CITY OF MARSHALLTOWN
COUNCIL AGENDA - SPECIAL MEETING
CITY HALL COUNCIL CHAMBERS
10 W STATE STREET
FEBRUARY 1, 2021, 5:30 PM

GO-TO MEETING: Special City Council Meeting-Budget
https://global.gotomeeting.com/join/124339821
United States: +1 (408) 650-3123 / Access Code: 124-339-821

A. **NOTICE TO PUBLIC**

The Mayor and City Council welcome comment from the public during discussion of any of the agenda items. You are required to step to the microphone, state your name and address for the record and to limit the time used to present your remarks 3 minutes or less in order that others may be given the opportunity to speak. All speakers shall speak clearly and direct their comments to the Mayor and City Council and not to any Councilor specifically. It is at the discretion of the Mayor and Council to respond to specific questions and comments or to have staff respond during the meeting.

B. **CALL TO ORDER**

Mayor Joel T.S. Greer

C. **PLEDGE OF ALLEGIANCE**

D. **ROLL CALL**

Gowdy, Hoop, Isom, Martin, Starks, Thompson, Wirin

E. **DISCUSSION**

1. Chamber Of Commerce Tourism Update - Lynn Olberding

   Documents:

   05-26-2020_2020-146_SIGNED RES CHAMBER PROMO TOURISM.pdf

2. Discussion - Review Of General Fund Deficit And Options

   Documents:

   General Funds Budget Memo for Re-estimated FY21 and FY22 proposed budget.pdf

3. FY2022 BUDGET

   - Transit Fund
   - Long term debt schedule and Debt Service Fund

- Preliminary proposed certification and levy of taxes

Documents:

02-01-2021_DISCUSSION 3_Memo for Transit Budget.pdf
02-01-2021_DISCUSSION 3_Budget Comparison Report for Fund 690 Transit.pdf
02-01-2021_DISCUSSION 3_Long term debt memo.pdf
Long Term Debt Schedule.pdf
Budget Comparison Report Debt Fund 200 (009).pdf
02-01-2021_DISCUSSION 3_Property tax levy DRAFT.pdf

4. McTV Funding Request

5. LOCAL OPTION SALES TAX

Documents:

02-01-2021_DISCUSSION_Local Option Sales Tax Fund Memo.pdf
02-01-2021_DISCUSSION_LOST detail.pdf

F. RESOLUTIONS

1. RESOLUTION 2021-022 TO SET PUBLIC HEARING PRIOR TO APPROVING THE MAXIMUM PROPERTY TAX DOLLARS RELATING TO SPECIFIC PROPERTY TAX LEVIES FOR THE BUDGETED FISCAL YEAR ENDING JUNE 30, 2022

Documents:

02-01-2021_2021-022_Resolution to Set Public Hearing for Maximum Property Tax Dollars for Specific Levies.pdf
02-01-2021_2021-022_Memo to set hearing of maximum property tax levy dollars.pdf
02-01-2021_2021-022_Maximum property tax for specific levies publication.pdf

G. ADJOURN

MISSION STATEMENT

The City of Marshalltown collaborates to provide a welcoming, safe, vibrant, and growing community.

Please visit the City's website for the complete agenda packet and to subscribe to agenda notices and department news. www.marshalltown-ia.gov

RESOLUTION APPROVING AN AGREEMENT WITH THE MARSHALLTOWN AREA CHAMBER OF COMMERCE FOR TOURISM AND PROMOTIONAL SERVICES

WHEREAS, the City of Marshalltown has previously entered into agreements with the Marshalltown Area Chamber of Commerce and/or Marshalltown Regional Partnership concerning the creation and operation of the Convention and Visitor's Bureau, dating back to July 1, 1999; and

WHEREAS, the current year agreement expires on June 30, 2020; and

WHEREAS, the existing agreement is proposed to be extended for another one-year period with no changes to funding formula or to the scope of work;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached agreement for funding Promotional and Tourism Services for the period of July 1, 2020, through June 30, 2021, is hereby approved.

Passed this 26th day of May, 2020, and signed this 27 day of May, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel Greer

Joel T.S. Greer, Mayor

ATTEST:

Shari L Coughenour

Shari L. Coughenour, CMC, City Clerk

AGREEMENT FOR TOURISM AND PROMOTIONAL SERVICES WITH THE MARSHALLTOWN AREA CHAMBER OF COMMERCE

2020-146

WHEREAS, the City of Marshalltown (hereinafter referred to as "City") desires to enter into a contract to provide tourism and promotional services which effectively promote and develop the visitor experience to Marshalltown as well as services that encourage residents to attend and support community events; and

WHEREAS, the Marshalltown Area Chamber of Commerce (hereinafter referred to as "Chamber") is capable of providing the services desired;

NOW THEREFORE BE IT RESOLVED, the parties agree to the following:

1. **Scope of Work**
   The following scope of services are necessary and appropriate to promote and develop the visitor experience to Marshalltown:

   a. Community Calendar and Electronic Message Board
      The Chamber will provide a Community Calendar in an online and mobile format and serve as the entity collecting and managing event data. The Chamber will also continue to maintain and operate the electronic message board.

   b. Marketing plan/campaign which enhances Marshalltown's public image
      The Chamber will coordinate a regional marketing campaign that focuses on the assets of the community as a whole. This should involve multiple forms of media, including television and social media. The Chamber will present a plan to the City Council and will report to the Council on any items that could be considered cost-prohibitive with the funding specified in item 2 below.

   c. Hospitality materials
      The Chamber will create and distribute materials that provide information for visitors to the community.

   d. Convention and meeting services
      The Chamber will work with local and out-of-town groups to provide information about the facilities available to host conventions and meetings and Marshalltown and coordinate with events occurring to ensure a positive visitor experience.

   e. Community event planning/coordination
      The Chamber will work with community groups and with organizations outside of the community to assist the with coordination and planning of events that serve the broader community and benefit Marshalltown through increased visitors, hotel room stays, and general economic contributions to the community.

2. **Fee for Scope of Work**
   For the services detailed above, the City of Marshalltown shall dedicate 67% of all hotel/motel tax received. The payments shall be made quarterly in the month following the City's receipt of the hotel/motel tax dollars from the Iowa Department of Revenue.

3. **Reporting**
   The Chamber shall provide an annual report to the City Council no later than December 31 on its previous year's activities. The report should include:

   1. A summary and analysis of the specific steps taken to perform the tasks in this contract;

   2. Performance Measures. The Chamber and the City shall work together to develop performance measures which include data that measures the Chamber's success towards the scope of work. The City will assist in providing this data to the Chamber.

   3. A report on the variety of specific promotion activities executed for the purpose of attracting visitors to Marshalltown. Include samples of advertising, which include family, quality of life and educational opportunities. The report should include a description of the specific promotion activities targeted at attracting visitors to Marshalltown during the fall, winter and spring. Include samples of advertising, which include family, quality of life and educational opportunities.

   4. A report and analysis of the viability of new festivals and events for supporting additional tourism, including efforts the Chamber made to coordinate with other community groups on existing events.

   5. A summary report of outreach efforts made by the Chamber to other organizations, businesses, and people to support the work of this contract.

4. **Duration of Agreement**
   This agreement shall be for a one-year period beginning July 1, 2020 and end on June 30, 2021.

5. **Amendment and Termination**
   Agreement may be terminated by either party by giving written notice only upon a finding of gross mismanagement or misappropriation of funds. In the event the hotel/motel tax is terminated by vote of the residents of the City of Marshalltown, Iowa, or by action of the Iowa Legislature, this agreement shall terminate ninety (90) days after receipt of the last tax revenues, or sooner if State law so provides.

