



Grinnell FINANCE COMMITTEE Meeting
MONDAY, JUNE 15, 2020 AT 8:00 A.M.
VIA ZOOM

Join Zoom Meeting

<https://zoom.us/j/98146891135?pwd=UzlDRDhieDhjbVRNZktTUFNOR0Nidz09>

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TENTATIVE AGENDA

ROLL CALL: Wray (Chair), White, Bly.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Consider approval of FY20 Budget Amendment (See Resolution No. 2020-99).
2. Consider approval of transfers of funds per budget (See Resolution No. 2020-100).
3. Consider approval of quotes from Tyler Technologies for upgrade to financial and services software (See Resolution No. 2020-101).
4. Discuss possible application to the Iowa Great Places program.
5. Discuss possible issuance of General Obligation Debt repayable with Tax Increment Financing for various projects in the FY 21 to FY 25 Capital Improvement Plan.
6. Consider setting time to meet with downtown developer to review project and discuss development agreement.

INQUIRIES:

ADJOURN:

RESOLUTION NO. 2020-99

A RESOLUTION ADOPTING THE AMENDMENT TO BUDGET FOR THE FISCAL YEAR 2020.

Be It Resolved by the Council of the City of Grinnell, Iowa:

The annual budget for the fiscal ending June 30, 2020, as set forth in the Budget Summary Certificate and in the detailed budget in support thereof showing the revenue estimates and appropriation expenditures and allocations to programs for said fiscal year is adopted, and the clerk is directed to make the filings required by law and to set up her books in accordance with the summary and details as adopted.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Passed and approved on this 15th day of June 2020.

DAN F. AGNEW, MAYOR

ATTEST:

ANNMARIE WINGERTER, CITY CLERK/FINANCE DIRECTOR

79-745

CITY BUDGET AMENDMENT AND CERTIFICATION RESOLUTION - FY 2020 - AMENDMENT #1

To the Auditor of POWESHIEK County, Iowa:

The City Council of Grinnell in said County/Counties met on 06/15/2020, at the place and hour set in the notice, a copy of which accompanies this certificate and is certified as to publication. Upon taking up the proposed amendment, it was considered and taxpayers were heard for and against the amendment.

The Council, after hearing all taxpayers wishing to be heard and considering the statements made by them, gave final consideration to the proposed amendment(s) to the budget and modifications proposed at the hearing, if any. Thereupon, the following resolution was introduced.

RESOLUTION No. 2020-99

A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE FISCAL YEAR ENDING JUNE : 2020
(AS AMENDED LAST ON N/A.)

Be it Resolved by the Council of the City of Grinnell

Section 1. Following notice published 06/04/2020

and the public hearing held, 06/15/2020 the current budget (as previously amended) is amended as set out herein and in the detail by fund type and activity that supports this resolution which was considered at that hearing:

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property 1	4,019,405	99,779	4,119,184
Less: Uncollected Property Taxes-Levy Year 2	0	0	0
Net Current Property Taxes 3	4,019,405	99,779	4,119,184
Delinquent Property Taxes 4	0	0	0
TIF Revenues 5	2,630,972	0	2,630,972
Other City Taxes 6	2,330,819	-24,441	2,306,378
Licenses & Permits 7	3,550	3,284	6,834
Use of Money and Property 8	167,527	2,967	170,494
Intergovernmental 9	6,914,479	-1,222,289	5,692,190
Charges for Services 10	6,341,077	-759,653	5,581,424
Special Assessments 11	0	0	0
Miscellaneous 12	1,416,467	368,610	1,785,077
Other Financing Sources 13	5,899,928	-1,774,808	4,125,120
Transfers In 14	5,512,558	141,179	5,653,737
Total Revenues and Other Sources 15	35,236,782	-3,165,372	32,071,410
Expenditures & Other Financing Uses			
Public Safety 16	2,311,714	-1,104	2,310,610
Public Works 17	1,674,443	-319,930	1,354,513
Health and Social Services 18	2,000	0	2,000
Culture and Recreation 19	1,608,957	-54,642	1,554,315
Community and Economic Development 20	1,338,623	-241,996	1,096,627
General Government 21	2,296,229	375	2,296,604
Debt Service 22	2,642,914	0	2,642,914
Capital Projects 23	7,486,486	-171,144	7,315,342
Total Government Activities Expenditures 24	19,361,366	-788,441	18,572,925
Business Type / Enterprises 25	11,314,320	-1,828,284	9,486,036
Total Gov Activities & Business Expenditures 26	30,675,686	-2,616,725	28,058,961
Transfers Out 27	5,512,558	141,179	5,653,737
Total Expenditures/Transfers Out 28	36,188,244	-2,475,546	33,712,698
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year 29	-951,462	-689,826	-1,641,288
Beginning Fund Balance July 1 30	11,339,047	0	11,339,047
Ending Fund Balance June 30 31	10,387,585	-689,826	9,697,759

