

**CITY COUNCIL MEETING MINUTES**  
**Webster City, Iowa March 2, 2020**

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on March 2, 2020, upon call of the Mayor and the advance agenda. The meeting was called to order by Mayor John Hawkins and roll being called there were present John Hawkins, Mayor in the Chair, and the following Council Members: Katelin Hartmann, Logan Welch and Brian Miller who participated in the meeting via telephone. Matt McKinney was absent.

It was moved by Welch and seconded by Hartmann to approve the agenda.

ROLL CALL: Hartmann, Hawkins, Miller and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

**PETITIONS – COMMUNICATIONS – REQUESTS**

None brought forth.

**PUBLIC INFORMATION**

A group consisting of 12 middle school students were present to request that a Basketball Court be installed in Wehrheim Park. The following spoke: Joshua Stansfield, Jesse Crutcher, Keegan Hisler and Delaney Bargfrede. Mayor Hawkins suggested they attend the next Parks and Recreation Commission meeting on March 19, 2020.

**MINUTES AND CLAIMS**

It was moved by Welch and seconded by Hartmann that the following motion and Resolutions be approved and adopted collectively:

1. That the meeting minutes of February 17, 2020 and February 24, 2020 be approved.
2. That Resolution No. 2020-041 approving Payroll for the period ending February 15, 2020 and paid on February 21, 2020 in the amount of \$162,080.10 be passed and adopted.
3. That Resolution No. 2020-042 approving bills paid in the amount of \$306,089.44 be passed and adopted and the Fund List be approved.

ROLL CALL: Hawkins, Miller, Welch and Hartmann voting aye.

**GENERAL AGENDA**

**1. Public Hearings 6:05 p.m.**

A. March 2, 2020 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on proposed plans, specifications, proposed form of contract and estimate of cost for construction of the 2020 Street Department Maintenance Building Project, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Hartmann and seconded by Welch that Resolution No. 2020-043 finally approving and confirming plans, specifications, form of contract and estimate of cost for the 2020 Street Department Maintenance Building Project be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann and Hawkins voting aye.

(2) It was moved by Hartmann and seconded by Welch that Resolution No. 2020-044 awarding the contract for the 2020 Street Department Maintenance Building Project to Jensen Builders, Ltd, Fort Dodge, Iowa in the amount of \$1,322,300.00 be passed and adopted.

ROLL CALL: Welch, Hartmann, Hawkins and Miller voting aye.

Ken Wetzler, Public Works Director, spoke on the project.

B. March 2, 2020 at 6:08 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing on the status of Funded Activities for the Webster City Community Development Block Grant Projects status, the same was held. No written objections were received and no oral objections were presented. The following items were presented at the Public Hearing by Shirley Helgevold, MIDAS Council of Governments.

1. **General description of accomplishments to date:** The City has completed a water main replacement project on the east of High Street replacing approximately 865 linear feet of water main. Also, a Historical Architectural Reconnaissance Survey has been completed on approximately 3 blocks of 2<sup>nd</sup> Street and 2 ½ blocks on Des Moines Street, and plans have been developed for a façade renovation on 713 2<sup>nd</sup> Street.
2. **Summary of expenditures to date:** To date \$139,037.41 has been expended in City CDBG RLF funds.
3. **General description of remaining work:** Façade renovation on 713 2<sup>nd</sup> Street.
4. **General description of changes made to the project budget, performance targets, activity schedules, project scope, location, objectives or beneficiaries:**

The original City reuse plan included the following possible projects: demolishing and clearance of an existing building on 2<sup>nd</sup> Street, acquisition and façade repair of 713 2<sup>nd</sup> Street building and other commercial buildings on 2<sup>nd</sup> Street, a water main project east of High Street, homeowner housing rehabilitation, rental property rehabilitation, down payment assistance, removal of architectural barriers at public buildings, economic loans and grants, small business loans and grants, micro-enterprise grant program, and worker cooperative loans and grants. As there is not enough funds to complete all of the projects in the reuse plan the reuse plan was amended to only include the following: façade improvements at 713 2<sup>nd</sup> Street and possibly 628 2<sup>nd</sup> Street, the water main project east of High Street, possible downtown second story rental rehabilitation at 628 2<sup>nd</sup> St, and possible site improvements for construction of low and moderate income housing.

The amount of Community Development Block Grant (CDBG) RLF funds available for these projects is \$801,746.

The City has contracted with MIDAS Council of Governments to provide grant administration for all projects. The original contract amount was a not to exceed \$70,000, of which \$9,299.79 has been paid.

The City contracted with the University of Iowa on behalf of the Office of the State Archaeologist to prepare a reconnaissance-level historical and architectural survey of the Second Street Commercial Area. The original contract amount was \$4,850 for the survey, \$550 for a site inventory form for 713 2<sup>nd</sup> Street and \$480 per additional requested site inventory forms. \$5,880 has been paid to date.

