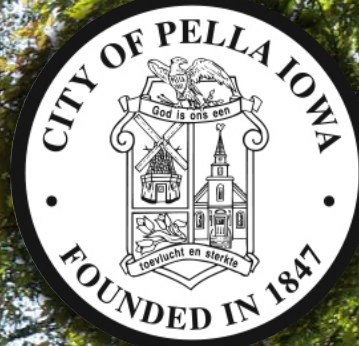
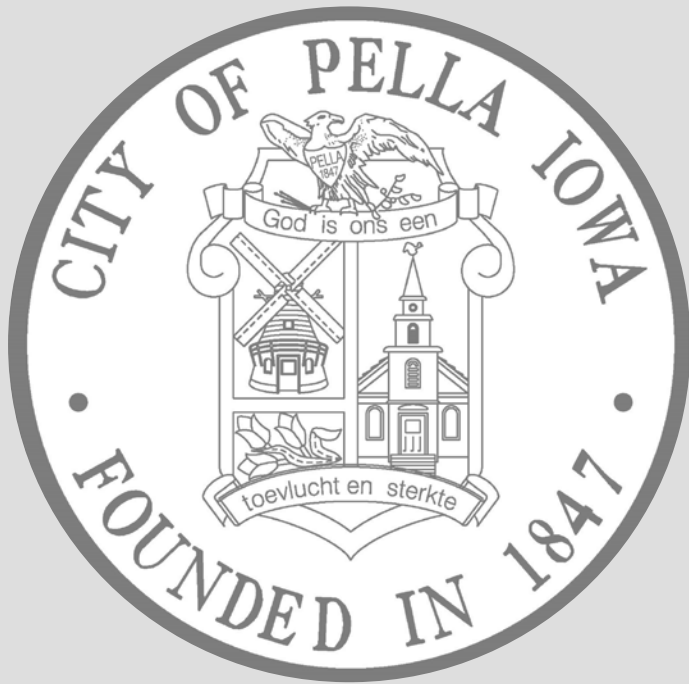


