



January 16, 2018

**VIA EMAIL**

Gregg Mandsager  
City Administrator/City Hall  
Muscatine, IA

Re: Consolidated Muscatine Urban Renewal Area (2018 Addition)  
Our File No. 421464-52

Dear Gregg:

Attached please find the materials which will enable your City Council to act on January 18, 2018 to set February 15, 2018 as the new date for a public hearing on the expansion of the Consolidated Muscatine Urban Renewal Area and on an amendment to the existing urban renewal plan for the Area.

The notice which is included in the attached resolution must be published once, not less than four (4) and not more than twenty (20) days prior to the date selected for the hearing. The last date on which the notice can be published effectively is February 11, 2018. Please print a separate copy of the notice for delivery to the newspaper and email or fax a copy of the published notice to our office. Our fax number is (515) 283-1060.

In addition to publishing the notice of a hearing, a copy of the amendment to the urban renewal plan must be submitted to the Planning and Zoning Commission, and the Commission must provide a written recommendation to the City Council with respect to whether the amendment is in conformance with the City's general or comprehensive plans.

Also, a "consultation session" must be set up with Muscatine County and the Muscatine Community School District. Please refer to my separate letter attached for further details.

Please return one fully executed set of these proceedings, once all the actions have been taken, and contact Amy Bjork or me if you have any questions.

Best regards,

John Danos

Attachments

cc: Nancy Lueck

January 16, 2018

**VIA EMAIL**

Gregg Mandsager  
City Administrator/City Hall  
Muscatine, IA

Re: Consolidated Muscatine Urban Renewal Area Amendment/Consultation Session  
Our File Number: 421464-52

Dear Gregg:

The Iowa Urban Renewal Law requires that a city provide information concerning a proposed urban renewal plan amendment to certain other governmental bodies which might be affected by the use of tax increment financing within your amended urban renewal area. Specifically, the City must send a copy of the urban renewal plan amendment and an invitation to attend a meeting to discuss the urban renewal plan amendment to any county and school district whose jurisdiction covers any property to be included within the amended urban renewal area. This consultation must be held at least two weeks before the public hearing on February 15, 2018.

It is our understanding that the property within your amended urban renewal area would affect Muscatine County and the Muscatine Community School District.

Attached is a draft letter which you may use in order to provide notification to these governmental entities of the date, time and place of a meeting at which they may discuss your urban renewal plan amendment. The law does not require that this be a meeting of the City Council, and you may use your discretion about who represents the City at the meeting.

Along with the letter, you should send a copy of the urban renewal plan amendment and a copy of the notice of the public hearing on the urban renewal plan amendment.

According to our records, here are the mailing addresses for the individuals who should receive the notification letter and the enclosures:

Board of Supervisors  
c/o Muscatine County Auditor  
Muscatine County Courthouse  
414 East 3<sup>rd</sup> Street, Suite 201  
Muscatine, Iowa 52761

Superintendent  
Muscatine Community School District  
2900 Mulberry Avenue  
Muscatine, Iowa 52761

Please call Amy Bjork or me if you have questions.

Best regards,

John Danos

Attachment

cc: Nancy Lueck



[City letterhead]

DATE: \_\_\_\_\_

TO: Board of Supervisors, Muscatine County  
Superintendent, Muscatine Community School District

FROM: City Council  
City of Muscatine, Iowa

RE: Consolidated Muscatine Urban Renewal Area Amendment

The City of Muscatine is in the process of expanding its Consolidated Muscatine Urban Renewal Area (the "Area"), and amending the urban renewal plan for the Area and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for \_\_\_\_\_, 201\_\_, at \_\_\_\_\_ o'clock \_\_\_\_m. at the \_\_\_\_\_ in Muscatine. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City Council will also hold a public hearing on this urban renewal plan amendment at \_\_\_\_\_ o'clock \_\_\_\_m. on February 15, 2018, and a copy of the notice of hearing is enclosed for your information.

Please call our City Clerk at (563) 264-1550 if you have questions.

