

NOTICE AND CALL OF PUBLIC MEETING

Governmental Body: Winterset City Council

Date of Meeting: June 20, 2016

Time of Meeting: 7:00 PM

Place of Meeting: City Hall

PUBLIC NOTICE IS HEREBY GIVEN that the above-mentioned governmental body will meet at the date, time and place above set out. The tentative agenda for said meeting is as follows:

AGENDA:

- 7:00 1. Call to order, Pledge of Allegiance, roll call, adopt agenda
- 7:00 2. Report from Madison County Development Group
- 7:10 3. Report from Winterset Municipal Utilities
- 7:20 4. Subdivision plat - North Stone Village Plat No. 5
- 7:30 5. North Stone Urban Renewal Area #2
 - public hearing on establishing North Stone Urban Renewal Area #2
 - resolution to establish North Stone Urban Renewal Area #2
 - ordinance providing for the division of taxes in North Stone Urban Renewal Area #2
 - resolution setting date of hearing on development agreement
- 7:50 6. Set date of hearing on rezoning proposal
- 8:00 7. City property drainage engineering study
- 8:10 8. Airport Authority loan agreement
- 8:20 9. Sewer Plant Project Pay Estimate No. 11 - \$176,387.10
- 8:30 10. Cigarette permit renewals
- 8:40 11. New native wine permit application - Iowa Quilt Museum
- 8:45 12. Native wine permit renewal - Madison Co. Chamber of Commerce
- 8:50 13. Native wine permit renewal - Green Turf Florist
- 9:00 14. Dept. Supervisor Salary rates
- 9:10 15. Administrator report
- 9:20 16. Claims
- 9:25 17. Minutes June 2nd & June 6th meeting
- 9:30 18. Public comment
- 9:35 19. Adjournment

This notice is given pursuant to Chapter 28A, Code of Iowa and the local rules of said governmental body.

DATE POSTED: June 16, 2016

BY: _____

Title: City Administrator

City Council of the City of Winterset, Iowa met in regular session on June 20, 2016 in accordance with the above Notice and Call of Public meeting. The meeting was called to order by Mayor James C. Olson with the following members of the Council in attendance:

PRESENT: Mike Fletcher, Howard Harrell, Philip Macumber, Edmund Seaward, Scott Stover

ABSENT: None

The Mayor called for any additions or deletions to the agenda. A motion was made by Council Member Macumber and seconded by Council Member Fletcher to approve the agenda as set forth in the Notice and Call of Public meeting. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

The Mayor stated that the Council would first hear report from the Madison County Development Group. The Mayor recognized Tom Leners and asked that he present his report at this time. Mr. Leners presented a written report to the Mayor and Council providing information on activities he has been involved in during the past month. Mr. Leners went on to discuss several items in his report.

The Mayor then called for a report from the Winterset Municipal Utilities. The Mayor recognized General Manager Scott Wesselmann and asked for his report. Mr Wesselmann reported on electric bond repayments and refinancing. He stated they are looking at the next underground electric project, about \$2.7 million estimated cost. He stated that the Board of Trustees recently approved salary rates for their supervisors.

The Mayor called for a report on the subdivision plat for North Stone Village Plat No. 5. Assistant City Administrator Bob Hendricks presented the North Stone Village Plat No. 5. He stated that this is a one lot subdivision in the North Stone Village area and is located to the north of the Fareway Store, along 8th Avenue. He stated that subdividing this lot will facilitate the transfer of real estate. Mr. Hendricks reported that Planning & Zoning Commission recently met and recommended approval of this subdivision plat. Following a period of discussion, a motion was then made by Council Member Macumber and seconded by Council Member Seaward to approve the following resolution. Roll call vote:

AYES: Fletcher, Harrell, Macumber, Seaward

NAYS: Stover

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION 2016-62

RESOLUTION APPROVING SUBDIVISION PLAT NORTH STONE VILLAGE PLAT 5

WHEREAS, there was filed in the Office of the City Administrator of the City of Winterset, Madison County, Iowa, a registered land surveyor's plat of a proposed subdivision known as North Stone Village Plat 5, an Addition to the City of Winterset, Madison County, Iowa; and

WHEREAS, the real estate comprising said plat is described as follows:

A part of the Southwest Quarter of the Southeast Quarter of Section 25, Township 76 North, Range 28 West of the Fifth Principal Meridian in the City of Winterset, Madison County, Iowa and more particularly described as follows:

Beginning at the Northwest Corner of Lot 1, North Stone Village Plat No. 3, an official plat; thence North 89°10'11" West, 33.00 feet to the West line of said Southwest Quarter of the Southeast Quarter; thence North 0°03'17" East, along said West line, 244.57 feet to the Southwest Corner of Parcel 'F' as shown in the Plat of Survey previously recorded in Book 2005, Page 4170, Madison County, Iowa; thence South 89°44'22" East along the South line of said Parcel 'F' and the easterly extension thereof, 248.02 feet; thence South 0°04'06" West, 247.04 feet to the North line of said Lot 1; thence North 89°10'11" West along said North line, 247.98 feet to the Point of Beginning and containing 1.40 acres (60,956 square feet); the property is subject to any and all easements of record.

WHEREAS, there was also filed with said plat a dedication of said plat containing a statement to the effect that the subdivision as it appears on the plat is with the free consent and in accordance with the desire of the owner, Corkrean Properties LLC; and,

WHEREAS, said plat was accompanied by an opinion from an attorney at law showing that title in fee simple is in said owners and that the platted land is free from encumbrance, and a certified statement from the Treasurer of Madison County, Iowa, that said platted land is free from taxes; and

WHEREAS, the City Council of the City of Winterset, Madison County, Iowa, finds that said plat conforms to the provisions of the Ordinances of the City of Winterset, Madison County, Iowa, and that the plat, papers and documents presented therewith should be approved by the City Council of the City of Winterset, Madison County, Iowa.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Winterset, Madison County, Iowa:

1. Said plat, known as North Stone Village Plat 5, an Addition to the City of Winterset, Madison County, Iowa, prepared in connection with said plat and subdivision is hereby approved.

2. The City Administrator of the City of Winterset, Madison County, Iowa, is hereby directed to certify this resolution which shall be affixed to said plat to the County documents which should be filed and recorded in connection therewith.

Passed and approved this 20th day of June 2016

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that this is the time and place for a public hearing on the question of establishing the North Stone Urban Renewal Area No. 2. The Administrator stated that this includes the area where the North Stone Apartments will be developed and an adjacent area where townhome development will occur. He stated that the developer has requested assistance in the form of tax increment financing. The Mayor called for any comments or objections to the proposed Urban Renewal Area to be voiced at this time. Hearing no such comments or objections, the Mayor declared that the public hearing was now closed.

Following a brief period of discussion, a motion was then made by Council Member Harrell and seconded by Council Member Seaward to adopt the following resolution. Roll call vote:

AYES: Fletcher, Harrell, Macumber, Seaward

NAYS: None

Abstained: Stover

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-63

RESOLUTION TO DECLARE NECESSITY AND ESTABLISH AN URBAN RENEWAL AREA, PURSUANT TO SECTION 403.4 OF THE CODE OF IOWA AND APPROVE URBAN RENEWAL PLAN AND PROJECT FOR THE NORTH STONE URBAN RENEWAL AREA #2

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa, the "Urban Renewal Law," a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the development of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, it has been recommended to the City Council of the City of Winterset, Iowa (the "City") that the North Stone Urban Renewal Area #2 (the "Urban Renewal Area") be established on the real property (the "Property") described on Exhibit A to this Resolution; and

WHEREAS, the proposal demonstrates that sufficient need exists to warrant finding the Property to be an economic development area; and

WHEREAS, the initial projects (the "Projects") proposed for the Urban Renewal Area consist of (i) providing tax increment financing support to North Stone Apartments, L.L.C. in connection with the development of low and moderate income housing and the construction of public improvements necessary for the development thereof; (ii) providing tax increment financing support to Corkrean Properties, L.L.C. in connection with the construction of public improvements related to the development of townhomes; and (iii) using tax increment financing to pave a portion of N. 8th Avenue situated on the Property; and

WHEREAS, notice of a public hearing by the City Council on the question of establishing the Urban Renewal Area and on a proposed urban renewal plan (the "Plan") and the Project were heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing on June 20, 2016; and

WHEREAS, the Planning and Zoning Commission has met as required by Section 403.5 of the Code of Iowa; and

WHEREAS, copies of the Plan, notice of public hearing and notice of a consultation meeting with respect to the Plan were mailed to Madison County and the Winterset Community School District; the consultation meeting was held on June 6, 2016; and responses to any comments or recommendations received following the consultation meeting were made as required by law;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Winterset, Iowa, as follows:

Section 1. An economic development area as defined in Chapter 403 of the Code of Iowa is found to exist on the Property.