City of Pella
Council Meeting
October 6, 2020



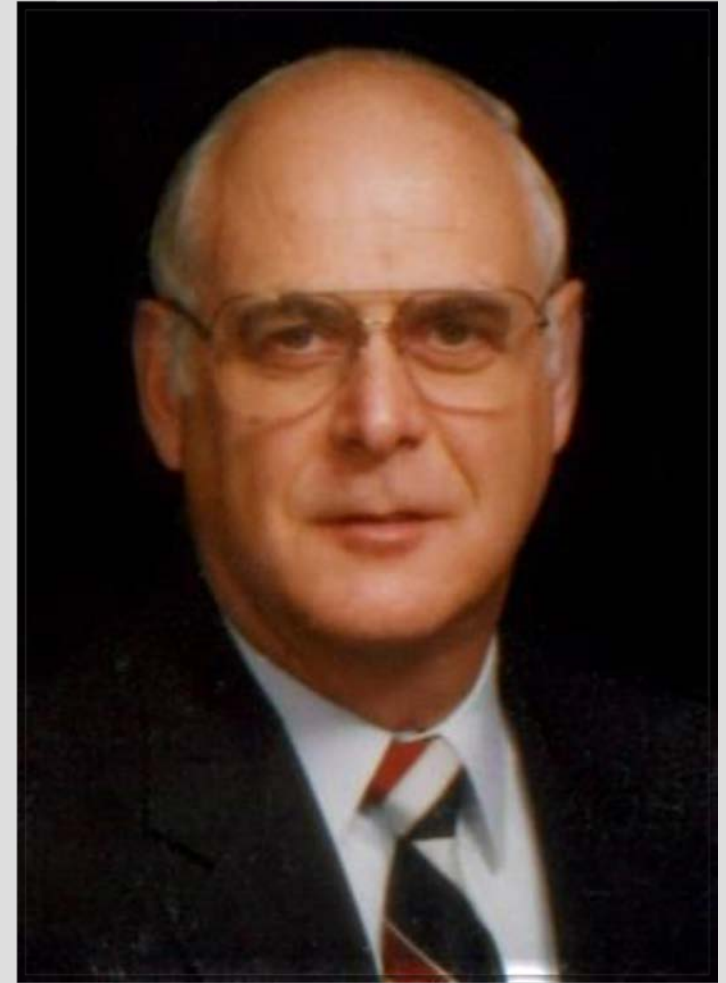


Proclamation

Honoring

Gary

Van Vark



Reschedule Council Meeting

G-1



- City Council procedural rules state that if the regular Council meeting falls on an election day, the meeting will be rescheduled to avoid a conflict
- As a result, staff is recommending that the regular meeting scheduled for Tuesday, Nov. 3rd be rescheduled to **Monday, Nov. 2nd at 7:00 p.m.**



Governor's Traffic Safety Bureau Contract

H-1



- This resolution approves a contract with the Governor's Traffic Safety Bureau
- If approved, the Bureau would provide the Police Department with \$6,300 for:
 - Overtime enforcement directed at safety belt use, impaired driving, and excessive speed violations
 - Purchase and distribute traffic safety educational materials
 - Participate in approved training
 - Purchase one moving radar unit
 - Purchase one preliminary breath tester
- Matching funds are not required
- Staff is recommending approval as the program provides equipment that would otherwise need to be purchased



Revised Personnel Policy Manual

H-2



- This resolution adopts a revised Personnel Policy Manual to account for organizational structure changes within the Pella Police Department, as discussed with Council on September 15th
- The purpose for these changes is to assist with policy development, reduce liability/exposure, and enhance officer retention
- If approved, the following positions would be added:
 - Police Captain
 - Police Sergeant
 - Police Senior Officer
 - Lead Police Communications Specialist
- The proposed revisions would present a cost of \$30,000 to \$42,000 from increased salaries due to promotions and reclassifications
- It is anticipated that these costs will be offset by salary savings in FY 20-21
- The revised Police Department organizational structure is on the following slide:



Revised Organizational Structure

Chief of Police

Administrative Support Manager

Administrative Police Captain

- PT Administrative Assistant
- Purchasing
- Accounts Receivable
- Records Management & CAD
- Emergency Management
- Building Maintenance
- Training and Personnel Records

- Special Events
- Community Relations & PIO
- Property & Evidence
- Fleet Management
- Office of Professional Standards
- Agency Training
- Internal Affairs
- General Orders

Lead Communications Specialist

Special Operations Lieutenant

Patrol Operations Lieutenant

Patrol Operations Lieutenant

- Communications Specialist Training
- PSAP
- Records Management
- Communications Specialists

- Intern Program
- Sex Offender Registry Program
- School Resource Officer
- School Liason Program
- Equipment and Supply
- Criminal Investigations Detectives

- Field Training Program
- Reserve Program
- Patrol Sergeant
- Road Patrol Squad A
- Jail Administration
- Patrol Sergeant
- Road Patrol Squad C

- Emergency Management
- Volunteer Program
- Patrol Sergeant
- Road Patrol Squad B
- CIRTT Team
- Patrol Sergeant
- Road Patrol Squad D

