

**Coralville City Council  
Work Session  
January 8, 2019  
City Hall**

Present: Mayor John Lundell; Council Members Tom Gill, Jill Dodds, Laurie Goodrich, Meghann Foster, Mitch Gross

Staff Present: City Administrator Kelly Hayworth, Assistant City Administrator Ellen Habel, Building Official Jim Kessler, Director of Finance Tony Roetlin, Fire Chief Orey Schwitzer, Water Plant Superintendent Kevin Callahan, Engineer Dan Holderness, Library Director Alison Ames Galstad, Police Chief Shane Kron, Director of Parks and Recreation Sherri Proud, Director of Parking and Transportation Vicky Robrock, Streets and Solid Waste Superintendent Eric Fisher, Wastewater Plant Superintendent David Clark, Human Resource/Risk Manager Mike Funke

Mayor Lundell opened the meeting at 4:35 pm.

Mayor Lundell welcomed everyone to the annual event.

1. Fiscal Year 2020 Budget Presentation and Discussion by the Management Team: Director of Finance Tony Roetlin thanked those in attendance for their work in planning and budgeting. He noted the proposed FY20 budget maintains a tax levy rate of \$13.5277, which has been in place since FY11; is nearly balanced in the general fund and will be balanced when his work is complete; is balanced in the enterprise funds; shows departmental requests; assumes the backfill is paid by the state and goes into a reserve account; and reflects the net TIF release. City Administrator Kelly Hayworth commented on the impact of the backfill to the general fund and debt service/TIF and noted that it is not allocated to specific departments.

Roetlin said the City has seen growth in assessed value of 5.5% over the last 5 years while the state has seen 3.3%; Coralville's valuation growth in the last year was 4.75%. Roetlin commented that the residential rollback, set by the state, benefits the City this year while the multi-residential rollback does not.

Roetlin said the proposed budget includes \$250,000 annually for two years for the Access Center and \$500,000 for Goodwill Industries' soy oil manufacturing project. Roetlin said a list of departmental requests is included in the council binders.

Roetlin reviewed rollback history and said that because of the rollback, for every \$100,000 of residential value, each homeowner will pay \$17.55 more in property taxes.

Sherri Proud said the proposed Parks budget shows revenues for memorials, Creekside Cross, and Altmaier Park rentals. She noted a \$15,000 request for work at the Charles Gay Farm, Altmaier Park, and M.A. Ewalt Area. She proposed ending the grant contract with USDA for the summer lunch program and instead offering a backpack of food with two weeks' worth of

lunches in it, in partnership with the Coralville Community Food Pantry. Proud said the backpacks would be distributed through the Recreation Center and the net increase to the program is \$3,300. Proud shared a request for \$75,000 for repairs at the Aquatic Center in FY20 as well as future years and proposed raising admission from \$4.50 to \$4.75. She said she is still working with Marriott to balance the budget for Brown Deer Golf Club. Proud said the Center for the Performing Arts is working to increase ticket sales and fundraising and has reduced the subsidy request from the general fund from \$200,000 to \$180,000.

Alison Ames Galstad said it has been 10 years since the Library renovation and expansion and they are focusing on areas that need work and requesting a change of one part-time position to full-time, while maintaining the hours of the part-time position.

Jim Kessler said the Building and Zoning budget projects permit revenues at \$400,000, down slightly from FY19, with licensing revenue projected to be steady. Kessler noted the building department software is working well and they are still working on the rental permit software. He added that they are requesting an additional staff person for rental inspections for the 5,200 rental units in Coralville, and rental permit revenue is projected to increase by \$10,000.

Dan Holderness said the Engineering budget is consistent with the prior year and includes a request for \$32,300 for a subdivision tracking software program.

Ellen Habel said the CoralVision budget is primarily steady, reflecting lower MediaCom payments and a focus on equipment replacement with money saved from staff salary.

Shane Kron said the Police Department budget proposes additional training costs, primarily for new staff members, and \$15,000 from forfeiture funds for an explosions detection dog.

Orey Schwitzer said the Fire Department budget request includes an increase in medical costs because insurance is requiring more tests for firefighters. He noted that they are finishing improvements to Station #1 with audio-visual work upstairs, gear lockers, and concrete work out front. He also noted a request for \$36,000 for replacement of extrication tools and the addition of ballistic vests and helmets.

Eric Fisher said the RUTF projection from the State of Iowa appears steady for FY20 for Coralville. He said he is proposing the addition of a seasonal employee for summer maintenance and painting work. Fisher pointed out equipment replacement from reserves for FY20, including a plow truck, aerial truck, and end loader. For solid waste, he noted that an increase in customers is offset by declining recycling markets.