Section 2. The Property is hereby declared to be an urban renewal area, in conformance with the requirements of Chapter 403 of the Code of Iowa, and is hereby designated the North Stone Urban Renewal Area #2.

Section 3. The development of the Property is necessary in the interest of the public health, safety or welfare of the residents of the City.

Section 4. It is hereby determined by this City Council as follows:

A. The Plan conforms to the general plan of the City as a whole;

B. Proposed development in the Urban Renewal Area is necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

C. The City will not displace families in connection with projects to be undertaken in the Urban Renewal Area.

Section 5. The Plan for the Urban Renewal Area is made a part hereof and is hereby in all respects approved in the form presented to this City Council, and the proposed project for such area based upon such Plan is hereby in all respects approved.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved this 20th day of June 2016

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

EXHIBIT A

Legal Description

North Stone Urban Renewal Area #2

Certain real property situated in the City of Winterset, Madison County, State of Iowa generally described as follows:

A part of the Southwest Quarter of the Southeast Quarter of Section 25, Township 76 North, Range 28 West of the Fifth Principal Meridian in the City of Winterset, Madison County, Iowa and more particularly described as follows:

Beginning at the Northwest Corner of North Stone Village Plat 3, an official plat; Thence North 89°10'11" West, 33.00 feet to the west line of said Southwest Quarter of the Southeast Quarter; Thence North 00°03'17" East along said west line, 244.57 feet to the Southwest Corner of Parcel "F" as shown on the Plat of Survey recorded in Book 2005 Page 4170; Thence South 89°44'22" East along the south line of said Parcel "F", 229.89 Feet to the Southeast Corner of said Parcel "F"; Thence North 00°33'19" East along the east line of said Parcel 'F' and the northerly extension thereof, 531.89 feet to the north line of said Southwest Quarter of the Southeast Quarter; thence South 89°42'33" East along said north line, 425.99 feet; thence South 00°16'53" West, 124.84 feet; thence South 89°43'07" East, 106.82 feet; thence South 00°16'53" West, 50.00 feet; thence southwesterly along a curve concave southeasterly whose radius is 25.00 feet, whose arc length is 39.03 feet and whose chord bears South 45°33'20" West, 35.19 feet; thence South 00°49'47" West, 583.92 feet to the Northeast Corner of street lot 'B', North Stone Village Plat 1, an official plat; thence North 89°10'11" West along the north line of said street lot 'B' and the north line of North Stone Village Plat 3, an official plat, 700.72 feet to the Point of Beginning and containing 10.19 acres (443,885 square feet).

The Mayor stated that the next item is consideration of an ordinance providing for the division of taxes in the North Stone Urban Renewal Area No. 2. The Administrator stated that the ordinance provides for diversion of the tax increment financing taxes from the regular property tax stream. Council Member Macumber then introduced an ordinance entitled AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE NORTH STONE URBAN RENEWAL AREA #2, and moved that the statutory rule requiring an ordinance to be considered and voted on for passage at two Council meetings prior to the meeting at which it is finally passed be suspended. Council Member Seaward seconded the motion to suspend the rules. Roll call vote:

AYES: Fletcher, Harrell, Macumber, Seaward

NAYS: none

ABSTAIN: Stover

It was then moved by Council Member Harrell and seconded by Council Member Seaward that the ordinance be adopted. Roll call vote:

AYES: Fletcher, Harrell, Macumber, Seaward

NAYS: none

ABSTAIN: Stover

The Mayor then declared that Ordinance No. 600. AN ORDINANCE PROVIDING FOR THE DIVISION OF TAXES LEVIED ON TAXABLE PROPERTY IN THE NORTH STONE URBAN RENEWAL AREA #2, was now duly adopted.

