



JOINT COMMITTEE AGENDA

Tuesday, December 1, 2020 at 6:00 p.m.

Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, this meeting will be conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. Interested persons may attend or participate in the meeting by the following methods:

1. Join by videoconference: <https://bit.ly/3969dlH>

**2. Join by phone: (515) 478-3549
Conference ID: 283 455 132#**

NEW BUSINESS

a) Street Committee Items

- a. November 5, 2020 Minutes
- b. HWY 169 Project Update
- c. Southbridge Plat 4 Update
- d. Two-Hour Parking Spots on Court Street between N. 9th and N. 10th Streets

b) Water & Sewer Committee Items

- a. November 5, 2020 Minutes
- b. Southbridge Plat 4 Update
- c. Recent Utility Rate Adjustments
- d. Residential Solid Waste Collection Services Contract

OTHER BUSINESS

ADJOURNMENT

Street Committee
November 5, 2020 – Meeting Minutes

Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, the Street Committee meeting was conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. Christensen called the meeting to order at 6:01 p.m. Members Present: Christensen, Miller (joined a few minutes after 6:03 p.m.), and Selby. Others Present: Council Members McAdon and Ockerman, City Administrator Brown, Public Works Director Overton, Finance Director Sandquist, City Clerk Leopard, and McClure rep. Schug.

NEW BUSINESS

a) September 1, 2020 Minutes

Miller moved, seconded by Christensen, to approve the minutes. Motion carried unanimously. Miller was absent for this.

b) HWY 169 – DOT Updates

Christensen stated that the City is working to meet with the DOT central office by the end of the year.

c) Food Truck Ordinance

Brown introduced the revised Food Truck Ordinance, which has been modeled off the City of Clive's ordinance. Brown stated that a separate proposal for the City's Fee Schedule will price the food truck permit at \$100 per year.

Ockerman asked about the changes to exemptions for nonprofits and charities. Brown stated that these changes were made based on a legal review and that City Attorney Kristine Stone would provide more details in the future.

Selby stated that a public hearing for this ordinance would be helpful. Miller and Ockerman asked that food truck owners and restaurants be informed.

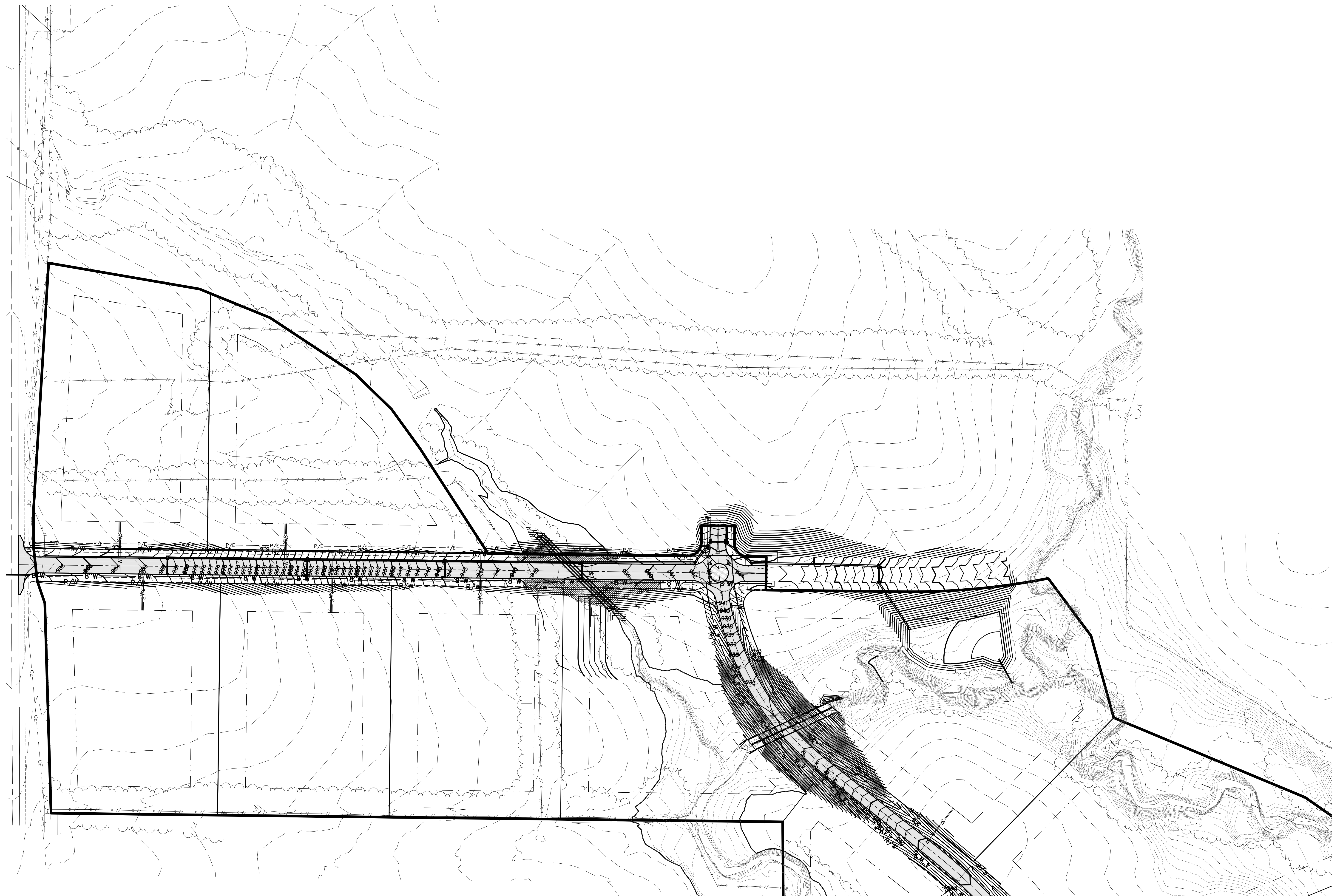
Miller motioned, seconded by Selby, to recommend this ordinance to the council and for the council to set a public hearing. Motion carried unanimously.

