

**PLEASANT HILL CITY COUNCIL
REGULAR SESSION
NOVEMBER 8, 2016
6:30 PM**

1. CALL TO ORDER/ROLL CALL

Mayor Kurovski called the Pleasant Hill City Council meeting to order on November 8, 2016 at 6:30 p.m. in the City Council Chambers. PRESENT: Jeff Mullen, Curt Gause, Dean Cooper, Barb Malone, Mark Konrad and Mayor Sara Kurovski. ABSENT: none.

2. APPROVAL OF AGENDA

Konrad/Malone moved to approve the agenda with the following revisions noted by City Manager Don Sandor: item 5c had a revised TIF Report placed in front of Council, item 6a had a revised bond sale resolution placed in front of Council with the final bid amounts, item 6g had a revised ordinance placed in front of Council changing the expiration period from 2 years to 18 months, and item 6h had a revised Letter of Intent placed in front of Council recognizing a name change. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

3. PRESENTATIONS:

a. Audit Presentation for FY 16 Annual Audit Report-Denman & Company

Malone/Konrad moved to receive and file the Audit Presentation for FY 16 Annual Audit Report presented by Denman & Company's Dave Ellis and Robert Endriss, which had a clean opinion with no findings. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

b. Annual Library Report for FY 16 - John Lerdal

Library Director John Lerdal gave a power point presentation on the Library's highlights for fiscal year 2016, and thanked everyone for their support.

4. PUBLIC INPUT (5 MINUTES FOR ITEMS NOT ON THE AGENDA)

There were none.

5. CONSENT ITEMS

Mullen/Gause moved to approve the **CONSENT ITEMS**: Council Minutes - dated 10-25-16, Claims Listing - dated 11-08-16, **Resolution #110816-01** – Approve Annual TIF report, **Resolution #110816-02** – Approve Annual Urban Renewal Report, **Resolution #110816-03** – Approve Annual Financial Report, **Resolution #110816-04** – Approval of Lien Schedule, Fire Dept Monthly Report - dated October 2016, Public Works Dept Monthly Report - dated October 2016, **Resolution #110816-05** – Approval of Amended Cooperative Services Agreement with Polk County, Park and Rec Meeting Minutes – dated 10-13-16, Approve Liquor License Renewal – Dollar General Store, 4840 Maple Drive. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

6. BUSINESS ITEMS

a. **Resolution #110816-06**- Resolution authorizing the issuance and awarding the sale of \$8 million General Obligation Street Improvement Bonds

Mullen/Malone moved to approve **Resolution #110816-06**- Resolution authorizing the issuance and awarding the sale of \$8 million General Obligation Street Improvement Bonds. Public Financial Management Director Jon Burmeister presented the winning bidder of the November 8, 2016 bond sale, and discussed the Moody's Rating Report which re-affirmed the City's high rating of Aa3 based on their financial stability and sound fiscal management. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

b. **Resolution #110816-07** – Approval of retaining Springsted for position classification and compensation study

Malone/Cooper moved to approve **Resolution #110816-07** – Approval of retaining Springsted for position classification and compensation study. City Manager Don Sandor discussed the need for a position classification and compensation study to review the City’s pay plan and job classifications based on recent personnel changes and pending changes. An outside consultant is needed to review and develop the position classifications, perform the market study for salaries and prepare a pay plan. Staff prepared a Request for Qualifications (RFQ) and eight responses were received. Following review of the submissions and reference checks with other Iowa communities it is recommended the City retain the services of Springsted for this study. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

- c. **Resolution #110816-08** – Approval of Payment Application No. 3 - Youngstown Trail and Project Acceptance

Konrad/Cooper moved to approve **Resolution #110816-08** – Approval of Payment Application No. 3 - Youngstown Trail and Project Acceptance. Senior Planner Madeline Sturms explained the City Engineer has developed the plans and specifications for the Youngstown Trail Phase 1 Project. The project was awarded to Elder Corporation and is now complete. The contractor has submitted the Payment Application No. 3 and change order number 2 for work completed through November 3, 2016. The City Engineer, Snyder and Associates, recommends approval of Payment Application No. 3, change order number 2, and project acceptance. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

- d. **Resolution #110816-09** – Approval of Site Plan for Golf Cars of Iowa

Cooper/Malone moved to approve **Resolution #110816-09** – Approval of Site Plan for Golf Cars of Iowa. Senior Planner Madeline Sturms explained Associated Engineering Company of Iowa has submitted the site plan documents for Golf Cars of Iowa to add a storage facility located on 5610 NE 12th Avenue. Golf Cars of Iowa has its headquarters at 5181 Maple Drive and has been a longstanding business in the community and is looking to expand their operations within the City of Pleasant Hill. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

- e. **Resolution #110816-10** – Approval of Site Plan for Southeast Polk Community School District Communication Tower

Malone/Gause moved to approve **Resolution #110816-10** – Approval of Site Plan for Southeast Polk Community School District Communication Tower. Assistant City Manager Ben Champ explained TowerCo, a wireless telecommunications company, is working with the Southeast Polk Community School District on a tower replacement project. The District has a bus and fleet vehicle facility located at 8379 University Avenue. This operation is on the eastern edge of their Pleasant Hill campus that contains the high school, junior high school, sixth grade center, and administrative offices. TowerCo is the same company that is working with the City on the proposed tower improvements to Sunrise Park and the business is proposing a similar structure with the District. An existing communication tower is located southeast of the bus parking area and the District is looking to remove the lattice style structure and relocate the equipment to a new monopole. The Planning and Zoning Commission reviewed and recommended approval of the project. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

- f. **Resolution #110816-11** – Approval of Site Plan Renewal for Smith Automotive

