

CITY OF MARION
Local Option Sales Tax Oversight Committee
October 17, 2018, 5:30pm

Marion City Hall
1225 6th Avenue
Marion, IA 52302

Committee Members Present: Dwight Hogan
John Sklarsky
Deb Washburn
Ben Skogerboe

Committee Members Absent: Deb Callahan
Phil Hershner

Staff/Others Present: Lianne Cairy, Finance Manager

I. Call to Order

Noting a quorum, Dwight Hogan, Chair, called the meeting to order at 5:30p.m.

II. Public Response

There was no public response.

III. Approval of Minutes from August 2018 Meeting.

John Sklarsky motioned to approve the meeting minutes from August 2018. Seconded by Deb Washburn, the motion passed unanimously with no further discussion.

IV. New Business

a. None

V. Old Business

a. Project Review/Fund Balance Update – Original LOST Projects

b. Project Review/Fund Balance Update – Extended LOST Project

LOST reports were distributed at the meeting for review. The committee members shared their frustrations with the report indicating the font was too small. It is difficult to determine what changed from the last meeting to the current one. The members would like to see a simpler report indicating the status of each project and indicating the percentages per the ballot language. They would also like to hear project updates.

VI. Good of the Order

VII. Adjournment

Ben Skogerboe motioned to adjourn the meeting. Seconded by John Sklarksy, the meeting adjourned at 6:06 p.m.

The next meeting will be held on Wednesday, December 19, 2018 at 5:30pm at Marion City Hall, 1225 6th Avenue, Marion, Iowa

Submitted by Lianne Cairy, City of Marion



Finance Department
1225 6th Avenue, Suite 170
Marion, Iowa 52302
www.cityofmarion.org

memo

December 17, 2018

TO: Local Option Sales Tax Oversight Committee
FROM: Lianne Cairy, Finance Manager/City Treasurer
RE: LOST Projects Update

The 2013 Local Option Sales Tax spreadsheet has been updated with projects organized by status. This memo will highlight the projects that are currently active (in light blue):

- **2018 Sanitary Sewer Capacity Study** - Contract was awarded to HDR Engineering in July 2018 in the amount of \$91,500. Have paid approximately 33% of contracted amount.
- **Alburnett Road Extension** – Discussion on the design of Indian Creek Bridge is ongoing. Plans have been submitted for multi-department review. The bridge permit has been applied for but can take up to a year to complete.
- **Armar Drive Extension** - Project is complete. However, the City is still in litigation with the former property owner (property was obtained through condemnation).
- **Central Corridor Project** – Construction of 13th St to 19th St. The contractor opened the 15th St roundabout between 5th Ave and 7th Ave on November 15th to North/South traffic. East/West will remain closed. Work will continue in next year. Approximately 35% of the contract is complete.
- **Fire Station #3** - The City purchased 5.67 acres of ground. At the November 8 Council meeting, Council approved the selection of OPN Architects as the architectural firm.
- **Functions & Fitness (YMCA)** – The YMCA purchased 10.36 acres of ground. Currently requesting additional funding or a loan guarantee from the City.
- **Indian Creek Sanitary Trunk Sewer** – Segment 7 is currently being designed by Veenstra & Kimm – contract is an amount not to exceed \$315,000
- **Library Expansion** – City Council approved the demolition of the duplex. RFPs are out for moving two houses.
- **Lowe Park Development** – Contract was approved with Tricon General Construction for an all-inclusive Playground, an open-air pavilion, and restrooms. Work is to be completed by June



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28,2019. First pieces of the playground equipment have been installed. Work will continue on the playground and restrooms over the winter

- **Lucore Road Reconstruction** – project is complete. Will be making final payment in December.
- **Neighborhood Street Improvements** – 99% of the contract for 2017 Northview Drive Reconstruction with BWC Excavating is complete. Temporary seeding is complete; the contractor is working on restoration.
- **Prospect Meadows** – Planning for an official opening date of 2019 Memorial Day weekend. Construction Updates are shared at the following page:
<https://www.prospectmeadows.com/construction-gallery/>
- **Skate Park** – Spohn Ranch has completed construction of the skate park. Operations staff will backfill and finish grading the site as weather allows. Seeding and pathway installation will be delayed until Spring.
- **Tower Terrace Road** – The project is suspended for the winter. City Council approved a Memorandum of Agreement with Morris Wood in May 2017 for Winslow Road to Lennon Lane.

