



CITY OF LECLAIRE, IOWA

325 WISCONSIN STREET
LECLAIRE, IOWA 52753-0605

TEL: (563)-289-4242

FAX: (563)-289-6014
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LECLAIRE PARKS & RECREATION COMMISSION AGENDA Wednesday, December 6, 2023 6:00 PM at City Hall Conference Room

The Agenda is as follows:

- Roll Call
- Visitors
- Approving 11/1/23 Minutes
- Administrative
 1. Welcome Ryan Moylan
 2. Review email protocol
 3. I-80 Bridge
 4. Master Plan Website
 5. Budget
- Recreational Facilities Update
 1. Huckleberry Park
 1. Boy Scout Trail
 2. Trail Grant
 2. Hollyhock Park
 1. Dog Park
 2. New Bench
 3. Recreation Center
 1. Weight Room Ages
- Upcoming Programs
 1. Catalog
 2. Date Night
 3. Trivia
- 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 regulation 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.



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LECLAIRE PARKS & RECREATION COMMISSION AGENDA Wednesday, November 1st, 2023 6:00 PM at City Hall Conference Room

The Minutes are as follows:

- Roll Call- Maggie, Greg, Heather, Michelle, Tonia, Amy, Tim
- Visitors
- Approving 9/21/23 - Will approve at next meeting
- Administrative
- 1. Confluence Introduction- Patrick Alvord from Confluence via Zoom.
 - Huckleberry
 - 1. New Tables- Green Tree Brewery has donated some picnic tables that have been placed at Huckleberry.
 - 2. Boy Scouts Trail/Mapping- Boy Scout troop has extended trail in Huckleberry and plans to further extend path. V&K plans to walk trail with satellite photos to create map at beginning of trail. To be completed mid November.
 - 2. Hollyhock Park- Greg is applying for a mini grant for \$1,000 to help with purchasing swing. Susan Varilek has donated \$6,000 to also go towards purchasing a new swing.
 - 3. Recreation Center-
 - 1. Baseball Sign- Propose to purchase a new sign for Vets baseball field.
 - 2. Bags- Bags League wants to use facility again this winter. Monthly rental fee required.
- Upcoming Programs
 - 4. Catalog Sponsors- \$200 for sponsorship to place on last page of upcoming P&R Program.
 - 5. Christmas in LeClaire- First Saturday in December. Register to be in parade by Nov 27th for Free.
- Adjournment

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BUDGET REPORT
CALENDAR 12/2023, FISCAL 6/2024

