

**PLEASANT HILL CITY COUNCIL
REGULAR SESSION
FEBRUARY 14, 2023
6:00 PM**

1. CALL TO ORDER/ROLL CALL

Mayor Kurovski called the Pleasant Hill City Council regular meeting to order on February 14, 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

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

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

There were none.

4. CONSENT ITEMS

Murray/Lundstedt moved to approve the CONSENT ITEMS: Council Minutes - dated 01/24/2023, Council Work Session Minutes – dated 01/24/2023, Council Work Session Minutes – dated 01/31/2023, Council Work Session Minutes – dated 02/07/2023, Claims Listing - dated 02/14/2023, Approve liquor license outdoor application Mugsy's Pizza - 4830 Maple Drive Suite 3, Parks Department Monthly Report – dated January 2023, Library Monthly Report – dated January 2023, Public Works Dept. Monthly Report – dated January 2023, **Resolution 021423-01** – Approval of Tax Abatement Report dated January 2023, **Resolution 021423-02** – Approval of Payment Application No. 6 2021 Street Repair Project, **Resolution 021423-03** – Approval of Payment Application No. 23 – Pleasant Hill Blvd and Vandalia Rd Intersection Improvement Project , **Resolution 021423-04** – Approval of Payment Application No. 11 & 12 – City Hall Security Project, **Resolution 021423-05** – Approval of Payment Application No. 3 – Hickory Glen Park Pavilion. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

5. BUSINESS ITEMS

a. **Resolution 021423-06** – Set the Date for the General Fund Tax and Special Revenue Max Levies Public Hearing

Grooters/Konrad moved to approve **Resolution 021423-06** – Set the Date for the General Fund Tax and Special Revenue Max Levies Public Hearing. City Manager Ben Champ explained that changes to the budget process adopted by the State of Iowa now require cities with growth of more than 2% to hold two hearings, with the first hearing dedicated to the General Fund Tax and Special Revenue Levies only. With this change, the date to certify City budgets has been moved to March 31st to allow time for two public hearings to occur. This resolution sets the 1st public hearing for the proposed FY24 maximum levy for the General Fund Tax and Special Revenue Levies for the February 28, 2023 Council meeting. A 2nd public hearing must be scheduled following the 1st hearing which will also include the City's Debt Service Levy for a full proposed Total Property Tax Levy and Budget. Mr. Champ noted that the State Legislature is still in session with active legislation and unknown impacts that may cause the City's budget needing to be modified. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

b. **Resolution 021423-07** – Approval of Addendum to an Agreement with the Iowa DOT for RISE Grant

Murray/Lundstedt moved to approve **Resolution 021423-07** – Approval of Addendum to an Agreement with the Iowa DOT for RISE Grant. Assistant City Manager/Community Development Director Madeline Sturms explained the City Council has prioritized development of the University Avenue Corridor over a series of years and has invested significantly in the development of the Commerce Park. The City received funding through the Iowa Department of Transportation's Revitalize Iowa's Sound Economy (RISE) program in 2013 for the initial development of the roadway with additional funds available for an east/west roadway when a development warranted the roadway construction. The area was designated as an Iowa Certified Site in February 2020 which makes the roadway eligible for a greater cost-share through the Iowa DOT's RISE grant program if awarded through the Local Development program. The project was awarded funding in 2021 for the larger portion of cost sharing and the City submitted a revised application earlier this year which include additional portions of NE 75th Street and additional length of the east/west roadway from 75th Street. This resolution approves an addendum to the original award which reflects an expanded project scope to include 1,520 feet of NE 75th Street and 2,740 feet of new roadway on the north side of the Commerce Park Site to facilitate development on the property. The addendum provides for a 60% cost share of RISE eligible expenses, an award of approximately \$2,543,640. The

