



CITY OF PELLA

CITY COUNCIL OFFICIAL MINUTES

March 3, 2020

A. CALL TO ORDER BY MAYOR AND ROLL CALL

The City Council of the City of Pella, Iowa, met in regular session at the Public Safety Complex (614 Main Street) at 7:00 p.m., Mayor Don DeWaard presiding. Council members present were: Mark De Jong, Liz Sporrer, Lynn Branderhorst, Calvin Bandstra, Bruce Schiebout, Dave Hopkins. Absent: None. City Administrator Mike Nardini and City Clerk Mandy Smith were present. Six staff members and eight members of the general public signed the register.

B. MAYOR'S COMMENTS

1. Announce Policy and Planning meeting following the regular Council meeting to discuss:
 - a. 218th Avenue Alignment Alternatives.
2. Approval of Tentative Agenda. Item B-5/L-1 was pulled from the agenda. De Jong moved to approve the tentative agenda as amended, seconded by Schiebout. On roll call the vote was: AYES: 6, NAYS: None. Motion carried.
3. The Mayor issued a proclamation thanking Police Chief Robert Bokinsky for his years of service.

BACKGROUND: Robert Bokinsky has served as Police Chief since January of 2012. This proclamation is intended to show the City's appreciation for Chief Bokinsky's eight years of service to our community.

ATTACHMENTS: Proclamation
REPORT PREPARED BY: City Clerk
REVIEWED BY: City Administrator
4. Reappointment of Marty Racheter to the Civil Service Commission. Branderhorst moved to approve, seconded by De Jong. On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: Mayor DeWaard would like to reappoint Marty Racheter to the Civil Service Commission. Marty has served on the Commission since 2010 and is interested in serving another four-year term. Marty is a former Pella City Council Member, current member of the Pella Community Ambulance, and presently serves as the Civil Service Commission chairperson. Her appointment complies with the State of Iowa law regarding gender equality on local commissions. If approved, Marty's new four-year term would expire on April 1, 2024.

ATTACHMENTS: None
REPORT PREPARED BY: Police Department
REVIEWED BY: City Administrator, City Clerk
RECOMMENDATION: Approve the reappointment
5. This item was pulled from the agenda.

***PUBLIC FORUM (for anyone wishing to address Council regarding agenda items)**

No comments were received.

C. APPROVAL OF CONSENT AGENDA

Schiebout moved to approve the consent agenda, seconded by Branderhorst. On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

The following items were approved:

1. Approval of Minutes
 - a. Official Council Budget Work Session Minutes for February 17, 2020
 - b. Official Council Work Session Minutes for February 18, 2020
 - c. Official Council Minutes for February 18, 2020
 - d. Official Council Budget Work Session Minutes for February 19, 2020
2. Report of Committees
 - a. Planning and Zoning Commission Minutes for January 27, 2020

CALL TO ORDER BY THE CHAIRPERSON AND ROLL CALL

Chairperson Landon called the Planning and Zoning Commission to order at 7:00 p.m. in the Public Safety Complex. Members present were: Joe Canfield, Julio Chiarella, Cathy Haustein, Kisha Jahner, Dave Landon, Robin Pfalzgraf, Gary Van Vark, and Teri Vos. Absent: Mark Groenendyk, Julie Heerema Mueller, and Ann Visser. Staff present: City Administrator Mike Nardini and Deputy City Clerk Cynthia Vaske. Six members of the public were in attendance.

Annual Elections for Planning and Zoning Commission Chair and Vice-Chair
Canfield was elected Chair and Vos was elected Vice-Chair of the Commission for 2020.

APPROVAL OF TENTATIVE AGENDA

Motion by Pfalzgraf, second by Vos to approve the tentative agenda. Motion carried 8-0.

APPROVAL OF MINUTES

Motion by Pfalzgraf, second by Chiarella to approve the minutes of the December 9, 2019 meeting. Motion carried 8-0.

