

COUNCIL PROCEEDINGS
APRIL 27, 2020

Charles City city council met in a planning session on April 27, 2020 at 6:00 p.m. remotely via Zoom due to the COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers and city engineer John Fallis.

Mayor Andrews reported that the Floyd County Community Foundation was raising money for coronavirus relief here in Floyd County and are asking for donations. These funds would be disbursed to local non profits who are experiencing hardship due to the pandemic. They have asked if the city's budgeted support of \$3500 for FY21 can be used for this relief fund instead of it's original purpose. Consensus of council was that this would be acceptable. Mayor Andrews also reported that the mobile food pantry operation would be moving to the high school parking lot since there is more room up there for people to park and receive food. Their next date for operation is Wednesday from 12:00 to 1:00. He also received an email from NICA0 on energy help for low income people during the pandemic.

Discussion held on the proposed senior living project to be located near the hospital. Mark Holtkamp was on the phone to answer questions the council may have on this project and the proposed development agreement. It will be a 72 unit building with assisted living, memory care and nursing home units. The agreement would be for 100% abatement for 10 years. It is an estimated thirteen million dollar investment and plans are to complete it by December 31, 2021. Holtkamp asked if something would happen and it doesn't get completed until spring of 2022, would that be an issue? Consensus was no, the council could take action to approve the extension. The agreement requires the creation of 30 FTE jobs but will likely be higher than that. It will be classified as multi residential but for LMI consideration it will be considered commercial so there will not be any LMI requirement. There is also a clause in the agreement that administrative costs up to \$10,000 will be deducted from the first rebate payment. This will cover the legal fees to amend the urban renewal plan and creating the development agreement. The total rebate has been capped at two million. If the property should change hands during the life of the rebate, council can approve assigning the remainder of the agreement to the new owner. Mayor Andrews had received a call from the owner of an assisted living facility in town asking about the independent living component of this project. There has been difficulty in keep current units filled and she wanted to know how this proposed project would be different. Holtkamp commented that his units will be larger and will be certified for assisted living but can also be used for independent living and not receive the level of care of assisted living. Administrator Diers stated that the final draft of this development agreement will be reviewed at the May 13 planning session.

Banking bids had been requested from the local banks for the next three years for city funds. CUSB was the only bank to submit a bid. One was received from First Citizen's but missed the deadline so was not able to be considered. This will be on the next regular council agenda for council approval.

Housing director Heidi Nielsen was present via Zoom to discuss the sale of some housing property to the Charles City school. A reimbursement agreement has been drafted so that if this sale doesn't happen, the city will get reimbursed for the costs incurred to date for the survey and appraisal of this property. The city will need to enter into a purchase agreement for this property prior to HUD approval of the sale. This property will be used to expand their sports complex. Council member Freeseaman asked what exactly they will be doing with it, he didn't want it to cause problems with the residents currently living next to it. Nielsen replied that she understands that it will be a practice field so nothing should be constructed on it.

Laurie Pederson has been renting an area of city property located at 102 St. Mary's Street for the last three years to gain access to her property at 1202 Clark Street. This expired in November 2019 and needs to be renewed if she is to continue using it. There currently is a bus and dumpster situated on this rented property and the city is going to require that these be removed and nothing else gets set on this property for the duration of the lease. It is to be used for access to her property only. This property was acquired by the city through a FEMA buyout program so that requires that nothing gets constructed on it. She has communicated that the bus will be moved by the end of April so this will be on a May council meeting for action.

Nuisance property at 1800 Rolfing was discussed. This property was on our top list of nuisances in 2019 and the city has an opportunity to purchase it for demolition. The next door neighbor has expressed interest in purchasing this property. The owner has taken money as a down payment from another person but the property has not changed hands yet. This third person may present a claim on the property so this may not be a clean transaction for the city. There had been a trial set on this property through the 657A process but due to the pandemic it has been postponed. Attorney Slotter is hoping that as we proceed with this process, it may force some action on getting this property resolved. If the city does gain ownership of this property, there may be a possibility of adding 10' to it and make it a buildable lot.

An engineering agreement with SEH for the Southwest Development park storm water drainage project was reviewed. They designed the improvements last year and the project was sent out for bids. Since the bids all came back too high, we rejected them and will need to change the design and re-bid it. We have been awarded a \$100,000 IDALS grant and Winnebago Industries has pledged \$100,000 to the project so that will help with funding. The city will pay \$80,000 for their portion of the project and the SW Development TIF has pledged \$100,000 for funding as well. This agreement with SEH will cover the re-design of the project to fit within our budget and funding.

City administrator Diers reported that Governor Reynolds has declared reopening a portion of the state starting May 1 for certain businesses. Social distance must still be maintained. We are considering reopening city hall to the public starting May 15 but no firm decision has been made. The opening of the pool is still up in the air and discussion has been held with other pools in our area to have everyone follow the same procedure. The repaired slide has not been installed yet due to the contractor facing issues due to the shelter in place requirements in their state. Ambulance commission met last week and might be looking at another year extension with AMR as they continue to work through a new contract. We have received notice that the WRRF project has had state review completed. April 23 will start the 30 day public review period and we could start back up with construction by May 26 if it passes that review. Discussion continues on the stop order costs with Portzen and Fox Engineering. The dirt we received for free from the school needs to get moved soon so we will plan on moving it to an area next to the WRRF project next week. It will cost us an additional \$15,000 to do this. The next telecom board meeting is set for April 28. Board will consider release of plans and advertisement for bids on the fiber to the premise project.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk