

MEETING MINUTES
The City of Polk City
Work Session
2:00 p.m., Friday, January 15, 2021
City Hall – VIA ZOOM

A Council Work Session was held on January 15, 2021 at 2:00 p.m. via ZOOM in Polk City, Iowa.

<u>Mayor and City Council Members Present:</u>	<u>Staff Members Present:</u>
Jason Morse Mayor Mandy Vogel Pro Tem Jeff Walters City Council Member Dave Dvorak City Council Member Ron Anderson City Council Member Robert Sarchet City Council Member	Chelsea Huisman City Manager Jenny Gibbons City Clerk/Treasurer Mike Schulte Public Works Director Jeremy Siepker Police Chief Jamie Noack Library Director Jim Mitchell Fire Chief Jason Thraen Parks & Recreation Director

Minutes

City Financial Advisor, Matthew Stoffel with PFM, provided an overview of the Water and Sewer Fund based on revenue and expense projections. Stoffel advised the Council on necessary rate increases to sustain the Funds to pay the debts to WRA and Des Moines Water Works and plan for large expenditures the Council has approved in the Capital Improvement Plan.

City Manager, Chelsea Huisman presented the proposed FY 21/22 Budget. She reviewed some of the City’s revenue items such as Property Tax evaluations, Local Option Sales Tax fund, Road Use Tax, Water Fund, and Sewer Fund. She reviewed some of the City’s expenses such as Water, Staffing, Public Works, outstanding Debt, and Capital Projects. Huisman also reviewed some of the expenses for various departments such as Public Safety, Culture and Recreation, Administration, Solid Waste, and Building and Development. She explained why some of the expenses are estimated to increase in FY 21/22, such as the 25% estimated increase in property insurance because of the Derecho damage statewide, and the necessary renovations of the Historical Museum and the Community Room. Huisman finished the presentation by reviewing the Capital Equipment plan.

Next step in the Budget process will be for Council to set a Public Hearing at the next Council Meeting for the Maximum Property Tax Levy Rate.

Adjournment – Meeting adjourned at 4:20 p.m.

Jason Morse, Mayor

Jenny Gibbons, City Clerk