



CITY OF PELLA

CITY COUNCIL OFFICIAL MINUTES

January 16, 2018

A. CALL TO ORDER BY MAYOR AND ROLL CALL

The City Council of the City of Pella, Iowa, met in regular session at the Public Safety Complex meeting room at 7:00 p.m., Mayor Jim Mueller presiding. Council members present were: Mark De Jong, Tony Bokhoven, Lynn Branderhorst, Harold Van Stryland, Bruce Schiebout. Absent: Larry Peterson. City Administrator Mike Nardini, Acting City Attorney John Judisch, and City Clerk Mandy Smith were present. Six staff members and thirteen members of the general public signed the register.

B. MAYOR'S COMMENTS

1. No Policy and Planning meeting was held following the regular Council meeting.
2. Approval of tentative agenda. Van Stryland moved to approve the tentative agenda, seconded by Bokhoven. On roll call the vote was: AYES: Van Stryland, Bokhoven, Branderhorst, Schiebout, De Jong. NAYS: None. Motion carried.
3. Reappointment of Mark De Jong as Mayor Pro Tem. Bokhoven moved to approve, seconded by Schiebout. On roll call the vote was: AYES: Bokhoven, Schiebout, Branderhorst, Van Stryland. NAYS: None. ABSTAIN: De Jong. Motion carried.

BACKGROUND: Mayor Mueller requests the reappointment of Mark De Jong as Mayor Pro Tem. The Mayor Pro Tem performs the duties of Mayor in cases of absence or inability of the Mayor to perform such duties. Mark has been a Council Member since 1978 and was first appointed as Mayor Pro Tem in January of 1984. This appointment is for a two-year term, expiring in January of 2020.

ATTACHMENTS: None
REPORT PREPARED BY: City Administration
REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDATION: Approve reappointment

4. Reappointment of Mandy Smith as City Clerk. Schiebout moved to approve, seconded by Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, De Jong, Bokhoven, Branderhorst. NAYS: None. Motion carried.

BACKGROUND: Mayor Mueller requests the reappointment of Mandy Smith as City Clerk. The City Code requires Council to appoint a City Clerk at the Council meeting in January following the regular City election. Mandy has served as City Clerk since December of 2016. This appointment is for a two-year term, expiring in January of 2020.

ATTACHMENTS: None
REPORT PREPARED BY: City Administration
REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDATION: Approve reappointment

5. Reappointment of Doug Van Gorkom as Fire Chief. Bokhoven moved to approve, seconded by De Jong. On roll call the vote was: AYES: Bokhoven, De Jong, Branderhorst, Van Stryland, Schiebout. NAYS: None. Motion carried.

BACKGROUND: Mayor Mueller requests the reappointment of Doug Van Gorkom as the Fire Chief. Doug has served as Fire Chief since January of 2005. This appointment is for a two-year term, expiring in January of 2020.

ATTACHMENTS: None
REPORT PREPARED BY: City Administration
REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDATION: Approve reappointment

6. Reappointment of Kathy Bruxvoort to the Historic Preservation Commission. Schiebout moved to approve, seconded by De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland. NAYS: None. Motion carried.

BACKGROUND: Kathy Bruxvoort has served on the Historic Preservation Commission since May 5, 2015 and is interested in being reappointed to a new term. She is the owner/operator franchisee at H&R Block and has a degree in Political Science and International Studies from Iowa State University. Kathy currently lives at 2608 Hemel Drive in Pella. If reappointed, Kathy's new term would expire on January 1, 2021.

ATTACHMENTS: None
REPORT PREPARED BY: Deputy City Clerk
REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDED ACTION: Approve reappointment

7. Reappointment of Rhonda Kermode to the Historic Preservation Commission. Branderhorst moved to approve, seconded by De Jong. On roll call the vote was: AYES: Branderhorst, De Jong, Bokhoven, Van Stryland, Schiebout. NAYS: None. Motion carried.

