

# COUNCIL

Santos Saucedo At Large	Diana Broderson Mayor	Kelcey Brackett At Large	
Nadine Brockert 4 <sup>th</sup> Ward	<b>2018 MEETING SCHEDULE</b>  (All meetings start at 7:00 PM unless voted upon by Council.)	Phil Fitzgerald 1 <sup>st</sup> Ward	
Allen Harvey 5 <sup>th</sup> Ward		Osmond Malcolm 2 <sup>nd</sup> Ward	
Tom Spread 3 <sup>rd</sup> Ward		Cinda Hilger Administrative Secretary	
Matt Brick City Attorney		Gregg Mandsager City Administrator	
January 4 & 18	<b>Regular Meetings</b>	<b>In-depth Meetings</b>	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, May 17, 2018**  
**COUNCIL CHAMBERS - CITY HALL – 7:00 P.M.**

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

A. Presentation of Patriotic Employer Award to Chief Ewers

B. Appeal by James & Natalie Allen concerning the removal of their dog from the City of Muscatine.

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- Approval of City Council Minutes**

- A. Regular City Council Minutes – May 3, 2018
- B. In Depth City Council Minutes – May 10, 2018

**\* Items 8A-J – Petitions and Communications**

- A. Request for approval for Geneva Country Club to hold a fireworks display, performed by J&M Displays on August 11<sup>th</sup>, 2018. Permit has been submitted and approved by the Muscatine Fire Department.
- B. Request on first reading for a new Class “C” Beer Permit for AJ’s Garage LLC, 1206 East 2<sup>nd</sup> Street – Alex Shoppa (pending Inspections)
- C. Request for renewal of a Class “C” Liquor License, Outdoor Service and Sunday Sales for Missterssippi’s 2108 Grandview Avenue – Missterssippi’s LLC (pending inspections)
- D. Request for use of City Property from Ss. Mary Mathias Catholic Church for Annual “Feast of Corpus Christi” Procession
- E. Request for Use of City Property from Muscatine Second Saturday for their Saturday events being held June 9, July 13, August 11, September 8 and October 13, 2018
- F. Request for use of City Property from Muscatine Chamber of Commerce Foundation (partnership with Big Brothers and Big Sisters Special Olympics) to be held Thursday, October 18, 2018 through Saturday, October 20, 2018
- G. Cigarette Permits: Dollar General Store, 3614 Grandview Avenue, - Dolgencorp LLC.

**\* Item 9A-C – From the Mayor**

- A. Proclamation Declaring May 20-26, 2018, as Public Works Week
- B. Proclamation Declaring May 18-19, 2018, as Poppy Days
- C. Proclamation Declaring May 20-26, 2018, as EMS Week

**\* Items 12A-F – Receive and File**

- A. Muscatine County Board of Supervisors Minutes – April 30, 2018

B. Muscatine County Board of Supervisors Minutes – May 7, 2018

\* **Bills\***

- \* Approval of attached Bills for Approval totaling \$2,671,979.77 is subject to the approval of any related agenda item(s).

6. **MINUTES – APPROVAL**
7. **PUBLIC HEARING**
8. **PETITIONS AND COMMUNICATIONS**
9. **FROM THE MAYOR**
10. **FROM THE PLANNING AND ZONING COMMISSION**
11. **FROM THE CITY ADMINISTRATOR**

A. Resolution Approving the Release of Real Estate Mortgage for 305 Pond Street

Presented for City Council's consideration is a resolution approving the release of a real estate mortgage for 305 Pond Street. The Homeowner participated in the 2009 CDBG Housing Rehabilitation Program and received assistance through a five-year forgivable loan. The five-year period has been completed and it is required that the City of Muscatine release the mortgage on this property.

Is there a motion to adopt this resolution as submitted?

B. Resolution Setting Public Hearing for Sale and Transfer of Public Property

Presented for City Council's consideration is a resolution setting a public hearing on June 7<sup>th</sup>, 2018 for the sale and transfer of city owned property located at Lots 4 and 5 of Block 55 of the original Town of Muscatine, Iowa also known as Musser Public Library.

Is there a motion to adopt this resolution as submitted?

C. Resolution Approving Write-Off Debts of Former Housing Tenants

Presented for City Council's consideration is a resolution approving the write off debts of former housing tenants. Every effort is made to collect rental payments and other monies owed to the Muscatine Municipal Housing Agency; however, there are times when people leave owing a debt. As a matter of good accounting, the City of Muscatine is directed to write off debts that are doubtful for collection. The amount to

be written off is \$5992.18 which includes unpaid rents, damages and maintenance charges.

Is there a motion to adopt the resolution as submitted?

D. Courtesy Motion for Local Option Sales and Services Tax Election for the City of Stockton

The City of Stockton is the only governmental entity that did not pass the local option sales tax renewal question at the special election in March. The City of Stockton has requested the City of Muscatine ask Muscatine County to put this question on the fall General Election ballot for just the City of Stockton. The City of Muscatine's support of this request is required since the City's population is more than half of the County's population. The City of Stockton would pay any costs associated with holding the election. There would be no cost to the City of Muscatine and the election would not change anything passed in March for the City of Muscatine, the County unincorporated areas or any other city in Muscatine County that have already passed the renewal of the Local Option Sales Tax.

Is there a motion to approve the request as submitted?

