

**MINUTES OF THE REGULAR MEETING OF THE  
AMES CONFERENCE BOARD AND  
REGULAR MEETING OF THE AMES CITY COUNCIL**

AMES, IOWA

JANUARY 24, 2017

**REGULAR MEETING OF THE AMES CONFERENCE BOARD**

The regular meeting of the Ames Conference Board was called to order by Chairman Ann Campbell at 5:30 p.m. on January 24, 2017. Present from the Ames City Council were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Story County Board of Supervisors present were Martin Chitty, Lauris Olson, and Rick Sanders. Representing the Ames Community School Board were Lewis Rosser and Bill Talbot. Gilbert Community School District and United Community School District were not represented.

**MINUTES OF FEBRUARY 23, 2016, MEETING OF THE CONFERENCE BOARD:** Moved by Nelson, seconded by Sanders, to approve the Minutes of the February 23, 2016, meeting of the Ames Conference Board.

Vote on Motion: 3-0. Motion declared carried unanimously.

**ASSESSOR'S BUDGET PROPOSALS:** Ames City Assessor Greg Lynch highlighted information from the City Assessor's 2017/18 Annual Report.

City Assessor Lynch thanked Tom Carey for his service on the Board of Review. His term expired on December 31, 2016, and he is not seeking reappointment.

Mr. Lynch stated that taxable values increased 3.7% and assessed values have increased 2.3%.

City Assessor Lynch noted that both of the appraiser positions will be filled beginning January 25. However, there is still an existing vacancy for the database manager position. Although they are working to achieve full staffing in the Assessor's Office, staff is having a difficult time keeping up with the workload. He is requesting the addition of one more administrative assistant.

Mr. Lynch noted that while the Assessor's Office cost of living and merit increases are similar to what City employees receive, these increases for his office have fallen behind in the last two years. He referenced the chart on Page 7 which indicates that his staff's increases are 1% lower than the cost of living increases received by City employees. Mr. Lynch said that based on this, he has budgeted a 3.75% cost of living increase and a 1% merit pool, for a total of 4.75%.

City Assessor Lynch reported that aerial photography has been performed since 2012; it is prudent that these aerials be done every two years. The cost of this photography service has doubled, and the City has graciously agreed to help bear half of the cost for this service. For an additional \$3,000 over the next six years, the office will get aerial photography services every two years.

Board of Supervisors Member Sanders stated he is concerned that a 38% increase is being proposed over two years. Last year, the Board saw a major increase because, on the salary side, there were 27 pay periods instead of 26. What is being proposed, compared to FY 2016, is about 42% on the payroll side. Part of that is the addition of another employee. Mr. Sanders noted that in getting down to the bottom line, we are going from \$825,181 in FY 2016 to proposing \$1,146,000. He felt that what is being presented to the Board is not anywhere close to being sustainable.

Mr. Lynch noted that this would depend upon taxable value increases. Mr. Sanders stated that as has been discussed in past years, anything more than 3 to 3-1/2% projected out far enough is not sustainable.

Discussion was held regarding the salary increases proposed for FY 2017/18 and staffing levels and what was budgeted in the 2016/17 projected expenses. The Conference Board further discussed the past and current vacant positions existing in the City Assessor's Office.

Administrative Assistant Dawn Tank explained results and how these were arrived at in terms of the FY 2015/16 Actual Expenses. She further explained how she arrived at the figures pertaining to current staff versus current staff with the additional clerk and the percentage of changes.

Mr. Sanders advised that he wanted the Board members just to be aware that the City will not have a 32-cent levy next year, and that it will be seeing about a 42-cent levy instead.

In reference to questions posed by Council Member Tim Gartin regarding taxable values, Mr. Lynch reported that, from an assessment perspective, they will see an increase next year—primarily in residential and multi-residential values.

Board of Supervisors Member Lauris Olson stated the Mini Board discussed the back log of work in the Assessor's Office, as well as the hiring of a part-time person in lieu of interns.

Ms. Tank explained that the back log exists due to being short-staffed, and the office can not keep up with getting all records entered into their system. The part-time assistant will be tasked with getting the work caught up.

Moved by Sanders, seconded by Betcher, to approve the recommendations of the Assessor's Report.  
Roll Call Vote: 3-0. Motion declared carried unanimously.

Moved by Sanders, seconded by Betcher, to receive the proposed budget (adoption of the budget will occur after the hearing is held).  
Roll Call Vote: 3-0. Motion declared carried unanimously.

Moved by Sanders, seconded by Betcher, to set 5:30 p.m. on February 28, 2017, as the date of public hearing on the proposed FY 2017/18 City Assessor's budget.  
Roll Call Vote: 3-0. Motion declared carried unanimously.

**ADJOURNMENT:** Moved by Gartin to adjourn the Ames Conference Board at 6:00 p.m.  
Vote on Motion: 3-0. Motion declared carried unanimously.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Chair

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Jill L. Ripperger, Recording Secretary

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Greg Lynch, City Assessor