PUBLIC HEARINGS

Consider a Rezoning Application to Change the Base Zoning District of the Property Located at 405 Truman Road from M1, Limited/Light Industrial, to CC, Community Commercial

Jacque Zondervan has submitted a rezoning application to change the base zoning district of the property located at 405 Truman Road from M1, Limited/Light Industrial, to CC, Community Commercial. The subject property is currently used as Amusement Recreation and Daycare land uses. As further background, the existing daycare was required to obtain a Special Use Permit (SUP) to operate at this location, but this SUP will continue to run-with-the-land up until operations cease for six months. The applicant has indicated their need to move their retail furniture store, known as Bruxvoort's Decorating Center, to a larger facility. Additionally, Retail land uses are prohibited in the M1 zone but are permitted by right in the CC zoning district, which is the reason for the rezoning request.

Staff believes the rezoning request meets the requirements of the City's Zoning Code and is consistent with the City's Comprehensive Plan. Therefore, staff is recommending approval of the rezoning application as submitted.

Convened Public Hearing on the rezoning request. No written comments were received.

As no further comments were received, the Public Hearing was closed.

Canfield asked whether property rezonings are typically requested by the landowner or the City. City Administrator Mike Nardini replied that the City can initiate rezonings, but that it happens rarely; most rezonings are initiated by property owners.

Motion by Jahner, second by Van Vark to approve the rezoning request as submitted. Motion carried 8-0.

NEW BUSINESS PROPOSED

Consider a Site Plan Application Submitted by Second Christian Reformed Church to Construct a 17,438-Square Foot Church Facility Near the Corner of E. Oskaloosa Street and 240th Place

Second Christian Reformed Church has submitted a site plan to construct a new church facility at the corner of E. Oskaloosa Street and 240th Place. The 14.9-acre subject property is currently zoned Institutional (INS) and used for agricultural production. The developer has noted that only 6.3-acres of the subject property will be necessary to facilitate this development project. Therefore, the remaining 8.6-acres will remain undeveloped. This is important to note because the subject property was rezoned to its current INS classification in 2018 with the condition that Religious Assembly be the only permitted land use for this site. As further background, this project will occur in two phases. A majority of the development will occur during the first phase, while the second phase will consist of an expansion to the parking lot, construction of an accessory structure, and building an addition to the main structure.

Staff believes the proposed site plan meets the requirements of the City's zoning code and is consistent with the City's Comprehensive Plan. Therefore, staff is recommending the site plan be approved as submitted.

Chiarella said the City may want to look at lowering the speed limit near this site, due to the increase in traffic from the church. Pfalzgraf shared her concern with retention ponds on the property and the safety of children near them. Pelds Design Services Director of Architecture/Business Development Daniel Willrich said the basins are intended to be dry unless there is significant rainfall.

Motion by Chiarella, second by Canfield to approve the site plan as submitted. Motion carried 8-0.

OTHER BUSINESS/PUBLIC FORUM

2020 Meeting Schedule

Nardini stated the next regular Commission meeting is scheduled for February 24, 2020. On that meeting's agenda will be the Prairie Ridge Urban Renewal Plan as well as the subdivision plan. The Commission will also continue their work session from the December 9, 2019 meeting on proposed text amendments to Chapter 165 of the City's Zoning Code.

Adjourned at 7:28 p.m.

3. Petitions and Communications

a. Special Event Permit Request for Tour de Toren

BACKGROUND: Bethany Christian Services, located at 617 Franklin Street, has requested a special event permit to host their annual 24-hour Tour de Toren event. The promoter is requesting to begin the event at 5:00 p.m. on Friday, May 15, 2020, ending at 5:00 p.m. on Saturday, May 16, 2020. Set-up is requested to begin at 3:00 p.m. on May 15th with take down complete by 5:15 p.m. on May 16th. As background, this is the fourth year of the event which features trained cyclists riding on stationary trainers located on the main platform of the Tulip Toren in an effort to raise funds and awareness for Bethany Christian Services.

