

# COUNCIL



## AGENDA

### **THURSDAY, APRIL 5, 2018 COUNCIL CHAMBERS - CITY HALL – 7:00 P.M.**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. COMMUNICATIONS – CITIZENS**
  - A. Update on Sister Cities Muscatine by John Dabeet**
  - B. Presentation of Proclamations**
- 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 15, 2018
- B. Special Council Meeting Minutes - March 22, 2018

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

- A. Request on second reading for a new Class “C” Liquor License for Retro Pizza LLC, 801 Oregon Street, Suite 3 – Nelson Cruz (pending inspections)
- B. Request on second reading for a new Class “B” Wine permit, Class “C” Beer Permit and Sunday Sales for White Oak Station #79, 709 Grandview Avenue – White Oak Station LLC (pending inspections and insurance)
- C. Request on first reading for a new Class “B” Wine Permit, Class “C” Beer Permit and Sunday Sales for Dollar General, 3614 Grandview Avenue – Dolgencorp LLC (pending inspections)
- D. Request on first reading for a new Class “C” Liquor License and Sunday Sales for Grandview Mart, 714 Grandview Avenue – Malka 13, Inc. (pending inspections and insurance)
- E. Request on renewal for a Class “C” Beer Permit and Sunday Sales for Casey’s General Store #2944, 3010 University Drive – Casey’s General Company (pending inspections)
- F. Request for Outdoor Service for Hy-Vee Wine & Spirits, 522 Mulberry Avenue from May 3, 2018 through May 5, 2018 – Hy-Vee, Inc. (pending inspections)
- G. Request on renewal for a Special Class “C” Liquor License and Sunday Sales for Happy Joe’s Pizza & Ice Cream Parlor, 203 Lake Park Blvd., (pending inspections and insurance)
- H. Request on renewal for a Class “B” Wine Permit, Class “C” Liquor License and Sunday Sales for Creations by Oz, 110 East 2<sup>nd</sup> Street (pending inspections and insurance)
- I. Cigarette Permits for July 1, 2017 to June 30, 2018
  - White Oak Station #79, 709 Grandview Avenue – White Oak Station, LLC
- J. Request to Install sign overhanging the Public Right of Way at 101 W. Mississippi Drive.

\* **Item 9A-B – From the Mayor**

- A. Proclamation Declaring May 20, 2018 as “Richard and Mary Jo Stanley Day”
- B. Proclamation Declaring April as “Fair Housing Month”

\* **Items 12A-F – Receive and File**

- A. Muscatine County Board of Supervisors Minutes – March 12, 2018
- B. Muscatine County Board of Supervisors Minutes – March 19, 2018
- C. Muscatine County Board of Supervisors Minutes – March 26, 2018
- D. MP&W Financial Statements – February 2018
- E. Board of Water, Electric & Communications Trustees Minutes – February 27, 2018
- F. Muscatine County Solid Waste Management Agency Minutes – February 2018

\* **Bills\***

- \* Approval of attached Bills for Approval totaling \$3,233,618.01, which includes receipt summaries and journal entries for February 2018 is subject to the approval of any related agenda item(s).

**6. MINUTES – APPROVAL**

**7. PUBLIC HEARING**

- A. Proposed Submission of Application for State and Federal Transit Funding

This public hearing concerns the proposed submission of an application for state and federal transit funding. The City of Muscatine Transit (MuscaBus) applies annually for funding through a Consolidated Funding Application. The amounts being requested include \$408,636 for federal funding and \$197,600 for state funding. Prior to any formal action by City Council, a public hearing is required.

Now is the time for the public to comment.

- B. Proposed Development Agreement with White Distribution & Supply LLC.

This public hearing concerns the proposed Development agreement with White Distribution & Supply. 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.

Now is the time for the Public to comment

C. Proposed 2019 PHA Annual Plan.

This public hearing concerns the proposed 2019 Annual Plan. Under federal regulations, qualified public housing authorities (PHAs), including the Muscatine Municipal Housing Agency, are required to have a resident advisory board as well as conduct an annual public hearing to receive comment on proposed goals, policy changes and the use of public funds. This public comment/public hearing is required prior to adoption of the Annual Plan.

Now is the time for the public to comment.

D. Proposed Sale of Surplus Real Estate

This public hearing concerns the disposal of city owned surplus property. The City acquired this property as part of the Mad Creek Levee Project and no longer has a need for this property. It is recommended that City Council approve the sale of the City owned property to the adjacent landowner at a price to cover expenses. 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 and Final Reading of an Ordinance Providing for the Division of Taxes Levied on Taxable Property in the March 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 second and final reading of an ordinance providing for the division of taxes levied on taxable property in the March 2018 Consolidated Urban Renewal Area Addition, pursuant to Section 403.19 of the Code of Iowa.

Is there a motion to Adopt the Ordinance on second and final reading?

B. Resolution Approving Development Agreement with White Distribution & Supply, LLC, Authorizing Annual Appropriation Tax Increment Payments and Pledging Certain Tax Increment Revenues to the Payment of the Agreement (Public Hearing B)

Presented for City Council's consideration is a resolution approving a development agreement with White Distribution & Supply, LLC authorizing annual appropriation tax increment payments and pledging certain tax increment revenue to the payment of the agreement. This Development Agreement would provide financial incentives to the company in the form of annual appropriation tax increment payments. (public hearing B)

Is there a motion to adopt the resolution as submitted?

C. Resolution Approving Application for State and Federal Transit Funding (public hearing A)

Presented for City Council's consideration is a resolution approving the application for State and Federal Transit Funding. The City of Muscatine Transit (MuscaBus) applies annually for funding through a Consolidated Funding Application. The amounts being requested include \$408,636 for federal funding and \$197,600 for state funding.