The City contracted with Summers' Enterprise Inc. as general contractor for the water main project. The original contract amount was \$124,512.50. To date there have been three changes orders to furnish and install a 12 inch gate valve instead of 14 inch, install additional 12 inch GV and 12 inch Tee with cap and block at east of new main, reduce the amount backfill material, remove the exploratory excavation item, and extend the completion date to July 31, 2019. The total cost for the change orders was \$7,845.12 changing the contract amount to \$132,357.62. The final pay request was reduced \$8,500 for liquidated damages. \$123,857.62 has been paid to Summers' Enterprises.

The City contracted with Ask Studios to provide architectural services for acquisition and commercial rehabilitation/façade improvements to buildings on 2<sup>nd</sup> Street. The original contract amount was \$19,216 plus costs for printing plans and manual. To date nothing has been paid on this contract.

5. Person(s) authorized to receive and respond to citizens proposals, questions and complaints concerning proposed or funded activities will be: Lindsay Henderson, Community Vitality Director, City of Webster City, 400 2<sup>nd</sup> Street, Webster City, IA 50595, (515) 832-9151;

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Ken Wetzler, Public Works Director, City of Webster City, 400 2<sup>nd</sup> Street, Webster City, IA 50595 (515) 832-9139; and Shirley Helgevold, MIDAS Council of Governments, Project Administrator, 602 1<sup>st</sup> Avenue South, Fort Dodge, IA 50501 (515) 576-7183 ext. 212.

6. Person(s) available and able to provide technical assistance to groups representative of low- and moderate-income persons in preparing and presenting their proposals for the request and use of federal funds: MIDAS Council of Governments, 602 1<sup>st</sup> Avenue South, Fort Dodge, IA 50501 (515) 576-7183.

31 people were at the meeting.

(1) It was moved by Welch and seconded by Hartmann to accept and place on file the Status of Funded Activities for the Webster City Community Development Block Grant Projects Status Report as outlined above.

ROLL CALL: Hartmann, Hawkins, Miller and Welch voting aye.

C. March 2, 2020 at 6:12 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing meeting at which it is proposed to approve a Development Agreement with Gary and Brenda Fox, including Annual Appropriation Tax Increment Payments, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Welch and seconded by Hartmann that Resolution No. 2020-045 approving Development Agreement with Gary and Brenda Fox, authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement be passed and adopted.

ROLL CALL: Hawkins, Miller, Welch and Hartmann voting aye.

D. March 2, 2020 at 6:15 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing meeting on Urban Renewal Plan Amendment (Riverview Central Business District) Urban Renewal Plan, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Miller and seconded by Hartmann that Resolution No. 2020-046 to Approve Urban Renewal Plan Amendment for the Riverview Central Business District Urban Renewal Area be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann and Hawkins voting aye.

(2) It was moved by Welch and seconded by Hartmann that Resolution No. 2020-047 setting March 16, 2020 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa for a Public Hearing Meeting at which it is proposed to approve a Development Agreement with First State Bank, including Annual Appropriation Tax Increment Payments.

ROLL CALL: Welch, Hartmann, Hawkins and Miller voting aye.

Karla Wetzler spoke on Items 1C and 1D.

E. March 2, 2020 at 6:16 p.m. in the Council Chambers at City Hall, Webster City, Iowa being the time and place for a Public Hearing for the purpose of considering the Maximum Tax Dollars from Certain Levies for the City of Webster City proposed Fiscal Year 2020-2021 Budget, the same was held. No written objections were received and no oral objections were presented.

(1) It was moved by Welch and seconded by Hartmann that Resolution No. 2020-048 approving the Maximum Tax Dollars from Certain Levies for the City's proposed Fiscal Year 2020-2021 Budget be passed and adopted.

ROLL CALL: Hartmann, Hawkins, Miller and Welch voting aye.

Dodie Wolfgram spoke on the budget levy.

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2. It was moved by Welch and seconded by Hartmann that March 16, 2020 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa be set for a Public Hearing on the 2020-2021 Capital Improvement Budget and 2020-2021 through 2024-2025 Capital Improvement Plan.

Roll CALL: Hawkins, Miller, Welch and Hartmann voting aye.

3. It was moved by Welch and seconded by Hartmann that March 16, 2020 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, Iowa be set for a Public Hearing on the proposed 2020-2021 Budget.

ROLL CALL: Miller, Welch, Hartmann and Hawkins voting aye.

4. It was moved by Hartmann and seconded by Welch that Resolution No. 2020-049 setting March 16, 2020 at 6:05 p.m. in the Council Chambers at City Hall, Webster City, for a Public Hearing on a proposed Offer to Buy City owned property located at the east end of Cherry Street in Webster City, Iowa, containing 3 acres, more or less be passed and adopted.

ROLL CALL: Welch, Hartmann, Hawkins and Miller voting aye.

