

COUNCIL

| | | | |
|---|--|--|------------------|
| Santos Saucedo At Large | Mayor | Kelcey Brackett At Large | |
| Nadine Brockert 4 th Ward | 2018 MEETING SCHEDULE (All meetings start at 7:00 PM unless voted upon by Council.) | Phil Fitzgerald 1 st Ward | |
| Allen Harvey 5 th Ward | | Osmond Malcolm 2 nd Ward | |
| Tom Spread 3 rd Ward | | Cinda Hilger Administrative Secretary | |
| Matt Brick City Attorney | | Gregg Mandsager City Administrator | |
| | | | |
| January 4 & 18 | Regular Meetings | In-Depth Meetings | July 12 |
| February 1 & 15 | July 5 & 19 | January 11 | (None in August) |
| March 1 & 15 | August 2 & 16 | February 8 | September 13 |
| April 5 & 19 | September 6 & 20 | March 8 | October 11 |
| May 3 & 17 | October 4 & 18 | April 12 | November 8 |
| June 7 & 21 | November 1 & 15 | May 10 | December 13 |
| | December 6 & 20 | June 14 | |

AGENDA

THURSDAY, FEBRUARY 15, 2018
COUNCIL CHAMBERS - CITY HALL – 7:00 P.M.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **COMMUNICATIONS – CITIZENS**
5. **CONSENT AGENDA**

The following items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

*** Items 6A-C – Approval of City Council Minutes**

- A. Regular City Council Minutes – February 1, 2018
- B. In-Depth City Council Minutes – February 8, 2018
- C. Budget Session Minutes – January 30, February 1,3,5 2018.

*** Items 8A-N – Petitions and Communications**

- A. Request to Approve Application for Revitalization Property Tax Abatement for James Woepking.
- B. Request for renewal of a Class “C” Liquor License, Catering Privileges, Outdoor Service and Sunday Sales for Boonie’s on the Avenue, 214 Iowa Avenue – Boonie’s on the Avenue, LLC (pending inspections)
- C. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Hy-Vee Food Store, 2400 – 2nd Avenue – Hy-Vee, Inc. (pending inspections)
- D. Request for renewal of a Class “C” Liquor License, Catering Privileges, Outdoor Service and Sunday Sales for The Rendezvous, 3127 Lucas Street – Cindy’s Rendezvous, LLC (pending inspections and insurance)
- E. Request for a temporary transfer for The Rendezvous, 3127 Lucas Street to 1314 Mulberry Avenue on March 1, 2018 (pending inspections and insurance)
- F. Request for a temporary transfer for The Rendezvous, 3127 Lucas Street to 5901 US-61 on March 17, 2018 (pending inspections and insurance)
- G. Request for renewal of a Class “C” Liquor License and Sunday Sales for La Morelia LLC, 810 Park Avenue – La Morelia, LLC (pending inspections and insurance)
- H. Request for renewal of a Class “E” Liquor License and Sunday Sales for GM Food Mart, 1814 E Avenue – Nanak Express LLC (pending inspections and insurance)
- I. Request for renewal of a Class “E” Liquor License and Sunday Sales for GM Mini Mart, 2307 Lucas Street – Nanak Express LLC (pending inspections and insurance)
- J. Request for renewal of a Class “C” Beer Permit and Sunday Sales for Loos Inc., 711 Park Avenue – Loos Inc. (pending inspections and insurance)
- K. Request for renewal of a Class “B” Beer Permit, Outdoor Service and Sunday Sales for Contrary Brewing Co., 411 West Mississippi Drive – Contrary Brewing, LLC (pending inspections and insurance)
- L. Request for Use of City Property from Ss Mary & Mathias Catholic School for a 5K run on April 14, 2018.

M. Request for Use of City Property from Kent Corporation Relay for Life for the April fun/walk fundraiser on April 21, 2018

N. Request by Muscatine Power and Water to Close Bidwell Road to Make Repairs to a Water Valve near the Intersection with the Highway 61 Bypass

* **Item 9A- From the Mayor**

A. Proclamation Declaring March 17-March 24, 2018, as “Quilt Week”

* **Items 12A– Receive and File**

A. Muscatine County Board of Supervisors Minutes for January 29, 2018 and February 5, 2018.

* **Bills***

* Approval of attached Bills for Approval totaling \$6,005,537.33, which includes receipt summaries and journal entries for December 2017 is subject to the approval of any related agenda item(s).

