

**City of LeClaire, Iowa**  
**Committee of the Whole Meeting Minutes**  
**Monday, June 21, 2021 – 6:20 p.m.**  
**Council Chambers**  
**325 Wisconsin St**  
**LeClaire, IA**

Mayor: \_\_\_\_\_ Ball: \_\_\_\_\_ Blair: \_\_\_\_\_  
Gerard: \_\_\_\_\_ Gravert: \_\_\_\_\_ Long: \_\_\_\_\_  
Salvador: \_\_\_\_\_ Laserfiche: \_\_\_\_\_

Mayor Ray Allen called the Committee of the Whole Meeting to order at 6:20 p.m. in the City Hall Council Chambers, 325 Wisconsin Street. Present: Council Members Amy Blair, Dennis Gerard, Sara Gravert, Barry Long and Ryan Salvador, City Administrator Chris Ball, City Clerk Tracy Northcutt, Police Chief Shane Themas, Library Director Ellen Miller, Fire Chief Jim Bradley and City Engineer Leo Foley. Absent: None.

**Discussion Items:**

**A. Tug Fest Special Event**

Kari Long, President of TugFest Iowa, gave an overview of the annual event with request for exclusive use of the Levee from August 9-16, 2021. Tug Fest will be held August 12-14, 2021. Organizers are requesting that fees be waived for the use of the levee and for police overtime. Council has no objections to this annual event.

**B. Tourism Manager Contract**

Ryan Salvador, Council Liaison, stated that the Tourism Board approved extending the contract for Cindy Bruhn, Tourism Manager. Council has no objections to this extension.

**C. Tourism Board Appointments**

Ryan Salvador, Council Liaison, stated that the Tourism Board approved the appointment of Emily Gwin for Retail, Janet Willman for Non-Profit and Rich Henning for Restaurants. Council has no objections to these appointments.

**D. Property & Casualty Insurance Premiums**

Dennis Gerard, Council Liaison, stated that Property & Casualty Insurance Premiums would be increasing approximately 11%. Workers Compensation Modifiers and the Public Official Errors & Omissions claims were the areas with the most increase. Council has no objections to the premiums.

**E. Employee Handbook**

Dennis Gerard, Council Liaison, explained that the Employee Handbook was rewritten to incorporate several different policies and contents formerly outlined in the AFSCME Contract. Members of AFSCME were involved in the creation of the handbook. Council has no objections to the handbook.

**F. Purchase of Squad #51**

Shane Themas, Police Chief, stated that a new squad has been budgeted for the Fiscal Year 21-22. He obtained three bids and recommends Dahl Ford. Council has no objections to purchasing the squad from Dahl Ford.

**G. City Wide Deer Hunting Program**

Chris Ball, City Administrator, stated that a review of the map has shown that the need to scale back the allowed areas for deer hunting will be necessary. Ball will consult with the

Police Chief and prepare a map to be formally approved by the City Council. Council has no objections to amending the map.

#### H. TIF Developer Overpayments

Chris Ball, City Administrator, stated that during an audit of the TIF Payments made to Developers, it was discovered that payments were incorrectly made by including credits the City received from the State. The City's legal counsel was consulted, and the attorneys agreed that the development agreements state that payments are to be made solely from taxes paid on the identified properties. Ball is working with Tracy Northcutt, City Clerk, to determine the extent of the overpayment. Council does not object to doing all things necessary to recover overpayments.

#### I. Johnson Farms Estates Preliminary Plat Approval

Chris Ball, City Administrator, stated that the Planning and Zoning Commission met on June 10, 2021. Extensive discussion was held primarily focusing on flag lots and the amount of driveway approaches on Holland St. Bonnie Musal, owner of Johnson Farms Estates, expressed support for the plat as presented. Lisa Zelle, 1503 Holland, expressed support for the project, but opposition to the plat as it pertained to flag lots and driveway approaches on Holland St. Jim Abbitt, Project Architect, requested more specific design changes. Further discussion ensued with the plan to revise the plat with fewer driveway approaches on Holland as well as the flag lots. Council's intent is to formally vote on this at the City Council meeting on July 6, 2021.

#### F. City Administrator Report

Chris Ball, City Administrator, gave an overview of the following items:

1. Fire Department Staffing – Ball has met with staff from Bettendorf and has made appointments with Camanche and Oelwein to inquire about their Fire Department Staff. Ball will report details when compiled.
2. WWTP Headworks – Project began on June 21, 2021

#### F. Mayor's Report

Mayor Ray Allen presented the following questions:

1. Requested an Update on Marina District RAISE Grant (Formerly BUILD).  
Leo Foley, City Engineer from Veenstra & Kimm, stated that he has been rewriting the grant and plans to have it submitted prior to the deadline.
2. Professional Grant Writer Option  
Mayor Allen stated that Mike Wolfe inquired about the possibility of hiring a professional grant writer. Leo Foley, City Engineer, indicated that there is not enough time to get a new entity involved at this point but anything in the future would be a possibility.
3. Earmark Funds  
Mayor Allen asked about Earmark Funds. Leo Foley, City Engineer, stated that he was making connections with policy makers and would report back.

#### **Adjournment**

Moved by Gerard, seconded by Blair, to adjourn at 8:03 p.m. Motion carried unanimously on voice vote.

**Attest:**

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**Ray C. Allen, Mayor**

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**Tracy A. Northcutt, City Clerk**