6. **Assignability**
   The Chamber shall not assign any interest in this Agreement and shall not transfer any interest in the Agreement without prior written approval of the City.

7. **Hold Harmless**
   By execution of this Agreement, the Chamber agrees to indemnify and hold harmless the City from any liability whatsoever arising under the terms of this Agreement and shall defend the City from any such claims, including payment of attorney fees and related costs.

8. Insurance

The Chamber shall maintain all necessary insurance coverage for Workers' Compensation, liability, errors and omissions and any other coverages necessary to provide the Scope of Work.

Approved and signed this 27 day of May, 2020.

MARSHALLTOWN AREA CHAMBER OF COMMERCE	CITY OF MARSHALLTOWN, IOWA
John Dawley Board Chair	Joel Greer Joel T.S. Greer Mayor
	ATTEST:
Lynn Olberding President/CEO	Shari L Coughenour Shari L. Coughenour, CMC City Clerk 2020-146

8. **Insurance**
The Chamber shall maintain all necessary insurance coverage for Workers' Compensation, liability, errors and omissions and any other coverages necessary to provide the Scope of Work.

Approved and signed this _____ day of ___________, 2020.

MARSHALLTOWN AREA CHAMBER OF COMMERCE	CITY OF MARSHALLTOWN, IOWA
______________________	______________________
John Dawley Board Chair	Joel T.S. Greer Mayor
	ATTEST:
______________________	______________________
Lynn Olberding President/CEO	Shari L. Coughenour, CMC City Clerk

2020-146

RESOLUTION APPROVING AN AGREEMENT WITH THE MARSHALLTOWN AREA CHAMBER OF COMMERCE FOR TOURISM AND PROMOTIONAL SERVICES

WHEREAS, the City of Marshalltown has previously entered into agreements with the Marshalltown Area Chamber of Commerce and/or Marshalltown Regional Partnership concerning the creation and operation of the Convention and Visitor's Bureau, dating back to July 1, 1999; and

WHEREAS, the current year agreement expires on June 30, 2020; and

WHEREAS, the existing agreement is proposed to be extended for another one-year period with no changes to funding formula or to the scope of work;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, that the attached agreement for funding Promotional and Tourism Services for the period of July 1, 2020, through June 30, 2021, is hereby approved.

Passed this 26th day of May, 2020, and signed this _____ day of May, 2020.

CITY OF MARSHALLTOWN, IOWA

Joel T.S. Greer, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

MARSHALLTOWN
IOWA

Joel Greer, Mayor
Jessica Kinser, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

January 21, 2021

To: **Mayor Joel Greer**
Members of the City Council

From: Diana Steiner, Finance Director

Re: Discussion for the FY21 Budget Amendment and FY22 Proposed Budget for the General Fund

Policy Issue: Adoption of a budget amendment for the FY21 Budget and a new budget for the FY22 Annual Budget scheduled for March 22, 2021.

Recommendation: This is a first review of the proposed budgets related to the General Fund 001.

Background: Department Directors and the City Administrator developed the budget amounts based on status quo operations and programs. There is an index that shows the fund and functions for the general fund, with comments that show what is contained in those functions. For the Budget Comparison Report, the first column shows the actual activity for FY20. The second shows the original adopted budget for FY21 that was approved March of 2020. The third column is the actual year-to-date activity through December for FY21 (6 months of the fiscal year). The fourth column is a re-estimate of the FY21 budget. The fifth column is a proposed FY22 budget. The sixth column shows the dollar increase between columns five and four. The seventh column shows the percent increase between columns five and four.

The FY22 general fund budgets were built on the following assumptions:

1. Wage increases are based on the negotiated union contracts. Non-union, non-temporary positions were budgeted for step increases and cost-of-living adjustments at 2.50%.
2. Health insurance was budgeted to increase by 7.5%, of which the employer would pay 85% of the increase. This is estimate based on an uptick in claims. Actual premiums will be determined near the open enrollment period in November.
3. Budgeted all vacant positions for 12 months, except for known staff on military deployment.
4. There was no change in the IPERS contribution rate (9.44% for City Share).

5. There was an increase in the Municipal Fire and Police Retirement (25.31% to 26.18%).
6. Road Use Tax is transferred to the General Fund to cover gross wages of the Public Works Department and a small portion of the Human Resources Director, Finance Director, and City Administrator.
7. The levy and related expense for the Fisher Community Center continues to be budgeted at $100,000/
8. The levy for the Marshalltown Community Band is lowered to $3,000 from $11,000 since they did not have concerts in the summer of 2020 due to the pandemic. (See other discussion topic on Council agenda).
9. The city continues to reimburse mileage at the State rate of $ .39/mile and the State meal per diem rates.
10. Backfill from the state is budgeted at 75% to be conservative since the Iowa Legislature has not appropriated the funds yet. The General Fund's share is $206,003 out of the entire projected backfill of $356,873.
11. The general fund property tax levy is shown in Function 6021 Finance, page 30, which benefits all general fund functions. We continued to estimate the full amount of the $8.10 regular levy and the $ .27 emergency levy.
12. Interest income has been lowered as our banking services agreement went from 2% to 1%.
13. General liability and property insurance are estimated with a 10% increase for FY21 and an additional 5% increase for FY22. With the Derecho, the ICAP pool has taken on more costs. Our premium will not be known until March.
14. The contract with the Iowa Veterans Home for police services has been locked in at the same rate as FY21 for another 3 years. For the fire department, there is a small decrease since IVH's census is lower.
15. Hotel/Motel tax revenues have lowered to a budget of $400,000 (shown in function 6021) and payments to CVB at 67% is shown in function 5900. If the rate was lowered to 60% or 50%, that would save the City $40,000 to $68,000 respectively. Due to the pandemic and the possibility of businesses having more virtual meetings, the amount that the City actually receives could be different.
16. With the opening of the Coliseum, our revenue fees for FY22 have been restored to pre-Covid levels for activities. Part-time temporary staff were added to be in the Coliseum when the facility is rented on nights and weekends (estimated $8,000 gross pay plus benefits).
17. The Economic Development budget is based on the funding level for the façade and code compliance expenditures, which are paid out of the General Fund and then money is transferred from the TIF fund 125 which Council approved.
18. Estimates have been made for retirement payouts. For the FY21 budget, the known retirements have been re-allocated to the appropriate function. For FY22, the budgeted expense is located in function 6900.
19. HR's budget in function 6025 includes $5,000 for LEAN to help streamline processes.
20. The FY21 budget has revenues from the pandemic CARES ACT, that is unknown if they will continue for FY22.
21. The FY22 budget has no expenses for MCTV. For FY21, the Council approved using LOST to fund the $40,000. However, with our FY2021 projected ending balance in the General Fund, the transfer should not be needed.

Overall for FY22, there is a deficit of $137,193. See options on the next page.