E. Request to Approve Exchange Agreement with DG Partners LLC (Dollar General)

Presented for City Council's consideration is a request to approve an exchange agreement with DG Partners LLC. This agreement grants DG Partners an easement for a dumpster enclosure and a truck dock in exchange for dedication of right away to the City, which is necessary for sidewalk improvements along Warren Street.

Is there a motion to approve the request as submitted?

F. Request to Approve Proposed Sidewalk Program

Presented for City Council's consideration is a request to approve the proposed sidewalk program. The City Council has allocated \$210,000 towards the Sidewalk Construction Program to address the gaps in the City's sidewalk network. This plan would include construction of sidewalks on Tanglefoot Lane, Warren Street, Liberty Street and Houser Street.

Is there a motion to approve this request as submitted?

G. Request to approve Avalon Subdivision Preliminary/Final Plat

Presented for City Council's consideration is a request to approve a preliminary/final plat for Avalon Subdivision. Steve and Cindy Allchin have submitted a combined preliminary/final plat for a three lot subdivision, located at the northeast corner of

Hershey Ave and Fletcher Street intersection. The purpose of this subdivision is to allow for the construction of a four unit apartment building.

Is there a motion to approve the request as submitted?

- H. Request to approve Change Order #1 for the West Hill Sewer Separation Phase 4A project

Presented for City Council's consideration is a request to approve change order #1 for the West Hill Sewer Separation Phase 4A project. This change order is for prepayment of stored materials. This change order is a zero cost change order and does not increase the length of the project. It only deals with paying some upfront costs of the materials that are stored on site for the project.

Is there a motion to approve the request as submitted?

- I. Request to Authorize the Issuance of a Purchase Order for a Digital Microfilm Machine for Library

Presented for City Council's consideration is a request to authorize the issuance of a purchase order to RMC Imaging for the Purchase of a ST Viewscan Digital Microfilm Reader. This Viewscan will be used to compliment our local History & Genealogy Department. The Cost of this equipment is \$8,995. The Walter Estate is contributing \$5,000 for this project and the remaining \$3,995 has been budgeted into the CAT Building Project Fund.

Is there a motion to approve the request as submitted?

- J. Request to Authorize the Issuance of a Purchase Order for Per Mar Door Access & Security

Presented for City Council's consideration is a request to authorize the issuance of a purchase order for building access addition & upgrade provided by Per Mar Security Services. The new library is in need of this equipment to safely and securely operate at the new facility. Per Mar provided the original system and is familiar with the layout and needs of the building. The cost for this equipment and installation is \$5,875.

Is there a motion to approve the request as submitted?

- K. Request to Authorize the issuance of a Purchase Order for a truck for the Kent-Stein Park Division.

Presented for City Council's consideration is a request to authorize the issuance of a purchase order to Krieger Auto Group in the amount of \$20,944.00 for the purchase

of a new 2018 Ford F150 truck for the Kent-Stein Park Division. This price includes the trade in of the existing 1996 truck with 104,000 miles on it. The city received two bids that met the minimum specifications and Krieger Auto Group was the low bid.

Is there a motion to accept the request as submitted?

- L. Request to Authorize the Issuance of a Purchase Order for Control Link Lighting System for Kent Stein Park.

Presented for City Council's consideration is a request to authorize the issuance of a purchase order to MUSCO Lighting in the amount of \$39,975.00 for the purchase of Control Link Lighting System for Kent Stein Park. Currently 9 of the 17 ball fields have the Control Link System and this would install them on the remaining 8 fields. With the Control Link System, MUSCO monitors the facility from their home base and can recognize problems with each light pole, estimate life of each bulb and can turn the lights on and off with a phone call from an approved person.

Is there a motion to accept the request as submitted?

- M. Request to Authorize the Issuance of a Purchase Order for the Muscatine Dog Park Fencing Project.

Presented for City Council's consideration is a request to authorize the issuance of a purchase order to Century Fence in the amount of \$56,427.00 for the Dog Park Fencing Project. This is the first step in the development of the Muscatine Dog Park and involves installing approximately 2,650 linear feet of chain link fencing. The City received three bids and the low bidder was Century Fence.

Is there a motion to approve the request as submitted?

- N. Request to Approve Engineering Services Agreement with Bolten & Menk for Airport Hangar Apron Design

Presented for City Council's consideration is a request for a professional services agreement with Bolten & Menk for the design of the airport hangar apron.

Is there a motion to approve this request as submitted?

- O. Request to Issue Purchase Order for the Purchase of Water Purification system for the WPCP Lab.

Is there a motion to approve the request as submitted?

- P. Request to Authorize the Issuance of a Purchase Order for a Conversion Van for the City's Transit Operation.

Presented for City Council's consideration is a request to authorize the issuance of a purchase order to Hoglund Bus Co. in the amount of \$12,690.00 for the purchase of a conversion van to be used by the transit department for the JARC evening route. The total amount for this van is \$61,481 with an additional amount of \$1950.00 to get van in service. The City share will be \$12,690 with the remaining amount being paid for with FTA operating assistance funds.

Is there a motion to approve the request as submitted?

**12. COMMUNICATIONS - RECEIVE AND FILE**

**13. APPROVAL OF BILLS**

It is recommended bills totaling \$2,671,979.77 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**

A. Request to Enter Closed Session Per Iowa Code 21.5.1.j Concerning Acquisition and Sale of Property.

**16. ADJOURNMENT**