

COUNCIL MINUTES
REGULAR SESSION
JUNE 21, 2021

Charles City city council met in regular session on June 21, 2021 at 6:00 p.m. via Zoom due to the COVID-19 pandemic. Mayor Dean Andrews presided and the following council members were present: Keith Starr, Jerry Joerger, DeLaine Freeseaman, Phoebe Pittman and Phillip Knighten. Also present were city administrator Steve Diers, city engineer John Fallis and city attorney Brad Slotter.

Citizens Comments - none

Mayor Andrews welcomed everyone to the meeting.

Motion by Freeseaman, second Starr to approve the agenda. Ayes - 5

Motion by Joerger, second Starr to approve the minutes of the June 7 meeting. Ayes - 5

Motion by Freeseaman, second Starr to approve the consent calendar. Ayes - 5. Consent calendar consisted of the following items: approval of the 5/21 financials for city of Charles City and CC Public Employee Health Plan, approval of the following cigarette permits - Fareway, Casey's, Kwik Star 419, Kwik Star 468, Dollar General, HyVee Food, HyVee Gas, Rush Stop, Liquor Beer Tobacco Outlet and Buy Low North, and payment of claims (including those approved by other boards):

72865-72897	PAYROLL ENDNG 06/05/2021	\$102,290.74
72898	CITY OF CHARLES CITY, payroll liabilities	\$1,025.96
72899-72900	CC PUBLIC EMP HEALTH PLAN, PR liabilities	\$9,163.21
72901	EMC NATIONAL LIFE COMPANY, PR liabilities	\$6.00
ACH	EFTPS, payroll liabilities	\$27,450.71
ACH	FAMILY COMM CREDIT UNION, PR liabilities	\$1,608.00
ACH	ICMA, payroll liabilities	\$2,088.74
72902	CHRIS FELTMAN, utility deposit refund	\$33.49
72903	HOMEBUYERS INC, utility deposit refund	\$31.29
72904	CHRISTY TUCKER, utility deposit refund	\$2.56
72905	NICHOLAS BIENO, utility deposit refund	\$90.00
72906	ALEX BUSEMAN, utility deposit refund	\$90.00
72907	CARLY CUMMINGS, utility deposit refund	\$90.00
72908	DENNIS DONOVAN, utility deposit refund	\$90.00
72909	DENNIS DONOVAN, utility deposit refund	\$90.00
72910	BRIAN FOX, utility deposit refund	\$90.00
72911	CARLY FRASER, utility deposit refund	\$90.00
72912	JEREMY FREIN, utility deposit refund	\$90.00
72913	MICHAEL GRADY, utility deposit refund	\$90.00
72914	JACQUELINE GROESBECK, utility deposit refund	\$90.00
72915	SHAU LANDT, utility deposit refund	\$90.00
72916	HUGO MELGAR, utility deposit refund	\$90.00
72917	ZACHARY MILKS, utility deposit refund	\$90.00
72918	JEFF MURRAY, utility deposit refund	\$90.00
72919	LOIS A NEVERS, utility deposit refund	\$90.00
72920	SAMANTHA PFERTZEL, utility deposit refund	\$90.00

