

**COLLINS CITY COUNCIL AGENDA**  
**THURSDAY, MAY 2, 2019**  
**7:00 p.m. – City Hall 212 Main Street**

**NOTICE TO PUBLIC:** The Mayor and Council welcome comments from the public during Agenda discussion; you will be asked to state your name for the record. Agenda items are placed on the floor by Council motion. Input/discussion on Agenda issues is then followed by Council vote.

**CALL TO ORDER & ROLL CALL**

**CONSENT OF POSTED AGENDA** [Additions/deletions may be made to Agenda up to 24 hours prior to meeting time as provided by Section 21.4(2) Code of Iowa]

- A. Previous Month's Minutes/Expenses & Revenues (Motion & 2<sup>nd</sup>)
- B. Cindy Kendall – Monthly Financial Reports
- C. Previous Month's Sheriff's Report
- D. Public Hearing – Amendment of FY2019-19 City Budget (Motion & 2<sup>nd</sup>)
- E. Public Hearing on Proposed Designation of the Collins Urban Renewal Area (Motion & 2<sup>nd</sup>)
- F. A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code Of Iowa and Approve Urban Renewal Plan and Project for the Collins Urban Renewal Area (Motion & 2<sup>nd</sup>)
- G. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa (Ordinance includes three (3) separate Motions)
- H. Resolution Declaring Necessity and Providing for Notice of Hearing on Proposed Urban Revitalization Plan (Motion & 2<sup>nd</sup>)
- I. Annexation – Dustin Ingram

**PUBLIC FORUM:** This is time set aside for comments from the public on topics of City business other than those listed on the Agenda. Please understand, the Council will not take immediate action on the public forum comments due to requirements of the Open Meetings Law but may do so at a future meeting.

**ACTION ITEM(S)/MOTION(S):**

1. Motion to approve/deny/discuss: Law Enforcement Services Contract
2. Motion to approve/deny/discuss: Building Permit, 307 1<sup>st</sup> Ave., Brett Comegys
3. Motion to approve/deny/discuss: Building Permit, 408 2<sup>nd</sup> Ave., Brett Comegys
4. Motion to approve/deny/discuss: Process for Clerk Hire/Deadline Date
5. Motion to approve/deny/discuss: Employee Benefits Policy
6. Motion to approve/deny/discuss: Land Purchase for Storm Water Mitigation – Cliff Dalbey's Field
7. Motion to approve/deny/discuss: Sump Pump Ordinance

**DEPARTMENT REPORTS: PUBLIC WORKS; LIBRARY; WELLNESS**  
**COUNCIL DISCUSSION ITEMS**

- Staci Corbitt – CACC Rental/Use Policy

**MAYOR'S REPORT**

**ADJOURNMENT**

**NOTICE OF PUBLIC HEARING  
AMENDMENT OF FY2018-2019 CITY BUDGET**

The City Council of Collins in STORY County, Iowa  
will meet at City Hall  
at 7:00pm on 5/2/2019  
(hour) (Date)

for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019  
(year)  
by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.  
Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
<b>Revenues &amp; Other Financing Sources</b>			
Taxes Levied on Property	178,780		178,780
Less: Uncollected Property Taxes-Levy Year	0		0
<b>Net Current Property Taxes</b>	178,780	0	178,780
Delinquent Property Taxes	0		0
TIF Revenues	0		0
Other City Taxes	68,455	14,003	82,458
Licenses & Permits	550		550
Use of Money and Property	21,366		21,366
Intergovernmental	71,254	12,165	83,419
Charges for Services	369,740	-340	369,400
Special Assessments	0		0
Miscellaneous	30,309	159,105	189,414
Other Financing Sources	14,000	-14,000	0
Transfers In	0	133,441	133,441
<b>Total Revenues and Other Sources</b>	<b>754,454</b>	<b>304,374</b>	<b>1,058,828</b>
<b>Expenditures &amp; Other Financing Uses</b>			
Public Safety	85,450		85,450
Public Works	148,250	12,500	160,750
Health and Social Services	19,250	18,000	37,250
Culture and Recreation	39,300	15,025	54,325
Community and Economic Development	10,000	110,000	120,000
General Government	69,800	56,640	126,440
Debt Service	48,629		48,629
Capital Projects	0		0
Total Government Activities Expenditures	420,679	212,165	632,844
Business Type / Enterprises	345,280	8,000	353,280
<b>Total Gov Activities &amp; Business Expenditures</b>	<b>765,959</b>	<b>220,165</b>	<b>986,124</b>
Transfers Out	0	133,441	133,441
<b>Total Expenditures/Transfers Out</b>	<b>765,959</b>	<b>353,606</b>	<b>1,119,565</b>
<b>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year</b>	<b>-11,505</b>	<b>-49,232</b>	<b>-60,737</b>
Beginning Fund Balance July 1	517,182	-274,660	242,522
<b>Ending Fund Balance June 30</b>	<b>505,677</b>	<b>-323,892</b>	<b>181,785</b>

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Amendment reflects additional activities funded by Grants and gifts. Allocations of Local Option have been included as discussed during budget discussions.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

THERESA L. FINDLAY  
City Clerk/ Finance Officer Name



COLLINS URBAN RENEWAL AREA  
DESIGNATION AND PLAN HEARING

436885-2

Collins, Iowa

May 2, 2019

The City Council of the City of Collins, Iowa, met on May 2, 2019, at 7:00 o'clock, p.m., at the City Hall, Collins, Iowa, for the purpose of conducting a public hearing on the designation of an urban renewal area and on a proposed urban renewal plan and projects. The Mayor presided and the roll being called the following members of the Council were present and absent:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_.

The City Council investigated and found that notice of the intention of the City Council to conduct a public hearing on the designation of the Collins Urban Renewal Area and on an urban renewal plan and projects for the Area had been published according to law and as directed by the Council and that this is the time and place at which the Council shall receive oral or written objections from any resident or property owner of the City. All written objections, statements, and evidence heretofore filed were reported to the City Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence as summarized below; filed written objections or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

(Here list all persons presenting written or oral statements or evidence and summarize each presentation.)

There being no further objections, comments, or evidence offered, the Mayor announced the hearing closed.

Council Member \_\_\_\_\_ moved the adoption of a resolution entitled "A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan and Project for the Collins Urban Renewal Area," seconded by Council Member \_\_\_\_\_. After due consideration, the Mayor put the question on the motion and the roll being called, the following named members of the Council voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution duly adopted and signed approval thereto.

RESOLUTION NO. \_\_\_\_\_

A Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan and Project for the Collins Urban Renewal Area

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa, the “Urban Renewal Law,” a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the development of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

WHEREAS, it has been proposed by the City Council of the City of Collins, Iowa, (the “City”) that the Collins Urban Renewal Area (the “Urban Renewal Area”) be established on the property (the “Property”) described in Exhibit A to this Resolution; and

WHEREAS, the proposal demonstrates that sufficient need exists to warrant finding the Urban Renewal Area to be an economic development area; and

WHEREAS, evidence of conditions of blight on the Property, and the substantial risk of spread of such conditions, warrant finding the Property to be in need of blight alleviation initiatives; and

WHEREAS, a proposed urban renewal plan (the “Plan”) has been prepared for the governance of projects and initiatives to be undertaken on the Property and which authorizes a certain initial urban renewal project to be undertaken in the Urban Renewal Area consisting of using tax increment financing to pay the costs of restoring and improving street infrastructure; and

WHEREAS, notice of a public hearing by the City Council on the question of establishing the Property as an urban renewal area and on the Plan and projects for the Urban Renewal Area was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the City Council has conducted said hearing on May 2, 2019; and

WHEREAS, the Plan was submitted to and commented on by the Planning and Zoning Commission of the City; and

WHEREAS, copies of the Plan, notice of public hearing and notice of a consultation meeting with respect to the urban renewal plan were mailed to Story County and the Collins-Maxwell Community School District; the consultation meeting was held on the \_\_\_\_ day of \_\_\_\_\_, 2019; and responses to any comments or recommendations received following the consultation meeting were made as required by law;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Collins, Iowa, as follows:

Section 1. An economic development and blighted area as defined in Chapter 403 of the Code of Iowa is found to exist on the Property.



Section 2. The Property is hereby declared to be an urban renewal area, in conformance with the requirements of Chapter 403 of the Code of Iowa, and is hereby designated the Collins Urban Renewal Area.

Section 3. The development and redevelopment of the Property is necessary in the interest of the public health, safety or welfare of the residents of the City.

Section 4. It is hereby determined by this City Council as follows:

- A. The Plan conforms to the general plan of the municipality as a whole;
- B. Proposed development and redevelopment in the Urban Renewal Area is necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives;
- C. Proposed blight alleviation and prevention programs in the Urban Renewal Area are necessary to restore the property to its highest and best use and to prevent the spread of urban blight; and
- D. It is not anticipated that families will be displaced as a result of the City's undertakings under the Plan. Should such issues arise with future projects, then the City will ensure that a feasible method exists to carry out any relocations without undue hardship to the displaced and into safe, decent, affordable and sanitary housing.

Section 5. The Plan for the Urban Renewal Area is made a part hereof and is hereby in all respects approved in the form presented to this City Council, and the proposed projects described in the Plan are hereby in all respects approved.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved May 2, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

EXHIBIT A  
LEGAL DESCRIPTION  
COLLINS URBAN RENEWAL AREA

Certain real property situated in the City of Collins, County of Story, State of Iowa, more particularly described as follows:

JONES 2ND ADD LOT 8 & LOT 9 EX N11'BLK1  
PARCEL ID 16-21-101-145;

JONES ADD LOTS 7 & 8 BLK 3  
PARCEL ID 16-21-101-165;

DENNISTONS 1ST ADD N1/2 LOT 14 & ALL LOTS 15 & 16 BLK 3  
PARCEL ID 16-20-280-120;

ORIGINAL TOWN (COLLINS) BLOCK:5 LOT:10 COLLINS  
PARCEL ID 16-21-150-205;

DENNISTONS 1ST ADD LOTS 7-10 & S30' LOT 11 BLK 2  
PARCEL ID 16-20-280-225;

DENNISTONS 1ST ADD LOT 3 EX E8' & LOT 4 EX S16.9' E8' BLK 1  
PARCEL ID 16-20-280-330;

O T W1/2 LOTS 1 2 & 3 & E131.7' LOT 6 & 7 & ALLEY ADJ BLK 12  
PARCEL ID 16-21-150-315;

JONES ADD BLOCK: 5 LOT:10 COLLINS  
PARCEL ID 16-21-105-206;

O T E55' LOTS 1&2; LOT 3 EX W58' & EX W29' E84' & LOT 4 EX W29' E84' BLK10  
PARCEL ID 16-21-160-410;

CAULKINS 1ST ADD LOT:7 COLLINS  
PARCEL ID 16-21-115-134;

JONES ADD LOTS 5 & 6 BLK 4  
PARCEL ID 16-21-101-301;

All of the public right-of-way of 2<sup>nd</sup> Avenue from and including its intersection with 1<sup>st</sup> Street on the south and continuing north to and including its intersection with 4<sup>th</sup> Street on the north;

All of the public right-of-way of 3<sup>rd</sup> Avenue from and including its intersection with 1<sup>st</sup> Street on the south and continuing north to and including its intersection with 4<sup>th</sup> Street on the north;

All of the public right-of-way of Main Street from and including its intersection with 1<sup>st</sup> Street on the south and continuing north to and including its intersection with 4<sup>th</sup> Street on the north; and

All of the public right-of-way of 4<sup>th</sup> Avenue from and including its intersection with 1<sup>st</sup> Street on the south and continuing north to and including its intersection with 2<sup>nd</sup> Street on the north.



•••••

Upon motion and vote, the meeting adjourned.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

STATE OF IOWA  
COUNTY OF STORY  
CITY OF COLLINS

SS:

I, the undersigned, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Collins, Iowa, and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with designating an urban renewal area and approving the urban renewal plan and projects for the Collins Urban Renewal Area in the City.

WITNESS MY HAND this \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

**(Please attach to this certificate a copy of the minutes or a resolution of the Planning and Zoning Commission showing the action taken by that Commission with respect to the urban renewal plan.)**

MINUTES PROVIDING FOR PASSAGE  
OF AN ORDINANCE ESTABLISHING  
AN URBAN RENEWAL TAX  
INCREMENT FINANCING DISTRICT  
FOR THE COLLINS URBAN RENEWAL  
AREA

436885-2

Collins, Iowa

May 2, 2019

The City Council of Collins, Iowa, met on May 2, 2019 at 7:00 o'clock p.m., at the City Hall, in the City.

The Mayor presided and the roll was called showing the members present and absent, as follows:

Present: \_\_\_\_\_

Absent: \_\_\_\_\_

Council Member \_\_\_\_\_ introduced an ordinance entitled "Ordinance No. \_\_\_\_\_. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa."

It was moved by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_ that the ordinance be adopted. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Whereupon, the Mayor declared the motion duly carried and declared that said ordinance had been given its initial consideration.



It was moved by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_ that the statutory rule requiring an ordinance to be considered and voted on for passage at two City Council meetings prior to the meeting at which it is to be finally passed be suspended. The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the motion duly carried.

It was moved by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_ that the ordinance entitled "Ordinance No. \_\_\_\_\_. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa," now be put upon its final consideration and adoption. The Mayor put the question on the motion, and the roll being called, the following named Council Members voted:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the motion duly carried and the ordinance duly adopted, as follows:

ORDINANCE NO. \_\_\_\_\_

An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa

BE IT ENACTED by the members of the City Council of the City of Collins, Iowa:

Section 1. Purpose. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property in the Collins Urban Renewal Area, each year by and for the benefit of the state, city, county, school districts or other taxing districts after the effective date of this ordinance in order to create a special fund to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City to finance projects in such area.

Section 2. Definitions. For use within this ordinance the following terms shall have the following meanings:

“City” shall mean the City of Collins, Iowa.

“County” shall mean Story County, Iowa.

“Urban Renewal Area” shall mean the real property situated in the Collins Urban Renewal Area, the boundaries of which are set out below, such property having been identified in the Urban Renewal Plan approved by the City Council by resolution adopted on May 2, 2019:

Certain real property situated in the City of Collins, County of Story, State of Iowa, more particularly described as follows:

JONES 2ND ADD LOT 8 & LOT 9 EX N11'BLK1  
PARCEL ID 16-21-101-145;

JONES ADD LOTS 7 & 8 BLK 3  
PARCEL ID 16-21-101-165;

DENNISTONS 1ST ADD N1/2 LOT 14 & ALL LOTS 15 & 16 BLK 3  
PARCEL ID 16-20-280-120;

ORIGINAL TOWN (COLLINS) BLOCK:5 LOT:10 COLLINS  
PARCEL ID 16-21-150-205;

DENNISTONS 1ST ADD LOTS 7-10 & S30' LOT 11 BLK 2  
PARCEL ID 16-20-280-225;

DENNISTONS 1ST ADD LOT 3 EX E8' & LOT 4 EX S16.9' E8' BLK 1  
PARCEL ID 16-20-280-330;

O T W1/2 LOTS 1 2 & 3 & E131.7' LOT 6 & 7 & ALLEY ADJ BLK 12  
PARCEL ID 16-21-150-315;



JONES ADD BLOCK: 5 LOT:10 COLLINS  
PARCEL ID 16-21-105-206;

O T E55' LOTS 1&2; LOT 3 EX W58' & EX W29' E84' & LOT 4 EX W29' E84' BLK10  
PARCEL ID 16-21-160-410;

CAULKINS 1ST ADD LOT:7 COLLINS  
PARCEL ID 16-21-115-134;

JONES ADD LOTS 5 & 6 BLK 4  
PARCEL ID 16-21-101-301;

Section 3. Provisions for Division of Taxes Levied on Taxable Property in the Urban Renewal Area. After the effective date of this ordinance, the taxes levied on the taxable property in the Urban Renewal Area each year by and for the benefit of the State of Iowa, the City, the County and any school district or other taxing district in which the Urban Renewal Area is located, shall be divided as follows:

(a) that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts upon the total sum of the assessed value of the taxable property in the Urban Renewal Area, as shown on the assessment roll as of January 1 of the calendar year preceding the first calendar year in which the City certifies to the County Auditor the amount of loans, advances, indebtedness, or bonds payable from the special fund referred to in paragraph (b) below, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for said taxing district into which all other property taxes are paid. For the purpose of allocating taxes levied by or for any taxing district which did not include the territory in the Urban Renewal Area on the effective date of this ordinance, but to which the territory has been annexed or otherwise included after the effective date, the assessment roll applicable to property in the annexed territory as of January 1 of the calendar year preceding the effective date of the ordinance which amends the plan for the Urban Renewal Area to include the annexed area, shall be used in determining the assessed valuation of the taxable property in the annexed area.

(b) that portion of the taxes each year in excess of such amounts shall be allocated to and when collected be paid into a special fund of the City to pay the principal of and interest on loans, moneys advanced to or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under the authority of Section 403.9(1), of the Code of Iowa, incurred by the City to finance or refinance, in whole or in part, projects in the Urban Renewal Area, and to provide assistance for low and moderate-income family housing as provided in Section 403.22, except that taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Section 298.2 of the Code of Iowa, taxes for the instructional support levy program of a school district imposed pursuant to Section 257.19 of the Code of Iowa, and taxes for the payment of bonds and interest of each taxing district shall be collected against all taxable property within the taxing district without limitation by the provisions of this ordinance. Unless and until the total assessed valuation of the taxable property in the Urban Renewal Area exceeds the total assessed value of the taxable property in such area as shown by the assessment roll referred to in subsection (a) of this section, all of the taxes levied and collected upon the taxable property in the Urban Renewal Area shall be paid into the funds for



the respective taxing districts as taxes by or for said taxing districts in the same manner as all other property taxes. When such loans, advances, indebtedness, and bonds, if any, and interest thereon, have been paid, all money thereafter received from taxes upon the taxable property in the Urban Renewal Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

(c) the portion of taxes mentioned in subsection (b) of this section and the special fund into which that portion shall be paid may be irrevocably pledged by the City for the payment of the principal and interest on loans, advances, bonds issued under the authority of Section 403.9(1) of the Code of Iowa, or indebtedness incurred by the City to finance or refinance in whole or in part projects in the Urban Renewal Area.

(d) as used in this section, the word "taxes" includes, but is not limited to, all levies on an ad valorem basis upon land or real property.

Section 4. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 5. Saving Clause. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 6. Effective Date. This ordinance shall be effective after its final passage, approval and publication as provided by law.

Passed and approved by the City Council of the City of Collins, Iowa, on May 2, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

•••••

There being no further business to come before the meeting, it was upon motion adjourned.

---

Mayor

Attest:

---

City Clerk

STATE OF IOWA  
COUNTY OF STORY  
CITY OF COLLINS

SS:

I, the undersigned, City Clerk of the City of Collins, Iowa, do hereby certify that the attached is a true, correct and complete copy of all the records of the City Council of the City relating to the adoption of an ordinance entitled "Ordinance No.\_\_\_\_\_. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa."

WITNESS MY HAND this \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk



STATE OF IOWA

SS:

COUNTY OF STORY

I, the undersigned, County Auditor of Story County, in the State of Iowa, do hereby certify that on the \_\_\_ day of \_\_\_\_\_, 2019, a copy of an ordinance of the City was filed in my office, shown to have been adopted by the City Council and approved by the Mayor thereof on May 2, 2019, entitled: "Ordinance No. \_\_\_\_\_. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa," and that I have duly placed a copy of the ordinance on file in my records.

WITNESS MY HAND this \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
County Auditor

STATE OF IOWA  
COUNTY OF STORY  
CITY OF COLLINS

SS:

I, the undersigned, City Clerk of the City of Collins, Iowa, do hereby certify that I caused to be published "Ordinance No. \_\_\_\_\_. An Ordinance Providing for the Division of Taxes Levied on Taxable Property in the Collins Urban Renewal Area, Pursuant to Section 403.19 of the Code of Iowa," of which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, on the date and in the newspaper specified in such affidavit, and that such newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

**(Attach hereto publisher's affidavit of publication with clipping of ordinance as published.)**

**(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published ordinance and have verified that it was published on the date indicated in the publisher's affidavit.)**

MINUTES OF MEETING TO SET  
HEARING DATE ON PROPOSED  
URBAN REVITALIZATION PLAN

(NRA) 436885-3

Collins, Iowa

May 2, 2019

A meeting of the City Council of Collins, Iowa, was held at \_\_\_\_\_ o'clock \_\_\_\_ .m., at the \_\_\_\_\_, in the City, on May 2, 2019. The Mayor presided and the roll was called, showing members present and absent as follows:

Present:

---

Absent: \_\_\_\_\_.

The City Council took up and considered the establishment of a proposed urban revitalization area and a proposed urban revitalization plan pursuant to Chapter 404, Code of Iowa. Whereupon, Council Member \_\_\_\_\_ moved the adoption of the resolution declaring necessity and providing for notice of hearing on proposed urban revitalization plan. The motion was seconded by Council Member \_\_\_\_\_, and passed by record vote as follows:

Ayes:

---

Nays: \_\_\_\_\_.

Whereupon, the Mayor declared the resolution adopted as follows:



RESOLUTION NO. \_\_\_\_\_

Resolution Declaring Necessity and Providing for Notice of Hearing on Proposed Urban Revitalization Plan

WHEREAS, pursuant to the provisions of Chapter 404, Code of Iowa (the "Act") the City of Collins, Iowa (the "City"), may designate an area of the City as an urban revitalization area, if that area meets the criteria of Section 1 of the Act; and

WHEREAS, pursuant to the provisions of the Act, before designating an urban revitalization area, the City must prepare a proposed plan for the designated urban revitalization area, hold certain public hearings thereon, and otherwise comply with the procedures set forth in the Act; and

WHEREAS, it has been proposed that certain real property situated within the City (hereinafter referred to as the "2019 Collins Urban Revitalization Area") be designated as a revitalization area pursuant to the Act, such 2019 Collins Urban Revitalization Area being legally described as set forth in the notice appearing as part of this resolution in Section 5 hereof; and

WHEREAS, a proposed plan (the "Proposed Plan") for the 2019 Collins Urban Revitalization Area is being prepared for presentation to the City Council for consideration in accordance with the provisions of the Act; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Collins, Iowa, as follows:

Section 1. It is hereby found and determined:

(a) The proposed 2019 Collins Urban Revitalization Area is an area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.

(b) The 2019 Collins Urban Revitalization Area is an area which is appropriate for public improvements related to housing and residential development, or construction of housing and residential development, including single family housing.

(c) The economic development and promotion of housing and residential development in the 2019 Collins Urban Revitalization Area is necessary in the interest of the public welfare of the residents of the City and the 2019 Collins Urban Revitalization Area substantially meets the criteria set forth in Section 404.1(4) of the Act.

(d) The Proposed Plan which shall be attached hereto as Exhibit A shall be prepared in accordance with the provisions of the Act.

Section 2. This Council will meet at \_\_\_\_\_ o'clock \_\_\_\_\_.m., on July 3, 2019, at \_\_\_\_\_, in the City, at which time and place it will conduct a public hearing on the Proposed Plan and the designation of the 2019 Collins Urban Revitalization Area as an urban revitalization area pursuant to the Act.

Section 3. The City Clerk is hereby directed to give notice of such hearing by publication once, in a newspaper published at least once weekly and having general circulation in the City, not less than four and not more than twenty days before the date on which the hearing will be held. In addition, the City Clerk is hereby directed to send notice of such hearing by ordinary mail to the last known address of the owners of record of real property located within the 2019 Collins Urban Revitalization Area, such notice to be mailed by no later than the thirtieth day prior to the date set for the hearing.

Section 4. As authorized by the Act, this City Council hereby waives the mailing of notice to the “occupants” of city addresses located within the 2019 Collins Urban Revitalization Area, due to the lack of a reasonably current and complete address list and the finding of the Council that published notice will be sufficient to apprise such persons of the hearing.

Section 5. Such notice shall be in the form substantially, as follows:

NOTICE OF PUBLIC HEARING ON THE DESIGNATION OF THE  
2019 COLLINS URBAN REVITALIZATION AREA AND THE ADOPTION  
OF A PLAN FOR SUCH REVITALIZATION AREA

NOTICE IS HEREBY GIVEN: That there is now on file for public inspection in the office of the City Clerk of Collins, Iowa, a Proposed Urban Revitalization Plan (the "Plan") for the rehabilitation and redevelopment of the property proposed for inclusion on the 2019 Collins Urban Revitalization Area (the "Area"), such property lying within the City and being described as follows:

All real property situated within the corporate limits of the City of Collins, Story County, State of Iowa as of May 1, 2019.

The City Council will meet at \_\_\_\_\_ o'clock \_\_.m., on July 3, 2019, at the \_\_\_\_\_, Collins, Iowa, at which time a hearing will be held pursuant to the provisions of Chapter 404, Code of Iowa (the "Act") on the proposal to adopt the Plan and the proposal to establish the above described area as an urban revitalization area. At such public hearing all owners of record of real property, tenants, and all "occupants" of city addresses within the described area, and any other person having an interest in the matter may appear and be heard for or against the adoption of the Plan and/or the establishment of the Area.

Once the Area has been designated pursuant to the Act, property therein on which certain improvements are constructed may become eligible for certain property tax exemptions as set forth in the Plan which is on file for inspection in the office of the City Clerk.

Published by order of the City Council of the City of Collins, Iowa.

Theresa Findlay  
City Clerk



Section 6. All resolutions or parts of resolutions in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved May 2, 2019.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

EXHIBIT A  
Urban Revitalization Plan

.....

There being no further business to come before the meeting, it was upon motion adjourned.

---

Mayor

Attest:

---

City Clerk



**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF COLLINS

SS:

I, the undersigned, City Clerk of the City of Collins, Iowa, do hereby certify that the above and foregoing is a true, correct and complete copy of the minutes of a meeting of the City Council, held as therein shown, insofar as such minutes pertain to the establishment of the 2019 Collins Urban Revitalization Area and the Proposed Urban Revitalization Plan therefor, including a true, correct and complete copy of the resolution referred to in said minutes.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

**MAILING CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF COLLINS

SS:

I, the undersigned, City Clerk of the City of Collins, Iowa, do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, not less than thirty (30) days before the hearing on the Proposed Urban Revitalization Plan, I mailed by ordinary mail to each owner of record of real property located within the 2019 Collins Urban Revitalization Area, a copy of the notice of hearing in the form attached to this certificate.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

**(Attach hereto a copy of the notice as mailed.)**

**PUBLICATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF COLLINS

SS:

I, the undersigned, City Clerk of the City of Collins, Iowa, do hereby certify that I caused to be published a notice of public hearing, of which the printed slip attached to the publisher's original affidavit hereto attached is a true and complete copy, on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
City Clerk

**(Attach hereto publisher's original affidavit of publication of notice with a clipping of the notice as published attached.)**

**(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published notice and have verified that it was published on the date indicated in the publisher's affidavit.)**



April 25, 2019

**VIA EMAIL**

Theresa Findlay  
City Clerk/City Hall  
Collins, IA

Re: 2019 Collins Urban Revitalization Area  
Our File No. 436885-3

Dear Theresa:

We have prepared and attach proceedings relating to the adoption of a resolution declaring necessity and setting July 3<sup>rd</sup> as the date for a hearing on the proposal to establish the 2019 Collins Urban Revitalization Area in the City of Collins, Iowa and to adopt a proposed urban revitalization plan for the area.

The proceedings attached include the following items:

1. Resolution declaring necessity and providing for notice of hearing. Included as part of the resolution is the notice, which must be **published once in a newspaper (which is published at least once weekly and of general circulation in the City) not less than four and not more than twenty days before the July 3, 2019 hearing date.** The last date on which this notice can be effectively published is June 29, 2019.

**A copy of the notice must also be mailed not later than the thirtieth day prior to July 3<sup>rd</sup>, the date slated for the public hearing, to all owners of record of property proposed for inclusion within the revitalization area.**

2. Attestation Certificate with respect to the validity of the transcript.
3. Certificates with respect to mailing and publication of the notice.

If you have any questions, please call John Danos or me.

Kind regards,

Amy Bjork

Attachments

cc: Brett Comegys

URBAN REVITALIZATION PLAN  
CITY OF COLLINS, IOWA  
2019 COLLINS URBAN REVITALIZATION AREA  
2019

## INTRODUCTION

The Urban Revitalization Act, Chapter 404 of the Code of Iowa, is intended to encourage development, redevelopment and revitalization within a designated area of a city by authorizing property tax development incentives to the private sector. Qualified real estate within a designated area may be eligible to receive a total or partial exemption from property taxes on improvements for a specified number of years, with the goal of providing communities with a long-term increase or stabilization in the local tax base by encouraging new construction which might not otherwise occur.

Section 404.1 of the Code of Iowa provides that a City Council may designate an area of the City as a revitalization area, if that area is any of the following:

“An area in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, the existence of conditions which endanger life or property by fire and other causes or a combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime and which is detrimental to the public health, safety, or welfare.”

“An area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, predominance of defective or inadequate street layout, incompatible land use relationships, faulty lot layout in relation to size, adequacy, accessibility or usefulness, unsanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the actual value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or a combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, or welfare in its present condition and use.”

“An area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use.”

“An area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.”

“An area designated as appropriate for public improvements related to housing and residential development, or construction of housing and residential development including single or multifamily housing.”

Section 404.2 of the Code of Iowa requires that a city prepare a plan to govern activities within the proposed revitalization area, and the balance of this document is intended to set out the elements of a plan that are mandated by state law.



A. DESCRIPTION OF THE AREA AND MAP

The revitalization area shall be known as the 2019 Collins Urban Revitalization Area (the “Revitalization Area”), and the legal description of real property to be included within the Revitalization Area is as follows:

All real property situated within the incorporated municipal limits of the City of Collins, Story County, State of Iowa May 1, 2019.

A map showing the real property to be included within the Revitalization Area is attached as Exhibit A.

B. DESIGNATION CRITERIA

In accordance with Section 404.1 of the Act, the City Council has made the following determinations with respect to the Revitalization Area:

1. The Revitalization Area is an area which is appropriate as an economic development area as defined in Section 403.17 of the Code of Iowa.

2. The Revitalization Area is an area which is appropriate for public improvements related to housing and residential development, or construction of housing and residential development, including single family housing.

3. The economic development and promotion of housing and residential development in the Revitalization Area is necessary in the interest of the public welfare of the residents of the City and the Revitalization Area substantially meets the criteria set forth in Section 404.1 of the Act.

C. OBJECTIVES

This plan is prepared in conformance with Section 404.2 of the Code of Iowa for the purpose of providing incentives and outlining procedures to enhance the potential for new residential and commercial development in the Revitalization Area. Planning goals include revitalizing the area through the promotion of new construction on vacant land, stabilizing and increasing the tax base, and providing overall aesthetic improvement.

D. PRESENT ZONING AND PROPOSED LAND USE

The property within the Revitalization Area is zoned for residential, commercial and industrial purposes, and new and expanded residential development is proposed in the Revitalization Area.



E. PROPOSALS FOR EXPANDING CITY SERVICES

The City proposes that, as it becomes financially feasible, the provision of municipal services to the Revitalization Area will be expanded and improved to meet the demands of new residential and commercial development.

F. ELIGIBLE IMPROVEMENTS AND EXEMPTIONS

1. **Residential Improvements.** The construction of new residential facilities.

*Exemption:* All qualified real estate assessed as residential property is eligible to receive an exemption from taxation on the first \$75,000 of actual value added by the improvements for a period of five years.

G. ACTUAL VALUE ADDED

Actual value added by improvements, as used in this plan, means the actual value added as of the first year for which the exemption was received. In order to be eligible for tax abatement for residential improvements, the increase in actual value of the property must be at least 10%.

All improvements, in order to be considered eligible, must be completed in conformance with all applicable regulations of the City of Collins, and must be completed during the time the Revitalization Area is designated by ordinance as a revitalization area.

H. TIME FRAME

Eligibility for tax abatement under this plan will exist after the date of the adoption of the ordinance designating the Revitalization Area, until, in the opinion of the City Council, the desired level of revitalization has been attained or economic conditions are such that the continuation of the exemption granted would cease to be of benefit to the City, in which case the City Council may repeal the ordinance, pursuant to Section 404.7 of the Code of Iowa. In the event the ordinance is repealed, all exemptions granted prior to such repeal shall continue until their expiration.

I. APPLICATION PROCEDURES

An application shall be filed for each new exemption claimed. The property owner must apply to the City for an exemption by February 1<sup>st</sup> of the assessment year for which the exemption is first claimed. The application shall contain, but not be limited to, the following information: The nature of the improvement, its cost, and the estimated or actual date of completion of the improvement.

#### J. APPROVAL OF APPLICATIONS

The City Council shall approve all applications submitted for completed projects if:

1. The project, as determined by the City Council, is in conformance with this plan;
2. The project is located within the Revitalization Area; and,
3. The improvements were made during the time the Revitalization Area was designated by ordinance as a revitalization area.

All approved applications shall be forwarded to the County Assessor for review, pursuant to Section 404.5 of the Code of Iowa. The County Assessor shall make a physical review of all properties with approved applications. The County Assessor shall determine the increase in actual value for tax purposes due to the improvements and notify the applicant of the determination, which may be appealed to the local board of review pursuant to Section 441.37 of the Code of Iowa. After the initial tax exemption is granted, the County Assessor shall continue to grant the tax exemption for the time period specified on the approved application. The tax exemptions for the succeeding years shall be granted without the owner(s) having to file an application for succeeding years.

#### K. OTHER SOURCES OF REVITALIZATION FUNDS

The City anticipates no federal or state grants or loans for improvements in the Revitalization Area at this time other than those of conventional lending institutions at normal market rates.

However, it is not the intention of the City to prohibit the use of other appropriate federal or state revitalization or incentive programs within the area.

#### L. RELOCATION PROVISIONS

The City does not anticipate the displacement or relocation of any persons, families, or businesses as a result of the improvements to be made in the Revitalization Area.

#### M. OWNERS OF PROPERTY AND ASSESSED VALUATION

The names and addresses of the owners of the property located within the Revitalization Area and the assessed valuation of such property is set forth on Exhibit B attached hereto.

#### N. REVITALIZATION AREA ALSO INCLUDED IN COLLINS HOUSING URBAN RENEWAL AREA

A portion of the real property being included as part of the Revitalization Area has also been included in the City's existing Collins Urban Renewal Area established pursuant to the Urban Renewal Act, Chapter 403 of the Code of Iowa. Properties from which incremental property tax

revenues (“TIF Revenues”) have been pledged for the payment of bonds, notes, contracts or other urban renewal obligations of the City are ineligible for tax exemption under Section F of this Plan.

EXHIBIT A

MAP OF PROPERTY IN 2019 COLLINS URBAN REVITALIZATION AREA



EXHIBIT B

NAME AND ADDRESSES OF THE OWNERS OF PROPERTY LOCATED WITHIN  
THE REVITALIZATION AREA AND ASSESSED VALUATION OF SUCH PROPERTY

Prepared By: Paul H. Fitzgerald, Story County Sheriff, Nevada, Iowa 50201 515-382-6566

### **LAW ENFORCEMENT SERVICES CONTRACT**

On this \_\_\_\_\_ day of \_\_\_\_\_, 2019, the City of Collins and Story County, Iowa, enter into the following agreement:

1. The Story County Sheriff's Office will provide the City of Collins, Iowa, with law enforcement services. These services will include but not be limited to:
  - A. Radar operations to control speed.
  - B. Issuing violations under city ordinances (excluding animal control ordinances) upon request.
  - C. Housing inmates who have been incarcerated under a city ordinance.
  - D. Service of abatement notices on request.
  - E. Periodically checking commercial buildings for unlocked doors and trespassers.
  - F. Investigation of traffic accidents and complaints.
  - G. Dispatch of city fire departments and first responders.
  - H. Staffing a 24 hour E911 dispatch center.
  - I. Providing a detective division to investigate crimes and conduct on-going investigations.
  - J. Investigation of drug-related offenses.
  - K. Supplying schools or community clubs with officers and materials for special programs and talks upon request.
  - L. Routine patrols and special patrols upon request.
  - M. Supply fully equipped patrol cars with radio, lights, siren and all related equipment, gasoline and oil, tires, and maintenance, uniforms and all other personal equipment.
  
2. In consideration for the law enforcement services above described, the City of Collins, Iowa will pay a per capita rate of \$60.76 (based on the 2010 census of 495) to Story County, Iowa, which amounts to the annual sum of \$30,076.20. This shall be paid in equal quarterly installments to the Story County Sheriff on July 1, October 1, January 1 and April 1. Any per capita increase in contract cost for the following year shall be negotiated by December for the next fiscal year. For the purposes of this contract, fiscal year shall be from July 1, through June 30, of the following year.

AGREEMENT

Page 2

3. The Sheriff shall be the administrator of this Agreement. Law Enforcement policy, regulations and matters pertaining to the employment of the Sheriff's personnel shall be determined solely by the Sheriff. The time, place and manner in which these services are implemented shall be in the sole discretion of the Sheriff. The Mayor, Mayor Pro Tem and the City Administrator shall be authorized to make requests to the Sheriff for performance of specific law enforcement services as specified in this Agreement.
4. The initial term of the Agreement shall be automatically extended for successive one-year periods upon the same terms and conditions provided by this Agreement for the initial term, unless this Agreement is terminated or modified by the express election of either City or County as hereinafter provided. Modification to this contract may be made by mutual consent of both parties.
5. In accordance with Chapter 28E, Code of Iowa, a copy of this Agreement shall be filed with the Secretary of State and recorded with the Story County Recorder. Signatures will include the Mayor of Collins, the City Clerk of Collins, the Chairperson of the Story County Board of Supervisors, the Story County Auditor and the Story County Sheriff. The city seal shall be affixed to the contract before returning to the county for filing.
6. City shall fund the consideration for this Agreement from general revenues under the City's annual general budget. There shall be no joint property acquired pursuant to this Agreement.
7. This contract may be terminated by either party. Termination is effective at the end of the current quarterly billing cycle and must be preceded with a 30 day written notice to either party. Notice shall be accomplished by certified mail or personal service.

STORY COUNTY, IOWA

CITY OF COLLINS, IOWA

\_\_\_\_\_  
Story County Board of Supervisors

\_\_\_\_\_  
Brett Comegys, Mayor  
City of Collins, Iowa

\_\_\_\_\_  
Attest: Story County Auditor

\_\_\_\_\_  
City Clerk for Collins, Iowa

\_\_\_\_\_  
Paul H. Fitzgerald  
Story County Sheriff

## *Collins Community Center Spaces and Rates*

	Damages/Cleaning deposit	Rent
Community Center (building only)	\$25	\$25
Outdoor Patio	\$35	\$35
Community Center & Outdoor Patio	\$40	\$40

**Deposit WILL BE FOREFEITED if tables/chairs are not cleaned off or put away, floor not swept/mopped, garbage taken out, AC/Heat turned back down, excessive garbage left outside the dumpsters, dishes not put away, and doors locked.**

**Community events are events open and inclusive to all community members. The following are examples of events that the city would consider donating the time and space of the Community Center: group sponsored breakfasts, lunches, or dinners, game nights, fundraisers, holiday events.**