

COMMUNITY DEVELOPMENT
MEMORANDUM

**Planning,
Zoning,
Building Safety,
Construction Inspection
Services,
Public Health**

To: Mayor and City Council Members
Cc: Gregg Mandsager, City Administrator
From: Lindsay Whitson, Planner I
Date: June 20, 2017
Re: Resolution to Set a Public Hearing • City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024

INTRODUCTION: At prior meetings City Council has reviewed drafts of the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024. At the June 13th in-depth meeting City Council came to consensus on a final draft that is to be brought for adoption by resolution. The first step in this process is to adopt a resolution to set a public hearing on the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024. The consensus draft of the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024, can be downloaded at <https://muscatineiowa.gov/834/Five-Year-Capital-Improvements-Plan>

BACKGROUND: Capital improvement planning is the planning, coordination, and scheduling of public physical improvements for a community over a period of five years. The scheduling is developed according to priorities based upon need, desire and importance of such improvements to the community within the constraints of the city's ability to finance as well as implement and administer the projects. As such, the Capital Improvement Plan is a legislative and management tool to facilitate the scheduling, planning and execution of a series of public improvements over a five-year period. A five-year Capital Improvements Plan is required of Iowa cities by state law.

For the purpose of this plan, a capital improvement project is defined as any major non-recurring expenditure, or any expenditure for physical facilities, in excess of \$25,000.00. Examples of capital improvements include:

- Construction, reconstruction, improvement or rehabilitation of public facilities and public works; and site or other improvements such as streets and alleys, sewers, airports, drainage facilities and park and recreation facilities, etc.
- Purchase of fixed or wheeled equipment.
- Demolition activity.
- Publicly financed assistance for housing rehabilitation.

**"I remember Muscatine for its sunsets. I have never seen any
on either side of the ocean that equaled them" — Mark Twain**

- Street, sewer and property improvements.
- Neighborhood improvement projects, including efforts in designated urban revitalization areas.
- Routine replacement of vehicles or equipment is not considered a capital improvement project in the context of this Capital Improvement Plan

The projects contained in this initial draft of the Capital Improvement Plan were submitted by the various City departments. All submitted projects have been included in this initial draft. However the costs of all desired capital improvement projects are likely to exceed the resources available to the City over the next five years. For this reason, a scoring mechanism has been developed as a tool to assist in the prioritization of proposed capital improvement projects.

These prioritization scores helped guide the creation of the Capital Improvement Plan (CIP) and are a tool that will assist in making decisions when adjusting the CIP in the future due to either increases or decreases in the amount of funds available for capital improvements. All projects were scored on nine equally weighted questions regarding the benefit of, need for, and costs of each project. These scores were then totaled to form the overall prioritization score.

There are nine questions that were answered for each proposed project and point value were assigned to each answer. The guiding principle for these questions is that highest prioritization is given to projects that can be demonstrated to be necessary to preserve:

- The fiscal well-being of the City
- Existing levels of
 - Public safety
 - Health
 - General welfare
 - Quality of life
- Existing jobs
- Existing City assets in working order
- Current level of City services

These nine questions also place a high priority on projects that can be demonstrated to:

- Fulfill a State or Federal mandate or to comply with State or Federal regulations

- Implement one or more goals of the Comprehensive Plan, which was developed with extensive public input
- Directly benefit all or a very high percentage of those living in Muscatine

Many of the projects included in this draft CIP, are carryovers from the previously adopted CIP (FY 2016-FY 2020), which was adopted in February 2016. There is however a number of notable new projects being proposed for inclusion in the City's Capital Improvement Plan. Some of the most notable include, but are not limited to:

- Riverside Park Enhancement Projects (riverside terraces, beer garden and restrooms, etc.)
- Papoose Lift Station Force Main Redundant Line
- IDOT Facility Usage

The Planning and Zoning Commission reviewed this draft of the CIP prior to their April 9, 2019 meeting and voted to recommend it be adopted.

RECOMMENDATION/RATIONALE: It is recommended that the City Council take action to approve the resolution setting a public hearing on the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024, for Wednesday, July 3, 2019.

BACKUP INFORMATION:

1. Resolution setting the Public Hearing
2. Public Notice

RESOLUTION NO. _____

**A RESOLUTION SETTING THE TIME AND PLACE TO
CONDUCT A PUBLIC HEARING ON THE CITY OF MUSCATINE CAPITAL
IMPROVEMENT PLAN, FISCAL YEARS 2020 THROUGH 2024**

WHEREAS, the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024, is a legislative and management tool to facilitate the scheduling, planning and execution of a series of public improvements over a five-year period. A five-year capital improvements plan is required of Iowa cities by state law.

WHEREAS, the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024, was developed according to priorities based upon need, desire and importance of such improvements to the community within the constraints of the city's ability to finance as well as implement and administer the projects; and

WHEREAS, the Planning and Zoning Commission on April 9, 2019 voted to recommend approval the City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024; and

WHEREAS, a public hearing must be conducted by the City Council of Muscatine prior to the adoption of a capital improvement plan;

NOW, THEREFORE, BE IT RESOLVED, by the City Council for the City of Muscatine, that a Public Hearing is hereby established. Said hearing to be conducted at 7:00 p.m. on Wednesday, July 3, 2019, in the City Hall Council Chambers and the attached public notice of the time and place of said public hearing shall be given by publication in the Muscatine Journal as required by the Code of Iowa

PASSED, APPROVED AND ADOPTED this 20th day of June 2019.

**BY THE CITY COUNCIL OF THE
CITY OF MUSCATINE, IOWA**

Diana L. Broderson, Mayor

Attest:

Gregg Mandsager, City Clerk

**PUBLIC NOTICE CONCERNING THE CITY OF MUSCATINE CAPITAL
IMPROVEMENT PLAN, FISCAL YEARS 2020 THROUGH 2024**

**Public Notice is hereby given that the City Council for the City of
Muscatine, Iowa, will conduct a Public Hearing on the City of Muscatine Capital
Improvement Plan, Fiscal Years 2020 through 2024.**

**The City of Muscatine Capital Improvement Plan, Fiscal Years 2020 through 2024,
is a legislative and management tool to facilitate the scheduling, planning and
execution of a series of public improvements over a five-year period. A five-year
capital improvements plan is required of Iowa cities by state law. The capital
improvement plan was developed according to priorities based upon need, desire
and importance of such improvements to the community within the constraints of
the city's ability to finance as well as implement and administer the projects.**

**Notice is further given that the City Council of the City of Muscatine, Iowa, will
conduct a public hearing on said plan Wednesday, July 3, 2019 at 7:00 p.m. in the
City Hall Council Chambers, at which time all interested parties are invited to
attend and comment on the plan.**

Gregg Mandsager, City Clerk