

COUNCIL

Santos Saucedo At Large	Diana Broderson Mayor	Scott Natvig At Large		
Robert Bynum 4 th Ward		Phil Fitzgerald 1 st Ward		
Allen Harvey 5 th Ward	2017 MEETING SCHEDULE			
(All meetings start at 7:00 PM unless voted upon by Council.)				
Tom Spread 3 rd Ward	Regular Meetings			
Matt Brick City Attorney	January 5 & 19	July 6 & 20	January 12	July 13
	February 2 & 16	August 3 & 17	February 9	(None in August)
	March 2 & 16	September 7 & 21	March 9	September 14
	April 6 & 20	October 5 & 19	April 13	October 12
	May 4 & 18	November 2 & 16	May 11	November 9
	June 1 & 15	December 7 & 21	June 8	December 14
In-depth Meetings			Fran Donelson Administrative Secretary	
			Gregg Mandsager City Administrator	

AGENDA

THURSDAY, MARCH 16, 2017 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 Iowa Concrete Paving Association to the City of Muscatine for the Airport Runway Project
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-B - Approval of City Council Minutes**
 - A. Regular City Council Minutes – March 2, 2017
 - B. In-Depth City Council Minutes – March 9, 2017
- * **Items 8A-E – Petitions and Communications**
 - A. Request for temporary transfer of Class “C” Liquor License for The Rendezvous to 110 Harbor Drive – Cindy’s Rendezvous (pending inspections and insurance)
 - B. Request to Approve Use of City Property for the Muscatine Soapbox Derby on July 4, 2017
 - C. Request to Approve Use of City Property for the Muscatine Soapbox Derby Car Safety Inspections/Car Show on June 17, 2017
 - D. Request to Approve Use of City Property for the 4th of July parade on July 4, 2017
 - E. Request to Approve Use of City Property for the 4th of July Kids Parade on July 4, 2017
- * **Items 9A-B – From the Mayor**
 - A. Proclamation Declaring April 2017 as “Child Abuse Prevention Month”
 - B. Proclamation Declaring April 6, 2017 as “Junior Achievement Day in Muscatine”
- * **Items 12A-F – Receive and File**
 - A. Muscatine County Board of Supervisors Minutes – February 20, 2017
 - B. MP&W Communications Utility Operating Statements – January 2017
 - C. MP&W Electric Utility Operating Statements – January 2017
 - D. MP&W Water Utility Operating Statements – January 2017
 - E. MP&W Financial Statements – January 2017
 - F. City of Muscatine Financial Reports – January 2017

* **Bills***

* Approval of attached Bills for Approval totaling \$1,483,028.52 is subject to the approval of any related agenda item(s).

6. MINUTES – APPROVAL

7. PUBLIC HEARING

A. Proposed Sale of Real Property to the HNI Corporation

This public hearing concerns the proposed sale of real property to the HNI Corporation. In February 2016, City Council approved the exchange of 1.53 acres of vacated right-of-way, primarily in Block 70 of Original Town, made up of portions of Spring Street, E. 4th Street, and Poplar Street for 1.63 acres of property currently owned by HNI along Mad Creek between 5th and Washington streets. Due to a drafting error in the resolution approving this exchange, it is necessary to redo the process in order to produce the documents necessary to close this transaction. 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

10. FROM THE PLANNING AND ZONING COMMISSION

11. FROM THE CITY ADMINISTRATOR

A. Second Reading of Ordinance Amending Title 10 (Zoning Ordinance) of the City Code

Presented for City Council's consideration is the second reading of an ordinance amending Title 10 (Zoning Ordinance) of the City Code. Rewriting the zoning ordinance is the most important step in implementing the vision of the new Comprehensive Plan. The revised zoning ordinance will have sufficient flexibility to be adapted to unique and difficult site conditions to preserve the character of individual neighborhoods and will be more user friendly.

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

B. Resolution Approving the Sale of Real Property to the HNI Corporation

Is there a motion to adopt the resolution as submitted?

C. Resolution Approving the Official Pay Plan for Non-Union Employees of the City of Muscatine Effective July 1, 2017

Presented for City Council's consideration is a resolution approving the official pay plan for non-union employees effective July 1, 2017. The proposed pay plan applies the budgeted 2.9% salary increase to all pay grades, adds two new positions, eliminates four vacant positions, and reclassifies two positions. These changes were reviewed with City Council during the budget process.

Is there a motion to adopt the resolution as submitted?

D. Resolution Awarding the Contract for the Airport T-Hangar Apron Expansion Project

Presented for City Council's consideration is a resolution awarding the contract for the Airport T-Hangar Apron Expansion Project. Six bids were received with the low bid from Muscatine Bridge Company in the amount of \$211,241.

Is there a motion to adopt the resolution as submitted?

E. Resolution Vacating and Conveying Vacated Alley Right-of-Way (old Sun Mart alley) in the City of Muscatine and Approving Purchase Agreement

Presented for City Council's consideration is a resolution vacating and conveying vacated alley right-of-way (old Sun Mart alley) in the City of Muscatine and approving the Purchase Agreement. Kum & Go has acquired the old Sun Mart site located at the northeast corner of 4th and Cedar streets. Their intent is to relocate their existing store at the northwest corner of 5th and Cedar streets to this location. The ordinance vacating said property was adopted at the March 2, 2017 City Council meeting. Staff is requesting City Council take action conveying the property to Kum & Go and authorizing staff to sign the Purchase Agreement.

Is there a motion to adopt the resolution as submitted?

