

NEWTON SPECIAL WORKSHOP CITY COUNCIL MEETING MINUTES
SEPTEMBER 9, 2024, 6:30 PM
NEWTON ARBORETUM & BOTANICAL GARDENS, 3030 N 4TH AVE E, NEWTON, IA 50208

Call to Order

1. Roll Call

The City Council of Newton, Iowa met in special session at 6:30 P.M. on the above date at the Newton Arboretum and Botanical Gardens, 3030 N 4th Ave E. Mayor Pro Tem Hallam presided. Present Council Members: Mills, Mullan, Dalton, Hallam, Simbro, Ervin. Absent: None.

Discussion

2. Review of Goal Setting Process – Jarrod Wellik, Fire Chief

The City of Newton Goal Setting Process takes place in the fall of each year. It is an opportunity for elected officials to communicate to the city administrator a work plan for the coming year. The 2024-2026 City Council Goals then are the goals that will be selected by elected officials in the fall of 2024 with an expected completion date of June 30, 2026. The second purpose of the goal setting process is to allow elected officials to assign specific projects to City staff and to communicate to staff which projects they consider to be the highest priority projects. These priorities are then used to create a budget proposal for Council consideration. The priorities selected by elected officials also guide City staff in developing a five-year Capital Improvement Plan (CIP) for the consideration of elected officials. The CIP is a list of projects and funding sources for each project that the City intends to take on in the next five years.

3. Comprehensive Plan Review – Erin Chambers, Community Development Director

The starting point for the consideration of a goal is the Comprehensive Plan. The purpose of Newton's Comprehensive Plan, Envision Newton 2042, is "to establish a shared vision, to guide future decisions and actions, and to assist in projecting and managing growth, change, public improvements, and development in the community."

4. Review of Current FY25-FY29 Capital Improvement Plan (CIP) – Jerri Clay, Financial Analyst

The Comprehensive Plan informs the CIP, which informs annual goal setting. FY25 CIP passed in April of 2024 totaled \$3,736,000 for various projects including Warning Sirens, Westwood Clubhouse Phase 2, Library Heater replacement, Aurora Park LED Court Lighting and others.

5. Review of Constitutional Debt Limit, Current Outstanding Debt and Debt Service Levy Rate – Lisa Frasier, Finance Officer

For FY25 the cities' constitutional debt limit is \$64,020,000, which is 5% of our valuation. Our current outstanding debt is \$32,000,000, which is only at 50.12% of our debt limit. In FY25 the city will pay \$3,652,000 of the principal, more than 10% of what we owe.

6. Review 2023-2025 City Council Goals – Nicole Terry, Newton Public Library Director

Westwood Clubhouse Phase 2 is expected to be completed in the spring of 2025. The Airport Apron Expansion now has grant funding lined up and could be a potential 24-26 goal. The Portland Concrete patching will be bid over the winter for spring/summer 2025 construction. The FY25 Downtown improvements is now scheduled for fall of 2025. Aurora Park Tennis Court Construction & Resurfacing will begin as soon as the boys high school tennis season is completed (around June 1, 2025). Aurora Park LED Court Lighting will be designed in 2024 and constructed as soon as the boys high school tennis season is completed (around June 1, 2025).

7. The Goals of the Newton Park Board – July - August 2024 – Nick Cummins, Parks Operations Superintendent

1. Skate Park; 2. Parks Needs Study; 3. Inclusive Playground; 4. Pickleball Complex at Maytag Park; 5. Restroom/ Rec Space at "splash pad" park; 6. Parks Tree and Stump Removal; 7. ADA Improvements; 8. Cardinal Pond Amenities/ Improvements

8. Presentation of Potential 2024-2026 City Council Goals – Erin Chambers, Community Development Director, Joe Grife, Public Works Director, and Jody Rhone, Utilities Director

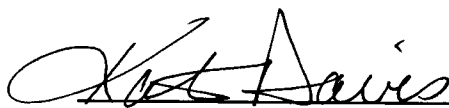
The project listing is divided into two categories: street projects and non-street projects that have been gathered by City staff and elected officials for consideration as a goal for Fiscal Year 2025-2026. From these two lists of 11 potential goals, elected officials will

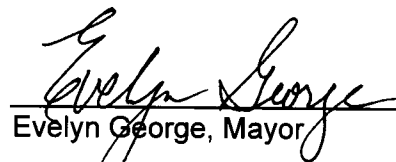
select a smaller list of priorities for City staff to focus on in the coming year.

9. Executive Team and City Administrator Recommendations for 2024-2026 Goals – Rob Burdess, Police Chief
The number 1 non-street project from the executive team was the stormwater project on 1st Ave E at E 12th St, followed by a sidewalk to Walmart/Aldi. Their top recommendation for street projects was S. 12th Ave. W. (1800 block) Reconstruction followed by N. 4th Ave. E. (2800-3000 blocks) Reconstruction. The City Administrators top non-street project was also the stormwater project followed by a joint police/fire training and storage facility.
10. Draft FY26-FY30 CIP – Candace Streeter, Sr. Financial Analyst
The FY26 CIP currently has placeholders depending on the outcome of the goals.
11. Instructions to Mayor and Council on 2024-2026 Goal Selection – Katrina Davis, Administrative Service Manager/City Clerk
Elected officials will be provided with ten stickers to “vote” for their highest priorities in each category. We arrive at a goal when at least four elected officials “vote” for a particular item. If only three or fewer officials “vote” for an item, it is not considered a goal. The goal with the highest number of total votes becomes the highest priority.
12. City Council Discussion & Goal Selection
13. Preliminary Tabulation and Presentation of ~~City Council~~ ^{Elected Officials} Goal Preferences - Matt Muckler, City Administrator
~~Council~~ ^{Elected Officials} chose the following: 1. Downtown Public Restroom, Concrete Pad, and Shade Structure (\$350,000) (14 votes); 2 & 3. Westwood Clubhouse Phase 3 Improvements (\$250,000) (13 votes) and Police/Fire Joint Training and Storage Facility (\$700,000) (13 votes); 4 & 5. Sidewalk to Walmart/ALDI (\$100,000 TIF) (11 votes) and New Skate Park at Aurora (\$800,000 Grants and GF) (11 votes). For street goals, ~~council~~ ^{Elected Officials} chose the following: 1. S. 12th Ave. W. (1800 block - between Hwy. 14 and W. 18th St. S.) Reconstruction (\$775,000) (22 votes); 2. Asphalt Mill and Overlay - Various Streets (\$1,000,000) (18 votes); 3. E. 4th St. S. (100-400 blocks) Reconstruction (\$1,000,000) (14 votes); 4. Portland Cement Concrete (PCC) Patching – Various Streets (\$1,000,000) (11 votes). A resolution approving these goals will come before the council at a future meeting.

Adjourn

Moved by Mullan, seconded by Mills to adjourn the meeting at 8:25 P.M. Motion unanimously carried by voice vote.


Katrina Davis, City Clerk


Evelyn George, Mayor

