

Committee of the Whole  
May 8, 2018

Present: Mayor Pro Tempore Allesee, Councilmembers Gassman, Seeley, McGraw, Connell, Schemers, and Odor, City Attorney, City Administrator, City Clerk, Press and interested citizens.  
Absent: Mayor Vulich.

1. YWCA Request for LMI Funds – Executive Director Shannon Sander-Welzien

Executive Director Shannon Sander-Welzien introduced Laura Burget, Empowerment Center Director. Sander-Welzien stated the YWCA had been in operation for 103 years as of June 2018 and had 160 employees. Sander-Welzien stated 300 to 400 people came to the YWCA each day. Sander-Welzien stated the YWCA provided services to the homeless or nearly homeless, including rental and utility assistance. Sander-Welzien stated services were provided to clients to assist clients in becoming self-sustainable. Burget stated 25 adults, 20 children, and 33 services were provided last year. Burget stated clients were required to maintain employment. Burget stated one example of services provided included assistance for an elderly couple in obtaining an apartment after the couple become homeless due to medical expenses.

Councilmember Allesee inquired if the need for services had been increasing. Burget answered in the affirmative and stated clients frequently needed assistance with utility bills. Burget stated many clients were currently employed but were one crisis away from homelessness.

M/S, Seeley-Gassman moved to forward a Resolution Fixing Date for a Public Hearing on the Proposal to Enter into a LMI Funds Agreement with YWCA of Clinton, Iowa and providing for publication of notice thereof to the next City Council agenda. On roll call, Gassman, Seeley, Allesee, Connell, Schemers – Yes; McGraw, Odor – abstain. Motion carried.

In discussion before roll call, Councilmember Odor stated he would need to abstain from voting, as his employer had a business relationship with the YWCA.

2. Final Presentation IISC/ECIA Partnership – University of Iowa Planning Students

City Administrator Matt Brooke introduced planning students Elizabeth Darnall, Munkhshur Erdenebat, Michael Farley, and Luke McClanahan from the School of Urban and Regional Planning of the University of Iowa. Administrator Brooke stated the students had completed a Strategic Economic Development Plan for the City of Clinton, Iowa, with a particular focus on improvements for the downtown.

McClanahan stated a strategic, focused and prioritized approach was taken for the economic development of downtown. McClanahan stated the recommendation was that downtown development be prioritized over development in the west end of town. McClanahan stated the students completed researched and assessments, including holding workshops and interviews at Clinton Community College and the Clinton Regional Development Corporation. McClanahan stated goals focused on supporting businesses, workers, quality of life and capacity.

McClanahan stated the first goal was to support institutional capacity to increase economic development functions. McClanahan stated one strategy was to increase staffing capacity to

guide strategic growth and development. McClanahan stated an action item for this strategy would be for the City to hire planning and development personnel to address new and immediate planning needs. McClanahan stated the City of Clinton was lacking in this type of staff in comparison to similar sized cities. McClanahan stated a second strategy would be to strengthen the coordination of economic development efforts. McClanahan stated an action item for this strategy would be to create an umbrella organization for the Downtown Clinton Alliance, the Clinton Regional Development Corporation and the Clinton Chamber of Commerce to better communicate with the City, developers and potential or current business owners.

Farley stated the second goal was to support business through strategic funding and fostering a more accessible and accommodating environment. Farley stated one strategy was to strategically attract, retain and expand key industries in the area. Farley stated an action item for this strategy was to leverage the Renewable Chemical Tax Credit and target biochemical production firms. Farley stated a second action item for this strategy was to facilitate the availability of "white box" spaces in downtown through loans for construction to building owners for building rehabilitation. Farley stated a third action item for this strategy was to create and utilize a revolving loan fund for gap financing towards targeted businesses. Farley stated a fourth action item for this strategy was to adopt a City resolution to concentrate initial redevelopment of a core block within the downtown neighborhood.

