

COUNCIL PROCEEDINGS
JANUARY 24, 2022

Mayor Joel Greer called the meeting to order at 5:30 PM, January 24, 2022, at the City Hall Council Chambers, 10 W State Street, and led the pledge of allegiance. Roll call—Present: Hoop, Isom, Kell (by phone), Ladehoff, Schneider, Thompson (arrived at 5:40), Walker.

CONSENT AGENDA

Motion by Schneider, second by Isom to adopt the consent agenda: APPROVE MINUTES 01/10/22 MEETING AND BILL LIST \$2,192,870.94; APPROVE LIQUOR LICENSE RENEWALS FOR ZENO'S, 109 E MAIN ST AND OCEAN CITY, 5 W MAIN ST; APPROVE DECEMBER 2021 FINANCIAL STATEMENTS; RESOLUTION 2022-010 TRANSFERRING FUNDS FOR FISCAL YEAR 2022 THROUGH DECEMBER 31, 2021; RESOLUTION 2022-011 AMENDING THE POLICY FOR THE SALE OF SURPLUS REAL PROPERTY; RESOLUTION 2022-012 SETTING DATE FOR PUBLIC HEARING ON URBAN RENEWAL PLAN AMENDMENT FOR THE MARSHALLTOWN URBAN RENEWAL AREA NO. 4; RESOLUTION 2022-013 APPROVING CONTRACT CHANGE ORDER #6 FOR THE HANGAR, TERMINAL, AND SITE IMPROVEMENTS PROJECT #APR19001, AN INCREASE OF \$9,267.96; RESOLUTION 2022-014 APPROVING CONTRACT CHANGE ORDER #7 FOR THE HANGAR, TERMINAL AND SITE IMPROVEMENTS PROJECT #ARP19001, A DECREASE OF \$9,899.24; RESOLUTION 2022-015 APPROVING CONTRACT CHANGE ORDER #2 FOR THE RIVERVIEW PARK STORM WATER PUMP STATION, RETAINING WALL, AND PAVING PROJECT #SMW20001, AN INCREASE OF \$8,620.00; RESOLUTION 2022-016 APPROVING CONTRACT CHANGE ORDER #3 FOR THE 4TH STREET AND MEADOW LANE STORM SEWER ENHANCEMENTS PROJECT #SMW17001, AN INCREASE OF \$2,300.00; RESOLUTION 2022-017 APPROVING CONTRACT CHANGE ORDER #3 FOR THE 2021 TRAIL IMPROVEMENTS PROJECT #TRL21001, AN INCREASE OF \$8,222.60; RESOLUTION 2022-018 APPROVING CONTRACT CHANGE ORDER #3 FOR THE 2021 DERECHO STREAM CHANNEL CLEARING PROJECT #SMW21001 AN INCREASE OF \$279,170.00. Motion carried 6-0.

MOTIONS

Motion by Isom, second by Ladehoff to remove discussion item "REVIEW OF FIRST DRAFT OF THE 2022-2023 STRATEGIC PLAN" from the table. This item will be discussed at the 1/31 Special Meeting. Motion carried 6-0.

REPORTS

Amber Danielson, Executive Director Marshall County Arts & Culture Alliance provided a 2021 year-end review of Alliance projects in the community to include 16 murals, film series, events, and Phase 1 of the Arts & Culture Master Plan.

RESOLUTIONS

Motion by Isom, second by Ladehoff to adopt RESOLUTION 2022-019 ACCEPTING QUOTE AND AUTHORIZING THE AWARD OF CONTRACT FOR THE FINANCE RENOVATION PROJECT IN THE CITY OF MARSHALLTOWN, IOWA, IN THE AMOUNT OF \$64,525.00. Motion carried 7-0.

Motion by Schneider, second by Isom to adopt RESOLUTION 2022-020 APPROVING PROFESSIONAL SERVICES AGREEMENT FOR BUILDING INSPECTION SERVICES

WITH VEENSTRA & KIMM, INC. Michelle Spohnheimer, Housing & Community Development Director advised with the retirement of the Chief Building Official, building inspection services would move to a contracted service while retaining one in-house official. Motion carried 6-1, Thompson dissenting.

Motion by Isom, second by Schneider to adopt RESOLUTION 2022-021 APPROVING PROFESSIONAL SERVICES AGREEMENT FOR FIRE CODE COMPLIANCE INSPECTION SERVICES WITH IOWA INSPECTIONS, INC. David Rierson, Fire Chief advised contracted services would assist the Fire Marshal with annual fire inspections of all businesses and commercial occupancies. Motion carried 6-1, Thompson dissenting.

ORDINANCES

Motion by Isom, second by Schneider to adopt the first reading of ORDINANCE 15036 AMENDING THE ESTABLISHED BOUNDARIES OF ELECTION WARDS AND PRECINCTS IN THE CITY OF MARSHALLTOWN, IOWA, REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR THE EFFECTIVE DATE OF SAME. Alicia Hunter, City Clerk advised this a correction of the description for First Ward, Second Precinct. Motion carried 6-1, Thompson dissenting.

Motion by Schneider, second by Walker to waive the second and third reading of ORDINANCE 15036 AMENDING THE ESTABLISHED BOUNDARIES OF ELECTION WARDS AND PRECINCTS IN THE CITY OF MARSHALLTOWN, IOWA, REPEALING CONFLICTING ORDINANCES AND PROVIDING FOR THE EFFECTIVE DATE OF SAME. Motion carried 6-1, Thompson dissenting.

Motion by Isom, second by Ladehoff to adopt the first reading of ORDINANCE 15037 TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA, CHAPTER 151: MOVING BUILDINGS. Motion carried 7-0.

