CITY COUNCIL MEETING
Tuesday March 23, 2021

*Please note the regular City Council Meeting was held as an electronic and in person meeting pursuant to Iowa Code Section 21.8. The meeting was called to order by Mayor Mikkelsen Tuesday March 23, 2021 at 5:32 pm at the Grimes Community Complex, 410 SE Main Street, Grimes, Iowa.
The Pledge of Allegiance was led by Mayor Scott Mikkelsen.
Roll Call: Present: Mayor Scott Mikkelsen Council Members: David Gisch, Eric Johansen Andrew Borcherding, Jill Altringer, Ryan Burger

AGENDA ITEMS

APPROVAL OF THE AGENDA
Mayor Mikkelsen asked for approval of the agenda.
Moved by Gisch, Second by Johansen, to approve the agenda.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

CONSENT AGENDA
Approval of the Consent Agenda
A. Minutes from previous meeting B. Resolution 03-1121 Providing for the City Clerk to Place Lien on Property of Utility Services with the Polk County Assessor C. Resolution 03-2021 Approving Equipment Transactions Pursuant to FY21 Budget D. Alcohol License Renewal Class C Liquor License for El Huapango Mexican Restaurant E. Resolution 03-0921 Award the Bid for the Installation of New Warning Sirens in the City of Grimes F. Resolution 03-1021 Lease Agreement by and Between the City of Grimes Iowa and The County of Polk, Iowa G. Resolution 03-1221 Setting the Bid Letting for the South Sports Complex Irrigation Project Bid Letting on April 21, 2021 at 10:30 am and Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost for April 27, 2021 at 5:30 pm. H. Consent and Agreement for Improvements 1. Resolution 03-2821 Lot 28 of Beaverbrooke West Plat Nine (1416 NW Prairie Creek Drive) 2. Resolution 03-2921 Lot 63 of Brentwood Estates (2808 NE Cherry Court) I. Professional Services Payments 1. Pay Request #15 to McClure Engineering Company for the 1.5 MG Elevated Storage Tower Construction Phase $337.50 2. Pay Request #16 to McClure Engineering Company for the Reverse Osmosis Water Treatment Plant Phase 1 $55,774.60 3. Pay Request #6 to McClure Engineering Company for Water System Study $9,320.00 4. Pay Request $2 to HR Green, Inc for the Sponsored Project Application $11,292.10 5. Whitfield and Eddy Law – Legal Fees $14,710.00 6. Lillis, O'Malley Olson Manning Pose Templeman LLP – Legal Fees $3,675.00. J. Resolution 03-1621 Approving the Grimes South Sports Complex and Water Works Park Facility Use Agreement between the City of Grimes and Dallas Center Grimes Baseball Club K. Resolution 03-1721 Approving the Grimes North Complex Facility Use Agreement between the City of Grimes and Dallas Center Grimes Softball Association L. Resolution 03-1821 Approving the Grimes South Sports Complex Facility Use Agreement between the City of Grimes and Dallas Center Grimes Soccer Club M. Resolution 03-1421 Accepting Easement – Northwest Territory Lift Station Brenton Properties N. Resolution 03-1521 Approving the North Sports Complex and South Sports Complex Agreement with Ballpark Concession O. Resolution 03-2121 Personnel Transactions P. Resolution 03-2221 Setting a Public Hearing for Vacation of ROW and Easement in Hope Commercial Plat 2 Q. Resolution 03-2321 to Enter Into Contract for Professional Services with MSA Professional Services, Inc to Design a Water Main Replacement Project Along SE Jacob Street and SE Trail Ridge Road R. Resolution 03-2421 Setting the Bid Letting and Public Hearing Dates for the County Line Road Intersection Improvements –

Bid Letting on April 21, 2021 at 10:30 am and Public Hearing on the Plans, Specifications, Form of Contract and Estimate of Cost on April 27, 2021 at 5:30 pm. S. Resolution 03-2521 Authorizing Service Contract with SDS Binderworks T. Resolution 03-2721 Update of Grimes Fee Schedule for 2021 U. Claims Report $692,379.24
Motion by Gisch, Second by Borcherding, the Consent Agenda shall be approved.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

PUBLIC FORUM - None

PUBLIC AND COUNCIL AGENDA ITEMS

A. City of Grimes Annual Budget Fiscal Year 2021-22

City Administrator Jake Anderson addressed the Council stating this action is the last step in finalizing the budget for fiscal year 2021-2022. Anderson noted that this proposed budget cuts property tax by $.30 cents per $1,000. Anderson stated this budget will fund city operations and strategic planning priorities and city operations.

1.Public Hearing for City of Grimes Annual Budget Fiscal Year 2021-22

Mayor Mikkelsen Opened the Public Hearing at 5:35 PM. Being no written or oral comments, Mayor Mikkelsen closed the Public Hearing at 5:36 PM.

