City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MSPW

FROM: Laura A. Schaefer, Finance Director/City Clerk LAS

DATE: September 8, 2021

SUBJECT: Set Public Hearing Date for FY 2021/2022 Budget Amendment #1

The budget is a document required by the State of Iowa to ensure proper use of public monies. A budget is prepared well in advance of the actual operations. Many things/projects can occur between the time a budget is adopted and the end of that operating year. The budget document is also the City's guide for tracking revenues and expenditures. State of Iowa prohibits spending more than what has been budgeted. Knowing the budget is a working document and events occur that were not originally planned in the budget, a budget amendment is often required to follow State of Iowa Code. Below is a listing of the items to be included in this first budget amendment for FY 2021/2022. Most of the items listed were included in the FY 2021 re-estimated amounts when the FY 2022 budget was prepared.

1) **Fire Station** – The Fire Station EFIS was repaired and the building was re-painted.

2) **Park improvements –** A few Parks Department improvement items to be included in the budget amendment are carryover funding for the repair of the wall at the slow pitch fields, removal of ash trees, and replacement of equipment including mower with cab and blower, rear discharge mower, trailer to haul mowers, utility tractor and skid loader.

3) **Golf Course** – These expenses relate to upgrading the pump station and irrigation system and a mower replacement.

4) **Rec Center Improvements** – A number of items for the Rec Center include replacing fitness equipment, spa UV, restroom partitions/plumbing upgrades, basketball hoop replacements and HVAC upgrades.

5) **Aquatic Center** – motor replacement, concession stand area updates and equipment replacements, re-paint the slides, add a pool lift and new floatable items.

6) **CAAT6 –** Some money has been allocated to continue improvements to CAAT6.

7) **Others** - Other non-general fund items include funding for improvements at the Rec Center Theater and Southside shelter house, website upgrade, skid steer loader in the Streets Division, Quiet Zone Study, 2021A debt issuance to refund 2018B debt issuance, the CDBG Housing Rehab project (grant and expenditure) and a generator and CCTV camera for the wastewater plant.

Attached is the notice of public hearing to be published in the newspaper as required by Iowa Code. Also attached is a listing of the items and amounts included in the budget amendment. If you have any questions, please give me a call or stop by City Hall.

RECOMMENDATION: Council motion setting Monday, September 27, 2021 as the date for a public hearing for the F.Y. 2021/2022 Budget Amendment #1.

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET
CARROLL
Fiscal Year July 1, 2021 - June 30, 2022

The City of CARROLL will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2022

Meeting Date/Time: 9/27/2021 05:15 PM	**Contact:** Laura Schaefer	**Phone:** (712) 792-1000

Meeting Location: Council Chambers, City Hall, 627 N Adams Street

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing.

REVENUES & OTHER FINANCING SOURCES		**Total Budget as Certified or Last Amended**	**Current Amendment**	**Total Budget After Current Amendment**
Taxes Levied on Property	1	6,168,871	0	6,168,871
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	6,168,871	0	6,168,871
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	1,173,840	0	1,173,840
Other City Taxes	6	2,233,935	0	2,233,935
Licenses & Permits	7	74,600	0	74,600
Use of Money & Property	8	240,455	0	240,455
Intergovernmental	9	1,476,675	136,824	1,613,499
Charges for Service	10	5,473,870	0	5,473,870
Special Assessments	11	0	0	0
Miscellaneous	12	281,125	0	281,125
Other Financing Sources	13	0	3,417,440	3,417,440
Transfers In	14	4,519,709	0	4,519,709
Total Revenues & Other Sources	15	21,643,080	3,554,264	25,197,344
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	2,598,975	22,200	2,621,175
Public Works	17	2,669,334	113,826	2,783,160
Health and Social Services	18	101,895	0	101,895
Culture and Recreation	19	3,390,036	1,167,147	4,557,183
Community and Economic Development	20	389,657	9,010	398,667
General Government	21	1,186,971	15,000	1,201,971
Debt Service	22	1,274,535	3,422,600	4,697,135
Capital Projects	23	4,317,564	144,846	4,462,410
Total Government Activities Expenditures	24	15,928,967	4,894,629	20,823,596
Business Type/Enterprise	25	3,186,445	111,580	3,298,025
Total Gov Activities & Business Expenditures	26	19,115,412	5,006,209	24,121,621
Tranfers Out	27	4,519,709	0	4,519,709
Total Expenditures/Transfers Out	28	23,635,121	5,006,209	28,641,330
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-1,992,041	-1,451,945	-3,443,986
Beginning Fund Balance July 1, 2021	30	18,645,159	5,788,380	24,433,539
Ending Fund Balance June 30, 2022	31	16,653,118	4,336,435	20,989,553