The Mayor then stated that the next step is to set a date for a public hearing on the proposed development agreement. The Administrator stated that the Development Agreement covers the assistance that the City will provide for this housing project. He recommended that the public hearing be held at the July 18th City Council meeting. Following a period of discussion, the motion was made by Council Member Fletcher and seconded by Council Member Macumber to adopt the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-64

RESOLUTION TO FIX A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE AN DEVELOPMENT AGREEMENT WITH CORKREAN PROPERTIES, L.L.C., INCLUDING GRANTS AND TAX INCREMENT PAYMENTS

WHEREAS, the City of Winterset, Iowa (the "City"), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the North Stone Urban Renewal Area #2 (the "Urban Renewal Area"); and

WHEREAS, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City Council now proposes that the City enter into a Development Agreement (the "Development Agreement") with Corkrean Properties, L.L.C. (the "Developer") in connection with the development of affordable housing for people of low and moderate income and the corresponding construction of public infrastructure in the Urban Renewal Area; and

WHEREAS, the Development Agreement would provide financial incentives to the Developer in the form of grants and annual appropriation tax increment payments in an amount not to exceed \$200,000 (the "Payments") under the authority of Chapter 15A of the Code of Iowa; and

WHEREAS, it is necessary to set a date for a public hearing on the Development Agreement;

NOW THEREFORE, IT IS RESOLVED by the City Council of the City of Winterset, Iowa, as follows:

Section 1. This City Council shall meet on July 18, 2016, at 7:00 o'clock p.m., at the City Hall, in the City, at which time and place proceedings will be instituted and action taken to approve the Development Agreement and to authorize the future funding of the Payments.

Section 2. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than four (4) days and not more than twenty (20) days before the date of said meeting in a legal newspaper of general circulation in the City. Said notice shall be in substantially the following form:

NOTICE OF MEETING FOR APPROVAL OF DEVELOPMENT AGREEMENT WITH
CORKREAN PROPERTIES, L.L.C. AND AUTHORIZATION OF FUTURE GRANTS AND TAX
INCREMENT PAYMENTS

The City Council of the City of Winterset, Iowa, will meet at the City Hall, on July 18, 2016, at 7:00 o'clock p.m., at which time and place proceedings will be instituted and action taken to approve a Development Agreement between the City and the Corkrean Properties, L.L.C. (the "Developer"), in connection with the development of affordable housing for people of low and moderate income and the corresponding construction of public infrastructure, which Agreement provides for certain financial incentives in the form of grants and annual appropriation economic development payments (the "Payments") to the Developer in a total amount not exceeding \$200,000, as authorized by Chapter 15A of the Code of Iowa.

The agreement to make the Payments to the Developer will not be a general obligation of the City, but will be payable solely and only from incremental property tax revenues generated within the North Stone Urban Renewal Area #2. Some or all of the payments may be made subject to annual appropriation by the City Council.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the City Council may, at the meeting or at an adjournment thereof, take additional action to approve the Development Agreement or may abandon the proposal.

This notice is given by order of the City Council of Winterset, Iowa.

Mark Nitchals
City Administrator

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this 20th day of June 2016

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on the rezoning proposal. Assistant City Administrator Bob Hendricks reported that this concerns the property where the Stepping Stones Day Care Center is located. He stated that the address for this location is 701 S 3rd Avenue. He stated that the request is to change the zoning classification from R-2 Residential to TD-1 Residential Commercial Transition District. He stated that the Planning & Zoning Commission has studied this request and recommended approval of the rezoning. He suggested that the Council set the date of July 18th for a public hearing on the proposed rezoning. Following a period of discussion, Council Member Harrell made a motion seconded by Council Member Stover to adopt the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-65

RESOLUTION SETTING DATE FOR A PUBLIC HEARING
ON PROPOSED REZONING REQUEST

WHEREAS a request has been made to rezone certain property located at 701 s. 3rd Avenue and legally described as:

Lots Three (3) and Four (4) in Block Four (4), and the South 45 Feet of vacated Arnold Street lying North of said Lots, in Jenkins' Addition to the Town of Winterset, Madison County Iowa,

from the R-2 Residential District to the TD-1 Residential - Commercial Transition District; and

WHEREAS the Council must hold a public hearing on the proposal to change the zoning classification of property.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa that a public hearing be held on July 18, 2016 on the proposal to rezone property as described above.

BE IT FURTHER RESOLVED that City Administrator is hereby authorized and directed to cause notice of this public hearing to be published, and notice of the public hearing mailed to the owners of property located within 200 feet of the above described properties, in a timely manner.