Enclosure

## MEMORANDUM

To: City of Muscatine Planning & Zoning Commission

From: John P. Danos & Amy Bjork, Bond Counsel for the City

Date: January 19, 2018

Re: Consolidated Muscatine Urban Renewal Area/Urban Renewal Plan Amendment

A public hearing will be held by the City Council on February 15, 2018 on a proposed amendment to the urban renewal plan for the Consolidated Muscatine Urban Renewal Area to add the property legally described in the proposed amendment and to approve a new urban renewal project. We have prepared this memorandum to assist the Commission in performing its role in this process.

Section 403.5 of the Code of Iowa requires that, before they hold a public hearing, the City Council must submit a copy of the proposed plan amendment to the Commission, “for review and recommendations as to its conformity with the general plan for the development” of the City. The statute does not require that the Commission hold a hearing on the proposed plan amendment, nor does it require that the Commission take any action to either approve or reject the proposed plan amendment. It directs that the Commission review the plan amendment and comment to the City Council as to whether the plan amendment conforms to, or is consistent with, the City’s Comprehensive Plan. Please complete your review and submit any comments to the City Council by Noon on February 15, 2018.

Please call us at (515) 283-1000 if you have questions about the statutory process.

SET DATE FOR HEARING ON  
EXPANDED URBAN RENEWAL AREA  
DESIGNATION AND URBAN  
RENEWAL PLAN AMENDMENT

421464-52

Muscatine, Iowa

January 18, 2018

The City Council of the City of Muscatine, Iowa, met on January 18, 2018, at \_\_\_\_\_ o'clock, \_\_.m., at the \_\_\_\_\_, in the City, for the purpose of setting a date for a public hearing on the designation of an expanded urban renewal area and on a proposed urban renewal plan amendment. The Mayor presided and the roll being called, the following members of the Council were present and absent:

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

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

The Mayor announced that an amendment to the boundaries of the Consolidated Muscatine Urban Renewal Area had been prepared, along with an amendment to the urban renewal plan for the area, and that it was now necessary to set a date for a public hearing on the proposed amended area and proposed amendment to the urban renewal plan. Accordingly, Council Member \_\_\_\_\_ moved the adoption of the following resolution entitled "Resolution Setting Date for a Public Hearing on Designation of the Expanded Consolidated Muscatine Urban Renewal Area and on Urban Renewal Plan Amendment," and the motion was seconded by Council Member \_\_\_\_\_. Following due consideration, 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 resolution duly adopted as follows:



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

Resolution Setting Date for a Public Hearing on Designation of the Expanded Consolidated Muscatine Urban Renewal Area and on Urban Renewal Plan Amendment

WHEREAS, this City Council of the City of Muscatine, Iowa (the "City") by resolution previously established the Consolidated Muscatine Urban Renewal Area (the "Urban Renewal Area") and adopted an urban renewal plan (the "Plan") for the governance of projects and initiatives therein; and

WHEREAS, a proposal has been made which shows the desirability of expanding the Urban Renewal Area to add and include all the property (the "Property") lying within the legal description set out in Exhibit A; and

WHEREAS, this City Council is desirous of obtaining as much information as possible from the residents of the City before making this decision; and

WHEREAS, an amendment (the "Amendment") to the Plan has been prepared which (1) covers the addition of the Property to the Urban Renewal Area; (2) updates the description of the Small Business Forgivable Loan Program previously approved by the City Council in the September 4, 2014 and October 20, 2016 amendment to the Plan; (3) updates the description of the Urban Renewal Administration and Professional Support Program previously approved by the City Council in the November 6, 2014 amendment to the Plan; (4) updates the description of the Greater Muscatine Chamber of Commerce and Industry Support Program previously approved by the City Council in the November 6, 2014 amendment to the Plan; and (5) authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (a) providing tax increment financing support to White Distribution & Supply, LLC in connection with the expansion of its existing manufacturing and warehousing facilities; (b) providing tax increment financing support to Steamboat Village, LLC in connection with the construction of multifamily housing affordable to families of low and moderate income; (c) providing tax increment financing support to TIF Oak Park, Inc. in connection with the construction of multifamily housing affordable to seniors of low and moderate income; (d) using tax increment financing to pay the costs of constructing improvements to Riverside Park; (e) using tax increment financing to pay the costs of reconstructing and enhancing Grandview Avenue; and (f) using tax increment financing to pay the costs of the Community Branding and Marketing Project, and it is necessary to take action to set a date for a public hearing on the Amendment; and

NOW, THEREFORE, Be It Resolved by the City Council of the City of Muscatine, Iowa, as follows:

Section 1. This City Council will meet at the \_\_\_\_\_, Muscatine, Iowa, on February 15, 2018, at \_\_\_\_\_ o'clock \_\_\_\_m., at which time and place it will hold a public hearing on the designation of the expanded Urban Renewal Area described in the preamble hereof and on the Amendment.