Farley stated a second strategy to support business through strategic funding and fostering a more accessible and accommodating environment would be to make the local business environment more accommodating to manufacturers in the area and small businesses in the downtown. Farley stated an action item for this strategy would be to provide alternative options to address high renovation and sprinkler installation costs. Councilmember Connell inquired if this would be similar to the point system administered in the City of Dubuque. Farley answered in the affirmative. Councilmember Connell stated the City of Clinton did have such a system already in place. Farley stated a second action item for this strategy would be to pass a City ordinance requiring general business licensing, complete with a processing, renewal and enforcement structure. Farley stated a third action item for this strategy would be to advertise business resources and create an inventory of grant and funding sources. Farley stated a fourth action item for this strategy would be to develop a start-up guide for businesses. Farley stated a fifth action item for this strategy would be to convert City owned one-way streets near downtown to two-way streets.

Farley stated the third goal would be to support workers by providing appropriate training and education opportunities. Farley stated one strategy was to align the workforce skills as industry needs evolve through local education training programs. Farley stated an action item for this strategy would be to increase the number of courses for relevant and immediately useful skills and degrees at Clinton Community College. Farley stated a second action item for this strategy would be to use internship and externship programs to link high school and Clinton Community College students with businesses. Administrator Brooke stated the Clinton High School would be participating in the Iowa Big Program, which paired high school students with businesses for real-world project completion.

Darnall stated the fourth goal would be to increase the quality of life for residents of Clinton by identifying housing needs and enhancing the downtown. Darnall stated one strategy was to analyze housing needs and promote infill housing to reduce sprawl and minimize future infrastructure costs. Darnall stated an action item for this strategy would be to complete a comprehensive housing needs assessment. Darnall stated a second action item for this

strategy would be to rezone neighborhoods immediately adjacent to downtown to allow for higher density housing development. Darnall stated a third action item for this strategy would be to incentivize and encourage upper story residential properties in the downtown. Darnall stated a second strategy was to pursue new programs to improve the image of downtown. Darnall stated an action item for this strategy would be to establish an art mural program in downtown. Darnall stated a second action item for this strategy would be to leverage the Historic Preservation and Cultural & Entertainment District Tax Credit. Darnall stated a third action item for this strategy would be to update design guidelines for downtown signage. Darnall stated a fourth action item for this strategy would be to establish a façade improvement program to upgrade the façades of downtown commercial businesses. Darnall stated a fifth action item for this strategy would be to apply to become a member of Main Street Iowa.

Darnall stated long-term action items included expanding and retaining manufacturing, converting vacant lots in the Liberty Square District into restored prairie, developing an inventory of properties in which commercial businesses could locate, building a community center in downtown, coordinating business hours in downtown, establishing a coworking space in downtown, and developing a riverfront boardwalk and pop-up retail/food trucks.

Darnall introduced Travis Kraus, Assistant Director for the Iowa Initiative for Sustainable Communities, and Dr. Steven Spears, Assistant Professor at the University of Iowa School of Urban & Regional Planning – Kraus and Spears assisted with the project.

M/S, Connell-Seeley moved to forward the Strategic Economic Development Plan to the next City Council agenda to receive, approve and place on file. On roll call, carried unanimously.

3. Ordinance Amending Provisions Pertaining to the Clinton Historic Preservation Commission – Jan Hansen, Historic Preservation Commission

Mayor Pro Tempore Allesee stated item #3 was being pulled as the Historic Preservation Commission was still awaiting feedback from the State Historical Society of Iowa on the proposed ordinance changes.

4. Referral from City Plan Commission – City Engineer Jason Craft
  - a. Request Concerning Partial Street Vacation – 3600 Block Cleveland Street

City Engineer Jason Craft stated that Dixie Leeper submitted a vacation request for a portion of the 3600 block of Cleveland Street. Engineer Craft stated the City Plan Commission recommended that the west 40 feet of Cleveland Street adjacent to Ms. Leeper's property be vacated. Engineer Craft stated two emails were received from adjacent property owners who wanted to use the property to access the bike trail. Engineer Craft stated the eastern 40 feet of Cleveland Street could be utilized to access the bike trail.

