



City of Oskaloosa
City Council Study Session
Council Chambers
City Hall, 220 S. Market Street
Oskaloosa, IA 52577
Agenda
January 2, 2018
5:00 PM

1. Discussion Of FY 2019 Budget Items.

Documents:

[ANIMAL SHELTER FY2018.PDF](#)
[FY17 AND FY18 CHAMBER REQUESTS.PDF](#)

2. Adjourn

If you require special accommodations, please contact the City Manager's Office at least 24 hours prior to the meeting at (641) 673-9431.

Michael Schrock Jr.

From: Michael Schrock Jr.
Sent: Thursday, February 09, 2017 2:24 PM
To: 'Main,Jennifer'
Cc: Amy Miller
Subject: Animal Shelter Budget Information

Jen –

Good afternoon. I wanted to let you know it appears the FY2018 budget (July 1, 2017 – June 30, 2018) will include a total contribution from the city in the amount of \$85,675 for shelter operations and capital. In addition to that amount the city is funding and setting aside \$30,000 for the third year of the five year \$150,000 pledge towards the building project.

In the past I required Lindsey/shelter to set aside a portion of our contribution for a capital reserve fund in the amount of \$3,000 (and a like amount from Mahaska County). The idea was the capital reserve fund would accumulate enough cash to pay for equipment replacement and there wouldn't need to be a messy justification process that involved the County Supervisors or the City Council – it would be up to the Director and the Shelter Board to plan on the use of those funds in the best interest of the shelter. Hopefully that has been shared with the Board and implemented in past and present budgets.

In addition to the FY2018 budget request, the city council provided me direction regarding future funding contributions for the shelter. Specifically, the city council stated they will only provide a total of \$75,000 to the shelter for operations and capital going forward (no increases will be considered). They are still committing to the \$150,000 building pledge, accumulated over five years. I wanted to let you know as far in advance as possible so future planning for budgets can take into account the lower contribution level. We can certainly discuss this as future budgets are put together, but the council appears to be at their limit for contributions and they are eagerly anticipating savings to occur at the new shelter based on what Lindsey stated at the budget meeting.

Below is a history and a projection for city contributions towards the shelter's operations.

FY12

Operation & Maintenance - \$40,000
Vehicle and incinerator - \$15,000

FY13

Operation & Maintenance - \$40,000
Reserve - \$3,000

FY 14

Operation & Maintenance - \$40,000
Reserve - \$3,000

FY15

Operation & Maintenance - \$40,000
Reserve - \$3,000

FY16

Operation & Maintenance - \$40,000

Reserve - \$3,000

FY17
Budget
Operation & Maintenance - \$71,500
Reserve - \$3,000
New Facility - \$60,000 set aside for a total of \$60,000. Includes payments 1 and 2 towards the five year commitment totaling \$150,000. Not transferred to the County/shelter, but will be once the \$150,000 is achieved.

FY18
Budget
Operation & Maintenance - \$82,675
Reserve - \$3,000

**New Facility - \$30,000 set aside for a total of \$90,000. Includes payments 1, 2 and 3 towards the five year commitment totaling \$150,000. Not transferred to the County/shelter, but will be once the \$150,000 is achieved.

FY19
Budget
Operation & Maintenance - \$72,000
Reserve - \$3,000

**New Facility - \$30,000 set aside for a total of \$120,000. Includes payments 1, 2, 3 and 4 towards the five year commitment totaling \$150,000. Not transferred to the county/shelter, but will be once the \$150,000 is achieved.

FY20
Budget
Operation & Maintenance - \$72,000
Reserve - \$3,000

**New Facility - \$30,000 set aside for a total of \$150,000. Includes payments 1, 2, 3, 4 and 5 towards the five year commitment totaling \$150,000. To be transferred to the county/shelter.

Michael Schrock Jr.
City Manager
City of Oskaloosa
220 S. Market Street
Oskaloosa, IA 52577
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michael.schrock@oskaloosaiowa.org





January 6, 2017

Michael Schrock, City Manager
220 South Market St.
Oskaloosa, IA 52577

The Oskaloosa Area Chamber & Development Group (OACDG) respectfully requests the City of Oskaloosa to consider budget funding for 2017-2018 in the amount of \$50,000 for OACDG. This increase will help partially fund a full-time administrative assistant for OACDG. Currently, MCDG is searching for an Economic Development Director. Based on his/her skill sets, the Chamber Director will then be hired. The Main Street Director will continue to focus on the revitalization of downtown, making for a vibrant, attractive county seat. The goal of our efforts is to coordinate creative, productive partnerships between Mahaska Community Development Group, Mahaska County Ag and Rural Development, the Oskaloosa Area Chamber & Development Group, Oskaloosa Main Street, the City of Oskaloosa, and Mahaska County for a viable, thriving community.