5. A Presentation on the proposed Bike-Share System between the City of Webster City and Hamilton County was made by Kyle Sheker of Koloni, Inc. Pocahontas, Iowa.

Bikes will be located in the following three locations - Briggs Woods Park, Riverside Park and Brewer Creek Park. A 28-E Agreement with the County and the Agreement with Koloni will be on the March 16, 2020 Agenda.

Brian Lammers, Executive Director, Hamilton County Conservation also spoke on the Bike-Share System.

6. It was moved by Welch and seconded by Hartmann that the Second Reading of a proposed Ordinance, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Adding Paragraph (102) to Chapter 46, Article V, Section 46-206, Adding No Parking on Fair Meadow Drive on both sides from Hospital Drive East to the end of Fair Meadow Drive be approved.

ROLL CALL: Hartmann, Hawkins, Miller and Welch voting aye

It was moved by Welch and seconded by Hartmann that the Third Reading of a proposed Ordinance, an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Adding Paragraph (102) to Chapter 46, Article V, Section 46-206, Adding No Parking on Fair Meadow Drive on both sides from Hospital Drive East to the end of Fair Meadow Drive be **waived**.

ROLL CALL: Hawkins, Miller, Welch and Hartmann voting aye.

It was moved by Welch and seconded by Hartmann that Ordinance No. 2020-1834 an ordinance amending the Code of Ordinances of the City of Webster City, Iowa, 2019, by Adding Paragraph (102) to Chapter 46, Article V, Section 46-206, Adding No Parking on Fair Meadow Drive on both sides from Hospital Drive East to the end of Fair Meadow Drive be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann and Hawkins voting aye.

7. It was moved by Welch and seconded by Hartmann that the request from the Recreation and Public Grounds Interim Assistant Director to seek bids for the Installation of a Metal Roof at the Cemetery Shop and Office Building be approved.

ROLL CALL: Welch, Hartmann, Hawkins and Miller voting aye.

Breanne Leshner, Recreation and Public Grounds Interim Assistant Director spoke to Council regarding the roof replacement.

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8. It was moved by Hartmann and seconded by Welch that Resolution No. 2020-050 providing for the levy of taxes to pay General Obligation Corporate Purpose Bonds be passed and adopted.

ROLL CALL: Hartmann, Hawkins, Miller and Welch voting aye.

The Public Hearing on the General Obligation Bonds was previously held on January 20, 2020. No action was taken on the Resolution at that time.

9. It was moved by Hartmann and seconded by Welch that Resolution No. 2020-051 awarding the contract for the 2020 Second Street Reconstruction Project to Rasch Construction, Fort Dodge, Iowa in the amount of \$3,736,816.71 be passed and adopted.

ROLL CALL: Hawkins, Miller, Welch and Hartmann voting aye.

The Public Hearing on the 2020 Second Street Project was held on February 3, 2020. No action was taken on the Resolution to award the contract on this project at that time.

Dodie Wolfgram, Finance Director spoke on Items 8 and 9.

10. It was moved by Welch and seconded by Hartmann that Resolution No. 2020-052 authorizing the Mayor and City Clerk to enter into an Underwriting/Placement Agent Engagement Letter with D. A. Davidson & Co., Des Moines, Iowa be passed and adopted.

ROLL CALL: Miller, Welch, Hartmann and Hawkins voting aye.

11. Discussion was held on the disposition of City owned property (house) at 1236 2nd Street. Ken Wetzler, Public Works Director advised no bids were received on this property in the previous bid letting. He outlined several comments he received and suggested the option to send out for bids again, removing some of the finishing items from the bid request. Wetzler will re-bid the project with the finishing items to be removed.

**REPORTS AND RECOMMENDATIONS OF OFFICERS,  
BOARDS AND COMMISSIONS**

None brought forth.

**COUNCIL COMMITTEE REPORTS**

None brought forth.

**OTHER REPORTS AND RECOMMENDATIONS**

None brought forth.

**OTHER ITEMS SENT TO COUNCIL**

1. The City Attorney Report/Update dated February 26, 2020 was previously given to Council Members for review.

It was moved by Hartmann and seconded by Welch that the Council meet in Closed Session to discuss the purchase/sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property, as provided by Chapter 21.5 j. of the Code of Iowa.

ROLL CALL: Welch, Hartmann, Hawkins and Miller voting aye.

The Council went out of Regular Session at 6:48 p.m. A short recess was taken.

The Council went into Closed Session at 6:55 p.m.

The Council returned to Regular Session at 7:10 p.m.

It was moved by Hartmann and seconded by Welch that Council adjourn.

ROLL CALL: Hartmann, Hawkins, Miller and Welch voting aye.

The March 2, 2020 Regular City Council Meeting stood adjourned at 7:11 p.m.

John Hawkins, Mayor

Elizabeth Ann Smith, Deputy City Clerk

Karyl K. Bonjour, City Clerk