total project is estimated to cost \$5,917,000. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- c. **Resolution 021423-08** – Approval of Request of Bids for Turf Chemical Application
Konrad/Grooters moved to approve **Resolution 021423-08** – Approval of Request of Bids for Turf Chemical Application. Parks and Recreation Manager Ryan Merritt explained that the City Council has prioritized maintenance and upkeep of turf grass within parks, facilities, and right-of-way areas. Currently, the City of Pleasant Hill utilizes different vendors for application services within the City. However, in order to maintain continuity of services and to ensure application consistency and standardized implementation, the department is requesting bids for turf chemical application. Pleasant Hill Parks & Recreation manages 137+ acres of turf. Nearly ten percent (13.28 acres) are sports fields. About 2 acres of turf surrounding the city complexes are ranked high performance. These two levels receive a 5-step treatment program annually. Twenty-six percent (35.3 acres) are ranked moderate performance, receiving two or less weed control treatments seasonally. Eight percent of the City's turf is categorized as low performance turf, receiving one or no treatments, based on weed tolerance thresholds. The remaining 55% of turf is chemical free. Bid documents have been prepared by staff and reviewed by legal counsel. The period of the contract for services covers the next three years, from 2023 through 2025. The following resolution approves the bid letting schedule with bids due on March 1st and City Council hearing to receive the bids and consider award on March 14th, both occurring at Pleasant Hill City Hall, 5160 Maple Dr, Ste A, Pleasant Hill Iowa, 50327. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- d. **Resolution 021423-09** – Approval of Request of Bids for Mowing Contract
Murray/Konrad moved to approve **Resolution 021423-09** – Approval of Request of Bids for Mowing Contract. Parks and Recreation Manager Ryan Merritt explained that similarly to the previous item, currently the City of Pleasant Hill utilizes contract services for mowing to maintain these sites. With the continued growth of parks and public facilities, the City will need services for over 136 acres of public ground in the upcoming mowing season. Additionally, with the discontinuation of the Polk County nuisance mowing program, there is an established need to continue nuisance mowing services. To maintain continuity of services within the City, nuisance mowing services will be included as an additional item within the new mowing contract. The current mowing contract has an additional season left for renewal, however in order to include nuisance mowing as an additional contract item, the current contract will not be renewed, in order to re-bid the mowing contract to include nuisance mowing (this is not a reflection of our current mowing contractor). Bid documents have been prepared by staff and reviewed by legal counsel. The period of the contract for services covers the next three years, from 2023 through 2025. The following resolution approves the bid letting schedule with bids due on March 1st and City Council hearing to receive the bids and consider award on March 14th, both occurring at Pleasant Hill City Hall, 5160 Maple Dr, Ste A, Pleasant Hill Iowa, 50327. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- e. **Resolution 021423-10** – Approval of Change Order No. 1 – Doanes Park Splash Pad
Grooters/Lundstedt moved to approve **Resolution 021423-10** – Approval of Change Order No. 1 – Doanes Park Splash Pad. Parks and Recreation Manager Ryan Merritt explained that City Council prioritized the development of a splash pad and Commercial Recreation Specialists has been awarded the splash pad project at Doanes Park. City staff have been working with Snyder & Associates to oversee the project criteria and they have prepared the attached Change Order No. 1 for necessary work. The document includes a single cost add to enhance the shade structure eave from 8' to 10'. The single cantilever shade with an 8' Eave height puts the crossbar at a height of 6'7" from grade level (the measurement of the shade eave itself will be the 8' mark). Staff recommend to increase the shade to a 10' eave height to allow for additional clearance and visibility. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.
- f. **Resolution 021423-11** – Approval of Applications to Prairie Meadows for Community Betterment Grant Program
Lundstedt/Grooters moved to approve **Resolution 021423-11** – Approval of Applications to Prairie Meadows for Community Betterment Grant Program. Communications Specialist Candace Bell explained that the Prairie Meadows Community Betterment Grant funds medium to small-sized projects ranging from \$100 to \$99,999. Community Development, Fire, Police, and Library, Departments each request submission of a Prairie Meadows Community Betterment Grant application. The resolution that council approves will be sent to Prairie Meadows. The Community Development Department anticipates requesting \$10,000 to support the City of Pleasant Hill in hosting a future Home Builders Association of Greater Des Moines' Home Show Expo. The Fire Department is requesting \$22,284.28 to for a Lucas Device and an additional four batteries to help the previous devices continue to function. A Lucas device is a mechanical chest compression device that helps the departments deliver high-

quality, consistent chest compressions to cardiac arrest patients. The Police Department is requesting \$11,000 for LPR Cameras. LPR Cameras are used by the Police Department to quickly identify vehicles by reading the license plates. The Pleasant Hill Public Library is requesting \$8,000 for a project titled "Maker Space" to include an upgraded 3D printer, a CriCut, and more. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- g. **Resolution 021423-12** – Approval of Application to Prairie Meadows for Legacy Grant Program for Hickory Glen Park Pickleball Courts