Passed and approved this 20th day of June 2016

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor then called upon the Administrator to report on the next item on the agenda dealing with City property drainage. The Administrator stated that this involves City owned property on Court Avenue to the east of 10th Street where a softball complex is to be built. He stated that he has been trying to work out an exchange of property with Agriland FS which would allow for access to parking for the proposed softball complex. He stated that Agriland FS asked that drainage issues be addressed as part of this exchange of property. The Administrator stated that as part of the development of the softball complex, the routing of storm water drainage would have to be engineered. He stated that Snyder & Associates have been involved with the softball complex in the past, and he asked this firm for a proposal to undertake this drainage study. The Administrator provided copies of the proposal from Snyder & Associates to the Council Member for review. Following a period of discussion, a motion was made by Council Member Fletcher and seconded by Council Member Stover to adopt the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-66

RESOLUTION APPROVING CONTRACT
FOR CONSULTING SERVICES FOR
CAPITAL IMPROVEMENT PLAN

WHEREAS the City desires to undertake a drainage study of City owned land and adjacent lands that is located east of 10th Street; and

WHEREAS Snyder & Associates has proposed to study existing drainage patterns and to analyze alternate methods to provide positive drainage of the area.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa that the consulting contract with Snyder & Associates for the preparation of a drainage study of City owned property east of 10th Street is hereby approved.

Passed and approved this 20th day of June, 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on loan for the Airport Authority. Dave LaGrange from the Airport Authority presented a letter from Greg Harrison, the Chairman of the Airport Authority requesting a short term loan from the City to the Airport Authority. He stated that the purpose of the loan would be to provide funds to pay for certain expenses related to the Airport expansion project. He stated that the Airport Authority has been awarded a grant from the Federal Aviation Authority and the grant proceeds will be used to repay this loan. He stated that it is his understanding that the Airport Authority must first disburse the expenses and then file for reimbursement through the FAA grant. The Administrator stated that he contacted the City's Bond Counsel who suggested a loan agreement that would provide for repayment of the loan within one year or within 30-days after receipt of the grant funds from the FAA. Following a period of discussion, Council Member Fletcher made a motion seconded by Council Member Seaward to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-67

RESOLUTION AUTHORIZING LOAN AGREEMENT

WHEREAS a request was made by the Winterset Airport Authority to arrange for a short term loan agreement to pay for certain expenses associated with the airport expansion project; and

WHEREAS the Winterset Airport Authority will receive a grant from the Federal Aviation Authority to reimburse for these expenses associated with the airport expansion project.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa that a loan agreement is hereby approved providing for up to \$40,000 to the Winterset Airport Authority, said loan to be repaid upon receipt of the grant proceeds from the Federal Aviation Authority.

Passed and approved this 20th day of June 2016

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for a report on the pay estimate for the Sewer Plant Project. The Administrator stated that the contractor has submitted Pay Estimate No. 11 for work completed on the project. The Administrator stated that the Project Engineer has reviewed the pay estimate and recommends approval. The Administrator stated that the Project Engineer reports that equipment start-up procedures are scheduled for this week. He stated that the only work yet to be completed is some site grading.

Following a brief period of discussion, a motion was made by Council Member Seaward and seconded by Council Member Macumber to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-68

RESOLUTION APPROVING PAY ESTIMATE
WASTEWATER TREATMENT FACILITIES IMPROVEMENT PROJECT

WHEREAS the City has previously entered into a contract with C.L. Carroll Co., Inc. for construction of the Winterset Wastewater Treatment Facilities Improvement Project; and

WHEREAS the contractor has submitted Pay Estimate No. 11 requesting payment in the amount of \$176,387.10; and

WHEREAS the Project Engineer from Veenstra & Kimm, Inc. has reviewed said pay estimate and has recommended approval of Pay Estimate No. 11.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Winterset, Iowa that Pay Estimate No. 11 providing for payment in the amount of \$176,387.10 to C.L. Carroll Co., Inc. for work completed on the Winterset Wastewater Treatment Facilities Improvement Project be hereby approved and that the City Administrator is hereby directed to issue payment to C.L. Carroll Co., Inc. in the amount of \$176,387.10

Passed and approved this 16th day of May, 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the cigarette permits expire on June 30th of each year. Following brief discussion, a motion was then made by Council Member Harrell and seconded by Council Member Stover to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-69

RESOLUTION APPROVING CIGARETTE PERMIT APPLICATIONS

BE IT RESOLVED by the City Council of the City of Winterset, Iowa that cigarette permits are hereby granted effective July 1, 2016 to the following list of businesses:

Casey's General Store (1st Street)
Casey's General Store (Summit)
Dollar General Store
Fareway Stores Inc.
Git N Go
Hy-Vee Stores
Kum & Go
Rodgers Spirits & More

Passed and approved this 20th day of June 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor stated that the City has received an application for a new Native wine permit from the Iowa Quilt Museum. Following a brief discussion, a motion was made by Council Member Harrell and seconded by Council Member Fletcher to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016 - 70

RESOLUTION APPROVING
LIQUOR LICENSE APPLICATION

WHEREAS, there is now on file in the office of the City Administrator a new Native Wine Permit application from Iowa Quilt Museum.

