

Committee of the Whole
June 12, 2018

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

1. Review of Insurance Requirements – City Administrator Matt Brooke

City Administrator Matt Brooke stated the resolution passed adopted in 2011 required \$2,000,000 combined single limit, each occurrence and aggregate insurance for special events and contractors working in the City. Administrator Brooke stated contractors had requested that the City review the current \$2,000,000 insurance requirement. Administrator Brooke stated the insurance requirements for other comparable cities were reviewed. Administrator Brooke stated the recommendation would be to lower the insurance requirement to \$1,000,000 for combined single limit, each occurrence and aggregate.

Councilmember Seeley inquired if the combined single limit amount needed to be higher than the each occurrence or aggregate amounts. Administrator Brooke stated it did not. Councilmember Seeley inquired about the insurance requirement for food vendors. Administrator Brooke stated the City of Bettendorf did not have an insurance requirement for food vendors. Councilmember Seeley inquired if the insurance requirements for special events were to be reviewed. Administrator Brooke answered in the affirmative and stated some cities had the Chamber of Commerce or Convention and Visitor's Bureau administer the requirements for special events.

City Attorney Patrick O'Connell stated the main concern would pertain to public events or contractors conducting work on City property where the greatest risk of exposure would occur. Attorney O'Connell stated in some instances \$2,000,000 may not cover the damages incurred, while higher amounts may discourage business activity in the City. Attorney O'Connell stated Julie Bray, A.C. Root Insurance President, would be able to provide a recommendation and any requirements regarding appropriate coverage amounts. Bray stated the \$2,000,000 requirement was initially instituted for fireworks conducted at events in the City. Bray stated the amount required varied greatly from city to city. Bray stated the Iowa Communities Assurance Pool ("ICAP") was contacted and ICAP recommended that at least a minimum of \$1,000,000 be required. Administrator Brooke stated there was no requirement set by the State of Iowa.

M/S, Connell-Schemers moved to forward a resolution to the next City Council agenda changing the insurance requirements for special events and contractors working in the City from \$2,000,000 to \$1,000,000 for combined single limit, each occurrence and aggregate. On roll call, Gassman, Seeley, McGraw, Connell, Schemers, Odor - Yes; Allesee - Absent. Motion carried.

In discussion before roll call, Councilmember Seeley requested a Council Report be provided prior to the next City Council meeting outlining the modifications to any and all other insurance requirements, such as food vendors and special events.

2. Downtown Zoning Ordinance – City Administrator Matt Brooke

Administrator Brooke stated work had occurred with Dan Fox of ECIA (East Central Intergovernmental Association), the Downtown Alliance and City staff to review and update the downtown zoning ordinance core and fringe requirements. Administrator Brooke stated the requirements were outdated and included items such as limiting retail businesses in the downtown to barber/beauty shops, dance studios and pharmacies and limited businesses to five or fewer employees. Administrator Brooke stated proposed changes were meant to encourage business development in the downtown. Dan Fox, Planner at ECIA, concurred and stated by providing enhanced specifications in the downtown zoning ordinance, the administrative process could proceed more efficiently.

Administrator Brooke inquired with the Council if any modifications would be requested to what had been presented. Councilmember Gassman stated when the City received the former movie theater properties it was on the condition that another theater could not put in the downtown. Councilmember Gassman inquired if the fringe area had changed. Administrator Brooke stated the fringe area had not changed. Councilmember Seeley inquired if the fringe area corresponded to the SSMID area. Administrator Brooke stated it did not. Councilmember Seeley stated he was supportive of the proposed updates.

M/S, Seeley-Connell moved to forward an ordinance updating the downtown zoning requirements to the next City Council agenda for its first reading. On roll call, Gassman, Seeley, McGraw, Connell, Schemers, Odor - Yes; Allesee - Absent. Motion carried.

3. Animal Protection Officer – City Administrator Matt Brooke

Administrator Brooke stated the Animal Control Officer position was removed from the Police Department in 2016 in order to create a needed evidence position. Administrator Brooke stated a group of interested citizens met with City officials in the last few months to share concerns regarding animal issues in the City. Administrator Brooke stated in response to the request of citizens, it would be recommended to create an Animal Protection Officer position in the Police Department, with said individual being required to be a sworn officer within two years from the date of hire. Administrator Brooke stated the officer would also be required to complete training specific to animal handling and welfare. Administrator Brooke stated after discussing the possibility of merging services with the County, it was determined that the citizens would be best served by providing the service in-house. Administrator Brooke stated the position would create one point of contact for concerned citizens and would also have a strong relationship with the Clinton Humane Society.

Administrator Brooke stated the budget impact for FY2019 would be estimated at \$61,000.00 and the budget impact for FY2020 would be estimated at \$80,000.00.

Jamie Dornbush, 2922 Pershing Boulevard, stated she was supportive of an Animal Protection Officer and stated she was concerned about the number of animals running at large, animal bite cases occurring, and animal abuse in the City. Ms. Dornbush stated she had a petition signed by 260 individuals that all supported an Animal Protection Officer position for the City of Clinton.