Murray/Konrad moved to approve **Resolution 021423-12** – Approval of Application to Prairie Meadows for Legacy Grant Program for Hickory Glen Park Pickleball Courts. Parks and Recreation Manager Ryan Merritt explained that the City Council has prioritized a Pickleball amenity for Hickory Glen Park. The proposed Pickleball amenity would include 6 Pickleball courts and additional features such as shade structures, wind screens, and seating. Hickory Glen Park was purchased in 2015 and the initial phase of development was due in part to receiving grant funding through the Prairie Meadows Legacy Grant Program. In an effort to proceed with this project, Council has directed staff to seek out grant opportunities to leverage City dollars. The Prairie Meadows Legacy Grant program provides funding for large scale, signature projects in Central Iowa. Funding is awarded up to \$1,000,000 and cannot be more than 25% of the total project. At the time of application, at least 50% of the project budget must be secured. Applications are due February 24, 2023 and are reviewed at the end of June. Applicants are notified of the decisions the first week of July 2023. The following resolution provides for the City to submit a grant application for a total of \$100,000.00 to complete sidewalk access, grading, asphalt, court surfacing, fencing/net posts, and additional features. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- h. **Resolution 021423-13** – Approval of Grant Application to the Wellmark Foundation Built Environment Grant Program for the Hickory Glen Park Pickleball Courts

Grooters/Murray moved to approve **Resolution 021423-13** – Approval of Grant Application to the Wellmark Foundation Built Environment Grant Program for the Hickory Glen Park Pickleball Courts. Parks and Recreation Manager Ryan Merritt explained that the City Council has prioritized a Pickleball amenity for Hickory Glen Park. The proposed Pickleball amenity would include 6 Pickleball courts and additional features such as shade structures, wind screens, and seating. Hickory Glen Park was purchased in 2015 and the initial phase of development was due in part to receiving grant funding through the Wellmark Foundation Match Grant Program. In an effort to proceed with this project, Council has directed staff to seek out grant opportunities to leverage City dollars. The Wellmark Foundation Built Environment Grant Program for projects which create environments to be physically active in and provide funding up to \$100,000 with a 1:1 match requirement. Applications are due February 15, 2023. The following resolution provides for the City to submit a grant application to complete sidewalk access, grading, asphalt, court surfacing, fencing/net posts, and additional features. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- i. **Resolution 021423-14** – Approval of Plans, Specifications, and Setting a Hearing to Receive Bids for the Copper Creek Stream Stabilization Project

Konrad/Grooters moved to approve **Resolution 021423-14** – Approval of Plans, Specifications, and Setting a Hearing to Receive Bids for the Copper Creek Stream Stabilization Project. Assistant City Manager/Community Development Director Madeline Sturms explained that the City Council has prioritized funding for the construction and reconstruction of storm sewer and sanitary sewer improvements throughout the community. During the budgeting process for the upcoming fiscal year, the use of the incoming Federal dollars from the American Rescue Plan Act (ARPA) would be used for the improvements and supplemented with operation funding from the City's storm water utility and sanitary sewer enterprise accounts. A series of projects were considered and many are proposed for design and construction at this time. Snyder and Associates has developed the attached plans and specifications for the improvements in the Copper Creek neighborhood near Augusta Lane. The bid opening has been scheduled for February 21, 2023 at 2:00 pm at City Hall and the project award would take place at a public hearing on February 28, 2023 at 6:00 pm in the City Council Chambers. This is a resolution which approves the plans and specifications for the project and sets the schedule for bid letting and project award with a public hearing at the next council meeting. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- j. **Resolution 021423-15** – Approval of Plans, Specifications, and Setting a Hearing to Receive Bids for the Little Fourmile Creek Stream Stabilization Project

