is currently located. Mayor Andrews commented that our tennis courts seem to be rarely used anyone other than the school, so new courts would only be benefitting them. The window/door/entryway renovation at 401 N. Main was budgeted for \$50,000 for FY20. The update to city hall reception area was decreased from \$20,000 to \$10,000 for FY20. New servers at city hall were budgeted at \$18,000 and will be funded by the one day borrowing. Nuisance abatement was re-estimated at \$40,000 for FY19 and \$50,000 for FY20. Discussion on items to include in park and rec capital improvement projects line item. Council had some concerns over spending a lot of money on a bridge at Wildwood to access the back holes during high water since the golf course loses money every year. Projects included for FY20 include one set of LED ballfield lights at Lions Field, Charley Western bridge funding of \$50,000 and pool equipment of \$5000. The fund balance in Road Use Tax will be spent down by approximately \$68,000. Expenses here for FY20 include wayfinding signs - \$157,000; wheel loader purchase \$130,000; Main Street bridge work - \$100,000; ROW tree trimming city wide - \$75,000 for FY19 and \$75,000 for FY20. Riverside TIF will have the last tax rebate payment for Cedar Mall made in FY20. We have been working on bringing down the cash balances in all TIF accounts. The 28E for broadband cable is up for renewal and will be discussed at the broadband commission meeting this week. Street related capital improvements fund expenses were pretty low due to this being an off year for projects. Charley Western Bridge fund is budgeted for \$1,350,000 for construction to start spring of 2020. Funding for this project will come from Road Use Tax, P/R Capital Improvement fund, hotel/motel grant funds and private fundraising. Expenses for Fiber to Home project fund based on assumption that this project will move forward. This project is estimated to cost \$11.5 million and will be funded primarily by revenue bonds. Water fund budget is still being fine-tuned. Wastewater fund includes ferric acid expenses if production dictates from Simply Essentials. Wastewater treatment plant expansion fund project expenses will start up significantly in FY20. Waste Collection fund revenues include an increase in the totes starting the second half of FY19. Looking at changing the spring clean up dates to occur right after the city wide garage sales. Transit fund budget was based on only a few months of data since the city took that over this summer. But the service seems to be operating very well. Storm water fund is looking at multiple projects over the next few years to help address storm water issues. Need to decide between projects on South Grand and Olive Street to do first. The 11h Street culvert project costs of \$80,000 will be transferred out to the SW TIF drainage project fund when that project is done. The list of goals from the recent goal setting session have been considered when working on the FY20 budget and only two of the new goals identified, hiring of an IT person and resurfacing of library parking lot, haven't been funded at all.

The developers for the planning project at the old middle school will be making a request to the council for a tax rebate once the project is formally approved. It is likely it will be a request for 100% tax rebate over 10 years. We need some decisions on the outside agency funding requests, specifically TLCs request. After more discussion, consensus was to insert \$3,000 for TLC and \$4000 for the museum for FY20 budget.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, city clerk