Management Agreement *Classic Aviation*

H-3

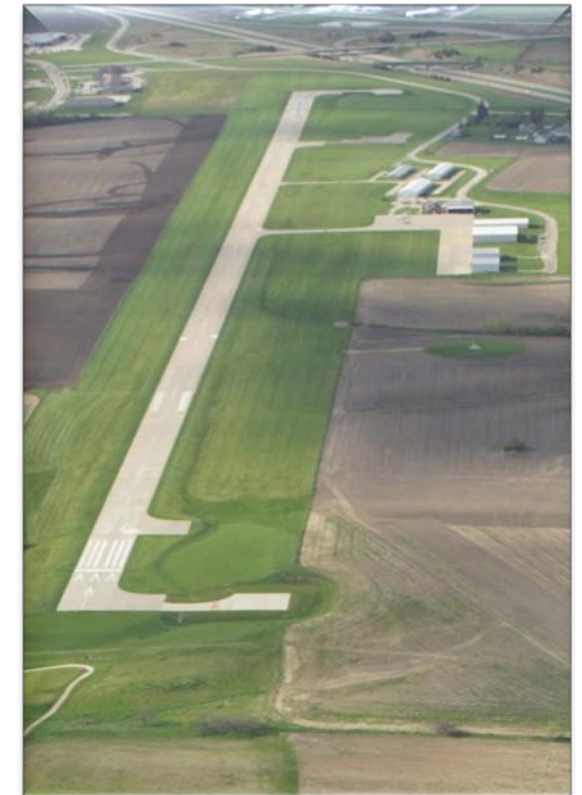


- This resolution approves a second amendment to the Airport Management Agreement with Classic Aviation, as discussed with Council on September 15th
- The City has received \$69,000 in funding from the CARES Act
- As a result, staff and Classic Aviation are proposing to amend the agreement to pay Classic Aviation an additional one-time compensation of \$69,000 on October 9th
- This additional compensation is due to airport operation impacts as a result of the pandemic and runway closure
- In summary, staff has had a positive relationship with Classic Aviation over the years and believes they provide a valuable service to the community

Classic Aviation, Inc.