Grooters/Lundstedt moved to approve **Resolution 021423-15** – Approval of Plans, Specifications, and Setting a Hearing to Receive Bids for the Little Fourmile Creek Stream Stabilization Project. Assistant City Manager/Community Development Director Madeline Sturms explained that the City Council has prioritized

funding for the construction and reconstruction of storm sewer and sanitary sewer improvements throughout the community. During the budgeting process for the upcoming fiscal year, the use of the incoming Federal dollars from the American Rescue Plan Act (ARPA) would be used for the improvements and supplemented with operation funding from the City's storm water utility and sanitary sewer enterprise accounts. A series of projects were considered and many are proposed for design and construction at this time. Snyder and Associates has developed the attached plans and specifications for the improvements to Little Fourmile Creek north of Little Fourmile Drive. The bid opening has been scheduled for February 22, 2023 at 2:00 pm at City Hall and the project award would take place at a public hearing on February 28, 2023 at 6:00 pm in the City Council Chambers. Following is a resolution which approves the plans and specifications for the project and sets the schedule for bid letting and project award with a public hearing at the next council meeting. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

- k. **Resolution 021423-16** – Approval of Purchase of Real Estate at 5044 Maple Drive from Shirley Arpy
Murray/Konrad moved to approve **Resolution 021423-16** – Approval of Purchase of Real Estate at 5044 Maple Drive from Shirley Arpy. City Manager Ben Champ explained that the City has an opportunity to acquire property at 5044 Maple Drive. The half-acre parcel contains a single family home constructed in 1936. The property served as a larger property homestead of the Arpy family for decades as the surrounding area became Pleasant Hill and a four lane University Avenue. Pleasant Hill City Hall is now located directly adjacent to the property at 5160 Maple Drive and the City purchased another adjacent lot at 5050 Maple Drive in 2013. The Arpy family no longer has a need for the home and has coordinated a potential sale of the property to the City. An appraisal for the property has been completed and Shirley Arpy has signed an acceptance of an offer from the City for the appraised value of \$210,000. Upon acquisition, the City would work to remove structures from the parcel and assemble the land into the City Hall complex. ROLL CALL: AYES: Murray, Grooters, Lundstedt, Konrad. NAYS: None. Motion carried 4-0.

6. CLOSING COMMENT

Councilmember Murray said he attended the Polk County Emergency Management meeting to preview the upcoming budget. He also attended the MPO Executive Committee meeting, where they discussed the audit's repeated issues. He said he was going to start attending the Finance Committee meetings, and the Policy Committee meeting. The vast majority agreed that the MPO should not be bidding on RFP's for private contract work.

Councilmember Grooters gave an update on DART, saying there may be some revenue diversification coming from the state legislation. He said the Maintenance Operation Facility project was moving forward with the hiring of a construction manager agent, similar to how the City did the Public Safety Facility. The current building recently had a critical water main break and is over 40 years old. The search for a new CEO continues.

Councilmember Lundstedt gave an update on the CATCH Des Moines Board meeting she attended, saying it will be a record-setting year with athletic events. There was even a Super Bowl Commercial that displayed the city of Des Moines and its surrounding areas as a destination for sporting events. It included snippets of the Drake Relays, an Iowa Wild game, Iowa Cubs baseball, Lauridsen Skate Park and the Red Bull Soapbox Race, among other events. The nod to Des Moines' sports-friendly culture comes ahead of the city's role as a first and second round host of the NCAA Men's Basketball Championship at Wells Fargo Arena next month. Nationwide projection of business and leisure travel has changed since the pandemic, so banking on athletic events for economic recovery.

Mayor Kurovski said that as the WRA Chair, she wanted to let everyone know that they are starting the process for the education and communication around the next 40-year facility plan needs of the WRA. That information will be forthcoming for all the Mayors, City Managers, and Finance. There's going to be a lot of conversations to ensure there is a good long-term plan to ensure everything is handled properly for the growing Des Moines area.

7. 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 6:36 p.m.

ATTEST:

Dena Spooner, City Clerk/Finance Director