



Grinnell FINANCE COMMITTEE Meeting
MONDAY, MAY 4, 2020 AT 7:00 A.M.
VIA ZOOM

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TENTATIVE AGENDA

ROLL CALL: Wray (Chair), White, Bly.

PERFECTING AND APPROVAL OF AGENDA:

COMMITTEE BUSINESS:

1. Update and status of the Grinnell Iowa Reinvestment Act award.
2. Discuss Strategic Plan Initiative #1 and Action Plan: More targeted and aggressive public/city investment to accomplish economic development priorities – partner with others to expand resource options.
3. Discuss Strategic Plan Initiative #3 and Action Plan: Update job descriptions, compensation study, and success planning.
4. Discuss Strategic Plan Initiative #12: Consider ways to utilize Campbell Fund to address root problems of poverty in Grinnell. 4 votes. Finance Committee, Russ Behrens, and Sharon Mealy.
5. Discuss Strategic Plan Initiative #15: Financial software that allows real time access to budget information and payroll data entry. 2 votes. Finance Committee, Ann Wingerter, and Kim Kolars.
6. Discuss Strategic Plan Initiative #18: Consider fire service fees for certain commercial and industrial properties. 0 votes. Finance Committee, Jan Anderson, Dan Sicard, and Mayor Agnew.
7. Consider resolution for monthly internal transfers of funds (See Resolution No. 2020-68).
8. Consider resolution for monthly transfers of funds for trust and agency (See Resolution No. 2020-69).

INQUIRIES:

ADJOURN:

REINVESTMENT DISTRICT CONTRACT

CITY: Grinnell

CONTRACT NUMBER: 17-RD-001

AWARD DATE: June 17, 2016

MAXIMUM AWARD AMOUNT: \$6,850,000

COMMENCEMENT DATE: January 1, 2020

TERMINATION DATE: January 1, 2040

This **REINVESTMENT DISTRICT CONTRACT** is made by and between the **Iowa Economic Development Authority ("IEDA" or "Authority")**, 200 East Grand Avenue, Des Moines, IA 50309 and the **City of Grinnell ("City")**, 927 4th Avenue, Grinnell, IA 50112.

The City hereby acknowledges that, on the Award Date, the Iowa Economic Development Board ("Board") approved the City's application to establish a reinvestment district ("the District") pursuant to *Iowa Code* Chapter 15J, the "Iowa Reinvestment Act." The City's Reinvestment District Final Application ("Final Application"), including the detailed district plan describing the Projects to be completed ("District Plan"), as approved by the Board, is incorporated herein by reference as Exhibit A. Due to its size, Exhibit A will not be attached to this Agreement, but will be kept on file at Iowa Economic Development Authority ("IEDA"). Exhibit B, District Description and Allocation of Funds, and Exhibit C, City's Estimated Tax Revenue Projections, are attached hereto and incorporated herein by reference.

The City and IEDA agree to the following terms:

1. Definitions of words and phrases used herein, including but not limited to "Project", "State Hotel and Motel Tax", "State Sales Tax", "New Lessor", and "New Retail Establishment" and other applicable terms mean the same as in 261 IAC 200.
2. The date upon which the calculation of new State Sales Tax and new State Hotel and Motel Tax revenue shall begin ("Commencement Date") is January 1, 2020.
3. The Board's approval of the City's application is contingent upon the following:
 - a. The receipt by IEDA of documentation that construction financing has closed and a development agreement has been fully executed for the Downtown Boutique Hotel and Events Center by December 31, 2016
 - b. The receipt by IEDA of documentation that a construction contract has been executed by Grinnell College for the campus improvement project by September 30, 2017, and that a certificate of occupancy has been issued by April 30, 2020 for the proposed buildings
 - c. Removal of the new Campus Store as an eligible project within the district, and identification of a new anchor tenant for the Zone of Confluence
 - d. The receipt by IEDA of documentation that Grinnell College has spent at least \$3,000,000 of the amount proposed for the Zone of Confluence on retail development in the IRA District by the commencement date. Retail development may include incentives to businesses, building construction, land development and acquisition, business acquisition, and related expenses.

This contract may be terminated if the contingencies described are not met by the established deadlines.