WHEREAS, after due investigation and consideration of said matter, it is considered that the applications should be approved and recommendation be made that the above listed liquor licenses be granted.

NOW, THEREFORE, BE IT RESOLVED that it is recommended the liquor license be granted Iowa Quilt Museum for a Native Wine Permit.

Passed and approved this 20th day of June 2016.

James C. Olson, Mayor

Attest:

Mark Nitchals, City Administrator

The Mayor stated that the City has received a renewal application from the Madison County Chamber of Commerce to renew their Native wine permit. A motion was made by Council Member Harrell and seconded by Council Member Fletcher to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016 - 71

RESOLUTION APPROVING
LIQUOR LICENSE APPLICATION

WHEREAS, there is now on file in the office of the City Administrator application for renewal of Madison County Chamber of Commerce for a Native Wine Permit

WHEREAS, after due investigation and consideration of said matter, it is considered that the applications should be approved and recommendation be made that the above listed liquor license be granted.

NOW, THEREFORE, BE IT RESOLVED that it is recommended the liquor licenses be granted for Madison County Chamber of Commerce for a Native Wine Permit and it is recommended the permit be granted.

Passed and approved this 20th day of June 2016.

James C. Olson, Mayor

Attest:

Mark Nitchals, City Administrator

The Mayor stated that the City has received the application for renewal of the Native wine permit held by Green Turf Florist. A motion was then made by Council Member Harrell and seconded by Council Member Fletcher to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016 - 72

RESOLUTION APPROVING

NATIVE WINE LIQUOR LICENSE

WHEREAS, there is now on file in the office of the City Administrator an application for a Class B Native Wine permit filed by Green Turf Florist; and

WHEREAS, after due investigation and consideration of said matter, it is considered that the application should be granted and recommendations be made that the permit be granted.

NOW, THEREFORE, BE IT RESOLVED that the application of Green Turf Florist for a Class B Native Wine permit is hereby approved and it is recommended the permit be granted.

Passed and approved this 20th day of June 2016.

James C. Olson, Mayor

Attest:

Mark Nitchals, City Administrator

The Mayor stated that the next item on the agenda is consideration of the salary rates for the Department Supervisors for Fiscal year 2016-17. Following a period of discussion, a motion was made by Council Member Seaward and seconded by Council Member Harrell to approve the following resolution. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the following resolution was duly adopted.

RESOLUTION NO. 2016-73

RESOLUTION SETTING SALARY RATES FOR
DEPARTMENT SUPERVISORS

BE IT RESOLVED by the City Council of the City of Winterset, Iowa that salary rates are hereby established for the following listed Department Supervisors for Fiscal Year 2016-17.

<u>NAME</u>	<u>BI-WEEKLY SALARY</u>
Mark Nitchals	\$3,361.29
Bob Hendricks	\$2,772.41
Ken Burk	\$2,772.41
Terry Miller	\$2,455.16
Dan Strable	\$2,254.07
Jack Loynachan	\$2,444.69
John Pletchette	\$2,300.94

Passed and approved this 20th day of June 2016.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator

The Mayor called for the Administrator to present his report at this time. The Administrator stated that the engineers from Veenstra & Kimm have been working on the nutrient reduction study. He stated that the City's NPDES permit requires the submission of a nutrient reduction study to the Iowa DNR. He stated that City staff met with the engineers recently and two general proposals were being considered. One option would add treatment processes to the existing plant and replace and upgrade much of the aging treatment equipment. He stated the other option would be to abandon most, but not all, of the existing plant and change to a new treatment process. The Administrator stated that the engineers from Veenstra & Kimm will attend the July 5th Council meeting to report further on this matter and to ask for Council approval.

The Administrator stated that the State Legislature has changed the publishing requirements for publicly bid construction projects. He stated that Notice to Bidders will have to be posted in contractor plan rooms and posted on the entities web site. He stated that previously,

notice to bidders was published for a period of not less than four days, but not more than 45 days before the date of bid opening. He stated that project engineers usually posted the project bid opening in these contractor plan rooms.

The Administrator stated that he heard from John Hutchison that he was not interested in paying for the additional length of paving on 8th Avenue. He stated that he was not willing to pay the estimated \$5,600 to extend the paving past his driveway.