Pella, IA

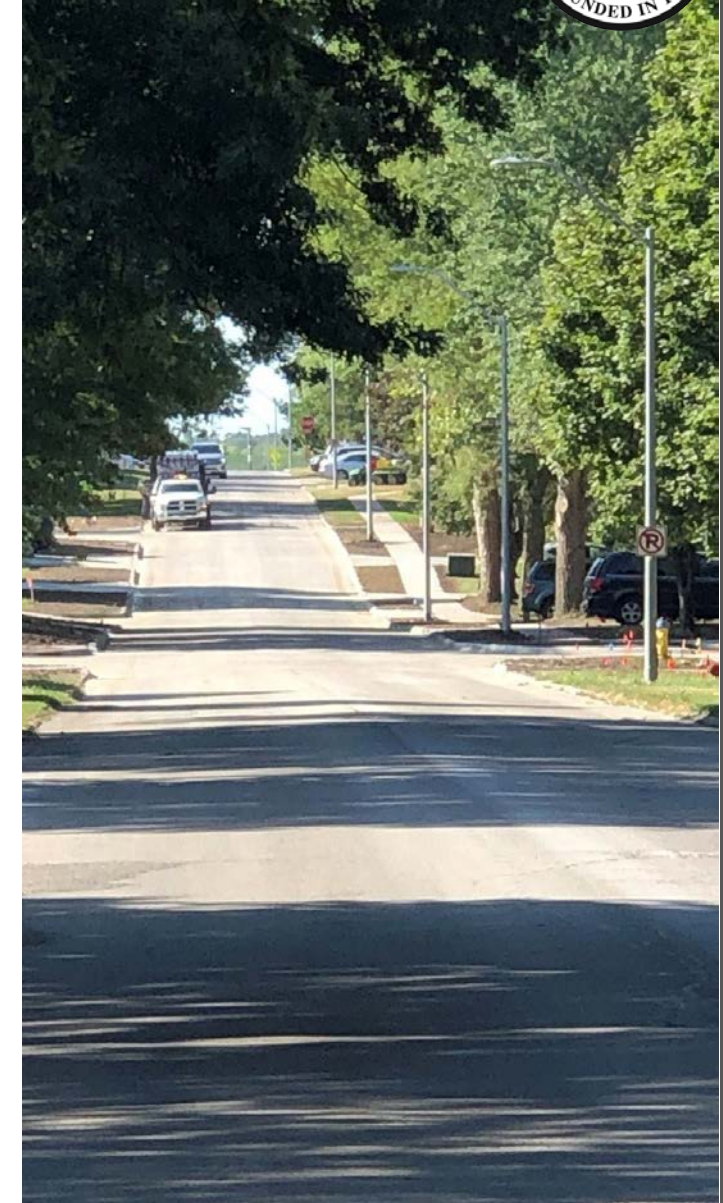


West 3rd Street Sanitary Sewer Improvements

H-4



- This resolution approves change order #1, change order #2 adjusting final quantities, and accepts the West 3rd Street Sanitary Relief Sewer improvements
- Council awarded the contract for this project to Blommers Construction in April
- This is the last of the 2009 IDNR wastewater mandated projects
- The project consisted of:
 - Replacing 10” sanitary sewer with 15” sanitary sewer
 - Storm sewer improvements
 - Street repaving



West 3rd Street Sanitary Sewer Improvements

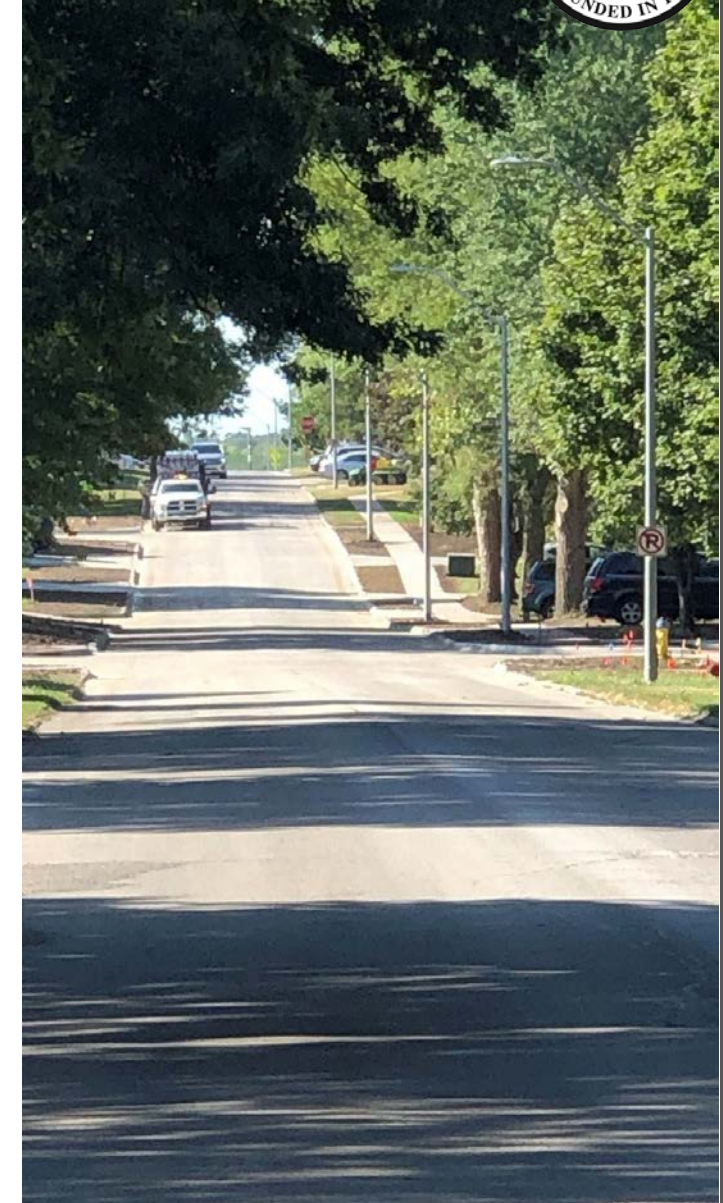
H-4



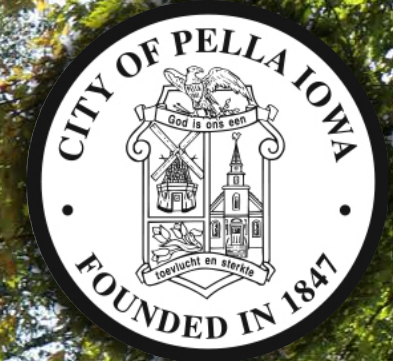
- Change order #1 adds a temporary sidewalk, adds two sanitary sewer drops, and deducts two water service connections, service pipe, and pavement removal
- Change order #2 adjusts final quantities
- If approved, below is the contract summary:

