

COUNCIL PROCEEDINGS
SEPTEMBER 10, 2018

Charles City city council met in a planning session on September 10, 2018 at 6:00 p.m. Mayor Dean Andrews presided and the following council members were present: Jerry Joerger, DeLaine Freeseaman, Michael Hammond and Dan Mallaro. Keith Starr was absent.

Mayor Andrews asked city engineer John Fallis to update the council on the various street projects going on in the city. Hildreth is behind due to the weather. Riverside is still going and the weather affected this project, too. The First Avenue bridge is substantially complete. The Charley Western Trail extension is also substantially complete. The Main Street sidewalk project will start the first week of October. The paving for the Clark Street trail is staked and the contractor is hoping to excavate in the next two weeks. The Main Street crosswalk project will be let this Thursday. The way finding sign project will be let again after the current city projects are completed and work on that will be set for next year.

A Façade application has been received from Guy Bucknell for 100 N. Main Street. This is for four new windows and a new door. The design committee has reviewed this application and is recommending funding for \$5,460 which is what is left in this fund for this year. There was some question on the amount of the qualifying expenses, the information wasn't really clear on a breakdown. Mark will get that information and have it ready for the council packets for the September 17 meeting.

The city had planned to do a culvert project in the SW TIF urban renewal area. The SW TIF board has met recently to discuss drainage issues throughout the industrial park and they voted to add \$100,000 to the \$80,000 the city had already earmarked to help with a solution to these issues. An agreement has been drafted with SHE, an engineering firm, to design the entire project so we can figure out how best to maximize the \$180,000 we have currently for this project. The original cost estimate for the entire project was approximately \$400,000. The business owners in the park have been approached about contributing to the cost of this project but no one has committed to funds. Once the design is complete, we will have to decide how much we can do with the funds we have. SEH has submitted a proposal for a not to exceed amount of \$22,000 for design and not to exceed amount of \$23,400 for construction admin services. This agreement will be on the September 17 agenda for council consideration.

The city has been approached by Robert Moen who owns the old railroad cars located near Shankland Insurance. He would like to turn those restored cars into a railroad museum and located it just north of Shankland Insurance. This property is currently zoned M-2 which doesn't allow for museums and he would like to change it to a B-3 zone which does allow this. Since this property is currently abutting a B-3 zone, it would not be spot zoning. Planning and zoning has held a hearing on this proposed change and they are recommending approval of this. This ordinance will have its first reading on September 17 and council will schedule a public hearing for October 1 for this zoning change.

A proposal has been received from Lookout Point for developing a business plan and engineering for a fiber to the home project in the city. This is phase 2 of this project and the estimated cost for these services is \$381,000. Once this plan and layout are complete, other firms can then bid on construction of the project. The broadband commission will discuss this proposal at their meeting tomorrow and make a recommendation to the city council. We would be looking into a cooperative effort with neighboring communities to help keep costs lower. New Hampton is also in the process of doing a fiber to the home project so they would be a good fit for a cooperative effort. Council member Freeseaman commented that he's had quite a few

citizens ask him when we are going to do this project, there seems to be good interest. This utility would have a separate board and would be separate from city operations. The board would oversee all aspects of the utility but would still answer to the city council.

Council member Freeseaman had requested to add tree trimming to the agenda for discussion. He has had quite a few people approach him about low hanging limbs over the streets that hit their vehicles. The code states that it is the abutting property owner's responsibility to trim the limbs both in the street and over the sidewalk to 15' and 8' respectively. But he thinks that may be difficult for homeowners to comply with, especially over the street. He wondered if we could hire one tree outfit to go do the street side trimming and then bill each property owner that required this trimming. If the bill doesn't get paid by the property owner, we could assess it to the property much like lawn mowing is handled. Even if we split the city up into quadrants and do one each year, it could be labor intensive to get the list of trees that need trimming, send notice to the homeowner and then determine who didn't trim. For now, we will just raise awareness of this responsibility so homeowners can trim if necessary.

City engineer John Fallis reported that the Immaculate Conception church has drainage issues at their facility and would like to do some grading around the church offices so water can get away. Right now, it pools by the building and causes issues with their vents. They would like to do some grading so the water flows toward Brantingham. Some of this is city property so they would need permission from the city to do this. Consensus was this would not be an issue.

City administrator Diers stated that he and several other city staff and officials will be attending the Iowa League of Cities conference this week. The city transit service has been operating well. School children and foster grandparents are taking up a lot of the times which doesn't leave a lot of hours available for other trips such as to doctor appointments, groceries, etc. Drivers have been hard to find so we are not sure we will be able to expand to service outside the city just yet. The deadline for comprehensive plan draft changes is tomorrow. Once any changes are made, the draft will be sent to planning and zoning for their review.

Being no further business, meeting was adjourned.

Dean Andrews, mayor

Attest:

Trudy O'Donnell, city clerk