

COUNCIL



AGENDA

**THURSDAY, MARCH 3, 2016
COUNCIL CHAMBERS - CITY HALL – 7:00 P.M.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **COMMUNICATIONS – CITIZENS**
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-E - Approval of City Council Minutes**

- A. Budget Review Session – February 6, 2016
- B. Budget Review Session – February 9, 2016
- C. Budget Review Session – February 10, 2016
- D. Budget Review Session – February 16, 2016
- E. Regular City Council Minutes – February 18, 2016

*** Items 8A-B – Petitions and Communications**

- A. Request for renewal of a Class “C” Liquor License, Catering Privilege License, Outdoor Service and Sunday Sales for Boonie’s on the Avenue, 214 Iowa Avenue – Boonie’s on the Avenue LLC (pending inspections)
- B. Request for Cigarette Permit for Jayde’s Vapor Lounge, 2110-B Park Avenue – Jayde Tran

*** Items 9A-B – From the Mayor**

- A. Proclamation Recognizing Glad Cheng and Daniel Weng of China Windows, Chinese Consul General Zhao Weiping, the China Broadcasting Chinese Orchestra, the Muscatine-China Initiatives Committee, Muscatine Sister Cities, and Muscatine Symphony Orchestra
- B. Proclamation Declaring April 29, 2016 as “Arbor Day”
- C. Appointments of Jordan Pahl and Steve Nienhaus to the Planning and Zoning Commission, Kent Ferris to the Civil Service Commission, and Susan Johannsen to the Board of Water, Electric, and Communications Trustees

*** Items 12A-E – Receive and File**

- A. Board of Water, Electric and Communications Trustees – January 26, 2016
- B. MP&W Communications Utility – January 2016
- C. MP&W Electric Utility – January 2016
- D. MP&W Water Utility – January 2016
- E. City of Muscatine Financial Reports – January 2016

*** Bills***

- * Approval of attached Bills for Approval totaling \$1,007,770.69 is subject to the approval of any related agenda item(s).

6. MINUTES – APPROVAL

7. PUBLIC HEARING

A. Proposed Amendment #1 to the City of Muscatine Budget for Fiscal Year 2015/2016

This public hearing concerns the proposed Amendment #1 to the City Budget for fiscal year 2015/2016. This amendment includes amending both revenues and expenditures to the currently estimated amounts. Amendments also reflect updated capital project construction schedules. Prior to any action by City Council, a public hearing is required.

Now is the time for the public to comment.

B. Proposed Adoption of the City of Muscatine Budget and Certification of City Taxes for Fiscal Year 2016/2017

This public hearing concerns the proposed adoption of the City Budget and Certification of Taxes for fiscal year 2016/2017. The amounts included in the public hearing notice and budget adoption resolution reflect the budget amounts approved by City Council during their budget review sessions and are in the format required by the State of Iowa. The final budget documents must be filed with the state on or before March 15th of each year. Prior to any action by City Council, a public hearing is required.

Now is the time for the public to comment.

C. Proposed Essential Purpose Loan Agreement in a Principal Amount Not to Exceed \$3,000,000

This public hearing concerns a proposed Essential Purpose Loan Agreement in a principal amount not to exceed \$3,000,000. The purpose of this proposed loan agreement allows for the paying of costs for (1) current refunding of the Callable 2008 Bonds, (2) construction of street improvements, (3) constructing improvements to the municipal airport, (4) constructing improvements to Musser Park, (5) constructing waterway embankment improvements, and (6) the demolition of dilapidated buildings. Prior to any formal action by City Council, a public hearing is required.

Now is the time for the public to comment.

D. Proposed Urban Renewal Loan Agreement and to Borrow Money Thereunder in a Principal Amount Not to Exceed \$1,400,000

This public hearing concerns a proposed Urban Renewal Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$1,400,000. The purpose of this proposed loan agreement allows for the paying of costs for undertaking the Municipal Art Center HVAC Improvements Project in the Consolidated Muscatine Urban Renewal Area. Prior to any formal action by City Council, a public hearing is required.

Now is the time for the public to comment.

