

**PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF CORALVILLE,  
JOHNSON COUNTY, IOWA SUBJECT TO THE APPROVAL BY THE CORALVILLE  
CITY COUNCIL AT A SUBSEQUENT MEETING**

An **Electronic Meeting** (pursuant to Iowa Code Section 21.8) of the City Council of the City of Coralville, Johnson County, IA was held Tuesday, March 9, 2021 at 6:30 PM because a meeting in person is impossible or impractical due to concerns for the health and safety of Council Members, Staff and the Public presented by COVID-19. Until further notice all our Council Meetings will be held electronically only. Recorded webcasts of this meeting are on Mediacom 118-8 and on-demand at [www.coralville.org/coralvision](http://www.coralville.org/coralvision).

The following Council Members were present: Foster, Gross, Huynh, Dodds, Goodrich.

The following Staff were present at City Hall: City Attorney Don Diehl; City Attorney Kevin Olson; City Administrator Kelly Hayworth; Asst. City Administrator Ellen Habel; Finance Director Tony Roetlin; Community Development Director Dave Johnson; Production Assistant Haley Yordanoff; Communications Specialist Jon Hines and City Clerk Thorsten J. Johnson.

The following Staff was present electronically via Zoom: Director of Parks & Recreation Sherri Proud; Director of Parking & Transportation; Library Director Alison Ames Galstad; Asst. Library Director Ellen Hampe Alexander.

Motion by Gross, seconded by Goodrich to approve the agenda. Motion carried.

Votes are 5 Ayes for Motions, Resolutions and Ordinances unless otherwise noted.

There were no citizen comments.

Mayor John A. Lundell proclaimed March 22-26, 2021 as "March for Meals on Wheels Week." Vice President of Advocacy & Donor Relations Kay Fisk with Horizons, A Family Service Alliance accepted the proclamation on behalf of Elder Services. Fisk reported the need for Meals on Wheels is growing and she expects that to continue into the future. In the last decade they have seen a 17% growth in older adults and the same amount of growth if not more is expected by 2030 nationwide. They will continue to raise funding and hope the Older Americans Act will step up and increase funding. Fisk asked everyone to speak with their local Representatives and Senators to urge them to support the Meals for Meals program. Volunteers are important to the program not only do they provide meals but the volunteer visit is almost as important because many clients are homebound and sometimes the only person, they see is the volunteer that comes to their house. Not only do they visit with the client but they check on how the client is doing. They have added some new services this past year because of the pandemic because clients are not able to get out more than ever before. This includes getting them toiletries, paper products, and cleaning supplies if they need them. Fisk noted it is a tribute to the community how it steps up with volunteers, donations and the participation of area restaurants that make their program possible. Fisk thanked Coralville for their fiscal support and the proclamation. Lundell thanked Fisk and noted he really enjoys delivering meals for Mayor's Day at Meals on Wheels.

**FISCAL YEAR 2022 BUDGET ~ PUBLIC HEARING**

Lundell declared this the time for a public hearing on the Fiscal Year 2022 Budget. Resident Rex Brandstatter took a moment to say hello to Councilperson Hai Huynh and congratulate her on being elected to the Council. Brandstatter was able to easily find the budget and details readily available and commended the Council and staff on making them available for residents to review and ask questions about. Brandstatter observed the Council and staff recognized a need to have a flat budget this year due to this being a special year unfortunately. Brandstatter noticed the loss of \$1.2 to \$1.3 million of Hotel/Motel Tax revenues and recognized this was due to the virus and no one was to blame. It was good to see the Council and staff adjust to this loss. Brandstatter noticed residential taxes were increased by \$19.11 per \$100,000.00 in property valuation, which was a result of the roll back and not the City's doing.

Brandstatter stated the Council and staff have done a great job knowing what they do and do not have and having had to make some cuts. Brandstatter thought the Council did a good job conveying to staff the need for a flat budget; that top notch services still need to be provided to residents; and the need to adapt to a new budget and keep moving forward. The City kept the tax rate the same as last fiscal year. Brandstatter appreciated the cooperation of City staff and he thanked everyone for their time and endeavors serving the taxpayers of Coralville. Lundell always looks forward to his comments on the budget and thanked him. There were no other public or written comments. Lundell closed the public hearing. Lundell noted the budget will be officially up for adoption at the March 23, 2021 Council Meeting.