The Administrator stated he and Bob Hendricks met with the engineer for the City Hall HVAC project. He stated that Corey Metzger of Resource Consulting Engineers LLC provided a cost estimate showing about \$230,000 in construction costs. He stated that most of the work will be in the lower level of City Hall where much of the ceiling will have to be removed to get access to the duct work. He stated that as a result, the lower level will not be usable during the construction work, which could be about a month or so. He stated that the tentative schedule calls for the work to be done during October, when the weather is cooler and we would not need air conditioning. He also urged the City to bring in a commissioning expert to provide inspection services and to test and balance the system.

The Administrator stated that hotel/motel tax revenues continue to come in at a good pace, thanks to the new Cobble Stone Inn. He stated that the City recently received the last quarterly payment for this fiscal year. He stated that for the entire fiscal year, the total hotel/motel revenue was \$62,742, which was nearly double the \$33,555 from last fiscal year. The Administrator reported that Road Use Tax revenues totaled \$641,376, compared to \$539,669 for last year. The Administrator stated that property tax revenues were slightly more than budgeted, except TIF tax revenues were again lower than expected. He stated that he expects the General Fund to have a higher ending fund balance than earlier projected.

The Administrator stated that he plans to prepare a revised budget for next fiscal year after the end of this current fiscal year. He stated that the revised budget would take into account the revised beginning fund balances, and also take into account any revenue line items or expenditures that were higher or lower than expected.

The Administrator reported that Dollar General Store has paid the \$300 civil penalty to the City. He stated that there seemed to be some reluctance, and perhaps some confusion, on Dollar General's part in paying this civil penalty for underage cigarette sales.

The Mayor called for a report on the claims. Council Member Fletcher stated that he reviewed the claims and moved to approve the following list of claims. Council Member Seaward seconded the motion. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

GENERAL

POLICE:

Andrew Lovan, reimb expenses	35.03
CenturyLink, phone service	415.51
Galls Inc., pepper spray	132.87
Grafix Shoppe, car graphics	450.00
Madison Co Treasurer, gasoline	748.91
Payroll Account, salaries	18,139.07
Quality Car Care, car repairs	812.16
Roush Collision & Restoration, install graphics	360.00
Super Circuits, camera repairs	251.21
Verizon, cellular service	280.07

FIRE:

Agriland FS Inc., gasoline	120.85
CenturyLink, phone service	107.50
MidAmerican Energy Co., gas service	34.93
Payroll Account, salaries	4,441.66
Thirst Park, mtg supplies	187.38
Verizon, cellular service	80.02
Waste Mgmt of Iowa, garbage service	16.00
Winterset Oil Co., gasoline	10.78

ADMINISTRATION:

Ben Franklin Store, office supplies	22.83
Bob's Custom Trophies, name plate	13.95

Johnson Insurance, add'l insurance	2,043.00
Lance J Noe, mtg facilitator	2,900.00
Payroll Account, salaries	4,246.04
Winterset Madisonian, pub	407.13
<u>ANIMAL CONTROL:</u>	
Payroll Account, salaries	56.22
Winterset Veterinary Center, impound fees	127.89
<u>BUILDING INSPECTOR:</u>	
Payroll Account, salaries	1,211.25
Quality Car Care, truck repairs	696.94
Winterset Oil Co., gasoline	65.00
<u>ECONOMIC DEVELOPMENT:</u>	
Madison Co Chamber of Commerce, hotel/motel tax	4,845.73
GARBAGE FUND	
<u>SOLID WASTE/GARBAGE:</u>	
Payroll Account, salaries	619.24
Payroll Account, benefits	100.49
INTERNAL SERVICE FUND	
<u>ADMINISTRATION:</u>	
Authorize.Net, ACH fees	48.10
Brandy Decker, cleaning service	180.00
CenturyLink, phone service	444.49
Fareway Stores, mtg supplies	62.15
Montross Pharmacy, office supplies	17.16
Total Administrative Services, flex admin fees	258.58
ROAD USE TAX	
<u>ROADWAY MAINTENANCE:</u>	
Agriland FS Inc., gasoline	381.92
Brittains Std Parts, equip repairs	75.36
Card Services, tools	263.94
CenturyLink, phone service	192.44
Doc's Soft Water, office supplies	5.50
Electronic Engineering, pager maint	23.90
Family Center, hdw supplies/tools	141.15
Farmers Electric Coop Inc., utilities	203.41
Martin Marietta Agg, rock	395.44
MidAmerican Energy, gas service	25.58
Payroll Account, salaries	5,523.21
Simon Welding, welding	105.00
Snyder & Assoc, engineer fees	3,700.00
The Shopper, ad	50.00
Winterset Oil Co., gasoline	190.08
<u>STREET CLEANING:</u>	
Brittains Std Parts, equip repairs	89.96
Payroll Account, salaries	118.50
SEWER UTILITY FUND	
<u>SANITARY SEWER:</u>	
Brittains Std Parts, truck maint	105.88
Card Services, registration	100.00
CenturyLink, phone service	231.00
Family Center, testing supplies	15.24
J & L Sanitation, garbage service	140.00
North Central Laboratories, sludge equipment	64.83
O'Reilly Automotive Inc., truck maint	193.15
Payroll Account, benefits	1,226.08
Payroll Account, salaries	7,544.07
Spee-Dee Delivery Service Inc., shipping	87.37
Winterset Oil Co., gasoline	288.26
AIRPORT IMPROVEMENT PROJECT FUND	
<u>AIRPORT:</u>	
Winterset Airport Authority, loan proceeds	40,000.00
LOCAL OPTION SALES TAX FUND	
<u>TRANSFERS:</u>	
Sports Complex Project Fund, transfers	30,252.54
Trails Project Fund, transfers	45,444.90
EMERGENCY FUND	
<u>TRANSFERS:</u>	
General Fund, transfer	19,376.46

