

Minutes City of Mechanicsville  
SPECIAL COUNCIL MEETING  
October 25, 2022

The Mechanicsville City Council met in special session on Tuesday, October 25, 2022 at 102 N John Street, Mechanicsville. Mayor Pro tem Amy Bishop called the meeting to order at 6:30 p.m. Council members present for roll call were Amy Bishop, Adam Paidar, and Doug Weber. Jennifer Lester arrive at 6:31. Others present included Meredith Dehmer, Laura Yost, Angie Brown, Randy Brown and Jennifer Walker from ECIA.

**CONSENT AGENDA:**

Adam Paidar motioned, Doug Weber seconded to approve the consent agenda including the agenda, the minutes from 10/10/22; and the annual financial report. Roll call vote: Ayes: Bishop, Paidar, and Weber. Lester absent. Nays: None. One seat vacant. Motion carried.

**Receive visitors/public comment:** None.

**Public hearing to hear comments on the CDBG application for the comprehensive revitalization planning grant**

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- 1) How the needs for the proposed activities were identified? The Neighborhood Revitalization Planning Grant was announced as the city was finishing its first ever Comprehensive Plan. A major focus of the comp plan was the revitalization of the downtown corridor of Mechanicsville. This opportunity is a much-needed resource for Mechanicsville to keep forward momentum from the comp plan and to start work on its downtown, which will drive the City's population, economic development, and quality of life.
- 2) How the proposed activities will be funded and sources of funds? Total CDBG CVN cost: \$21,250  
Total Match Funds: \$3,750 Matching funds will come from sales tax money. Total project cost: up to \$25,000
- 3) Date application will be submitted. The Community Development Block Grant (CDBG) application will be submitted to Iowa Economic Development Authority (IEDA) on October 26, 2022
- 4) Requested amount of CDBG funds? The total amount of CDBG funds requested will not exceed \$21,250.00 (\$1,700.00 will be for ECIA to administer the grant.)
- 5) Estimated portion of the CDBG funds requested that will benefit persons of low and moderate income? To be eligible for CDBG funding at least 51% of the project beneficiaries (families served by the facilities) are low and moderate. US Census data indicates that 54.44% meet LMI.
- 6) Where the proposed activities will be conducted? The area to be studied is four blocks of the City's principle commercial "Main Street" district. The boundaries are: 2<sup>nd</sup> Street on the north; South Street on the south; Jackson Street on the west; and Cherry Street on the east.
- 7) Plans to minimize displacement of persons and businesses as a result of funded

activities? It is not anticipated that the proposed activities will require displacement of any persons.

- 8) Plans to assist persons displaced. If displacement is necessary, the city agrees to fully comply with the Uniform Relocation Act and Section 104(d).
- 9) The nature of the proposed activities? The scope of work for the study will be a complete study of existing structures, uses, infrastructure in the area and recommendations for upgrades, renovations, demolition, and any necessary zoning/ordinance changes that would help revitalize the commercial corridor identified. Resources for historic preservation, grant funding, incentive programs and comparison studies would also be included.

The city is the grantee and as HUD refers to it as the responsible entity for completing the CDBG obligations. ECIA will complete the administrative work and forward documents to the city for signature. The grant writing is being covered by other Mechanicsville's membership in Keep Iowa Beautiful.

No additional comments for or against the project were made and the public hearing was closed.

### **Public hearing to hear comments on the Community Development and housing needs assessment:**

#### **COMMUNITY DEVELOPMENT AND HOUSING NEED OF LMI PERSONS**

1. Conduct Comprehensive Neighborhood Revitalization Plan for City.
2. Rehabilitate existing housing, including exterior maintenance needs, energy efficiency improvements, and accessibility enhancements. Provide for acquisition, demolition where rehabilitation is not feasible.
3. Promote ongoing construction of affordable housing.
4. Work with the regional Economic Development Group and ECIA to retain and attract new businesses and create job opportunities in the city.
5. Construct additional elderly and rental housing.