FY2022 General Fund Budget

Deficit Balance- Proposed Budget	$	(137,193)
Less Second Half YSS- MPACT Contract	$	75,000
Total GF Deficit	**$**	**(62,193)**

NOTE: The Proposed Budget does not include funding for McTV (currently funded by LOST)

Option 1 Reduce Agreement with Chamber for Tourism and Marketing
Option 2 Reduce Non-Bargaining Wage Increase from 2.5% to lesser figure
Option 3 Transfer Council-designated LOST for deficit
Option 4 Use fund balance- FY21 projected to end with surplus @$400,000
Option 5 Reduce Line Items- The line items below were proposed by each department when asked for reductions

1010- Police	$ 3,850	$ 100	Training $400>300
		$ 3,750	Conference Expenses $15,000>11,250
1070- Building Inspections	$ 1,000	$ 100	Printing 400 > 300
		$ 400	Conference 400 > 0
		$ 250	Vehicle supply 500> 250
		$ 200	Vehicle gas 1,000>800
		$ 50	Operating supplies 250>200
1071- Rental Inspections	$ 950	$ 500	Legal 1,500>1,000
		$ 100	Mileage 150>50
		$ 250	Vehicle maint 500>250
		$ 100	Operating Supplies 500>400
1075- Code Enforcement	$ 950	$ 400	Consulting & Prof Fees $400>0
		$ 300	Conference Exp $300>0
		$ 250	Vehicle operations $500>250
2095- Mosquito Control	$ 4,000	$ 4,000	Mosquito spray $4,000>0
4010- Library	$ 6,000	$ 5,000	Books $115,000>110,0000
		$ 1,000	Motel $3500>2500
4030- Parks	$ 3,000	$ 2,000	Electricity $18,000>16,000
		$ 1,000	Minor Equipment $7,000>$6000
4040- Recreation	$ 700	$ 700	Contract maintenance $6100>$5400
4041- Summer Blast	$ 4,000	$ 4,000	Admissions $15,000>11,000
5040- Planning & Zoning	$ 1,200	$ 950	Conference Exp $1,200>250
		$ 250	Operating Supplies $500>250
6010- Mayor	$ 1,000	$ 500	Dues, Memberships, Subscriptions $1000>500
		$ 500	Conference $1,000>500
6011- Council	$ 250	$ 250	Consulting & Prof $1,000>750
6012- City Administrator	$ 1,500	$ 500	Conference $1,000>500
		$ 500	Motel $750>$250
		$ 500	Mileage Reimb $500>0
6020- City Clerk	$ 1,000	$ 1,000	Postage $8,000>7,000
6021- Finance	$ 1,650	$ 500	Conference $1000>500
		$ 500	Airfare $500>0
		$ 150	Per Diem $150>0
		$ 500	Motel $500>0
6025- Human Resources	$ 3,000	$ 3,000	Lean events $8,000>5,0000
6900- Other Gen Gov	$ 600	$ 600	Contract Outside Help $600>$0

TOTAL LINE ITEM REDUCTIONS $ 34,650

Without reducing the budget with the options above and just using the fund balance to cover the deficit, the chart below shows the estimated ending fund balances by fiscal year.

Fund	Fund Name	ENDING CASH 06/30/20	REVISED FY 21 NET BUDGET	ESTIMATED 06/30/21 ENDING BALANCE	FY 22 NET BUDGET	FY 22 ESTIMATED ENDING
001	GENERAL FUND	2,123,673.41	428,242.00	2,551,915.41	(137,193.00)	2,414,722.41

Attachment: Budget Comparison Report for General Fund 001 FY20-FY22

cc: Jessica Kinser, City Administrator

MARSHALLTOWN
IOWA

Joel Greer, Mayor
Jessica Kinser, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

January 28, 2021

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: Discussion of FY20 Re-estimated Budget and FY22 Budget for the Transit Fund

Background: Enterprise funds are activities that run like a business since fees are charged to offset the costs, and Transit is an enterprise fund. In the attached budget comparison report, the first column shows the actual activity for FY20. The second column shows the adopted budget for FY21. The third column shows the year-to-date actual activity. The fourth column is a re-estimate of the FY21 budget. The fifth column is a proposed FY22 budget.

Transit is funded through many sources including federal and state assistance, tax levy dollars, user fees, and more. The federal and state funding is based on a formula which includes a ridership. Ridership has significantly dropped in the last and current fiscal year due to the pandemic. The CARES Act resulted in the federal government providing funding on a reimbursement basis now to supplement future declines in ridership. Based on the projected reimbursements from the CARES Act and the continuation of services and user revenues, we anticipate the fund balance will increase by the end of this fiscal year, but will be utilized in the next fiscal year. The formula for the State Operating Grant is 50% local revenue, 25% ridership and 25% miles. This money is allocated out by the State based on all the transit programs in Iowa from 2 years prior. The ongoing federal revenue is based on a ridership and mileage formula. The estimated ending fund balance of $365,077 is more than 42% of the annual operating costs but will be used to offset the decline of federal and state funding in future years and help with any unbudgeted repairs.

Fund	Fund Name	ENDING CASH 06/30/20	REVISED FY 21 NET BUDGET	ESTIMATED 06/30/21 ENDING	FY 22 NET BUDGET	FY 22 ESTIMATED ENDING
690	TRANSIT OPERATING	168,574.85	222,964.29	391,539.14	(26,461.80)	365,077.34

Attachment: Budget Comparison Report for the Transit Fund

cc: Jessica Kinser, City Administrator

Budget Comparison Report
Account Summary

City of Marshalltown, IA

Account Number		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Comparison 1 to Parent Budget Increase / (Decrease)	%
Fund: 690 - TRANSIT OPERATING								
Revenue								
690.6021.4610.000	INTEREST ON INVESTMENTS	1,011.89	500.00	1,687.87	2,500.00	1,000.00	-1,500.00	-60.00%
690.8050.4310.000	BUS-FED SEC 18 OPER ASST	247,290.33	210,000.00	304,803.00	535,916.00	407,112.00	-128,804.00	-24.03%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	FTA and CARES	FTA $211,895 and balance CARES Act FTA is based on ridership and mileage

690.8050.4330.000	STATE OPER GRANT	195,991.87	180,000.00	93,607.75	180,000.00	180,000.00	0.00	0.00%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	State Transit	The state formula is based on 50% LDI, 25% ridership revenue and 25% miles driven.

690.8050.4460.000	BUS FARE BOX	29,091.61	35,000.00	8,187.66	18,000.00	25,000.00	7,000.00	38.89%
690.8050.4462.000	BUS SHELTERED WORK SHOPS	21,121.00	75,000.00	5,933.00	15,000.00	50,500.00	35,500.00	236.67%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	Managed Care Revenues	Access2Care = $29,500 Logisticare = $21,000 CIRSI = $17,500 to $0

690.8050.4464.000	BUS REVENUE PASSES	10,080.00	11,000.00	2,730.00	6,000.00	11,000.00	5,000.00	83.33%
690.8050.4465.000	BUS REV PASSES-STUDNT	8,150.00	9,000.00	2,380.00	5,500.00	9,000.00	3,500.00	63.64%
690.8050.4466.000	BUS TICKETS	4,926.00	4,000.00	522.00	1,000.00	4,000.00	3,000.00	300.00%
690.8050.4467.000	ADVERTISING ON BUSES	3,642.00	7,000.00	413.40	1,000.00	4,000.00	3,000.00	300.00%
690.8050.4616.000	Int Chrgd - Accts Rec	245.46	0.00	29.89	0.00	50.00	50.00	0.00%
690.8050.4875.000	RFNDS/REIMB: TRANSIT	2,935.24	0.00	543.76	600.00	600.00	0.00	0.00%
690.8050.4876.000	MISC REV: TRANSIT	1,200.00	0.00	1,000.00	2,400.00	2,400.00	0.00	0.00%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	Transit Revenue	Region 6 indoor parking and washbay usage

690.8050.4960.000	SALE OF F.A.-TRANSIT	450.00	0.00	0.00	0.00	0.00	0.00	0.00%

Budget Comparison Report

Account Number		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Comparison 1 to Parent Budget Increase / (Decrease)	%
690.9000.6500.001	TR FRM GENERAL	320,530.22	275,605.00	153,525.98	275,605.00	150,000.00	-125,605.00	-45.57%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	Property tax levy	The levy in included in the overall local revenues in the formula to allocate the Transit Funds. The state formula is based on 50% LDI, 25% ridership revenue and 25% miles driven.

