

**CITY COUNCIL MEETING**  
 Tuesday, November 12, 2013  
**Grimes City Hall 5:30 P.M.**

The regular meeting of the Grimes City Council was called to order by Mayor Armstrong on Tuesday, November 12, 2013 at 5:30 P.M. at the Grimes City Hall. Pledge of Allegiance was led by Mayor Armstrong

Roll Call: Present: Tapper, Patterson, Evans, Shatava. Absent: Altringer

Mayor Armstrong welcomed the student government class from DC-G Schools who were in attendance.

**GENERAL AGENDA ITEMS.**

**APPROVAL OF THE AGENDA**

Mayor Armstrong asked that Public Agenda Item D Resolution 11-0113 be moved to after the Patrol Report and under Council Actions and that Item G be removed.

Moved by Evans, Seconded by Tapper; the agenda with the changes shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**Approval of the Consent Agenda**

- A. Minutes of Previous Meeting 10/22/13
- B. Top Notch Tree Service – Storm Clean Up \$29,500
- C. Westbrooke Construction –structural engineering work at 200 SE Main Street - \$7,147
- D. IDOT Tab of Assurance and Verification Testing Cost for Hwy 44 - \$3,818.48
- E. Halbrook Excavating, Inc. Autumn Park Plat 3 – find existing water main and connect -\$ 6,370
- F. IDOT Winter Truck Blades and Curb Guards - \$2,982.05
- G. AECOM – Northwest Transportation Corridor Feasibility Study - \$11,669.07
- H Municipal Pipe Services Inc. – work to shut down old main on N Main Street - \$12,500
- I. Pay Request #6 to Absolute Concrete Construction for the SE Main Street Improvements in the amount of \$516,041.34
- J. Change Order #3 to Absolute Concrete, Inc. for the SE Main Street Improvements increasing contract \$7,202.87
- 9 (addition to paving and striping, hydrant extension, change in fencing material.
- K. Annual Urban Renewal Report
- L. TIF certification for Fiscal year 2015
- M. Interstate Power Systems – fire department repair to truck \$3,598.68
- N. City of Grimes Website Revisions
- O. Resolution 11-0413 Changing Meadowlark South Plat 3 from SE 17<sup>th</sup> Street to SE 17<sup>th</sup> Court.
- P. Annual Report 2013
- Q. Claims in the amount of \$1,186,098.59

Moved by Patterson, Seconded by Tapper; the consent agenda shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

Sep-13

	Beg Balance	Receipts	Expenses	Ending Balance
General Fund	3,629,182.01	202,804.45	441,309.28	3,390,677.18
Special Revenue Fund	1,127,348.56	99,634.81	16,346.44	1,210,636.93
Debt Service Capital Improvements	2,277,189.26	27,349.90	0.00	2,304,539.16
Enterprise Fund	2,592,778.20	1,322.50	373,159.85	2,220,940.85
Total	4,222,845.36	446,894.55	195,739.05	4,474,000.86
	13,849,343.39	778,006.21	1,026,554.62	13,600,794.98

Oct

	Beg Balance	Receipts	Expenses	Ending Balance
General Fund	3,390,677.18	1,732,875.06	393,434.60	4,730,117.64
Special Revenue Fund	1,210,636.93	814,415.89	170,021.35	1,855,031.47
Debt Service Capital Improvements	2,304,539.16	754,795.06	0.00	3,059,334.22
Enterprise Fund	2,220,940.85	51,155.65	408,962.23	1,863,134.27
Total	4,474,000.86	478,890.96	189,553.59	4,763,338.23
	13,600,794.98	3,832,132.62	1,161,971.77	16,270,955.83

### **Fire Chief Report**

Chief Krohse advised that they had 65 runs of which 55% were EMS in the month of October. Chief Krohse advised that Polk County Emergency Management has decided to test the sirens monthly all year round. He added that previously sirens were only tested in the Spring through the Fall which prompted more questions in the Spring when the testing was re-initiated each year.

### **Patrol Report**

Deputy Miller of the Polk County Sheriff's Department was present at the meeting. He stated that he had nothing new to report to the Council.

(Public Agenda Item D.)

### **D. Resolution 11-0113 Proclamation Declaring November Pancreatic Cancer Awareness Month**

Mayor Armstrong stated that this was something that hit close to home as we have a person at City Hall who is a survivor of pancreatic cancer.