### **AUDIT REPORT**

Auditor Steve Duggan from Hogan Hansen presented highlights of the Fiscal Year 2020 Audit Report. Duggan thanked the Council for the opportunity to perform their Audit and Director of Finance Tony Roetlin and his staff for being very responsive and helpful in providing requested information in a timely manner. Duggan gave the City an unmodified opinion which means information was presented fairly and in accordance with generally accepted accounting principles. This is the highest level of reporting they can give on financial statements. There was \$21.6 million in General Fund revenues in Fiscal Year 2020 which is down about \$1.5 million. The bulk of the decrease was in the charges for services line of the revenues and a direct impact of the pandemic. The General Fund expenditures were \$22.8 million, which is up \$2.5 million from last year. \$2 million of that was from a large property purchase of homes that are going to be rehabilitated and sold in the future to provide a revenue source. The General Fund balance stood at \$14.5 million which is 70% of the General Fund expenses, which equates to 8 months of expenses and is an indication of a healthy General Fund balance. There is a slight increase over last years. City-wide cash decreased approximately \$17 million during the year due to ongoing capital projects, and loans to ArenaCo for the Arena project all of which were approved in prior years as well as a reduction in the long-term debt of the governmental funds of the City. The City issued \$9.2 million in governmental debt over the year and repaid \$15.2 million resulting in a \$6 million reduction. The City's Enterprise Funds all reported normal operating income and positive balances for the year, other than the Hotel and Transit Funds which were the most impacted by the pandemic. The results of additional tests showed no instances of noncompliance with the federal grants. The audit can be viewed on the City website [www.coralville.org](http://www.coralville.org) and the Iowa State Auditor's website and copies are available at the Coralville Public Library and City Hall. Lundell thanked Duggan, Finance Director Roetlin and City staff for their work on the Audit and was glad everything is in order.

### **2500 HOLIDAY COURT**

After the resolution was read, Councilperson Meghann Foster asked about the development's impact on traffic and when the Crosspark Road connection from Holiday Court south to Holiday Road will be completed. Community Development Dave Johnson responded Crosspark Road will be completed to the construction site which will leave another 900 linear feet between the southern boundary to Holiday Road. Completion of that section will be determined by development to the east by the University so it is difficult to provide an exact date.

**ORDINANCE NO. 2021-1002** An ordinance amending the Coralville Zoning Ordinance, the same being Ordinance No. 664, as previously amended, rezoning certain property located within the corporate limits of the City of Coralville, Johnson County, Iowa and generally known as 2500 Holiday Court, from C-2, Arterial Commercial District, to R-PUD 2, Residential Planned Unit Development Two District, was introduced by Foster, seconded by Gross for 2<sup>nd</sup> consideration. A roll call vote was taken. Motion carried.

### **RIDGEVIEW ADDITION**

**ORDINANCE NO. 2021-1003** An ordinance amending the Coralville Community Plan to reflect certain property generally known as Ridgeview Addition, Coralville, Iowa to be designated Medium Density Residential Use in place of Corporate Campus Use, was introduced by Gross, seconded by Huynh for 2<sup>nd</sup> consideration. A roll call vote was taken. Motion carried.

## **ANTHROPOLOGIE TENANT BUILDOUT**

Lundell noted this extends the bid date for the Buildout to March 12, 2021 at 2:00 PM.

### **RESOLUTION NO. 2020-28**

Resolution resetting the date for receiving bids for the Anthropologie Tenant Buildout, was introduced by Huynh, seconded by Dodds. A roll call vote was taken. Resolution declared adopted.

### **REAP PURCHASE**

After the resolution was read, Director of Parks & Recreation Sherri Proud reported the closing date is July 5, 2021 and will be in the Fiscal Year 2022 Budget. Proud showed the Council a map of the parcels. Parcel A will be purchased for the City by the Iowa Department of Transportation to replace land they acquired for the I-80/I-380 Interchange Project. Parcels B, C & D are being purchased through REAP grants written in 2018, 2019 and 2020. Parcel E1 is being purchased through the State Revolving Fund (SRF) program related to the Wastewater Treatment Plant Improvements. They will write a REAP grant application this summer for Parcel E2. Planning will start in Fiscal Year 2022 to see how this land will be laid out with some nature trails and educational signage about the fens. The area will remain undeveloped open space and walking trails for now. In the next few years, they will put away money for restrooms, shelters, a nature center and opportunities to recreate in the area. Planning should be done by the Fall of 2021 and by the Fall of 2022 they will open the park up for hiking and other activities. Councilperson Laurie Goodrich asked about the access route in Exhibit B. Proud responded it is for maintenance purposes until the Fall of 2022 when they will review the access for a public walking trail. City Administrator Kelly Hayworth added land west of the Iowa Medical Classification Center (IMCC) and east of the land the City is purchasing is 30 to 40 acres owned by the University of Iowa. The City has started the process of putting those acres in a conservation easement for the City's benefit which will bring the total park area to about 80 acres with hopefully more acres down the road.