Kevin Callahan said the proposed Water Department budget is mostly unchanged. He noted an increase in the chlorine budget because the new filters are requiring more treatment. He said a reserve fund has been established for Well #15 near Coral Ridge Senior Apartments.

David Clark said the Wastewater Treatment proposed budget is consistent with the FY19 budget. He said it includes replacing the building at Brown Deer Lift Station #4 and the roof on the solids processing building. Clark noted fall protection equipment was needed at various sites and a maintenance contract for generators is being established. He noted manholes will be replaced on North Ridge Drive. Roetlin added that the department is also requesting an increase in wastewater treatment user rates to cover the debt for the improvements project.

Clark said the Stormwater proposed budget also includes a maintenance contract for generators for the storm water pump stations. Dan Holderness requested an additional full-time stormwater technician for his department to replace two part-time positions.

Vicky Robrock said the request from the general fund is proposed to be the same in FY20 as FY19 for Transit. She requested a transition for a part-time maintenance person to full-time at no additional cost since an additional part-time position has been unfilled. Regarding the mobility coordinator, Robrock reported that position is now full-time and she has proposed \$8,000 as initially agreed upon. Robrock noted she anticipates replacement of one light duty paratransit bus and one heavy duty fixed route bus, funded at 80% by the Iowa DOT. Robrock said the proposed Parking budget is consistent with the prior year. She noted the West Ramp needs the concrete sealed and expansion joints replaced, to be paid from reserves.

Roetlin said the remainder of the council budget binders include general fund budgets, including health and social services, Marriott, etc. Thor Johnson added that the proposed budget includes \$11,000 for a municipal election, which may be reduced since costs could be shared with school districts. Ellen Habel noted that the human services applications started a two-year funding cycle with FY20 to reduce the application requirement for agencies and increase their planning capacity.

Councilor Tom Gill thanked the staff for all of their preparation and the council concurred.

The Council recessed at 6:00 pm and held their regular meeting at 6:30 pm.

The Council reconvened at 7:15 pm.

Present: Mayor John Lundell; Council Members Tom Gill, Jill Dodds, Laurie Goodrich, Meghann Foster, Mitch Gross

Staff Present: Kelly Hayworth, Ellen Habel, Tony Roetlin, City Attorney Kevin Olson

Others Present: Paul Buss

1. Iowa River Landing Planning Update: Hayworth said Paul Buss was present to provide an update on planning, staffing, and his contract for the Iowa River Landing. Hayworth noted that Oliver MacMillan has been sold to Brookfield, which also bought General Growth Properties, including Coral Ridge Mall, but Buss would continue to work with Coralville under a

new contract. Buss said he will continue to work with Ed McGinness for construction coordination and Kyle Dorand for tenant coordination and real estate issues. Buss noted that the Watts Group provides property management services and they talk weekly. Buss said his work will include design management, the arena, and a landscaping upgrade for the next two years. He added that Tim Kent of Pappageorge Haymes is contracted by the City and responsible for the excellent architecture in the district. Hayworth noted that a contract with Buss will be on the January 22 agenda.

2. Fiscal Year 2020 Budget Discussion: Hayworth said he and Roetlin have work remaining on the budget. He and Roetlin reviewed the assumptions for the budget, which were:

- funding the Access Center over two years, as North Liberty is doing, with the total amount stated in the 28e agreement
- hotel/motel tax revenues projected with no change
- Health and Social Services budget requests and budgeted for two years
- Wastewater treatment rate increase as discussed in December

Hayworth said the Goodwill Industries assistance is an economic development agreement based on an increase in property tax values because of their investment in the building. Mayor Lundell requested a worksheet on the calculations for the assistance. Hayworth added that the USDA contract with Goodwill for soy oil is indefinite and they hope to obtain other contracts.

Councilor Foster inquired about appropriating funds for debt reduction. Hayworth said that after the budget is finished, they will review and report on tax increment financing areas as well as reserves relative to goals, and based on that will know whether there are any funds available for debt reduction.

Mayor Lundell inquired if there are any funds budgeted for Hawkeye Ready Mix. Hayworth said it would require some clean-up and Lundell said it would be nice to get it cleared.

3. City Administrator's Time: Hayworth provided the following updates:

- There will be an arena reception at the Mortenson offices at 5:30 pm on January 9 for those involved, with a program at 5:30.
- The naming rights announcement for the arena will be on January 24 at 2:30 pm.
- He will share copies of ideas for community uses and the marketing plan for the arena
- The ordinance for Capri Plaza was removed from tonight's agenda because the use included a drive-through and could not be shown as a secondary use in spite of many hours of collaboration

Adjourned at 7:55 pm.

Notes taken by Ellen Habel, Assistant City Administrator