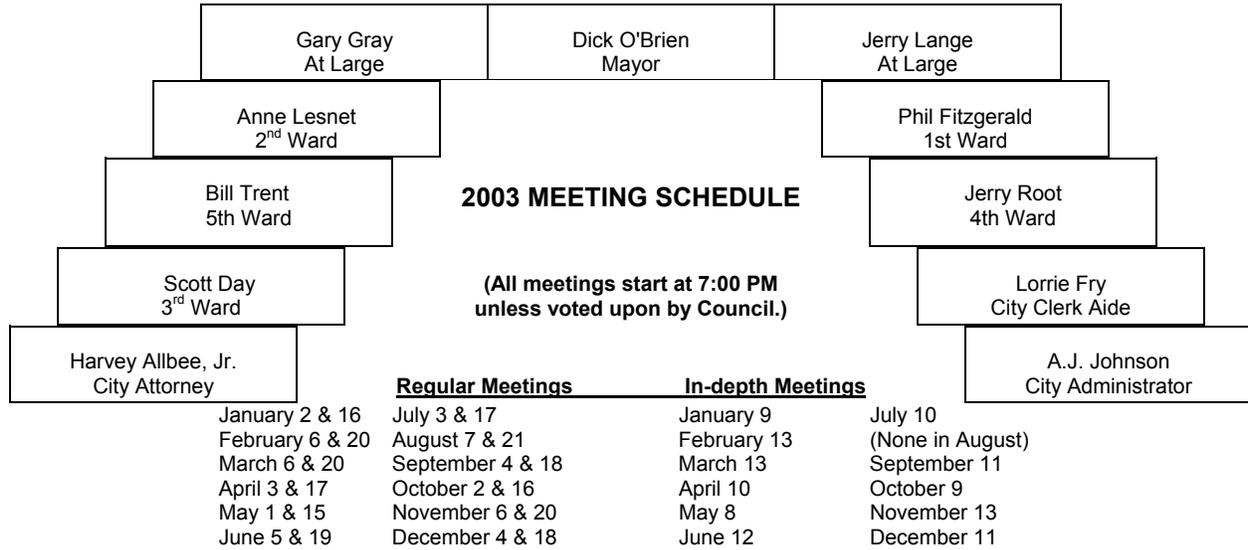


MUSCATINE CITY COUNCIL



AGENDA

**THURSDAY, SEPTEMBER 4, 2003, 7:00 P.M.
COUNCIL CHAMBERS - CITY HALL**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **OPENING PRAYER**
4. **PLEDGE OF ALLEGIANCE**
5. **COMMUNICATIONS - CITIZENS**
6. **MINUTES - APPROVAL**
 - A. Regular City Council Meeting – August 21, 2003
7. **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 or citizen so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence from the Agenda.

- * 9 – A-B
- * 13 – A-D
- * Bills*

*Approval of attached Bills for Approval totaling \$1,174,485.25 is subject to the approval of any related agenda item(s).

8. PUBLIC HEARING

9. PETITIONS AND COMMUNICATIONS

- A. Request on second reading for a new Class C Beer and Sunday Sales Permit for Island Convenience, 4701 Grandview Avenue – Melon Shed Inc.
- B. Request for renewal of a Class B Beer and Sunday Sales Permit for Uncle Bill's Pizza, 2016 Cedar Plaza Drive – Dean Creech & Joe Barroso (pending receipt of dram shop insurance).
- C. Request from Performing Arts Muscatine for the Use of City Property

Presented for City Council's consideration is a request from Performing Arts Muscatine for the use of city property for Saturday, September 13, 2003. Performing Arts Muscatine wishes to conduct a street festival once again entitled "The Swine Ball". This event, unlike the two previous events, will be a ticketed affair designated as a fund raising for their not-for-profit activities. The request would be to close 2nd Street from 3:00 to 10:00 p.m. This organization has already successfully held two "cultural night events" during the summer at this same location without any problems.

Now is the time for the Council to consider a request from Performing Arts Muscatine for the use of city property for Saturday, September 13, 2003, from 3:00 to 10:00 p.m.

10. FROM THE MAYOR

- A. Request to Approve Appointment to the Historic Preservation Commission

At this time City Council could take action to approve the appointment of Mr. Devon Pettit to the Historic Preservation Commission.

11. FROM THE PLANNING AND ZONING COMMISSION

- A. Resolution Setting the Time and Place of a Public Hearing on the Northeast Urban Renewal Area

Presented for City Council's consideration is a resolution setting the time and place of a public hearing on the Northeast Urban Renewal Area. The City of

Muscatine and Cedar Development, LLC, have entered into a pre-annexation agreement to voluntarily annex 105 acres to the east city boundary, to rezone this real estate to the S-3 mixed use development and to designate the area as an urban renewal district so that installation of public infrastructure will be eligible for tax increment financing. The first two provisions of the agreement have been accomplished and it is now necessary for the City Council to move forward with the establishment of an urban renewal area. Prior to that, a public hearing must be held to receive public comment.