72921	ROBERT SYVERSON, utility deposit refund	\$90.00
72922	BRIDGESTONE GOLF, supp.	\$252.00
72923	CENTURYLINK, serv.	\$2,094.68
72924	IOWA SOYBEAN ASSOCIATION, serv.	\$1,975.30
72925	JOHN DEERE FINANCIAL, supp.	\$325.95
72926	AMAZON CAPITAL SERVICES, supp.	\$864.94
72927	BAKER & TAYLOR BOOKS, supp.	\$2,776.63
72928	BIBLIOTHECA, serv.	\$4,592.00
72929	BOOK FARM, supp.	\$628.76
72930	CANON FINANCIAL SERVICES, serv.	\$69.32
72931	CAROL CASE, serv.	\$1,100.00
72932	CC PUBLIC EMP HEALTH PLAN, serv.	\$2,931.74
72933	CENTER POINT LARGE PRINT, supp.	\$73.36
72934	COREY HAWKE, serv.	\$820.28
72935	DEMCO INC, supp.	\$333.73
72936	FINDAWAY WORLD, supp.	\$658.99
72937	GORDON FLESCH COMPANY, serv.	\$76.00
72938	GROUT MUSEUM DISTRICT, serv.	\$275.00
72939	HY-VEE NC, supp.	\$63.20
72940	INGRAM LIBRARY SERVICES, supp.	\$36.74
72941	JASON KOLLUM, serv.	\$350.00
72942	KANOPY INC, supp.	\$51.00
72943	KS STATE BANK, serv.	\$157.00
72944	MEDIACOM, serv.	\$239.61
72945	MIDAMERICAN ENERGY, serv.	\$2,758.89
72946	MIDWEST TAPE, supp.	\$294.06
72947	NORTH AMERICAN CATHOLIC ED, serv.	\$645.00
72948	STAPLES ADVANTAGE, supp.	\$110.90
72949	THE PRINTERY, serv.	\$94.60
72950	VISA, supp.	\$1,066.89
72951	RE-ISSUE PAYROLL CHECK	\$51.92
72952	BUSINESS CARD, supp.	\$1,664.45
72953	CATHERINE MARIE OTT, serv.	\$560.00
72954	CHANG CORNERSTONE CLINIC, serv.	\$350.00
72955	CHARLES CITY PRESS, serv.	\$1,204.00
72956	CINTAS CORPORATION, serv.	\$68.12
72957	CITY OF CHARLES CITY, serv.	\$3,485.97
72958	GORDON ELECTRIC SUPPLY, supp.	\$343.72
72959	H&R LAWN CARE, serv.	\$1,040.00
72960	HD SUPPLY FACILITIES, supp.	\$2,666.18
72961	HERRON'S BAND BOX, serv.	\$160.90
72962	HOCKENSON PLUMBING, supp.	\$850.57
72963	HODES CO, supp.	\$293.92
72964	HOUSING AUTH ACCTG SPECIALISTS, serv.	\$500.00

72965	IOWA LEAD SAFETY, serv.	\$1,900.00
72966	JENDRO SANITATION SERVICES, serv.	\$790.00
72967	JOHN DEERE FINANCIAL, supp.	\$17.99
72968	LEAF, serv.	\$252.04
72969	LINDERMAN HEATING & AIR, serv.	\$121.85
72970	MARCO TECHNOLOGIES, serv.	\$143.79
72971	MEDIACOM, serv.	\$276.90
72972	MIDAMERICAN ENERGY, serv.	\$5,894.44
72973	MRI SOFTWARE, serv.	\$66.00
72974	NAN MCKAY & ASSOCIATES, serv.	\$239.00
72975	PETTY CASH-HOUSIING, supp.	\$9.66
72976	PITNEY BOWES SUPPLIES, serv.	\$160.38
72977	PLUNKETT'S PEST CONTROL, serv.	\$1,545.00
72978	PLUNKETT'S PEST CONTROL, serv.	\$2,209.56
72979	QUILL CORPORATION, supp.	\$468.22
72980	SCHUETH ACE HARDWARE, supp.	\$178.15
72981	SHORT ELLIOTT HENDRICKSON, serv.	\$3,809.59
72982	SHERWIN-WILLIAMS CO, supp.	\$139.35
72983	STAPLES ADVANTAGE, supp.	\$451.06
72984	STOCK GLASS/GRAPHIC GALLERY, supp.	\$212.07
72985	SUPERIOR LUMBER, supp.	\$316.97
72986	T-J SERVICE, supp.	\$644.99
72987	THE NELROD COMPANY, serv.	\$779.00
72988	THE NELROD COMPANY, serv.	\$1,596.00
72989	THOMAS BUS SALES, supp.	\$9,441.00
72990	UNITED STATES CELLULAR, serv.	\$151.29
72991	ROCHFORD CONSTRUCTION, serv.	\$494.00
ACH	AUXIANT, serv.	\$70.40
ACH	BANCORPSV, serv.	\$138.75
ACH	BANCORPSV, serv.	\$357.09
ACH	BANCORPSV, serv.	\$928.70
ACH	CARMEN RAMSAY (FGP), mileage	\$16.00
ACH	FIRST CITIZENS-CC, serv.	\$364.23
ACH	KABRICK DISTRIBUTING, supp.	\$825.85
ACH	JACQUELINE FERCH (FGP), mileage	\$9.60
ACH	LADONA NORRIS (FGP), mileage	\$8.96
ACH	PEPSI-COLA, supp.	\$295.76
ACH	PEPSI-COLA, supp.	\$193.14
ACH	MAVIS BEENEN (FGP), mileage	\$5.76
ACH	TREASURER, STATE OF IOWA, sales tax	\$1,209.94
ACH	TREASURER, STATE OF IOWA, sales tax	\$13,909.94
ACH	UNITED BEVERAGE, supp.	\$1,042.20
72992	ACUSHNET COMPANY, supp.	\$139.27
72993	AGVANTAGE FS, supp.	\$1,226.88