Moved by Patterson, Seconded by Evans; Resolution 11-0113 Proclamation Declaring November Pancreatic Cancer Awareness Month shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

Nancy Soukup of 2005 NW Gabus Drive, Grimes was present. Soukup stated that she was making this request as her husband Brian Soukup was diagnosed with pancreatic cancer in July of 2010 and passed away in November of 2011 at the age of 45. She is asking the City to join her in the observance of November 2013 as Pancreatic Cancer Awareness Month.

## **PUBLIC AGENDA ITEMS Council may consider and potentially act on the following**

### **A. Request from Hubbell Realty Company for TIF Tax Rebate and to Direct City Attorney to Start Proceedings.**

Kris Sadoris of Hubbell Realty Company was present to request assistance on their next phase of buildings. She stated that this would be building number three of four buildings. She added that the success of these buildings is related to the cost of these buildings to their users and their corresponding lease rates. Sadoris stated that they are in competition with some other metro suburbs that have similar buildings. She advised that the taxes on the building are a big part of this. Sadoris stated that this TIF request is the same as building two with a request for a 7 year rebate on a building evaluation of \$260,000. Mayor Armstrong added that it would be the bonding attorneys with Dorsey and Whitney who would put this together.

Moved by Shatava, Seconded by Patterson; the request from Hubbell Realty Company for TIF Tax Rebate and to direct the bond attorney to start proceedings, shall be approved:

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**B. Resolution 11-0213 to Fix a Date for a Public Hearing on November 26, 2013 for Water Revenue Loan and Disbursement**

Moved by Patterson, Seconded by Evans; Resolution 11-0213 to fix a date for a Public Hearing on November 26, 2013 for Water Revenue Loan and Disbursement shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**C. Agreement for Update of Cooperative Services Agreement for Maintenance of Joint Jurisdictional Roadways**

City Administrator Brown stated that any time there is a change in a joint jurisdictional roadway it is required to modify the language in this agreement to reflect the change.

Moved by Evans, Seconded by Patterson; the agreement for the update of Cooperative Services Agreement for Maintenance of Joint Jurisdictional Roadway shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

D. (addressed earlier in meeting)

**E. Third Reading of Ordinance 620 An Ordinance Amending the Grimes Code of Ordinance Chapter 106 Collection of Solid Waste Services**

Moved by Patterson, Seconded by Shatava; the Third Reading of Ordinance 620, an Ordinance amending the Grimes Code of Ordinance Chapter 106 Collection of Solid Waste Services, shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

Moved by Shatava, Seconded by Patterson; Ordinance 620 shall receive Final Passage.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**F. Third Reading of Ordinance 621 An Ordinance Amending the Grimes Code of Ordinances Chapter 108 Recycling**

Moved by Patterson, Seconded by Evans; the Third Reading of Ordinance 621 an Ordinance amending the Grimes Code of Ordinances Chapter 108 Recycling shall be approved.

Roll Call. Ayes: All. Nays: None. Motion passes: 4 to 0.

Moved by Patterson, Seconded by Evans; Ordinance 621 shall receive Final Passage.

Roll Call. Ayes: All. Nays: None. Motion passes: 4 to 0.

**PUBLIC FORUM**

Jim Fox of 300 SE 3<sup>rd</sup> was present to address the Council. Fox advised that the scout troops in town are going to lose their meeting space shortly in the old City Hall. Fox stated that he was starting a fund raising campaign to building a new facility that would house all nonprofit groups in honor of his late wife; Roxanne Fox.

**COUNCIL ACTIONS**

**A. Request from Brooke Ridge West for Rezone 15.9 acres currently zoned A-1 Agricultural to R2-70 Singly Family and two family dwelling to refer on to Planning and Zoning for Public Hearing and Action on Dec 3, 2013 and City Council for Public Hearing and Action on December 10, 2013.**

Moved by Shatava, Seconded by Patterson; the request from Brooke Ridge West for rezoning shall be referred on to the Planning and Zoning Commission for a Public Hearing and action on Dec 3, 2013 and City Council for a Public Hearing and action on December 10, 2013.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

### **B. Brooke Ridge Plat 1 Final Plat**

Doug Mandernach, Civil Design Advantage, 3405 SE Crossroads Drive, Suite G, Grimes, Iowa was present on behalf of the Developer. Mandernach stated that this plat contains 29 single family lots and there is no change from the preliminary plat. Scott Renaud of Fox Engineering stated that they had no concerns and ask that the plat be approved subject to Fox Engineering letter dated October 16, 2013. Moved by Evans, Seconded by Tapper; Brooke Ridge Plat 1 shall be approved subject to Fox Engineering letter dated October 16, 2013.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

### **C. Beaverbrook Plat 9 Final Plat**

Joel Romey of Bishop Engineering, 3501 104<sup>th</sup> Street, Des Moines Iowa was present on behalf of the developer. He stated this plat contains 73 single family lots zoned R2-70. He advised there were no changes to the preliminary plat. Scott Renaud of Fox Engineering stated they had no concerns and asked that the plat be approved subject to Fox Engineering letter dated October 10, 2013.

