

**CITY OF LENOX**  
CITY COUNCIL REGULAR MEETING MINUTES  
May 13, 2024 · 5:30 p.m. · City Hall

A regular meeting of the Lenox City Council was called to order by Mayor ProTem Tull on May 13, 2024 at 5:30 p.m. at City Hall with the following council members answering roll call: Nelson, Tull, Hodges and Cruz; Peterson was absent. Staff present was City Clerk, Dawne Bowman and City Administrator, Allison Kitzman. Visitors were Colleen Larimer, Cindy Cox, Kristi Ritchie and Tracee Knapp.

Hodges made a motion to approve the agenda, seconded by Nelson, all ayes, motion carried. Cruz made a motion to approve 4/22/24 meeting minutes, seconded by Nelson, all ayes, motion carried. Hodges made a motion to approve payment of the bills, seconded by Nelson, all ayes, motion carried. Cruz made a motion to approve April 2024 Clerk Treasurer Report, seconded by Hodges, all ayes, motion carried.

Tracee Knapp was present to discuss how Congressman Zach Nunn's office can assist cities, such as intervene on a Federal level with IRS refunds and passports, as well assist in finding grants.

Nelson made a motion to approve re-appointment of Jake Tripp to the LMU Board of Trustees for a term of 6 years, expiring May 2030, seconded by Hodges, all ayes, motion carried.

Hodges made a motion to approve Tia Samo to the LMU Board of Trustees to fill unexpired term, ending May 2026, seconded by Nelson, all ayes, motion carried.

Tull made a motion to approve Cruz and Tull to the EMA Commission Board, seconded by Hodges, all ayes, motion carried.

Nelson made a motion to approve Development Agreement with AVE-PLP, LLC, seconded by Cruz, all ayes, motion carried.

Kitzman discussed the city owned property at 205 South Walnut. Due to close proximity of electrical lines, the Fire Department is not able to burn the structure. Asbestos testing has come back clear. It was unanimous that the structure needs to be removed prior to moving forward with selling. Cruz made a motion to approve Richard Marshall to remove the structure, not to exceed \$5,000, seconded by Hodges, all ayes, motion carried. The city will be responsible for the dirt work and capping the sewer.

Hodges made a motion to approve hiring co-managers Cadence Douglas and Angela Zapata, seconded by Cruz, all ayes, motion carried.

Nelson made a motion to approve Resolution 24-18 Seasonal Pool Employee Wages, seconded by Hodges, all ayes, motion carried.

Kitzman discussed Waters Edge Aquatic Design Proposal. The total cost of the proposal is \$30,375 and 3 separate steps (Design, Construction Documents and Construction Administration) and we are only responsible for the services we receive. This proposal is for engineering services to remove our current baby pool and replace it with a zero-entry wading pool with splash features. Cindy Cox and Kristi Ritchie, with Leading Ladies of Lenox (LLOL), discussed their role as a partner with the City of Lenox. Leading Ladies of Lenox will assist in raising funds for the project and write grants if needed to make this project come to life. The LLOL have decided that pool renovations are a top priority to them and have this project broken down into 4 phases. Phase 1: 2 murals and shade elements in the baby pool, Phase 2: new wading pool with splash features, Phase 3: possible splash pad and Phase 4: renovate the bathhouse. All of this is subject to change, pending the design. The Park Board is in support of this project. Cox mentioned the LLOL is currently working with Taylor County on possible funding options. LLOL have the funds for the murals. Kitzman added that this project is going to be expensive and when we have groups of people that are working to better our community, then the City needs to start contributing more to those community projects. The concrete in the baby pool has been needing some attention for several years. LOST funds are an option for this pool project. Ritchie commented that pools and parks in small communities are very important

and we should continue to improve ours. Nelson made a motion to approve Waters Edge Aquatic Design Proposal, seconded by Hodges, all ayes, motion carried.

Kitzman discussed other pool repairs and advised the council of a circulating pump that was ordered as the current one is not working. This pump was \$6,500 plus freight but was needed in order to have the pool open on time. Kitzman also discussed the possibility of sandblasting needed in the future.

The City received American Rescue Plan Act funds in the amount of \$207,687.37, in which we purchased a Fire Truck and completed a sewer lining project. Hodges made a motion to approve Resolution 24-19 ARPA Allocation, seconded by Nelson, all ayes, motion carried.

Nelson made a motion to approve Transfer of Funds from Capital Projects to General Fund, seconded by Hodges, all ayes, motion carried.

Hodges made a motion to approve Resolution 24-21 Transfer of Funds from Capital Project Fund to Sewer Fund, seconded by Nelson, all ayes, motion carried.

Nelson made a motion to approve Ottens Family Entertainment, LLC Class C Retail Alcohol License, seconded by Cruz, all ayes, motion carried.

Cruz made a motion to approve Development Agreement with Café Sign, seconded by Hodges, all ayes, motion carried. The Development Agreement was mandatory for the Catalyst Grant that was awarded to Café Sign in 2022.

Discussion was held on a Draw Request for the Catalyst Grant for Café Sign. The grant deadline is June 30, 2024. In order for Café Sign to receive the grant funds, the project must be completed by that date and the IEDA must sign off on that. The council decided that they would like Café Sign to attend the next meeting to discuss how far along the project is and if the project will be completed by the deadline. Cruz made a motion to table Draw Request #1 for Café Sign Floral and Gift for Catalyst Grant in the amount of \$60,000 for the next council meeting, seconded by Nelson, all ayes, motion carried.

Hodges made a motion to approve RFP for Accounting Firms Due Date of noon on June 20, 2024 and will be opened at the council meeting on June 24, 2024, seconded by Cruz, all ayes, motion carried.

Nelson made a motion to approve Amendment to ACH Agreement with Iowa State Savings Bank, seconded by Hodges, all ayes, motion carried.

Kitzman discussed CivicPlus for social media archiving, due to Open Records Law. CivicPlus has submitted a quote for \$2,988 for the first year. Nelson approved for Kitzman move forward with CivicPlus, seconded by Cruz, all ayes, motion carried.

Cruz motioned to adjourn the meeting, Nelson seconded, all ayes, motion carried. Meeting adjourned at 6:50 PM.

Mayor ProTem

City Clerk