72994	ALLEN OCCUPATIONAL HEALTH, serv.	\$116.00
72995	ARNOLD MOTOR SUPPLY LLP, supp.	\$400.21
72996	ARTWEAR / BIRDIE AND BO'S, supp.	\$10.00
72997	ATLANTIC COCA-COLA, supp.	\$274.37
72998	AUTOZONE, supp.	\$21.39
72999	BREITBACH OFFICE LLC, serv.	\$50.00
73000	CARQUEST AUTO PARTS	**VOIDED**
73001	CARQUEST AUTO PARTS, supp.	\$583.89
73002	CENTURYLINK, serv.	\$37.71
73003	CENTURYLINK, serv.	\$473.12
73004	CHARLES CITY PRESS INC, serv.	\$1,063.06
73005	CHARLES CITY PRESS INC, serv.	\$196.83
73006	CINTAS CORPORATION, serv.	\$107.55
73007	CITY OF CHARLES CITY, serv.	\$284.74
73008	CJ COOPER & ASSOCIATES INC, serv.	\$10.00
73009	COMMUNITY REVITALIZATION, serv.	\$20,000.00
73010	CROELL INC, supp.	\$209.00
73011	DEAD LEVEL HEATING & COOLING, serv.	\$237.79
73012	DEBOEST CONCRETE CORP, serv.	\$300.00
73013	DISH, serv.	\$79.64
73014	DORSEY & WHITNEY LLP, serv.	\$19,326.00
73015	DOUBLE Z GARAGE DOORS LLC, serv.	\$350.60
73016	FAREWAY STORE, supp.	\$375.85
73017	FISH WINDOW CLEANING, serv.	\$602.00
73018	FLOYD COUNTY ENGINEER, supp.	\$152.21
73019	FLOYD COUNTY TREASURER, taxes	\$231.00
73020	GODBERSEN-SMITH CONSTRUCTION, serv.	\$361,430.16
73021	HOLDEN HILLEGAS/H&R LAWN CARE, serv.	\$1,028.00
73022	HACH COMPANY, supp.	\$49.48
73023	HAWKINS INC, supp.	\$4,138.20
73024	HEWETT WHOLESALE, supp.	\$239.12
73025	HOBERT ELECTRIC, serv.	\$144.40
73026	HY-VEE EAST-MASON CITY, supp.	\$239.88
73027	IDOT-CASHIER'S OFFICE, supp.	\$203.32
73028	IDOT-CASHIER'S OFFICE, supp.	\$279.15
73029	IDOT-CASHIER'S OFFICE, supp.	\$1,442.56
73030	IMAGETEK OPERATIONS LLC, serv.	\$250.00
73031	INLAND TRUCK PARTS & SERVICE, supp.	\$96.60
73032	INTERSTATE BATTERIES OF UPPER IOWA, supp.	\$209.95
73033	IOWA PUMP WORKS INC, serv.	\$1,590.25
73034	JENDRO SANITATION SERVICES, serv.	\$49,612.10
73035	JENNIFER LANTZ, mileage	\$40.32
73036	JOHN FALLIS, travel reimbursement	\$21.07
73037	KAY PARK RECREATION, supp.	\$748.00