6. MINUTES – APPROVAL

7. PUBLIC HEARING

A. Sale of Real Estate described as: the easterly 30.6 feet of Lot 47 of Terrace Heights Addition to the City of Muscatine, IA

This public hearing concerns the proposed sale of City owned property described as: the easterly 30.6 feet of Lot 47 of Terrace Heights addition to the City of Muscatine, Iowa. On January 18, 2018 City Council declared said real estate as surplus. The city plans to sell this surplus property to an adjacent homeowner. Prior to any formal action by City Council a public hearing is required.

Now is the time for the public to comment.

B. Phase IV West Hill Sewer Separation Project and Approval of Project Plans, Specifications, Form of Contract, and Cost Estimate.

This public hearing concerns the proposed Phase IV West Hill Sewer Separation Project and approval of the project plans, specifications, form of contract and cost estimate. These yearly projects are to completely separate the older combined sewers in Muscatine due to an EPA mandate. To keep on a schedule to complete the separations, phase four must be built in the next two years. The budget is available to

complete these projects from identified sources. The cost of this project is estimated \$8,461,975.00 with \$1,561,975.00 being reimbursable from MPW for water main work. \$6,900,000.00 is the cost of the City Share for all of Phase 4. Prior to any formal action by City Council a public hearing is required.

Now is the time for the public to comment.

C. Proposed Amendment to Consolidated Muscatine Urban Renewal Area

This public hearing concerns the proposed amendment to 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 the following property: 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. Prior to any formal action by City Council, a public hearing is required.

Now is the time for the public to comment.

8. **PETITIONS AND COMMUNICATIONS**

9. **FROM THE MAYOR**

A. Proclamation Declaring March 17 – March 24, 2018 as “Quilt Week”

10. **FROM THE PLANNING AND ZONING COMMISSION**

11. **FROM THE CITY ADMINISTRATOR**

A. Resolution Authorizing the Sale of City Property. (Public Hearing A)

Is there a motion to adopt the resolution as submitted?

B. Resolution Approving an Executed Deed for the sale of surplus property to Bruce A. Bean. (Public Hearing A)

Is there a motion to adopt the resolution as submitted?

C. Resolution Approving Phase 4 of the West Hill Sewer Separation Project and Approval of Project Plans, Specifications, Form of Contract and Cost Estimate (Public Hearing B)

Is there a motion to adopt the resolution as submitted?

D. Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to

Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Consolidated Muscatine Urban Renewal Area (Public Hearing C)

Is there a motion to adopt the resolution as submitted?

- E. First Reading of an Ordinance Providing for the Division of Taxes Levied on Taxable Property in the February, 2018 Consolidated Muscatine Urban Renewal Area Addition, Pursuant to Section 403.19 of the Code of Iowa.

Presented for City Council's consideration is the first reading of an ordinance providing for the division of taxes levied on taxable property in the February 2018 Consolidated Muscatine Urban Renewal Area Addition, pursuant to Section 403.19 of the Code of Iowa. The purpose of this ordinance is to provide for the division of taxes levied on the taxable property each year by and for the benefit of the state, city, county, school districts or other taxing districts. After approval of this ordinance a special fund is to be created to pay the principal of and interest on loans, moneys advanced to or indebtedness, including bonds proposed to be issued by the City of Muscatine to finance projects in such area.

Is there a motion to approve the first reading of this ordinance as submitted?

- F. Resolution Setting Public Hearing on Proposed Developmental Agreement with White Distribution, Including Annual Appropriation Tax Increment Payments.

Presented for City Council's consideration is a resolution setting a public hearing on the proposed Developmental Agreement with White Distribution. This Development Agreement would provide financial incentives to the company in the form of annual appropriation tax increment payments Prior to any formal action by City Council, a public hearing is required. This hearing will take place on Thursday, March 1, 2018, at 7:00 p.m.

Is there a motion to adopt the resolution as submitted?

- G. Resolution Authorizing the Assessment of Unpaid Abatement Costs and Unpaid Rental Inspection Fees to Private Properties.

Presented for City Council's consideration is a resolution authorizing the assessment of unpaid abatement costs to private properties. Periodically the city takes action to assess unpaid nuisance abatement costs to private properties. The nuisance abatement costs for snow, junk, and weed removal total \$2096.17. The administrative fees are \$775 and the assessment fees are \$950. The total fee being requested for assessment at this time totals \$3821.17.

Is there a motion to adopt the resolution as submitted?

H. Request to Approve a Greenhouse Gas Annual Reporting Contract with Barker Lemar Engineering.

Presented for City Council's consideration is a request to approve a Greenhouse Gas Annual Reporting Contract with Barker Lemar Engineering. In a contract approved by council in July 2017, Barker Lemar inadvertently omitted the Annual Reporting required for Mandatory Greenhouse Gas Reporting. The annual fee for Greenhouse Gas Reporting is \$1,250 per reporting year. There would be three reporting years in this service contract 2018, 2019 and 2020 for a total of \$3,750. Staff requested \$30,000 in the 2018/2019 budget. The total amount for the Landfill Annual Compliance Services is \$25385. With the addition of \$1,250 for Greenhouse Gas Annual Reporting the total would be \$26,635 which is within the confines of the budget request.

