



# CITY OF PELLA

## CITY COUNCIL OFFICIAL MINUTES

September 12, 2017

### **A. CALL TO ORDER BY MAYOR AND ROLL CALL**

The City Council of the City of Pella, Iowa, met in special session at the Public Safety Complex meeting room at 6:00 p.m., Mayor Jim Mueller presiding. Council members present were: Mark De Jong, Tony Bokhoven, Dan L. Vander Beek, Harold Van Stryland, Bruce Schiebout, Larry Peterson. Absent: None. City Administrator Mike Nardini and City Clerk Mandy Smith were present. Four staff members and one member of the general public signed the register.

### **B. MAYOR'S COMMENTS**

1. Approval of tentative agenda. Vander Beek moved to approve the tentative agenda, seconded by Van Stryland. On roll call the vote was: AYES: Vander Beek, Van Stryland, Schiebout, Peterson, De Jong, Bokhoven. NAYS: None. Motion carried.
2. Announce closed session pursuant to Iowa Code Chapter 21.5 1 (j) 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.

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

No comments were received.

### **C. APPROVAL OF CONSENT AGENDA** – None

### **D. \*PUBLIC HEARINGS** – None

### **E. PETITIONS & COMMUNICATIONS**

1. Council held a work session to discuss the following topics, with no formal Council action taken:

- a. Central Business District Improvements.

BACKGROUND: The purpose of this agenda item is to discuss the City's proposed "Back to Brick Program" in the Central Business District.

ATTACHMENTS: Map  
REPORT PREPARED BY: Administration  
REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK  
RECOMMENDATION: Seeking Council direction

- b. Central Park Holiday Decorations.

BACKGROUND: The purpose of this agenda item is to discuss proposed holiday decorations in Central Park. Holiday activities in Pella have increased during the past few years and staff has received inquiries about providing a more festive experience for visitors and residents alike.

Quotes were recently solicited from vendors who provide holiday decorating services. They were encouraged to suggest other options but at a minimum were to include services for the following:

1. Decorating the information windmill with lights on the windmill blades, lighted garland swags with red bows around the decking, and a wreath for the door.
2. Wrapping the eight decorative light posts in the center of the park in non-lighted garland with a red bow or another decorative feature at the top.
3. Decorating the fence around the fountain with non-lighted garland and either red bows or another decorative feature.
4. Fully lighting the two crabapple trees at the north end of the main walk to include trunk wrap and canopy lights.
5. Installing a tree on the top level of the Tulip Toren with the following specifications: minimum 18' tall, branch style, free standing, fully lit, commercial artificial tree.

Installation would be required to be completed on the Friday prior to the week of Thanksgiving with removal completed by January 10<sup>th</sup> of each year. All the vendors required a minimum of a three-year service contract. Prices include installation, maintenance during the season, removal, and storage of items. The summary of each quote is shown below with notes included if the quote varied from the minimum required.

	1st Year Price	2nd Year Price	3rd Year Price	Total
Vendor #1	\$16,743	\$13,338	\$9,933	\$40,014
–	19' tree on the Tulip Toren			
Vendor #2	\$30,729	\$10,354	\$11,354	\$52,437
–	18' tree with star topper on the Tulip Toren			
–	18 decorated light posts instead of 10			
–	Eight crabapple trees with trunk wrap instead of two			
–	Nine 12" stars in the tree canopy instead of lights			
Vendor #3	\$39,199	\$31,931	\$30,058	\$101,188
–	24' tree on the Tulip Toren			
–	Instead of bows on fountain garland, a 48" wreath on the Washington St side			

If Council would like to proceed with the service contract, approval would need to be granted no later than September 15<sup>th</sup> to allow time for the vendor to meet the installation deadline. It is also important to note, this is an unbudgeted item. Staff is looking for Council direction.

ATTACHMENTS: Map  
REPORT PREPARED BY: Community Services Department  
REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK  
RECOMMENDATION: Seeking Council direction

**c. Gravel Road Improvements.**

BACKGROUND: The purpose of this agenda item is to discuss a Council member's request to revisit gravel road improvements. As background, during the June 19, 2017, Policy and Planning meeting, Council discussed two requests to hard surface gravel roads which are partially within our corporate limits. The requests are for 218<sup>th</sup> Ave from Neil Dr. to Shady Brook Subdivision and 218<sup>th</sup> Pl from Washington Street to St. Mary's Church. Staff recommended the formulation of a policy that would address annexation requirements and cost allocations before financial commitments are made for any project.

Council was in favor of requiring all affected property to be annexed within City limits if the City is the sole funding provider of any road improvements. Council requested staff research what other cities currently have in place for policies regarding assessment of costs in these types of situations.

ATTACHMENTS: Maps  
REPORT PREPARED BY: Administration  
REVIEWED BY: CITY ADMINISTRATOR  
CITY CLERK  
RECOMMENDATION: Seeking Council direction

**F. PLANNING & ZONING ITEMS – None**

**G. ADMINISTRATION REPORTS – None**

**H. RESOLUTIONS – None**

**I. ORDINANCES – None**

**J. CLAIMS – None**

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

Comments were received and addressed.

**L. CLOSED SESSION**

- At 7:20 p.m., Bokhoven moved to enter into closed session pursuant to Iowa Code Chapter 21.5 1 (j) 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, seconded by Vander Beek. On roll call the vote was: AYES: Bokhoven, Vander Beek, Van Stryland, Schiebout, Peterson, De Jong. NAYS: None. Motion carried. At 7:33 p.m., Bokhoven moved to reconvene to regular session, seconded by De Jong. On roll call the vote was: AYES: Bokhoven, De Jong, Vander Beek, Van Stryland, Schiebout, Peterson. NAYS: None. Motion carried. No action was taken regarding this closed session.

**M. ADJOURNMENT**

There being no further business claiming their attention, Van Stryland moved to adjourn, seconded by Vander Beek. On roll call the vote was: AYES: Van Stryland, Vander Beek, Schiebout, Peterson, De Jong, Bokhoven. NAYS: None. Motion carried. Meeting adjourned at 7:42 p.m.