BACKGROUND: Rhonda Kermode has served on the Historic Preservation Commission since May 16, 2015 and is interested in being reappointed to a new term. She previously served on the Ad Hoc Historic Preservation Committee in 2014 and has experience with window restoration and other preservation issues, along with knowledge of historic tax credits and grants. Rhonda lives at 510 Broadway Street in Pella. If reappointed, Rhonda's new term would expire on January 1, 2021.

ATTACHMENTS: None
REPORT PREPARED BY: Deputy City Clerk
REPORT REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDED ACTION: Approve reappointment

8. Announce closed session pursuant to Iowa Code Chapter 21.5 1 (c) 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.
9. Announce closed session pursuant to Iowa Code Chapter 21.5 1 (c) 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.

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

No comments were received.

C. APPROVAL OF CONSENT AGENDA

Van Stryland moved to approve the consent agenda, seconded by Schiebout. On roll call the vote was: AYES: Van Stryland, Schiebout, De Jong, Bokhoven, Branderhorst. NAYS: None. Motion carried. The following items were approved:

1. Approval of Minutes
 - a. Official Council Minutes for January 2, 2018
 - b. Official Council Work Session Minutes for January 8, 2018
2. Report of Committees
 - a. Policy and Planning Minutes for January 2, 2018

PRESENT: Mayor Jim Mueller, Mark De Jong, Tony Bokhoven, Lynn Branderhorst, Harold Van Stryland, Bruce Schiebout, Larry Peterson

ABSENT: None

OTHERS: City staff and visitors

The Policy and Planning meeting began at 8:50 p.m. The first item was a discussion about potential improvements to Vermeer Road. As background, during the December 19th Policy and Planning meeting Council discussed options to extend the City's trail system to Vermeer Manufacturing. Council members expressed safety concerns with having the trail located next to Vermeer Road, necessitated by the amount of space available. As a result, Council instructed staff to schedule this Policy and Planning session to discuss additional options. Staff discussed converting Vermeer Road from East 8th Street to 240th Avenue to an urban street and installing a 10-foot bike path on the south side of Vermeer Road. The estimated cost for this improvement is approximately \$3.4 million.

After discussion, Council expressed an interest to revisit the option to extend the City's trail system along University Street to 240th Avenue, then north to Vermeer Road. Additionally, Council requested to review cost estimates to extend the trail to Main Street. Staff will bring these details to the January 16th Policy and Planning meeting for further discussion.

The next item on the agenda was a review of the City Council Procedural Rules which were initially adopted in 2002. The purpose of the rules is to establish guidelines for conducting City Council meetings that are efficient yet allow for orderly participation and sharing of ideas and opinions. These rules are reviewed and approved in January of each even numbered year.

After discussion, no changes to the rules were requested. Staff will place this item on the January 16th Council agenda for approval.

The meeting adjourned at 9:25 p.m.

Respectfully submitted:

Mandy Smith

City Clerk

3. Petitions and Communications
 - a. Renewal of Class B Liquor License with Catering Privilege, Outdoor Service, and Sunday Sales for Monarchs

BACKGROUND: Monarchs, located at 705 E. 1st Street, has applied for renewal of their Class B Liquor License with Catering Privilege, Outdoor Service, and Sunday Sales. The term of the new license is 12 months and would expire on January 31, 2019. The application has been completed online with the state and is pending dram shop certification. Staff is recommending approval pending dram shop certification.

ATTACHMENTS: Application
REPORT PREPARED BY: City Clerk
REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve renewal pending dram shop certification

4. Administration Reports – None

D. *PUBLIC HEARINGS

1a. Public Hearing on the Proposed Southwest Urban Renewal Plan. No written or oral comments were received. Schiebout moved to close the public hearing, seconded by De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland. NAYS: None. Motion carried.

BACKGROUND: The proposed Southwest Urban Renewal Plan is intended to help facilitate additional housing in our community. As background, the Marion County Housing Assessment identified an additional 966 new housing units are needed by the year 2025 to meet the demand for housing in Pella. Furthermore, the City's Comprehensive Plan also established goals and suggested strategies for new housing developments within our corporate limits. Included with these strategies was the use of Tax Increment Financing (TIF) to provide economic development incentives to developers for new housing. In order for the City of Pella to offer economic development incentives for new housing, the City must first approve an urban renewal plan.

