

07/11/2022

The regular meeting of the Stuart City Council was called to order on the above date at 6:30 pm by Mayor Cook. Present were Council Members Kalbach, Kirkpatrick, Morgan, Doely, and Renslow. Also present were City Administrator Ashour, Billing Clerk Stouffer, Public Works Director Jim Henderson, Kevin Guisinger, Sergeant Katie Guisinger, Forrest Aldrich, Ryan Morrison, Warren Varley, Sue Forcht, Ron Vice, Douglas Galliano, Alpha Mendelson, and Tod Broman.

Moved by Renslow, seconded by Doely to approve the Agenda.

Roll Call: All Ayes

Moved by Renslow, seconded by Doely to approve the Consent Agenda:

- A. Approval of minutes of 06/13/2022 and special / joint meeting of 06/27/2022
- B. Approval of financial statement as of 06/30/2022
- C. Approval of bills as presented
- D. Approval of liquor license – Happy Truck Stop, LLC
- E. Approval of liquor license – SCIO TOO LLC (Stuart Fremont Theatre)
- F. Approval of liquor license– Johnnie’s Tavern

Roll Call: All Ayes

Planning and Zoning Commission Vice Chair Alpha Mendelson made a presentation regarding available training on Planning and Zoning issues, provided by Marketa Oliver of Theia Management Consulting. This training is open to all members of the Board of Adjustment, Planning and Zoning Commission, City Council and staff, as well as any others who are interested.

Moved by Renslow, seconded by Kirkpatrick to approve the proposal to engage Marketa Oliver of Theia Management Consulting for a training session on Planning and Zoning issues.

Roll Call: All Ayes

Planning and Zoning Chairman Tod Broman made a presentation recommending the Galliano family’s properties be rezoned from LI (Light Industrial District) to RS (Residential Single-Family District.)

Moved by Renslow, seconded by Kalbach to refer rezoning the Galliano family’s properties from LI (Light Industrial District) to RS (Residential-Single Family District) to the city attorney.

Roll Call: All Ayes

Planning and Zoning Chairman Tod Broman made a presentation regarding the Residential Zoning Administrator’s recommendation to amend the Code of Ordinances to match that of the City of Bondurant’s as it applies to fences and accessory buildings.

Moved by Morgan, seconded by Doely to refer amending the City Code of Ordinances sections regarding fences and accessory buildings to the city attorney.

Roll Call: All Ayes

Mayor Cook opened the Public Hearing on the 2022 Street Improvements Project.

There were no written or oral objections.

Mayor Cook declared Public Hearing closed.

City Engineer Forrest Aldrich with Veenstra & Kimm, Inc. informed the Council that a total of three bids were received for the 2022 Street Improvements Project:

| <u>Contractor</u> | <u>Base Bid</u> | <u>Alternate 1</u> | <u>Alternate 2</u> |
|-----------------------------------|------------------------|---------------------------|---------------------------|
| InRoads, LLC | \$180,769.50 | \$70,551.00 | \$57,528.00 |
| Grimes Asphalt&Paving Corporation | \$189,145.30 | \$156,690.00 | \$36,632.75 |
| Des Moines Asphalt and Paving | \$220,646.25 | \$144,887.00 | \$52,950.00 |

After review of the bids received, Veenstra & Kimm, Inc. would recommend the City of Stuart award contract for the 2022 Street Improvement project to InRoads, LLC base on their base bid of \$180,769.50.

Moved by Kalbach, seconded by Kirkpatrick to approve the Award of Contract to InRoads, LLC for the total base bid in the amount of \$180,769.50 for the 2022 Street Improvements Project as presented and recommended by City Engineer Forrest Aldrich.

Roll Call: All Ayes

Mayor Cook opened the Public Hearing on the 2022 Safe Routes to School PCC Sidewalk / Trail Project.

There were no written or oral objections.

Mayor Cook declared Public Hearing closed.

City Engineer Forrest Aldrich with Veenstra & Kimm, Inc. informed the Council that a total of three bids were received for the 2022 Safe Routes to School PCC Sidewalk / Trail Project:

| <u>Contractor</u> | <u>Bid</u> |
|--------------------------|-------------------|
| Caliber Concrete, LLC | \$290,179.79 |
| TK Concrete, Inc | \$308,564.00 |
| Jasper Construction | \$310,410.00 |

After review of the bids received, Veenstra & Kimm, Inc. would recommend the City of Stuart reject all bids for the 2022 Safe Routes to School PCC Sidewalk / Trail Project.

Moved by Renslow, seconded by Morgan to reject all bids for the 2022 Safe Routes to School PCC / Sidewalk / Trail Project.

City Financial Advisor Chip Schultz with Northland Securities made a presentation to the Council regarding the proposal to enter into a General Obligation land Acquisition Loan Agreement for housing development project phase 4.

Moved by Kalbach, seconded by Renslow to approve Resolution 22-22C “Resolution Setting the Date for a Public Hearing on Proposal to Enter into a General Obligation and Acquisition Loan Agreement and to Borrow Money Thereunder in a Principle Amount not to Exceed \$400,000” for housing development project phase 4.

Roll Call: All Ayes

City Engineer Forrest Aldrich of Veenstra & Kimm presented a traffic study relating to Housing Phase 4 to the City Council.