Original contract	\$572,961.72
Change order #1	2,938.75
Change order #2	<u>(8,049.55)</u>
Revised contract	<u>\$567,850.92</u>

- Fox Engineering, the project engineer, recommends acceptance of the project and believes it was completed in accordance with the plans and specs
- Staff agrees with the engineer's recommendation



City of Pella
Policy & Planning
October 6, 2020



Pella Public Library *Logo Redesign*

B-1-a



- Staff is seeking Council support of the library's new logo
- The redesigned logo emphasizes the library's ongoing commitment to literacy, a key indicator of educational and professional success
- The logo was designed by a lifelong patron of the Pella Public Library, Kaylee Butler, who is currently a student at Truman State University

CURRENT LOGO:



NEW LOGO:



Handicapped Accessible Parking Request

B-1-b



- The purpose of this item is to discuss a request received from a Council member regarding the potential addition of handicapped accessible parking in the Central Business District
- A survey was conducted in July of this year to determine if the amount of handicapped accessible parking spaces is adequate given the actual usage
- The survey did not reveal deficiencies in availability within the Central Business District or citywide
- On the following slides are two areas under consideration:



Handicapped Accessible Parking Request

B-1-b



Area 1: north side of Liberty Street between Main and East 1st

- This location currently provides 11 parallel spaces
- None of these spaces are handicapped accessible
- ADA compliance requires a larger space and at least a 60-inch-wide access aisle adjacent to the designated parking space
- As a result, the adjacent curb and sidewalk would need to be demolished and restructured eliminating the viability of a sidewalk in this area



13



Handicapped Accessible Parking Request

B-1-b



Area 2: east side of Main Street between Liberty and Franklin

- A revision/remodel of a space in this area requires ADA compliance
- This process would involve construction of an above grade sign, a widened space, and a 60-inch access aisle
- This change may result in a reduction of two existing parking spaces



- In summary, staff is seeking Council direction on this item



Golf Cart and Utility Vehicle Use on City Streets

B-1-c



- The purpose of this item is to discuss questions received from a Council member regarding UTV use
- City Code Chapter 78 outlines specific rules, restrictions, and limitations for the operation of golf carts on city streets
- Currently, no ordinance provides for the lawful normal and routine operation of any all-terrain vehicle/UTV on city streets within city limits
- Prior to researching this item further, staff would like to make sure a majority of the Council is in favor of exploring options for allowing UTVs on city streets



Proposed Ground Lease *Pella Municipal Airport*

B-1-d



- The purpose of this item is to discuss a proposed ground lease
- Weiler Transportation Inc. is requesting to lease a portion of land at the Pella Municipal Airport to construct an aircraft hangar
- The construction cost of the 100' x 100' hangar is estimated at \$650,000
- In addition, Weiler is willing to rent a portion of the space within the hangar to the City's Fixed Base Operator (FBO), Classic Aviation
- This is important to note because earlier this year our FBO lost heated hangar space they were renting at our airport