### **RESOLUTION NO. 2020-29**

Resolution approving a Purchase Agreement with Colony, Inc. to acquire approximately 45.3 acres for open space in the West Land Use Area, was introduced by Huynh, seconded by Dodds. A roll call vote was taken. Resolution declared adopted.

### **BROWN DEER GOLF CLUB MANAGEMENT AGREEMENTS**

After the resolution was read, Proud stated they are happy and excited to have all three team members back with Golf Pro Sean McCarty leading since 2002. McCarty does a wonderful job and they hear nothing but compliments about the golf course. Councilperson Hai Huynh asked about the contracts being three years and Proud replied they have been renewing these contracts for three-year increments.

### **RESOLUTION NO. 2020-30**

Resolution approving that certain Management Services Agreement with Sean M. McCarty to serve as Golf Professional at the Brown Deer Golf Course, was introduced by Goodrich, seconded by Gross. A roll call vote was taken. Resolution declared adopted.

### **RESOLUTION NO. 2020-31**

Resolution approving that certain Management Services Agreement with Brian Wernimont to serve as an Assistant Golf Professional at the Brown Deer Golf Course, was introduced by Foster, seconded by Goodrich. A roll call vote was taken. Resolution declared adopted.

### **RESOLUTION NO. 2020-32**

Resolution approving that certain Brown Deer Golf Club Maintenance Coordinator Agreement with Tom Palachek, was introduced by Gross, seconded by Huynh. A roll call vote was taken. Resolution declared adopted.

**MOTION BY DODDS TO APPROVE CONSENT CALENDAR items a-s inclusive:**

- a) Approve minutes for the February 23, 2021 Coralville City Council Regular Meeting.
- b) Approve Special Class C Liquor License (Beer/Wine) with Sunday Sales for **Coral Ridge Cinema**: Eff. 03/15.
- c) Approve Class C Liquor License with Outdoor Service and Sunday Sales for **Otis's Tailgators Sports Bar & Grill**: Eff. 03/29.
- d) Approve Class C Liquor License with Sunday Sales for **Three Samurai**: Eff. 04/01.
- e) Approve Class C Liquor License with Outdoor Service and Sunday Sales for **Hy-Vee Market Café**: Eff. 04/09.
- f) Approve Class C Liquor License with Sunday Sales for **Peking Buffet**: Eff. 04/09.
- g) Approve payment to **HR Green, Inc.** for:
  - i) I-80/1st Avenue Interchange Final Design Phase 1 (#141329) \$25,109.65
  - ii) Coral Ridge Avenue Phase II (#141125) \$3,031.60
  - iii) Coral Ridge Avenue Phase II (#141747) \$584.00
  - iv) 1<sup>st</sup> Avenue Reconstruction Project – 2017 (#141126) \$659.50
  - v) 1<sup>st</sup> Avenue Reconstruction Project – 2017 (#141721) \$5,884.75
  - vi) IRL Public Infrastructure Improvements 2<sup>nd</sup> Ave. 2018 (#141118) \$204.50
  - vii) IRL Public Infrastructure Improvements 2<sup>nd</sup> Ave. 2018 (#141741) \$394.42
  - viii) Misc. Engineering – Flood Protection System (#141738) \$107.25
  - ix) Misc. Engineering – Stormwater Design Review & Flood (#141117) \$307.75
- h) Approve payment to **Terracon Consultants, Inc.** for Brownfields Assessment Grant 108 E. 7<sup>th</sup> Street for ACRES (#TE80537): \$4,617.00.
- i) Approve payment to **Veenstra & Kimm, Inc.** for
  - i) 2021 Water System Facility Plan Update (#1) \$1,991.00
  - ii) 2021 Water System Facility Plan Update (#2) \$724.00
  - iii) Fox Valley Sewer Extension (#7) \$3,373.28
  - iv) Fox Valley Sewer Extension (#8) \$3,067.00
  - v) Wastewater Treatment Plant Improvements 2017 – Resident (#32) \$8,499.27
- j) Approve payment to **Shoemaker Haaland** for Iowa River Trail – Rocky Shore Dr. to Clear Creek (#019376.00-10): \$9,225.75.
- k) Approve payment to **Seneca Companies** for WWTP Tank and Line Closure and Closure Report (#1858150): \$12,500.94.
- l) Approve payment to **Water Words That Work** for the Clear Creek Soil Health Campaign professional services through January 2021 (#QC-520): \$1,418.00.
- m) Approve payment to The **Northway Corporation** for:
  - i) Water Well #13 Pumping Equipment replacement (#16176) \$53,784.36
  - ii) Water Well #13 Chemical Treatment (#16177) \$24,770.00
- n) Approve Pay Application #1 Final to **Wagner Construction Services** for IRL 920 E. 2<sup>nd</sup> Avenue, Suite 150 for Demising Wall and Utility Relocation: \$14,290.00.
- o) Approve Pay Estimate #5 to **Peterson Contractors, Inc.** for Iowa River Trail: \$250,793.65.
- p) Accept quotations and payment from **Cahoy Pump Service** for emergency repairs for Marriott Hotel Dewatering Well #3: Not to exceed \$15,000.00. (This includes repairing/replacing pumping equipment, televising the well and cleaning the well.)
- q) Accept quotations and payment from **Carter & Associates** for emergency repairs for Brown Deer #4 Lift Station: Not to exceed \$15,000.00. (This includes replacing the pump check valves.)
- r) Ratify a Construction Agreement and approve Pay Application #1: \$29,497.50; with Wagner Construction Services for tenant improvements for IRL 920 E. 2<sup>nd</sup> Avenue, Suite 150: The Construction Agreement is not to exceed \$48,530.00.
- s) Approve Bill List for Mach 9, 2021.

