



Council Work Session

Minutes

Monday, January 31, 2022 at 6:30 pm

MEETING LOCATION

CITY HALL COUNCIL CHAMBERS, 305 NORTH CLARK STREET, FOREST CITY, IA

ACCESS MEETING THROUGH GOTOMEETING

Due to the COVID-19 Pandemic, Citizens are required to attend the council meeting virtually at:

COUNCIL BUDGET WORKSHOP

Mon, Jan 31, 2022 6:30 PM - 9:00 PM (CST)

Please join my meeting from your computer, tablet or smartphone.

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Access Code: 505-999-933

Council Meeting Protocol

During tonight's meeting, the following protocol steps will be followed for each agenda item:

1. All public microphones will be muted to allow discussion by the City Council.
2. The Council will make and second a motion on the item, but no vote will be taken.
3. All citizens who contacted the City Administrator prior to the meeting to request permission to speak to the item will be called upon one at a time to allow them the opportunity to speak.
4. The remaining public will be unmuted to allow them to speak to the item.
5. After the Council has heard from all citizens wishing to speak, the Council will vote on the item. If any member of the Council is attending the meeting electronically, I will ask for a roll call vote to accurately record each Councilmember's vote.

1. CALL TO ORDER

Minutes:

Mayor Ruitter called the meeting to order at 6:30pm.

2. ROLL CALL

Minutes:

Councilmembers present were: Buffington, Holland, Mikes, Tweeten, Welch, Wooldridge; present via telecom: Davis.

3. BUSINESS

a. Discuss Budget Figures for FY 2022-2023 for the City of Forest City

Minutes:

CA Huffman presented the Fiscal Year 2022-2023 Budget. The budget was presented with a balanced General Fund and a \$0.46 decrease in the overall property tax levy. Departmental and Proprietary Fund budgets were reviewed along with significant highlights to each. Discussion was also held regarding proposed capital projects and funding sources.

b. Acceptable use of City E-mail (city business only, not personal use)

Minutes:

Discussion was held regarding acceptable use of City e-mail accounts, cyber security and retention of electronic records. Use of two factor authentication for City e-mail accounts was acceptable.

c. Cyber Security (using strong passwords and two factor authentication)

d. Records Retention Policy (as explained by City Attorney Bakke & Assistant City Attorney Regan Peterson)

4. ADJOURNMENT

Minutes:

The meeting was adjourned at 9:11pm.