		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	2020-2021 FY2021 Amend...	2021-2022 FY2022 Dept Request	Increase / (Decrease)	%
	Total Revenue:	**846,665.62**	**807,105.00**	**575,364.31**	**1,043,521.00**	**844,662.00**	**-198,859.00**	**-19.06%**
Expense								
690.8050.5010.010	REGULAR-NON UNION	355,782.33	354,594.05	193,596.50	354,594.05	408,701.45	54,107.40	15.26%
690.8050.5020.010	OVERTIME-NON UNION	21,511.30	20,000.00	8,599.99	20,000.00	20,000.00	0.00	0.00%
690.8050.5050.060	PART-TIME REGULAR	0.00	32,619.60	0.00	16,310.00	32,619.60	16,309.60	100.00%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	2 pt positions	2 part-time positions

		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	2020-2021 FY2021 Amend...	2021-2022 FY2022 Dept Request	Increase / (Decrease)	%
690.8050.5101.010	SOCIAL SECURITY-NON UNION	22,047.49	23,224.83	11,740.52	23,224.83	26,579.49	3,354.66	14.44%
690.8050.5101.060	SOCIAL SECURITY-PT REGULAR	0.00	2,022.42	0.00	505.00	2,022.42	1,517.42	300.48%
690.8050.5102.010	MEDICARE-NON UNION	5,156.25	5,431.61	2,745.79	5,431.61	6,216.17	784.56	14.44%
690.8050.5102.060	MEDICARE-PT REGULAR	0.00	472.98	0.00	118.00	472.98	354.98	300.83%
690.8050.5111.010	IPERS-NON UNION	35,555.93	35,361.68	19,087.26	35,361.68	40,469.42	5,107.74	14.44%
690.8050.5111.060	IPERS-PT REGULAR	0.00	3,079.29	0.00	1,540.00	3,079.29	1,539.29	99.95%
690.8050.5121.010	GRP INSUR-NON UNION	65,042.19	76,656.78	34,144.30	76,656.78	77,221.62	564.84	0.74%
690.8050.5123.010	WORKCOMP-NON UNION	5,088.82	10,483.76	2,554.78	10,483.76	11,129.44	645.68	6.16%
690.8050.5123.060	WORKCOMP-PT REGULAR	0.00	912.92	0.00	457.00	912.92	455.92	99.76%
690.8050.5132.000	CLOTHING EXPENSE	1,810.02	0.00	652.37	1,000.00	1,250.00	250.00	25.00%
690.8050.5151.000	PHYSICALS/IMMUNIZATIONS	170.00	500.00	0.00	500.00	500.00	0.00	0.00%
690.8050.5210.000	ADVERTISING & LEGAL PUB	2,743.60	4,000.00	1,417.00	4,000.00	4,000.00	0.00	0.00%
690.8050.5216.000	BACKGROUND CHECKS	30.00	200.00	0.00	200.00	200.00	0.00	0.00%
690.8050.5232.000	AUDITING FEES	753.00	795.00	776.00	795.00	758.00	-37.00	-4.65%
690.8050.5251.000	LICENSE & PERMITS	0.00	0.00	75.00	75.00	0.00	-75.00	-100.00%
690.8050.5280.000	DUES, MEMBER, SUBSCRIPTN	2,787.00	2,200.00	2,054.00	3,000.00	3,000.00	0.00	0.00%
690.8050.5290.000	INSURANCE - GENERAL	15,318.74	26,560.00	0.00	16,851.00	17,694.00	843.00	5.00%
690.8050.5300.000	INSURANCE - TORT LIAB	2,076.03	1,922.00	0.00	2,283.00	2,397.00	114.00	4.99%
690.8050.5331.000	PAYMENTS-OTHER ENTITIES	7,780.00	10,000.00	4,216.90	16,000.00	16,000.00	0.00	0.00%
690.8050.5339.000	MEDICAL CLAIMS PAID BY CITY	401.84	500.00	447.60	500.00	500.00	0.00	0.00%
690.8050.5342.000	CONTRACT-OUTSIDE HELP	4,549.32	4,000.00	5,833.47	8,000.00	8,000.00	0.00	0.00%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	Transit Outside Help	Uniform Service and Bus GPS

Budget Comparison Report

Account Number		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Comparison 1 to Parent Budget Increase / (Decrease)	%
690.8050.5344.000	CONTRACT-MAINTENANCE	131.49	1,000.00	462.82	500.00	500.00	0.00	0.00%
690.8050.5359.000	TOWING SERVICES	0.00	500.00	0.00	500.00	500.00	0.00	0.00%
690.8050.5360.000	POSTAGE & SHIPPING	54.26	150.00	64.40	150.00	150.00	0.00	0.00%
690.8050.5370.000	PRINTING & BINDING	1,418.44	2,500.00	718.00	2,500.00	2,500.00	0.00	0.00%
690.8050.5410.000	REPAIRS & MAINTENANCE	6,854.36	10,000.00	3,248.18	10,000.00	10,000.00	0.00	0.00%
690.8050.5450.000	TELEPHONE/OTHR COMMNCTN	789.42	1,000.00	385.46	1,000.00	1,000.00	0.00	0.00%
690.8050.5460.000	CONFERENCE EXPENSE	1,061.40	1,500.00	0.00	1,500.00	1,500.00	0.00	0.00%
690.8050.5481.000	ELECTRICITY	7,241.72	6,500.00	3,480.16	8,000.00	8,000.00	0.00	0.00%
690.8050.5482.000	NATURAL GAS	4,960.84	6,500.00	1,118.13	6,500.00	6,500.00	0.00	0.00%
690.8050.5565.000	VEHICLE OPER/MAINT SPPLY	62,797.79	80,000.00	17,075.77	80,000.00	80,000.00	0.00	0.00%
690.8050.5570.000	VEHICLE GAS	3,951.62	6,000.00	2,123.18	5,000.00	6,000.00	1,000.00	20.00%
690.8050.5571.000	VEHICLE DIESEL FUEL	47,853.19	60,000.00	14,955.61	44,000.00	60,000.00	16,000.00	36.36%
690.8050.5600.000	OPERATING SUPPLIES	6,816.62	3,000.00	736.78	3,000.00	3,000.00	0.00	0.00%
690.8050.5605.000	OFFICE SUPPLIES	1,068.74	2,000.00	352.27	2,000.00	2,000.00	0.00	0.00%
690.8050.5611.000	BLDG,GRD OPER/MAINT SPLY	0.00	0.00	2,600.09	2,600.00	0.00	-2,600.00	-100.00%
690.8050.5612.000	COMPUTER COMPONENTS	190.00	0.00	0.00	0.00	0.00	0.00	0.00%
690.8050.5703.000	MINOR COMPUTER	0.00	1,000.00	302.13	1,000.00	1,000.00	0.00	0.00%
690.8050.5704.000	MINOR SOFTWARE <$5,000	395.07	750.00	0.00	750.00	750.00	0.00	0.00%
690.8050.5718.000	MINOR EQUIP, UNCLASSFIED	5,750.88	4,000.00	1,289.04	4,000.00	4,000.00	0.00	0.00%
690.8050.5742.000	RADIO/SIRENS=>$5,000	14,479.50	0.00	0.00	0.00	0.00	0.00	0.00%
690.8050.5750.000	OTHER CAP EQUIP > $5,000	0.00	0.00	49,029.04	49,030.00	0.00	-49,030.00	-100.00%
690.8050.5776.000	BUILDINGS & IMPROVEMENTS	1,372.22	0.00	637.75	640.00	0.00	-640.00	-100.00%
	Total Expense:	**715,791.42**	**801,936.92**	**386,520.29**	**820,556.71**	**871,123.80**	**50,567.09**	**6.16%**
	Total Fund: 690 - TRANSIT OPERATING:	**130,874.20**	**5,168.08**	**188,844.02**	**222,964.29**	**-26,461.80**	**-249,426.09**	**-111.87%**
	Report Total:	**130,874.20**	**5,168.08**	**188,844.02**	**222,964.29**	**-26,461.80**	**-249,426.09**	**-111.87%**