Agenda Item D-1-b: Designated Representative Report

Iowa Code requires the City to submit the proposed Plan to the Planning and Zoning Commission for review. At their meeting held on December 18, 2017, the Planning and Zoning Commission recommended that the proposed Southwest Urban Renewal Plan conforms with the City's Comprehensive Plan.

Additionally, Iowa Code requires the City to hold a consultation with all affected taxing entities prior to adoption of an urban renewal plan. As directed by City Council, the consultation was held on December 27, 2017. No oral or written comments were received.

A motion is listed on the agenda that would accept the Designated Representative Report into the record. This report contains two supporting attachments:

- Planning and Zoning Commission's recommendation dated December 18, 2017
- Minutes from the Consultation on December 27, 2017

Agenda Item D-1-c: Resolution No. 5831

This resolution determines an area of the City to be an economic development area, designates such area as appropriate for urban renewal projects, and adopts the Southwest Urban Renewal Plan. The location of the proposed area is in or adjacent to the Bos Landen subdivision. Included in the proposed Plan is a map of the urban renewal area, which is listed as Exhibit B.

Agenda Item D-1-d: Ordinance No. 929

This ordinance provides that the portion of general property taxes levied and collected each year in excess of the base period taxes for a portion of the property located within the Southwest Urban Renewal Plan (subarea 1 - Bos Ridge) be paid to a special tax increment fund established by the City to pay incentives to Bos Ridge, LLC. as determined by a future development agreement, which will be considered under agenda item D-2-a & D-2-b.

Agenda Item D-1-e: Resolution No. 5832

This resolution approves and authorizes execution of an extension agreement between the City of Pella, Marion County, and the Pella Community School District. As background, according to Iowa law, TIF can be used to assist with public improvements related to housing and residential development. However, developments which are not Low and Moderate Income (LMI) housing have specific requirements that need to be adhered to. One of these requirements involves the amount of time tax increment can be collected. Unless an extension is approved by the City of Pella, Marion County, and the Pella Community School District, the ability to collect tax increment created by the project is limited to 10 years. If approved by all parties, the ability to collect tax increment from the project could be extended to 15 years.

With regard to the Southwest Urban Renewal Plan, staff believes a 15-year TIF district is necessary to fully reimburse the developer and fund the City's LMI requirements. Staff believes the City of Pella can serve this development until the proposed TIF district is retired. Furthermore, Marion County and the Pella Community School District have both approved this extension agreement.

ATTACHMENTS: Designated Representative Report, Resolution No. 5831, Southwest Urban Renewal Plan, Ordinance No. 929, Resolution No. 5832

REPORT PREPARED BY: City Administration
REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve report, resolutions, and ordinance

1b. Approval of the Designated Representative Report. Schiebout moved to approve, seconded by De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland. NAYS: None. Motion carried.

1c. Resolution No. 5831 entitled, "RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING THE SOUTHWEST URBAN RENEWAL PLAN". Bokhoven moved to approve, seconded by Schiebout. On roll call the vote was: AYES: Bokhoven, Schiebout, De Jong, Branderhorst, Van Stryland. NAYS: None. Motion carried.

1d. Ordinance No. 929 entitled, "AN ORDINANCE PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON A PORTION OF THE PROPERTY LOCATED WITHIN THE SOUTHWEST URBAN RENEWAL AREA, IN THE CITY OF PELLA, COUNTY OF MARION, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF PELLA, COUNTY OF MARION, PELLA COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE SOUTHWEST URBAN RENEWAL AREA (SUBAREA 1)". Schiebout moved to place ordinance no. 929 on its first reading, seconded by Bokhoven. On roll call the vote was: AYES: Schiebout, Bokhoven, Branderhorst, Van Stryland, De Jong. NAYS: None. Motion carried. It was moved by Schiebout that the statutory rule

requiring said ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, seconded by Bokhoven. On roll call the vote was: AYES: Schiebout, Bokhoven, Branderhorst, Van Stryland, De Jong. NAYS: None. Motion carried. Schiebout moved that ordinance no. 929 be adopted, seconded by Bokhoven. On roll call the vote was: AYES: Schiebout, Bokhoven, Branderhorst, Van Stryland, De Jong. NAYS: None. Mayor Mueller declared the motion carried and the ordinance duly passed and adopted.