Passed this 15th day of June, 2020
(Day) (Month/Year)

Signature

City Clerk/Finance Officer

Signature

Mayor

Budget Amendment Explanation

Revenues were down due to:

- Ceasing of activities and less activity in general due to COVID-19.
- Projects not being completed as quickly as expected, so grants and loans weren't drawn down for as much as budgeted.

Expenditures were down due to:

- Fewer salaries being paid due to the ceasing of activities due to COVID-19.
- Projects not progressing as quickly as anticipated
- Business Type/Enterprise spending was down and originally overestimated.

RESOLUTION NO. 2020-100

RESOLUTION TO TRANSFER FUNDS PER BUDGET

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRINNELL, IOWA:

The following monthly transfer is hereby authorized:

FROM:

011 UTILITY FRANCHISE	Transfer Per Budget	\$ 154,359.03
110 ROAD USE TAX	Transfer Per Budget	62,488.00
112 ROAD USE TAX	Transfer Per Budget	156,293.00
121 LOCAL OPTION SALES TAX	Transfer Per Budget	79,048.69
167 LIBRARY	Transfer Per Budget	18,000.00
310 CENTRAL PARK	Transfer Per Budget	11,554.09
313 CITY HALL	Transfer Per Budget	79,148.90
496 WATER TOWER EQUIP	Transfer Per Budget	7,629.09
610 WATER	Transfer Per Budget	27,560.00
620 SEWER	Transfer Per Budget	28,869.12
630 STORM WATER	Transfer Per Budget	85,427.00
670 SOLID WASTE	Transfer Per Budget	3,376.00
		\$ 713,752.92

TO:

001 GENERAL	\$ 146,918.00
003 LIBRARY	18,000.00
004 CITY HALL	79,148.90
138 MEDICAL INSURANCE RESERVE	47,759.00
140 411 RESERVE	48,632.00
304 SKATEPARK PROJECT	4,048.69
305 WATER MAIN RELOCATION PROJECT	5,930.00
307 10TH AVENUE PROJECT	0.03
309 GMRC RISE PROJECT	4,359.00
317 WATER MAIN REPLACEMENT PROJECT	3,730.00
318 REED STREET PROJECT	8,140.00
319 PARK STREET PROJECT	8,605.00
320 SE SEWER LINING PROJECT	10,880.00
350 AIRPORT PROJECTS	11,554.09
361 WATER QUALITY IMPROVEMENT PROJECT	42,450.00
371 WATER TOWER PROJECT	7,629.09
373 8TH AVENUE PROJECT	12,833.00
375 I80 INTERCHANGE PROJECT	32,910.00
376 CENTRAL BUSINESS DISTRICT PROJECTS	70,226.12
377 16TH AVENUE CULVERT PROJECT	150,000.00
	\$ 713,752.92

PURPOSE OF TRANSFERS

To transfer funds where needed, as budgeted for FY20.

PASSED AND APPROVED this 15th day of June 2020.

