

CITY OF PELLA, IOWA
TENTATIVE SPECIAL CITY COUNCIL MEETING AGENDA
December 13, 2016 – 12:00 p.m. – City Hall Conference Room
825 Broadway, Pella, IA 50219

A. CALL TO ORDER BY MAYOR AND ROLL CALL

B. MAYOR'S COMMENTS

1. Announce Policy and Planning Meeting following the regular Council meeting to discuss:
NONE
2. Approval of tentative agenda.

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

(Public comments are limited to 3 minutes.)

C. APPROVAL OF CONSENT AGENDA

"Consent Agenda" means that all items listed below will be automatically approved with one Roll Call vote approving the "Consent Agenda". Any City Council member may ask to pull an item from the "Consent Agenda" for discussion and a separate vote. The purpose of a "Consent Agenda" is to expedite routine items and allow Council time to discuss more important matters."

NONE

D. *PUBLIC HEARINGS

(Statutory rule may be waived and ordinance passed without further readings.)

NONE

E. PETITIONS & COMMUNICATIONS

- 1a. Special Event Permit Amendment for Holiday Season in Pella.
- 1b. Resolution No. 5734 entitled, "TEMPORARILY CLOSING PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS "HOLIDAY SEASON IN PELLA".

F. PLANNING AND ZONING ITEMS

NONE

G. ADMINISTRATION REPORTS

NONE

H. RESOLUTIONS

1. Resolution No. 5735 entitled, "A RESOLUTION IN SUPPORT OF THE PROPOSED TERMS TO BE INCLUDED IN AN AGREEMENT FOR PRIVATE DEVELOPMENT BY AND BETWEEN THE CITY AND AGILE MANUFACTURING LTD.".

I. ORDINANCES

(Statutory rule may be waived and ordinance passed without further readings.)

NONE

J. CLAIMS

NONE

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

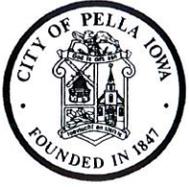
(Public comments are limited to 3 minutes.)

L. CLOSED SESSION

NONE

M. ADJOURNMENT

NOTICE: Items to be presented to the City Council must be in the hands of the City Clerk no later than 4:00 p.m. on the Monday before the week of the Council meeting. A packet containing the agenda and documentation for each item listed on the agenda is then prepared on Friday and delivered to each Councilmember. The next regular Council meeting is scheduled for December 20, 2016. The deadline for items is December 12, 2016. *The CITY OF PELLA encourages all citizens of Pella to attend Council meetings. Our Council Chambers are handicapped accessible and City Staff are available to give assistance if needed. If you are hearing impaired or vision impaired or a person with Limited English Proficiency and require an interpreter or reader, please contact City Hall by NOON on the Monday prior to Council meetings to arrange for assistance. (641-628-4173). TTY telephone service available for the hearing impaired through Relay Iowa 1-800-735-2942.*



THE
CITY of PELLA
STAFF MEMO TO COUNCIL

ITEM NO: E-1a & 1b

SUBJECT: Special Event Permit Amendment for Holiday Season in Pella

DATE: December 13, 2016

BACKGROUND: Pella Chamber of Commerce has requested to amend their Special Event permit for "Holiday Season in Pella", which was originally approved on November 1, 2016. The request is to have an additional day for the horse drawn carriage ride on Friday December 23rd from 4:30 to 7:30 p.m.

A resolution is included with this request to reserve six parking spaces on Franklin Street south of the Information Windmill to load/unload passengers for the carriage rides on December 23rd. The carriage route will remain the same as the original Special Event permit.

It should be noted, the insurance certificate has been modified to extend through December 23rd. All pertinent City Departments have reviewed this application, and approval is recommended.

ATTACHMENTS: Resolution, Email Request, Department Comments

REPORT PREPARED BY: City Hall Staff

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDED ACTION: Approve Amendment to Special Event Permit and Resolution.