1e. Resolution No. 5832 entitled, "RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF AN AGREEMENT BY AND AMONG THE CITY OF PELLA, THE COUNTY OF MARION, AND THE PELLA COMMUNITY SCHOOL DISTRICT APPROVING THE EXTENSION OF THE DIVISION OF TAX REVENUE IN THE SOUTHWEST URBAN RENEWAL AREA". Van Stryland moved to approve, seconded by Schiebout. On roll call the vote was: AYES: Van Stryland, Schiebout, De Jong, Bokhoven, Branderhorst. NAYS: None. Motion carried.

2a. Public Hearing on the Proposal to enter into a Development Agreement with Bos Ridge, LLC. No written or oral comments were received. De Jong moved to close the public hearing, seconded by Bokhoven. On roll call the vote was: AYES: De Jong, Bokhoven, Branderhorst, Van Stryland, Schiebout. NAYS: None. Motion carried.

BACKGROUND: This resolution approves and authorizes execution of a development agreement between the City of Pella and Bos Ridge, LLC. The proposed Bos Ridge project is a 45-lot residential housing subdivision located northwest of the Bos Landen Golf Course and abuts Marion County Highway T-15 (see enclosed map). The property is currently zoned agriculture and located within the City of Pella's corporate limits and electric and water service territories.

The developer estimates a 10-year build out of the development with estimated valuations of nearly \$19 million, resulting in approximately \$338,000 in annual property tax revenues for our community.

In order to build the proposed Bos Ridge subdivision, the developer is requesting partial reimbursement for installation of the public infrastructure. It is important to realize that all public infrastructure would be built according to the City's development standards. In addition, the public infrastructure, when completed, would be dedicated to the City of Pella.

The estimated cost to install the development's streets, water mains, sanitary sewer mains, storm sewers, and electric infrastructure is approximately \$2 million, including engineering costs. The developer is requesting a tax increment finance (TIF) rebate in the amount of \$1,447,659 which would be paid over 15 years. The TIF rebate would be paid from the property taxes received from the new homes in the Bos Ridge subdivision. The City would only be obligated to reimburse the developer for the actual amount of property taxes received from the proposed Bos Ridge subdivision, or the cost of the public infrastructure, whichever is less.

In summary, staff is recommending approval of this resolution which approves and authorizes execution of a development agreement between the City of Pella and Bos Ridge, LLC.

ATTACHMENTS: Resolution, Map, Development Agreement

REPORT PREPARED BY: City Administration

REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve resolution

2b. Resolution No. 5833 entitled, "RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF PELLA AND BOS RIDGE, LLC. Van Stryland moved to approve, seconded by Schiebout. On roll call the vote was: AYES: Van Stryland, Schiebout, De Jong, Bokhoven, Branderhorst. NAYS: None. Motion carried.

E. PETITIONS & COMMUNICATIONS

1. Special Event Permit Request for Snowman Festival. De Jong moved to approve, seconded by Bokhoven. On roll call the vote was: AYES: De Jong, Bokhoven, Branderhorst, Van Stryland, Schiebout. NAYS: None. Motion carried.

BACKGROUND: Third Reformed Church has requested a special event permit to host a Snowman Festival on Sunday, January 21, 2018 from 2:00 to 4:00 p.m. Set-up would begin at 1:00 p.m. with take down ending by 5:00 p.m. The promoter is requesting an alternate back-up date of Sunday, January 28, 2018 depending upon the amount of snow available on the date of the event.