Dan F. Agnew, Mayor

Attest:

Annamarie Wingerter, City Clerk/Finance Director

RESOLUTION NO. 2020-101

RESOLUTION ACCEPTING QUOTES FROM TYLER TECHNOLOGIES FOR THE UPGRADE OF THE FINANCIAL AND BUSINESS SERVICES SOFTWARE FOR THE CITY OF GRINNELL, IOWA

WHEREAS the City of Grinnell, in the Strategic Plan, identified a desire to have financial software that allows real time access to budget information and payroll data entry; and

WHEREAS the quotes from Tyler Technologies would allow the city of Grinnell to upgrade the current Tyler Technologies software to meet this item of the Strategic Plan; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GRINNELL, IOWA:

Section 1. That the quote from Tyler Technologies of Lubbock, Texas is hereby accepted for the upgrade of the financial and business services software, as described in the quote, in the amount of fifty-four thousand three hundred ninety and 00/100 dollars (\$54,390.00).

Section 2. The Mayor and City Clerk of the City of Grinnell, Iowa are hereby authorized and directed to execute the contract Tyler Technologies for the software upgrade as is herein referred.

Passed this 15th day of June 2020 and signed this 15th day of June 2020.

By: _____
Mayor

Attest: _____
City Clerk



Quoted By: Lukas DeBolt
 Quote Expiration: 11/24/2020
 Quote Name: City of Grinnel- LGD- VX Migration
 Quote Number: 2020-110527
 Quote Description: VX Migration

Sales Quotation For
 City of Grinnell
 520 4th Avenue
 Grinnell , IA 50112
 Phone: +1 (641) 236-2600

Subject
 TO
 APPROVAL

Tyler Migration Services

Description	Investment
Financial Migration Services	\$12,600
Core Financials	
Purchasing	
Personnel Management Migration Services	\$13,400
CIS Migration Services	\$14,200
Cashiering	
Utility CIS System	
CRM Migration Services	\$6,800
Misc. Accounts Receivable	
Sub-Total:	\$47,000
TOTAL:	\$47,000

Other Services

Description	Quantity	Unit Price	Extended Price	Maintenance
Project Management	1	\$2,500	\$2,500	\$0
TOTAL:			\$2,500	\$0

Summary

	One Time Fees	Recurring Fees
Total Tyler Services	\$2,500	\$0
Total Migration Services	\$47,000	
Total Third Party Hardware, Software and Services	\$0	\$0
Summary Total	\$49,500	\$0
Contract Total	\$49,500	

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
 - Fees for hardware are invoiced upon delivery;
 - Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
 - Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
 - Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite.
 - Expenses associated with onsite services are invoiced as incurred.
- Travel Expenses will be billed as incurred according to Tyler's standard business travel policy.
- Utility CIS System includes collections, tax lien process and import, utility payment import, a standard forms pkg., output director and one Utility handheld meter-reader interface.
- Cashiering supports credit/debit cards via ETS, includes PCI Compliant, a cash collection interface, a cashiering receipt import)
- Core Financials includes general ledger, budget prep, bank recon, AP, Express, CellSense, a standard forms pkg, output director, positive pay, secure signatures (qty 2).



Quoted By: Lukas DeBolt
 Quote Expiration: 11/24/2020
 Quote Name: City of Grinnel- LGD- Permitting Migration
 Quote Number: 2020-110537
 Quote Description: Permitting Migration

Sales Quotation For
 City of Grinnell
 520 4th Avenue
 Grinnell , IA 50112
 Phone: +1 (641) 236-2600

Tyler Software and Related Services - Annual

Description	One Time Fees			Annual Fee
	Impl. Hours	Impl. Cost	Data Conversion	
Community Development				
Permitting	18	\$1,890	\$0	\$3,000
	<i>Sub-Total:</i>	<i>\$1,890</i>	<i>\$0</i>	<i>\$3,000</i>
	TOTAL:	\$1,890	\$0	\$3,000

	One Time Fees	Recurring Fees
Summary		
Total Tyler Annual	\$0	\$3,000
Total Tyler Services	\$1,890	\$0
Total Third Party Hardware, Software and Services	\$0	\$0
Summary Total	\$1,890	\$3,000
Contract Total	\$4,890	

Comments

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 - Expenses associated with onsite services are invoiced as incurred.
- Services Only -License previously purchased.
- Travel Expenses will be billed as incurred according to Tyler's standard business travel policy.