

CITY OF MUSCATINE  
REGULAR MONTHLY SESSION OF CITY COUNCIL  
Council Chambers - June 16, 1988 - 7:30 p.m.

The meeting was called to order by Mayor Don LeMar.

Roll Call: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer present.

The opening prayer was given by Pastor Wayne Jamison of the First Assembly of God Church.

The Pledge of Allegiance was given.

#11025. Councilmember Amerine moved to approve the Minutes of the June 2, 1988 Regular Council Meeting and the June 9, 1988 In-Depth Council Meeting. Seconded by Councilmember Brewer. All ayes; motion carried.

City Administrator Wolff reported a request for renewal of a liquor license was received after the agenda was prepared from El Charro's, 821 Oregon Street.

#11026. Councilmember Amerine moved to approve the following requests subject to final inspections and correction of code violations: (1) Renewal of Class "A" Liquor License for B.P.O. Elks Lodge #304, 413 E. Mississippi Drive - Elks Lodge #304, (2) Renewal of Class "A" Liquor License and Sunday Sales Permit for Veterans of Foreign Wars Club, Inc., 421 Mulberry Avenue - Veterans of Foreign Wars Club, Inc., (3) Renewal of Class "A" Liquor License and Sunday Sales Permit for Geneva Golf & Country Club, 2507 Mulberry Avenue - Geneva Golf & Country Club, (4) Renewal of Class "C" Liquor License and Sunday Sales Permit for Manjoine Corner Tavern - John Paul Manjoine, (5) Renewal of Class "C" Liquor License and Sunday Sales Permit for Beaver's East, Muscatine Mall - Beaver's Brewery, Ltd., (6) Renewal of Class "B" Beer Permit for Hubble's, 214 E. 2nd Street - Clyde William Hubble, (7) Renewal of Class "B" Beer and Sunday Sales Permit for Pete's Tap, 1820 Angle - Curtis and Coletta Logel, (8) Renewal of Class "C" Beer and Sunday Sales Permit for Meerdink's Amoco Truck Plaza, Inc., 2305 Grandview Avenue - Meerdink's Amoco Truck Plaza, Inc., (9) New Class "B" Liquor License and Sunday Sales Permit for Canterbury Royale Hotel, 2402 Park Avenue - Dehring Investment Company, and (10) Renewal of Class "C" Liquor License for El Charro's, 821 Oregon Street - El Charro's Mexican Foods, Ltd. Seconded by Councilmember Phillips. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried.

#11027. Councilmember York moved to approve the request for transfer of Class "E" Liquor and Class "E" Beer Permit for The Vintage Choice from 1502 Park Avenue to 426 E. 2nd Street subject to final inspections. Seconded by Councilmember Kemp. All ayes; motion carried.

#11028. Councilmember Phillips moved the resolution be adopted approving Cigarette Permits for Clyde & Shirley Hubble d/b/a Hubbles, 214 E. 2nd Street; Hy-Vee Food Stores Inc. d/b/a Hy-Vee Food Store, 1903 Park Avenue; Larry & Earl Moench d/b/a Larry & Earl's 2nd Street Saloon, 202 W. 2nd Street; John Meerdink d/b/a Meerdink's Amoco Service Center, 2111 Park Avenue; John

Meerdink d/b/a Meerdink's Amoco Truck Plaza, 2305 Grandview Avenue; Helen Nichols d/b/a Nichols Grocery, 1509 Stewart Road; Curtis & Coletta Logel d/b/a Pete's Tap, 1820 Angle Street; CGC Stores d/b/a Petro-N-Provisions, 1010 Park Avenue; CGC Stores d/b/a Petro-N-Provisions, 2257 Lucas Street; CGC Stores d/b/a Petro-N-Provisions, 709 Grandview Avenue; CGC Stores d/b/a Petro-N-Provisions, 501 Cedar Street; Nash Finch d/b/a Sun Mart Foods #312, 807 Grandview Avenue; Nash Finch d/b/a Sun Mart Foods #311, 4th & Cedar Street; and Nash Finch d/b/a Sun Mart Foods #308, 1413 Park Avenue. Seconded by Councilmember Sayles. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

Sgt. Robert Yant, a representative of the Muscatine Crime Stoppers program and member of the Muscatine Police Department, provided Council with an update of the activities of the organization for the past several years. He noted that the program was first established in February, 1982, and through 1985, 280 reports were received with 52 awards paid totalling \$4,550.00. He stated Crime Stoppers integrates law enforcement, the public and the media and provides a way in which citizens can report crimes anonymously. He indicated awards up to \$1,000 are paid for information received. He reviewed the results of Crime Stoppers as of 1985 which included the value of property recovered of \$55,680.00 and 63 prosecutions with 63 convictions. He stated Crime Stoppers is asking the City and other interested parties to become reinvolved with the program. He noted this organization is attempting to expand their efforts to increase the number of crimes reported. He reviewed the declining number of reports received and rewards paid as follows: 1982, \$50.00; 1983, \$925.00; 1984, \$850.00; 1985, \$1,475.00; 1986, \$2,045.00; 1987, \$400.00; and 1988, \$25.00 as of June. He stated that Muscatine Crime Stoppers has distributed match boxes to stores to pass out to the public which give the telephone number. He also reviewed use of the media to publicize this program including the publishing of the "Crime-of-the-Week" and "Crime Prevention Tips" and also, use of Cablevision and the local radio station in an effort to reach a broad segment of the public. Sgt. Yant stated that he was not making a financial request at this time, but that this organization is considering increasing the financial incentives for the program to increase its effectiveness.