Is there a motion to adopt the resolution as submitted?

D. Resolution Approving the 2019 PHA Annual Plan, Public Housing Operating and Capital Fund Program Budget and Authorizing the Mayor to sign all required documents

Presented for City Council's consideration is a resolution approving the 2019 Public Housing Authority Annual Plan and the Public Housing Operating and Capital Fund Program Budget. (public hearing C)

Is there a motion to adopt the resolution as submitted?

E. Resolution Approving the Sale of Surplus Property (public hearing D)

Presented for City Council's consideration is a resolution approving the disposal of city owned surplus property. The City acquired this property as part of the Mad Creek Levee Project and no longer has a need for this property. It is recommended that City Council approve the sale of the City owned property to the adjacent landowner at a price to cover expenses.

Is there a motion to adopt the resolution as submitted?

F. Resolution Setting Date for Sale of General Obligation Corporate Purpose Bonds, Series 2018, and Authorizing the Use of Preliminary Official Statement in Connection Therewith.

Presented for City Council's consideration is a resolution setting the date for sale of General Obligation Corporate Purpose Bonds, Series 2018, and authorizing the use of preliminary official statement in connection therewith. The City Council previously took action to approve the bond issue to be dated May 23, 2018 to finance various City capital projects which are either underway or will be completed in the upcoming year.

Is there a motion to adopt the resolution as submitted?

G. Resolution Awarding Contract for Phase 4 of the West Hill Sewer Separation Project

Presented for City Council's consideration is a resolution awarding contract the Phase 4 West Hill Sewer Separation Project. Five bids were received with the lowest responsible bid received from KE Flatworks in the amount of \$6,109,522.45 companies and KE Flatworks was the lowest bidder. The approval of contract and bond is set for April 19<sup>th</sup>, 2018.

Is there a motion to adopt the resolution as submitted?

H. Request to approve issuance of Purchase Orders to EB Solutions and Barker Lemar for well drilling at Muscatine County Landfill

Presented for City Council's consideration is a request for the issuance of a purchase order to EB Solutions in the amount of \$43,000.00 for well drilling at Muscatine County Landfill. Bids were received from EB Solutions, Inc of Cedar Rapids and TEAM Services of Des Moines. EB solutions was the low bid at \$42,765.00.

Is there a motion to approve the request as submitted?

Also presented for City Council's consideration is a request for the issuance of a purchase order to Barker – Lemar for one day of oversight of drilling at Muscatine County Landfill in the amount of \$1150.00.

Is there a motion to approve the request as submitted?

I. Request to Approve Change Order for the Musser Public Library and HNI Community Center Project

Presented for City Council's consideration is a request to approve a Change Order for the Musser Public Library and HNI Community Center Project. There are three items included on the change order: additional carpeting on level 1, light well shaft infill

and reinforcement of existing glass handrails with metal caps. These changes were necessary because the carpet was an unforeseen site condition, infilling the light well shaft abated a safety risk and capping the glass handrails was a code requirement. The total additional cost is \$17, 852.

Is there a motion to approve the request as submitted?

J. Request to Approve Issuance of Purchase Order in the amount of \$16,420.00 to Envisionware for the Purchase of Library Document Stations.

Presented for City Council's consideration is a request for the issuance of a purchase order to Envisionware in the amount of \$16,420 for the purchase of Document Stations for the Library. The Library Document stations are the final component of a suite of technology products intended to increase patron convenience and provide for more efficient use of library staff and resources.

Is there a motion to approve the request as submitted?

K. Request to Approve Issuance of Purchase Order in the amount of \$12,000.00 to Marco for the Purchase of outdoor theatre system for Library

Presented for City Council's consideration is a request for the issuance of a purchase order to Marco in the amount of \$12,000 for the purchase of outdoor theatre equipment for the library. This equipment will be used for various events throughout the year and will take advantage of the extra space now available.

Is there a motion to approve the request as submitted?

L. Request to Approve Issuance of Purchase Order in the amount of \$10,870.00 to GovConnection for the Purchase of patron laptops for Library

Presented for City Council's consideration is a request for the issuance of a purchase order to GovConnection in the amount of \$10,870.00 for the purchase of eight Microsoft Surface Pro Tablets and warranties to be used for patrons at the library.

Is there a motion to approve the request as submitted?

M. Request to approve Purchase of Replacement Tahoe for Police Department.

Presented for City Council's consideration is a request to Purchase a replacement Tahoe for the one totaled in January, 2018. Bid request were sent out to vendors and two were received, one from Krieger's Motor Co. for \$34,675.40 and one from Karl Chevrolet in Ankeny for \$34, 455.40. The Krieger's bid is within the 2% local match. It is requested that City Council approve the Purchase of Tahoe from Krieger's Motor Co.

Is there a motion to approve the request as submitted?

N. Request Approving the Design and Engineering for Houser and Fulliam Roundabout.

Presented for City Council's consideration is a request to approve the Design and Engineering for the Houser St and Fulliam St roundabout. On March 21<sup>st</sup> and March 22<sup>nd</sup> Public Works Director Brian Stineman met with the residents affected by the proposed roundabout and received positive feedback. It is staff's recommendation that Council authorize a contract with Shive-Hattery in an amount not to exceed \$19,000 to proceed with design of the project.

Is there a motion to approve the request as submitted?

**12. COMMUNICATIONS - RECEIVE AND FILE**

**13. APPROVAL OF BILLS**

It is recommended bills totaling \$3,233,618.01 which includes receipt summaries and journal entries for February 2018, 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**