4. The City may adopt an ordinance establishing the District and shall notify the Director of the Iowa Department of Revenue ("IDR") of the Commencement Date no later than 30 days after the adoption of the ordinance. The ordinance shall include the information set out at *Iowa Code* section 15J.4(4).

5. The City shall not modify any Project described in the District Plan or add any Project to the District Plan without prior Board approval. If a requested plan amendment would reduce capital investment in the District or remove one or more of the projects originally approved for the District, the Board in its discretion may reduce, rescind, or otherwise modify the maximum benefit amount accordingly. In determining whether to approve a plan amendment that includes a modification to an existing Project or the addition of a new Project, the Board shall consider the scoring criteria in 261 IAC 200.6 as well as the amount of indebtedness incurred by the City in furtherance of the Project and the potential impact on covenants or other financial commitments made in reliance on the projected receipt of State Sales Tax revenues or State Hotel and Motel Tax revenues by the City. If modification to or addition of a Project is approved, and the modification or addition changes financial information set out in the District Plan and any ordinance the City adopted to establish the District, the City shall amend the ordinance to reflect any changes to financial information.

6. The City shall assist the IDR in identifying New Retail Establishments in the District that are collecting State Sales Tax and new lessors in the District that are collecting State Hotel and Motel Tax. This process shall be ongoing until the City ceases to utilize State Sales Tax revenue or State Hotel and motel Tax revenue under Chapter 15J, or until the District is dissolved.

7. The maximum amount of State Sales Tax revenues and State Hotel and Motel Tax revenues that may be remitted to the City's reinvestment project fund created pursuant to *Iowa Code* section 15J.7 ("City's Fund") is \$6,850,000. A copy of the City's estimated new State Sales Tax revenues and estimated new State Hotel and Motel Tax revenues for the District is included as Exhibit C. Exhibit C is included for reference only. The amount of funds remitted to the City will be based on actual tax revenues within the District.

8. Following establishment of the District, the City may use moneys deposited in the City's Fund to fund the development of Projects included within the District Plan. The City shall use funds received in accordance with the District Plan, as summarized in Exhibit B, District Description and Allocation of Funds.

9. Following establishment of the District, the City shall, on or before October 1 of each year, submit a report to the Board detailing all of the following:

- a. The status of each Project undertaken within the District in the previous twelve months.
- b. An itemized list of expenditures from the City's Fund in the previous twelve months that have been made related to each Project undertaken within the District.
- c. The amount of the total cost remaining for each Project undertaken within the District as of the date the report is submitted.
- d. The amounts, types, and sources of funding used for each Project undertaken within the District in the previous twelve months.

e. The amount of bonds issued or other indebtedness incurred for each Project undertaken within the District in the previous twelve months, including information related to the rate of interest, length of term, costs of issuance, and net proceeds.

f. The amounts of types of moneys to be used for payment of bonds or indebtedness.

10. The City is bound by all statutes and rules that pertain to reinvestment districts.

11. The City acknowledges that failure to comply with any provision of this agreement, or with any of the statutory or administrative code provisions governing administration of the program, may constitute an event of default. Whether an act or omission constitutes an event of default and whether such an event of default has been or can be cured shall be determined by the IEDA in its sole discretion. An event of default may result in the modification, cessation, deferral, or termination of the benefits of the Reinvestment District Program. IEDA may provide notice of a material, uncured event of default to the Iowa Department of Revenue.

FOR IEDA:

BY: 

Deborah V. Durham, Director

5/6/17
Date

FOR CITY:

BY: 

Signature
GORDON R. CANFIELD, MAYOR

Typed Name and Title

11/21/2016
Date

Exhibit A

City's Reinvestment District Final Application (on file with IEDA)

EXHIBIT B
District Description and Allocation of Funds

Recipient: City of Grinnell
Contract Number: 17-RD-001
Award Date: September 16, 2016

Commencement Date: January 1, 2020
Termination Date: January 1, 2040

District Description: The Grinnell Historic Downtown and Campus Confluence Reinvestment District includes redevelopment of the Grinnell Community Center as a boutique hotel and event center, downtown public investment projects, development of a mixed use area at the confluence of Grinnell's historic downtown and the Grinnell College campus, and Grinnell College campus improvements.

