

COUNCIL PROCEEDINGS
OCTOBER 26, 2020

Charles City city council met in a planning session on October 26, 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 and Phillip Knighten. Absent was Phoebe Pittman. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Slotter.

Mayor Andrews commented that council would discuss meeting in person for council meetings after the goal setting session on November 9, which will be in person.

Heidi Nielsen, housing director, has submitted her resignation from her position. She talked with the housing board last Friday about the future of the voucher program here in Charles City. They discussed turning our vouchers in to the regional housing authority. This would not remove this program from Charles City, it would just put it under control of the regional housing authority. If this happened, someone from Charles City would sit on that regional housing board. This board makes all decisions concerning the regional housing program, they are not just an advisory board like the housing board here in Charles City. City staff have raised concern over lack of diligence to the program if it's administered by people outside of the city. Current housing employee Stacy Cleveland has agreed to fill in as interim director until a new director can be hired but she is not interested in taking the job permanently if we keep the voucher and Section 8 programs. Heidi will help part time for the next few months to help out and hopefully make a smooth transition to a new director. The housing board discussed the situation and would like to hire a new director and retain all of the current programs. Council member Freeseaman asked if this position could be shared with a neighboring community with a similar housing program and Nielsen replied back that could possibly work. Consensus of council was to advertise and start the search for a new housing director.

A **Façade** funding request has been received from David Davidson for property at 217 N. Main Street. He is re-doing the upper windows and cornice and constructing a new store front. The total project cost is \$27,000 and he is requesting the maximum \$10,000 funding. The design committee has reviewed this request and are recommending approval. Mayor Andrews asked if we could secure a guarantee that something be done with this property. Mark Wicks replied that Mr. Davidson has stated he wants to do something with this property but we can't make it a **requirement for this Façade funding. He has 12 months to get the project done. Davidson is a developer so all of the estimates of costs are all from his company. He will receive 35% of the funding up front and the remainder upon final inspection and submittal of actual receipts for the project costs. This will be on the next regular agenda for council action.**

Stewart Realty, on behalf of G and G Holdings, has submitted a request for a waiver of subdivision requirements for transfer of a parcel to Molstead Motors just to the west of their facility. The city recently amended their subdivision code to allow for a waiver when the lot is going to an abutting property owner. Planning and zoning will review this request at their November 2 meeting and we will have this on the November 2 regular council agenda for council consideration.

City engineer John Fallis reported that plans are done and estimate of costs calculated for the Iowa DOT Highway 18 street project. This won't be let until February. An agreement between the city and DOT is needed to spell out what each entity will owe for this project. The city's portion is calculated to be approximately \$1,093,000. We have \$280,000 of SWAP dollars and the rest will be paid for with local option tax funds. We may need to amend our traffic code to temporarily ban on street parking during this construction. As part of this project, the DOT will need to have some city right of way property conveyed to them so that the traffic signal box can be moved at the corner of Clark Street and Brantingham. A temporary easement will also need to be secured to do the construction in this area. Question was asked about the possible change to the "Y" located where 5th Avenue turns in to 4th Avenue on the east side of town into a "T" configuration that was discussed at an earlier meeting. Fallis replied that this option was not included in this project due to the high cost to complete.

City administrator Diers reported that the city department heads held their own goal setting session last Friday. Their list of goals will be combined with the council's list and all will be sent out to the public for their input. The council's goal setting session will be held November 9 in person in the council chambers. The city of Cedar Rapids is again applying for an RCPP grant and would like to leverage our \$500,000 RCPP project on their application. We still get to use our \$500,000 to do our project but Cedar Rapids is able to leverage it to boost their application. No construction yet at Parkside. MidAmerica is putting an electric charging station in Charles City and an area close to amenities is being sought for it.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:
Trudy O'Donnell, City Clerk