

# MUSCATINE CITY COUNCIL

Peggy Gordon 3 <sup>rd</sup> Ward	Diana Broderson Mayor	Nadine Brockert 4 <sup>th</sup> Ward		
Osmond Malcolm 2 <sup>nd</sup> Ward		John Jindrich 5 <sup>th</sup> Ward		
Dennis Froelich 1 <sup>st</sup> Ward	<b>2020 MEETING SCHEDULE</b>	Kelcey Brackett At Large		
DeWayne Hopkins At Large	<p><b>(All meetings start at 7:00 PM Unless voted upon by Council.)</b></p>			
Matt Brick City Attorney	<b>Regular Meetings</b>	<b>In-depth Meetings</b>		
	January 2 & 16 February 6 & 20 March 5 & 19 April 2 & 16 May 7 & 21 June 4 & 18	July 2 & 16 August 6 & 20 September 3 & 17 October 1 & 15 November 5 & 19 December 3 & 17	January 9 February 13 March 12 April 9 May 14 June 11	July 9 (None in August) September 10 October 8 November 12 December 10

**\*\*\* Due to COVID-19 precautions City Council Meetings\*\*\*  
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## **AGENDA**

**THURSDAY OCTOBER 15, 2020  
7:00 P.M.**

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

- A. Swearing in of Firefighter Benjamin Barrett

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 Council Meeting Minutes– October 1, 2020
- B. In-Depth City Council Meeting Minutes – October 8, 2020
- C. Strategic Planning Retreat Minutes – October 13, 2020?

\* **Item 8A-I Petitions and Communications**

- A. Request for Use of City Property from Muscatine Area Farmer Market for a “Handcrafter Christmas” event to be held on December 5, 2020.
- B. Reequest for Use of City Property for Muscatine Holiday Stroll on December 3, 2020 Through December 5, 2020

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

\* **Items 12A-C Receive and File**

- A. Muscatine County Board of Supervisors Minutes Sept 21, 2020
- B. Muscatine County Board of Supervisors Minutes – Sept 28, 2020
- C. Board of Water, Electric and Communications Financials – August

\* **Bills\***

- \* Approval of attached Bills for Approval totaling \$2,107,501.12, subject to the approval of any related agenda item(s).

**6. MINUTES – APPROVAL**

**7. PUBLIC HEARING**

A. Proposed Lease Agreement – Lombard Street

This public hearing concerns a long-term lease agreement for the portion of Lombard Street Right of way, which adjoins the property at 1009 E. 6<sup>th</sup> Street.

Now is the time for the public to comment.

B. Public Housing Agency 5-Year and Annual Plan

This public hearing concerns the Public Housing Agency 5-Year and Annual Plan for the period of July 1, 2020-June 30, 2025.

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. Resolution Approving Lease of a Portion of the Undeveloped Lombard Street Right of Way Adjoining 1009 E. 6<sup>th</sup> Street (Public Hearing A)

Midwest Property Holdings LLC, whom recently purchased 1009 E. 6th Street, (Former Weber Button) is requesting that they City enter into a long-term lease for the portion of the Lombard Street right of way, which adjoins this property. (Andrew Fangman)

Is there a motion to adopt this resolution as submitted?

B. Resolution Approving the Public Housing Agency 5-Year and Annual Plan and its Attachments and Authorizing Submittal of the Plan to HUD (Public Hearing B)

The Public Housing Agency (PHA) is required to submit a 5-Year Plan to the U.S. Department of Housing and Urban Development (HUD) which details the need for assisted housing in the PHA's jurisdiction and describes how those needs will be met. In addition, the PHA is required to submit an Annual Plan each year identifying how allocated funds will be expended. The proposed Plan covers the period July 1, 2020 to June 30, 2025. (Jodi Royal-Goodwin)

Is there a motion to adopt this resolution as submitted?

**C. Ordinance Rezoning 304 Iowa Avenue – Final Reading**

Third and Final reading of an Ordinance rezoning 17,080 square feet located at 304 Iowa Avenue (former location of the Musser Public Library) from R-5 Multi Family Residence to C-2 Central Commercial. (Andrew Fangman)

Is there a motion to approve the final reading of this ordinance and to direct for its publication as required by law?

**D. Resolution Authorizing Establishment of an Easement for the West Branch Trunk Sewer at 304 Iowa Avenue**

The West Branch Trunk Sewer runs beneath the former Musser Public Library building at 304 Iowa Avenue. The City is selling this property to the Stanley Center for Peace and Security. Before this transaction is completed, a permanent easement for the West Branch Trunk Sewer needs to be created. (Andrew Fangman)

Is there a motion to adopt this resolution as submitted?

**E. Resolution Authorizing the Sale of City Property to the Stanley Foundation, d/b/a Stanley Center for Peace and Security. Former Musser Public Library – 304 Iowa Avenue**

This resolution will allow for execution of the sale of the former Musser Public Library building to the Stanley Center for Peace and Security in accordance with The purchase agreement between the City and Stanley Center approved by City Council on September 10th. (Andrew Fangman)

Is there a motion to adopt this resolution as submitted?