Project	Project Description	Reinvestment Project Fund Allocation
Downtown Boutique Hotel and Event Center	See Exhibit A	\$2,580,000 (38%)
Downtown Public Investment Projects	See Exhibit A	\$1,525,000 (22%)
Zone of Confluence	See Exhibit A	\$2,135,000 (31%)
Grinnell College Campus Improvements	See Exhibit A	\$610,000 (9%)
TOTAL ALL PROJECTS		\$6,850,000

Note:

The Reinvestment Project Fund Allocation amounts are estimates based on the maximum award amount. Fund allocations shall be made in proportion to the allocation described in the District Plan approved by the Board and noted as percentages above.

Exhibit C
City's Estimated Tax Revenue Projections

City of Grinnell

Iowa Reinvestment Act

Revised IRA Fund Deposit Projections

Original Projections:

- The first deposit for the IRA funds would start in 2019. Since we have removed the campus store anchor, we would realize half of the 8,000 square foot space as phase 1 Market Destination Retail/Food and the remaining would be added to phase two in Market Destination Retail/Food. This change causes some of the tax dollars to not be realized until later years and also starts some of the retail tax later than originally planned.
- This delay will give us a longer opportunity to find someone to fill the space.

Revised Projections:

- Total projected funds available for deposit into the fund is reduced from \$7,791,855 to \$7,193,653 (blue highlight) because the overall sales tax collected is lower. This is because of the delay in the schedule mentioned above.
- In the initial application, the catalyst project (aka campus store) was entirely included in phase 1 of the zone.
- The initial 8,000 sq ft campus store has been removed. In its place there are two independent generators that are each 4,000 sq ft. The first 4,000 sq ft will remain in phase 1 and contain market destination food/retail. The second 4,000 sq ft will move in to phase 2 and include market destination food/retail.

