



CITY COUNCIL MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Susi Lampe, IaCMC, IaCFO – City Clerk/Treasurer

DATE OF MEETING: February 12, 2024

ITEM TITLE: Set a Hearing for the Proposed Property Tax Levy for Fiscal Year 2025

BACKGROUND:

House File 718, passed during the 2023 Legislative Session, requires that a hearing on the property tax rate be held prior to the completion of the budget. The proposed property tax hearing is intended to spotlight the change in property tax levy to be requested by cities each year. This hearing must be held as a stand-alone meeting, with its own agenda and minutes. No other city business may be on the agenda or discussed during the meeting. This hearing requires a public notice. For cities with a population of more than 200 in the last official census, the notice must be published in a newspaper of general circulation within the city not less than 10 (3/15/2024) and not more than 20 (3/5/2024) days **prior** to the date of the public hearing (3/25/2024).

DISCUSSION:

This step must be taken to move forward with the Fiscal Year 2025 budget process. Any questions related to this item must be asked during the public hearing.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Support and Empower Workforce and Engaging and Catalyzing Community. This item helps achieve that vision by providing staff with adequate budget authority to complete their duties throughout the year, as well as providing budget authority for authorized projects and new programs (if any) throughout the year. Scheduling a public hearing such as this allows for property notification of residents so that they may attend to voice concerns.

FINANCIAL CONSIDERATION:

There will be publication costs related to the hearing being published in the required time frame. This is already budgeted in the City Administrative budget.

RECOMMENDATION:

Staff recommends a motion to set March 25, 2024, at 4:45 pm as a Public Hearing on the Proposed Property Tax Levy for Fiscal Year 2025.