



City of LeClaire, Iowa
City Council – Committee of the Whole
Meeting Agenda
Tuesday, September 5, 2023 – 6:00 p.m.
(Immediately following the City Council Meeting)
Council Chambers
325 Wisconsin St
LeClaire, IA
[Electronic Attendance Link](#)

City Council

Mayor Dennis Gerard
Amy Blair
Bill Bloom
Sara Gravert
Barry Long, Mayor Pro Tem
Ryan Salvador

I. Call to Order with Roll Call

II. Discussion Items:

- A. Capital Improvement Program – FY24-33 Planning
Dennis Bockenstedt, City Administrator

III. Adjournment

Title VI Notice to the Public

It is the policy of the City of LeClaire to assure full compliance with Title VI of the Civil Rights Act of 1964. Related statutes and regulations provide that no person shall on the basis of race, color, national origin, gender, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the City. Any person who believes that they are being denied participation in a project, being denied benefits of a program, or otherwise being discriminated against because of race, color, national origin, gender, age, or disability, may contact the City Administrator for the City of LeClaire at (563)-289-6004.

CITY OF LECALAIRE

CAPITAL IMPROVEMENT PROGRAM PREPARATION SCHEDULE

CAPITAL IMPROVEMENT PROGRAM 2024-2033

SEPTEMBER 2023

SEPTEMBER 1, 2023 - City Administrator distributes Capital Improvement Program (CIP) preparation schedule and request for capital projects and project updates.

SEPTEMBER 5, 2023 - City Administrator presents Capital Improvement Program preparation schedule for review and discussion at regularly scheduled City Council Committee-of-the-Whole meeting. (6:00 p.m.)

SEPTEMBER 20, 2023 – Capital Improvement Program forms are due from Department Heads by 5:00 p.m.

SEPTEMBER 27, 2023 – Department Heads initial review of preliminary Capital Improvement Program with City Administrator at Department Head meeting.

SEPTEMBER 28, 2023 – City Engineer initial review of preliminary Capital Improvement Program with City Administrator

OCTOBER 2023

OCTOBER 2, 2023 - Department Heads to meet with Finance Committee to determine, review, discuss, fine-tune, and proposed projects.

OCTOBER 12, 2023 – City Engineer second review of preliminary Capital Improvement Program with City Administrator.

OCTOBER 25, 2023 – Department Heads second review of preliminary Capital Improvement Program with City Administrator.

OCTOBER 30, 2023 – Finance Committee to review and finalize proposed 2024-2033 Capital Improvement Program.

NOVEMBER/DECEMBER 2023

NOVEMBER 6, 2023 – City Council Committee-of-the-Whole meeting to review Capital Improvement Program.

NOVEMBER 20, 2023 - City Council Committee-of-the-Whole meeting to review Capital Improvement Program.

DECEMBER 4, 2023 - City Council conducts public hearing (6:00 p.m.) on proposed Capital Improvement Program at Regular Council meeting and adopts Program by resolution.



CITY OF LECLAIRE, IOWA

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SEPTEMBER 1, 2023

**TO: MAYOR DENNIS GERARD
LECLAIRE CITY COUNCIL MEMBERS
CITY DEPARTMENT HEADS
BOARD & COMMISSION MEMBERS
CITY ENGINEER**

FROM: DENNIS BOCKENSTEDT - CITY ADMINISTRATOR

RE: 2024-2033 CAPITAL IMPROVEMENT PROGRAM

The City of LeClaire's 10-year Capital Improvement program for fiscal years 2024 to 2033 kicks off on September 1, 2023. Over the next few months, Department Heads, the City Administrator, City Council Members, and the Mayor will review proposed capital projects and projected revenues to determine spending and capital priorities for the City. Public hearings and public work sessions will be held to gather public input and the capital program will be adopted by City Council resolution. The FY2024 project year and the FY2025 project year will be incorporated into the revised FY2024 revised budget and into the FY2025 budget.

This year's 10-year program update does feature a major change. The capital improvement program includes projected funding from the Automated Traffic Enforcement (ATE) revenues. City Council has earmarked these funds for capital projects, economic development, and other one-time expenditures. The City currently has a five-year contract to operate the cameras, but as the future of these revenues is uncertain, they are not projected past five years. In addition, each year of the capital program will need to be re-evaluated annually due to the possibility that the State legislature could change the laws regarding the use of traffic enforcement cameras. The City is not expecting to spend any ATE funds in advance of actual collections nor borrow against estimated future ATE revenues. We expect these revenues to have a major impact on the next five years of the capital program.

In addition to program spending for ATE revenues, the 10-year Capital Improvement Program will determine the City's general obligation bond funding and debt levels. The City's debt level is important as it helps determine the City's property tax rate and it also is a general indicator of the City's overall financial health. It should be noted that it is not uncommon for growing cities to carry a higher debt burden as it adds infrastructure to support growth. Ultimately, the City Council will weigh these factors into the overall compilation of the City's 10-year Capital Improvement Program.

Attached to this memo is the proposed Capital Improvement Program calendar. Please review this calendar and note the important dates which are in blue-highlighted areas. The adoption of the 10-year Capital Improvement Program is anticipated for December 5 with Committee-of-the-Whole meetings scheduled in November. The Capital Improvement Program is a substantial portion of the City's adopted annual budget and participation by all will provide for the best overall outcome.