

Committee of the Whole
April 25, 2017

Present: Mayor Pro Tem Allesee, Council Members Gassman, Seeley, McGraw, Odor, Connell and O'Neill, City Administrator, City Attorney, City Clerk, Press and interested citizens. Mayor Vulich – absent.

1. Disposal of City-owned Land and Buildings Policy – Matt Brooke

City Administrator Matt Brooke advised the Council that he is working with the BNS Department to develop a policy for determining nuisance properties and the sale of same to adjacent property owners. Each property will be looked at differently and only adjacent property owners will be able to bid on a property. He stated that each step will be brought forward to the Council as we work through the policy. We will receive bids for the first five properties on May 17th and hold public hearings on May 23rd.

Councilmember Connell inquired regarding whether they were non-conforming lots. Administrator Brooke stated that there were a little bit of both. Councilmember Seeley inquired regarding whether buildable lots would be offered to anyone. Administrator Brooke stated that it would be feasible for both adjacent property owners to split the lot. If someone constructed a house the taxable value of the neighboring properties would rise.

Councilmember Seeley inquired regarding how bids would be received if two property owners bid on one half of the same lot. Administrator Brooke stated that this will be discussed with legal and worked out in the policy.

Councilmember O'Neill stated that the Council would be here forever trying to figure out every scenario. City Attorney O'Connell stated that persons would be informed of bid terms by resolution. Councilmember Seeley stated that the goal is to work together to outline a process.

City Administrator Brooke stated that without a process someone from out of town could purchase a lot and then walk away resulting in the lot becoming a nuisance property. City Attorney O'Connell stated that the adjacent property owners would have first right of refusal.

Councilmember O'Neill suggested a caveat that the person purchasing the property must keep it for five years. He stated that it is not about revenue but rather about expenses.

Councilmember Seeley stated that the process should be different for buildable and non-buildable lots. The non-buildable lots should go to the adjacent property owners and the buildable lots should be appraised.

2. Finance Director Write Off Limit – Anita Dalton

Finance Director Anita Dalton advised the Council that she took a 2013 policy to the Finance Committee for discussion of allowing a higher ceiling for writing off account balances. She stated that the Iowa Income Offset limit was \$50 so the write off limit for the Finance Department was set at \$43. She continued in stating that there are an average of 280 accounts over 120 days old and the account holder cannot be found. She requested permission from the Council to be able to write these account balances off.

Councilmember O'Neill inquired regarding whether these bills are the same or different than the ones sent to collection. Director Dalton stated that the tenant's name and dates of service must be able to be identified. She continued in stating that there are accounts she could do nothing with. Councilmember O'Neill inquired regarding whether \$150 was enough. Director Dalton stated that staff are still working through accounts in the \$650 range which still continue to get sent to collection.

M/S, Connell-O'Neill moved to forward a resolution to the next Council agenda giving the Finance Director the ability to have a write off limit of \$150. On roll call, carried unanimously.

3. Recommendations from the Traffic Study Commission – Jason Craft

a. Removal of the Traffic Signal at 4th Avenue South and South 3rd Street

City Engineer Jason Craft advised the Council that all of the poles are rusted on the traffic signals at 4th Avenue South and South 3rd Street and before the City spends money on replacements it would be better to determine whether the signal is warranted. He stated that the City performed a traffic count and found that a signal at that intersection is not warranted. He continued in stating that they looked a peak hour traffic and took into account that there is not a lot of accident history at the intersection. Councilmember Seeley stated that there may be a lot of other intersections where signals are not warranted. Engineer Craft agreed and advised that the City has removed a lot of signals where they were not warranted. Councilmember O'Neill suggested that an inventory of City signals should be performed and that information given to the City's insurance agent.

M/S, Seeley-Gassman moved that the removal of the traffic signal at 4th Avenue South and South 3rd Street be forwarded to the next City Council agenda. On roll call, carried unanimously.

b. Installation of a Stop Sign at 17th Avenue North and North 7th Street

City Engineer Craft stated that the Traffic Study Commission has recommended that a stop sign be placed at 17th Avenue North and North 7th Street. Councilmember Connell inquired regarding whether the bushes there have been trimmed. Battalion Chief Jeff Chapman stated that the bushes have been trimmed.

M/S, Connell-Seeley moved that the installation of a stop sign at 17th Avenue North and North 7th Street be forwarded to the next City Council agenda. On roll call, carried unanimously.

4. Mayor & Council Updates

City Administrator Brooke presented a page designed by Roberta Abbott from the City and Ari from the Chamber of Commerce which will be included in the Clinton Visitor's Guide.

Councilmember Connell commented on the newsletter. He stated that it was very well done. City Administrator Brooke stated that Council can also include things in the newsletter if they wish.

Respectfully Submitted,

Pat Van Loo
City Clerk