Explanation of Changes: To account for carryover items that were not completed/purchased as of June 30, 2021 including painting of the Fire Station, ash tree removal, mowers and skid loader for the Parks Department, mower for Golf Course, Rec Center basketball hoops, exercise equipment, plumbing updates, spa UV and HVAC upgrades, Aquatic Center improvements, city website upgrade, skid steer loader in the Streets Division, Southside shelter improvements, debt issuance to refund 2018B debt, housing rehab grant and expenditure and Sewer Utility generator and CCTV camera.

BUDGET AMENDMENT #1 FY 21/22

GENERAL FUND AMENDMENTS		
FD painting and EFIS repair		(22,200)
Wall repair at slow pitch fields		(30,000)
Ash tree removal		(139,225)
Parks mower with cab and blower		(49,000)
Parks rear discharge mower		(28,000)
Trailer for mowers		(5,000)
Parks utility tractor		(26,000)
Parks skid loader		(62,124)
Golf course mower		(40,000)
Golf - pump station & irrigation system		(100,063)
Rec Center - spa UV		(10,000)
Rec - RR partitions/plumbing updates		(15,000)
Rec gym - basketball hoops		(20,600)
Rec Center HVAC upgrades		(157,000)
Rec exercise equipment		(9,500)
Aquatic Center - motor replacement		(10,500)
Aquatic Center - concession stand upgrades		(8,600)
Aquatic Center - slide painting		(6,000)
Aquatic Center - pool lift		(5,000)
Aquatic Center - floatables		(10,000)
CAAT6 Upgrades		(15,000)
7/1/2021 General Fund Balance	**$**	**4,465,155**
Estimated Revenues		7,808,335
Estimated Expenses		9,335,317
6/30/2022 Projected Balance	**$**	**2,938,173**

Note: The above budget amendment includes expenses for items of projects that were started in FY 2021 or earlier and have been or are expected to be completed in current FY 2022. These items were all accounted for in the FY 2021 re-estimated amounts when the FY 22 budget was prepared.

HOTEL/MOTEL TAX FUND	
Theater improvements	(250,000)
Website upgrades	(9,010)
Rec Center HVAC upgrades	(50,000)
ROAD USE TAX FUND	
Skid steer loader	(29,950)
PMS data collection	(63,726)
LOCAL OPTION SALES TAX FUND	
Quiet Zone study	(20,150)
Golf - pump station & irrigation system	(58,312)
Southside shelter improvements	(17,223)
Rec Center building improvements	(60,000)
DEBT SERVICE FUND	
2021A Refunding bond proceeds	3,417,440
2021A Refunding issuance fees	(46,000)
2018B Principal (refunded)	(2,950,000)
2021A principal	(425,000)
2021A bond fees	(1,600)
C.P. AIRPORT	
3/21 Runway Maintenance Project	(1,183)
C.P. - PARKS & RECREATION	
Pickleball Courts Project	(6,839)
C.P. - HOUSING	
CDBG federal housing grant	136,824
CDBG Housing rehab - federal exp	(136,824)
SEWER UTILITY FUND	
Generator	(40,000)
CCTV camera	(71,580)
TOTAL	(1,451,945)