A resolution is included with this request to reserve six parking spaces at the corner of Broadway and Franklin Street, as shown on the attached map, during the event.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Resolution, Application, Map, Department Comments

REPORT PREPARED BY: City Clerk

REVIEWED BY: City Administrator

RECOMMENDATION: Approve special event permit and resolution

i. Resolution No. 6072 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS TOUR DE TOREN"

b. Special Event Permit Request for American Legion Post 89 Food Ruck 5K

BACKGROUND: The American Legion Post 89 has requested a special event permit for the Food Ruck 5K scheduled on Saturday, July 4, 2020, from 9:00 to 11:30 a.m. Set-up is requested to begin at 8:00 a.m.

As background, the promoter is requesting to locate the start/finish line on the sidewalk in front of the Pella Memorial Building; this location has been approved by the Community Services Department in order to ensure it does not conflict with the City's 4th of July festivities. As further background, participants would walk using the sidewalks from the Memorial Building, south to the Highway 163 overpass, then turning around to return to the Memorial Building, as outlined on the attached map. No road closures have been requested. All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate are pending; therefore, conditional approval pending receipt of the fee and insurance certificate is recommended.

ATTACHMENTS: Application, Map, Department Comments
REPORT PREPARED BY: City Clerk
REVIEWED BY: City Administrator
RECOMMENDATION: Approve special event permit pending receipt of fee and insurance certificate

c. **Special Event Permit Request for Resurrected Tin's 41st Annual Car Show**

BACKGROUND: The Resurrected Tin Car Club has requested a special event permit for their 41st Annual Car Show. The event is scheduled on Saturday, July 11, 2020 from 8:00 a.m. to 3:00 p.m. with set-up starting at 6:00 a.m. and take down ending at 4:00 p.m. As part of this event, the promoter has requested closure of the following street segments between 6:00 a.m. and 4:00 p.m. the day of the event:

- Franklin Street between Broadway Street and E 1st Street
- Main Street between Washington Street and Liberty Street

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Resolution, Application, Map, Department Comments
REPORT PREPARED BY: City Clerk
REVIEWED BY: City Administrator
RECOMMENDATION: Approve special event permit and resolution

i. Resolution No. 6073 entitled, "RESOLUTION TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS IN CONNECTION WITH A SPECIAL EVENT KNOWN AS RESURRECTED TIN'S 41st ANNUAL CAR SHOW"

4. **Administrative Reports**

a. **Conflict of Interest Waiver from Ahlers & Cooney, P.C. related to a Memorandum of Understanding regarding cable television broadcasting with the Pella Community School District**

BACKGROUND: The Ahlers & Cooney firm has been asked to represent the City of Pella and the Pella Community School District in the preparation of a memorandum of understanding (MOU) regarding the broadcasting of school district activities on a City operated cable television station.

However, due the fact that the Ahlers & Cooney firm has existing relationships with both parties, a conflict of interest waiver would need to be approved before the firm could undertake the development of this MOU. The school district approved the waiver on February 24. The attached letter outlines specific steps that would be taken to ensure confidential information is not shared between the parties. In addition, the letter states that should disagreements or disputes arise, the law firm would withdrawal from representation of both parties. In summary, staff is recommending approval of the attached letter waiving the conflict of interest for this specific situation.

ATTACHMENTS: Conflict of Interest Waiver
REPORT PREPARED BY: City Clerk
REVIEWED BY: City Administrator
RECOMMENDATION: Approve execution of the conflict of interest waiver

b. **Conflict of Interest Waiver from Ahlers & Cooney, P.C. related to a Memorandum of Understanding regarding cable television broadcasting with Central College**

BACKGROUND: The Ahlers & Cooney firm has been asked to represent the City of Pella and Central College in the preparation of a memorandum of understanding (MOU) regarding the broadcasting of College activities on a City operated cable television station. However, due the fact that the Ahlers & Cooney firm has existing relationships with both parties, a conflict of interest waiver would need to be approved before the firm could undertake the development of this MOU. Central College has approved the waiver. The attached letter outlines specific steps that would be taken to ensure confidential information is not shared between the parties. In addition, the letter states that should disagreements or disputes arise, the law firm would withdrawal from representation of both parties. In summary, staff is recommending approval of the attached letter waiving the conflict of interest for this specific situation.