Expenditure Detail As of 11/30/2018

Project Name	Project Type	Allocated Balance	Expenditures to Date
10th Street Reconstruction/Brick	CWR		344,535.26
12th Street Curb/Asphalt Overlay	CWR		121,703.91
Amphitheater (Imagine8)	CI		750,000.00
Arts Master Plan (Imagine8)	CI		34,550.00
Blairs Ferry Road	CWR		1,182,000.00
Boyson Trail Paving	TP		75,908.31
Boyson Road Entryway Project	CI		26,135.11
Butterfield Parking Lot Improvements	CI		1,500.00
CEMAR Trail Extension (CMPO Match)	TP	421,773.13	78,226.87
Central Corridor	CC		4,222,772.45
Central Corridor	CWR		1,669,464.74
Central Corridor (no acquisitions)	CWR		290,386.32
Clark Avenue/26th Street	CWR		471,899.61
Communitywide WiFi	CI		27,443.31
East Robins Road Turn Lane	CWR		39,836.11
Functions & Fitness	CI		304,050.00
Grant Wood Trail Extension	CI	0.00	250,000.00
Grant Wood Trail Extension (35th St to Hwy 13)	TP		65,596.00
Grant Wood Trail Hwy 13 Underpass	TP		185,000.00
Trunk Sewer Segment 2 - Phase I	TSWR		1,117,239.91
Trunk Sewer Segment 2 - Phase II	TSWR		853,918.19
Trunk Sewer Segment 2 - Phase III	TSWR		990,562.88
Trunk Sewer Segment 7 - Phase I	TSWR	452,345.32	147,199.39
Trunk Sewer Segment 7 - Phase II	TSWR	768,428.00	
Trunk Sewer Segment 11 - Phase I	TSWR	49,787.00	
Trunk Sewer Segment 11 - Phase II	TSWR	48,835.00	
Trunk Sewer Segment 10 - All Phases	TSWR	226,309.00	
Trunk Sewer Segment 6 - All Phases	TSWR	834,979.50	
Cemar/Krumholtz/ICG	TP		486,185.27
Lindale Trail Extension	TP		59,258.75
Lininger Playset	TP		15,000.00
Lowe Greenhouse	TP		7,635.97
Lowe Park South End Improv	TP		343,405.39
Lowe Park South End Improv	CI		198,084.49
Marion CAN Signage (Imagine8)	CI		17,687.32
McGowan Blvd - Phase II	CWR		418,130.13
McGowan Blvd - Phase III	CWR		372,920.80
MLIA Holiday Decorations Project	CI		30,486.97
Partners Avenue Extension	CWR		269,420.42
Restrooms/Pavilions-Lowe Park SE	CI	218,702.00	-
South 11th Reconstruction	CWR		1,365,000.00
Thomas Park Maintenance Building	CI		125,000.00
Thomas Park Playset	TP		118,702.00
Thomas Park Playset	CI		31,298.00
Thomas Park Splash Pad	TP		254,694.53
Communitywide Wayfinding	CI	576,013.49	
Surveillance System	CI	34,526.05	15,473.95
Citywide Design Standards	CI		23,851.40
Retail Study	CI		80,000.00
Central Corridor Total		-	4,222,772.45
Community Improvements Total		829,241.54	1,915,560.55
City Wide Roads Total		-	6,545,297.30
Trails & Parks Total		421,773.13	1,689,613.09
Trunk Sewer Total		2,380,683.82	3,108,920.37
Total		3,631,698.49	17,482,163.76