Mrs. Joy Hinrichsen, 3663 Cleveland Street, stated she and her husband supported the vacation and they were not interested in acquiring the east half of Cleveland Street adjacent to their property. Mr. David Jacobsen, 3637 Cleveland Street, stated he would like only the west 30 feet of Cleveland Street adjacent to Ms. Leeper's property vacated and sold to Ms. Leeper. Mr. Jacobsen stated he would like a ten foot strip retained in the center of Cleveland Street to provide access to the bike path.

Mr. Ron Leeper, son of Dixie Leeper, stated the 40 feet of Cleveland Street adjacent to the parcel owned by Dixie Leeper would be needed for a driveway if the parcel was developed. Councilmember Seeley inquired if the owner to the north of the proposed vacation responded. Engineer Craft responded in the affirmative and stated the owner expressed opposition.

M/S, Odor-Gassman moved to forward a resolution scheduling a public hearing on the vacation to the next City Council agenda. On roll call, carried unanimously.

#### 5. Fats, Oil and Grease Ordinance – Water Quality Superintendent Bob Milroy

Superintendent Milroy stated for fiscal year 2018, a part-time Fats, Oil and Grease Inspector was included in the budget to inspect the local food service establishments to ensure the establishments were maintaining their grease interceptors. Superintendent Milroy stated about half of the restaurants had been inspected thus far and 40% of the restaurants had no grease interceptor. Councilmember Seeley inquired if grease interceptors were required. Superintendent Milroy stated the existing ordinance did not require grease interceptors for existing establishments and there was no incentive to owners to install an interceptor. Councilmember Seeley inquired if other cities required grease interceptors. Superintendent Milroy answered in the affirmative.

Superintendent Milroy stated one proposal would be to adjust the billing from Class 3 to Class 2 if a grease interceptor was installed and properly maintained at a food service establishment. Superintendent Milroy stated this would provide an incentive to owners to install a grease interceptor. Councilmember Seeley inquired how often inspections took place. Superintendent Milroy stated inspections would occur each year. Superintendent Milroy stated it would be proposed to charge a \$40.00 fee for inspections, as well as establish a deadline of 2020 for all establishments to install grease interceptors.

Councilmember Seeley inquired if there would be a loss in revenue if establishments changed from a Class 3 to a Class 2 for billing. Superintendent Milroy stated if all establishments qualified for the adjustment there could be up to a loss of \$134,000.00 in revenue per year; however, Superintendent Milroy stated savings would also occur, as currently 75% of work orders involve clearing blockages and conducting preventive maintenance due to grease. Superintendent Milroy stated basement backups caused by grease could also be prevented. Councilmember Seeley stated grease interceptors could be required without changing the Class for billing or a flat rate reduction could be offered. Superintendent Milroy stated it was imperative to try to keep grease out of the sewer system and stated there would be a long-term savings if less grease was entering the sewer system.

Councilmember Connell inquired if a cost was assessed to the owner if a backup occurred due to grease. Superintendent Milroy stated if it could be proven, then the owner could be charged for the cost of clearing the blockage. Councilmember Gassman inquired about grease ending up at the treatment plant. Superintendent Milroy stated grease did end up at the treatment plant and costs were incurred to remove and dispose of the grease. Superintendent Milroy stated the majority of issues occurred when grease entered the collection system and clogged pipes and sewer lines. Superintendent Milroy stated the issues did not solely pertain to establishments that fried food but also occurred with every day fats and oils.

M/S, Seeley-Connell moved to forward an Ordinance Amending the Fats, Oil and Grease Ordinance to the next City Council agenda for its first reading, with incentive options to be provided and determined by the Council. On roll call, carried unanimously.

6. Mayor and Council Updates

Administrator Brooke stated an AARP Grant application would be submitted for a project to construct a covered bus shelter at the corner of Main Avenue and Cleveland Street. Administrator Brooke stated a CEP (Conservation Education Program) grant application would be submitted for a project to install four interpretive nodes at Emma Young Pond.

Councilmember Connell stated the beer and wine walk was very well done by the Downtown.

Councilmember Schemers stated May 15, 2018 was Peace Officers Memorial Day and encouraged everyone to recognize law enforcement personnel for the work they complete.

M/S, Gassman-Seeley moved to adjourn. All in favor.

Respectfully Submitted,

Lisa Frederick  
City Clerk