Iowa Reinvestment Act – Projected Fund Deposits - Original

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Deposits												
Total Retail Sales	\$ 1,169,392	\$ 2,840,071	\$ 3,939,569	\$ 4,548,065	\$ 4,959,286	\$ 5,375,702	\$ 5,802,289	\$ 6,243,744	\$ 7,102,270	\$ 7,255,296	\$ 7,397,156	\$ 7,545,099
IA Sales Tax	\$ 70,164	\$ 170,404	\$ 236,374	\$ 272,884	\$ 297,557	\$ 322,542	\$ 348,137	\$ 374,625	\$ 426,136	\$ 435,318	\$ 443,829	\$ 452,706
IRA Retail Sales Tax Deposits	\$ -	\$ -	\$ 157,583	\$ 181,923	\$ 198,371	\$ 215,028	\$ 232,092	\$ 249,750	\$ 284,091	\$ 290,212	\$ 295,886	\$ 301,804
Hotel/Motel Tax												
Total Hotel/Motel Sales (Base)	\$ 270,864	\$ 1,120,474	\$ 1,200,028	\$ 1,282,315	\$ 1,367,414	\$ 1,455,405	\$ 1,505,131	\$ 1,535,234	\$ 1,565,938	\$ 1,619,137	\$ 1,673,838	\$ 1,707,315
Grinnell Hotel/Motel Tax	\$ 18,960	\$ 78,433	\$ 84,002	\$ 89,762	\$ 95,719	\$ 101,878	\$ 105,359	\$ 107,466	\$ 109,616	\$ 113,340	\$ 117,169	\$ 119,512
IRA Hotel/Motel Tax Deposits	\$ -	\$ -	\$ 60,001	\$ 64,116	\$ 68,371	\$ 72,770	\$ 75,257	\$ 76,762	\$ 78,297	\$ 80,957	\$ 83,692	\$ 85,366
Total Reinvestment District Deposits	\$ -	\$ -	\$ 217,584	\$ 246,038	\$ 266,742	\$ 287,798	\$ 307,348	\$ 326,511	\$ 362,388	\$ 371,169	\$ 379,578	\$ 387,170
Boutique Hotel/Events Center	\$ -	\$ -	\$ 174,067	\$ 370,898	\$ 584,292	\$ 814,530	\$ 1,060,409	\$ 1,321,618	\$ 1,611,528	\$ 1,908,463	\$ 2,212,126	\$ 2,521,861
Central Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure/Streetscapes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Zone of Confluence	\$ -	\$ -	\$ 43,517	\$ 92,725	\$ 146,073	\$ 203,633	\$ 265,102	\$ 330,404	\$ 402,882	\$ 477,116	\$ 553,031	\$ 630,465
Grinnell College Additions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Downtown Public Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	Total	IRA Period
Deposits												
Total Retail Sales	\$ 7,696,001	\$ 8,658,102	\$ 8,831,264	\$ 9,007,889	\$ 9,188,047	\$ 9,371,808	\$ 9,559,244	\$ 9,750,429	\$ 9,945,437	\$ 10,144,346	\$ 156,330,506	\$ 152,321,043
IA Sales Tax	\$ 461,760	\$ 519,486	\$ 529,876	\$ 540,473	\$ 551,283	\$ 562,308	\$ 573,555	\$ 585,026	\$ 596,726	\$ 608,661	\$ 9,379,830	\$ 9,139,263
IRA Retail Sales Tax Deposits	\$ 307,840	\$ 346,324	\$ 353,251	\$ 360,316	\$ 367,522	\$ 374,872	\$ 382,370	\$ 390,017	\$ 397,817	\$ 405,774	\$ 6,092,842	\$ 6,092,842
Hotel/Motel Tax												
Total Hotel/Motel Sales (Base)	\$ 1,741,461	\$ 1,776,290	\$ 1,811,816	\$ 1,848,052	\$ 1,885,013	\$ 1,922,713	\$ 1,961,168	\$ 2,000,391	\$ 2,040,399	\$ 2,081,207	\$ 35,371,603	\$ 33,980,265
Grinnell Hotel/Motel Tax	\$ 121,902	\$ 124,340	\$ 126,827	\$ 129,364	\$ 131,951	\$ 134,590	\$ 137,282	\$ 140,027	\$ 142,828	\$ 145,684	\$ 2,476,012	\$ 2,378,619
IRA Hotel/Motel Tax Deposits	\$ 87,073	\$ 88,815	\$ 90,591	\$ 92,403	\$ 94,251	\$ 96,136	\$ 98,058	\$ 100,020	\$ 102,020	\$ 104,060	\$ 1,699,013	\$ 7,702,853
Total Reinvestment District Deposits	\$ 394,913	\$ 435,139	\$ 443,841	\$ 452,718	\$ 461,773	\$ 471,008	\$ 480,428	\$ 490,037	\$ 500,000	\$ 510,000	\$ 67,817	\$ 2,580,000
Boutique Hotel/Events Center	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000
Central Park	\$ -	\$ 108,785	\$ 219,745	\$ 332,925	\$ 448,368	\$ 566,120	\$ 686,227	\$ 762,500	\$ 762,500	\$ 762,500	\$ 762,500	\$ 762,500
Infrastructure/Streetscapes	\$ -	\$ 108,785	\$ 219,745	\$ 332,925	\$ 448,368	\$ 566,120	\$ 686,227	\$ 762,500	\$ 762,500	\$ 762,500	\$ 762,500	\$ 762,500
Zone of Confluence	\$ 967,240	\$ 1,184,809	\$ 1,406,730	\$ 1,633,089	\$ 1,863,975	\$ 2,099,479	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000
Grinnell College Additions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 204,693	\$ 542,183	\$ 610,000	\$ 610,000	\$ 610,000	\$ 610,000
Downtown Public Investments	\$ -	\$ 217,569	\$ 439,490	\$ 665,849	\$ 896,735	\$ 1,132,239	\$ 1,372,453	\$ 1,525,000	\$ 1,525,000	\$ 1,525,000	\$ -	\$ -

