



January 30, 2017 Budget & Finance Committee - Minutes

The City of Adel's Budget & Finance Committee met in the Adel City Hall council chambers, 301 South 10th Street, Adel, Iowa, on Monday, January 30, 2017 at 1:00 p.m.

The Budget & Finance Committee meeting was called to order at 1:03 p.m. by Chair Shirley McAdon. Members present: Hillmer, McAdon, and Ockerman. Others in attendance: City Council member McAvoy, City Administrator Brown, Public Works Director Overton, Parks & Recreation Director Schenck, Police Chief Shepherd, and Fire Chief Morlan.

Hillmer motioned, seconded by Ockerman, to approve the September 7, 2016 meeting minutes. Motion carried unanimously.

The meeting began with a presentation of the Parks & Recreation Department's proposed FY17-18 budget. Schenck gave a presentation of his various departments and answered questions from the committee.

The committee considered introducing a new non-resident cemetery fee and will consider it when the City's Fee Schedule is updated in July. Schenck noted that the Parks & Recreation Board is planning to raise rates for the Adel Family Aquatic Center.

The current FY17-18 draft budget includes a 2% increase in wages for public works union employees, a 4% increase for police union employees, and a 4% increase for all other employees. Schenck noted that part time wages in the Parks Department will be higher based on extra mowing and other maintenance.

The committee discussed the threat of the Emerald Ash Borer and its impact on the Parks & Recreation budgets. Schenck stated that there will be more park trees than street trees and that they have been monitoring them. The DNR estimated that it would cost \$12,000 per year for removal and \$6,000 per year for replanting. This plan would occur for six years. The committee agreed that the budget should include an "Emerald Ash Borer" line in the special reserve section to begin budgeting for this work.

The committee moved on to other items in the proposed FY17-18 Budget. The Police Department will need new in-car camera systems. With the new radios from Dallas County, the City's insurance will need to be reviewed to make sure that these additional costs are included and covered. The committee asked Morlan about the Fire Department's new washing machine and when it was expected to be installed. Morlan noted that it could be installed this fiscal year or early in the next fiscal year.

The committee discussed the City's local option sales tax (LOST) revenue and expenditures. McAdon noted that she would prefer to see a reduction in LOST expenses, specifically regarding the transfer to the City's general fund. The committee directed Brown to make a few changes to the LOST expenses and revise the proposed budget.

Shepherd answered questions regarding the Police Department's overtime and vehicle fuel budgets. Shepherd will take a second look at these line items to determine if any changes can be made.

Brown will supply a CIP item spreadsheet for the council to review.

With no other business, the meeting was adjourned at approximately 3:27 p.m.

Respectfully submitted,

Anthony Brown
City Administrator