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	YTD RECD/EXPD	YTD ENCUMBERED	YTD RECD/EXPD	YTD BALANCE	% RECD/EXPD
001-430-4310	RENT	.00	.00	.00	.00	.00	.00
001-430-4500	MISC SERVICE - PARKS	.00	.00	.00	.00	.00	.00
001-430-4550	SPORTS PROGRAM FEES-PARKS	22,580.00	7,395.00	.00	7,395.00	15,185.00	32.75
001-430-4551	NON-SPORT PROGRAM FEES-PA	7,000.00	.00	.00	.00	7,000.00	.00
001-430-4705	CONTRIBUTIONS - PRIVATE	7,800.00	2,080.00	.00	2,080.00	5,720.00	26.67
001-430-4710	REIMBURSEMENTS-PARKS	300.00	.00	.00	.00	300.00	.00
001-430-6010	SALARIES-PARKS	39,109.00	15,899.35	.00	15,899.35	23,209.65	40.65
001-430-6040	OVERTIME	.00	.00	.00	.00	.00	.00
001-430-6061	SPECIAL PAY - LONGEVITY	120.00	120.00	.00	120.00	.00	100.00
001-430-6063	SPECIAL PAY - SICK LEAVE	.00	.00	.00	.00	.00	.00
001-430-6064	SPECIAL PAY - VACATION	.00	.00	.00	.00	.00	.00
001-430-6068	SPECIAL PAY - LEISURE	.00	.00	.00	.00	.00	.00
001-430-6069	SPECIAL PAY - BEREAVEMENT	.00	.00	.00	.00	.00	.00
001-430-6142	457 CITY ADMIN-CITY SHARE	.00	.00	.00	.00	.00	.00
001-430-6150	GROUP INSURANCE-PARKS	5,171.00	3,934.89	.00	3,934.89	1,236.11	76.10
001-430-6210	ASSOCIATION DUES-PARKS	730.00	180.00	.00	180.00	550.00	24.66
001-430-6230	TRAINING	1,500.00	340.47	.00	340.47	1,159.53	22.70
001-430-6350	OPERATIONAL EQUIPMENT REP	500.00	.00	.00	.00	500.00	.00
001-430-6371	ELECTRIC/GAS EXPENSE	300.00	254.90	.00	254.90	45.10	84.97
001-430-6373	TELECOM-PARKS	240.00	99.42	.00	99.42	140.58	41.43
001-430-6374	WATER/SEWER EXPENSE	250.00	204.31	.00	204.31	45.69	81.72
001-430-6407	ENGINEERING EXPENSE	.00	.00	.00	.00	.00	.00
001-430-6408	INSURANCE PARKS	1,693.00	1,768.36	.00	1,768.36	75.36-	104.45
001-430-6411	LEGAL EXPENSE	.00	120.00	.00	120.00	120.00-	.00
001-430-6415	RENTS/LEASES-EQUIP/VEHICL	3,900.00	2,163.02	.00	2,163.02	1,736.98	55.46
001-430-6419	TCHNLGY SVCS-PARKS	10,000.00	6,322.17	.00	6,322.17	3,677.83	63.22
001-430-6421	LEGAL PUBLICATIONS	.00	.00	.00	.00	.00	.00
001-430-6422	DONATIONS/GRANTS/SPONSORS	.00	.00	.00	.00	.00	.00
001-430-6490	OTHER PROFESSIONAL SERVIC	.00	44.75	.00	44.75	44.75-	.00
001-430-6499	OTR CNTRTL SVC-PARKS	6,800.00	1,362.18	.00	1,362.18	5,437.82	20.03
001-430-6505	OTHER EQUIPMENT	.00	.00	.00	.00	.00	.00
001-430-6506	OFC SUPLS-PARKS	100.00	14.77	.00	14.77	85.23	14.77
001-430-6507	OPERATING SUPPLIES	1,500.00	341.14	.00	341.14	1,158.86	22.74
001-430-6508	POST/SHIP-PARKS	150.00	75.00	.00	75.00	75.00	50.00
001-430-6509	SIGNS/POSTS	500.00	125.00	.00	125.00	375.00	25.00
001-430-6511	PROTECTIVE EQUIPMENT	150.00	.00	.00	.00	150.00	.00
001-430-6514	BUILDINGS/GROUNDS SUPPLIE	7,500.00	1,019.42	.00	1,019.42	6,480.58	13.59
001-430-6516	FUEL	1,100.00	482.61	.00	482.61	617.39	43.87
001-430-6520	PROGRAM SUPPLIES	18,250.00	6,603.67	.00	6,603.67	11,646.33	36.18
001-430-6550	BUILDINGS-NON CAPITAL	.00	.00	.00	.00	.00	.00
001-430-6730	LAND	52,500.00	.00	.00	.00	52,500.00	.00
001-430-6799	OTHER CAPITAL OUTLAY	.00	810.53-	.00	810.53-	810.53	.00
001-430-6801	PRINCIPAL PAYMENTS-PARKS	.00	.00	.00	.00	.00	.00
	DIFFERENCE	114,383.00-	31,189.90-	.00	31,189.90-	83,193.10-	27.27
	PROOF	114,383.00-	31,189.90-	.00	31,189.90-	83,193.10-	27.27

CITY OF LECLAIRE
BUDGET PREPARATION SCHEDULE
FISCAL YEAR 2024-2025

DECEMBER 2023

DECEMBER 1, 2023 - City Administrator distributes the preparation schedule and budget materials to departments for the Fiscal Year 2025 proposed budget and Fiscal Year 2024 revised budget.

DECEMBER 4, 2023 - City Administrator presents budget preparation schedule for City Council approval and adoption at the regularly scheduled City Council meeting.

DECEMBER 5 - 31, 2023 - Department Heads meet with City Council Liaisons, as needed, to determine, review, discuss, fine-tune, and **finalize** their proposed and re-estimated budgets.

JANUARY 2024

~~**JANUARY 2, 2024** - Department Fiscal Year 2025 proposed line item budgets and Fiscal Year 2024 revised line item budgets are due to City Administrator by 5:00 p.m.~~

JANUARY 2, 2024 - City Council to discuss their Fiscal Year 2025 budget goals and priorities at the Special Committee-of-the-Whole meeting. (6:00 p.m.)

JANUARY 15, 2024 - City Council to discuss the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget at the regularly scheduled Committee-of-the-Whole meeting. (6:00 p.m.)

~~**JANUARY 26, 2024** - Finance Committee to meet with departments to review and discuss their proposed Fiscal Year 2025 and revised Fiscal Year 2024 line item budgets.~~

~~**JANUARY 29, 2024** - **POTENTIAL** Special Committee of the Whole meeting to be used exclusively as a budget workshop session. (6:00 p.m.)~~

FEBRUARY 2024

FEBRUARY 5, 2024 - City Council to discuss the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget at the regularly scheduled Committee-of-the-Whole meeting. (6:00 p.m.)

FEBRUARY 12, 2024 - **POTENTIAL** Special Committee-of-the-Whole meeting to be used exclusively as a budget workshop session. (6:00 p.m.)

