

COUNCIL PROCEEDINGS
JULY 25, 2022

Charles City city council met in a planning session on July 25, 2022 at 6:00 p.m. in council chambers. Mayor Dean Andrews presided and the following people were present: Keith Starr, Patrick Lumley, Phoebe Pittman and Phillip Knighten. Absent was DeLaine Freeseaman.

Discussion held on a possible ordinance changes for mobile food vendor, solicitors and peddlers permits. We have had a lot of food vendors who have come into the city to do business and have not secured the proper permit. To help encourage vendors to comply with this ordinance, staff is recommending implementing a penalty. The amount that has been included is a flat \$75 across the board. It is also being recommended to increase the application fee to \$5 and include that in the prices listed for each vendor fee. The city requires this permitting process to help keep our residents safe, since we require that each vendor provide proof of state food license inspection. Question was asked on what other cities in our area charge for vendor fees. City clerk O'Donnell will check into that. This will be on the next regular meeting agenda for a first reading.

With the vacation of the section of N. Main Street in front of Pure Prairie Farms building and eventual closure of this section, staff is suggesting renaming the stretch of Lane Street from N. Grand to Main Street to North Main Street. There will be some traffic code changes in this area to allow for no parking, 2 hour parking, right turn only and left turn only to facilitate better flow to Main Street from N. Grand. The no parking section will be in front of North Iowa Sports and city engineer Fallis has talked to the owner about this possible change. He is okay with this and also changing the street name from Lane St. to Main St. We are also looking at installing a sign on N. Grand that would indicate that the new entrance to Main Street is at this intersection. The new right or left turn only changes will initially be done with pavement markings. The south side of the newly vacated Main Street section will be barricaded initially until concrete curbing will be installed to be more permanent. Signs will also be installed to indicate no entrance into the newly vacated section of Main Street, keep right and the other traffic code changes. There will be an addition to the wayfinding sign here that will indicate Main Street can be accessed by turning left or right at the barricades for the vacated section of Main Street. The changes to the traffic code and changing that section of Lane St. to Main St. will be on the next regular agenda for council consideration.

Council member Pittman reported that the park and rec board looked at JEO contract for a pool study and have some questions to be answered. Council member Starr reported that work continues on the ambulance agreement. City administrator Diers added that they are also looking at what it would cost to run the ambulance in house. Council member Lumley reported that the airport continues to work on securing grants for their projects.

City administrator Diers reported that staff is recommending changing the August 1 regular meeting to August 3 due to himself, city engineer and city clerk all being gone on August 1. The library had a leak in their roof and in evaluating this, will be sure that the Mooney collection is properly protected. In looking at this, they discovered that there was some separation in the roof over the Zastrow room, so will address that. There was a small fire at Wildwood Clubhouse caused by a cigarette being thrown in a dumpster. One side of the clubhouse was burnt. A structural engineer will be hired to get a report on the clubhouse. Discussion on possibly closing city hall at noon on RAGBRAI and consensus was that if a city employee wanted to continue working, they could. If they wanted to volunteer, they could and not use comp or vacation. If they did not volunteer and did not work, they would need to use comp or vacation time.

There being no further discussion, meeting was adjourned.

Dean Andrews, Mayor

Attest:

Trudy O'Donnell, city clerk