



Regular Council Meeting

Monday, November 25, 2024 at 7:00 pm

MEETING LOCATION

CITY HALL COUNCIL CHAMBERS, 305 NORTH CLARK STREET, FOREST CITY, IA

ACCESS MEETING THROUGH GOOGLE MEET

Regular Council Meeting

Monday, November 25 · 7:00 – 8:30pm

Time zone: America/Chicago

Google Meet joining info

Video call link: <https://meet.google.com/rzb-ghfz-igp>

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF THE CONSENT AGENDA**

(Action Item)

a. **Agenda**

5. **BUSINESS**

- a. **Resolution 24-25-25 Authorizing Internal Advance for Funding of Urban Renewal Project (Golf Course Project)**

Attachments:

- **24-25-25** (Resolution_24-25-25_Internal_Advance_Golf_Course.pdf)

- b. **Resolution 24-25-26 Funding Request from YMCA Daycare and Obligating \$25,000 in TIF Funds to the Forest City YMCA Daycare to be used for Community Childcare Needs**

Attachments:

- **24-25-26** (Resolution_24-25-26_Obligating_Funds_for_YMCA_Childcare_FY26.pdf)

- c. **Resolution 24-25-27 Funding Request from Forest City Economic Development and Obligating \$75,000 in TIF Funds to be used for an Industrial Marketing Plan**

Attachments:

- **24-25-27** (Resolution_24-25-27_Obligating_FCED_TIF_Allocation__75_000.pdf)

- d. **Resolution 24-25-28 Obligating Funds from the Urban Renewal Tax Revenue Fund for Appropriation to the Payment of Annual Appropriation Tax Increment Financed Obligations which shall come due in the next succeeding fiscal year**

Attachments:

- **24-25-28** (Resolution_24-25-28_Annual_Appropriations.pdf)

e. Resolution 24-25-29 Certifying the City of Forest City's Tax Increment Financing Indebtedness for the 2026 Fiscal Year and Requesting Specific Dollar Amounts for Available TIF Increment

f. Resolution 24-25-30 Approving the Annual Urban Renewal Report for FY24 and Authorizing its submission

Attachments:

- **24-25-30** (Resolution_24-25-30_Approving_FY24_UR_Report.pdf)

g. Approve a Letter of Recommendation for grant funding for the Winnebago River Watershed Management Coalition and discuss possible funding

Attachments:

- **Letter** (WRWMC_Letter_of_Support_11.22.24.pdf)

6. STAFF REPORTS

7. PUBLIC FORUM

This is a time set aside for comments from the public on topics of City business other than those listed on this agenda. Please understand that the Council will not take any action on your comments at this meeting due to requirements of the Open Meetings Law, but may do so at a future meeting. The Mayor and City Council welcome comments from the public; however, at no time is it appropriate to use profane, obscene, or slanderous language. The Mayor may limit each speaker to five minutes.

8. ADJOURNMENT

RESOLUTION NO. 24-25-25

Resolution Authorizing Internal Advance for Funding of Urban Renewal Project
(Bear Creek Golf Course Improvement Project)

WHEREAS, the City of Forest City, Iowa (the “City”), has previously established the Forest City Urban Renewal Area and the Northeast Urban Renewal Area (collectively, the “Urban Renewal Areas”) and has established the Forest City Urban Renewal Area Tax Increment Revenue Fund and Northeast Urban Renewal Area Tax Increment Revenue Fund (collectively, the “Tax Increment Funds”) in connection therewith; and

WHEREAS, the City has authorized the Bear Creek Golf Course Improvement Project (the “Project”) as an urban renewal project in the Urban Renewal Area; and

WHEREAS, certain costs (the “Project Costs”) will be incurred in connection with the carrying out of the Project; and

WHEREAS, in order to cover a portion of the Project Costs and to make such Project Costs eligible to be recouped from incremental property tax revenues, it is necessary to facilitate an internal advance of funds;

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Forest City, Iowa, as follows:

Section 1. It is hereby directed that an amount not in excess of \$500,000 (the “Advance”) be advanced from the City’s Local Option Sales and Services Tax Revenue Fund (the “Source Fund”) in order to fund a portion of the costs of the Project. The Advance shall be repaid to the Source Fund, without interest thereon, out of incremental property tax revenues received with respect to the Urban Renewal Areas.

It is intended that the Advance shall be repaid to the Source Fund in one or more installments by June 1, 2035, provided, however, that repayment of the Advance is subject to the determination of the City Council that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Funds relative to the Advance, and the City Council reserves the right to appropriate funds to the repayment of the Advance, or to withhold such appropriation at its discretion.

Section 2. A copy of this Resolution shall be filed in the offices of the County Auditors of Hancock and Winnebago Counties, Iowa to evidence the Advance. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify, no later than December 1, 2024, the original amount of the Advance.

Section 3. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this November 25, 2024.

Mayor

Attest:

City Clerk

RESOLUTION 24-25-26

OBLIGATING \$25,000 IN TIF FUNDS TO THE FOREST CITY YMCA DAYCARE TO BE USED FOR COMMUNITY CHILDCARE NEEDS

WHEREAS, since 2018 the City of Forest City has obligated funds to the Forest City YMCA Daycare as an annual appropriation; and,

WHEREAS, Forest City YMCA Daycare has presented how the previous funds have been used and how the FY2026 funds are intended to be used;

WHEREAS, the City of Forest City wishes to obligate \$25,000 in TIF Funds to Forest City YMCA Daycare to be used for community childcare needs;

NOW THEREFORE, be it resolved by the City of Forest City as follows:

Section I. That the City of Forest City hereby obligates \$25,000 in TIF Funds for the Forest City YMCA Daycare for community childcare needs for fiscal year 2026.

