

**PLEASANT HILL CITY COUNCIL
REGULAR SESSION
JUNE 22, 2021
6:00 PM**

Given the Governor's prohibition on gatherings of ten or more persons during the COVID19 outbreak, some or all elected officials and staff may be participating in this meeting by electronic means. Meeting minutes will continue to be provided per the City's normal course of business. Members of the public may still attend the meeting in person subject to the ten-person limit or submit comments to the City Clerk prior to 4:30 PM on June 22, 2021. The meeting will also be available electronically through the following:

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1. CALL TO ORDER/ROLL CALL

Mayor Sara Kurovski called the Pleasant Hill City Council meeting to order on June 22, 2021 at 6:00 p.m. The Public Safety Building's Community Room was open and available to the public to participate in the meeting. PRESENT: Len Murray, Ross Grooters, Curt Gause, Dean Cooper, and Mark Konrad. ABSENT: None.

2. APPROVAL OF AGENDA

Konrad/Murray moved to approve the agenda. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.

3. PUBLIC INPUT (5 MINUTES FOR ITEMS NOT ON THE AGENDA)

There were none.

4. CONSENT ITEMS

Cooper/Gause moved to approve the CONSENT ITEMS: Council Minutes - dated 06/08/2021, Council Minutes – dated 06/15/2021, Claims Listing - dated 06/22/2021, Expenditure Report - dated 05-31-21, Revenue Report - dated 05-31-21, Treasurer's Report - dated 05-31-21, Approve liquor license renewal – Git N Go Store 37 – 1000 NE 56th Street, Sound Permit – Kevin Harvey – July 4th, 2021, **Resolution #062221-01** – Transfer of funds from Emergency Fund to Equipment Replacement Fund, **Resolution #062221-02** – Transfer of funds from Employee Benefits to General Fund, **Resolution #062221-03** – Setting Date for Public Hearing to Consider Disposition of Property, **Resolution #062221-04** – Approve updated Public Purpose Policy, **Resolution #062221-05** – Approval of Payment Application No. 8 – Fire Department Renovation Project, **Resolution #062221-06** – Approval of Payment Application No. 21 – Public Safety Improvements Project, **Resolution #062221-07** – Approval of Payment Application No. 3 – NE 60th Street and Martha L. Miller Drive Improvements Project. Councilmember Murray asked if the underground cable situation had been corrected at NE 60th, and wanted it to go on record that situation put them behind schedule. City Manager Ben Champ said Century Link had been uncooperative with the underground utilities, but they were out there that day working on the situation. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.

5. BUSINESS ITEMS

- a. Update from Construction Manager – Public Safety Improvements Project and Fire Department Renovation Project
Ryan Companies Construction Manager Jill Boetger gave an update on the new Public Safety Facility, and the Fire Department Renovation. She said they were actively working to close the punch list items on the Public Safety Facility. She also said a change order would be coming through on the next Council meeting to rectify an older trench drain that had failed at the FD renovation. She answered Councilmembers questions about the different options.
- b. Approve appointments to Parks and Recreation Commission
Grooters/Konrad moved to approve the appointments to Parks and Recreation Commission. Parks and Recreation Manager Ryan Merritt explained that the Parks and Recreation Commission has one term ending on June 30, 2021 and two current vacancies. Applications were posted in mid-March of this year and we have received one new appointment, as well as a reappointment of an existing member. The recommendations are to reappoint Adam Fendrick for his second term, and appoint Kayla DeBruin for her first term: Adam Fendrick, term expiring June 30, 2024, Kayla DeBruin, term expiring June 30, 2024. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.