MARSHALLTOWN
IOWA

Joel Greer, Mayor
Jessica Kinser, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

January 28, 2021

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: FY22 Debt Schedule and FY21 & FY22 Budget for Debt Fund 200

Background: The debt schedule is a form that is part of the official budget package submitted to the County. The long-term debt schedule includes information on our outstanding bonds and loans, such as:

1. Column B is the amount of original issue.
2. Column C indicates whether it is a general obligation debt.
3. Columns G is the total of the principal and interest payments that will be paid in FY2022.
4. Column H is the annual fees of the bond administrator ($500/yr for bonds prior to 2018 and $600/yr for 2018 to present).
5. Column J reduces the total by other funding sources available to repay the debt, such as the storm/sewer enterprise fund or TIF
6. Column K shows the amount that is applied towards the debt service levy on the property tax levy/
7. On row 28, we have applied the Local Option Sales Tax (LOST) property tax relief of $2, 879,760 (78% of $3,692,000f) based on LOST revenue projections.

In FY21, we refunded 3 existing bonds totaling $3 million in order to reduce the interest rate. New project debt was issued for $6.7 million to be used for 2 firetrucks, Railroad Safety, Bike trails, softball parking lot, tennis courts, streets and sidewalks and 4th & Meadow Lane Storm Sewer. The storm sewer project of $3.3 million is not part of the debt levy since it will be paid with enterprise funds.

Another bond for $2 million was issued for the airport hangar/terminal project.

For the refunded bonds, the same principal amounts were paid as the amortization of the original schedule, but the interest rates were lower. The new projects deferred some principal payments until later years so that the overall levy would stay more consistent without huge swings from year to year.

The Budget Comparison Report for Fund 200 reflects the actual activity for FY20, the original adopted budget for FY21, Year-to-date activity for FY21 through December (6 months), the re-estimated amount for FY22 (interest is lowered due to refunding of 3 bonds), the FY22 Proposed Budget Request and the increase.

The cash balances in this fund are projected as follows:

Fund	Fund Name	ENDING CASH 06/30/20	REVISED FY 21 NET BUDGET	ESTIMATED 06/30/21 ENDING BALANCE	FY 22 NET BUDGET	FY 22 ESTIMATED ENDING
200	**GO BONDS DEBT FUND**	**132,054.94**	**47,003.00**	**179,057.94**	**45,392.00**	**224,449.94**

The cash balance can be used to pay principal and interest for new bonds yet to be issued or levied for, pay down debt early if bonds are callable, or reduce the requested amount for the new levy.

In past years, Council has used additional LOST funds to reduce the debt levy so the overall property tax levy would not increase or by very little (ie. 10 cents). The current levy for this fiscal year is $15.38434. The FY22 levy is at $15.3777 unless Council wishes to make other changes.

Attachment: Long Term Debt Schedule
Budget Comparison Report Debt Fund 200
Property Tax Levy DRAFT

cc: Jessica Kinser, City Administrator

Form 703 Department of Management

LONG TERM DEBT SCHEDULE
GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS
PAGE 1

Fiscal Year 2021

City Name: Marshalltown

	Debt Name (A)	Amount of Issue (B)	Type of Debt Obligation (C)	Debt Resolution Number (D)	Principal Due FY 2022 (E)	Interest Due FY 2022 (F)	Total Obligation Due FY 2022 =(G)	Bond Reg./ Paying Agent Fees Due FY 2022 +(H)	Reductions due to Refinancing or Prepayment of Certified Debt -(I)	Paid from Funds OTHER THAN Current Year Debt Service Taxes -(J)	Amount Paid Current Year Debt Service Levy =(K)
				GO - TOTAL	4,384,243	912,403	5,296,646	5,900	0	1,427,775	3,874,771
				NON-GO TOTAL	1,317,388	289,822	1,607,210	1,600	0	1,608,810	0
				GRAND TOTAL	5,701,631	1,202,225	6,903,856	7,500	0	5,916,345	995,011
(1)	31128: 2011B General Obligation Bonds	2,380,000	GO	2011-186	0	0	0	0			0
(2)	31129: 2012A General Obligation Bonds	5,000,000	GO	2012-055	425,000	35,563	460,563	500		216,438	244,625
(3)	31130: 2012B Crossover advance funding (2008B)	3,080,000	GO	2012-056	320,000	12,025	332,025	500			332,525
(4)	31131: 2013A Essential Corporate Purpose Bond	5,600,000	GO	2013-034	1,000,000	17,500	1,017,500	500			1,018,000
(5)	31132: 2014 General Obligation Bonds	2,225,000	GO	2014-158	0	0	0				0
(6)	31134: 2015 General Obligation Corporate Purpose Bonds	2,000,000	GO	2015-193	350,000	22,888	372,888	500		89,653	283,735
(7)	Fire Truck zero interest loan (final year)	142,430	GO	2016-189	14,243		14,243	0			14,243
(8)	31135: 2016A General Obligation Bonds	5,000,000	GO	2016-147	340,000	67,000	407,000	500		203,496	204,004
(9)	31136: 2016B General Obligation Bonds (Pol/Fire Bldg)	4,780,000	GO	2016-228	260,000	60,700	320,700	500			321,200
(10)	31137 2017A General Obligation Bonds (Pol&Fire Bldg)	12,720,000	GO	2017-246	100,000	345,150	445,150	500			445,650
(11)	31138 2018A General Obligation Bonds	2,400,000	GO	2018-201		72,000	72,000	600			72,600
(12)	31139: 2019 General Obligation and Refunded 2011	8,830,000	GO	2019-312	815,000	154,500	969,500	600		492,718	477,382
(13)	31140: 2020A General Obligation and Refunded	9,590,000	GO	2020-257	760,000	87,850	847,850	600		425,470	422,980
(14)	31141: 2020B General Obligation (Airport)	2,030,000	GO	2020-258	0	37,227	37,227	600			37,827
(15)			NO SELECTION				0				0
(16)	52012: 2013 Sewer Revenue Improvement	3,700,000	NON - GO		258,000	38,916	296,916	500		297,416	0
(17)	59007: 2015 Sewer Revenue Improvement	6,000,000	NON - GO		385,000	103,888	488,888	500		489,388	0
(18)	59008: 2020 Sewer Revenue Refunded 2012,2014	5,065,000	NON - GO		510,000	79,870	589,870	600		590,470	0
(19)			NO SELECTION				0				0
(20)	52012012: Performance Edge Loan Payable (Final year)	700,000	NON - GO		17,388	28	17,416	0		17,416	0
(21)			NO SELECTION				0				0
(22)	WPC18001:State Revolving Fund 2019 Sewer Revenue	3,500,000	NON - GO		147,000	67,120	214,120	0		214,120	0
(23)	NEED TO UPDATE WITH NEW SCHEDULE		NO SELECTION				0				0
(24)			NO SELECTION				0				0
(25)			NO SELECTION				0				0
(26)			NO SELECTION				0				0
(27)			NO SELECTION				0				0
(28)	78% Local Option sales tax for property tax relief $3,692,000		NO SELECTION				0			2,879,760	-2,879,760
(29)	Local Option Sales Tax fund balance		NO SELECTION				0				0
(30)	Council designated		NO SELECTION				0				0
				TOTALS	5,701,631	1,202,225	6,903,856	7,500	0	5,916,345	995,011

