

CITY COUNCIL MEETING MINUTES
Webster City, Iowa November 6, 2023 – 6:00 p.m.

The City Council met in regular session at the City Hall, Webster City, Iowa at 6:00 p.m. on November 6, 2023, 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 in Council Chambers Mayor John Hawkins and the following Council Members: Abbie Hansen, Megan McFarland, Matt McKinney and Logan Welch.

This meeting was Open to the Public and by electronic means utilizing the Zoom Platform. Details were provided in using the Zoom platform either by joining through the web portal or by calling in to view or participate.

It was moved by McKinney and seconded by Hansen to approve the agenda.

ROLL CALL: Hansen, Hawkins, McFarland, McKinney and Welch voting aye.

Mayor John Hawkins led the Pledge of Allegiance.

PETITIONS – COMMUNICATIONS – REQUESTS

None brought forth.

PUBLIC INFORMATION

None brought forth.

MINUTES, CLAIMS, REPORTS, LICENSES, REQUESTS

It was moved by McFarland and seconded by Hansen that the following motion(s) and Resolution(s) (a-c) be approved and adopted collectively:

- a. That the meeting minutes of October 16 and October 17, 2023 be approved.
- b. That Resolution No. 2023-189 approving payroll for the period ending October 21, 2023 and paid on October 27, 2023 in the amount of \$213,594.98 be passed and adopted.
- c. That Resolution No. 2023-190 approving bills paid in the amount of \$1,817,293.95 be passed and adopted and the Fund List be approved.
- d. Council Committee Reports – None brought forth.
- e. Other reports and recommendations – None brought forth.

ROLL CALL: Hawkins, McFarland, McKinney, Welch and Hansen voting aye.

GENERAL AGENDA

- a. It was moved by Welch and seconded by McFarland that Resolution No. 2023-191 authorizing the Mayor to enter Initial Agreement Letter with Kwik Star for the proposed development site on Fair Avenue subject to an additional provision regarding Kwik Star providing the City of Webster City with construction easements as may be needed anytime in the future be passed and adopted.

ROLL CALL: McFarland, McKinney, Welch, Hansen and Hawkins voting aye.

Ariel Bertran, Community Development Director, summarized the agenda item for Council. Travis Small, Real Estate Manager for Kwik Star was in attendance and Jeff Osgood, Sr. Manager of Development for Kwik Star joined via electronic means. Council Members, Kwik Star Representatives and staff discussed the specifics of the agreement.

- b. It was moved by McKinney and seconded by Hansen that Resolution No. 2023-192 authorizing the Mayor to Sign and Execute Amendment No. 2 to Task Order No. 4 with DGR Engineering, Inc. for Professional Engineering Services associated with Reisner Substation be passed and adopted.

ROLL CALL: McKinney, Welch, Hansen, Hawkins and McFarland voting aye.

City Council Meeting Minutes, November 6, 2023

c. It was moved by McFarland and seconded by Welch that Resolution No. 2023-193 authorizing the Mayor to Sign and Execute Amendment No. 1 to Task Order No. 5 with DGR Engineering, Inc. for Professional Engineering Services associated with the 69kV Transmission Line Improvements Project be passed and adopted.

ROLL CALL: Welch, Hansen, Hawkins, McFarland and McKinney voting aye.

Biridiana Bishop, Assistant City Manager, spoke on the above Amendments. Andy Koob of DGR Engineering was also present and spoke to Council on the services to be provided. Mayor Hawkins questioned the timeline of the approval of the Amendments in relation to the projects.

d. It was moved by Welch and seconded by Hansen that Resolution No. 2023-194 authorizing the Mayor to Sign and Execute Agreement No. 24-CAT-002 with Enhance Iowa Board to receive a \$55,000 Grant for the East Twin Park Splash Pad Project be passed and adopted.

ROLL CALL: Hansen, Hawkins, McFarland, McKinney and Welch voting aye.

Breanne Leshar, Director of Parks and Recreation, pointed out some of the specifics of the Agreement.

e. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-195 authorizing the Mayor to Sign and Execute Change Orders No. 1, 2, 3 and 4 with Peterson Construction for the Wilson Brewer Courthouse Structural Improvement Project be passed and adopted.

ROLL CALL: Hawkins, McFarland, McKinney, Welch and Hansen voting aye.

Park and Recreation Director Leshar gave details of each Change Order for the project.

f. It was moved by Welch and seconded by McFarland that Resolution No. 2023-196 ceasing the Koloni Bike Share Program with Koloni, Inc., Dissolving the 28E Agreement between the City of Webster City and Hamilton County and Authorizing the Mayor to sign necessary documents to end the program be passed and adopted.

ROLL CALL: McFarland, McKinney, Welch, Hansen and Hawkins voting aye.

Park and Recreation Director Leshar provided a brief history of the program and reasons for ceasing the Bike Share Program and dissolving the 28E Agreement with Hamilton County.

g. It was moved by McKinney and seconded by Welch that Resolution No. 2023-197 ratifying the repair for the 2005 John Deere 770D Grader in an amount not to exceed \$30,000 be passed and adopted.