Moved by Renslow, seconded by Doely to approve the Traffic Impact Study prepared for the City of Stuart by Veenstra & Kimm, INC.

Roll Call: All Ayes

Stuart Economic Development Director Matt Funk presented a letter from Matt Aust of Aust Hotels, LLC to the city council requesting that the completion date for the Hotel Stuart Development be revised to June 14, 2023 to match the completion date for the state’s Community Catalyst Grant deadline. The request was tabled until the next council meeting.

Stuart Economic Development Director Matt Funk presented a letter from Sadie and Trevor Kleppe of SLK Holdings requesting the timeline to complete the rehabilitation of the property located at 113 NE 2nd Street and receive a certificate of occupancy in the Spring of 2023.

Moved by Renslow, seconded by Doely to grant the request from Sadie and Trevor Kleppe of SLK Holdings to extend the timeline to complete the rehabilitation of property located at 113 NE 2nd Street and receive a certificate of occupancy in the Spring of 2023.

Roll Call: All Ayes

Sue Forcht made a presentation to the council requesting a portion of S Gaines Street be vacated to allow her to pave an area leading to her driveway and garage. The Planning and Zoning Commission recommended that the City vacate that section of S Gaines Street with a legal agreement written that the city retains access to the sanitary sewer as circumstances arise. City Engineer Forrest Aldrich of Veenstra & Kimm advised the Council that if a portion of the right-of-way is abandoned, it must be replaced with access easements for the utilities that are located there.

Moved by Doely, seconded by Morgan to look into the cost of paving that portion of S Gaines St with asphalt.

Roll Call: All Ayes

Mike Metzger of Combat Veterans Motorcycle Association 39-1 sent a written request to the council to close NE 2nd Street from N Division Street to N Fremont Street from about 12:00 pm until about 2:00 pm on Saturday, July 30, 2022 while they are stopped at Ruby's Pub and Grill and Johnnie's Tavern.

Moved by Doely, seconded by Morgan to refer closing NE 2nd Street between N Division Street and N Fremont Street from about 12:00 pm until about 2:00 pm on Saturday, July 30, 2022 to Public Works Director Jim Henderson and Police Chief David Reha for approval, and to inform other business owners on that block of the closing.

Roll Call: All Ayes

Rescue Director Sean Bovinett made a presentation to the council regarding the status of the new ambulance. Rescue Director Bovinett also informed the council that the current Medical Director will be retiring soon. Stuart Rescue is currently seeking a replacement Medical Director and more information will be presented at the next regular council meeting.

Moved by Renslow, seconded by Kalbach to approve Resolution 22-23C "Resolution Authorizing Adoption of Policies and Procedures Regarding Municipal Securities Disclosure"

Roll Call: All Ayes

City Financial Advisor Chip Schultz with Northland Securities made a presentation to the Council regarding the proposal to enter into a General Obligation Fire Truck Acquisition Loan Agreement and to Borrow Money Thereunder in a Principle Amount not to Exceed \$290,000.

Moved by Kalbach, seconded by Renslow to approve Resolution 22-24C "Resolution Setting the Date (August 8, 2022 at 6:30pm at City Hall) for a Public Hearing on Proposal to Enter into a General Obligation Fire Truck Acquisition Loan Agreement and to Borrow Money Thereunder in a Principle Amount not to Exceed \$290,000"

Roll Call: All Ayes

Fire Chief Joshua Renslow made a presentation to the Council regarding the upcoming sale of two fire trucks. The Stuart Fire Department plans to sell the 2005 Chevrolet 5500 and 1992 Ford F700, and use the proceeds toward the purchase of a new truck.

City Administrator Ashour requested that the hourly wages of the contracted City cleaning services provider Barb Boss and the City brush site overseer Paul Sheldahl be raised by \$1.00 per hour each.

Moved by Kirkpatrick, seconded by Morgan to approve City Administrator Ashour's recommendation to increase City cleaning service provider Barb Boss' hourly wage from \$13.31 per hour to \$14.41 per

hour, and to increase City brush site overseer Paul Sheldahl's hourly wage from \$9.25 per hour to \$10.25 per hour.

Roll Call: All Ayes

Sergeant Guisinger made a presentation to the Council regarding the community programs that she has been providing through fundraising. Sergeant Guisinger informed the Council that she has established a 501(c)(3) nonprofit organization "Stuart Police Department Community Programs," and requested that the funds in the amount of \$3952.88 raised to support these programs, which are currently being held by the City, be reimbursed to the organization.

Moved by Kalbach, seconded by Renslow to approve reimbursing the Stuart Police Department Community Programs the amount of \$3952.88.

Roll Call: All Ayes

Mayor Cook appointed Arloa Goldstone to fill a vacant spot on the Historic Preservation Commission with a term ending 01/2025.

Moved by Morgan, seconded by Renslow to approve Mayor Cook's appointment of Arloa Goldstone to fill a vacant spot on the Historic Preservation Commission with a term ending 01/2025.

Roll Call: All Ayes

Moved by Councilmember Renslow to enter into a closed session under Section 21.5(C).

There was no second to the motion.

Motion not carried.

City Administrator Ashour informed the Board that Billing Clerk Stouffer will be moving into the position of Deputy Clerk, and that the position of Billing Clerk has been advertised.

Adjournment at 8:30pm

Dick Cook, Mayor

Ashraf Ashour, City Administrator