Iowa Reinvestment Act – Projected Fund Deposits – Revised 11 November, 2016

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Deposits												
Total Retail Sales	\$ 972,389	\$ 2,438,185	\$ 3,324,068	\$ 3,920,254	\$ 4,318,919	\$ 4,722,527	\$ 5,136,051	\$ 5,564,181	\$ 6,409,117	\$ 6,548,279	\$ 6,675,999	\$ 6,809,519
IA Sales Tax	\$ 58,343	\$ 146,291	\$ 199,444	\$ 235,215	\$ 259,135	\$ 283,352	\$ 308,163	\$ 333,851	\$ 384,547	\$ 392,897	\$ 400,560	\$ 408,571
IRA Retail Sales Tax Deposits	\$ -	\$ -	\$ 132,963	\$ 156,810	\$ 172,757	\$ 188,901	\$ 205,442	\$ 222,567	\$ 256,365	\$ 261,931	\$ 267,040	\$ 272,381
Hotel/Motel Tax												
Total Hotel/Motel Sales (Base)	\$ 270,864	\$ 1,120,474	\$ 1,200,028	\$ 1,282,315	\$ 1,367,414	\$ 1,455,405	\$ 1,505,131	\$ 1,535,234	\$ 1,565,938	\$ 1,619,137	\$ 1,673,838	\$ 1,707,315
Grinnell Hotel/Motel Tax	\$ 18,960	\$ 78,433	\$ 84,002	\$ 89,762	\$ 95,719	\$ 101,878	\$ 105,359	\$ 107,466	\$ 109,616	\$ 113,340	\$ 117,169	\$ 119,512
IRA Hotel/Motel Tax Deposits	\$ -	\$ -	\$ 60,001	\$ 64,116	\$ 68,371	\$ 72,770	\$ 75,257	\$ 76,762	\$ 78,297	\$ 80,957	\$ 83,692	\$ 85,366
Total Reinvestment District Deposits	\$ -	\$ -	\$ 192,964	\$ 220,926	\$ 241,128	\$ 261,671	\$ 280,699	\$ 299,329	\$ 334,662	\$ 342,888	\$ 350,732	\$ 357,746
Boutique Hotel/Events Center	\$ -	\$ -	\$ 154,371	\$ 331,112	\$ 524,014	\$ 733,351	\$ 957,910	\$ 1,197,373	\$ 1,465,102	\$ 1,739,413	\$ 2,019,998	\$ 2,306,195
Central Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Infrastructure/Streetscapes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Zone of Confluence	\$ -	\$ -	\$ 38,593	\$ 82,778	\$ 131,004	\$ 183,338	\$ 239,477	\$ 299,343	\$ 366,276	\$ 434,853	\$ 505,000	\$ 576,549
Grinnell College Additions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Downtown Public Investments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2029												
Deposits												
Total Retail Sales	\$ 6,945,709	\$ 7,892,804	\$ 8,050,660	\$ 8,211,673	\$ 8,375,907	\$ 8,543,425	\$ 8,714,294	\$ 8,888,579	\$ 9,066,351	\$ 9,247,678	\$ 140,776,571	\$ 137,365,996
IA Sales Tax	\$ 416,743	\$ 473,568	\$ 483,040	\$ 492,700	\$ 502,554	\$ 512,606	\$ 522,858	\$ 533,315	\$ 543,981	\$ 554,861	\$ 8,446,594	\$ 8,241,960
IRA Retail Sales Tax Deposits	\$ 277,828	\$ 315,712	\$ 322,026	\$ 328,467	\$ 335,036	\$ 341,737	\$ 348,572	\$ 355,543	\$ 362,654	\$ 369,907	\$ 5,494,640	\$ 5,494,640
Hotel/Motel Tax												
Total Hotel/Motel Sales (Base)	\$ 1,741,461	\$ 1,776,290	\$ 1,811,816	\$ 1,848,052	\$ 1,885,013	\$ 1,922,713	\$ 1,961,168	\$ 2,000,391	\$ 2,040,399	\$ 2,081,207	\$ 35,371,603	\$ 33,980,265
Grinnell Hotel/Motel Tax	\$ 121,902	\$ 124,340	\$ 126,827	\$ 129,364	\$ 131,951	\$ 134,590	\$ 137,282	\$ 140,027	\$ 142,828	\$ 145,684	\$ 2,476,012	\$ 2,378,619
IRA Hotel/Motel Tax Deposits	\$ 87,073	\$ 88,815	\$ 90,591	\$ 92,403	\$ 94,251	\$ 96,136	\$ 98,058	\$ 100,020	\$ 102,020	\$ 104,060	\$ 1,699,013	\$ 7,193,651
Total Reinvestment District Deposits	\$ 364,901	\$ 404,527	\$ 412,617	\$ 420,870	\$ 429,287	\$ 437,873	\$ 446,630	\$ 455,563	\$ 464,674	\$ 474,000	\$ 130,314	\$ -
Boutique Hotel/Events Center	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000	\$ 2,580,000
Central Park	\$ -	\$ 101,132	\$ 204,286	\$ 309,503	\$ 416,825	\$ 526,293	\$ 637,951	\$ 751,841	\$ 869,500	\$ 994,500	\$ 1,125,000	\$ 1,261,000
Infrastructure/Streetscapes	\$ -	\$ 101,132	\$ 204,286	\$ 309,503	\$ 416,825	\$ 526,293	\$ 637,951	\$ 751,841	\$ 869,500	\$ 994,500	\$ 1,125,000	\$ 1,261,000
Zone of Confluence	\$ 667,646	\$ 869,909	\$ 1,076,218	\$ 1,286,652	\$ 1,501,296	\$ 1,720,232	\$ 1,943,547	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000	\$ 2,135,000
Grinnell College Additions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 610,000	\$ 610,000
Downtown Public Investments	\$ -	\$ 202,263	\$ 408,572	\$ 619,007	\$ 833,650	\$ 1,052,587	\$ 1,275,902	\$ 1,503,683	\$ 1,525,000	\$ 1,525,000	\$ -	\$ -