DISCUSSION

Jessica Kinser, City Administrator presented the creation of a new Urban Renewal Area in the North 3rd Avenue/Hwy 14 area where there is proposed redevelopment. Motion by Schneider, second by Walker for staff to proceed with the necessary steps for the creation of Urban Renewal Area 7. Motion carried 6-1, Thompson dissenting.

Jessica Kinser, City Administrator requested authorization to sell 9 vacant lots by sealed bid from the Dangerous and Dilapidated Building Program. Public comment: Dan Oswald, 1909 Summit Street, would like to ensure all members of the public have the right to bid on properties. Motion by Schneider, second by Isom to sell the requested city-owned lots by sealed bid. Motion carried 5-2, Ladehoff and Thompson dissenting.

Diana Steiner, Finance Director introduced Jody Britnall and Karen Engesser from the Marshalltown Municipal Band. Ms. Britnall requested the council's continued support with an \$11,000 property tax levy for the band director, musicians, and equipment.

Heather Thomas, Public Works Director provided information on the Transit Enterprise Fund. The tax levy was decreased in FY21 from \$.30466 to \$.16502 due to State and Federal funding available during the pandemic. With the decrease in ridership, which is starting on an upward trend, staff requests the levy be increased to \$0.26998 for FY23.

Diana Steiner, Finance Director provided a review of the Employee Benefit Fund, Police & Fire Retirement Fund, and Emergency Fund. A 10% increase in health insurance is budgeted. The city's share of police and fire retirement will decrease by 2.28%. The maximum of \$.27 per \$1,000 valuation has been budgeted for emergency operations.

Diana Steiner, Finance Director reviewed the property tax levy calculation and recommended maintaining the current tax levy rate of \$15.36 per \$1,000 valuation by applying Local Option Sales Tax. There will be a percentage increase due to increases in wages, benefits, insurance, etc. but the overall rate would remain the same. Motion by Isom, second by Schneider to SET PUBLIC HEARING FOR FEBRUARY 14, 2022 PRIOR TO APPROVING THE MAXIMUM PROPERTY TAX DOLLARS RELATING TO SPECIFIC PROPERTY TAX LEVIES FOR THE BUDGETED FISCAL YEAR ENDING JUNE 30, 2023. Motion carried 7-0.

Diana Steiner, Finance Director reviewed the long-term debt schedule of all outstanding bonds, using \$4.2M of the 78% LOST in FY23 towards property tax relief and an additional \$365,775 of Council Designated LOST to keep the levy rate the same.

Diana Steiner, Finance Director reviewed Local Option Sales Tax balances. A discussion was had on the use of the fund balance from the 78% LOST for property tax relief. Public comment: Dan Oswald, 1909 Summit Street, inquired what projects the property tax relief funds would be used for and stated he did not support the use towards public/private partnerships. Motion by Walker, second by Isom to use \$365,775 Council Designated LOST to buy down the levy rate. Motion carried 7-0. Motion by Isom, second by Ladehoff to keep the cash flow reserve at 16% of the general fund expenses. A discussion was had regarding an increase to 17%. Motion carried 4-3, Hoop, Ladehoff, Thompson dissenting. Motion by Isom, second by Walker to budget \$5,000 for fireworks. Motion carried 7-0. Motion by Isom, second by Ladehoff to budget \$20,000 for a community survey. Motion carried 6-1, Walker dissenting.

Jessica Kinser, City Administrator presented options for FY23 general fund reductions due to a deficit. Councilors were in support of \$80,000 in department cuts, reducing legal services, reducing hotel/motel tax, implementing an Urban Tree Fee, and utilizing American Rescue Plan funds. Public comment: John Hall, Marshalltown Area Chamber of Commerce advised they are in support of reducing hotel/motel tax from 67% to 56% for tourism and marketing, this will keep operational expenses whole. Further discussion will be held at the Special Meeting 1/31.

Jessica Kinser, City Administrator provided a second draft of the Capital Improvement Plan and outlined changes. The debt capacity workbook was adjusted to reduce projects to a total of \$10M.

PUBLIC COMMENT

Sarah Rosenblum, Library Director, recognized the service of longtime Friends of the Library members Marilyn Dodd and Harold Gourley who recently passed away.

CLOSED SESSION


Motion by Isom, second by Schneider to go into a Closed session pursuant to Section 21.5, Subsection (1) Paragraph (i) OF THE CODE OF IOWA to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Motion carried 7-0 and the Council entered closed session at 8:11

pm. Motion by Thompson, second by Ladehoff to return to open session. Motion carried 7-0 and the Council returned to open session at 8:16 pm. Roll call–Present: Hoop, Isom, Kell, Ladehoff, Schneider, Thompson, Walker. Motion by Thompson, second by Isom for the City Administrator to proceed as discussed in closed session. Motion carried 7-0.

Motion by Thompson, second by Isom to go into a Closed session pursuant to Section 21.5, Subsection (1) Paragraph (i) OF THE CODE OF IOWA to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Motion carried 7-0 and the Council entered closed session at 8:17 pm. Motion by Thompson, second by Ladehoff to return to open session. Motion carried 7-0 and the Council returned to open session at 8:22 pm. Roll call–Present: Hoop, Isom, Kell, Ladehoff, Schneider, Thompson, Walker. Motion by Thompson, second by Ladehoff for the City Administrator to proceed as discussed in closed session. Motion carried 7-0.

The meeting adjourned at 8:23 pm.

Respectfully Submitted,



Alicia Hunter, City Clerk

CITY OF MARSHALLTOWN, IOWA

Joel Greer, Mayor

ATTEST:

Alicia Hunter, City Clerk