RESOLUTION NO. 5734

RESOLUTION TEMPORARILY CLOSING
PUBLIC WAYS OR GROUNDS FOR THE SPECIAL EVENT KNOWN AS
“HOLIDAY SEASON IN PELLA”

WHEREAS, Iowa Code Section 364.12 (2) states that “a city shall keep all public grounds, streets, sidewalks, alleys, bridges, culverts, overpasses, underpasses, grade crossing separations and approaches, public ways, squares, and commons open, in repair, and free from nuisance, with the following exceptions”; and

WHEREAS, Iowa Code Section 364.12 (2)(a) states that "Public ways and grounds may be temporarily closed by resolution"; and

WHEREAS, Pella Chamber of Commerce has requested six reserved parking spaces on Franklin Street south of the Information Windmill on December 23, 2016.

NOW THEREFORE, BE IT RESOLVED pursuant to Iowa Code Section 364.12 (2)(a), the City Council of the City of Pella does hereby temporarily reserve the parking spaces as stated above.

PASSED AND ADOPTED this 13th day of December, 2016.

Mark De Jong, Mayor Pro Tem

ATTEST:

Ronda Brown, City Clerk

Ronda Brown

From: Karen Eischen <karen@pella.org>
Sent: Tuesday, December 06, 2016 3:29 PM
To: Ronda Brown
Cc: Mike Nardini; Sarah Treft
Subject: Addendum to Holiday Season Permit

Ronda – We would like to request an addendum to our 2016 Holiday Season permit to include an additional day for the horse-drawn carriage rides. The operators have been receiving requests to extend the rides and offer an additional evening ride and their schedule can accommodate the request. The added date we would like to add would be Friday, Dec 23 from 4:30-7:30 pm. The route and details will remain the same as current scheduled carriage rides.

What additional info would you need from us (information in the permit as far as route, load/unload and costs will remain the same)?

KAREN EISCHEN, IOM
Executive Director, Pella Chamber of Commerce
818 Washington St, Pella IA 50219
641.628.2626
www.pella.org



CITY OF PELLA SPECIAL EVENTS DEPARTMENT REVIEW

Event:	Holiday Season Amendment
Add Comments by:	December 12, 2016
City Hall Contact:	Ronda Brown
Date of Event:	December 23, 2016
If questions, contact:	Karen Eischen

Police-Comments

Recommend approval. RAB

Public Works-Comments

Recommend approval. DR DB

Planning & Zoning-Comments

Recommend approval. CG

Electric-Comments

Recommend approval. DM

Community Services/Parks-Comments

Recommend approval. Chandler N.



THE
CITY of PELLA

STAFF MEMO TO COUNCIL

ITEM NO: H-1

SUBJECT: Resolution in Support of the Proposed Terms to be Included in an Agreement for Private Development by and between the City and Agile Manufacturing Ltd.

DATE: December 13, 2016

BACKGROUND: At the Policy and Planning meeting on December 6, 2016, a request from Agile Manufacturing Ltd. was discussed concerning a community local match to secure financial assistance from the Iowa Economic Development Authority (IEDA). After discussion, staff was directed to prepare a resolution of conditional support for Council's consideration.

As background, Agile Manufacturing Ltd. plans to provide 3D printing services to industrial companies and manufacturing resellers of 3D printing machines. The customer base will consist of industrial companies covering every industry from agriculture, aerospace, medical, and consumer goods.

The company plans to lease existing space currently available in Pella. Current plans include significant construction and modification of the select location starting in late December 2016, in anticipation of a February 1, 2017 operational date.

Based on estimates from Agile Manufacturing Ltd., the investment in machinery and equipment for the proposed operations is expected to amount to \$1,605,000. In addition, fifteen new jobs would be created within three years. It is important to note, Agile Manufacturing Ltd. believes all fifteen of these new positions would have a wage of \$19.35 per hour or greater after three years.

