

Progress & Development Committee

Monday, April 6, 2015

5:45 o'clock P.M.

Conference Room, City Hall

AGENDA

1. Call to Order
2. Discuss Dollar Tree Development Agreement;
3. Discuss Noteboom Implement Development Agreement;
4. Discuss request from Christ the King Lutheran Church for 2 directional signs;
5. Items for Future Agendas
6. Adjourn

SPENCER CITY COUNCIL MEETING

COUNCIL CHAMBERS, CITY HALL

April 6, 2015

Regular Council Meeting

6:30 o'clock P.M.

- 1. Roll Call**
- 2. Presentation of the Audit for FY 2013-14 by Winther, Stave & Company;**
 - A. Motion: Approve Audit for Fiscal Year 2013-14, as presented.
- 3. Consent Agenda:**
 - A. Minutes of March 16, 2015 and March 23, 2015;
 - B. Licenses: Approve Class A Liquor License with Sunday Sales for Moose Lodge #496; subject to final approval by Iowa Alcoholic Beverages Division;
 - C. Roll Call: Resolution Adopting a Final Assessment Schedule for Snow Removal Costs and Confirming and Levying the Assessments;
 - D. Motion: Approve Agreement between Northwest Iowa Planning & Development Commission, and the City of Spencer, Iowa for the SHIELD Safety Program for FY 2015/2016, not to exceed \$10,789.64;
 - E. Motion: Approve renewal of Property & Liability Insurance with ICAP for \$171,695.84;
 - F. Roll Call: Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment for May 4, 2015, 6:30 P.M. (Dollar Tree Development);

- G. Roll Call: Resolution Setting Date at which it is proposed to approve a Development Agreement with Spencer Development Group, LLC, including annual appropriation Tax increment payments in an amount not to exceed \$220,000 for May 4, 2015, 6:30 P.M.;

4. Public Hearings:

1. Public Hearing on Budget Amendment for Fiscal Year 2014/2015

The purpose of the Public Hearing is to allow the public to comment on the proposed amendment to the 2014/15 City of Spencer Budget. **It is important to point out that the amendment has no effect on the general property taxes.** State code requires cities to amend their budgets if they anticipate that they will be exceeding their original certified budget. A copy of the amendment is enclosed in your packet information that shows the categories that are being amended. At the bottom of the amendment is a brief explanation of why the budget is being amended. As you are aware the budget is put together 18 months before the end of the fiscal year. Thus it is not uncommon for the City to amend its budget at this time of the year to more accurately reflect what staff is estimating the year-end expenses to be.

A. Roll Call: Resolution Approving Budget Amendment for Fiscal Year 2014/2015;

Subject to comments at the Public Hearing I would recommend approval.

2. Public Hearing on Proposed Rezoning of Real Property Owned by Green & Yellow LLC located at the SW Quarter of Section 24; Township 96 North; Range 37 West from the current zoning classification of "A" Residential to "C-2" Highway Commercial;

A. Roll Call: An Ordinance Amending the Zoning Classification of Real Property Owned by Green & Yellow. LLC, located at the SW Quarter of Section 24; Township 96 North; Range 37 West, Clay County, Iowa and Amending the Official Zoning Map, First Filing;

Enclosed in your packet information is a proposed ordinance to amend the zoning for Green and Yellow, LLC (Noteboom Implement) from "A" Residential to "C-2" for the approximate 24 acres they recently purchased. Subject to any comments from the Public Hearing I would recommend approval of the first filing.

5. Old Business:

1. Roll Call: Ordinance Amending Title 9, Chapter 2, Section 2 (B) (35) of the Spencer City Code (Food Processing), Final Filing;

Enclosed in your packet information is a proposed zoning text amendment to the Zoning Code to revise regulations applicable to the Use Classification of Food Processing. **It is important to point out that the proposed text amendment is not adding any new use category.**