ATTACHMENTS: Conflict of Interest Waiver
REPORT PREPARED BY: City Clerk
REVIEWED BY: City Administrator
RECOMMENDATION: Approve execution of the conflict of interest waiver

D. *PUBLIC HEARINGS

1a. **Public Hearing regarding the Fiscal Year 2021 Maximum Property Tax Dollars.**

No written or oral comments were received.

De Jong moved to close the public hearing, seconded by Bandstra.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

1b. **Resolution No. 6074 entitled, "RESOLUTION APPROVING FISCAL YEAR 2021 MAXIMUM PROPERTY TAX DOLLARS."**

Bandstra moved to approve, seconded by Hopkins.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution approves the fiscal year 2021 maximum property tax dollars. As background, newly adopted state code 384.15A requires cities to hold a public hearing regarding the maximum property tax dollars if the proposed collection of property tax revenues exceeds 102% of the current year collections. Additionally, because the proposed budget includes tax revenues which exceed 102%, the proposed resolution must be approved by a 2/3 majority of the Council.

The proposed budget includes maximum property tax collection of \$6,052,466, which is 13.11% higher than the collection in the current fiscal year. It should be noted that the proposed property tax levy does not include all possible levies. The City of Pella's proposed budget includes utilization of the debt service levy to support the airport wildlife fence as well as the proposed improvements to 218th Avenue, which is not included in the required notice.

As discussed during recent budget work sessions, the FY 2021 total property tax levy will remain at \$10.20 for the 19th straight year. The public hearing on the proposed budget is scheduled for March 17.

ATTACHMENTS: Resolution, Max Levy Notice
REPORT PREPARED BY: Finance Department
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

E. PETITIONS & COMMUNICATIONS

1. New Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales for Casey's General Store #2694.

Hopkins moved to approve, seconded by Branderhorst.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: Casey's Marketing, DBA Casey's General Store #2694 located at 2421 Washington Street, currently has a class C beer permit (carryout beer) with class B wine permit and Sunday sales privileges. Casey's Marketing has applied for a new class E liquor license with class C beer permit (carryout beer), class B wine permit, and Sunday sales privileges. The class E liquor license allows commercial establishments to sell liquor for off-premises consumption in original unopened containers.

The term of the new license is 12 months and, if approved, would be effective on March 20, 2020. Staff is recommending approval as all requirements have been completed online with the state.

ATTACHMENTS: Application
REPORT PREPARED BY: City Clerk
REVIEWED BY: City Administrator
RECOMMENDATION: Approve license

F. PLANNING & ZONING ITEMS – None

G. ADMINISTRATION REPORTS

1. Requesting Council to set the Public Hearing for Approval of the FY 20-21 Annual Budget.

De Jong moved to approve, seconded by Schiebout.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: Staff requests permission to set March 17, 2020 as the public hearing date for approval of the FY 20-21 budget.

ATTACHMENTS: None
REPORT PREPARED BY: Finance
REVIEWED BY: City Administrator, City Clerk
RECOMMENDATION: Set March 17, 2020 as the public hearing date for approval of the FY 20-21 budget

H. RESOLUTIONS

1. Resolution No. 6075 entitled, "RESOLUTION APPROVING TRANSMISSION FACILITIES AGREEMENT WITH MISSOURI RIVER ENERGY SERVICES."

De Jong moved to approve, seconded by Schiebout.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution transfers functional control of Pella's 69kV transmission to Missouri River Energy Services (MRES) for the purpose of Midcontinent Independent System Operator (MISO) filing simplification. If approved, Pella will continue to maintain physical control of the assets.

The City of Pella's electric transmission assets are part of the nation's electrical grid, being overseen by North American Electric Reliability Corporation (NERC). NERC was formed in 1968 in response to the 1965 blackout. Their job is to coordinate reliability of the transmission grid across North America. NERC ordered the formation of Independent System Operators (ISOs) which expanded the concept of providing non-discriminatory open access to transmission for all users. Under this concept, transmission owners pool their resources together under ISOs, build approved transmission improvements, and operate them reliably with oversight from respective ISOs. Transmission expenses are recovered from the pool by way of Attachment O filings.