#### **OTHER COMMUNITY DEVELOPMENT & HOUSING NEEDS**

1. Outline the extent or seriousness of deterioration in the downtown area boundaries of: 2<sup>nd</sup> Street to the north; South Street to the south; Jackson Street to the west; and Cherry Street to the east.
2. Show a clear adverse effect on the well-being of the area and illustrate that the proposed activities will help to alleviate or eliminate the conditions causing the deterioration and fulfill housing and community needs development.
3. Rehabilitation of Downtown Buildings. As part of a desire to see reinvestment in the City's downtown area, the city would like to see the restoration and rehabilitation of the existing buildings in the downtown area.
4. Community Center Improvements. The City's community center needs improvements and some rehabilitation to ensure the long-term use of the facility.
5. Work with the regional Economic Development Group and ECIA to retain and attract new businesses and create job opportunities.
6. Continue to be proactive with developers and builders in the construction of new housing.

## **PROPOSED/POSSIBLE ACTIONS TO ADDRESS DEVELOPMENT AND HOUSING NEEDS**

1. Apply for Comprehensive Neighborhood Revitalization Planning Fund grant.
  2. Apply to IEDA Housing Program for owner-occupied rehabilitation program.
  3. Work with State and local development organization and private concerns to locate new business and expand existing industry to create employment opportunities.
  4. Discuss the potential for the development of elderly and other rental properties with developers.
  5. Work with building owners to encourage rehabilitation and updating of buildings. Look for ways to help owners who are willing to make improvements.
  6. Identify potential funding for improvements to the City's community center facility.
- Date of Public Hearing when assessment was prepared: October 25, 2022  
Number of residents participating: 8  
No additional comments for or against the needs assessment were made and the public hearing was closed.

**Discussion and possible action on Resolution 2022-20 to approve the CDBG application for the comprehensive revitalization planning grant:** Adam Paidar motioned, Jen Lester seconded to approve the resolution. Roll call: Ayes: Doug Weber, Amy Bishop, Jen Lester, and Adam Paidar. Nays: None. Vacant seat. Resolution adopted.

**Resolution 2022-21 to approve the Community Development and housing needs assessment:** Doug Weber motioned, Jen Lester seconded to approve the resolution. Roll call: Ayes: Doug Weber, Amy Bishop, Jen Lester, and Adam Paidar. Nays: None. Vacant seat. Resolution adopted.

**Request to change vacation policy to provide for 2 weeks of vacation upon hiring for the 1<sup>st</sup> through 9 years for full time staff:** Adam Paidar motioned, Doug Weber seconded to approve. Ayes all. Motion carried.

**Resolution 2022-22 to set salary for Daniel Pike, full time Public Works Director at \$27.00 per hour:** Jen Lester motioned, Doug Weber seconded to approve the resolution. Roll call: Ayes: Doug Weber, Amy Bishop, Jen Lester, and Adam Paidar. Nays: None. Vacant seat. Resolution adopted.

**Resolution 2022-23 to change title for Rick Scott to full time Police Chief (remove PWD duties):** Jen Lester motioned, Amy Bishop seconded to approve the resolution. Roll call: Ayes: Doug Weber, Amy Bishop, Jen Lester, and Adam Paidar. Nays: None. Vacant seat. Resolution adopted.

**Resolution 2022-24 to approve plat of minor subdivision, Mesnard Farm 1<sup>st</sup> addition within 2 mile radius of city limits:** Jen Lester motioned, Doug Weber

seconded to approve the resolution. Roll call: Ayes: Doug Weber, Amy Bishop, Jen Lester, and Adam Paidar. Nays: None. Vacant seat. Resolution adopted.

**Appoint person to fill council vacancy or have special election:** Coppess read letter of interest received from Randy Brown. Jen Lester motioned, Adam Paidar seconded to appoint Randy to fill the vacancy cause by Denise Dochterman moving. Ayes all. Motion carried. Oath of office was given.

**Set next meeting date:** 11/14/2022 6:30 p.m. at the Memorial Building

**Mayor's Comments: None.**

**ADJOURN:** There being no further business to come before the Council at this time, council member Doug Weber motioned, Adam Paidar seconded to adjourn the meeting at 6:50 p.m. Ayes all. Meeting adjourned.

ATTEST:

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Linda K. Coppess, MMC

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Amy Bishop, Mayor Pro tem