

CITY OF MUSCATINE
IN-DEPTH CITY COUNCIL MINUTES
Council Chambers – 7:00 p.m. – October 10, 2013

Mayor DeWayne Hopkins called the In-Depth City Council meeting for Thursday, October 10, 2013, to order at 7 p.m. Councilmembers present were LeRette, Fitzgerald, Natvig, Shihadeh, Bynum, and Phillips. Also present were City Administrator Gregg Mandsager, Finance Director Nancy Lueck, Solid Waste Supervisor Laura Liegois, HR Manager Stephanie Romagnoli, and Library Director Pam Collins

The first item on the agenda was a request to adopt the proclamation declaring October 15, 2013 as “White Cane Safety Day”.

#22660. Councilmember Bynum moved the proclamation be adopted. Seconded by Councilmember Phillips. All ayes; motion carried.

The next item was a presentation by Solid Waste Manager Laura Liegois on the Refuse Collection Pilot Program. Before beginning her presentation, Ms. Liegois stated her department had received the 2013 Innovative Recycling Project Award for its “Recycle the Dress” program.

Ms. Liegois then gave a power point presentation on the upcoming pilot program for refuse collection.

Mayor Hopkins asked if there would be one person at the rear of the truck, and Ms. Liegois answered yes.

Councilmember Shihadeh asked about the cost of the containers for residents, and Ms. Liegois stated there was no cost increase to provide this pilot program.

Councilmember Natvig asked how many containers were purchased, and Ms. Liegois stated there are 700, 65 gallon containers and 100, 35 gallon containers.

The next item on the agenda was a Lean presentation.

HR Manager Stephanie Romagnoli gave a power point presentation on what has been accomplished to date, upcoming training, and the next steps.

Library Director Pam Collins gave a presentation on Lean activities that have taken place at the library to date. She talked about the library’s three success stories as well as concerns and observations including teamwork, learning new skills, ownership in the process, and changing the thought process.

Councilmember Natvig asked if the library was ahead of the curve statewide.

Ms. Collins answered yes and added the library is also ahead nationally.

The next items on the agenda were presentations by Finance Director Nancy Lueck.

Ms. Lueck first gave a presentation on the Fiscal Year 2012/2013 Budget-Basis Financial Reports. Included in her presentation was a review the General Fund Statement of Revenues, Expenditures and Changes in Fund Balance, Fund Balance Analysis, Fund Balance Comparison for Operating Funds, and a Year End General Fund Summary. She also reviewed the 20 Year History of Ending Fund Balances as a Percentage of Expenditures. Her review in summary is as follows:

- The ending General Fund balance of 17.9% of expenditures is higher than the original 2012/2013 budget of 14.3% and the 2012/2013 revised estimate of 16.7%
- This higher balance (which is significantly over the “minimum of 10%” required by the city’s current financial policies) addresses the Moody’s bond rating narrative which suggested a higher level may be appropriate.
- The recent higher General Fund balances will allow the minimum fund balance policy to be updated to reflect a higher targeted level which is a City Council goal for 2013/2014.
- The ending balance in the General Fund also positions this fund for the expected future year budget challenges as the commercial and industrial property tax reductions are phased in.
- There were positive fund balances in all of the city’s funds with the exception of the Landfill fund.
- The Landfill fund deficit decreased to \$1,082,335 at the end of fiscal year 2012/2013. While this was \$49,281 less of a deficit reduction than budgeted, the cumulative deficit reduction continues to be ahead of the original long-term deficit reduction plan adopted in 2010.
- Most other city funds have ending balances close to or higher than projected and are in good position going into the budget development process for the upcoming year.

Councilmember Fitzgerald commended Ms. Lueck for her good presentation.

Councilmember LeRette commended City Council and staff for what has been accomplished over the last four years.

Councilmember Natvig stated the examples of efficiencies across the departments were good.

Ms. Lueck’s final presentation was a review and discussion of the draft General Fund Balance Policy. She reviewed the Purpose of the Policy which is to establish a key element of the financial stability of the city by setting guidelines for the General Fund balance. She then reviewed the Minimum Fund Balance Policy and Other Policy Provisions.

Councilmember Fitzgerald stated he feels the policy should be adopted before budget preparations get underway, and Councilmember LeRette agreed. The other Councilmembers were in agreement as well. The policy will be submitted for City Council’s approval at the first meeting in November.

There were no comments from Council.

#22661. Councilmember Shihadeh moved the meeting be adjourned at 8:35 p.m. Seconded by Councilmember Fitzgerald. All ayes; motion carried.

Gregg Mandsager, City Administrator