E. Proposed General Purpose Loan Agreement and to Borrow Money Thereunder in a Principal Amount Not to Exceed \$325,000

This public hearing concerns a proposed General Purpose Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$325,000. The purpose of this proposed loan agreement allows for paying for improvements at the Municipal Library, City Hall, the Municipal Art Center, and municipal public safety buildings. Prior to any formal action by City Council, a public hearing is required.

Now is the time for the public to comment.

F. Proposed Muscatine Art Center HVAC Replacement and Miscellaneous Window Renovations Project

This public hearing concerns the proposed Muscatine Art Center HVAC Replacement and Miscellaneous Window Renovations Project. The city plans to undertake a project to replace the existing heating and cooling systems for an HVAC system upgrade and miscellaneous window renovations for the Muscatine Art Center. 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. Resolution Approving Amendment #1 to the 2015/2016 City Budget

Is there a motion to adopt the resolution as submitted?

- B. Resolution Adopting the City of Muscatine Annual Budget for Fiscal Year 2016/2017

Is there a motion to adopt the resolution as submitted?

- C. Resolution Authorizing and Combining Loan Agreements, Approving the Future Issuance of General Obligation Corporate Purpose and Refunding Bonds and Providing for the Levy of Taxes to Pay Same

Is there a motion to adopt the resolution as submitted?

- D. Resolution Approving the Plans, Specifications, Form of Contract, Cost Estimate and Setting the Bid Opening Date for the Muscatine Art Center HVAC Replacement and Miscellaneous Window Renovations Project

Is there a motion to adopt the resolution as submitted?

- E. Resolution Setting Public Hearing for the Muscatine Municipal Housing Agency Annual Plan and Capital Funding

Presented for City Council's consideration is a resolution setting the public hearing for the Muscatine Municipal Housing Agency Annual Plan and Capital Funding. A public comment period including a public hearing are required prior to adoption of revisions to the Capital Fund Program Annual Statement with a minimum 45-day notice required prior to the public hearing. Said public hearing will take place on April 21, 2016 at 7:00 p.m.

Is there a motion to adopt the resolution as submitted?

- F. Resolution Accepting Capital Funding Grant and Approving Amendments to the CFP Annual Statement and Five-Year Action Plan for the Muscatine Municipal Housing Agency

Presented for City Council's consideration is a resolution accepting the Capital Funding Grant and approving amendments to the CFP Annual Statement and Five-Year Action Plan for the Muscatine Municipal Housing Agency. The MMHA annually receives Capital Funding Program Formula (CFP) Grants for the purpose of improving living conditions at Sunset Park and the Clark House. In February 2016 the U.S. Department of Housing and Urban Development issued notices of allocations for federal fiscal year 2017, and the MMHA funding allocation will be

\$157,119. It is recommended City Council, acting as the MMHA Board of Commissioners, accept the grant by way of resolution and authorize the Housing Administrator to execute any and all required documents.

Is there a motion to adopt the resolution as submitted?

G. Resolution Setting Public Hearing for the Mulberry Avenue Reconstruction Project

Presented for City Council's consideration is a resolution setting a public hearing for the Mulberry Avenue Reconstruction Project. Mulberry Avenue from Palms Drive to Houser Street has been designated for reconstruction by the city. The estimated cost of the project is \$2.37 million. Federal funds for this project total \$1.2 million. The estimated cost for sanitary and storm sewer improvements is \$350,000. Prior to any formal action by City Council, a public hearing is required. This hearing will take place on March 17, 2016 at 7:00 p.m.

Is there a motion to adopt the resolution as submitted?

H. Resolution Setting a Public Hearing for the Transit Annual Consolidated Funding Application

Presented for City Council's consideration is a resolution setting a public hearing for the Transit Annual Consolidated Funding Application. Annually, the city is required to submit an application to the Iowa Department of Transportation to request state and federal transit funds. It is anticipated the city will receive \$399,718 in federal assistance and \$236,140 in state assistance for FFY 2017. Prior to any formal action by City Council, a public hearing is required. This hearing will take place on April 7, 2016 at 7:00 p.m.

Is there a motion to adopt the resolution as submitted?