Seconded by Goodrich. A roll call vote was taken. Motion carried.

City Administrator Kelly Hayworth thanked Director of Parks & Recreation Sherri Proud and City Attorney Kevin Olson on their work to purchase the Colony property. Hayworth noted this purchase has environmental benefits and protects a rare fen area. Hayworth thanked the Colony family for working with the City as it lined up the grant funding for the purchase.

Mayor John A. Lundell encouraged residents to pre-register ahead of time for United Way's COVID-19 Vaccine in Johnson County presentation on Zoom that will be held Thursday, March 11, 2021 at 11:00 AM. The link to register is on the City website under the "News to Know." Lundell reminded everyone applications are being accepted for openings on the Citizen's Community Policing Advisory Board until Friday, March 26, 2021 until 5:00 PM and more information can be found on the "Home" page of the City website.

City Attorney's Don Diehl and Kevin Olson had nothing to report.

Councilperson Mitch Gross noted the Library Board of Trustee's meeting is tomorrow and he will give a report next Council Meeting.

Councilperson Meghann Foster reminded anyone applying for rent or utility assistance from the State to contact the City to arrange not to have their water turned off. Foster wished everyone a belated Happy International Women's Day and recognized the fantastic women on the City Council, Department Heads and Asst. City Administrator.

Councilperson Hai Huynh reported the Center for the Performing Arts (CCPA) are ramping up to some normalcy and they have rented out to Debut Dance and Nolte Dance Academy so they can rehearse before going onto competition. The CCPA is using safety measures to keep everyone safe including smaller groups and more time in between sessions to clean. The CCPA hopes to bring summer and fall rentals back up to normal with live viewing of performances by fall. The CCPA will launch a new website on March 29, 2021. Huynh noted taxes are coming due and residents can go to the Coralville Public Library for help. The Food Pantry has fliers posting information on tax help. Huynh reported applications for Community Garden plots are now available with planting starting April 5, 2021.

Councilperson Jill Dodds reminded everyone the Parks & Recreation Departments are now looking to hire life guards, swim instructors, camp counselors, and mowing and maintenance staff at the golf course. Applications can be found on the City website under job opportunities.

Councilperson Laurie Goodrich noted he appreciation for everyone tonight.

Huynh reported a resident told her they had problems being understood and understanding City staff when she asked for utility help because English is not her first language. Huynh asked what staff can do when a resident experiences difficulty communicating. Gross noted the school district uses a service called Language Line they call for a translator. Lundell suggested the resident ask a friend who is bilingual to help. Asst. City Administrator Ellen Habel reported staff has been encouraging people where English is not their first language to contact the Coralville Public Library where staff has organized translators who can work via Zoom or phone, and their ELL class instructor is available as a resource. Huynh also let her know later in March there will be an in-person event to help those with language barriers apply for State rental and utility assistance but they were worried about waiting too long. Habel stated they did not need to wait to get help from the Library. Gross added people needing help with those applications or don't have computer access can go to the Library anytime. Also, there will be a pop-up event on Saturday, March 20, 2021 from 10:00 AM to 1:00 PM and Tuesday, March 23, 2021 from 6:00 PM to 8:00 PM. There will be translators fluent in several languages ready to help. The Library also has a Social Work Intern who has been focusing on this sort of thing.

Councilperson Mitch Gross gave a shout out to Proud for helping some elderly residents without computer access line up vaccination appointments.

Motion by Gross, seconded by Goodrich to adjourn at 7:25 PM. Motion carried.

John A. Lundell, Mayor

Thorsten J. Johnson, City Clerk