**F. Resolution Setting a Public Hearing on a Request by Midwest Property Holdings LLC to Vacate the Undeveloped Lombard Street Right of Way Adjoining 1009 E. 6<sup>th</sup> Street.**

Midwest Property Holdings LLC, whom recently purchased 1009 E. 6<sup>th</sup> Street, is

requesting that the City of Muscatine vacate and then sell the portion of the Lombard Street Right of way. This resolution would set a public hearing on the vacation and sale of a portion of the Lombard Street Right of way for November 5, 2020. (Andrew Fangman)

Is there a motion to adopt this resolution as submitted?

**G. Resolution Setting a Public Hearing on a Request by McKee Button Company for the City to Vacate an Undeveloped Right of Way Located Behind 1000 Hershey Avenue**

The McKee Button Co, has submitted a request for the City to vacate, and then deed over, the right of way that directly adjoins the rear of their property at 1000 Hershey Ave. This resolution sets a public hearing on the vacation and sale of said right of way for November 5, 2020. (Andrew Fangman)

Is there a motion to adopt this resolution as submitted?

**H. Resolution Accepting Completed Work Performed Under West Hill Sanitary and Storm Sewer Separation Project- Phase 4B and Authorizing Final Payment**

The City has completed final inspection of the West Hill Sewer Project Phase 4B. The only item that remains outstanding is the growth of grass, and this will not be determined until Spring 2021 when grass can establish. The establishment of grass will be dealt with the contractor during Phase 4C. These areas have been graded, seeded, and mulched. The project closeout cost of Phase 4B is \$2,617,236.71. This is 106.0% of the original contract bid. The additional costs to the contract are due to change orders for unknown underground conditions. Eleven change orders totaled \$48,234.30. The retainage on this project is \$122,590.26. (Brian Stineman)

Is there a motion to adopt this resolution as submitted?

**I. Resolution Authorizing Assessments to Private Properties**

Presented for City Council's consideration is a resolution authorizing the assessment of unpaid nuisance abatement costs to private properties. The nuisance abatement costs total \$10,859.21, the administrative fees are \$2,750.00, and the assessment fees are \$2,650.00. The total fees being requested for assessment at this time total \$16,259.21. (Jodi Royal-Goodwin)

Is there a motion to adopt this resolution as submitted?

**J. Request to Approve the Issuance of a Purchase Order to Powers Resource Center for Professional Facilitation Services and Travel Expenses**

The City Staff Leadership Team will engage in a Leadership Integration and Team Development Workshop with the City Administrator for the purposes of developing a positive and productive team culture under the new City Administrator's leadership. The City Administrator is seeking approval of a purchase order in the amount of \$6,386 (\$5,786 for facilitation and an amount not to exceed \$600 for travel expenses) for facilitation services with Powers Resource Center for the retreat. (Carol Webb)

Is there a motion to approve this request as submitted?

**K. Request to Enter into Lease Agreement for Fire Department Copier/Printer**

Presented for City Council's consideration is a request to approve the lease of a new copier printer for the fire department. The current copier is obsolete and in need of replacement. The new copier lease will provide the same capabilities at a lower cost due a lower per copy cost and the elimination of some maintenance costs. (Ewers)

Is there a motion to approve this request as submitted?

**L. Request to Approve Proposal from Rittmer Inc for the Grading and Seeding of Muscatine County Landfill Ravines Five and Six**

Staff requests to approve the proposal from Rittmer Inc. for additional grading and seeding work at the Muscatine County Landfill. This work is part of a remedial action plan from the Iowa DNR to control migration of leachate on the east boundary of the Landfill property. The costs for this project are \$200.00 per hour, not to exceed \$80,000.00 for dirt work performed, seeding of eleven acres not to exceed \$19,800.00 and installation of silt fence not to exceed \$2500.00. The Landfill capital outlay budget for 2020/2021 allows for \$100,000.00 in groundwater remediation improvements. (Brian Stineman)

Is there a motion to approve this request as submitted?

**M. Request to Approve Fiscal Year 2019/2020 Annual Financial Report to the State of Iowa**

Chapter 384.22 of the Iowa Code requires that cities in Iowa prepare and submit an annual financial report to the State Auditor's office in the format required by the State. The first page of the report is required to be published prior to the report's submission. This report includes all budgeted funds of the city and was prepared on the City's budget basis. An overview of the City's budget-basis year-end financial statements was presented at the October 8 In Depth meeting. (Nancy Lueck)

Is there a motion to approve this request as submitted?

**N. Request to Approve Annual Urban Renewal Report for Fiscal Year 2019/2020**

The State legislature requires local governments to complete and submit an annual report showing all activity in each of their urban renewal areas during the preceding fiscal year. The Iowa Department of Management developed an on-line reporting system to facilitate completion and submission of this information. The attached report includes the updated information for fiscal year 2019/2020. For fiscal year 2019/2020 the City paid a total of \$1,785,945 in TIF rebates to twelve (12) businesses, made \$368,215 in debt payments on TIF revenue and general obligation bonds, and repaid \$758,457 on internal advances. These total \$2,912,617 in TIF expenditures for the year. (Nancy Lueck)

Is there a motion to approve this request as submitted?

**12. COMMUNICATIONS - RECEIVE AND FILE**

**13. APPROVAL OF BILLS**

It is recommended bills totaling \$2,107,501.12, 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**