ROLL CALL: McKinney, Welch, Hansen, Hawkins and McFarland voting aye.

Brandon Bahrenfuss, Street Department Supervisor, explained the issues and necessary repairs needed to be completed on the Grader.

h. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-198 approving the Official City Street Financial Report be passed and adopted.

ROLL CALL: Welch, Hansen, Hawkins, McFarland and McKinney voting aye.

i. It was moved by Welch and seconded by McFarland that Resolution No. 2023-199 approving the Annual Urban Renewal Report be passed and adopted.

ROLL CALL: Hansen, Hawkins, McFarland, McKinney and Welch voting aye.

j. It was moved by Welch and seconded by Hansen that Resolution No. 2023-200 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (FAREWAY) be passed and adopted.

ROLL CALL: Hawkins, McFarland, McKinney, Welch and Hansen voting aye.

k. It was moved by Welch and seconded by Hansen that Resolution No. 2023-201 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (WCF Financial Bank and Webster City Sewer Fund) be passed and adopted.

ROLL CALL: McFarland, McKinney, Welch, Hansen and Hawkins voting aye.

City Council Meeting Minutes, November 6, 2023

l. It was moved by McFarland and seconded by McKinney that Resolution No. 2023-202 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (3DK Enterprises, LLC) be passed and adopted.

ROLL CALL: McKinney, Welch, Hansen, Hawkins and McFarland voting aye.

m. It was moved by Hansen and seconded by McFarland that Resolution No. 2023-203 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (Ridge Development, LLC and LMI Fund) be passed and adopted.

ROLL CALL: Welch, Hansen, Hawkins, McFarland and McKinney voting aye.

n. It was moved by Welch and seconded by Hansen that Resolution No. 2023-204 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (Kenyon Hill Ridge, LLC and LMI Fund) be passed and adopted.

ROLL CALL: Hansen, Hawkins, McFarland, McKinney and Welch voting aye.

o. It was moved by McKinney and seconded by McFarland that Resolution No. 2023-205 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (Gary & Brenda Fox) be passed and adopted.

ROLL CALL: Hawkins, McFarland, McKinney, Welch and Hansen voting aye.

p. It was moved by McFarland and seconded by Hansen that Resolution No. 2023-206 obligating Funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding Fiscal Year, (First State Bank, Addition #2) be passed and adopted.

ROLL CALL: McFarland, McKinney, Welch, Hansen and Hawkins voting aye.

Dodie Wolfgram, Finance Director, was present to answer any questions regarding Agenda Items h-p.

q. It was moved by Welch and seconded by McFarland to open the Tree Disposal Site to Webster City Residents only from 7 a.m. to 4 p.m. on the following dates: November 7, 8, 9 and 13, with no contractors or those holding tree surgeon licenses being allowed to use the site at this time.

ROLL CALL: McKinney, Welch, Hansen, Hawkins and McFarland voting aye.

Discussion was held on the status of the City Green Waste Site. Daniel Ortiz-Hernandez, City Manager provided an update on the DNR permit process and timeline. After much discussion the above motion was introduced and approved. A follow-up will be given at the Work Session on Tuesday, November 14th on this action taken by Council.

r. It was moved by Welch and seconded by McKinney that the Resignation of City Manager Daniel Ortiz-Hernandez effective January 18, 2024 be accepted.

ROLL CALL: Welch, Hansen, Hawkins, McFarland and McKinney voting aye.

s. Council Members held a discussion on the process for filling the City Manager vacancy. Council Member McKinney stated that in the past, the City has hired a search firm to assist in this process. He suggested beginning this search with a survey for city staff to fill out anonymously for Council to receive input in regard to how things are going, what they would like in a City Manager and to provide suggestions for anything Council could be doing differently. He inquired if it was possible to contact previous search firms to assist in developing the survey and reviewing with Council. Mayor Hawkins also mentioned that Council will need to look at appointing an interim City Manager until a replacement for Ortiz-Hernandez is hired. City Staff will bring back information on this request at the next regular City Council meeting on November 20th.

OTHER ITEMS SENT TO COUNCIL

a. The City Attorney Report/Update from 11/1/2023 was previously given to Council for review.

City Council Meeting Minutes, November 6, 2023

CLOSED SESSION

It was moved by McFarland and seconded by Hansen that Council meet in Closed Session for the following reasons:

- a. Meet in closed session to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation as provided by Chapter 21.5 c. of the Code of Iowa.
- b. Meet in closed session to discuss the purchase or 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, or reduce the price the governmental body would receive for that property as provided by Chapter 21.5 j. of the Code of Iowa

ROLL CALL: Hansen, Hawkins, McFarland, McKinney and Welch voting aye.

Council went out of Open Session at 7:26 p.m.

Council took a ten-minute recess.

Council went into Closed Session at 7:36 p.m.

Council returned to Open Session at 8:05 p.m.

It was moved by Hansen and seconded by McFarland that Council adjourn.

ROLL CALL: Hawkins, McFarland, McKinney, Welch and Hansen voting aye.

The November 6, 2023 Regular City Council Meeting stood adjourned at 8:06 p.m.

John Hawkins, Mayor

Karyl K. Bonjour, City Clerk