

COUNCIL PROCEEDINGS  
FEBRUARY 24, 2020

Charles City city council met in a planning session on February 24, 2020 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phillip Knighten, Phoebe Pittman. Also present were city administrator Steve Diers and city engineer John Fallis.

Mayor's Comments - Mayor Andrews commented that the 2020 census is upon us and they are encouraging the city to promote their preference of the residents registering online. He will work on getting a committee together to work on this.

Emily Stowe from IC School was present to discuss a color run that the PTO wants to do on May 16. They would like to use the riverfront trail and will start and end at IC school. It will be a 5K run/walk. She will be at the March 2 council meeting for council action.

Heidi Nielsen was present to discuss the parking lot/sidewalk project planned for North and South Cedar Terraces. They will be removing tripping hazards, repairing sidewalks, repairing some of the parking lot surfaces and installation of two new parking lots at North Cedar Terrace. The new lots will be bid as an alternate bid. SEH is preparing the specs for these projects. The public hearing on these plans and specs will be held March 17 and will be paid for from the 2018 and 2019 Capital Funds.

Pat Callahan was present to review the process for developing a capital improvement plan for the city. Since we are just finishing up budget, this is a good time to start the process. We should focus on more brick/mortar projects and large pieces of equipment to include in the plan. He is suggesting looking at a 6 year span to include and a threshold of around \$50,000 but we could change those later if we decide. He also suggested grouping street projects together into phases rather than list all of them out separately each year. He would like to see the council hold a workshop dedicated entirely to working on the plan. Our initial goal is to have this plan done by July this year but that could get bumped back if we make lots of changes along the way. The first step is to identify projects, get a list and then project revenues. Once we get the initial project list back from department heads and the council, we will schedule our next meeting with Pat, we will tentatively plan to do that toward the end of March.

Heartland Asphalt has requested a partial release of the retainage for the SWAP project they recently completed. This project was an asphalt overlay on S. Main/N. Jackson. They are asking for half of the retainage and this will be on the next regular meeting for council action.

The Hildreth Street project is ready for acceptance by the council. The final cost was a little over \$1.4 million. There were some change orders for overrun of quantities. This will be on the March 2 agenda for council action.

Clark Street Trail project is also ready for acceptance by the council. This was a TAP project and ended up about \$16,000 over the bid. Change order was issued that provided additional rock material for the project. This will be on the March 2 agenda for council action.

A supplement agreement with SEH for the Hildreth/Riverside project is needed. Wet weather caused delay in the construction and the longer construction time in turn required more inspection and construction admin time. This increase in cost will be covered in the supplement agreement. This item will be on the March 2 agenda for council action.

The Charley Western Trail Bridge construction project will require more wood turtle monitoring to be done. An agreement has been drafted with Stantec for this service, they did the monitoring during the demolition of the bridge as well. This will be on the March 2 agenda for council action.

City administrator Diers reported that he would like to have a special meeting this Thursday at 6:30 to discuss the WRRF project with Fox Engineering being there to answer questions. He attended the

MidAmerica conference in Des Moines last week and it was very informative. The telecom board has a meeting tomorrow at 4:00.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk