

**PLEASANT HILL CITY COUNCIL
REGULAR SESSION
5160 MAPLE DRIVE, COUNCIL CHAMBERS
JANUARY 24, 2023
6:00 PM**

1. CALL TO ORDER/ROLL CALL

Mayor Kurovski called the Pleasant Hill City Council regular meeting to order on January 24, 2023 at 6:00 p.m. The Council Chambers were open and available to the public to participate in the meeting. PRESENT: Len Murray, Ross Grooters, Amanda Lundstedt and Mark Konrad. ABSENT: Mike Richardson.

2. APPROVAL OF AGENDA

Murray/Lundstedt moved to approve the agenda. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

3. PRESENTATION - Swearing in Ceremony for Police Department

The Honorable Judge Scott Beattie performed a Swearing-In Ceremony for the following Police Officers: Bryant Schiltz, Jeshua Smith, Greg Speer, Nate Stover, and Police Detective Jason Catrenich.

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

There were none.

5. CONSENT ITEMS

Grooters/Konrad moved to approve the CONSENT ITEMS: Council Strategic Planning Work Session Minutes – dated 01/07/23, Council Minutes - dated 01/10/2023, Council Work Session Minutes – dated 01/17/23, Claims Listing - dated 01/24/2023, Approve liquor license – The Hills Bar and Grill – 4830 Maple Drive Suite 3, Approve liquor license – The PARC Event Center – 5374 E. University Ave, Expenditure Report - dated 12/31/2022, Revenue Report - dated 12/31/2022, Treasurer's Report - dated 12/31/2022, Police Department Quarterly Report – dated 12/31/23, **Resolution #012423-01** – Transfer of funds from Emergency Fund to Equipment Replacement Fund, **Resolution #012423-02** – Transfer of funds from Employee Benefits to General Fund, **Resolution #012423-03** – Transfer of funds from Storm Water Fund to Sewer Fund. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

6. BUSINESS ITEMS

a. Resolution #012423-04 – Approval of Site Plan for Meacham Place Park

Murray/Lundstedt moved to approve **Resolution #012423-04** – Approval of Site Plan for Meacham Place Park. Assistant Director/Community Development Director Madeline Sturms explained the City Council has prioritized funding for the initial site design and construction documents for the improvements to Meacham Place Park, located at 6010 E Oakwood Drive. Meacham Place is a 2.6 acre parcel dedicated to the City of Pleasant Hill in 2021 by the Estate of Glenn Meacham for parkland development. Council prioritized funding in the current budget year for the project and has a contract with the Snyder & Associates to provide construction and bidding assistance for the initial phase at Meacham Place Park. City staff has been working with Snyder & Associates on the initial park design taking into consideration input and ideas from staff, City Commissioners, Councilmembers, and residents. Staff has reviewed the documents and finds them to be in conformance with the requirements of a site plan. Planning & Zoning Commission recommended approval at their meeting on January 9, 2023. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

b. Resolution #012423-05 – Plans/Specs Bid schedule set public hearing for Meacham Place Park

Konrad/Grooters moved to approve **Resolution #012423-05** – Plans/Specs Bid schedule set public hearing for Meacham Place Park. Parks and Recreation Manager Ryan Merritt explained the City Council has prioritized the development of Meacham Place Park. City staff has been working with Snyder and Associates, to develop construction and bidding documents for the initial phase at the park. The project will be located in an area consistent with the Parks, Recreation and Open Space Plan to serve residents in an identified neighborhood park service area. The project will also include bid alternates for expanded sidewalk along street frontage, and sport court surface. The resolution approves the plans and specifications for the project and sets a bid letting schedule with bids due on February 15th and a City Council hearing to receive the bids and consider award on February 28th. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

c. Approve Fishing Derby Event Application

Murray/Lundstedt moved to approve Fishing Derby Event Application. Parks and Recreation Manager Ryan Merritt explained the Pleasant Hill Lions Club is requesting approval for the Pleasant Hill Fishing Derby at Copper Creek Lake

Park on Saturday, June 3rd. This event is hosted annually on the Iowa DNR free fishing weekend and the City has been a partner since its inception. The Fishing Derby is consistently well attended (over 250 in attendance in 2022) and provides local area youth an opportunity to participate in a free, family-friendly event. The event application has been reviewed and recommended by all necessary departments. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- d. **Resolution #012323-06** - Approve Application to America Walks/AARP Community Grant
Grooters/Konrad moved to approve **Resolution #012323-06** - Approve Application to America Walks/AARP Community Grant. Parks and Recreation Manager Ryan Merritt explained the America Walks/AARP Community Grant funds medium to small sized projects up to \$10,000. The grant supports creation of vibrant public places that improve open spaces, parks and access to other amenities. With the initial success of the Story Walk in the Park program (alongside Pleasant Hill Public Library), the Parks and Recreation department is requesting \$10,000 for a second Story Walk in the Park location. The proposed location for the second story walk is along the Gay Lea Wilson trail near Christie Lane Park. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- e. Presentation of 2022 Annual Update to the ADA Transition Plan
Assistant Director/Community Development Director Madeline Sturms explained this document is the 2022 annual report of the City's [ADA Transition Plan](#), originally adopted in 2018 to provide guidance on City improvements to roadway system, reconstruction projects, and sidewalks retrofits. The plan was initiated by the City as an effort to remove accessibility barriers and ensure compliance with the Americans with Disabilities Act (ADA). After an inventory conducted by staff in 2017 of the entire, street-side pedestrian system within the City's existing boundaries, which documented the state of sidewalks, curb ramps, crosswalks, bus stops, and commercial driveways. Using this data, the Transition Plan identified deficiencies and prioritized investment based on ADA criteria. The Transition Plan is a helpful tool for providing guidance when the City plans its annual street patching projects and Capital Improvement Program. The Report was received. No action was required.
- f. **Resolution #012423-07** –Approve Hickory Blvd Overlay Phase 1 Project Award
Grooters/Lundstedt moved to approve **Resolution #012423-07** –Approve Hickory Blvd Overlay Phase 1 Project Award with alternate #1. Public Works Director Russ Paul explained one of the priorities outlined in the fiscal year 2023 budget was to make improvements to the road surface of Hickory Boulevard. The scope of this project starts at the intersection of Hickory Boulevard and Ash Drive then concludes at the intersection of Hickory Boulevard and East Oakwood Drive. There were two add alternate bid items associated with this project; the first continues the overlay on Hickory Boulevard from East Oakwood Drive to Beech Boulevard and the second continues the Hickory Boulevard overlay from Beech Boulevard to Catalpa Drive. The project includes milling the existing asphalt surface and patching the failing sections of concrete pavement. The roadway is then overlaid with a new asphalt surface on top of the existing panels in good condition and newly replaced street panels. There will also be improvements made to sidewalk crossings at the intersections in an effort to ensure compliance with current ADA standards. On December 14th a bid letting was held where the City received five bids for this project. The lowest responsible and responsive bid received was from TK Concrete. The City Council decided at the December 28th council meeting to accept the bids as received and consider award following additional budget discussion to the potential inclusion of alternates. Following those discussions, it was determined that adding alternate #1 to the original project scope would help meet the goals council established to improve the road surface on Hickory Blvd. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- g. **Resolution #012423-08** – Approve Public Works Part-Time Administrative Assistant Updated Job Description
Konrad/Murray moved to approve **Resolution #012423-08** – Approve Public Works Part-Time Administrative Assistant Updated Job Description. Public Works Director Russ Paul explained that the part-time Public Works Admin Assistant position has been a part of the Public Works Department for over 11 years. The primary role of this part-time position has been in cemetery operations. The needs of the Department and the City require greater accountability and regular hours for the position to cover a broader range of administrative tasks. The job description has been developed to address the current and anticipated needs of the department to best outline expectations for the position. This is a resolution to approve the updated job description. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- h. First Reading of **Ordinance #921** – An Ordinance Amending Chapter 63 Speed Regulations
Konrad/Lundstedt moved to approve the First Reading, and waive the second & third reading, of **Ordinance #921** – An Ordinance Amending Chapter 63 Speed Regulations. Assistant Director/Community Development Director Madeline Sturms explained that as part of improvements to the eastern section of Martha L. Miller Drive, a set of regulatory signs will be installed along the roadway to display the prescribed speed limit for vehicles traveling through the area. Staff has brought forward modifications to Chapter 63 Speed Regulations to reflect the posting of speed control signage between NE 71st and NE 75th Street. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- i. First Reading of **Ordinance #922** – An Ordinance Amending Chapter 69 Parking Regulations
Konrad/Grooters moved to approve the First Reading, and waive the second & third reading, of **Ordinance #922** – An Ordinance Amending Chapter 69 Parking Regulations. Assistant Director/Community Development Director Madeline Sturms explained that as part of the improvements to Martha L. Miller Drive, a set of regulatory signs will be installed in the City’s newly constructed right of way. Staff has brought forward modifications to Chapter 69 Parking Regulations to reflect the planned prohibited parking areas along the full extent of Martha L. Miller Drive between NE 60th Street and NE 80th Street. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- j. Presentation of Community Survey Results
Communications Specialist Candace Bell said it was a pleasure to present the Community Survey Results as they were really great to see. She explained that during the fall of 2022, ETC Institute administered a community survey for the City of Pleasant Hill. The purpose of the survey was to assess satisfaction with the delivery of major City services and to help determine priorities for the community as part of the City’s ongoing planning process. The results of the survey will help ensure the City’s priorities are aligned with the needs of residents. This is the third time ETC Institute has administered a community survey for the City of Pleasant Hill; the first survey was conducted in 2016 and it is conducted every three years. To ensure a statistically valid survey, the City needed a minimum of 300 responses. This survey exceeded this need by receiving 460 responses from every area of the City. ETC Institute shared the national trend over the previous 2 years has been a decline in local government services, but noted that this trend was not observed by the City of Pleasant Hill, as services remain similar or increased compared to the 2019 survey. The Report was received. No action was required.

7. CLOSING COMMENT & REGIONAL APPOINTMENT REPORTS

Councilmember Murray thanked the Lions Club for hosting the Fishing Derby and that it was important for the community. He was also watching the violent crime trends happening across the country and metro area. He said the recent MPO meeting went better than expected. The legal team is reviewing services offered as 90% of the group agree the MPO is a transportation organization only.

Councilmember Grooters said DART is working through the budget process, and looking at revenue diversification options and some tough choices were coming. He said he was happy to discuss. He also said a meeting was recently canceled at the Capital to discuss storm water ordinances taking away from local control that will need to be watched. City Manager Ben Champ agreed and said they were monitoring that situation closely, and working with other groups for some constructive discussions.

City Manager Ben Champ added to Councilmember Murray’s comments that the Mayors of each city work together to select shared regional representatives to be on the executive committee for the MPO. Councilmember Murray along with Altoona’s Mayor O’Connor have been selected to represent the eastern Polk County cities.

8. ADJOURNMENT

Grooters/Lundstedt moved to adjourn the Council meeting. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0. The meeting was adjourned at 6:57 p.m.

Sara Kurovski, Mayor

ATTEST:

Dena Spooner, City Clerk/Finance Director