Budget Comparison Report
Account Summary

City of Marshalltown, IA

Account Number		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Comparison 1 to Parent Budget Increase / (Decrease)	%	
Fund: 200 - GO BONDS DEBT FUND									
Revenue									
200.6021.4010.000	PROPERTY TAXES-CURRENT	712,699.97	872,470.00	430,093.31	872,470.00	889,399.00	16,929.00	1.94%	
200.6021.4011.000	DELIQUENT PROPERTY TAXES	206.24	0.00	12,084.76	12,532.00	0.00	-12,532.00	-100.00%	
200.6021.4110.000	UTILITY EXCISE TAX	107,060.76	116,208.00	57,452.10	116,208.00	105,612.00	-10,596.00	-9.12%	
200.6021.4150.000	CURRENT MOBILE HOME TAXES	731.90	700.00	530.80	700.00	700.00	0.00	0.00%	
200.6021.4151.000	DELIQ MOBILE HOME TAXES	73.74	0.00	93.52	0.00	0.00	0.00	0.00%	
200.6021.4332.000	AGED INCOME CREDIT	793.09	0.00	1,055.35	0.00	0.00	0.00	0.00%	
200.6021.4333.000	DISABLED HOMESTEAD CREDIT	1,877.36	0.00	1,265.73	0.00	0.00	0.00	0.00%	
200.6021.4335.000	HOMESTEAD CREDIT	28,236.14	0.00	14,963.14	0.00	0.00	0.00	0.00%	
200.6021.4336.000	MILITARY CREDIT	366.47	0.00	358.83	0.00	0.00	0.00	0.00%	
200.6021.4337.000	MOBILE HOME CREDIT	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	
200.6021.4338.000	BUSINESS PROP TAX CREDIT	28,219.68	0.00	14,815.97	0.00	0.00	0.00	0.00%	
200.6021.4339.000	SF295 BACKFILL	27,366.92	26,374.00	14,183.44	28,367.00	24,913.00	-3,454.00	-12.18%	
200.6021.4610.000	INTEREST ON INVESTMENTS	26,797.16	5,500.00	6,711.34	10,000.00	5,500.00	-4,500.00	-45.00%	
200.6021.4990.000	DEBT ISSUANCE	0.00	0.00	3,000,000.00	3,000,000.00	0.00	-3,000,000.00	-100.00%	FY21 Refunded 3 bonds
200.9000.6500.121	TRANSFER IN - LOST - PROP TAX	2,918,000.00	2,825,797.00	1,682,022.85	2,825,797.00	2,879,760.00	53,963.00	1.91%	

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	From LOST for property tax relief	Budgeted $3,692,000 * 78%

Account Number		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Comparison 1 to Parent Budget Increase / (Decrease)	%
200.9000.6500.125	TR FRM TIF SPEC REV	365,870.00	372,599.00	0.00	372,599.00	386,001.00	13,402.00	3.60%

Budget Notes

Budget Code	Subject	Description
FY2022 Dept Request	TIF debt	#2 2015: $89,653 #3: 2020 $630 #3: 2012 remaining $34,630 # 4 2012 remaining after refunding $181,808 #4 2020 (was 2012A refunded): $3,310 #4 2020 (was 2011B): $75,970 Total $386001

	2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Increase / (Decrease)	%
Total Revenue:	**4,218,299.43**	**4,219,648.00**	**5,235,631.14**	**7,238,673.00**	**4,291,885.00**	**-2,946,788.00**	**-40.71%**

Budget Comparison Report

Account Number		2019-2020 Total Activity	2020-2021 Total Budget	2020-2021 YTD Activity Through Dec	Parent Budget 2020-2021 FY2021 Amend...	Comparison 1 Budget 2021-2022 FY2022 Dept Request	Comparison 1 to Parent Budget Increase / (Decrease)	%	
Expense									
200.6021.5230.000	CONSULTING & PROF FEE	0.00	0.00	16,960.50	16,960.00	0.00	-16,960.00	-100.00%	
200.7010.5810.000	PRINCIPAL REDEMPTION	3,358,486.00	3,353,486.00	3,014,243.00	6,353,486.00	3,459,243.00	-2,894,243.00	-45.55%	FY21 $3M refunded
Budget Notes									
Budget Code	**Subject**		**Description**						
FY2022 Dept Request	Principle		Total Non-enterprise bonds/loans l						
200.7010.5820.000	INTEREST PAYMENTS	869,240.00	828,438.00	422,768.97	815,724.00	781,350.00	-34,374.00	-4.21%	
200.7010.5830.000	OTHER DEBT SERV EXP	4,804.00	5,150.00	2,835.34	5,500.00	5,900.00	400.00	7.27%	
Budget Notes									
Budget Code	**Subject**		**Description**						
FY2022 Dept Request	Bond Fees		New bonds are $600/year rather than $500, starting with 2018 Series.						
	Total Expense:	**4,232,530.00**	**4,187,074.00**	**3,456,807.81**	**7,191,670.00**	**4,246,493.00**	**-2,945,177.00**	**-40.95%**	
	Total Fund: 200 - GO BONDS DEBT FUND:	**-14,230.57**	**32,574.00**	**1,778,823.33**	**47,003.00**	**45,392.00**	**-1,611.00**	**-3.43%**	
	Report Total:	**-14,230.57**	**32,574.00**	**1,778,823.33**	**47,003.00**	**45,392.00**	**-1,611.00**	**-3.43%**	

64-611

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2021 - ENDING JUNE 30, 2022

Resolution No.: ____________

The City of: Marshalltown **County Name:** MARSHALL **Date Budget Adopted:** ____________ (Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

____________ Telephone Number ____________ Signature

County Auditor Date Stamp

January 1, 2020 Property Valuations

		With Gas & Electric		Without Gas & Electric
Regular	2a	908,963,073	2b	809,853,057
DEBT SERVICE	3a	933,756,558	3b	834,646,542
Ag Land	4a	5,641,583		

Last Official Census: 27,552

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose		(A) Request with Utility Replacement		(B) Property Taxes Levied		(C) Rate
384.1	8.10000	Regular General levy	5	7,362,601		6,559,810	43	8.10000
(384)		Non-Voted Other Permissible Levies						
12(8)	0.67500	Contract for use of Bridge	6			0	44	0
12(10)	0.95000	Opr & Maint publicly owned Transit	7	150,000		133,642	45	0.16502
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8	100,000		89,100	46	0.11002
12(12)	0.13500	Opr & Maint of City owned Civic Center	9			0	47	0
12(13)	0.06750	Planning a Sanitary Disposal Project	10			0	48	0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11			0	49	0
12(15)	0.06750	Levee Impr. fund in special charter city	13			0	51	0
12(17)	Amt Nec	Liability, property & self insurance costs	14	215,349		191,870	52	0.23692
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462	32,665		29,106	465	0.03594
(384)		Voted Other Permissible Levies						
12(1)	0.13500	Instrumental/Vocal Music Groups	15	11,000		9,799	53	0.01210
12(2)	0.81000	Memorial Building	16			0	54	0
12(3)	0.13500	Symphony Orchestra	17			0	55	0
12(4)	0.27000	Cultural & Scientific Facilities	18			0	56	0
12(5)	As Voted	County Bridge	19			0	57	0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20			0	58	0
12(9)	0.03375	Aid to a Transit Company	21			0	59	0
12(16)	0.20500	Maintain Institution received by gift/devise	22			0	60	0
12(18)	1.00000	City Emergency Medical District	463			0	466	0
12(20)	0.27000	Support Public Library	23	245,420		218,660	61	0.27000
28E.22	1.50000	Unified Law Enforcement	24			0	62	0
		Total General Fund Regular Levies (5 thru 24)	25	8,117,035		7,231,987		
384.1	3.00375	Ag Land	26	16,946		16,946	63	3.00375
		Total General Fund Tax Levies (25 + 26)	27	8,133,981		7,248,933		**Do Not Add**
		Special Revenue Levies						
384.8	0.27000	Emergency (if general fund at levy limit)	28	245,420		218,660	64	0.27000
384.6	Amt Nec	Police & Fire Retirement	29	1,263,035		1,125,315		1.38953
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30	771,473		687,355		0.84874
Rules	Amt Nec	Other Employee Benefits	31	1,998,658		1,780,729		2.19883
		Total Employee Benefit Levies (29,30,31)	32	4,033,166		3,593,399	65	4.43710
		Sub Total Special Revenue Levies (28+32)	33	4,278,586		3,812,059		