Section 2. The City Clerk shall publish notice of said hearing, the same being in the form attached hereto, which publication shall be made in a legal newspaper of general circulation in Muscatine, which publication shall be not less than four (4) nor more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, the City Administrator is hereby designated as the City's representative in connection with the consultation process which is required under that section of the urban renewal law.

Section 4. The proposed Amendment is hereby submitted to the City's Planning and Zoning Commission for review and recommendations, as required by Section 403.5, Code of Iowa.

Passed and approved January 18, 2018.

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Mayor

Attest:

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City Clerk



NOTICE OF PUBLIC HEARING ON DESIGNATION OF EXPANDED  
CONSOLIDATED MUSCATINE URBAN RENEWAL AREA AND ON  
PROPOSED URBAN RENEWAL PLAN AMENDMENT

Notice Is Hereby Given: That at \_\_\_\_\_ o'clock \_\_\_\_\_.m., at the \_\_\_\_\_, Muscatine, Iowa, on February 15, 2018, the City Council of the City of Muscatine will hold a public hearing on the question of amending the plan for the Consolidated Muscatine Urban Renewal Area and designating an expanded Consolidated Muscatine Urban Renewal Area, pursuant to Chapter 403, Code of Iowa, by adding and including all the property generally described as follows:

A tract of land located in the Northeast Quarter and the Northwest Quarter of Section 24, Township 77 North, Range 2 West of the 5th P.M., Muscatine County, Iowa. Said tract more particularly described as follows:

Beginning at the Northwest Corner of the Northeast Quarter of said Section 24; thence North 89°28'58" East (assumed bearing) 904.20 feet on the North line of the Northeast Quarter of said Section 24; thence South 00°30'17" East 2642.65 feet to the South line of the Northeast Quarter of said Section 24; thence South 89°30'02" West 741.74 feet on said South line to the Easterly right-of-way of State Highway No. 38; thence North 16°25'35" West 763.21 feet on said Easterly right-of-way; thence North 30°29'55" West 154.85 feet on said Easterly right-of-way; thence North 21°40'59" West 534.60 feet on said Easterly right-of-way; thence North 24°49'01" West 308.06 feet on said Easterly right-of-way; thence North 21°40'59" West 1095.53 feet on said Easterly right-of-way to the North line of the Northwest Quarter of said Section 24; thence North 89°30'12" East 886.89 feet on said North line to the point of beginning. Said tract contains 75.19 acres.

AND

A tract of land located in the Southwest Quarter of Section 13, Township 77 North, Range 2 West of the 5th P.M., Muscatine County, Iowa. Said tract more particularly described as follows: Commencing at the Southwest Corner of the Southeast Quarter of said Section 13; thence South 89°30'12" West 99.46 feet on the South line of the Southwest Quarter of said Section 13 to the Point of Beginning of the tract herein described; thence continuing South 89°30'12" West on said Southerly line 787.43 feet; thence North 21°40'59" West on the Easterly right-of-way of State Highway No. 38 a distance of 8.58 feet; thence North 89°30'12" East 790.53 feet; thence South 00°00'00" East 8.00 feet to the Point of Beginning. Said tract contains 0.11 acres.