The proposed text amendment, for the most part, is meant to modify some of the existing bearers to attract new industry to our community. Currently the ordinance limits the number of employees on the production floor (200), number of companies on the property (1) and maximum square footage of the production floor (30,000). These limitations can potentially be a deterrent to bringing in larger employers who may want to expand their operations sometime in the future. The proposed ordinance before you calls for the number of employees on the production floor be increased from 200 to 300, the number of businesses

utilizing the property from 1 to unlimited and the total square footage of the production floor from 30,000 square feet to 50,000 square feet. P&Z met on this and recommended approval. **I would recommend approval.**

- 2. Roll Call: An Ordinance Amending the Zoning Classification of Real Property Owned by Troy & Jennifer Huisenga Located at 515 6th Ave. East, Spencer, Clay County, Iowa and Amending the Official Zoning Map, Final Filing;**

Enclosed in your packet information is a proposed ordinance amending the Zoning Classification for property located at 515 6th Ave. East from “C-2” Highway Commercial to “A” Residential. This property is located next door to the CAASA property that you had previously approved for a zoning change. **I would recommend approval.**

- 3. Roll Call: Ordinance Amending Title 4, Chapter 5, Section 21 of the Spencer City Code Concerning Rates and Charges for Solid Waste Services, 2nd Filing;**

Enclosed in your packet information is an amended ordinance concerning the increase for Solid Waste Fees. The ordinance for the most part increases the rates by 2% for the next 3 fiscal years. The 2% represents an approximate 32 cents per month increase for residential use. As you may recall, the City is now designated an EMS landfill. One of our goals is to encourage business recycling. The proposed ordinance before you gives businesses incentive to recycle more by lowering current recycle container rates. **I would recommend approval**

- 4. Roll Call: Ordinance Amending Title 4, Chapter 4, Section 11, Subsection D of the Spencer City Code, Amending Wastewater Service Charges in the City of Spencer, 2nd Filing;**

Enclosed in your packet information is an amended ordinance concerning an increase in Wastewater Service Charges. The ordinance for the most part increases the sanitary sewer fee by 4% for the next 3 years. That increase represents a monthly increase of about 80 cents per 1,000 gallons of water used. The ordinance also sets out an increase in the CSI charge of \$1.25 per month each year for the next five years that will be used strictly for paying the costs associated with the EPA mandate the City of Spencer is under. This increase was discussed in numerous committee meetings and incorporated into the City’s financial plan. **I would recommend approval**

6. New Business:

- 1. Roll Call: Resolution Approve Sidewalk Construction and Assessment Agreements and Adopting a Final Assessment Schedule for Sidewalk Construction and Confirming and Levying the Assessments;**

Enclosed in your packet information is the Sidewalk Construction Assessment Schedule. As part of our sidewalk incentive program we allowed individuals to sign an assessment agreement to agree to pay an assessment for their sidewalk. The agreement is also included in your packet information. **I would recommend approval.**

2. 2015 HMGP West Central Sewer Retrofit Project;

A. Review Bids Received 3/20/2015 with Project Engineers;

B. Roll Call: Resolution Awarding Contract for 2015 HMGP West Central Sewer Retrofit Project;

Enclosed in your packet information is a Resolution awarding the contract for the 2015 West Central Sewer Retrofit Project to Vander Pol Excavating, LLC for a bid price of \$3,312,235.91 which is approximately 2.38% over the Engineers estimate. Our Engineer is recommending that we award the contract to Vander Pol Excavating, LLC. **I would recommend approval.**

3. Roll Call: Resolution Accepting Work for the 2014 East 18th Street HMA Overlay Project;

Enclosed in your packet information is the Certificate of Completion for the 2014 East 18th Street HMA Overlay project. The Engineer has certified the work has been substantially completed. **I would recommend approval.**

7. Department Reports

- A. Public Works
- B. City Attorney
- C. Parks & Recreation
- D. Golf Course
- E. Planning Department
- F. Library
- G. Fire
- H. Police
- I. Finance Director – EMS quarterly update

8. Engineer's Report

9. City Manager's Report:

10. Mayor's Report: Appointment of Eric Stuckey to Spencer Municipal Golf Course Board to complete term of Steve Fox, term expires 6-30-2016;

11. Council/Comm. Reports:

12. City Clerk's Report

- Bills and Claims
- Funds Transfers

13. Other Business/Opportunity to Address the Council

14. Adjourn