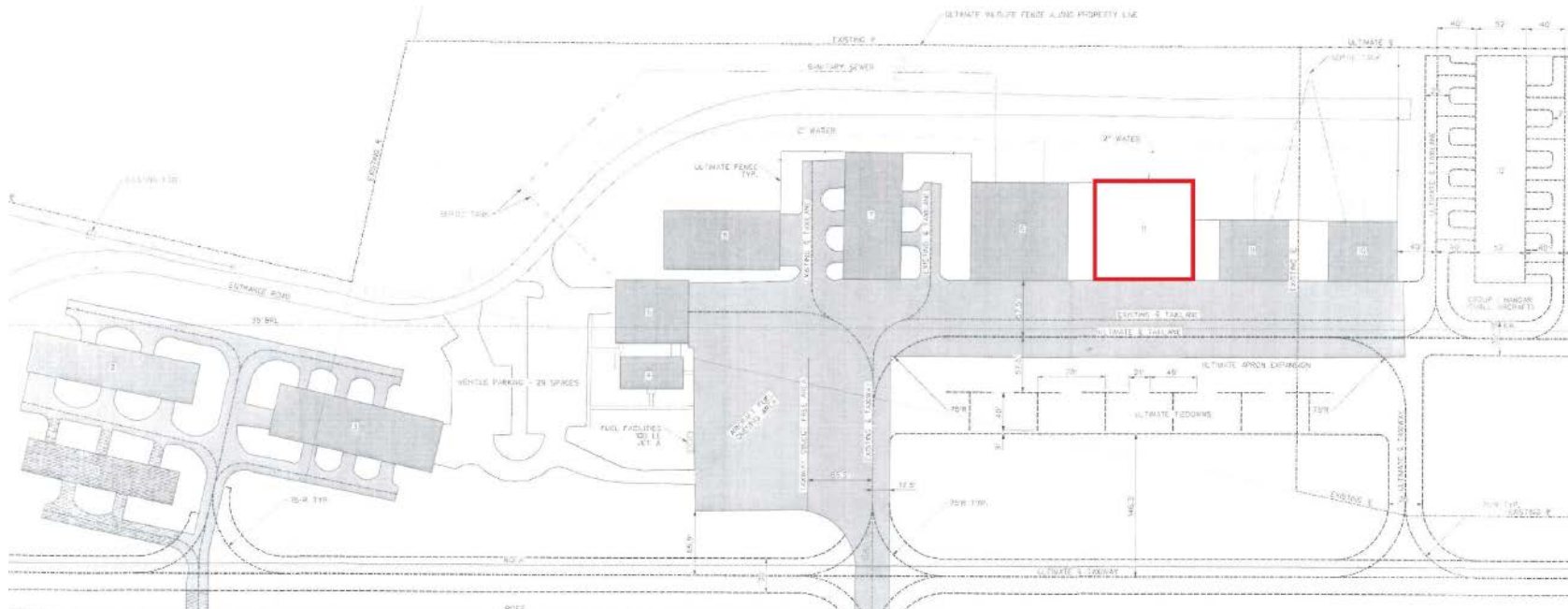


Proposed Ground Lease *Pella Municipal Airport*

B-1-d



- The proposed location to build the hangar is currently leased by Pella Corporation
- Pella Corp is willing to cancel their ground lease under the condition that if the South Central Regional Airport is not constructed, the City would provide them with a buildable site at the current airport
- This site is the last buildable lot available
- The estimated cost to install infrastructure for a buildable site is \$160,000





The proposed lease terms are listed below and on the following slide:

- Term: 39 years and the City would be able to terminate early if the airport is closed
- Rent: \$1,000 per year
- Weiler is required to make space available to the FBO at market rental rates
- Weiler is responsible to construct the proposed hangar
- At the conclusion of the lease, all improvements to the property which could not be removed without causing structural damage would belong to the City
- If the lease is canceled early by the City, and Weiler would not be able to use the property for light industrial uses, the City would be responsible to reimburse Weiler for the net book value of the improvements constructed (as calculated on the following slide)

Proposed Ground Lease *Pella Municipal Airport*

B-1-d



- Net book value is based on the following formula:

Hangar cost	estimated at \$650,000
Hangar life	39 years
Annual depreciation	\$16,666

Net book value: cost of hangar minus accumulated depreciation
- In summary, if Council wishes to proceed with the proposed ground lease, the following items will need to be considered at a future meeting:
 - Amendment to Pella Corporation's ground lease
 - Consideration of a new ground lease with Weiler
- Staff is seeking Council direction on this item