TARGETED AND EFFECTIVE PUBLIC/PRIVATE INVESTMENT TO ACCOMPLISH ECONOMIC DEVELOPMENT PRIORITIES

GOAL SETTING SESSION CITY OF GRINNELL- ACTION PLAN

This was identified as the 1ST highest priority by the Mayor and City Council.

Project leader(s): City Councilmember Jo Wray and Mayor Dan Agnew
 Staff Coordinator(s): City Manager Russ Behrens, City Clerk/Finance Officer Ann Wingerter, and Building/Planning Director Tyler Avis

Activity	Completion Date
City Council confirmation of priority projects: Beyer Building, Masonic Temple, 11 11 th Avenue, 1021 Main Street, 1020 Main Street, properties on west side of 1000 block of Broad Street, and partnering with the Grinnell School District to consider options for redevelopment of 400 6 th Avenue West.	June 1, 2020
Finance Committee will create standing agenda item 'Review economic development projects progress' as a recurring agenda item for the second meeting of each month.	June 15, 2020
Conduct a series of work sessions with city representatives, property owners, private developers, and community development partners to review projects' status, history, potential and needs.	August 1, 2020
In consultation with community development partners, create assessments and development proposals for the properties or projects. Proposals will examine funding layers, potential private development partners, review of existing plans/designs/proformas/etc. Proposals will identify barriers to successful development. Development partners include Grinnell College, Iowa Economic Development Authority, POW I80, the Grinnell Chamber of Commerce, and private development partners with records of success.	September 1, 2020
Development proposals will be presented to the City Council and partner organizations as appropriate. Feedback provided to staff and adjustments made.	October 1, 2020
City Manager will host monthly community development work sessions to exchange information, monitor progress, engage private developers, discuss progress, address impediments, and as needed apply pressure.	November 2020 then recurring

UPDATE JOB DESCRIPTIONS AND COMPENSATION STUDY WITH CONSIDERATION OF SUCCESSION PLANNING

GOAL SETTING SESSION CITY OF GRINNELL- ACTION PLAN

This was identified as the 3RD highest priority by the Mayor and City Council.

Project leader(s): City Councilmember Jo Wray and Mayor Dan Agnew
 Staff Coordinator(s): City Manager Russ Behrens and City Clerk/Finance Officer Ann Wingerter

Activity	Completion Date
Consider strengths and weaknesses of the wage and compensation study that was done in 2010. Consider requesting a proposal from the same firm or employees for an update of that plan. Consider an employee committee to provide feedback to the City Council and management staff during the process.	June 1, 2020
Review and consider agreement with consultant to update job descriptions and perform a compensation study and pay plan.	July 6, 2020
Assemble all job descriptions and review them with staff, management, and consultant. Provide drafts of all updated job descriptions for the City Council to consider approval.	September 2020
Begin wage and compensation work.	October 1, 2020
First draft of wage and compensation study available for City Council and staff to review. Comments assembled and amendments incorporated as approved by the City Council.	March 2021
Final draft of the wage and compensation study adopted by the City Council. Implementation to begin with FY 21-22 budget.	June 2021

