



**FINANCE & ADMINISTRATION SUB-COMMITTEE
MEETING MINUTES
Wednesday, December 13, 2017 - 7:30 AM
West Des Moines City Hall – 4200 Mills Civic Parkway
Training Room, 2nd Floor**

Present: Councilmember Russ Trimble, Councilmember Jim Sandager, Councilmember Renee Hardman, City Manager Tom Hadden, Deputy City Manager Jamie Letzring, Communication Specialist Lucinda Stephenson, City Attorney Dick Scieszinski, Community and Economic Development Director Clyde Evans, Business Development Coordinator Katie Hernandez, Parks and Recreation Director Sally Ortgies, Interim City Engineer Brian Hemesath, Principal Engineer Ben McAlister, Accounting Manager Lesley Montgomery, Budget Analyst Chris Hamlett, and Secretary Katie Johnson

Guests: Jim Campney, Campney Commercial – Item 4
 Brian Hillebrand, American Trust & Savings – Item 4
 Doug Siedenburg, The Siedenburg Group c/o American Trust & Savings – Item 4

Meeting was called to order at 7:33 AM

1. Revision of Rates and Charges – Aquatic Center Season Passes

Ms. Ortgies asked the committee to consider changes to the rates charged for Aquatic Center Season Passes. Rates for residents have not been increased since 2005 and non-resident rates have not increased since 2009.

The increase ranges from 6.25% to 22.2% depending upon the type of season pass and whether they are a West Des Moines Resident. The rate increases were determined in collaboration with the City of Clive in order to maintain the same rates due to reciprocity among all three aquatic centers.

Going forward, staff will perform a more regular annual review of rates in order to more closely keep up with rising staff and operating costs.

The Councilmembers were in support of staff's recommendation to increase Aquatic Center Season Pass rates.

2. Review – Regulatory Compliance Fund/Property Improvement Impact

Ms. Hernandez presented an update on the Redevelopment Programs. There have been two rounds of applications and approvals, ten approved and funded projects, 108 jobs created/retained, and \$744,539 authorized to fund renovation and improvement projects. The capital investment from these projects is more than \$1.76 million.

Of the \$1,000,000 investment in the program, there is currently \$243,838.13 that has not been awarded through the two rounds of applications. Staff is requesting direction on the future of this program.

Councilmember Trimble suggested applying the excess funds towards other quality of life projects. Councilmember Sandager would like the program to continue by having another round of applications to use the remaining funds and potentially adding \$250,000 to the program annually. Due to the split recommendation, the Councilmembers were in favor of forwarding to council to receive direction on proper use of the balance.

3. Amendment of Eligibility Area – Property Tax Rebate Program

Mr. Evans presented a request to amend the eligible areas of the Property Tax Rebate Program. After experiencing significant success with the program and several potential redevelopment projects that are in process, staff is proposing to expand the area eligible for funding through this program. Generally, the area is bounded by University Avenue on the north, I-35/80 on the south, and Jordan Creek Parkway on the west.

Councilmember Trimble will support this amendment but will not support any future amendments to the area. Councilmembers were in support of staff's recommendations of the changes to the eligibility map for the Property Tax Rebate Program.

4. Woodland Hills Urban Renewal Area – Potential Projects and Future Development

At the F&A meeting of September 20, 2017, staff presented possible financing options for the reconstruction of Booneville Road from S. 88th Street westward to approximately S 100th St (west of the new Kings Landing development). After that discussion, the Councilmembers requested that staff gather more information, including specific cost estimates and financing options, and then the group could have further discussion.

Mr. McAlister previously presented a preliminary cost opinion developed indicating the total project cost (excluding right-of-way) was approximately \$5.5 million. This estimate did NOT include the cost of a bridge crossing needed at Sugar Creek, which would add roughly \$1 million to the total. This was not included because the presumed funding source was stormwater fee district revenue, although that source appears unlikely to materialize in the near future. Staff estimates approximately up to \$3.4 million could be financed through special assessment if desired by the Council. The remaining City share is approximately \$2.1 million which could come from Woodland Hills TIF, the CIP budget, or a combination thereof. (Additional comment—staff reviewed and refined the potential bonding capacity of the URA, and calculated that up to approximately \$5 million of GO bonds, backed by the incremental revenue within the Woodland Hills URA, could be issued). Staff is requesting direction on potential funding options and project timing in order to coordinate with anticipated development activity in 2018.

Mr. Siedenbug stated that American Trust and Savings owns 25 acres at the 88th Street intersection. The property owner share of the cost of \$4 million dollars is more than the property is worth. American Trust has a senior care project that is interested in the land. Mr. McAlister stated that it would be approximately \$2.5 million per corner to complete the intersection redesign, with the City's share of cost the amount would be approximately \$1.2 million for the property owner cost.

The Councilmembers requested this item be deferred for further discussion at the January 10, 2018, Finance committee meeting.

5. Veterans Parkway – Colby Property Acquisition

Mr. Hemesath stated that Mr. Evans met with the five property owners that have land along the proposed corridor. All 5 property owners were in agreement to donate 165 feet of right of way for the future road and any needed easements for the sewer as long as all property owners did the same. The City would purchase and land/right of way in addition to the 165 feet.

Colby Interests are now stating that they are no longer going to donate their right of way and would like to the City to pay for it. If Colby is paid for their right of way, then it is foreseeable that the other owners will also want to be compensated. Total cost to pay for the right of way is estimated to be in the area of \$2.5 – 3 million.

Mr. Hemesath and Mr. Evans met with Colby Interests to discuss options. One option would be that they could assess this project, the assessment would be ag deferred and would be payable at a time in the future when the land is developed.

Councilmembers supported the assessment district approach.

6. Ordinance - Non-Discrimination Language in Contracts

Due to time constraints, the item was deferred to January 10, 2018, meeting

7. Proposed Schedule - 2018 Finance & Administration Subcommittee Meeting Dates

Councilmember Sandager was in support of the proposed 2018 Finance & Administration Subcommittee Meeting dates as presented.

8. Staff Updates

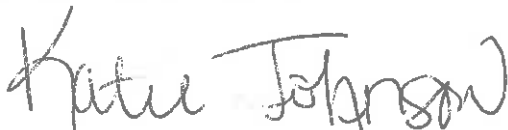
None

9. Other Matters

None

Meeting was adjourned at 8:59 AM.

Respectfully Submitted,



Katie Johnson
Secretary