2.Resolution 03-0821 Approving City of Grimes Annual Budget for Fiscal Year 2021-2022

Motion by Johansen, Second by Altringer, to approve Resolution 03-0821 Approving City of Grimes Annual Budget for Fiscal Year 2021-2022
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

B. Resolution 03-1921 Approving the City of Grimes FY22-26 Capital Improvement Plan

Development Services Director Alex Pfaltzgraff addressed the Council stating that this is the first time in the history of the city to have a five year Capital Improvement Plan come before Council. Pfaltzgraff said this plan contains the details of where the City is going to invest in infrastructure projects, as well as quality of life improvements for the community. Mayor Mikkelsen and Council Member Altringer thanked the staff for all their work on bringing this plan to the Council. Council Member Gisch noted that infrastructure improvements, while not always noticeable, are very important, and are included in this plan.
Motion by Gisch, Second by Johansen, to approve Resolution 03-1921 Approving City of Grimes FY22-26 Capital Improvement Plan
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

C. Final Approval to Fund Site-Specific Design, Select the Final Route, and Acquisition Interests in Real Estate for the Grimes Connector Sewer WRA

Alex Pfaltzgraff and City Attorney Alicia Meuleners addressed the Council to explain the background of this project. Pfaltzgraff said it was determined the city's current waste processing facility was nearing the end of its useful life and would not be able to continue safe and effective service for the growing community. Pfaltzgraff stated that the following options were reviewed which included: expanding the current plant, building a new facility, or connecting to the Wastewater Reclamation Authority (WRA). Staff determined that connecting to the WRA offered the best long-term solution. Pfaltzgraff said over the past year, staff has worked with engineering teams to determine the best route for the sewer main. Pfaltzgraff added they have approximately 7 miles of pipe to place in order to connect the current treatment plant to the WRA. He advised this hearing would be to authorize the final design, easement and right- of-way acquisition. Pfaltzgraff said property owners along the route have been contacted and every effort is being made to fine tune the alignment necessary to construct the public improvement. City Attorney Alicia Meuleners added that this process will allow the city to begin to make formal offers on any property that may need to be acquired to allow the project to continue.

1.Public Hearing to Approve to Fund Site-Specific Design, Select the Final Route and Acquisition Interest in Real Estate for the Grimes Connector Sewer WRA
Mayor Mikkelsen Opened the Public Hearing at 5:46 PM Residents Annetta Schaefer and Erick Rasmussen, 5732 156th Street, Urbandale; Randy Dickey, 5115 160th Street; and Bob Wegand, 5119 160th Street Urbandale, addressed Council with questions concerning the property acquisitions planned, how the electrical connections and wells will be addressed at those locations, as well as the size and depth of the pipe as planned. Development Services Director Pfaltzgraff addressed their questions. Pfaltzgraff added that any disturbances to vegetation from the construction process would be restored. Mayor Mikkelsen closed the Public Hearing at 6:02 PM.

2.Resolution 03-1321 to Approve to Fund Site-Specific Design, Select the Final Route and Acquisition Interest in Real Estate for the Grimes Connector Sewer WRA
Council Member Johansen thanked the residents for coming forward with their questions and comments. Motion by Johansen, Second by Gisch, to approve Resolution 03-1321 to Approve to Fund Site-Specific Design, Select the Final Route and Acquisition Interest in Real Estate for the Grimes Connector Sewer WRA.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

D. Third Reading of Ordinance 747 Amending the Official Zoning Map and the Comprehensive Land Use Map by rezoning approximately 20.7 acres from A-1 Agriculture to R-4 Planned Unit Development Property at SE 19th and South James Street
Pfaltzgraff said there had not been any material changes to the project from the initial readings, and that he would recommend approval.
Motion by Gisch, Second by Johansen, to approve Third Reading of Ordinance 747 Amending the Official Zoning Map and the Comprehensive Land Use Map by rezoning approximately 20.7 acres from A-1 Agriculture to R-4 Planned Unit Development Property at SE 19th and South James Street
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

Motion by Gisch, Second by Johansen, to approve the Final Passage of Ordinance 747 Amending the Official Zoning Map and the Comprehensive Land Use Map by rezoning approximately 20.7 acres from A-1 Agriculture to R-4 Planned Unit Development Property at SE 19th and South James Street.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

E. South James Preliminary Plat
Pfaltzgraff said this is the preliminary plat for the just approved parcel. Pfaltzgraff said accepting this plat will allow for the developer to proceed with dividing the parcel as well as the sale of the southern six acres for a place of worship.
Motion by Johansen, Second by Gisch, to approve the South James Preliminary Plat.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

