

COUNCIL PROCEEDINGS
APRIL 22, 2019

Charles City city council met in a planning session immediately following adjournment of a special meeting 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 and Dan Mallaro. Absent was Michael Hammand. Also present were city administrator Steve Diers and city engineer John Fallis.

A parking lot paving waiver had been received from Nick Hopp on property located at 2914 Valley Drive for a storage unit. He is asking for a waiver from the paving requirement for the entire area around the building. But if that's not acceptable, he would put a 3-6' apron around the building. This has been presented to planning and zoning and they are recommending approval of the waiver but require a 6' apron be paved on the door sides of the building. Council member Freeseaman stated that there was also some concern at the planning and zoning meeting about lighting for the building. Mr. Hopp stated that he had not planned on putting lighting in but it was then commented that this will be handled when the building permit is secured.

Heidi Nielsen, housing director, was present to discuss the boiler project at South Cedar Terrace. There are twenty buildings and each one has one boiler that heats four apartments. They had looked at replacing the existing boilers with newer energy efficient ones but due to the lower demand, the design will eliminate any savings from energy efficiency. The \$220,000 to replace with energy efficient boilers is too cost prohibitive as well. There is currently a contract with Linderman for boiler maintenance and they have submitted a cost of \$16,288 to provide preventative maintenance on all the boilers and the housing board has approved this estimate. This will be on the next regular agenda for council action.

The Immaculate Conception church is trying to provide drainage to a wet area near their church offices. To accomplish this, they would like to connect to the city's storm sewer main. This would involve crossing city owned right of way, so they are requesting a permanent easement from the city for this connection. A public hearing will need to be held for this easement.

Bob Ingram, Sisson and Associates agent, was present to review the city's insurance renewal package. The total package is up 9.7% from last year. Increases in auto coverage and work comp are some reasons for this increase. He is suggesting increasing the current \$1000 property deductible to \$2500 which would save about \$5600 or increase it to \$5,000 which would save about \$10,800. Question on if that deductible was per building or was it for everything. Bob will check on this. Also discussed was pollution coverage, this would add \$200 to our policy. On May 6 when it comes time for renewal, council will need to designate what they want for a property deductible and if they want to add the pollution coverage.

Two possible locations for storm water work have been identified. South Grand is one and South Johnson/Oliver is the other. We could add more intakes on South Grand to catch water before it gets to the low lying places, which would run approximately \$100,000. When the area at S. Johnson/Oliver was developed, no plan was made for overland water flow. So the water just fills up in this area, like a bathtub. Estimated cost of this project would be \$200,000. This project would require some outside design work whereas South Grand would be able to be designed in house. These projects could be worked on parallel with each other.

The historic preservation commission has been discussing getting youth more involved with their projects. They are asking that a four member student group be formed with a Charles City 9th, 10th, 11th and 12th grade member. The current bylaws require all voting members live in the city. Rather than change the bylaws, we would make this youth group a non -voting advisory group only. This will be on the next regular meeting for council consideration.

Proposed amendment for FY19 budget was presented. A payment of \$25,000 had been included in the current year for ambulance and this can be removed. The payment on McQuillen can also be removed. The functions that are over budget are public safety, public works, community/economic development, debt service and capital projects. Some of the reasons for the increases are Charley Western bridge

demo and design, snow removal costs, changes in timeline for some capital projects, overtime for police department due to short staff and addition of city operated transit. The total expenses are decreasing but since some functions are over, we need to do an amendment. This amendment does not change the tax levies at all. These changes will be made and the final amounts will be presented to the council on May 6th to set a public hearing for the May 20th meeting. Budget amendments need to be approved and filed with the state before May 31.

The school has approached the city about the soon to be acquired property behind the Allied Subdivision known as Outlot C. As part of the relocation of the sports complex, the school needs to move Comet Drive to make room for the new baseball diamond. They would like to acquire a small piece of Outlot C to make this possible. The area is approximately 30' wide by 90' long. Staff is recommending square off the portion to be transferred for simplicity. This area is located away from the potential developable lots and would not impact the use of those lots. Councilmember Freesean asked if there were any zoning issues with this and response was no.

Discussion on city hall/police department facilities. We have been talking about this for a long time and the facility study we had done showed that we need more space. We have investigated other options, such as moving to 500 N. Grand, Cedar Valley Health or moving the police to the county law enforcement center. The possible fiber project moving forward will necessitate having a location designation to house the equipment and employees for that so that a business plan can be drafted. We need to find out if the current city hall building can be re-designed to gain more space for current needs as well as the needs of the fiber utility. It is being suggested to get the square footage requirements of city hall, police and fiber to a firm to draw up plan options for us to consider. There were about 5 locations possible for locating the broadband and city hall is one of those. They are looking for a central location to more easily accommodate the web- like branching out of the fiber lines to the consumers. The equipment for the fiber does not have to be located in the same place as the administration offices of that utility so a place could be rented for those offices if needed until the entire project took awhile to be completed. City administrator Diers will prepare an RFP for design services to present to the council. At that time, they can decide to go out for proposals or not.

City administrator Diers reported that an official resignation letter has been received from Steve Lindaman as park and rec director with May 31 being his last day of work. We have advertised this position and received 48 applications. They will narrow down the list and start interviews soon. Diers has sent an email to the state representatives concerning the proposed legislation on property tax reform to say this will be detrimental to cities.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, city clerk