

MEETING OF STANDING COMMITTEES

City Hall, 220 Clay Street

April 3, 2023

The meeting of Standing Committees met at City Hall at 5:35 p.m. on April 3, 2023, with the following Committee persons in attendance: Councilmembers Susan deBuhr, Kelly Dunn, Simon Harding, Daryl Kruse, Dustin Ganfield, Gil Schultz, and Dave Sires. Staff members from all City Departments and members of the community attended in person.

Community Development Committee:

Chair Harding called the meeting to order and introduced the only item on the Community Development Committee Agenda, "Low Mow May" presentation and introduced Mayor Rob Green. Mayor Green provided background and summary of proposed and proclamation and introduced the ISU Extension Urban Agriculture Specialist Steven Eilers. Mr. Eilers presented pros and cons of "No Mow May" as well as alternatives. Chair Harding opened for Council discussion. Councilmembers discussed that "Low Mow May" does not change City Ordinance but promotes awareness for early pollinators; questioned what else can be done; and when best to start to cut back previous year's growth. Mr. Eilers responded to Council questions and comments with additional ideas and clarifications.

Finance and Business Operations Committee:

Chair Dunn called the meeting to order and introduced the only item on the Community Development Committee Agenda, FY2024 Budget Presentation and introduced Finance and Business Operations Director Jennifer Rodenbeck. Ms. Rodenbeck explained how tax rates are figured; reviewed the original and revised budget schedule; reviewed the Max Levy resolution, which does not include all levies; and explained the property tax effect for FY2024. Ms. Rodenbeck stated the purpose of this presentation for the Committee to recommend to Council to approve the maximum levy as published to ensure it's done by April 30th, 2023 and to direct staff to incorporate the agreed upon changes in the next section of the presentation into the FY24 budget for formal adoption by City Council on April 17th, 2023. Councilmember Schultz motioned to recommend the Max Levy as published to be approved; Councilmember Ganfield seconded. Chair Dunn opened for Council discussion. Councilmembers discussed EMA expenditure; what change would be needed to keep the rate the same; Director Rodenbeck responded. Councilmember Sires moved to amend the motion to lower the Max Levy rate to \$10.47; Councilmember Kruse seconded the motion. Chair Dunn opened for Committee discussion. Councilmembers requested clarification on Max Levy and revenue from farm rentals and hotel/motel taxes; Director Rodenbeck responded that the Max Levy doesn't include all levies and the farm rentals and half of the hotel/motel taxes don't go to the general fund so it wouldn't affect the citizens' tax rates. After clarification with City Attorney Rogers regarding voting, Chair Dunn read the amendment to the original motion, to recommend Council approve the Max Levy with the published rate of \$10.81 amended to \$10.47 for FY2024. Chair Dunn asked for Council discussion; Councilmembers discussed merits of staying at the higher number, with the ability to lower at a later time. Chair Dunn called for a voice vote on the amendment to the original motion to recommend Council approve the Max Levy as published at \$10.81, amended to \$10.47 for FY2024; Aye: Sires; Nay: Schultz, deBuhr, Kruse, Harding, Ganfield, and Dunn; amendment failed. Chair Dunn called for a voice vote on the motion to recommend Council approve the Max Levy as published at \$10.81 for FY2024; Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, and Dunn; Nay: Sires; motion passed.

Ms. Rodenbeck stated the next portion will be discussing currently proposed budget cuts and any additional proposed changes. Ms. Rodenbeck read the first proposed motion, to use \$15,000 of the Housing Conversion carryover from FY23 and \$70,000 of the Housing Conversion carryover from FY22 towards the FY24 Housing Conversion amount; Councilmember deBuhr so motioned and Councilmember Harding seconded. There being no Council discussion or public comment, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; motion carried.

Ms. Rodenbeck read the second proposed motion, to not proceed with the full Housing Conversion program from FY24 and use \$75,000 for other general fund projects; Councilmember deBuhr so

motioned and Councilmember Kruse seconded. Councilmembers requested clarification on remaining funds and Ms. Rodenbeck responded. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; motion carried.

Ms. Rodenbeck read the third proposed motion, to use \$12,500 of the Zoning carryover from FY22 to fund the Strategic Plan in FY24; Councilmember Harding so motioned and Councilmember deBuhr seconded. After brief Council discussion and clarification from Ms. Rodenbeck, there being no public comment and no further Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; motion carried.

Ms. Rodenbeck read the fourth proposed motion, to delay the Strategic Plan or try to find private or grant funding to fund the Strategic Plan in FY24; Councilmember deBuhr so motioned, and Councilmember Harding seconded. Councilmembers discussed additional funding, the frequency of writing and last produced. There being no public comment and no further Council discussion, Chair Dunn called for a voice vote. Aye: deBuhr, Sires; Nay: Schultz, Kruse, Harding, Ganfield, Dunn; motion failed.

Ms. Rodenbeck read the fifth proposed motion, to remove from the FY24 budget the vacant part-time building inspector position; Councilmember Ganfield so motioned and Councilmember deBuhr seconded. Councilmembers asked about the savings and when and if it could be pulled out; Ms. Rodenbeck responded. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; motion carried.

Ms. Rodenbeck read the sixth proposed motion, to remove from the FY24 budget the additional staffing request in the Rec division for a part time position to move to full time; Councilmember deBuhr so moved and Councilmember Harding seconded. Councilmembers discussed position duties and hours; expressed concern about filling the position in future as part time. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: deBuhr, Kruse, Sires; Nay: Schultz, Harding, Ganfield, Dunn; motion failed.