Section II. That the City Clerk/Administrator is authorized to pay \$25,000 to the Forest City YMCA Daycare on or after July 1, 2025.

Dated this 25th day of November, 2024.

Ronald Holland, Mayor

ATTEST:

Daisy Huffman, City Clerk/Administrator

RESOLUTION 24-25-27

OBLIGATING \$75,000 IN TIF FUNDS TO FOREST CITY ECONOMIC DEVELOPMENT TO BE USED FOR AN INDUSTRIAL MARKETING PLAN.

WHEREAS, since 2018, the City of Forest City has approved the obligated funds to Forest City Economic Development for an Industrial Marketing Plan; and,

WHEREAS, on August 21, 2023 the City of Forest City approved a 28E Agreement with Forest City Economic Development pursuant to Chapter 15A of the Code of Iowa which authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons; and,

WHEREAS, Forest City Economic Development has presented an Industrial Marketing Plan which the City of Forest City has reviewed; and,

WHEREAS, the City of Forest City wishes to obligate \$75,000 in TIF Funds to Forest City Economic Development for implementation of the Industrial Marketing Plan for FY2026.

NOW THEREFORE, be it resolved by the City of Forest City as follows:

Section I. That the City of Forest City hereby obligates \$75,000 in TIF Funds to the Forest City Economic Development for the Industrial Marketing Plan for fiscal year 2026.

Section II. That the City Clerk/Administrator is authorized to pay \$75,000 to Forest City Economic Development on or after July 1, 2025.

Dated this 25th day of November 2024.

Ronald Holland, Mayor

ATTEST:

Daisy Huffman, City Clerk/Administrator

RESOLUTION 24-25-28

OBLIGATING FUNDS FROM THE URBAN RENEWAL TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF ANNUAL APPROPRIATION TAX INCREMENT FINANCED OBLIGATIONS WHICH SHALL COME DUE IN THE NEXT SUCCEEDING FISCAL YEAR

WHEREAS, the City of Forest City, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted Urban Renewal Plans for all Urban Renewal Areas; and

WHEREAS, this Council has adopted an ordinances providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Areas; and

WHEREAS, the City has several scheduled payments which shall come due in the fiscal year beginning July 1, 2025;

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the annual payments, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2025;

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

Section 1. The following annual appropriation tax increment financed obligations shall be advanced:

- \$48,830 Development Agreement with Forest City Hospitality LLC dated 9/16/19
- \$23,116 Development Agreement with Westown Place dated 12/22/16
- \$50,000 Internal Advance from LOST for golf course irrigation dated 11/25/24

Section 2. The City Clerk/Administrator’s shall include the amounts obligated for appropriation in Section 1 above, on the City’s December 1, 2024 certification of debt payable from the Urban Renewal Tax Revenue Fund is hereby ratified and such amount shall be reflected in the City’s budget for the next succeeding fiscal year.

PASSED and APPROVED this 25th day of November 2024.

Attest:

Ronald Holland, Mayor

Daisy Huffman, City Clerk/Administrator

RESOLUTION 24-25-30

APPROVING THE ANNUAL URBAN RENEWAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2024 AND AUTHORIZING ITS SUBMISSION

WHEREAS, an Annual Urban Renewal Report must be submitted to the Iowa Department of Management by December 1st of each year, and

WHEREAS, the City Clerk/Administrator of the City of Forest City, Iowa has prepared and presented the Annual Urban Renewal Report for Fiscal Year ending June 30, 2024 to the Forest City Council, and

WHEREAS, this report sets out the actual revenues and expenditures for the fiscal year for the City's urban renewal projects,

NOW, THEREFORE, Be It Resolved by the City Council of the City of Forest City, Iowa that the attached Annual Urban Renewal Report for Fiscal Year ending June 30, 2024, is hereby approved and adopted as prepared; and the City Clerk/Administrator is hereby directed to submit the report to the Iowa Department of Management.

PASSED AND APPROVED this 25th day of November, 2024.

Ronald Holland, Mayor

Attest:

Daisy Huffman, City Clerk/Administrator



Forest City
CITY OF FOREST CITY

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November 22, 2024

Steven Konrady, Issuing Officer
Department of Natural Resources
Wallace State Office Building
502 E. 9th St.
Des Moines, IA 50319-0034

Re: Letter of Support and Financial Commitment for the Winnebago River Watershed Management Coalition's Application for the IDNR Comprehensive Water Quality Management Planning Grant 2024.

Dear Mr. Konrady,

Thank you for considering the Winnebago River Watershed Management Coalition's application. On behalf of the City of Forest City, we would like to communicate our support and financial commitment of \$250.00 towards the cash requirements of the Winnebago River Watershed Management Coalition's application for the IDNR Comprehensive Water Quality Management Planning Grant.

We support the group's efforts to develop a comprehensive watershed management plan that will focus on reducing flood risks within our communities and agricultural lands while also enhancing the quality, appearance, and recreational use of the Winnebago River Watershed.

Thank you for considering the Winnebago River Watershed Management Coalition's application.

Sincerely,
City of Forest City

Ronald Holland
Mayor