73038	KEYSTONE LABORATORIES, serv.	\$444.73
73039	KS STATE BANK, serv.	\$157.00
73040	L&J INDUSTRIES INC, supp.	\$16.00
73041	LEAF, serv.	\$259.58
73042	LEE HOEFT dba LEE'S MOWING, serv.	\$95.00
73043	LEISURETIME GOLF CARS, serv.	\$360.00
73044	LESSIN SUPPLY COMPANY	**VOIDED**
73045	LESSIN SUPPLY COMPANY, supp.	\$499.51
73046	MACHINE TOOL ENGINEERING, serv.	\$425.00
73047	MACQUEEN EQUIPMENT GROUP, supp.	\$3,345.20
73048	MARCO, serv.	\$126.60
73049	MARCO TECHNOLOGIES LLC, serv.	\$418.31
73050	MARTIN GARDNER ARCHITECTURE, serv.	\$718.75
73051	MASON CITY CHAMBER COMMERCE, serv.	\$75.00
73052	MERRITT COMPUTER SERVICE, serv.	\$2,570.00
73053	MISSISSIPPI LIME COMPANY, supp.	\$6,290.57
73054	NASSCO INC, supp.	\$32.51
73055	NEWBAUER INC, serv.	\$114.40
73056	NIACOG, serv.	\$352.96
73057	J&P LIMITED/O'HENRY'S STITCHES, supp.	\$115.00
73058	PERRY NOVAK ELECTRIC INC, serv.	\$5,214.14
73059	POSTMASTER, serv.	\$920.00
73060	PRODUCTIVITY PLUS ACCOUNT, supp.	\$596.00
73061	RILEY'S INC, supp.	\$91.25
73062	SURVEYING AND MAPPING LLC, serv.	\$490.00
73063	SCHUETH ACE HARDWARE	**VOIDED**
73064	SCHUETH ACE HARDWARE, supp.	\$350.91
73065	SECRETARY OF STATE, serv.	\$60.00
73066	SHERWIN-WILLIAMS CO, supp.	\$4,093.36
73067	STANARD & ASSOCIATES INC, supp.	\$151.50
73068	SUPERIOR LUMBER INC, supp.	\$84.34
73069	SUPERIOR WELDING SUPPLY CO, supp.	\$951.82
73070	T AND K TRACTOR REPAIR, supp.	\$651.49
73071	TELLURIAN BREWING, supp.	\$98.00
73072	TERRACON CONSULTANTS INC, serv.	\$1,021.00
73073	TERRI NOVAK, mileage	\$127.65
73074	UMB BANK, serv.	\$500.00
73075	UNIQUE COUNTRY STORE, supp.	\$2,640.00
73076	GEORGE USHER/USHER SHARPENING, serv.	\$40.00
73077	UTILITY EQUIPMENT COMPANY, supp.	\$1,470.40
73078	VENTURE LIGHTING INTERNATIONAL, supp.	\$266.36
73079	WESTRUM LEAK DETECTION, serv.	\$2,500.00

TOTAL

\$743,227.65

May Receipts: Gen - 216419.66; Disp-333.18; SafetyEd-1100.00;P/R C/I-37.45;CommEq-28.23;H/M-16622.94; RAGBRAI-.27;RUT-77970.97;EmpBen-7397607;CVTC-4.53;Emerg-4280.42;OptTx-70611.44;TIF-38034.74;LibrTr-906.89;FGP-23829.20;PubHous-46154.73;Sect8-13102.36;Cable-14259.69;DebtServ-24423.50;Water-205721.80;Sewer-141909.87;WasteFnd-52967.47;Transit-27215.49;SWU-15700.36;FireExt-834.50