This resolution gives support for the Agile Manufacturing Ltd. project and shows that the City intends to meet IEDA's requirements for the community local match. Once IEDA receives the resolution of support, they will draft a financial assistance agreement with Agile Manufacturing Ltd. Likewise, the City would also have a separate development agreement with Agile Manufacturing Ltd. which will be approved at a later date. Key conditions of the resolution are as follows:

- The City's offer is subject to applicable legislative requirements, state agency approvals, and negotiation of an acceptable development agreement. It is important to note, the City's development agreement would require the project and associated created jobs to take place in Pella.
- The City's proposed local match would closely match the economic development incentives provided by the State of Iowa but on a lesser scale. Specifically the City's incentives would include economic development grants in the form of a \$9,000 forgivable loan and a \$9,000 zero percent loan, for a total of \$18,000. The forgivable loan will be forgiven in equal amounts over a five year period.

- Annually, Agile Manufacturing Ltd. would need to certify they were in compliance with the terms of the City's development agreement. This would include certification that the anticipated capital investment has been made, the project is still operational, and the required milestones for job creation have been met.

It is important to note, the resolution is conditioned on the fact that the Pella City Council has not held the necessary hearings and proceedings required under Iowa law to provide the economic incentives. As a result, formal action by the Council will be required at a later date.

ATTACHMENTS: Resolution

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution.

AGENDA ITEM

Governmental Body: The City Council of the City of Pella, State of Iowa.

Date of Meeting: December 13, 2016.

Time of Meeting: 12 o'clock P.M.

Place of Meeting: City Hall, 825 Broadway Street, Pella, Iowa.

PUBLIC NOTICE IS HEREBY GIVEN that the above mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for the meeting is as follows:

- Resolution in support of the proposed terms to be included in an Agreement for Private Development by and between the City and Agile Manufacturing Ltd.

Such additional matters as are set forth on the additional 2 page(s) attached hereto.

This notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the governmental body.

City Clerk, City of Pella, State of Iowa

December 13, 2016

The City Council of the City of Pella, State of Iowa, met in open session, in the City Hall Building, 825 Broadway Street, Pella, Iowa, at 12 o'clock P.M., on the above date. There were present Mayor Pro Tem Mark De Jong, in the chair, and the following named Council Members:

Absent: _____

* * * * *

Council Member _____ then introduced the following proposed Resolution entitled "A RESOLUTION IN SUPPORT OF THE PROPOSED TERMS TO BE INCLUDED IN AN AGREEMENT FOR PRIVATE DEVELOPMENT BY AND BETWEEN THE CITY AND AGILE MANUFACTURING LTD.", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor pro tem declared the Resolution duly adopted as follows:

RESOLUTION NO. _____

A RESOLUTION IN SUPPORT OF THE PROPOSED TERMS TO BE INCLUDED IN AN AGREEMENT FOR PRIVATE DEVELOPMENT BY AND BETWEEN THE CITY AND AGILE MANUFACTURING LTD.

WHEREAS, Agile Manufacturing Ltd., (“Agile”) a company which provides 3D printing services to industrial companies, and is a manufacturer reseller of 3D printing machines, has approached the City of Pella for consideration of a proposal to provide incentives to Agile; and

WHEREAS, in exchange for the incentives proposed to be provided by the City, Agile would build out leased space in the retired injection molding factory located at 920 W. 10th Street, Pella, Iowa and commit to employment obligations in the City (“Project”); and

WHEREAS, the incentives provided by the City would provide a local match for certain other incentives provided to Agile by the State of Iowa.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Pella, Iowa:

Section 1: That the terms proposed below are hereby approved and accepted, contingent on the conditions in Section 2.

1. A \$9,000 forgivable loan and a \$9,000 economic development grant, subject to Council approved terms and conditions in the City’s development agreement.
2. Employment creation and retention obligations.
3. Claw back provisions if business operation ceases or if employment obligations or state incentives are not awarded or are not met.

Section 2: That the terms listed in Section 1 shall be incorporated into a development agreement to be drafted by the City’s counsel, including but not limited to, the above terms and other terms recommended by counsel; that the development agreement shall be subject to Council approval in its final form; and that the development agreement will be subject to all legislative processes required before its approval, including a public hearing.

Section 3: That the City Administrator be hereby authorized and directed to proceed with the preparation of the necessary documents for the development agreement.

PASSED AND APPROVED this 13th day of December, 2016.

Mark De Jong, Mayor pro tem

ATTEST:

Ronda Brown, City Clerk