At this time City Council could take action by resolution establishing a public hearing on the designation of the Northeast Urban Renewal Area and on the urban renewal plan and project for Thursday, October 16, 2003, at 7:00 p.m.

12. FROM THE CITY ADMINISTRATOR

A. Final Reading of an Ordinance Rezoning Property Within the City of Muscatine

Presented for City Council's consideration is the third and final reading of an ordinance rezoning property within the City of Muscatine. In March of this year the City Council received a request from a private developer for the consideration of voluntary annexation of over 105 acres of real estate within the City of Muscatine. As part of that request, the developer also asked for the rezoning of the property to a mixed-use (S-3) district. The request has been reviewed and approved by the city's Planning & Zoning Commission.

At this time City Council could take action on the third and final reading of an ordinance amending the zoning ordinance for the City of Muscatine and to direct for its publication in the Muscatine Journal.

B. Second Reading of an Ordinance Amending the South End TIF District

Presented for City Council's consideration is the second reading of an ordinance amending the South End TIF District. The ordinance will allow for the expansion of the current South End TIF District to encompass a geographic area that will allow for water expansion into areas of the southern part of Muscatine that are not currently serviced and to allow for funds for the construction of a new airport terminal building.

At this time City Council could take action on the separate reading of an ordinance amending the South End TIF District.

C. Resolution Approving Parking Lot Pole Lighting Upgrade at Sunset Park

Presented for City Council's consideration is a resolution approving the parking lot pole light upgrade at Sunset Park. The city recently accepted bids from qualified bidders for the replacement of lighting heads and poles at the Sunset Park apartments. Two bids were received with the low apparent bid being Nelson

Electric of Muscatine in the amount of \$9,090. There was \$10,000 budgeted in this year's capital replacement program for Sunset Park for this project.

At this time City Council could take action by resolution awarding the bid for the parking lot pole lighting upgrade at Sunset Park to Nelson Electric of Muscatine in the amount of \$9,090.

D. Resolution Approving the Carpeting of Hallways at Clark House

Presented for City Council's consideration is a resolution approving the carpeting of hallways at the Clark House. The city recently solicited bids from qualified vendors for the removal and replacement of carpeting in four hallways of the Clark House building. Carriage House Carpet of Muscatine was the only bid received in the amount of \$12,602. A total of \$10,000 was budgeted in this fiscal year's capital replacement project for the Clark House. Additional funds are available to cover the overage at this time.

At this time City Council could take action by resolution authorizing the replacement of carpeting in four hallways at the Clark House to Carriage House Carpet One Inc. of Muscatine in the amount of \$12,602.

E. Resolution Approving Release of Real Estate Mortgages Under the Public Housing Home Ownership Program

Presented for City Council's consideration is a resolution approving the release of real estate mortgages under the public housing home ownership program. A total of four home mortgages are subject to being released by the City Council based on meeting all the criteria and conditions under the original home mortgage program. The four qualifying homeowners have participated in the public housing ownership program since the dates noted in the attached material. As part of the part of the program, they received seven-year 0% forgivable loans in the amounts shown for properties owned at various locations in Muscatine. As of this date, the seven-year loan period has expired. It is now appropriate for the City Council to release those mortgages.

At this time City Council could take action by resolution approving the release of real estate mortgages under the public housing home ownership program.

F. Resolution Approving the Fiscal Year 2002/2003 Public Housing Assessment Management Operations Certification to HUD

Presented for City Council's consideration is a resolution approving the fiscal year 2002/2003 Public Housing Assessment Management Operations Certification to HUD. Periodically the U.S. Department of Housing and Urban Development's public housing assessment system provides annual statistical information to the city to allow HUD to evaluate the city's operation of its public housing units. The statistical information has been compiled and is in the

required HUD format to be approved and certified by the City Council acting as the city's public housing agency. The numerical evaluation as provided by HUD is critical to the city's funding for HUD related programs. It also serves as a barometer in which the city can measure its strength and weaknesses pertaining to public housing activities within the City of Muscatine.

At this time City Council could take action by resolution approving the fiscal year 2002/2003 Public Housing Assessment Management Operations Certification to HUD.

G. Resolution Awarding the Contract for the 2003 Central Business District Streetscape Project

Additional information will be provided at Thursday night's meeting.