The City of Pella's 69kV transmission assets are registered under the oversight of MISO. Pella staff has limited resources to handle MISO filings, so we have joined other larger utilities in making those. Pella requested that assistance from Cedar Falls Utilities (CFU) through a Transmission Facilities Assignment Agreement (FAA) in 2010, which has assisted us in all our MISO Attachment O filings. Pella since became a joint owner of MRES in 2012. At the time, Pella was in the midst of several improvements to our local transmission system. Now that our most recent project, the West Substation Ring Bus, is in the books, we can ask that MRES represents our assets in MISO.

This resolution simply approves a new FAA agreement with MRES to represent Pella's transmission assets in MISO. Finally, it is important to note that the Ahlers & Cooney law firm has reviewed the proposed agreement.

ATTACHMENTS: Resolution, Proposed FAA Agreement
REPORT PREPARED BY: Electric Department
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

2. Resolution No. 6076 entitled, "RESOLUTION APPROVING CHANGE ORDER #2 (FINAL QUANTITY ADJUSTMENT) AND ACCEPTING THE PUBLIC IMPROVEMENTS FOR THE OOST POORT ALLEY WATER AND SANITARY SEWER PROJECT."

Schiebout moved to approve, seconded by Sporrer.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution approves change order #2 adjusting final quantities and accepts the public improvements for the Oost Poort Alley Water and Sanitary Sewer Project. As background, on July 2, 2019, Council approved a construction contract with Synergy Contracting, LLC for this project which includes installation of a new water main, sanitary sewer main, secondary storm sewer, and storm sewer. Change order #2 decreases the construction contract with Synergy Contracting by \$20,688.64 due to adjustments of final quantities of materials used during construction of the project, as itemized in the attached change order.

If approved, below is an updated contract summary:

Original contract	\$326,872.00
Change order #1	12,924.24
Change order #2	<u>(20,688.64)</u>
Final Contract Amount	<u>\$319,107.60</u>

The engineer for the project, Garden & Associates, is recommending acceptance of the project and believes the project was completed in accordance with the approved plans and specifications. Staff is in agreement with the engineer's opinion; therefore, staff is recommending approval of this resolution approving change order #2 (final quantity adjustment) and accepting the public improvements constructed by Synergy Contracting.

If approved, the retainage amount of \$15,955.38 will be held for 30 days.

ATTACHMENTS: Resolution, Engineer's Acceptance Letter, Change Order #2
REPORT PREPARED BY: Public Works Department
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

3. Resolution No. 6077 entitled, "RESOLUTION APPROVING ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS, FORM OF CONTRACT, NOTICE OF HEARING AND NOTICE OF LETTING, SETTING DATE FOR PUBLIC HEARING, AUTHORIZING THE TAKING OF BIDS, AND AUTHORIZING BID OPENING FOR THE WEST 3RD STREET SANITARY RELIEF SEWER IMPROVEMENTS."

Hopkins moved to approve, seconded by Branderhorst.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

This resolution establishes April 7, 2020 as the public hearing date and authorizes staff to seek bids for the West 3rd Street Sanitary Relief Sewer Improvements.

As background, this project is the last of the 2009 Iowa Department of Natural Resources (IDNR) wastewater mandated projects. The project consists of replacing 471 linear feet of existing 10" sanitary sewer with a new 15" sanitary sewer to improve flows and reduce basement backups in the area. This project will also include storm sewer improvements and repaving of the street.

The City's engineer on this project, Fox Engineering Associates, will handle the bid process and provide construction phase services for the project. The engineer's opinion of probable costs for this project is \$549,143.70.

It is important to note, if Council proceeds with this project, it will be financed utilizing the State Revolving Fund.

The project's critical dates are listed below:

March 31, 2020	Bid letting
April 7, 2020	Public hearing to receive bids and award of contract
May 11, 2020	Notice to proceed (approximate)
September 11, 2020	Final completion (120 calendar days after notice to proceed issued)

Contract documents are on file in the Public Works office.