Expenditure Detail		FY18-19			FY19-20		FY20-21		FY21-22		FY22-23		FY23-24		Total Per		Final Total	
Project Name	Project Type	Spending Plan	Adjusted	Actual	Spending Plan	Adjusted	Spending Plan	Adjusted	Spending Plan	Adjusted	Spending Plan	Adjusted	Spending Plan	Adjusted	Total Per Spending Plan	Adjusted	Revenue	Expenditures
		29th Ave/Indian Creek Intersection Improve	I		(91,500)			(79,898)									500,000	(471,398)
29th Avenue/35th Street Roundabout	I														-	-	-	-
35th/Munier Improvements	I		500,000												600,000	(600,000)	-	-
44th/100 Intersection Improvements	I		500,000												500,000	(500,000)	-	-
Land Acquisition - Fire Station #3	C		(50,000)												50,000	(50,000)	-	-
Lindale Drive Reconstruction	I														1,000,000	(1,000,000)	-	-
Pavilion - Legion Park	C														280,000	(280,000)	-	-
West 8th Avenue (Lindale to Indian Creek)	I														800,000	(769,406)	30,594	30,594
Willow Park Pavilion/Restroom	C														145,000	(145,000)	-	-
13th Street (8th Ave to 10th Ave)	I														350,000	(147,885)	202,115	202,115
29th Avenue Widening	I														-	308,000	308,000	308,000
35th Street Reconstruction	I														1,775,000	(1,032,050)	742,950	742,950
Boyson Road Trail Lighting Alburnett to 10th)	C														150,000	-	150,000	150,000
Donnelly Park Trail Bridge Replacement	C														200,000	(22,119)	177,881	177,881
Fire Station No. 3 Deployment Study	C														50,000	(15,022)	34,978	34,978
Hanna Park Street Extension	I														-	50,000	50,000	50,000
Hotel Market Study	C														-	16,500	16,500	16,500
Housing Study	C														-	40,000	40,000	38,260
Irish Drive Extension	I														-	600,000	600,000	600,000
Replace Aerial Truck	C	460,000		460,000											1,060,000	-	1,060,000	1,060,000
Replace Fire Pumper	C														450,000	82,551	532,551	532,509
Replace SCBA Systems	C														250,000	-	250,000	234,132
Waldo's Rock Park	C														-	50,000	50,000	50,000
Willowood Pool Improvements	C														100,000	(1,641)	98,359	98,359
Winslow Road Reconstruction	I														770,000	230,000	1,000,000	1,062,167
2018 Sanitary Sewer Capacity Study	I		91,500	44,162											-	91,500	91,500	44,162
Alburnett Road Extension	I			174,571											1,300,000	1,000,000	2,300,000	991,814
Armar Drive Extension	I			28,080											-	400,000	400,000	191,310
Central Corridor Project	I		1,390,000	1,616,951											-	2,650,000	2,650,000	1,616,951
Engineering Expenses	I		200,000	98,104		200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	-	1,600,000	1,600,000	437,474
Fire Station #3 - Construction & Acquisition	C		1,002,000	991,531	500,000		530,000	(530,000)	510,000	(422,000)	540,000		570,000		2,650,000	50,000	2,700,000	991,531
Functions & Fitness - YMCA	C	200,000	27,000	1,000,000	200,000		200,000		200,000		200,000		200,000	(27,000)	2,000,000	-	2,000,000	1,027,000
Indian Creek Sanitary Trunk Sewer	I	390,000	(390,000)						1,000,000	(600,000)					2,145,000	(1,745,000)	400,000	-
Library Expansion	C	675,000		57,885	500,000		575,000		670,000		620,000		500,000		5,040,000	-	5,040,000	746,466
Lowe Park Development	C			411,014	225,000	(225,000)									425,000	380,000	805,000	805,000
Lucore Road Reconstruction	I	1,000,000	(1,000,000)	622,075											1,000,000	570,000	1,570,000	1,520,950
Neighborhood Street Improvements	I	1,200,000		613,799			2,225,000		490,000						4,815,000	-	4,815,000	742,355
Prospect Meadows	C	-	50,000		-	50,000	-	75,000	-	75,000	-	75,000	-	75,000	-	500,000	500,000	100,000
Skate Park	C			115,000											100,000	15,000	115,000	115,000
Tower Terrace Road	I	275,000	725,000	7,084	2,275,000	(1,000,000)			2,080,000						5,745,000	-	5,745,000	1,397,084.20