As background, Third Reformed Church is proposing to hold this snowman festival for participants of all ages for the purpose of building community. The promoter is requesting to place three signs on the Tulip Toren and the southwest and southeast corners of Central Park in order to identify the meeting area which will be located behind the Tulip Toren. Attendees would gather in groups to build snowmen within Central Park.

No street closures are included as part of this request.

All pertinent City departments have reviewed this application and comments are attached. The fee and insurance certificate have been received, and approval is recommended.

ATTACHMENTS: Application, Map, Department Comments

REPORT PREPARED BY: City Clerk

REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK

RECOMMENDATION: Approve special event permit

2. Fiscal Year 18-19 Funding Request Presentation from Fields for Our Future, Inc. Craig Wassenaar, Fields for Our Future Board Member, presented the funding request proposal to Council. No formal action was taken.

F. PLANNING & ZONING ITEMS – None

G. ADMINISTRATION REPORTS

1. Set Public Hearing Date for Approval of the Fiscal Year 18-19 Annual Budget. Bokhoven moved to approve, seconded by De Jong. On roll call the vote was: AYES: Bokhoven, De Jong, Branderhorst, Van Stryland, Schiebout. NAYS: None. Motion carried.

BACKGROUND: Staff requests permission to set March 6, 2018 as the public hearing date for approval of the FY 18-19 Budget.

ATTACHMENTS: None

REPORT PREPARED BY: City Administration

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Set March 6, 2018 as the public hearing date for approval of the FY 18-19 Budget

H. RESOLUTIONS

1. Resolution No. 5834 entitled, "RESOLUTION APPROVING CITY COUNCIL PROCEDURAL RULES". Schiebout moved to approve, seconded by Van Stryland. On roll call the vote was: AYES: Schiebout, Van Stryland, De Jong, Bokhoven, Branderhorst. NAYS: None. Motion carried.

BACKGROUND: The City Council Procedural Rules were initially adopted on September 17, 2002 to establish guidelines for conducting City Council meetings that are efficient yet allow for orderly participation and sharing of ideas and opinions. The proposed Procedural Rules were reviewed by Council on January 2, 2018.

This resolution approves the City Council Procedural Rules without change from the last revision of February 2, 2016.

ATTACHMENTS: Resolution, City Council Procedural Rules

REPORT PREPARED BY: City Administration

REPORT REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDED ACTION: Approve resolution

2. Resolution No. 5835 entitled, "RESOLUTION APPROVING CHANGE ORDERS #1, 2, 3 & 4 WITH LAWSON CONSTRUCTION, LLC. FOR CONSTRUCTION OF WATER MAIN RELOCATION PROJECT 2017". Schiebout moved to approve, seconded by De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland. NAYS: None. Motion carried.

BACKGROUND: On July 18, 2017, the City of Pella entered into a contract with Lawson Construction, LLC. for the Water Main Relocation Project. As background, this project consisted of relocation of the transmission main by constructing a new 12" water main on the west side of the Pella Corporation campus which then extends south and east to Clark Street. The new main ties into the existing system approximately 600' north of the Clark Street and Truman Road intersection.

This resolution approves change orders #1, 2, 3 & 4 in the total amount of \$17,989. Listed below is a summary of significant components of the change order:

1. Increase of \$5,000 for additional 12" by 10" tee, valve, and cap as requested by Pella Corporation.
2. Increase of \$5,300 for replacement of two traffic signal loops at Clark Street and Truman Road and reconnection of a 1" water service.
3. Increase of \$5,589 for adding 8" pipe and fittings at the Clark Street intersection.
4. Increase of \$2,100 for installation of a 2" meter pit as requested by Pella Corporation.

It is important to note, Pella Corporation will be invoiced for change orders #1 and 4 outlined above in the total amount of \$7,100; therefore, the net cost of these change orders is \$10,889.

If Council approves the change orders as recommended by staff, listed below is a contract summary:

Original Construction Contract	\$485,240
Change Order #1	5,000
Change Order #2	5,300
Change Order #3	5,589
Change Order #4	<u>2,100</u>
Total Revised Construction Contract	<u>\$503,229</u>

In considering these change orders, it is important to realize the total amounts to 3.71% of the original contract; well below industry standards of 5%.