Moved by Tapper, Seconded by Patterson; Beaverbrook Plat 9 Final Plat shall be approved subject to Fox Engineering letter dated October 10, 2013.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

### **D. Harris Trucking Site Plan**

Doug Mandernach, Civil Design Advantage, 3405 SE Crossroads Drive, Suite G, Grimes, Iowa was present to address the Council on behalf of the developer. Mandernach stated the only change to the site plan was moving the building from the location on the north side of the lot to the South side of the lot. He added that there were some revisions to the parking as well as a small reduction in the overall size of the building proposed. Scott Renaud of Fox Engineering had not further comments.

Moved by Evans, Seconded by Patterson; the Harris Trucking Site Plan shall be approved subject to staff letter dated October 24, 2013.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

### **E. Grimes Business Park Building 3 Site Plan**

Doug Saltgaver of Engineering Resource Group, 2413 Grand Street, Ste 2, Des Moines, Iowa was present on behalf of the developer. He advised that this is the third phase of the development plan and would consist of an 110,000 sq ft building and would be the same design as the previous two buildings. Scott Renaud of Fox Engineering stated that all comments have been addressed.

Moved by Evans, Seconded by Shatava; the Grimes Business Park Building 3 Site Plan shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

### **F. Grimes Crossing Senior Housing Site Plan**

Tim Mauro, 2611 Ingersoll Avenue, Des Moines, Iowa addressed the Council regarding the site plan. He advised this would be a three story, 31 unit apartments that will be for over 55 year-olds and fall in a lower income guideline. Mayor Armstrong added that the location of these units would be south of Vision Bank.

Moved by Patterson, Seconded by Shatava; the Grimes Crossing Senior Housing Site Plan shall be approved subject to staff letter dated October 30, 2013.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

## **COUNCIL DISCUSSIONS**

### **1. RDG Presentation – City Hall/Old City Hall Remodeling Plan**

Phil Hodges and Collin Barnes from RDG Planning and Design, 301 Grand Avenue, Des Moines were present to provide drawings on possible renovation to the old city hall and the existing city hall. City Administrator Brown advised that the current plan is to have the Grimes Chamber and Economic Development move to the old city hall building which would create some additional space at city hall. City Council Member Evans asked if there were any building in the down town that would be available for rent for the Chamber and Economic Development offices. She added that she felt putting money into the current city hall was a good idea but was not sure about the old city hall. Brian Buethe of Grimes Chamber and Economic Development advised that he would look into the availability of any other office space.

## **2. Mayor's Report**

Mayor Armstrong advised that the swearing in of the Council Members would be at the December 10<sup>th</sup> meeting so that a special meeting would not be needed later in December. He did add that current City Council members would still be in office through December 31, 2013.

## **3. City Attorney's Report**

No report

## **4. City Engineer's Report**

Scott Renaud of Fox Engineering advised that Main Street is almost completed.

## **5. City Staff Report**

Council Member Shatava asked about doing something next year for Veterans Day in Grimes such as additional flags. City Staff will look into it. Council Member Evans asked when the new Christmas ornaments would arrive and she was advised it should be the first week in December.

## **6. Old Business**

## **7. New Business**

## **8. Recess Open Session**

Mayor Armstrong recesses open session at 6:34 pm.

## **9. Reconvene Open Session**

Mayor Armstrong reconvenes open session at 6:48 pm.

## **10. Resolution 11-0313 providing for Closed Session ref 21.5 (1) c. Potential matters in litigation**

Moved by Evans, Seconded by Tapper; Resolution 11-0313 providing for closed session ref 21.5 (1) c potential matters in litigation shall be approved.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

## **11. Rise from Closed Session**

Moved by Tapper, Seconded by Patterson; the Council shall rise out of Closed Session.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

## **12. Reconvene Open Session**

Moved by Tapper, Seconded by Evans to reconvene open session at 7:15 pm.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

**13. Open Session – cont.**

**14. New Business – cont**

**ADOURNMENT**

Moved by Shatava, Seconded by Tapper; there being no further business, the meeting shall be adjourned at 7:16 pm.

Roll Call: Ayes: All. Nays: None. Motion passes: 4 to 0.

ATTEST:

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Rochelle Williams, City Clerk

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Thomas M. Armstrong, Mayor

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