

COUNCIL PROCEEDINGS  
OCTOBER 28, 2019

Charles City city council met in a planning session on October 28, 2019 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, Michael Hammond and Dan Mallaro. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Sloter.

Ann Schneckloth from the Arts Center was present to discuss a project they would like to do in that building. They are proposing installation of a handicap restroom on the upper level of the building near the elevator. Most of the events in the center are held on this level and currently the only bathroom is on the bottom level. This area was added to the original building in the nineties and is not part of the original footprint of the building. They have gotten a couple of quotes to do this work. Council member Freeseaman commented that one of the quotes says this is not ADA compliant, is that a problem? City engineer Fallis stated that since the city owns the building, all work needs to be ADA compliant. He stated that the arts center should hire an architect to design this project to insure compliance. He recommend RDG since they've done all of the design work on other projects for this building.

A parking waiver request has been submitted by Jerry Hegvedt for 1206 Gilbert Street. A house on the lot east of this property was purchased by Hegvedt and demolished. It has been used for parking since then. The city zoning ordinance requires that parking lots be paved. City staff has been working with Hegvedt on this issue and told him he could continue using this for parking without paving while changes are made to the zoning. They didn't want to require him to comply with the code as it was if the requirements were going to be made less restrictive. Once the code was changed this past June, staff again contact Hegvedt to comply with the paving requirements. Hegvedt requested a parking waiver and this was presented to planning and zoning. Their recommendation is to give Hegvedt until May 1, 2020 to pave the parking lot or provide a signed contract with a contractor to have it paved before August 1. If neither of those is done, then he would have to move all of the equipment from the empty lot and bring it into compliance with the zoning code. Mayor Andrews asked if Hegvedt just moved everything off and left the lot as is, then does he have to do anything else or can he leave it as it is. Hegvedt commented that he had originally planned on having this as a public lot but when he found out it had to be paved, he just kept it as a private lot for his equipment only. He thought that was ok. He has offered to put up a privacy fence around the lot but was told that only a 3 foot fence in the front yard is allowed per the zoning code and there is no variance available. Hegvedt commented that he can't justify the expense of paving. City attorney Sloter stated that while we recently loosened the thickness requirements for paving, it is still required that parking lots on arterial roads still needed to be paved. Hegvedt was asked if he got updated estimates for cost with the lower thickness requirements and he replied that he was told \$7.00/sq ft for concrete and \$4.50/sq ft for asphalt. Size of his lot is 100 by 160. Mayor Andrews asked what the reasons are that we are requiring paving, is it aesthetics, safety or not wanting rock to wash into the storm sewer. City attorney Sloter replied it is all of those reasons. Hegvedt stated he was told by city staff that he didn't have to pave the lot. City attorney Sloter stated that misinterpretations of the code can happen. Council member Freeseaman commented that this item is not ready for a vote by council at the next regular meeting and he suggested that city staff meet with Hegvedt and figure out a plan of action before coming back to council again. Mayor Andrews suggested having the chair of planning and zoning sit in on those discussions as well.

A parking waiver has also been submitted for 1105 S. Grand. Bread of Life Market is renting this property from Jesse Marzen. She wasn't aware it needed paving until after she had rented it. She has done some repairs to the site already to be able to operate out of it and has paved some handicap parking spaces. This request has been reviewed by planning and zoning and they are recommending approving a 2 year waiver for this property. Council member Hammond commented that the owner should be here to request this waiver, this lot is very prone to allowing gravel to wash down into the city storm sewer. Council member Starr asked what happens at the end of two years, do we pave it and assess it or do we fine? City attorney Sloter replied that we would do a municipal infraction and not allow them to operate their business until the paving is done. Since this business is operating only out of the front of the building and not the back, this waiver is only for the front part since that is where the change in use was for.

Cory Spieker, water superintendent, was present to discuss the painting of the water tower on Corporate Drive. A contract has been signed with Dixon Engineering to go out for cleaning and painting for the tower and are looking for direction on what will be painted on the tower for a design. Several options have been drafted for council to consider. A couple feature the new city logo with "Charles City" in various positions, one is just "Charles City" and another had the school's colors of orange and black included. City administrator Diers also suggested that uplighting the tower design be considered. Estimate to paint the tower is \$237,000 and that doing this painting now will save money down the road on maintenance. Council member Freeseaman commented that maybe the school would consider paying to have the school logo painted on the shaft of the tower. City administrator Diers and Mayor Andrews will be meeting with school superintendent Fisher this week and they will see what he says about this option.

City engineer Fallis had distributed a multi year paving plan for the city streets for council to review. It has the year and what sections are planned for work that year for both concrete and asphalt work. He tried to group work types together to get economies of scale. We will work to maintain what we have whenever possible. Staff will also notify the homeowners along the construction prior to allow them to work on their own approaches/driveways in conjunction with the street work. The big project will be Hwy 18, which is actually a state project. The paving plan goes out for the next 6 years. He had a list of all the city streets and what condition each is in. The ones to be done in the next six years are noted. Plans are to do an article in the paper outlining what we've done so far. It was also noted that the state had done borings on Hwy 18 and found that the base is actually in good enough condition so that an overlay is all that will be done. Fallis stated that this list is just a preliminary list and that changes can be made as we go along.

City administrator Diers reported that he had asked EMC insurance if they have any services that would be similar to the safety coordinator position we are considering sharing with our consortium and was told no. Tabletop exercise meeting with Floyd County emergency management will be held tomorrow at 5:00. There may be a quorum of council members there but it is not a council meeting and no minutes will be taken. A notice has been posted and sent out stating that there may be a quorum but it is not a council meeting to give notice to the public. City attorney Slotter reported that notice had been served on the property owner at 607 S. Johnson to get a building permit within 30 days and to have the property in repair within 60 days after that. If nothing is done with it, then the city could proceed with process under Chapter 657 of the Iowa code. We have tried to remove as many trees as possible from the area of the wastewater project. The deadline to remove them was pushed up by the contractor. The school was able to take about 55 of the trees. Steve and Bob Ingram are attending a workshop tomorrow for 411 system to find out answers on short term disability through that program. A SW TIF meeting is set for this Friday.

There being no further business, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk