

Personnel & Finance Committee of the City of Harlan, Iowa April 12, 2021

Due to COVID-19 the public was invited to participate in the public meeting via:

Internet Connection: Join Zoom Meeting <https://zoom.us/j/85657545646>

Telephone: Dial 1-312-626-6799; meeting ID: 856-5754-5646

The Personnel & Finance Committee met on Monday, April 12, 2021 at Noon in the City Council Chambers, 711 Durant Street, Harlan, Iowa.

Present: P & F Chairperson Jay Christensen, Jeanna Rudolph, Troy Schaben

Absent: None

Also Present: Mayor Mike Kolbe, City Administrator Gene Gettys, City Clerk Jane Smith, Todd Valline, Jim Bergman, Iceberg Development and Andrew

Present Electronically: Sharon Kroger, Nathan Overberg with Ahlers and Cooney

Chairman Christensen called the meeting to order.

It was moved by Schaben and seconded by Rudolph to approve the agenda. The motion carried unanimously.

No conflicts of interest were stated.

Jim Bergman, with Iceberg Development, reviewed a Senior Housing Project Plan, which is eligible for IFA (Iowa Finance Authority) application and is a LIHTC (Low-Income Housing Tax Credit) eligible project. The independent living housing project would include 36 rental units and a clubhouse. Each tri-plex building would contain 3, 2-bedroom handicap accessible units. The income based, affordable housing would be available for those 55 and older who qualify. The project would employ a fulltime manager and fulltime maintenance person.

It was moved by Schaben and seconded by Rudolph to make a recommendation to present to Council a Resolution of Support for the Senior Housing Project Plan, pending project receiving approval and condition of approval. The motion carried unanimously,

There being no further discussion, the Committee adjourned.

Jane Smith
City Clerk

“These minutes are as recorded by the Clerk and are subject to Council approval at the next regular meeting.”

Personnel & Finance Committee of the City of Harlan, Iowa April 28, 2021

Due to COVID-19 the public was invited to participate in the public meeting via:

Internet Connection: Join Zoom Meeting <https://zoom.us/j/85657545646>

Telephone: Dial 1-312-626-6799; meeting ID: 856-5754-5646

The Personnel & Finance Committee met on Monday, April 28, 2021 at Noon in the City Council Chambers, 711 Durant Street, Harlan, Iowa.

Present: P & F Chairperson Jay Christensen, Jeanna Rudolph, Troy Schaben

Absent: None

Also Present: Mayor Mike Kolbe, City Administrator Gene Gettys, City Clerk Jane Smith, Todd Valline, Police Chief, Derrick Yamada

Chairman Christensen called the meeting to order.

It was moved by Schaben and seconded by Rudolph to approve the agenda. The motion carried unanimously.

No conflicts of interest were stated.

It was moved by Rudolph and seconded by Schaben to approve the minutes of the April 12, 2021 Personal & Finance meeting. The motion carried unanimously.

The committee reviewed the Senior Housing Project Plan, which is eligible for IFA (Iowa Finance Authority) application and is a LIHTC (Low-Income Housing Tax Credit) eligible project.

It was moved by Schaben and seconded by Rudolph to make a recommendation to present to Council a Resolution of Support for the Senior Housing Project Plan for payments in the amount of ~~90%~~ **88%** of the increment produced by the project and received by the City with a cap of \$550,000, up to fifteen years, pending project receiving approval and condition of approval. The motion carried unanimously.

4/28/21 - Update by Ahlers & Cooney, City of Harlan Urban Renewal Attorney: Since only 88% of the units will be LMI units (32 out of 36), the City of Harlan can only grant 88% of the increment produced by the project and received by the City.

It was moved by Rudolph and seconded by Schaben to recommend to Council to approve the Harlan Police Department Firearm Usage Policy. The motion carried unanimously.

There being no further discussion, the Committee adjourned.

Jane Smith
City Clerk

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Personnel & Finance Committee of the City of Harlan, Iowa October 5, 2021

Due to COVID-19 the public was invited to participate in the public meeting via:

Internet Connection: [Join Zoom Meeting <https://us02web.zoom.us/j/82153692600>](https://us02web.zoom.us/j/82153692600)

Telephone: [Dial 1-312-626-6799; meeting ID: 821-5369-2600](tel:13126266799)

The Personnel & Finance Committee met on Tuesday, October 5, 2021 at 7:30 a.m. in the City Council Chambers, 711 Durant Street, Harlan, Iowa.

*De-notes participating electronically via Zoom meeting

Present: Jay Christensen, Jeanna Rudolph, *Troy Schaben

Absent: None

Also Present: Mayor Mike Kolbe, *Sharon Kroger, City Administrator Gene Gettys, City Clerk Jane Smith, Fire Chief/Building Inspector Roger Bissen, Todd Valline, Jerry Henscheid

Chairman Christensen called the meeting to order.

It was moved by Rudolph and seconded by Christensen to approve the agenda. The motion carried unanimously.

No conflicts of interest were stated.

The P & F Committee discussed the IEDA Catalyst Grant awarded to Jerry Henscheid for his property at 601 Court Street in April of 2019, with a 2-year completion deadline. Due to COVID-19 and other circumstances, an extension of 1 year was awarded to Jerry by IEDA and the City of Harlan, with a new completion deadline of June 30, 2022. A project mid-point report was filed with IEDA in which \$60,000 was released to the City of Harlan and is being held in a separate fund. The funds have not been released to Jerry, as he had not submitted a performance bond as requested by the City. Jerry is asking that all or a portion of the \$60,000 in funds be released to him so he can continue working on his project.

It was moved by Rudolph and seconded by Schaben to make a recommendation to present to Council a development agreement and completion timeline for 601 Court Street. Jerry stated he would provide the timeline of completion, split into 3 intervals, listing the project to be completed, the cost and the completion date. Interval 1 is expected to be submitted by October 11, 2021, to allow the City time to review. Tasks completed in Interval 1 will need to be inspected and approved before continuing to Interval 2 and then Interval 3. The City has requested the entire project be completed by May 31, 2022. The motion carried unanimously.

The motion carried unanimously.

There being no further discussion, the Committee adjourned.

Jane Smith
City Clerk

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