Cooper/Malone moved to approve **Resolution #110816-11** – Approval of Site Plan Renewal for Smith Automotive. Assistant City Manager Ben Champ explained Smith Automotive located at 1411 NE 56th Street acquired property to the east of the existing facility last year for future expansion. The Planning and Zoning Commission and City Council considered a site plan earlier this year for property improvements and the City Council approved the site plan on April 26th, 2016. The site plan regulations under the City Code cause any approved site plan to expire following 180 days from the City Council approval if a building permit has not been issued. This deadline has passed for the project and the site plan has formally expired. The purpose of this agenda item is to consider the

project anew and consider approving the site plan again. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

- g. First reading of Ordinance **#810** – Amending Chapter 171 Site Plans
Mullen/Konrad moved to approve First reading of Ordinance **#810** – Amending Chapter 171 Site Plans. Assistant City Manager Ben Champ explained Chapter 171 of the City Code provides for the regulations and processes for development site plans. The current code establishes an expiration for site plan approvals following 180 days from the City Council approval if a building permit is not issued. Staff has identified a growing trend of site plans expiring or needing extensions to remain valid and that the six months currently provided for a site plan to remain valid may be too short. The City Attorney has worked with staff to develop the attached ordinance that would modify the approval period from 180 days to two years. However, the Planning and Zoning Commission is more comfortable recommending 18 months, retroactive to July 1, 2015. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.
- h. **Resolution #110816-12** – Approval of a Letter of Intent with Sand Development for the Construction of Senior Housing
Cooper/Konrad moved to approve **Resolution #110816-12** – Approval of a Letter of Intent with Sand Development for the Construction of Senior Housing. City Manager Don Sandor explained the City has been working with Sand Development, LLC on a proposed housing project for seniors to be located 5040 Maple Drive. The property is currently underutilized, contains a dilapidated structure, and has become bank owned. Sand Development, LLC (dba PH Maple Ridge, LLC) has developed a proposal for the site to construct 50 units of senior housing for persons 55 and older with amenities including underground parking, a community room, and in-unit laundry. This type of project is made possible through tax credit assistance from the Iowa Finance Authority (IFA). Each year the agency offers a highly competitive application program for projects. A letter of intent from the City will allow the project to be considered by IFA. The City's financial commitment to the project would be in the form of Urban Revitalization Tax Exemptions pursuant to Chapter 404 of the Code of Iowa in the amount of \$650,000. This amount will allow the project to be competitive in the scoring round and still provide for the property to yield more tax revenue to the taxing authorities than occurs today for the first ten years. If awarded, the project would return to the City Council for site plan approval. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.
- i. **Resolution #110816-13** – Approval of Preliminary Plat and Final Plat for Kingkade Plat 1
Konrad/Mullen moved to approve **Resolution #110816-13** – Approval of Preliminary Plat and Final Plat for Kingkade Plat 1. Senior Planner Madeline Sturms explained the City has received a proposed preliminary plat and final plat for a property located at 1550 SE 55th Street in unincorporated Polk County and owned currently by Kimberly Kingkade. The owner is proposing the property be subdivided into two buildable lots and one outlot. One of the buildable lots has an existing home on it. Pleasant Hill has received the plats for review consideration because it is within two miles of the City's corporate boundary. The Planning and Zoning Commission have reviewed and recommend approval. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.
- j. First reading of Ordinance **#811** - An ordinance repealing Ordinance #439 and Ordinance #786
Mullen/Malone moved to approve First reading of Ordinance **#811** - An ordinance repealing Ordinance #439 and Ordinance #786. City Manager Don Sandor explained the City approved ordinance 439 in 1994 to establish the division of taxes levied in the Copper Creek Urban Renewal Area (TIF). In 2014 the City approved ordinance 786 to continue the division of taxes established in ordinance 439. This ordinance will repeal those two ordinances and cease the collection of TIF revenue from the Copper Creek URA. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

7. CLOSING COMMENT

Councilmember Mullen noted that not all cities are in as good financial shape as the City of Pleasant Hill, and therefore thanked the City Manager and his management team of Directors for being good stewards of the taxpayers' money. They helped make the Council Members' jobs easier.

City Manager Don Sandor announced there would be a work session next week on Tuesday, November 15th at 5:30pm discussing the new Park. Mr. Sandor also said there was still room for a few more board members to the new Arts Commission, and that they were also looking for a new Library Board member to replace a valued member who has resigned for personal reasons. Mr. Sandor also noted that the backhoe has gone out of commission and would need to be replaced.

Senior Planner Madeline Sturms announced there would be a public open house at Doanes Park on Wednesday evening, November 9th with the new park consultant.

Police Chief Al Pizzano wanted to share with everyone that the police department has received an outpouring of accolades, food, refreshments, and donations from the community, and they really appreciated everyone's support. Chief Pizzano also invited everyone to the Cops for Kids silent auction to be held Sunday, November 13th, at the Assembly Hall from 11:00am to 3:00pm.

8. CLOSED SESSION: Pursuant to Iowa Code Section 21.5.1(c) For City Council to discuss with legal counsel matters that are presently in litigation.

Malone/Mullen moved to move into Closed session: Pursuant to Iowa Code Section 21.5.1(c) For City Council to discuss legal issues. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0.

Council returned to open session. Mayor Kurovski announced no action was taken in closed session.

9. ADJOURNMENT

Malone/Mullen moved to adjourn the meeting. ROLL CALL: AYES: Mullen, Gause, Cooper, Malone, Konrad. NAYS: None. Motion carried 5-0. The meeting was adjourned at 7:30 p.m.

Sara Kurovski, Mayor

ATTEST:

Dena J. Spooner, City Clerk/Finance Director