F. Resolution Setting Public Hearing for the Mississippi Drive Corridor Project

Presented for City Council's consideration is a resolution setting a public hearing for the Mississippi Drive Corridor Project. At its March In-Depth meeting, City Council took action to reject all bids for this project and directed staff to rebid the project. No state or federal monies will be used for this project. This project is Phase I of the overall project and does not include costs associated with completion of the remaining intersections at Carver Corner and at 2nd Street and Mulberry Avenue.

Prior to any formal action by City Council, a public hearing is required. This hearing will take place on Thursday, April 6, 2017, 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 and unpaid rental inspection fees to private properties. Periodically the city takes action to assess unpaid nuisance abatement costs and unpaid rental inspection fees to private properties. The nuisance abatement costs for snow, junk, and tree removal total \$859.63, demolition costs total \$16,550, and rental inspection fees total \$360.00. The administrative fees are \$950 and the assessment fees are \$1,950. The total fee being requested for assessment at this time totals \$20,669.63.

Is there a motion to adopt the resolution as submitted?

H. Request from Public Works for the Issuance of a Purchase Order for Sewer Repair on 5th Street

Presented for City Council's consideration is a request from Public Works for the issuance of a purchase order for sewer repair on 5th Street. Two quotes were received for this project with the low quote being from Muscatine Bridge Company in the amount of \$55,732. It is staff's recommendation City Council authorize the issuance of a purchase order for this repair work. There is funding available in the Collection & Drainage budget.

Is there a motion to approve the request as submitted?

I. Request to Approve Spring Cleanup Week

Presented for City Council's consideration is a request to approve Spring Cleanup Week which will be April 25, 2017 through May 1, 2017. There have been changes proposed for cleanup procedures beginning in 2017. These were reviewed with City Council at the March 9, 2017 In-Depth meeting. The public will be made aware of items that will not be picked up by city staff and the free services that will be available to residents of Muscatine and Fruitland during that week.

Is there a motion to approve the request as submitted?

J. Request to Approve Supplemental Agreement for Mississippi Drive Preconstruction Archeological Survey Work and Vibration Monitoring Work During Construction

Presented for City Council's consideration is a request to approve a Supplemental Agreement for Mississippi Drive preconstruction archeological survey work and vibration monitoring work during construction. The city has a contract with Impact 7G to do the National Environmental Policy Act (NEPA) related work on the Mississippi Drive Corridor Project. As part of the contract, they will be subcontracting the vibration monitoring and preconstruction condition surveys as required by the state. The Supplementary Agreement totals \$139,000. There is \$150,000 budgeted for this work.

Is there a motion to approve the request as submitted?

K. Request to Approve Closure of 33rd Street and Dick Drake Way for MP&W's Water Main Construction

Presented for City Council's consideration is a request to approve the closure of 33rd Street and Dick Drake Way for MP&W's water main construction. MP&W needs to put a transmission main from the new well field located on property they recently purchased on South Highway 61 to the existing well field. This requires the new water main cross to 33rd Street and Dick Drake Way. MP&W anticipates these closures to be less than a day. The closures are anticipated to be needed this construction season.

Is there a motion to approve the request as submitted?

L. Request to Approve the Issuance of a Purchase Order for Road Salt

Presented for City Council's consideration is a request to approve the issuance of a purchase order for road salt. The City of Davenport has extended an offer to the city for the purchase of their surplus road salt. The cost, which would include delivery, is \$61.70 per ton. Staff is recommending the issuance of a purchase order to the City of Davenport in the amount of \$92,550 for the purchase of this salt. This purchase will eliminate the need to purchase salt in Fiscal Year 2018. This will require an amendment to the Snow & Ice Control budget in Fiscal Year 2017; however, this increase will be more than offset by a decrease to this budget in Fiscal Year 2018.

Is there a motion to approve the request as submitted?

M. Request to Approve Letter of Understanding with Bohnsack & Frommelt LLP for the Fiscal Year 2016/2017 Audit

Presented for City Council's consideration is a request to approve the Letter of Understanding with Bohnsack & Frommelt LLP for the fiscal year 2016/2017 Audit. Audit procedures require that a Letter of Understanding be signed by the Auditor and city each year documenting responsibilities for specific areas of the audit including (1) audit objectives, (2) management responsibilities, (3) audit procedures for general, internal control, and compliance purposes, and (4) engagement administration, fees, and other. The attached Letter of Understanding includes this information and reflects the \$41,600 cost for the 2016/2017 audit.

Is there a motion to approve the request as submitted?

N. Request to Approve Road Closure for Training Burn at Former Beach Lumber Site

Presented for City Council's consideration is a request to approve a road closure for a training burn at the former Beach Lumber Site. The Fire Department is requesting that Hershey Avenue between Ash and Green streets along with Green Street between Hershey Avenue and Mill Street be closed on March 25, 2017 from 7:00 a.m. to 7:00 p.m. for a large-scale training burn at the former Beach Lumber site. Iowa Department of Natural Resources has been notified and asbestos abatement will be remedied prior to the burn. The alternate date for the burn will be April 1, 2017.

Is there a motion to approve the request as submitted?

O. Request to Approve Purchase of HVAC System for Water Pollution Control Plant

Presented for City Council's consideration is a request to approve the purchase of an HVAC system for the Water Pollution Control Plant. Two bids were received for this purchase with the low bid from the Crawford Company in the amount of \$11,500. There is \$10,000 budgeted for this purchase. The additional \$1,500 will be funded from other budget line items.

Is there a motion to approve the request as submitted?

12. COMMUNICATIONS - RECEIVE AND FILE

13. APPROVAL OF BILLS

It is recommended bills totaling \$1,483,028.52 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