ATTACHMENTS: Resolution, Notice of Hearing/Letting, Engineer's Opinion of Probable Costs
REPORT PREPARED BY: Public Works Department
REVIEWED BY: City Administrator, City Clerk
RECOMMENDATION: Approve resolution

4. Resolution No. 6078 entitled, "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$10,300,000 COMMUNICATIONS UTILITY REVENUE CAPITAL LOAN NOTES OF THE CITY OF PELLA, STATE OF IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF."

De Jong moved to approve, seconded by Hopkins.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 17, 2020 as the public hearing date for the purpose of taking action regarding authorizing a loan agreement and issuing a maximum not-to-exceed \$10,300,000 in Communications Utility Revenue Capital Loan Notes. The purpose of these notes is to provide funds to pay the costs of infrastructure improvements necessary to provide telecommunications services to the community.

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

5. Resolution No. 6079 entitled, "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$1,800,000 TAXABLE COMMUNICATIONS UTILITY REVENUE CAPITAL LOAN NOTES OF THE CITY OF PELLA, STATE OF IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF."

Branderhorst moved to approve, seconded by Bandstra.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 17, 2020 as the public hearing date for the purpose of taking action regarding authorizing a loan agreement and issuing a maximum not-to-exceed \$1,800,000 in Taxable Communications Utility Revenue Capital Loan Notes. The purpose of these notes is to provide potential funding necessary to provide telecommunications services to the community.

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

6. Resolution No. 6080 entitled, "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$13,900,000 ELECTRIC REVENUE CAPITAL LOAN NOTES OF THE CITY OF PELLA, STATE OF IOWA, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF."

De Jong moved to approve, seconded by Hopkins.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 17, 2020 as the public hearing date for the purpose of taking action regarding authorizing a loan agreement and issuing a maximum not-to-exceed \$13,900,000 in Electric Revenue Capital Loan Notes. The purpose of these notes is to fund electric infrastructure assets which will allow the utility to provide advanced metering infrastructure (AMI).

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

7. Resolution No. 6081 entitled, "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$1,600,000 GENERAL OBLIGATION URBAN RENEWAL CAPITAL LOAN NOTES OF THE CITY OF PELLA, STATE OF IOWA (FOR ESSENTIAL CORPORATE URBAN RENEWAL PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF."

Hopkins moved to approve, seconded by Sporrer.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 17, 2020 as the public hearing date for the purpose of taking action on the authorization of a Loan Agreement and issuance of a maximum not-to-exceed \$1,600,000 General Obligation Urban Renewal Capital Loan Notes for the purposes of carrying out urban renewal projects in the Lely Urban Renewal Plan. The proposed project includes the construction, reconstruction and improvement of 250th Avenue; construction of water main improvements; and construction of sewer system improvements including a lift station and force main improvements.

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

8. Resolution No. 6082 entitled, "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$500,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF PELLA, STATE OF IOWA (FOR GENERAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF."

Branderhorst moved to approve, seconded by De Jong.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 17, 2020 as the public hearing date for the purpose of taking action on the authorization of a Loan Agreement and issuance of a maximum not-to-exceed \$500,000 General Obligation Capital Loan Notes for the purpose of providing funds to pay the cost of construction, reconstruction, and improvement of the Pella Municipal Airport Wildlife Fence project.

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

9. Resolution No. 6083 entitled, "RESOLUTION FIXING DATE FOR A MEETING ON THE AUTHORIZATION OF A LOAN AGREEMENT AND THE ISSUANCE OF NOT TO EXCEED \$1,100,000 GENERAL OBLIGATION CAPITAL LOAN NOTES OF THE CITY OF PELLA, STATE OF IOWA (FOR ESSENTIAL CORPORATE PURPOSES), AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF."

Hopkins moved to approve, seconded by Bandstra.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 17, 2020 as the public hearing date for the purpose of taking action on the authorization of a Loan Agreement and issuance of a maximum not-to-exceed \$1,100,000 General Obligation Capital Loan Notes. The purpose of these notes is to provide funds to pay for the construction of 218th Avenue and all associated improvements.