Ann Wingerter

From: Russ Behrens
Sent: Friday, April 24, 2020 11:30 AM
To: Dennis Reilly; Dan Agnew; Marilyn Kennett; Jordan Allsup; Jan Anderson; Duane Neff; Daniel Ramos; Ann Wingerter
Subject: 7-19 Priorities Strategic Plan

7. Work with Chamber to develop multimedia promotional items. 5 votes
Planning Committee Marilyn Kennett, Dennis Reilly, Jordan Allsup, and Sharon Mealy
8. Study solid waste/recycling solutions, etc. 5 votes.
PW & G Committee, Duane Neff and Barb Flander
9. Appoint a communications director/social media coordinator. 5 votes.
Planning Committee, Marilyn Kennett, Jordan Allsup, and Ann Wingerter
10. Support community mental health solutions. 5 votes.
Public Safety Committee, Dennis Reilly, and Mayor Agnew.
11. Update Land Use Plan and Zoning Ordinances. 4 votes.
Planning Committee, Russ Behrens, and Tyler Avis.
12. Consider ways to utilize Campbell Fund to address root problems of poverty in Grinnell. 4 votes.
Finance Committee, Russ Behrens, and Sharon Mealy.
13. Develop policy to code enforcement and contractor responsibility, especially right-of-way permits. 3 votes.
PW & G Committee, Jan Anderson, Duane Neff, Jim Brown, and Tyler Avis.
14. Develop another deep drinking well. 2 votes.
PW & G Committee, Jan Anderson, and Jim Brown.
15. Financial software that allows real time access to budget information and payroll data entry. 2 votes.
Finance Committee, Ann Wingerter, and Kim Kolars
16. Review community daycare needs. 1 vote.
Planning Committee, Jordan Allsup, and Marilyn Kennett.
17. Develop pilot program to disconnect footing drains. 0 votes.
PW & G Committee, Jan Anderson, and Daniel Ramos
18. Consider fire service fees for certain commercial and industrial properties. 0 votes.
Finance Committee, Jan Anderson, Dan Sicard, and Mayor Agnew
19. Host open houses at city facilities. 0 votes.
Planning Committee and Sharon Mealy.

Russell L. Behrens
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Grinnell, Iowa 50112
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Cell: 641-990-6372
www.grinnelliowa.gov

RESOLUTION NO. 2020-68

RESOLUTION FOR MONTHLY INTERNAL TRANSFER FUNDS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRINNELL, IOWA:

The following transfer is hereby authorized:

FROM FUND

001.4-950.4.6790 GENERAL - \$ 21,650.91

TO FUND:

003-3.410.3.4790 GENERAL LIBRARY - \$ 21,650.91

PURPOSE OF TRANSFERS

To generate funds for April 2020 expenses incurred by Library per budget as approved by council with city claims for May.

PASSED AND APPROVED this 4th day of May 2020.

Dan F. Agnew, Mayor

Attest:

Annmarie Wingerter, City Clerk/Finance Director

RESOLUTION NO. 2020-69

RESOLUTION TO TRANSFER FUNDS MONTHLY

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRINNELL, IOWA:

The following monthly transfer is hereby authorized:

FROM:

112 TRUST & AGENCY	Monthly Transfer	\$ 14,144.79
610 WATER	Monthly Transfer	1,277.80
620 SEWER	Monthly Transfer	1,236.01
630 STORM WATER	Monthly Transfer	178.23
670 SOLID WASTE	Monthly Transfer	1,057.74
		\$ 17,894.57

TO:

138 MEDICAL INSURANCE RESERVE	\$17,713.45
140 HEALTH INSURANCE ESCROW	181.12
	\$17,894.57

PURPOSE OF TRANSFERS

For medical insurance reserve and police/fire work comp monthly transfers as budgeted for FY20.

PASSED AND APPROVED this 4th day of May 2020.

Dan F. Agnew, Mayor

Attest:

Annmarie Wingerter, City Clerk/Finance Director