Staff is recommending approval of change orders #1, 2, 3 & 4 in the amount of \$17,989 thereby adjusting the total contract price to \$503,229.

ATTACHMENTS: Resolution, Change Orders

REPORT PREPARED BY: Public Works Department

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve resolution

3. Resolution No. 5836 entitled, "RESOLUTION APPROVING ORDERING THE PREPARATION OF PLANS AND SPECIFICATIONS, FORM OF CONTRACT, NOTICE OF HEARING AND NOTICE OF LETTING, SETTING DATE FOR PUBLIC HEARING, AUTHORIZING THE TAKING OF BIDS, AND AUTHORIZING BID OPENING FOR THE SUNKEN GARDENS WINDMILL RENOVATION PROJECT". Bokhoven moved to approve, seconded

by Van Stryland. On roll call the vote was: AYES: Bokhoven, Van Stryland, Schiebout, De Jong, Branderhorst. NAYS: None. Motion carried.

BACKGROUND: This resolution establishes March 20, 2018 as the public hearing date and authorizes staff to seek bids for the Sunken Gardens Windmill Renovation Project. As background, the Sunken Gardens windmill was originally constructed in the 1930s and last renovated in 1987. In July of 2017, the City hired Klingner & Associates to perform an assessment of the windmill. While the overall results showed a solid foundation, several deficiencies were noted. During the October 17, 2017 Policy and Planning meeting, Council directed staff to proceed with renovation of the windmill.

The project's scope of work for the base bid includes:

- Complete renovation of the exterior of the structure to include brick foundation cleaning and repair, new siding, roof, deck, windows, and concrete walkway.
- Addition of a door to allow for public access to the outside deck.
- Complete renovation of the interior of the structure to include siding, access ladders and platforms, new and updated electric, cleaning and sealing block and concrete.

It is important to note, the engineer's estimate for the project's base bid is \$148,500.

Included with the bid are four alternates, outlined below, which are intended to extend the effective life of the windmill.

- Alternate A – upgrade of soffit and siding, estimated cost of \$5,000.
- Alternate B – upgrade of deck and railing materials, estimated cost of \$3,500.
- Alternate C – upgrade of hand and guard railing system, estimated cost of \$7,500.
- Alternate D – upgrade of decking columns, estimated cost of \$18,000.

Critical dates have been identified as:

March 8, 2018	Bid Letting
March 20, 2018	Public Hearing to Receive Bids and Award of Contract
April 16, 2018	Approximate – Start of Renovation
September 15, 2018	Approximate – Completion of Improvements

ATTACHMENTS: Resolution, Bid Alternates List, Notice to Bidders, Notice of Public Hearing

REPORT PREPARED BY: Community Services Director

REVIEWED BY: CITY ADMINISTRATOR

CITY CLERK

RECOMMENDATION: Approve resolution

I. ORDINANCES

1. Ordinance No. 928 entitled, "AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF PELLA, IOWA, BY AMENDING THE BOUNDARIES OF THE R1 DISTRICT TO INCLUDE THE PROPERTIES LEGALLY DESCRIBED IN "EXHIBIT A" AND DIRECTING THE ZONING ADMINISTRATOR TO NOTE THE ORDINANCE NUMBER AND DATE OF THIS CHANGE ON THE OFFICIAL ZONING MAP". Bokhoven moved to place ordinance no. 928 on its second reading, seconded by Van Stryland. On roll call the vote was: AYES: Bokhoven, Van Stryland, Schiebout, De Jong, Branderhorst. NAYS: None. Motion carried. It was moved by Bokhoven that the statutory rule requiring said ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be finally passed be suspended, seconded by Schiebout. On roll call the vote was: AYES: Bokhoven, Schiebout, De Jong, Branderhorst, Van Stryland. NAYS: None. Motion carried. Schiebout moved that ordinance no. 928 be adopted, seconded by Bokhoven. On roll call the vote was: AYES: Schiebout, Bokhoven, Branderhorst, Van Stryland, De Jong. NAYS: None. Mayor Mueller declared the motion carried and the ordinance duly passed and adopted.