- c. Approval of Grand Opening Sunrise Park Mini-pitch Event Application
Gause/Murray moved to approve the Grand Opening Sunrise Park Mini-pitch Event Application. Parks and Recreation Manager Ryan Merritt explained that the Parks and Recreation Department is requesting approval to host a grand opening for the Mini Pitch and recently donated Teqball table at Sunrise Park. The proposed event will be held on Saturday, July 17th from 1:00 PM to 4:00 pm, and will include soccer demonstrations, mini-games and potentially mobile food unit vendors. The event will be family friendly and safe, with current recommended safety precautions in place. This grand opening event will be a positive community outreach opportunity and inform residents about the new park amenities available. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.
- d. **Resolution #062221-08** – Approval of contract award for 6010 E Oakwood Drive Demolition Project
Murray/Grooters moved to approve **Resolution #062221-08** – Approval of contract award for 6010 E Oakwood Drive Demolition Project. Parks and Recreation Manager Ryan Merritt explained that the property at 6010 Oakwood Drive was gifted to the City of Pleasant Hill for dedication as parkland and the deed was accepted in March of this year. Council has prioritized demolition and site preparation for this property as it falls within the selected location for community park development in the 2015 Parks, Recreation, and Open Space Plan. The City Engineer completed the scope and bid specifications for the project and an invitation for bids was sent to qualified contractors on June 7th, 2021; four bids were received with the lowest responsive and responsible bidder being Elder Corporation in the amount of \$31,549.00. The project includes demolition of the existing house, two garages, barn, stumps, paved sidewalk, gravel area, septic tank, well abandonment, backfill, grading, seeding, and all associated components necessary to complete the project. Councilmembers had questions about the pre-construction meeting topics. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.
- e. **Resolution #062221-09** – Approval of Sunrise Pointe PUD Master Plan
Cooper/Konrad moved to approve **Resolution #062221-09** – Approval of Sunrise Pointe PUD Master Plan. Community Development Director Madeline Sturms explained that the City has received a proposed amendment to the Sunrise Pointe Master Plan that covers 166.8 acres of land generally located east of NE 64th Street, north of SE 6th Avenue, and south of Rising Sun Drive. The property is partially developed containing a mix of single family and townhouse style housing types from six different plats. Jerry's Homes is the applicant with plans to amend lot sizes and reconfigure future street alignments as part of a proposed single-family plat that was submitted alongside this amendment for consideration. The accumulated effect of the proposed modifications will decrease in the overall density of the master plan area allowing the master plan update to be completed through a PUD Amendment. Staff has reviewed the PUD and finds it to be in conformance with the requirements of a PUD Modification as described in Chapter 167 Section 15 Article 9 of the City Ordinance along with the Comprehensive Plan. The Planning & Zoning Commission recommended approval of the item at their June 7th meeting. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.
- f. **Resolution #062221-10** – Approval of Preliminary Plat for Sunrise Pointe Plat 6
Grooters/Gause moved to approve **Resolution #062221-10** – Approval of Preliminary Plat for Sunrise Pointe Plat 6. Community Development Director Madeline Sturms explained that The City has received a preliminary plat for approximately 15-acres of vacant land generally located north of Sunlight Drive, east of NE 64th Street, and south of NE Rising Sun Drive. The applicant for the project is Jerry's Homes with plans to purchase and subdivide the property for residential development. The proposed uses on the property will meet the latest update to the PUD Planned Unit Development Master Plan for Sunrise Pointe that is being amended concurrently. Staff has reviewed the document, finding it to be in conformance with the requirements of a preliminary plat. Planning & Zoning Commission recommended approval of the item at their June 7th meeting. Councilmembers asked the Project Engineer questions about drainage. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.
- g. **Resolution #062221-11** – Approval of Job Description for Economic Development Manager
Konrad/Grooters moved to approve **Resolution #062221-11** – Approval of Job Description for Economic Development Manager. City Manager Ben Champ explained that the City of Pleasant Hill has identified a need to expand economic development activities for the community and provided formal notice to withdraw from the East Polk Innovation Collaborative (EPIC) earlier this year. To best provide tailored activities focused solely on Pleasant Hill, the City has reviewed and developed a job description for an internal position of Economic Development Manager. The employee would work with agencies and partners across the region serving as an economic development point of contact and assisting the City toward goals identified in the strategic plan, comprehensive plan, and other directives of the City. The ongoing purpose of the investment is intended to help grow the economic base and quality of life of the City benefiting our residents, businesses, and City operations. The adopted comprehensive plan contains a specific implementation point as follows: Develop and implement a comprehensive economic development program that addresses targeted types of development, necessary capital improvements, funding and incentive programs, key opportunity sites, marketing and branding, local workforce development, and other strategies and initiatives. The new job description is proposed for establishment at Grade 22. There was discussion about recruitment. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.

6. CLOSING COMMENT

Mayor Kurovski said she and the City Manager have been busy with congressional meetings regarding the Southeast Connector, asking advice and how to proceed to make sure that project is at the top of the list for Iowa and their City.

Councilmember Konrad shared that the MPO has made changes to their scoring criteria for projects.

Councilmember Grooters said DART was getting ready for a presentation on the transition to their optimization study.

Councilmember Gause said Catch Des Moines was starting to see positive signs that the economy and events are starting to come back.

Councilmember Cooper said he had attended the Metro Waste Authority monthly meeting.

Councilmember Murray said that Polk County Emergency Management has posted a burn ban, and cautioned people about the dry conditions.

City Manager Ben Champ said he recently attended his first Bravo meeting, and was impressed with everything they were doing. They are getting ready for their budget next year, and extending awards for various projects, keeping the money moving. He also said the next work session would be Tuesday, July 6th at 5:30pm with a presentation from the Architect on the security updates to City Hall.

7. CLOSED SESSION: Pursuant to Iowa Code Section 21.5.1 (i) To Evaluate the Professional Competency of an Individual Whose Performance is Being Considered

Murray/Cooper moved to move into Closed Session: Pursuant to Iowa Code Section 21.5.1 (i) To Evaluate the Professional Competency of an Individual Whose Performance is Being Considered. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0.

Council returned to open session. Mayor Kurovski announced no action was taken in closed session.

8. ADJOURNMENT

Grooters/Gause moved to adjourn the Council meeting. ROLL CALL: AYES: Murray, Grooters, Gause, Cooper, Konrad. NAYS: None. Motion carried 5-0. The meeting was adjourned at 7:13 p.m.

Sara Kurovski, Mayor

ATTEST:

Dena Spooner, City Clerk/Finance Director