Is there a motion to approve the request as submitted?

I. Request to Approve Purchase of One Ton Truck for Refuse Collection

Presented for City Council's consideration is a request to approve the purchase of a one-ton truck for Refuse Collection. In the 2017/2018 budget Refuse Collection was granted \$34,000 for the purchase of a used one-ton truck with a liftgate. The request for proposal was posted and ten bids were received. The low bid was for a Dodge Ram from Deery, Iowa City for \$35,806. Staff recommends the approval of this purchase and states that the Refuse Collection budget will be able to absorb the additional \$1806.

Is there a motion to approve the request as submitted?

J. Request to Approve Purchase Order for Library and HNI Community Center Furniture from Allsteel

Presented for City Council's consideration is a request to approve a purchase order for library furnishings from Allsteel. HNI donated their former headquarters building to the city to be used as the new Musser Public Library and HNI Community Center. HNI also donated a substantial amount of staff time to assist in determining the furnishings and furniture needs for the new facility. Given HNI's donation it is recommended that City Council waive the requirement for formal bidding and authorize the issuance of a purchase order in the amount of \$181,695.44 to HNI for the purchase of furniture and furnishings for the new facility.

Is there a motion to approve the request as submitted?

K. Request to Approve Purchase Order for Library and HNI Community Center Shelving

Presented for City Council's consideration is a request to approve a purchase order for

library shelving from LFI, Inc. Two bids were received for shelving and the low bid was for \$155,755 from LFI, Inc. Staff request that City Council authorize the issuance of a purchase order in the amount of \$155,755 to LFI, Inc.

Is there a motion to approve the request as submitted?

L. Request to Approve Hiring Shive-Hattery to Design Park Avenue Lane Conversion

Presented for City Council's consideration is a request to approve a contract with Shive-Hattery for the planning and design of the Park Avenue Lane Conversion. The city worked with Shive-Hattery to submit a grant to the Iowa Department of Transportation for Traffic Safety Improvement Grant Funds. The grant was approved and the design for construction needs to begin. Staff is recommending City Council approve this request to contract with Shive-Hattery in an amount not to exceed \$27,000. Funds for this project are available in the Roadway Maintenance budget.

Is there a motion to approve the request as submitted?

M. Request to Approve Professional Service Agreement with Impact 7G for Historical Documentation of Garage at intersection of Mulberry and 2nd Street.

Presented for City Council's consideration is a request to approve a professional service agreement with Impact 7G for the historical documentation of a garage located at the intersection of Mulberry and 2nd Street. Before final design and construction can begin at this intersection this structure must be documented because it is eligible for the historic record. The estimated cost of this project is \$15,350. This would clear the way for the building to be demolished at a later date.

Is there a motion to approve the request as submitted?

N. Request for Approval of an Agreement with Terracon for Soil Borings for the Grandview Ave. Project.

Presented for City Council's request is a request to approve an agreement with Terracon for soil Borings on the Grandview Ave. project. The city contacted two firms to do soil borings, Terracon and Braun-Intertec. Braun-Intertec declined the proposal as they are extremely busy and would not be able to do work within the deadline. Staff recommends that City Council approve the proposal from Terracon in the amount of \$25,250.

Is there a motion to approve the request as submitted?

O. Request to Approve Purchase of Service Van for Building and Grounds

Presented for City Council's consideration is a request to approve the purchase of a

service van for Building and Grounds. Building and Grounds was granted \$25000 for the purchase of a used service van in the 2018/2019 budget process. Currently Kriegers has a new 2018 service van quoted at \$23,890. It is Staff's recommendation that City Council considers moving this budget item from FY 2019 to FY 2018 and authorize a purchase order to Kriegers in the amount of \$23,890. There are enough funds in the Equipment Replacement Reserve to fund this purchase. This change would allow Building and Grounds to purchase a new service van for less than the cost of a used. One.

12. **COMMUNICATIONS - RECEIVE AND FILE**

13. **APPROVAL OF BILLS**

It is recommended bills totaling \$6,005,537.33, which includes receipt summaries and journal entries for December 2017, be approved and that the City Council authorize the Mayor and City Clerk to issue warrants for the same. It should be noted that this listing is subject to the approval of any related agenda item(s).

14. **COMMUNICATIONS - COUNCIL MEMBERS**

15. **OTHER BUSINESS**

16. **ADJOURNMENT**