

## MEMORANDUM

TO: Gregg Mandsager, City Administrator  
FROM: Richard Klimes, Director of Parks and Recreation  
DATE: January 29, 2011  
RE: Resolution setting a Public Hearing – Proposed Concession Lease Agreement

### INTRODUCTION:

Please accept this memo and the attached information as a request to hold a public hearing for the proposed concession lease agreement for Kent Stein Park, Soccer Complex, and the Aquatic Center.

### BACKGROUND:

The City and Plamor Lanes, Muscatine, IA are mutually interested in a five (5) year agreement for concession operation. Due to the length of the agreement it is mandatory to have a Public Hearing by resolution prior to the City Council approval of the proposed lease agreement. The proposed agreement and submitted request for proposal will be included with the agenda information for the February 17, 2011 City Council Meeting.

### RECOMMENDATION/RATIONALE:

At this time the City staff would recommend that the City Council set the Public Hearing by Resolution for Thursday, February 17, 2011, 7:00pm.

### BACKUP INFORMATION:

1. Resolution setting the Public Hearing
2. Public Notice

Thank you for your time and attention to this matter. Please contact me if you have any questions, comments or concerns.

C: Matt Beatty, Program Supervisor  
Nick Gow, Athletic Facilities Manager

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING  
CONCERNING A PROPOSED CONCESSION AGREEMENT**

**RESOLVED**, by the City Council of Muscatine, Iowa as follows:

**SECTION 1:** The City Council of Muscatine, Iowa intends to enter into a concession agreement with Plamor Lane, Muscatine, IA to provide concessions at the Muscatine Soccer Complex, Kent Stein Park and the Muscatine Aquatic Center for a period of five (5) years.

**SECTION 2:** The City Council of Muscatine, Iowa will hold a public hearing on the proposed agreement at 7:00pm on February 17, 2011 in the Council Chambers at City Hall, Muscatine, Iowa.

**SECTION 3:** The City Clerk shall give notice of such public hearing by publication of a notice in the Muscatine Journal not less than four (4) nor more than twenty (20) days, prior to the date set for the public hearing, the notice shall be in the following form:

**(NOTICE OF PUBLIC HEARING ATTACHED)**

**PASSED, APPROVED, AND ADOPTED THIS  
3<sup>rd</sup> DAY OF FEBRUARY, 2011.**

**ATTEST:**

**CITY COUNCIL OF THE  
CITY OF MUSCATINE, IOWA**

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Gregg Mandsager, City Clerk

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Mayor

## **PUBLIC NOTICE**

### **NOTICE OF TIME AND PLACE OF A PUBLIC HEARING CONCERNING A PROPOSED CONCESSION AGREEMENT**

Public Notice is hereby given that the City Council of the City of Muscatine, Muscatine, Iowa will hold a public hearing to hear comments on a proposed concession agreement to provide concessions at the Muscatine Soccer Complex, Kent Stein Park and the Muscatine Aquatic Center for a period of five (5) years. Said hearing will be held in the City Council Chambers, City Hall, Muscatine, Iowa, on February 17, 2011 at 7:00pm. All interested persons are invited to attend and will be given an opportunity to be heard relative to this matter.

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**Gregg Mandsager, City Clerk**