H. Resolution Setting the Time and Place of a Public Hearing for the Exchange of Public Property

Presented for City Council's consideration is a resolution setting the time and place of a public hearing for the exchange of public property. City staff has been in discussion with private property owners concerning the possible exchange of property for the development of parking lot facilities for the Welch Apartments. Prior to any formal action by City Council in considering this matter, it is necessary that a public hearing be held.

At this time City Council could take action by resolution establishing a public hearing for Thursday, September 18, 2003, at 7:00 p.m. for the possible transfer of public property.

I. Request Approval of Proposed Policy to Provide Assistance to Qualified Youth for Admission to the Muscatine Aquatic Center

Presented for City Council's consideration is a request to approve the proposed policy to provide assistance to qualified youth for admission to the Muscatine Aquatic Center. As a requirement for the receipt of funding from the Carver Charitable Trust for the Muscatine Aquatic Center as part of the Pearl of the Mississippi Project, it was necessary for the city to develop a program that allows accessibility to the facility by economically disadvantaged youth. The city has reviewed a number of programs and practices by other agencies concerning the availability of facilities and activities at reduced rates based on income qualifications. Following that review, it is recommended that the city proceed with the program based on eligibility criteria as established under the Muscatine Community School District's reduced lunch program. Families wishing to participate in the program will submit qualified information to the city who in turn will use the school district's program guidelines to assess eligibility requirements and needs.

At this time City Council could take action to approve the policy to provide assistance to qualified youth for admission to the Muscatine Aquatic Center.

J. Request Approval for Alarm Services Billing

Presented for City Council's consideration is a request to approve an alarm services billing. The city, through the Muscatine Police Department's communication center, currently provides monitoring service for the ADT Alarm Company. After internally reviewing the policy and practices associated with monitoring the alarm board, it is recommended by staff that a billing fee be established effective January 1, 2004 equal to \$5 per alarm per month. This recommendation is based on the services provided by the city and also reflects the fact that the city has not charged for this service for the past 20 years. Fee structures like this at other law enforcement and communication centers throughout the State of Iowa and the country are quite common at this time. The recommendation is for a January 1, 2004 start date to give the alarm company an opportunity to make appropriate billing adjustments to their clients.

At this time City Council could take action to approve an alarm services billing policy for the Muscatine Police Department's communication center.

K. Request Approval of Traffic Item

Presented for City Council's consideration is a request to approve a traffic item. The city's Traffic Committee had recently met and made a recommendation that was acted on by City Council for the removal of the "no parking 2:00 a.m. to 6:00 a.m." signs in the immediate downtown area. The city has received a request from the Greater Downtown Merchants Association (GDMA) for the reconsideration of this action. After reviewing the information submitted, it is the recommendation of the Traffic Committee to reinstate the placement of 20 signs on 2nd Street to address the problems and concerns that still exist at this location.

At this time City Council could take action to reinstate 20 "no parking 2:00 a.m. to 6:00 a.m." signs on 2nd Street between Walnut and Pine streets.

L. Request Approval of a Joint Participation Agreement with the Iowa Department of Transportation for the Capital Investment Assistance Project

Presented for City Council's consideration is a request to approve a joint participation agreement with the Iowa Department of Transportation for the Capital Investment Assistance Project. The city has received approval from the State Department of Transportation for the purchase of one light duty diesel bus for the city's transit operation. The estimated cost for the bus is \$58,000 with 83% (\$48,140) of the funding to be provided by the federal government and the remaining 17% (\$9,860) by the city. This amount has been included in the transit budget for fiscal year 2002/2003.

At this time City Council could take action to approve the joint participation agreement to implement a federal transit administration capital investment project grant between the city and the Iowa Department of Transportation.

M. Request to Approve Proposed HR Policy

Presented for City Council's consideration is a request to approve a proposed HR policy. The city's insurance carrier, St. Paul, is requiring a policy regarding the prevention of abuse for children in our various programs. This policy places in writing precautions already in place with city staff and volunteers. The only new action will be to hold an annual training for those employees and volunteers who work with children. This draft has been reviewed and approved by the city's insurance agent and attorney.

At this time City Council could take action to approve a Code of Contact relating to sexual abuse prevention for city programs and activities.

13. COMMUNICATIONS - RECEIVE AND FILE

- A. Muscatine County Board of Supervisors – August 11 & 18, 2003
- B. Senior Resources – July 15, 2003
- C. Bi-State Regional Commission
- D. Board of Water, Electric, and Communications Trustees – July 29, 2003

14. APPROVAL OF BILLS

It is recommended bills totaling \$1,174,485.25 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).

15. COMMUNICATIONS - COUNCIL MEMBERS

16. OTHER BUSINESS

17. ADJOURNMENT