Code Sec.	Dollar Limit		Valuation With Gas & Elec		Valuation Without Gas & Elec		(A)		(B)		(C)
386	As Req										
		SSMID 1	(A)	(B)		34			0	66	0
		SSMID 2	(A)	(B)		35			0	67	0
		SSMID 3	(A)	(B)		36			0	68	0
		SSMID 4	(A)	(B)		37			0	69	0
		SSMID 5	(A)	(B)		555			0	565	0
		SSMID 6	(A)	(B)		556			0	566	0
		SSMID 7	(A)	(B)		1177			0	###	0
		SSMID 8	(A)	(B)		1185			0	###	0

Code Sec.	Dollar Limit	Purpose		(A)		(B)		(C) Rate
		Total Special Revenue Levies	39	4,278,586		3,812,059		
384.4	Amt Nec	**Debt Service Levy 76.10(6)**	40	995,011	40	889,399	70	1.06560
384.7	0.67500	**Capital Projects (Capital Improv. Reserve)**	41	613,550	41	546,651	71	0.67500
		Total Property Taxes (27+39+40+41)	42	14,021,128	42	12,497,042	72	15.37770

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that **DO NOT** meet **ALL** the criteria below are not statutorily compliant & must be returned to the city for correction.

_______ 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, filed proof was evidenced.
_______ 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
_______ 3) Adopted property taxes do not exceed published or posted amounts.
_______ 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
_______ 5) Number of the resolution adopting the budget has been included at the top of this form.
_______ 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
_______ 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

____________ (County Auditor)

MARSHALLTOWN
IOWA

Joel Greer, Mayor
Jessica Kinser, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

January 28, 2021

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: Discussion of FY21 Re-estimated Budget and FY22 Budget for the Local Option Sales Tax Fund

Policy Issue: Adoption of FY21 Budget Amendment and FY22 Annual Budget on March 22, 2021.

Recommendation: This is a review of the proposed budgets related to the Local Option Sales Tax Fund 121

Background:

Fund 121 Local Option Sales Tax (LOST) is used to show the revenues and expenditures related to the1% Local Option Sales Tax that the City receives. A new estimate of $3.9 million in LOST is now being projected for FY21 and $3.7 million is projected for FY22. The State estimates LOST that cities receive and pays out 95% throughout the year. After the close of the fiscal year, the City receives the other 5% as a reconciliation payment. In November, the City received $232,855, so the FY21 budgeted revenues were increased. With the pandemic uncertainty continuing, we are using a projection for FY22 without the November reconciliation payment. Of the amounts received for LOST for FY22, 78% is allocated for property tax relief ($2,879,760) and 22% for Council designated purposes ($812,240).

Changes requiring the Council’s input (please refer to document):

Item 4: For FY21, the adopted budget showed a transfer to the General Fund of $61,778 ($40,000 to fund McTV and $20,314 to remove the remaining deficit in Fund 001. Since fund 001 is projecting a surplus in FY21 as discussed at the January 25 meeting, shall I just use that surplus, rather than LOST?

Items 5 & 10: Should I budget $5,000/year for fireworks?

Item 9: We have been funding the Cash Reserve at a 15% level of General Fund 001 expenses. That level has already been met for FY22. Do you want to increase to 16% or another level? That would require a transfer of $99,023 to get to the 16%. For every 1% after that, it would require an additional $163,000. In the Cash Management Policy, there is a goal of 20%. Any funds once placed in the reserve, however, would require a public hearing to be taken back out.

Items 14 & 15: The Council approved using $250,000 for new downtown construction. $50,000 each has been paid to David Thompson & Abarrotos Villachuato. Another $50,000/each is committed to Marshalltown Lofts and Garrett Goodman. The other $50,000 has remained uncommitted. Do you want to continue to offer this?

Item 18: Due to the Derecho we will have a 15% local match to cover for the expenses. Road Use Tax would be transferred to cover the public works staff and expenses as well as street construction costs. Do you want to budget for the other projects to be paid with LOST funds (emergency time, administrative time, tree removals, property demolitions)?

For FY22, in addition to the current revenues allocated for Property Tax Relief that are budgeted to be transferred to the Debt Fund 200, does the Council want to use any more funds of LOST to buy down the levy rate?

Attachment: LOST detail

cc: Jessica Kinser, City Administrator

#	Local Option Sales Tax (L.O.S.T) Balances Discussed Feb 1 2021	LOST- Prop. Tax Relief	LOST- Council Designated	LOST- Capital Projects STREET/STORM WATER	TOTAL FUND 121
1	Fund balance 6/30/2020	796,322	1,658,146	2,059,290	4,513,757
2	Budgeted L.O.S.T. Revenues (78% Relief, 22% Council): Original $3.4M	3,061,683	863,551	-	3,925,234
	Interest on Investments	8,000	16,000	10,000	34,000
	Sub-Total Revenues	3,069,683	879,551	10,000	3,959,234
3	Buy down property tax levy-current revenues (Original $2,652,000)	(2,825,797)			(2,825,797)
3	Buy down property tax levy-fund bal (per 2/3/20 Council meeting). (Original $173,797)	-			-
	Cash Flow reserve 15% ($60,314)		(60,314)		(60,314)
4	Transfer to General Fund 001 to balance (61,778 incl. McTV $40K)				-
	50% share of Housing Initiative Contract with Chamber $24,700 total paid out in FY20 & 21		(7,200)		(7,200)
	Transfer to 001: Bolton & Menk: Downtown Design Guidelines Resolution 2019-313 Total $20,940		(10,679)		(10,679)
	Transfer to Fund 311: Edgewood Extension			(1,000,000)	(1,000,000)
	Airport Hangar design to fund 312 approved $6,200, but only 10% match required)		(254)		(254)
	Zoning Ordinance update with Kendig Keast Colaborative $62,113:$124,225		(62,113)		(62,113)
5	Fireworks		(5,000)		(5,000)
	Shared Wall grant 116 W Main St (Schossow)		(48,000)		(48,000)
	FEMA tornado costs 15% city-share (doesn't include Cat C-street)		(120,000)		(120,000)
	Total Re-estimated Budgeted Expenses	(2,825,797)	(313,561)	(1,000,000)	(4,139,358)
6	Projected Fund balance 6/30/2021	1,040,207	2,224,137	1,069,290	4,333,634
7	Budgeted L.O.S.T. Revenues (78% Relief, 22% Council) $3,692,000	2,879,760	812,240	-	3,692,000
	Interest on Investments	8,000	20,000	5,000	33,000
	Sub-Total Revenues	2,887,760	832,240	5,000	3,725,000
8	Buy down property tax levy-current revenues (Transfer to fund 200 Debt)	(2,879,760)			(2,879,760)
	Buy down property tax levy-fund bal	-			-
9	Cash Flow reserve 16% (historically at 15%). Every 1% is $163K		99,023		99,023
10	Fireworks		(5,000)		(5,000)
11	New Home Buyer Incentive (100 homes @ $2500/each)		(250,000)		(250,000)
12	IEDA 1:1 grant match for downtown revitalization if grant awaded		(500,000)		(500,000)
13	Sidewalk Improvement citizen reimbursemnet (Res.2020-076)		(50,000)		(50,000)
	Zoning Ordinance update with Kendig Keast Colaborative $62,112:$124,225		(62,112)		(62,112)
	Downtown New Construction Incentive Marshalltown Lofts		(50,000)		(50,000)
14	Downtown New Construction Incentive Garrett Goodman		(50,000)		(50,000)
15	Downtown New Construction Incentive Uncommitted		(50,000)		(50,000)
	Fareway construction of new store		(65,000)		(65,000)
16	Transfer to Fund 132 - Bike Trail Engineering & Design FY19 $8401.50: $65,000 (on hold)		(56,599)		(56,599)
	Transfer to Fund 311: Edgewood Extension			(575,950)	(575,950)
	Total Budgeted Expenses	(2,879,760)	(1,039,688)	(575,950)	(4,495,398)
17	Projected Fund balance 6/30/2022	1,048,207	2,016,689	498,340	3,563,236
18	Unknown: Derecho FEMA 15% match				