Since 1942 the Oskaloosa Area Chamber & Development Group has maintained their 501 (c) (6) IRS status. Their Federal ID number is 42-1458680. The mission statement for OACDG, along with Main Street and MCARD mission statements are aligned with each other and are at the end of this proposal.

The support from the City for OACDG will continue to be multiplied with the willingness of community volunteers and dedicated staff committing numerous hours of service for the betterment of our community. Your support will help fund the following:

- Educational training seminars and workshops for Oskaloosa and Mahaska County businesses and employees
- Marketing & promoting of 'local business first' with OACDG members, retail, education, services, manufacturing, etc.
- Expansion of Clean/Green Committee efforts in opportunities for volunteer community service projects throughout the county

Oskaloosa Area Chamber & Development Group
222 1st Ave East • Oskaloosa, IA 52577
P: 641-672-2591 • F: 641-672-2047 • oskycofc@oacdg.org
www.oskaloosachamber.org

- Continuing to work with City and County governments in providing a venue for communication of issues and causes (i.e. Roundtable, Eggs & Issues)
- Inclusion of the *Communicator*, in county-wide distribution of the Oskaloosa Herald & Shopper, to highlight OACDG members and for communication
- Current special events through Commerce Committee and Main Street: Friday After Five, Lighted Christmas Parade, Sweet Corn Serenade, Art on the Square, etc. with focus on stewardly management of such
- Development of fund raising projects for community programs and involvement.
- Development of marketing strategy to increase tourism in the county
- Continuing membership development and retention efforts as well as building membership numbers (i.e. Diplomats, Business After Hours)

We ask for your consideration to support our efforts.

Respectfully submitted,



Margaret Ratcliff
President, OACDG Board

OACDG Mission Statement: The Oskaloosa Area Chamber & Development Group promotes, improves and enhances the business environment & quality of life in the Mahaska community.

MCARD Mission Statement: MCARD is dedicated to the promotion and improvement of rural economies and value-added agricultural opportunities in the Mahaska County area and to the development of both vision and leadership to enhance the quality of life in all of Mahaska County.

Main Street Mission Statement: To enhance downtown Oskaloosa as an attractive, unified and economically sound commercial district by preserving the architectural heritage and communicating a positive image.

OSKALOOSA AREA CHAMBER & DEVELOPMENT GROUP

2017-2018 BUDGET SUMMARY

REVENUES

Membership Dues	127,782
Contributions, gifts, grants	29,750
Gov't Contr.	108,834
Investments	550
Special Events	91,500
Other	33,550

TOTAL INCOME 391,966

EXPENSES

Grants/Allocations	40,900
Special Events	60,000
Committee Expense	1,350
Employee Expense	232,985
Other	60,640

TOTAL EXPENSES 395,875

Inc Over Exp 2017/2018 (3,909)

Oskaloosa Area Chamber & Development Group Inc.
222 1st Ave. E.
Oskaloosa, Iowa 52577

January - 2017

First Name	Last Name	Organization Name	Mail Address	City	State	Zip Code	WorkPhone
Crystal	Boender	MidWestOne Bank	PO Box 90	Oskaloosa	IA	52577	673-8308
Holly	Brink	AFLAC	PO Box 622	Oskaloosa	IA	52577	295-7111
Josh	Buckingham	Main Street	317 High Ave East	Oskaloosa	IA	52577	672-2523
Nathan	Crane	ISU Extension	212 North I St.	Oskaloosa	IA	52577	673-5841
Mark	Doland	Supervisor	106 So. 1st.	Oskaloosa	IA	52577	673-3469
Steve	Burnett	City	PO Box 1038, MCG	Oskaloosa	IA	52577	676-1000
Mike	Sytsma	Bates Funeral Chapel	PO Box 207	Oskaloosa	IA	52577	673-7366
Jennifer	Main	Edward Jones	111 High Ave. E	Oskaloosa	IA	52577	673-7930
	Vacant	OACDG, Director	222 1 st Ave. E.	Oskaloosa	IA	52577	672-2591
Margaret	Ratcliff	MidWestOne Insurance	124 South First	Oskaloosa	IA	52577	673-8603
Chris	Roach	Hawkeye Real Estate	PO Box 667	Oskaloosa	IA	52577	673-8424
Ross	Schultz	MHP	1229 C Ave E	Oskaloosa	IA	52577	672-3100
Kelli	Steil	State Farm	312 A Ave. East	Oskaloosa	IA	52577	673-4462
Carri	VandeRee	TruBank	302 South Market	Oskaloosa	IA	52577	673-8405
Val	VanWaardhuizen	Interiors by Val	116 1st Ave E	Oskaloosa	IA	52577	673-5770