BACKGROUND: Bos Ridge, LLC. has submitted a request to rezone three parcels which total approximately 33.47 acres. The existing zoning is Agricultural (A1) and the applicant is requesting the parcels to be rezoned to Low-Density Single-Family Residential (R1). The purpose of the rezoning request is to support the development of a single-family residential subdivision. It is important to note these parcels are currently vacant.

Current Zoning

The existing zoning for the parcels is Agricultural (A1). The A1 zoning district provides for and preserves the agricultural and rural use of land while accommodating very low-density residential development generally associated with agricultural uses.

Proposed Zoning

The requested zoning classification for these properties is Low-Density Single-Family Residential (R1). The R1 zoning district is intended to provide for low-density residential neighborhoods characterized by single-family dwellings on relatively large lots with supporting community facilities and urban services. Its regulations are intended to minimize traffic congestion and assure that density is consistent with the carrying capacity of infrastructure.

Rezoning Petition

Chapter 165.38 of the City Code requires 50% of property owners within 300 feet of the proposed rezoning to sign the rezoning petition for advisory purposes only. However, failure to obtain the threshold level shall not prevent continuance of the rezoning application. A rezoning petition was not received with this application.

Spot Zoning Concerns

Staff does not believe spot zoning concerns are associated with this request due to the fact that these properties are adjacent and in close proximity to the Bos Landen residential subdivision.

Comprehensive Plan

Chapter 165.04 of the City Code requires the proposed rezoning to conform to the City's Comprehensive Plan. A component of the Comprehensive Plan is the Future Land Use Map, which identifies these parcels as "Low Density Residential" use.

Summary

Staff believes this rezoning request aligns with the City's Comprehensive Plan. In addition, staff believes the proposed land use is compatible with the neighboring properties therefore staff is recommending approval of this request. In addition, the Planning and Zoning Commission unanimously approved this rezoning at their December 18, 2017 meeting.

Finally, it is important to note, Bos Ridge, LLC. is requesting a waiver of the third reading of this ordinance.
ATTACHMENTS: Ordinance, Current Zoning Map, Future Land Use Map, Written Comments
REPORT PREPARED BY: Planning and Zoning
REVIEWED BY: CITY ADMINISTRATOR
CITY CLERK
RECOMMENDATION: Approve ordinance

I. CLAIMS

1. Abstract of bills No. 1999. Schiebout moved to approve, seconded by De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland. NAYS: None. Motion carried.

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

No comments were received.

L. CLOSED SESSION

1. At 8:11 p.m., Schiebout moved to enter into closed session pursuant to Iowa Code Chapter 21.5 1 (c) 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, seconded by De Jong. On roll call the vote was: AYES: Schiebout, De Jong, Bokhoven, Branderhorst, Van Stryland. NAYS: None. Motion carried. At 8:17 p.m., Bokhoven moved to reconvene to regular session, seconded by De Jong. On roll call the vote was: AYES: Bokhoven, De Jong, Branderhorst, Van Stryland, Schiebout. NAYS: None. Motion carried. No action was taken regarding this closed session.
2. At 8:17 p.m., De Jong moved to enter into closed session pursuant to Iowa Code Chapter 21.5 1 (c) 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, seconded by Bokhoven. On roll call the vote was: AYES: De Jong, Bokhoven, Branderhorst, Van Stryland, Schiebout. NAYS: None. Motion carried. At 8:37 p.m., Van Stryland moved to reconvene to regular session, seconded by Schiebout. On roll call the vote was: AYES: Van Stryland, Schiebout, De Jong, Bokhoven, Branderhorst. 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 Schiebout. On roll call the vote was: AYES: Van Stryland, Schiebout, De Jong, Bokhoven, Branderhorst. NAYS: None. Motion carried. Meeting adjourned at 8:48 p.m.