CEDAR WOODS TIF FUND	
<u>ECONOMIC DEVELOPMENT:</u>	
Zuendel Investments Inc., TIF rebate	16,891.76
<u>TRANSFERS:</u>	
LMI Grant Fund, LMI transfer	10,091.89
NELSON ACRES TIF FUND	
<u>TRANSFERS:</u>	
Winterset Community School, TIF rebate	4,092.29
CORKREAN WATTS TIF FUND	
<u>ECONOMIC DEVELOPMENT:</u>	
Corkrean Watts Development Co., TIF rebate	18,837.34
<u>TRANSFERS:</u>	
LMI Grant Fund, LMI transfer	11,254.26
ARBOR PARK TIF FUND	
<u>ECONOMIC DEVELOPMENT:</u>	
Corkrean Development Inc., TIF rebate	11,797.58
<u>TRANSFERS:</u>	
LMI Grant Fund, LMI transfer	7,048.40
NORTHSTONE VILLAGE TIF FUND	
<u>ECONOMIC DEVELOPMENT:</u>	
Corkrean Properties LLC, TIF rebate	23,332.48
Fareway Stores Inc., TIF tax rebate	23,522.37
LMI GRANT FUND	
<u>TRANSFERS:</u>	
Housing Special Revenue, transfer	12,122.71
RAFFLE & GAMING FUND	
<u>TRANSFERS:</u>	
Trails Project Fund, transfer	4,146.66
PAVING PROJECT FUND	
<u>ROADWAY MAINTENANCE:</u>	
Snyder & Associates, engineer fees	11,960.00
TRUST & AGENCY	
<u>POLICE:</u>	
Payroll Account, benefits	3,132.09
<u>FIRE:</u>	
Payroll Account, benefits	495.65
<u>ADMINISTRATION:</u>	
Payroll Account, benefits	889.57
<u>ROADWAY MAINTENANCE:</u>	
Payroll Account, benefits	915.09

<u>Receipts for previous month:</u>	
General Fund -	\$130,679.26
Special Revenue Fund -	\$88,635.45
TIF Special Revenues Funds	\$35,399.34
Debt Service Funds -	\$242.00
Capital Project Funds -	\$0.00
Enterprise Funds -	\$120,396.37

The Mayor stated that the minutes of the June 2nd and June 6, 2016 City Council meeting were previously distributed to the Council Members for their review. A motion was made by Council Member Seaward and seconded by Council Member Macumber to approve the minutes as submitted. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried.

The Mayor noted that no one had signed up for making any public comments at this time.

A motion was then made by Council Member Macumber to adjourn the meeting. The motion to adjourn was seconded by Council Member Stover. Roll call vote:

AYES: Stover, Fletcher, Harrell, Macumber, Seaward

NAYS: None

Whereupon the Mayor declared that the motion carried and the meeting was now adjourned.

James C. Olson, Mayor

ATTEST:

Mark Nitchals, City Administrator