Employees:

Director (Vacant)
 Administrative Assistant (Vacant)
 Deb Bruxvoort (part time)
 Karen Hafner
 Deann DeGroot (1/2 OACDG)
 Deann DeGroot (1/2 MCARD)
 Tessa Veldhuizen (part time)



January 8, 2016

Michael Schrock, City Manager
220 South Market St.
Oskaloosa, IA 52577

The Oskaloosa Area Chamber & Development Group (OACDG) respectfully requests the City of Oskaloosa to consider budget funding for 2016-2017 in the amount of \$40,000 for OACDG. This increase is needed to continue the forward movement of the progress made in the areas of tourism and development that have contributed to substantial development in 2015. The Executive Director for the OACDG will have a focus of increasing membership, commerce and tourism throughout the city, while assisting in economic development for the area. The Main Street Director will focus on the revitalization of downtown, making for a vibrant, attractive county seat. The goal of our efforts is to coordinate creative, productive partnerships between Mahaska Community Development Group, Mahaska County Ag and Rural Development, the Oskaloosa Area Chamber & Development Group, Oskaloosa Main Street, the City of Oskaloosa, and Mahaska County for a viable, thriving community.

Since 1942 the Oskaloosa Area Chamber & Development Group has maintained their 501 (c) (6) IRS status. Their Federal ID number is 42-1458680. The mission statement for OACDG, along with Main Street and MCARD mission statements are aligned with each other and are at the end of this proposal.

The support from the City for OACDG will continue to be multiplied with the willingness of community volunteers and dedicated staff committing numerous hours of service for the betterment of our community. Your support will help fund the following:

- Roger Brooks rebranding efforts
- Educational training seminars and workshops for Oskaloosa and Mahaska County businesses and employees
- Market & promote 'local business first' with OACDG members, retail, education, services, manufacturing, etc.

Oskaloosa Area Chamber & Development Group
124 North Market Street • Oskaloosa IA 52577
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- Expand Clean/Green Committee efforts in opportunities for volunteer community service projects throughout the county
- Continue to work with City and County governments in providing a venue for communication of issues and causes (i.e. Roundtable, Eggs & Issues)
- Inclusion of the *Communicator*, in county-wide distribution of the Oskaloosa Herald & Shopper, to highlight OACDG members and for communication
- Continue current special events through Commerce Committee and Main Street: Friday After Five, Lighted Christmas Parade, Sweet Corn Serenade, Art on the Square, etc.
- Develop fund raising projects for community programs and involvement.
- Develop marketing strategy to increase tourism in the county.
- Continue membership development and retention efforts (i.e. Diplomats, Business After Hours)
- Executive Director and OACDG Board Members to make personal contacts with OACDG members: current, lapsed and new

We ask for your consideration to support our efforts.

Respectfully submitted,


Margaret Ratcliff

President, OACDG Board



Valinn McReynolds

Executive Director, OACDG

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OSKALOOSA AREA CHAMBER & DEVELOPMENT GROUP

2016-2017 BUDGET SUMMARY

REVENUES

Membership Dues	119,175
Contributions, gifts, grants	24,500
Gov't Contr.	60,000
Investments	550
Special Events	69,500
Other	45,350

TOTAL INCOME 319,075

EXPENSES

Grants/Allocations	27,500
Special Events	52,500
Committee Expense	11,200
Employee Expense	158,896
Other	65,894

TOTAL EXPENSES 315,190

Inc Over Exp 2016/2017 3,885

Oskaloosa Area Chamber & Development Group Inc.
124 North Market St.
Oskaloosa, Iowa 52577

January - 2016

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Mark	Doland	Supervisor	106 So. 1st.	Oskaloosa	IA	52577	673-3469
Patti	Hernandez	Hawkeye Real Estate	PO Box 667	Oskaloosa	IA	52577	660-1608
Dave	Krutzfeldt	City	100 Interpower Ave.	Oskaloosa	IA	52577	673-5000
Jennifer	Main	Edward Jones	111 High Ave. E	Oskaloosa	IA	52577	673-7930
Valinn	McReynolds	OACDG	124 N. Market	Oskaloosa	IA	52577	672-2591
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