Ms. Rodenbeck read the seventh proposed motion, to remove from the FY24 budget the additional staffing request in the Library Division for a full-time library assistant; Councilmember Ganfield so motioned, and Councilmember Harding seconded. Library Director Kelly Stern spoke to the need for the position and past staffing shortages; Councilmembers discussed difficulty of hiring and retaining part time employees; Ms. Rodenbeck provided clarification on the library levy. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Kruse, Ganfield, Sires; Nay: Schultz, deBuhr, Harding, Dunn; motion failed.

Ms. Rodenbeck read the eighth proposed motion, to remove from the FY24 budget the additional staffing request in the Vehicle Maintenance Division for a part-time position to move to full time; Councilmember deBuhr so motioned and Councilmember Harding seconded. Ms. Rodenbeck stated only half the salary affects the taxed amount; Director of Public Works Chase Schrage and Fleet Maintenance Supervisor Dustin Rawdon spoke about need, staffing and scheduling, and effect on projects. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: deBuhr; Nay: Schultz, Kruse, Harding, Ganfield, Sires, Dunn; motion failed.

Ms. Rodenbeck read the ninth proposed motion, to remove from the FY24 Budget the additional staffing request in the Legal Division for a full-time property acquisition specialist; Councilmember deBuhr so motioned and Councilmember Harding seconded. Councilmembers discussed hidden costs of contracting out vs. in-house, potential cross-training in this position, and outsourcing placing stress on a team. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires; Nay: Dunn; motion carried.

Ms. Rodenbeck read the tenth proposed motion, to remove from the FY24 Budget the additional staffing request in the Building Division for a part-time code enforcement officer; Councilmember Schultz so motioned and Councilmember Kruse seconded. After brief Council discussion, there being no public comment and no further Council discussion, Chair Dunn called for a voice vote. Aye: Sires; Nay: Schultz, deBuhr, Kruse, Harding, Ganfield, Dunn; motion failed.

Ms. Rodenbeck read the eleventh proposed motion, to remove from the FY24 Budget the additional staffing request for a Public Safety Officer and the Canine Program; Councilmember Schultz so motioned and Councilmember Kruse seconded. Councilmembers asked Police Chief Mark Howard and Public Safety Director Craig Berte about staffing the program, breed of dog, training, and potential for grant or other funding; Mr. Howard and Mr. Berte responded current staff would train with the dog, the new PSO would go to academy; breed unknown as yet; trained in evidence and search; no grant possibilities currently but potential for other funding once program is established. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Dunn; Nay: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires; motion failed.

Chair Dunn asked for additional budget change motions. Councilmember deBuhr motioned to use general fund savings from the vacant building inspector position (\$48,210) to offset property taxes; Councilmember Ganfield seconded. Councilmembers discussed additional funds that could be utilized; Ms. Rodenbeck responded yes, and stated general funds are used for projects in the CIP. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires; Nay: Dunn; motion passed.

Councilmember Sires motioned to utilize unspent budgeted funds for tax relief for that fiscal year instead of towards the CIP; Councilmember Kruse seconded. Councilmembers discussed unspent fund utilization, locating any unspent funds, the need for more information and another meeting before reaching a decision. City Attorney Rogers clarified that this is a policy decision and cannot be voted on at this meeting but could be a Council referral; Councilmember Sires withdrew the motion.

Councilmember Kruse motioned to move \$50,000 allocated in FY24 for zoning updates out of the general fund; Councilmember deBuhr seconded. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: deBuhr, Kruse, Sires; Nay: Schultz, Harding, Ganfield, Dunn; motion failed.

Councilmember Kruse motioned to move \$150,000 of the FY2023 surplus Hotel/Motel tax to the general fund. Councilmembers questioned the amount and the effect on budget; Ms. Rodenbeck responded it can be done. Councilmember Kruse withdrew his motion. Councilmember Kruse motioned to move \$200,000 of the surplus Hotel/Motel tax to the general fund; Councilmember Harding seconded. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; motion carried.

Councilmember Kruse motioned to budget an additional \$50,000 projection for Hotel/Motel tax for FY24; Councilmember Harding seconded. Councilmembers requested clarification on amount and if the City is comfortable with the amount; Ms. Rodenbeck responded it would be \$100,000 additional projection (\$50,000 for V&T and \$50,000 for general fund). There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires; Nay: Dunn; motion carried.

Council discussed scheduling a special meeting; Ms. Rodenbeck stated the current motions brought the total levy down to \$11.45 and reiterated that changes can still be made at the final budget hearing; City Attorney Kevin Rogers advised that scheduling a special meeting for proposed changes gives City staff time to put together information for review. There was not Council consensus to hold a special meeting.

Councilmember Ganfield motioned to direct staff to incorporate the agreed-upon changes into the FY24 budget for formal adoption at the Budget Hearing on April 17th; Councilmember Kruse seconded. There being no public comment and no additional Council discussion, Chair Dunn called for a voice vote. Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; motion carried.

Chair Dunn called for a motion to adjourn; Councilmember Ganfield so motioned and Councilmember Schultz seconded. Chair Dunn called for a voice vote: Aye: Schultz, deBuhr, Kruse, Harding, Ganfield, Sires, Dunn; Nay: none; meeting adjourned.

Meeting adjourned at 8:07 p.m.

Minutes by Katie Terhune, Administrative Assistant