FEBRUARY 20, 2024 - City Council to discuss the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget at the regularly scheduled Committee-of-the-Whole meeting. (6:00 p.m.)

FEBRUARY 20, 2024 - City Council sets a public hearing date of April 1, 2024 for public input on the Fiscal Year 2025 proposed property tax levy at a Special City Council meeting. (6:00 p.m.)

MARCH 2024

MARCH 4, 2024 – City Council to discuss the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget at the regularly scheduled Committee-of-the-Whole meeting. (6:00 p.m.)

MARCH 4, 2024 – City Council finalizes the Fiscal Year 2025 property tax levy at the regularly scheduled Committee-of-the-Whole meeting. (6:00 p.m.)

MARCH 5, 2024 – Fiscal Year 2025 property tax levy information and public hearing date are entered into the Iowa Department of Management software for required County Auditor’s Office mailing on March 20.

MARCH 20, 2024 - Notices are published in the Quad City Times and posted on the City’s web site for a public hearing on the Fiscal Year 2025 proposed property tax levy to be held on April 1, 2024.

MARCH 20, 2024 – Scott County mails a notice showing the proposed city, county and school property tax rates and revenues for the budget year to each taxpayer.

APRIL 2024

APRIL 1, 2024 – At separate, stand-alone meeting, City Council conducts public hearing on the Fiscal Year 2025 proposed property tax levy. (5:30 p.m.)

APRIL 1, 2024 – City Council sets the public hearing date of April 15, 2024 for the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget at the regularly scheduled City Council meeting. (6:00 p.m.)

APRIL 3, 2024 - Notices are published in the Quad City Times for public hearings on the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget to be held on April 15, 2027.

APRIL 15, 2024 - City Council conducts public hearings and considers adoption of the Fiscal Year 2025 proposed budget and the Fiscal Year 2024 revised budget at the regularly scheduled City Council meeting. (6:00 p.m.)

APRIL 30, 2024 - City Clerk certifies the Fiscal Year 2025 budget and the Fiscal Year 2024 revised budget with the County Auditor.

JULY 2024

JULY 1, 2024 – Start of Fiscal Year 2025 and publication of final budget documents.

Home (<http://mainstreet.org>)

Gregory Ludwig (https://www.submittable.com/help/submitter?argId=10786)



(<http://mainstreet.org>)

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T-Mobile Hometown Grant Application Q4 2023 (October 2, 2023 - January 2, 2024)

Ends on Tue, Jan 2, 2024 11:59 PM

T-Mobile Hometown Grants is a \$25 million, five-year initiative to support the people and organizations who help small towns across America thrive and grow. Hometown Grants are given every quarter to up to 25 small towns. Apply for funding to support a community project of your choice, like revitalizing or repurposing a historic structure, creating a downtown asset or destination, or improving a space where friends and neighbors gather. Projects that add to a sense of place or could lead to further investment are of particular interest. We look forward to learning more about your town and your project.

[Manage Collaborators](#)

Thank you for your interest in the T-Mobile Hometown Grants Program. Your application will be reviewed based upon the following criteria. Please note that the letters of support for your project are an important part of this application.

- **Community need** - Proposed project should fill a demonstrated need in the community. This grant funding is intended for shovel-ready projects, or portions of shovel-ready projects, that would not otherwise be possible to implement through municipal funding. Proposal & letters of support should demonstrate strong community support for the project.
- **Community impact** - Project should connect the community in meaningful and innovative ways.
- **Partners, engagement, and resources leveraged for the project** - Strong applications actively involve local organizations by incorporating them into the planning and execution processes and engaging the community in activating the project site. Letters of support should come from a variety of stakeholders within the community. While match funding is not required, applicants are encouraged to be resourceful in identifying additional sources of funding and/or in-kind donations relevant to the project to supplement funding from T-Mobile. Examples of in-kind donations include: volunteer involvement, working with partners that contribute graphic design services, space, or other resources.
- **Feasibility** - You should be able to complete your project within your detailed budget and shovel-ready plan and within 12 months of receiving funding, if selected.
- **Alignment with T-Mobile's small town strategy** - T-Mobile strives to be a force for good. To read more about T-Mobile's many corporate initiatives and key segments, visit <https://www.t-mobile.com/responsibility>. (<https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.t-mobile.com%2Fresponsibility&data=05%7C01%7CMichele.Shaw%40t-mobile.com%7C529f630670a34bd3f24808db10340faa%7Cbe0f980bdd994b19bd7bbc71a09b026c%7C0%7C638121588021182150%7CUnknown%7CTWFpbGZsb3d8eyJWljojMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTil6lk1haWwiLCJXVCB6Mn0%3D%7C3000%7C%7C%7C&sdata=%2FHeHhiEp7KsvlnFXpyOdux88Ca94hrfM4mFnSqagLpM%3D&reserved=0>).