I. Resolution Updating Airport T-Hangar Rental Fee and Lease Agreements

Presented for City Council's consideration is a resolution updating the airport t-hangar rental fee and lease agreements. Lease agreements were updated in July 2011 at which time fees were increased. Staff is recommending fees for the middle row of hangars (9-14) be increased from \$85 per month to \$100 per month. The fee increase was planned for in the fiscal year 2016/2017 budget.

Is there a motion to adopt the resolution as submitted?

J. Resolution Accepting Low Bid and Awarding Contract for the Community Development Block Grant Façade Project

Presented for City Council's consideration is a resolution accepting low bid and awarding contract for the Community Development Block Grant Façade Project. Two bids were received for this project with the lowest responsible bid from Woodruff Construction in the amount of \$319,800. The city's grant administrator, Southeast Iowa Regional Planning Commission, is recommending the acceptance of the low bid.

Is there a motion to adopt the resolution as submitted?

K. Request to Approve Spring Cleanup Week

Presented for City Council's consideration is a request to approve Spring Cleanup Week for April 25-29, 2016. The event, held in conjunction with Earth Day and Keep Muscatine Beautiful, is another event that helps with the overall beautification of our community.

Is there a motion to approve the request as submitted?

L. Request to Approve the LIFTS Grant Award for the Inter-Modal Port of Muscatine Study

Presented for City Council's consideration is a request to approve the LIFTS grant award for the inter-modal Port of Muscatine Study. The Iowa Department of Transportation has notified staff that the Transportation Commission has approved a funding grant of \$80,000 for the study. The city does not have a funding commitment nor authorization to expend funds until a grant agreement has been negotiated and executed between the city and IDOT.

Is there a motion to approve the request as submitted?

M. Request to Approve Issuance of a Purchase Order for REAP Grant Phase I – Trail Maintenance Project

Presented for City Council's consideration is a request to approve the issuance of a purchase order for REAP Grant Phase I – Trail Maintenance Project. The REAP Grant is comprised of three projects along the Mississippi River on the Muscatine Riverfront. The first phase is the placement of additional rip-rap along the trail from roughly Pearl City Station to the Millennium Plaza. Two bids were received for the project with the low bid from Valley Construction in the amount of \$11,900. It is staff's recommendation a purchase order be issued to Valley Construction in an amount not to exceed \$11,900. There is \$20,000 budgeted for this project.

Is there a motion to approve the request as submitted?

N. Request to Approve Interagency Agreement Between the Iowa Department of Inspections and Appeals and Muscatine Municipal Housing Agency

Presented for City Council's consideration is a request to approve an Interagency Agreement between the Iowa Department of Inspections and Appeals (DIA) and the Muscatine Municipal Housing Agency. The MMHA is seeking to enter an agreement with the DIA for services to investigate potential cases of fraud by clients in the Public Housing and/or Section 8 Housing Choice Voucher programs. The agreement identifies the responsibilities of each party, including the provision of an investigation report from DIA to MMHA.

Is there a motion to approve the request as submitted?

O. Request to Approve Change Order #1 for the Electrical Improvements Project at the Municipal Airport

Presented for City Council's consideration is a request to approve Change Order #1 for the Electrical Improvement Projects at the Municipal Airport. The grant award allocated for this project was \$60,000 and the bid from Voltmer was \$39,269, leaving a balance of \$20,731. The engineer and contractor have identified additional work items that could be completed in order to use the full grant award. The change order for these additional items is \$11,715 which leaves a buffer of \$9,016 for cost overruns or additional change orders.

Is there a motion to approve the request as submitted?

P. Request to Approve Changing City's Insurance Broker

Presented for City Council's consideration is a request to approve changing the city's insurance broker. The Insurance Committee recently conducted a Request for Proposal process for insurance broker services. Two responses were received. One was from the incumbent, Holmes Murphy, and the other from Arthur J. Gallagher (AJG). Following the interview process, the Committee is recommending the city move its broker services to AJG who can provide some expanded services in loss control and human resource support. The agreement would be effective April 1, 2016.

Is there a motion to approve the request as submitted?

12. COMMUNICATIONS - RECEIVE AND FILE

13. APPROVAL OF BILLS

It is recommended bills totaling \$1,007,770.69 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