OTHER BUSINESS

In other business, Miller asked about sidewalks and trails in Southbridge Plat 4. Robert Cramer of Cramer & Associates, Inc. stated that the current proposal is to make the east/west road public with curb, gutter, a sidewalk, and a trail. The southern cul-de-sac would be a private, rural road without curb, gutter, a sidewalk, or a trail.

ADJOURNMENT – 6:24 p.m.

Respectfully submitted: Anthony Brown, City Administrator



Water & Sewer Committee November 5, 2020 – Meeting Minutes

Due to public health concerns related to COVID-19, and as authorized by emergency proclamation of the Governor of the State of Iowa, the Water & Sewer Committee meeting was conducted electronically, pursuant to Iowa Code Section 21.8, as holding the meeting in person is impossible or impractical. Ockerman called the meeting to order at approximately 6:24 p.m. Members Present: Christensen, Miller, and Ockerman. Others Present: Council Members McAdon and Selby, City Administrator Brown, Public Works Director Overton, Finance Director Sandquist, City Clerk Leopard, and McClure rep. Schug.

NEW BUSINESS

a) October 6, 2020 Minutes

Miller moved, seconded by Christensen, to approve the minutes. Motion carried unanimously.

b) Southbridge Plat 4 & 5

Robert Cramer of Cramer & Associates, Inc. described the proposed Southbridge Plat 4 & 5, which were recommended by the City's Planning & Zoning Commission. Plat 5 is within the Southbridge PUD and will have "smart" homes like an adjacent section. Plat 4 will be further south and is designed for larger lots. In Plat 4, the east/west road from HWY 169 will be a public street, whereas the southern cul-de-sac will be a private, rural street.

Ockerman asked about the sanitary sewer plans for Plat 4. Cramer stated that the lift station will be in this area, so he and his engineer are exploring gravity sewer here or grinder pumps. Christensen asked about preparing the plat for a future sanitary sewer extension to the south.

Brown stated that City staff has discussed the need for future parks and trails in the area between the PUD and Plat 4. Cramer stated that a concept shows these amenities, though it has not been platted. Miller asked about the proposed event center area. Cramer stated this idea will depend on zoning and other factors.

Ockerman asked about future plats if the lift station is constructed in 2021. Cramer stated that he is focusing on selling lots in Plat 2 and the PUD. Then, the focus would shift to Plat 4.

Christensen asked about future connections to HWY 169. Doug Mandernach, Cramer's engineer with Civil Design Advantage, stated that the concept shows one less connection than the original draft. Mandernach stated that the DOT will require a traffic study for this development.

Ockerman stated that *Envision Adel 2040*, the City's updated comprehensive plan, may have further guidance about private streets.

c) Recent Utility Rate Adjustments

Dave Larson and Jon Fokken provided comments about the recent utility rate adjustments. Both expressed concerns about the impact to businesses and residents.

Christensen described the City's water infrastructure needs (i.e., due to age and growth) and the permit from Iowa Department of Natural Resources that required a new wastewater treatment plant. Christensen compared the City's utility rates to the metro and provided an analysis of the City's past and planned rates from 2016 to 2024.

Christensen stated that the impact of COVID-19 has hit small businesses especially hard. Christensen stated that he would be open to looking at a grant application process to provide a short-term discount for those customers. Miller stated that he has talked with many residents and business owners and would be open to this review. Ockerman stated that the City's loans with USDA-RD have various bond requirements that must be maintained.

Selby asked about other businesses (e.g., China Village) and about topsoil requirements in developments. Overton stated that City staff has checked with some businesses on their meters. Overton stated that, while developers place topsoil back on the lots before homes and buildings go up, some builders do not replace topsoil after their work. Brian Jackson, a resident, provided comments about the rate adjustments and their impact on his family.

Water & Sewer Committee
November 5, 2020 – Meeting Minutes

Christensen stated that the rates should be fair for everyone. Ockerman stated that a legal opinion would be needed for a discount program. Ockerman stated that rates may need to be adjusted in the future if major users change their patterns.

Miller motioned, seconded by Christensen, to recommend that the City Attorney provide a legal opinion on a short-term discount program for small businesses. Motion carried unanimously.

d) Residential Solid Waste Collection Services Contract

Brown stated that the City's current residential solid waste contract with Ankeny Sanitation, Inc. will expire on June 30, 2021. The current contract provides an option to extend it another five years. The committee agreed that the rates should be reviewed but that ASI has done well so far.

OTHER BUSINESS

In other business, the High Zone Water Main bid letting occurred earlier today. Christensen provided information on the State's COVID-19 utility bill relief program.

ADJOURNMENT – 8:03 p.m.

Respectfully submitted: Anthony Brown, City Administrator