F. Third Reading of Ordinance 748 2018 Building and Fire Code Adoption

Pfaltzgraff expressed appreciation for the joint efforts from the staff at the Fire Department and the Building department to craft this ordinance. Pfaltzgraff said there have not been any material changes since the previous reviews, and he recommends approval.
Motion by Gisch, Second by Borcherding, to approve the Third Reading of Ordinance 748 for the 2018 Building and Fire Code Adoption.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

Motion by Gisch, Second by Borcherding, to approve the Final Passage of Ordinance 748 for the 2018 Building and Fire Code Adoption.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

G. Destination Market Plat 6 Preliminary Plat
Pfaltzgraff said the developer is asking for approval of the preliminary plat to allow for the future subdivision of the subject lot located at the corner of E. 1st Street and NE Platinum Drive. Pfaltzgraff said this property is zoned C-2 and is located in the Transportation Mixed Use Development Corridor District Overlay. Pfaltzgraff stated the proposed preliminary plat will provide for two development lots approximately 1.00 acre and 1.46 acres in size. City Attorney Meuleners of Whitfield and Eddy Law Firm notified the Council that the firm is representing the proposed buyer of one of the lots, and recused herself from input on this item.
Motion by Gisch, Second by Borcherding, to approve the Destination Market Plat 6 Preliminary Plat.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

H. Destination Market Plat 6 Final Plat
Council Member Gisch asked if it was unusual to have both a preliminary plat and final plat approval in the same meeting. Pfaltzgraff noted that a sale was pending the plat approval, and all legal documents had been prepared and reviewed in advance, and recommended approval.
Motion by Gisch, Second by Borcherding, to approve Destination Market Plat 6 Final Plat.
Roll Call: Ayes: All. Nays: None. Motion passes: 5 to 0.

Council Member Altringer leaves the meeting at 6:20 PM.

I. Christian Brothers Automotive Site Plan
Pfaltzgraff told the Council that the applicant, Christian Brother Automotive, has several locations in the area. Pfaltzgraff said they do light automotive work such as oil changes and minor servicing. He added that the access will be off of NE Telkay Lane with pedestrian connectivity along E 1st Street, NE Platinum Drive and NE Telkay Lane. Pfaltzgraff said the building will be constructed of brick and limestone with a pitched shingle roof. He said the east façade will have nine garage doors which will face away from the right-of-way. Council Member Gisch asked if there was the possibility of outside storage at this site. Pfaltzgraff said the only exterior storage possible would be within the enclosed trash receptacle located on the north end of the site.
Motion by Gisch, Second by Borcherding, to approve the Christian Brothers Automotive site plan.
Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

J.1 Resolution 03-2621 Accepting & Approving Discovery Phase of the City of Grimes Plan for Growth with Distinction
Pfaltzgraff advised the Council that the City was awarded a Bravo Grant during the 2020 grant cycle. Pfaltzgraff said the purpose is to create a municipal public art master plan to ensure the standards of public art used to support the goals, needs and future growth of the community. Pfaltzgraff stated that

with the grant funds, the City has retained Group Creative Services to perform the strategic plan review, community survey, perform outreach, and conduct interviews with City staff and elected officials to help develop the plan. Matt Greiner and Teva Dawson with Group Creative Services addressed the Council with the overview of the process. Dawson detailed the process of determining the most likely areas for art projects and a general review of the many alternatives that could be considered to install. Dawson and Greiner asked the Council to identify two of the locations listed to be a primary focus for the next phase of the public art project.
Motion by Gisch, Second by Borcherding, to approve Resolution 03-2621 Accepting & Approving Discovery Phase of the City of Grimes Plan for Growth with Distinction.
Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

1. Mayor's Report
Mayor Mikkelsen Reappointed Renita Darrah to a three year term with the Public Health and Safety Advisory Board.

2. City Staff's Report – No Report
City Engineer Matt Ahrens addressed the council with an update on traffic signals and intersection improvements. Ahrens stated that the 6th and James Street intersection study has been completed and it was determined there should be a signal installed with activated buttons for pedestrian crossings. He added that the city is working on agreements with Iowa DOT for traffic signals to be placed at the south bound ramp at the junction of Highway 44 and Highway 141, and hopes to have that installed yet this year. Ahrens said the intersection of Highway 44 and Brookside is out to bid at this time with the expectation to start construction in May. He advised the Council that the intersection at County Line Road and Highway 44 has received permission for Iowa DOT to install a temporary signal, with a permanent one to be placed once acquired.

3. Council Reports-
Councilmember Gisch reported that Metro Waste Authority has approved an increase on the recycling rates. Gisch expects an updated resolution to reflect that increase in the near future.

<u>**ADJOURN**</u>
Motion by Gisch, Second by Borcherding, to adjourn the meeting at 7:06 P.M.
Roll Call: Ayes: All, Nays: None Motion passes 4 to 0

ATTEST:

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Rochelle Williams, City Clerk Scott Mikkelsen, Mayor