Councilmember Seeley stated education was a crucial piece to the position and inquired how this would be completed. Administrator Brooke concurred and stated the Public Service Officers as well as the Animal Protection Officer would be able to do outreach and education, including in the area schools. Administrator Brooke stated licensing of animals would also be

a key component. Councilmember Connell inquired if the Animal Protection Officer would be assigned to a particular shift and if the officer would be bargaining or non-bargaining. Police Chief Kevin Gyrion stated the shift was yet to be determined but would most likely be a weekday, day-time shift, as the majority of animal-related calls came in during that timeframe. Chief Gyrion stated the union would have to petition to add the position to the union and accordingly the position would begin as non-union. Chief Gyrion stated the Animal Protection Officer would provide another officer that could assist with the animal concerns in the City.

M/S, Schemers-Gassman moved to forward a resolution to the next City Council agenda to institute an Animal Protection Officer position with the Clinton Police Department. On roll call, Gassman, Seeley, McGraw, Connell, Schemers, Odor - Yes; Allesee - Absent. Motion carried.

4. Tax Abatement on Single-Family Residential Homes – Councilmember Seeley

Councilmember Seeley stated the Council approved proceeding with additional tax abatements on single-family residential homes in blighted areas of the City in 2016. Councilmember Seeley stated he would like to review the abatement options and move the item forward.

Administrator Brooke stated the City currently had a 50% abatement for three years available for single-family residential properties under the City's existing Plan. Administrator Brooke stated if the City designated pockets of the City as blighted or historical, the available tax abatement in those blighted areas could be increased to up to 100% for up to 10 years. Administrator Brooke stated when the Council held discussions in 2016, blighted areas were determined at that time.

Mayor Vulich stated work would need to occur with the Assessor's office to ensure that potential properties would indeed qualify for abatement, as denials were issued in prior years if the footprint of the structure had not changed. Councilmember Seeley stated discussions had occurred with Assessor Tiesman and the first step would be to ensure that an accurate assessed value was on the property prior to rehabilitation work beginning. Mayor Vulich stated Assessor Tiesman indicated an informal review could take place and the abatement application could be filed after such review. Councilmember Seeley stated operational costs for the City would not be effected unless the City chose the 115% abatement option. Mayor Vulich stated values could increase long-term if property improvements were made. Mayor Vulich stated information cards could be created for residents explaining the abatement process and could be provided during the building permit process. Councilmember Seeley stated even if a property was not in a blighted area, it could still potentially qualify for the 50% abatement for three years. Mayor Vulich stated the downtown had a separate abatement schedule. Councilmember Seeley stated he was supportive of the 115% abatement schedule for ten years. Councilmember Seeley stated the map of the blighted areas would need to be provided.

M/S, Gassman-Seeley moved to forward the item to the next City Council agenda to provide for additional tax abatement options. On roll call, Gassman, Seeley, McGraw, Connell, Schemers, Odor - Yes; Allesee - Absent. Motion carried.

5. Disposition of City-Owned Parcels at 655 & 657 6th Avenue South – City Administrator Matt Brooke

Administrator Brooke stated the City owned 655 6th Avenue South and acquired the property for \$0.00 and the City owned 657 6th Avenue South and acquired the property for \$31,000.00. Administrator Brooke stated both parcels would need to be conveyed together to be a buildable lot. Administrator Brooke stated Habitat for Humanity expressed interest in the site. Administrator Brooke stated the façade for Habitat for Humanity homes was discussed and the type of façade implement was determined upon the loan amount for the purchaser. Mayor Vulich stated he would like the Habitat homes to better blend into the neighborhoods they were built in. Administrator Brooke stated the individuals that received Habitat for Humanity homes were obligated to pay the mortgage and just did not pay interest on the mortgage.

M/S, Gassman-Seeley moved to forward a resolution to the next City Council agenda to schedule a public hearing on the donation of 655 and 657 6th Avenue South to Habitat for Humanity. On roll call, Gassman, Seeley, McGraw, Connell, Schemers, Odor - Yes; Allesee - Absent. Motion carried.

4. Mayor and Council Updates

Mayor Vulich stated he would meet with the Thomson prison officials on Thursday, June 14, 2018. Mayor Vulich stated the prison was slated to be open in 2019, but with a scaled back number of employees than initially projected. Mayor Vulich stated Music on the Avenue would be on Thursday, June 14, 2018 from 6:00 P.M. to 8:00 P.M.

Councilmember Schemers stated the BUILD Grant open house was very well done. Administrator Brooke stated there were over 30 attendees at the open house, all of whom were supportive of the grant application for the Manufacturing Drive and Bluff Boulevard project. Administrator Brooke stated two of the attendees had lost family members due to accidents on Manufacturing Drive and Bluff Boulevard. Administrator Brooke stated support had been received from Ralston Purina, and Mark Lowe at the Iowa Department of Transportation.

Administrator Brooke stated the National Fitness Campaign had awarded the City a \$10,000.00 grant toward its outdoor fitness equipment project. Councilmember Seeley inquired when the exercise equipment would be installed. Parks and Recreation Director Josh Eggers stated the equipment was projected to be installed in September 2019.

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

Respectfully Submitted,

Lisa Frederick
City Clerk