



CITY OF PELLA

CITY COUNCIL OFFICIAL MINUTES

July 14, 2020

A. CALL TO ORDER BY MAYOR AND ROLL CALL

The City Council of the City of Pella, Iowa, met in special work session at the Public Safety Complex (614 Main Street) at 6:00 p.m., Mayor Don DeWaard presiding. Council members present were: Mark De Jong, Liz Sporrer, Lynn Branderhorst, Calvin Bandstra, Bruce Schiebout. Absent: Dave Hopkins.

City Administrator Mike Nardini and City Clerk Mandy Smith were present.

One staff member and eleven members of the general public attended in person.

Due to heightened public health risks associated with the COVID-19 pandemic, accommodations were made to broadcast this meeting via conference call. Three staff members and eleven members of the general public attended the conference call.

B. MAYOR'S COMMENTS

1. Approval of Tentative Agenda.

Branderhorst moved to approve, seconded by Sporrer.

On roll call the vote was: AYES: 5, NAYS: None. Motion carried.

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

Historic Preservation Commission member Chris Meyers and Community Development Committee members Jerry Brummel, Patsy Cody, Wayne Stienstra, and Caryn Van Hemert spoke in opposition to the drafted ordinance regarding administrative review of minor design applications (agenda item C-2).

C. PETITIONS & COMMUNICATIONS

1. Strategic Projects. Council discussed the status of significant strategic projects; no formal action was taken.

BACKGROUND: The purpose of this Policy and Planning session is to identify and establish a priority ranking for significant strategic projects. By establishing a priority ranking for these projects, staff will ensure the highest priority projects are discussed accordingly during future work sessions. Please note that road related projects will be discussed this fall/winter as part of the expanded fiscal year 21-22 budget process.

Listed below are the projects Council has identified to-date, along with additional background:

- Dog Park
The Pella Dog Park Association has expressed interest in partnering with the City to build a dog park. In early 2020, at the discretion of Council, a committee was formed for the purpose of researching and identifying potential City property that could be dedicated for this use should Council decide they would like to proceed with this project.
- Disc Golf Course at Big Rock Park
Construction of the disc golf course at Big Rock Park began in August of 2018. To-date, 10 of the planned 18 holes have been constructed. In June 2019, Council directed that course construction should be halted until further research could be conducted regarding the impact of this project.
- Community Center Renovations
A recent assessment of the Community Center identified nearly \$10 million in improvements are necessary to extend the life of the facility for the next 20 years. These improvements include replacement of existing HVAC and electrical systems, removal of interior partitions to provide spaces that would better support assigned functions, replacement of all interior finishes, new roofing, elevator modernization, and complete renovation of restrooms to comply with current handicapped accessibility codes.
- Indoor Recreation Facility
During discussions regarding the Community Center facility needs assessment in 2019, Council expressed interest in researching the possibility of a two-facility approach which would provide a second facility, separate from the Community Center, dedicated to indoor recreation.
- Childcare Facility
The Pella Area Community and Economic Alliance and local employers have brought to the City's attention results of a community survey which identifies a shortage of childcare capacity in the community, which directly impacts the labor force.
- Beautification Project at the Old Power Plant Site
In 2019, Council hired an architectural design firm for a beautification project at the former power plant site on Oskaloosa Street. The project involves several improvements to the three-acre site including tulips, historic display sculptures, and an area intended to accommodate community activities and vendors including food trucks.

In summary, staff is seeking Council direction to identify and establish a priority ranking for significant projects in order to schedule future work sessions.

ATTACHMENTS:	None
REPORT PREPARED BY:	City Administration
REVIEWED BY:	City Administrator, City Clerk
RECOMMENDATION:	Seeking Council direction

2. **Administrative Review of Minor Design Applications.** Council reviewed and discussed a drafted ordinance; no formal action was taken.

BACKGROUND: The purpose of this Policy and Planning session is to continue discussion regarding administrative reviews of minor design applications. As background, due to the COVID-19 pandemic, Council recently directed staff to proceed with drafting an ordinance allowing administrative review and approval of minor design modifications including applications for outdoor fixtures, fencing, door or window replacement, new signs or modifications to existing signs, and requests to repaint buildings that have a previously approved design permit. Currently, these items are eligible to be approved by a sub-committee of the Community Development Committee (CDC); however, this process typically takes three business days. Administrative review and approval would allow the process to be completed in an expedited manner. If a design application is denied administratively, the applicant would have the opportunity to appeal the decision to the City Council.

On July 8th, City Administrator Nardini presented this recommendation during a CDC meeting. The commission members expressed concerns with administratively approving applications specifically for any signage or paint color changes. As a result, staff is seeking Council direction on the attached drafted ordinance.

ATTACHMENTS:	Drafted Ordinance, CDC Design Review Map
REPORT PREPARED BY:	City Administration
REVIEWED BY:	City Administrator, City Clerk
RECOMMENDATION:	Seeking Council direction

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

Comments were received and addressed.

E. ADJOURNMENT

There being no further business claiming their attention, Branderhorst moved to adjourn, seconded by Schiebout. On roll call the vote was: AYES: 5, NAYS: None. Motion carried.

Meeting adjourned at 8:21 p.m.