May Disbursements: Gen-262191.10;Disp-348.31;RUT-47939.21;EmpBen-87246.81;CVTC-3658.74;TIF-125329.25;LibrTr-2320.65;FGP-21939.02;PubHous-55348.60;Sect8-85008.66;PolAssetForf-172.98;Cable-390.00;DebtServ-438435.39;StreetRelC/I-8820.00;2020CapFnd-11315.00;CWBridge-86721.15;FibertoHome-105.74;IPCSponsoredProj-13519.42;Water-88878.72;Sewer-60359.55;WWTPExpFnd-1138041.47;WasteFnd-87048.11;Transit-28858.62;SWU-81867.19;FireExt-1188.35

A proclamation for Relay for Life was presented. This event will be a virtual event again this year and is set for the week of June 21. Motion by Freeseaman, second Joerger to approve this proclamation. Ayes - 5. Mayor Andrews read the proclamation.

Mark Wicks was present to request street closures for the Firecracker 5 race. The route is the same as last couple of years and will be held July 3 starting at 7:30 a.m. It starts at the high school parking lot. Next year will be the 20th anniversary for this event. Volunteers will be used to direct traffic at Clark Street. They are asking for sections of the following streets to be closed: Salisbury, 1st Avenue (closed for only about 20 minutes), and half a lane of Clark Street for the return trip. Motion by Joerger, second Knighten to approve the request. Ayes - 5

Mayor Andrews opened the public hearing on proposed amendment to the South Grand Urban Renewal Area. Affidavit of publication dated 6/4/21 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Freeseaman to close the hearing. Ayes - 5. This amendment is for the addition of agreements with ADC and Molstead Motors. The payments for both of these agreements totals \$151,250. Council member Joerger introduced Resolution 70-21 entitled, "RESOLUTION TO APPROVE URBAN RENEWAL PLAN AMENDMENT FOR THE SOUTH GRAND URBAN RENEWAL AREA" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

Mayor Andrews opened the public hearing on proposed amendment to the Riverside Urban Renewal Area. Affidavit of publication dated 6/4/21 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Pittman to close the hearing. Ayes - 5. This amendment is for the addition of agreements with ADC, **Main Street Charles City, Cultural/Entertainment and Façade grant programs for the next three** years for a total of \$296,250. Council member Joerger introduced Resolution 71-21 entitled, "RESOLUTION TO APPROVE URBAN RENEWAL PLAN AMENDMENT FOR THE RIVERSIDE URBAN RENEWAL AREA" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

Mayor Andrews opened the public hearing on proposed amendment to the Southwest Bypass Urban Renewal Area. Affidavit of publication dated 6/4/21 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Pittman to close the hearing. Ayes - 5. This amendment is for the agreement with ADC, legal and administrative fees and an amendment to Cambrex's 2017 agreement to allow for a larger increase in valuations than originally projected. The SW Tif board has reviewed the amendment to the Cambrex agreement they are recommending approval by the council and the board of supervisors. The total amount of the amendment is \$662,000. Council member Joerger introduced Resolution 72-21 entitled, "RESOLUTION TO APPROVE URBAN RENEWAL PLAN AMENDMENT FOR THE SOUTHWEST BYPASS URBAN RENEWAL AREA" and moved for adoption. Second to adopt Freeseaman. Resolution

duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

Mayor Andrews opened the public hearing on proposed amended development agreement with Cambrex, Charles City, Iowa. Affidavit of publication dated 6/4/21 was informally filed. Mayor Andrews asked for written comments. There being none, he then asked for oral comments. There were none. Motion by Joerger, second Pittman to close the hearing. Ayes - 5. Cambrex has requested an amendment to their 2017 development agreement due to a much larger increase in valuation after their project was completed. They ended up doing more work. Their rebate would go from \$170,000 to \$575,000. Council member Freeseaman introduced Resolution 73-21 entitled, "RESOLUTION APPROVING AMENDED DEVELOPMENT AGREEMENT WITH CAMBREX CHARLES CITY, INC., AUTHORIZING TAX INCREMENT PAYMENTS AND PLEDGING CERTAIN TAX INCREMENT REVENUES TO THE PAYMENT OF THE AGREEMENT" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