Expenditure Detail		FY18-19			FY19-20		FY20-21		FY21-22		FY22-23		FY23-24		Total Per Spending Plan		Adjusted		Final Total Revenue		Total Actual Expenditures	
Project Name	Project Type	Spending Plan	Adjusted	Actual	Spending Plan	Adjusted	Spending Plan	Adjusted	Spending Plan	Adjusted	Spending Plan	Adjusted	Spending Plan	Adjusted	Total Per Spending Plan	Adjusted	Final Total Revenue	Total Actual Expenditures				
10th St/10th Ave Intersection Improvement	I														700,000	-	700,000	-				
1st Avenue Reconstruction (partial)	I	390,000	(390,000)								1,000,000				1,800,000	(800,000)	1,000,000	-				
7th Avenue Improvements	I										1,000,000				1,000,000	-	1,000,000	-				
Aquatics Center Feasibility Study	C														-	30,000	30,000	-				
Arterial Reconstruction Projects	I												2,080,000		2,080,000	-	2,080,000	-				
Depot Improvements	C						100,000								100,000	-	100,000	-				
Dostal Park Development	C												320,000		320,000	-	320,000	-				
Echo Hill Road Culvert	I														250,000	-	250,000	-				
Hanna Park Basketball Court	C	60,000													60,000	-	60,000	-				
Hanna Park Restrooms/Pavilion	C										200,000				200,000	-	200,000	-				
Intersection Improvement	I												400,000		400,000	-	400,000	-				
Library Storefront Branch	C														50,000	-	50,000	-				
Linninger Park Pavilion	C						50,000	(50,000)							50,000	-	50,000	-				
Neighborhood Street Reconstruction	I												1,230,000		1,230,000	-	1,230,000	-				
Park Development - 29th/50th Street	C								150,000						250,000	-	250,000	-				
Regional Stormwater Detention	I				1,050,000		1,170,000				1,640,000				3,860,000	-	3,860,000	-				
Infrastructure Subtotal		3,255,000	1,535,000	3,204,828	3,325,000	(879,898)	3,395,000	200,000	3,570,000	(400,000)	3,640,000	200,000	3,710,000	200,000	32,620,000	433,761	33,053,761	9,966,530				
Community Subtotal		1,395,000	1,029,000	3,035,429	1,425,000	(175,000)	1,455,000	(505,000)	1,530,000	(347,000)	1,560,000	75,000	1,590,000	48,000	13,980,000	650,268	14,630,268	6,177,615				
Total		4,650,000	2,564,000	6,240,257	4,750,000	(1,054,898)	4,850,000	(305,000)	5,100,000	(747,000)	5,200,000	275,000	5,300,000	248,000	46,600,000	1,084,029	47,684,029	16,144,145				

Revenue Detail			FY14-15				FY15-16			FY16-17			FY17-18			FY18-19		
	Spending Plan	Projected	Actual	Spending Plan	Projected + Received	Actual	Spending Plan	Projected	Actual	Spending Plan	Projected	Actual	Spending Plan	Projected	Actual			
July	333,333		-	341,667	846,574	846,574	350,000		314,198	370,833		415,360	387,500		411,183			
August	333,333		-	341,667	388,331	388,331	350,000		314,198	370,833		404,531	387,500		390,497			
September	333,333		381,268	341,667	-	-	350,000		384,050	370,833		402,538	387,500		389,238			
October	333,333		327,599	341,667	776,661	776,661	350,000		384,050	370,833		404,481	387,500		391,734			
November	333,333		354,433	341,667	178,898	178,898	350,000		702,376	370,833		576,123	387,500		664,219			
December	333,333		360,015	341,667	400,036	400,036	350,000		395,969	370,833		414,552	387,500		402,068			
January	333,333		360,015	341,667	400,036	400,036	350,000		396,313	370,833		415,661	387,500		403,468			
February	333,333		360,015	341,667	400,036	400,036	350,000		395,626	370,833		-	387,500	387,500				
March	333,333		323,734	341,667	341,159	341,159	350,000		355,507	370,833		701,386	387,500	387,500				
April	333,333		323,734	341,667	341,159	341,159	350,000		354,820	370,833		351,146	387,500	387,500				
May	333,333		323,734	341,667	341,159	341,159	350,000		356,041	370,833		411,038	387,500	387,500				
June	333,333		362,461	341,667	338,224	338,224	350,000		883,592	370,833		512,393	387,500	387,500				
Totals	4,000,000	4,222,772	3,477,008	4,100,000	4,752,272	4,752,272	4,200,000	-	5,236,740	4,450,000	-	5,009,210	4,650,000	1,937,500	3,052,406			

	Collections To- Future Date	Anticipated Future Collections	TOTAL Estimated Collections	Expenditures To-Date	Allocated Future Expenditures	TOTAL Estimated Expenditures	Unallocated Anticipated Balance	Current Fund Balance
Community	6,458,291	8,141,250	14,599,541	6,177,615	8,452,653	14,630,268	(30,728)	280,675
Infrastructure	15,069,345	18,996,250	34,065,595	9,966,530	23,039,893	33,006,423	1,059,172	5,102,815
	21,527,636	27,137,500	48,665,136	16,144,145	31,492,546	47,636,691	1,028,444	5,383,491

Expenditures th Total Estimated Expenditures

Community Imprc	38.27%	30.71%
Infrastructure	61.73%	69.29%