The proposed amendment to the urban renewal plan brings the property described above under the plan and makes it subject to the provisions of the plan. The proposed amendment (1) updates the description of the Small Business Forgivable Loan Program previously approved by the City Council in the September 4, 2014 and October 20, 2016 amendments to the Plan; (2) updates the description of the Urban Renewal Administration and Professional Support Program previously approved by the City Council in the November 6, 2014 amendment to the Plan; (3) updates the description of the Greater Muscatine Chamber of Commerce and Industry Support Program previously approved by the City Council in the November 6, 2014 amendment to the

Plan; and (4) authorizes the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (a) providing tax increment financing support to White Distribution & Supply, LLC in connection with the expansion of its existing manufacturing and warehousing facilities; (b) providing tax increment financing support to Steamboat Village, LLC in connection with the construction of multifamily housing affordable to families of low and moderate income; (c) providing tax increment financing support to TIF Oak Park, Inc. in connection with the construction of multifamily housing affordable to seniors of low and moderate income; (d) using tax increment financing to pay the costs of constructing improvements to Riverside Park; (e) using tax increment financing to pay the costs of reconstructing and enhancing Grandview Avenue; and (f) using tax increment financing to pay the costs of Community Branding and Marketing Project.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Gregg Mandsager  
City Administrator/Clerk

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On motion and vote the meeting adjourned.

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Mayor

Attest:

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City Clerk



EXHIBIT A  
Legal Description  
Expanded Consolidated Muscatine Urban Renewal Area  
(2018 Addition)

LEGAL DESCRIPTION

A tract of land located in the Northeast Quarter and the Northwest Quarter of Section 24, Township 77 North, Range 2 West of the 5th P.M., Muscatine County, Iowa. Said tract more particularly described as follows:

Beginning at the Northwest Corner of the Northeast Quarter of said Section 24; thence North  $89^{\circ}28'58''$  East (assumed bearing) 904.20 feet on the North line of the Northeast Quarter of said Section 24; thence South  $00^{\circ}30'17''$  East 2642.65 feet to the South line of the Northeast Quarter of said Section 24; thence South  $89^{\circ}30'02''$  West 741.74 feet on said South line to the Easterly right-of-way of State Highway No. 38; thence North  $16^{\circ}25'35''$  West 763.21 feet on said Easterly right-of-way; thence North  $30^{\circ}29'55''$  West 154.85 feet on said Easterly right-of-way; thence North  $21^{\circ}40'59''$  West 534.60 feet on said Easterly right-of-way; thence North  $24^{\circ}49'01''$  West 308.06 feet on said Easterly right-of-way; thence North  $21^{\circ}40'59''$  West 1095.53 feet on said Easterly right-of-way to the North line of the Northwest Quarter of said Section 24; thence North  $89^{\circ}30'12''$  East 886.89 feet on said North line to the point of beginning. Said tract contains 75.19 acres.

LEGAL DESCRIPTION

A tract of land located in the Southwest Quarter of Section 13, Township 77 North, Range 2 West of the 5th P.M., Muscatine County, Iowa. Said tract more particularly described as follows: Commencing at the Southwest Corner of the Southeast Quarter of said Section 13; thence South  $89^{\circ}30'12''$  West 99.46 feet on the South line of the Southwest Quarter of said Section 13 to the Point of Beginning of the tract herein described; thence continuing South  $89^{\circ}30'12''$  West on said Southerly line 787.43 feet; thence North  $21^{\circ}40'59''$  West on the Easterly right-of-way of State Highway No. 38 a distance of 8.58 feet; thence North  $89^{\circ}30'12''$  East 790.53 feet; thence South  $00^{\circ}00'00''$  East 8.00 feet to the Point of Beginning. Said tract contains 0.11 acres.

STATE OF IOWA  
COUNTY OF MUSCATINE  
CITY OF MUSCATINE

SS:

I, the undersigned, City Clerk of the City of Muscatine do hereby certify that pursuant to the resolution of its City Council fixing a date of public hearing on the question of designating the expanded Consolidated Muscatine Urban Renewal Area for the City and on a proposed urban renewal plan amendment, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City, and copies were sent to the county and school district.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

**(Attach here publisher's affidavit of publication of notice.)**

**(PLEASE NOTE: This certificate must not be dated until the publication has been made and you have reviewed it to be sure that the notice was published on the date indicated in the attached affidavit.)**

STATE OF IOWA  
COUNTY OF MUSCATINE  
CITY OF MUSCATINE

SS:

I, the undersigned, City Clerk of the City of Muscatine, do hereby certify 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 those 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 setting a date for public hearing on the question of designating the expanded Consolidated Muscatine Urban Renewal Area for the City and on an urban renewal plan amendment.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2018.

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