The agreement with Zoetis also needs to be amended to change the start date of their payments. The construction period will be longer than originally anticipated so the start date for rebate payments needs to be pushed from FY21 to FY22. All of the other terms remain the same. Council member Joerger introduced Resolution 74-21 entitled, "RESOLUTION AMENDING DEVELOPMENT AGREEMENT WITH ZOETIS, INC." and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

The owner occupied rehab grant has the final two homes, 313 7th Avenue and 207B 9th Avenue, ready to be completed. There were three attempts to get bids on these with only one contractor, Matt Construction, submitting a bid. Since we only got one bid, we need to secure sole source approval from IEDA. This grant program was set to expire in August of 2021 but we will request an extension from IEDA until May 2022 to allow plenty of time for completion. Council member Freeseaman introduced Resolution 75-21 entitled, "RESOLUTION APPROVING REHABILITATION ASSISTANCE FOR NICOLE SMITH, 304 9TH AVENUE AND JEAN RAGUE, 207B 9TH AVENUE, IN CONNECTION WITH THE CDBG HOUSING REHABILITATION PROGRAM" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none. Motion by Freeseaman, second Starr to request extension for the rehab program from August 2021 to May 2022. Ayes - 5

A salary resolution for wages for non-bargaining unit employees has been prepared using 2.25% increase for FY22, same as what the unions are receiving. This is what council has typically approved in the past. There are some exceptions noted by city administrator Diers as follows that he would like the council to consider: 3.25% increase for Chief Anderson and Captain Franke and Lieutenant Mallory, transit driver wages increased more (part time increased 8% and full time increased 18%) and city engineer John Fallis 7% increase. Council member Joerger introduced Resolution 76-21 entitled, "RESOLUTION SETTING SALARIES/WAGES FOR APPOINTED OFFICERS AND NON-COLLECTIVE BARGAINING UNIT EMPLOYEES OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2021" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

It is time to renew the agreement with Charles City Area Development Corporation. We have typically done a three year agreement with them and the current one expires after FY22. ADC is requesting funding of \$46,000/year for the next three years, an increase from \$42,000. A public hearing needs to be held before this agreement can be approved and this has been scheduled for the July 6 regular meeting. Council member Joerger introduced Resolution 77-21 entitled, "RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH CHARLES CITY AREA DEVELOPMENT CORPORATION, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

A development agreement has also been drafted for Mike Molstead Motors for their planned expansion of their facilities. This agreement also requires a public hearing, which has been scheduled for July 6

regular meeting. This agreement is for a total rebate amount of \$110,000 -over 5 years and will be paid out of the South Grand TIF area. Council member Joerger introduced Resolution 78-21 entitled, "RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH MIKE MOLSTEAD MOTORS, INC. INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

The agreement with Main Street Charles City is also expiring at the end of FY22 and needs to be renewed. This agreement includes support for the Main Street program (\$25,000/year), Façade (\$35,000/year) and Cultural/Entertainment (\$25,000/year) grant programs. The aggregate total of these is \$225,000 over the next three years. A public hearing needs to be held on this agreement and that is scheduled for July 6. Council member Joerger introduced Resolution 79-21 entitled, "RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE AN ECONOMIC DEVELOPMENT SUPPORT AGREEMENT WITH MAIN STREET CHARLES CITY, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS" and moved for adoption. Second to adopt Freeseaman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

A memorandum of understanding has been drafted between Vince Rottinghaus and the city concerning the capping of utilities at his property located at 1105 5th Street. This structure burned down and our code states that if there is no building there, the utilities must be capped. Vince's insurance company has withheld a \$10,000 reserve to cover this expense if he does not complete it. Vince has indicated he may build another structure there. This agreement would give him a year to either build or cap the utilities. Council member Freeseaman introduced Resolution 80-21 entitled, "RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING" and moved for adoption. Second to adopt Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