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

10. Resolution No. 6084 entitled, "RESOLUTION DECLARING AN OFFICIAL INTENT UNDER TREASURY REGULATION 1.150-2 TO ISSUE DEBT TO REIMBURSE THE CITY FOR CERTAIN ORIGINAL EXPENDITURES PAID IN CONNECTION WITH SPECIFIED PROJECTS."

De Jong moved to approve, seconded by Bandstra.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: On February 18, 2020, Council awarded a contract for construction of a wildlife fence at the Pella Municipal Airport in the amount of \$378,232.64. The notice to proceed is expected to be approved on March 10, 2020 with a final completion date of July 8, 2020. Based on the approved budget and current financial projections, staff recommends funding these projects through debt financing. Given the quickly approaching commencement for construction, staff engaged the City's legal counsel in preparing this reimbursement resolution. This resolution declares the Council's intent to utilize future debt financing to fund the total estimated project cost of \$450,000 and allows for expenditure made from the City's Capital Facility Fund to be reimbursed by future debt financing. The total estimated amount includes \$378,233 for construction, \$57,810 for engineering, and roughly \$14,000 for contingency. It should be noted that the resolution does not require the City Council to utilize debt financing for the project; it simply provides an avenue for reimbursement of associated costs if the Council chooses.

In summary, staff is recommending approval of the attached resolution authorizing the reimbursement of capital costs associated with the Pella Municipal Airport Wildlife Fence from a future debt issuance.

ATTACHMENTS: Resolution
REPORT PREPARED BY: City Administration
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDATION: Approve resolution

11. Resolution No. 6085 entitled, "RESOLUTION APPROVING CHANGE ORDER 2 TO THE TECHNICAL SERVICES AGREEMENT WITH NEWCOM TECHNOLOGIES."

De Jong moved to approve, seconded by Hopkins.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

BACKGROUND: This resolution approves change order 2 to the technical services agreement with NewCom Technologies. As background, on July 16, 2019, Council approved an agreement with NewCom to provide fiber network design engineering services for the City's municipal telecommunications utility. Change order 1 was approved by Council on October 8, 2019, for the purpose of reviewing transport options to connect our utility to service providers and other external services.

The proposed change order #2 is for engineering design services for a transport connection to the Grinnell area. Listed below is a summary of the components of the proposed amendment:

Scope of Services

The scope of services that are identified as part of change order 2 include:

- Design and engineer the physical fiber optic (FO) route to Grinnell
- Identify agreements required to support the transport system, or offset of construction costs or revenue enhancements
- Document route, interconnection panels, and opto-electronic equipment in FSM
- Provide construction oversight of project
- Finalize as-builts in FSM to all POPs

Proposed Fees

The proposed fees for this change order are not-to-exceed \$233,624. If approved, below is an updated summary of the total engineering fees for this contract:

Engineering Design Fees	\$ 329,000
Construction Observation Services	403,000
Central Office Design	60,000
Change Order 1	8,500
Change Order 2	<u>233,624</u>
Total	<u>\$1,034,124</u>

In summary, staff is recommending approval of change order 2.

ATTACHMENTS: Resolution, Change Order 2
REPORT PREPARED BY: Telecommunications Department
REPORT REVIEWED BY: City Administrator, City Clerk
RECOMMENDED ACTION: Approve resolution

I. ORDINANCES – None

J. CLAIMS

1. Abstract of Bills No. 2050.

Schiebout moved to approve, seconded by Hopkins.

On roll call the vote was: AYES: 6, NAYS: None. Motion carried.

K. OTHER BUSINESS / *PUBLIC FORUM (any additional comments from the public)

No comments were received.

L. CLOSED SESSION

1. This item was pulled from the agenda.

M. ADJOURNMENT

There being no further business claiming their attention, Hopkins moved to adjourn, seconded by Branderhorst. On roll call the vote was: AYES: 6, NAYS: None. Motion carried.
Meeting adjourned at 7:41 p.m.