2021-022

RESOLUTION SETTING PUBLIC HEARING PRIOR TO APPROVING THE MAXIMUM PROPERTY TAX DOLLARS RELATING TO SPECIFIC PROPERTY TAX LEVIES FOR THE BUDGETED FISCAL YEAR ENDING JUNE 30, 2022

WHEREAS, City Council is required to set a public hearing prior to approving the Maximum Property Tax Dollars for Specific Levies as outlined in Senate File 634 budgeted for the fiscal year ending June 30, 2022; and

WHEREAS, the maximum dollars for these levies are $12,139,201, which in dollars is a 0.48 increase over fiscal year 2021 based on the same specific levies; and

WHEREAS, the City Council finds that setting the public hearing is in the best interest of the City of Marshalltown;

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Marshalltown, Iowa, that the public hearing for the Maximum Property Tax Dollars for the specific levies as outlined in SF 634 for the budgeted year ending June 30, 2022, be set for a public hearing on February 15, 2021, at 5:30 p.m.

Passed this 1st day of February, 2021, and signed this _____ day of February, 2021.

CITY OF MARSHALLTOWN, IOWA

____
Joel T.S. Greer, Mayor

ATTEST:

____
Alicia Hunter, Clerk

MARSHALLTOWN
IOWA

Joel Greer, Mayor
Jessica Kinser, Administrator
Diana Steiner, Finance Director
24 North Center Street
Marshalltown, IA 50158-4911
Tel - (641) 754-5760
Fax - (641) 754-5781

FINANCE DEPARTMENT

January 28, 2021

To: Mayor Joel Greer
Members of the City Council

From: Diana Steiner, Finance Director

Re: Set Public Hearing of Maximum Property Tax Levy Dollars for Feb. 15th at 5:30pm

Background: Senate File 634, also known as the "Truth in Taxation bill. Normally, governments focus on the property tax levy rate, which for Marshalltown is currently at $15.38 per $1,000 of taxable valuation. When property tax valuations increase, the local government has a chance of keeping up with inflation. The legislature wanted the taxpayers to see how much more in dollars the City receives, regardless if the levy rate changes. Therefore, local governments are now required to publish and have a public hearing on the amount of requested dollars for certain specified levies. The levies not included are the levies that were voted on (library, band), the debt service levy and the capital projects levy. If the City is going to exceed 2 percent growth in dollars in a budget, the Council must approve a resolution with a 2/3 vote. The adopted resolution must be posted on the city's website and social media accounts. The resolution must also be submitted to the County Auditor.

Attached is the document for discussion for the maximum dollars to be levied for certain levy types. The first column of numbers is the levy amounts for FY21. The second column is the same amount as the first column. The third column shows what the City is requesting in dollars for FY22. The city continues to use the maximum for the regular general levy of $8.10 and the emergency levy of $0.27, which in dollars increases the amount the city receives by $36,346. The City is requesting less funds for Transit and FICA/IPERS. The remaining levies represent an increase over the current fiscal year. When all of these changes are considered, the City is proposing an overall decrease in the tax levy from what it currently is (first column) and what the effective tax rate would be (second column) if the dollar requests stayed the same.

PLEASE NOTE THAT THE AMOUNT FOR TRANSIT INCREASED FROM $50,000 to $150,000 FROM THE JANUARY 25, 2021 COUNCIL MEETING. See prior agenda item regarding Transit's budget.

Staff propose Council sets Public Hearing date of Monday, Feb. 15th at the 5:30pm. After the hearing the Council can lower the amount, but cannot exceed what was published.

Attachment: Maximum property tax for specific levies publication

cc: Jessica Kinser, City Administrator

NOTICE OF PUBLIC HEARING - CITY OF MARSHALLTOWN - PROPOSED PROPERTY TAX LEVY

Fiscal Year July 1, 2021 - June 30, 2022

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 2/15/2021 **Meeting Time:** 05:30 PM **Meeting Location:** City Council Chambers

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After adoption of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
www.marshalltown-ia.gov

City Telephone Number
(641) 754-5760 ext: 2100

	Current Year Certified Property Tax 2020 - 2021	Budget Year Effective Property Tax 2021 - 2022	Budget Year Proposed Maximum Property Tax 2021 - 2022	Annual % CHG
Regular Taxable Valuation	904,620,601	908,963,073	908,963,073	
Tax Levies:				
Regular General	7,327,427	7,327,427	7,362,601	
Contract for Use of Bridge	0	0		
Opr & Maint Publicly Owned Transit	275,605	275,605	150,000	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	100,000	100,000	100,000	
Opr & Maint of City-Owned Civic Center	0	0		
Planning a Sanitary Disposal Project	0	0		
Liability, Property & Self-Insurance Costs	173,223	173,223	215,349	
Support of Local Emer. Mgmt. Commission	31,407	31,407	32,665	
Emergency	244,248	244,248	245,420	
Police & Fire Retirement	1,213,384	1,213,384	1,263,035	
FICA & IPERS	780,939	780,939	771,473	
Other Employee Benefits	1,935,093	1,935,093	1,998,658	
Total Tax Levy	12,081,326	12,081,326	12,139,201	0.47
Tax Rate	13.35513	13.29133	13.35500	

Explanation of significant increases in the budget:
The regular and emergency levies primarily pay for increased costs for wages, maintenance agreements and utilities. Due to the CARES ACT funding expected to be received from the pandemic, the Transit levy was reduced. Liability and property insurance increased due to the Derecho. The Police & Fire Retirement employer share rate increased from 25.1% to 26.18%. A rate increase for health insurance is budgeted in Other Employee Benefits.

If applicable, the above notice also available online at:
www.marshalltown-ia.gov; www.marshalltownlibrary.org; facebook.com/City-of-Marshalltown-Local-Government; facebook.com/marshalltownpubliclibrary; facebook.com/MarshalltownFD; facebook.com/MarshalltownParksandRecreation; facebook.com/MarshalltownPD; twitter.com/MARSHALLTOWNPD; local.nixle.com/zipcode/50158/

*Total city tax rate will also include voted general fund levy, debt service levy, and capital improvement reserve levy.

**Budget year effective property tax rate is the rate that would be assessed for these levies if the dollars requested is not changed in the coming budget year