The one day borrowing for the city is ready to be executed. An amount of \$309,000 will be borrowed to cover items such as police/fire equipment, nuisance abatement funds, tree removal expenses and repairs to 401 N. Main building. Quotes were requested from the four area banks to conduct this transaction and Fidelity Bank was low at \$95. This loan will be executed on June 29. Council member Joerger introduced Resolution 81-21 entitled, "RESOLUTION AUTHORIZING AND APPROVING A LOAN AGREEMENT AND PROVIDING FOR THE ISSUANCE OF A \$309,000 GENERAL OBLIGATION CORPORATE PURPOSE NOTE" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

The agreement with Circle K for operation of the city transit service needs to be renewed. A new agreement has been drafted which includes a 1.3% increase in the payment to Circle K for FY22. The annual payment would be \$64,303.29. Council member Joerger introduced Resolution 82-21 entitled, "RESOLUTION APPROVING RENEWAL OF SUBCONTRACTED TRANSIT SERVICE AGREEMENT WITH CIRCLE K COMMUNICATIONS" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

City staff have been negotiating with the owners of property located at 1701 Indiana to purchase it for future construction of a clear well for the water treatment plant. The offer of \$65,000 is ready to be approved by the council. Closing is scheduled to take place by July 30. Council member Joerger introduced Resolution 67-21 entitled, "RESOLUTION APPROVING OFFER TO BUY REAL ESTATE" and moved for adoption. Second to adopt Starr. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none

Pay estimate #20 for Portzen Construction for the WRRF project is ready for approval in the amount of \$378,812.97. Fox Engineering has reviewed this and is recommending approval. Council member Freeseaman introduced Resolution 83-21 entitled, "RESOLUTION APPROVING PAY ESTIMATE #20 FOR WATER RESOURCE RECOVERY FACILITY PROJECT" and moved for adoption. Second to adopt

Joerger. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

A change order is necessary for the Southwest Development park water quality initiative improvement project. When construction started on this project, it was discovered that the existing water main under 11th Street would be in conflict with the culvert that was being installed there, so the water main needed to be lowered. This water main wasn't clearly indicated on the project plans, so this additional work was not included in the original bid specs. The amount of the change order is \$22,105.00. This extra cost will be covered by the city from storm water and/or water funds. Council member Freeseaman introduced Resolution 84-21 entitled, "RESOLUTION APPROVING CHANGE/EXTRA WORK ORDER FOR THE SOUTHWEST DEVELOPMENT PARK WATER QUALITY INITIATIVE IMPROVEMENT PROJECT, CHARLES CITY, IOWA" and moved for adoption. Second to adopt Pittman. Resolution duly passed on roll call vote as follows: Ayes - Starr, Joerger, Freeseaman, Pittman, Knighten. Nays - none.

City clerk O'Donnell reported that the next meeting will be a planning session on June 28 at 6:00 p.m. She also reminded council that as part of the Chamber Adopt a Lot program, the parking lot at city hall should be cleaned up prior to the July 4th city events. City hall will be closed July 5 for the holiday so the next regular meeting will be held July 6.

City administrator Diers reported that the evaluation surveys for him, Trudy and Brad are out on Survey Monkey so the council can fill theirs out now. The Chamber golf event was rescheduled to August 18. The Rural Summit is scheduled for August 18-20 in Cedar Rapids and he will be attending that. He will be out of the office July 12-19.

Council member Starr reported that the airport is going forward with their planned improvements. Council member Joerger reported that the landfill is done paving the road going into the landfill. Council member Starr also commented that Cathy McGregor is retiring soon from her position at the Area Development/Chamber offices and he wished her well. An open house will be held for her this Thursday from 3:00 to 5:00 at the Chamber offices.

Motion by Starr, second Freeseaman to adjourn. Ayes - 5.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, City Clerk