Councilmember Kemp asked if they had considered advertising on bumper stickers.

Sgt. Yant stated that this had not been done in the past since the State program uses bumper stickers showing the State-wide toll-free number for Crime Stoppers. He noted that with two different numbers on the stickers, it could make the public confused on which number to call. He also reviewed the procedures followed when a report is received under this program.

Councilmember Kemp asked if the amounts of the financial incentives given could be a factor in the reduced number of reports received.

Sgt. Yant reported that the current \$1,000 maximum reward is intended for serious incidents or incidents involving significant property recoveries. He noted if award amounts would be increased, this should be an additional motivator.

City Administrator Wolff reported that a request was received from the Jaycees for the 4th of July parade and related activities involving sales on City property. He noted that normal procedures would require these requests be reviewed by the Parks and Recreation Advisory Commission who would then forward a recommendation to City Council. He noted, however, that this event would be held before the next Council meeting.

Jeff Coder, representing the Muscatine Jaycees reported the parade is proposed to begin at 10:00 a.m. Monday, July 4, 1988, and reviewed the route proposed for this event. He noted it is also proposed to have two days of events on the riverfront ending with fireworks on the evening of July 4th.

City Administrator Wolff asked if they were planning to have a carnival.

Mr. Coder stated that they were not.

#11029. Councilmember Brewer moved to approve the parade permit for the Jaycees subject to receipt of the required certificates of insurance and the request for sales on City property subject to review and approval by the Parks and Recreation Advisory Commission. Seconded by Councilmember York. All ayes; motion carried.

City Administrator Wolff reviewed the current ordinance on parking meters and lots and the proposed changes to this ordinance. He noted that ordinance amendment #2 would be needed to change Title 7, Chapter 15, Section 7 Subsection A, to authorize the Council to establish parking rates for off-street metered spaces in Lots 1 through 6 by resolution as previously discussed with City Council. He reviewed the major changes proposed with the ordinance including increasing the parking fines to \$3.00 if not paid within 72 hours and increasing the overtime parking fine from \$2.00 to \$5.00. He also noted the ordinance would permit City Council to make changes to the system by resolution.

#11030. Councilmember Amerine moved to approve the parking ordinance Amendment #2 repealing the former Subsection (A) in Title 7, Chapter 15, Section 7 and adding a new Subsection (A) permitting Council by resolution to establish rates for off-street metered spaces in Lots 1 through 6. Seconded by Councilmember York. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and ordinance amendment approved.

#11031. Councilmember York moved the ordinance as amended be approved on final reading to change the Downtown Parking System with the ordinance to be effective September 5, 1988. Seconded by Councilmember Sayles. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and ordinance as amended adopted on fourth and final reading.

City Administrator Wolff reviewed Alternative #2 and #3 for designation of parking spaces in the City's parking lots. He noted these proposals were identical except Alternative #2 would not include an attendant at Lot #4 and would designate 15 10-hour meters in the lot and Alternative #3 would designate all 105 spaces as 2-hour free parking with a charge of \$0.20 per hour after that time and would use an attendant. He reviewed the proposed resolution establishing hours of operation, the fees and designation of specific types of parking in Parking Lots 1 through 6. He stated that Section

1 would include the alternative chosen by Council on the designation of parking spaces, Section 2 would designate the monthly fee and hours for leased spaces; Section 3 would establish two (2) hours free parking in Lots 2 and 4 Monday through Friday, with the hours from 7:30 a.m. and 6:00 p.m. in Lot 4 and between 9:00 a.m. and 5:00 p.m. in Lot 2; Section 4 would set the meter rates for off-street parking at \$0.10 per hour; and Section 5 would permit Council to use an attendant in Lot #4 to monitor the 2 hour free parking. He noted that Section 6 would designate the effective date of this resolution as September 5, 1988.

Councilmember Sayles reported that she had spoken with Jim White who indicated that he and several other downtown merchants would support the proposed change to keep an attendant in Lot 4 to monitor the 2 hour free parking.

Craig Hunter, Central Business District Coordinator, stated that this group also would support this alternative for Lot #4. He noted this group will also maintain a committee to monitor the effect of these changes and make additional recommendations if warranted.

#11032. Councilmember Sayles moved the resolution be adopted establishing the hours of operation, the designation of types of spaces and rates for the six (6) Municipal off-street parking lots with Alternative #3 which includes use of a lot attendant in Lot #4. Seconded by Councilmember York.

Councilmember Harder stated that he had no strong feelings on either alternative for Lot #4, but stated he felt changes were needed in the parking system. He stated he hopes this change would be successful, but if not, additional changes could be made.

Vote - All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

Mayor LeMar asked if there would be larger signs to advertise the parking lots.

City Administrator Wolff stated that the City would have the Traffic Committee meet with the Central Business District group and Greater Downtown Muscatine Association on the signs. He stated these signs should include ones which would provide information on the lots and also directional signs. He noted that he views the Downtown Merchants providing a major effort in promoting the free parking.

Mayor LeMar also stated that he would like to see the lots designated by name or numbered.

#11033. Councilmember Amerine moved the ordinance be approved on second reading to amend the City Sign Ordinance regulations. Seconded by Councilmember Kemp. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and ordinance approved on second reading.

#11034. Councilmember Brewer moved the resolution be adopted accepting the final work for roof repair work at the Library and Art Center for a final

amount of \$27,586.51 and final payments be made in accordance with the schedule outlined in the resolution. Seconded by Councilmember Phillips.

Councilmember Harder asked if the leakage problem in the Music Room at the Art Center had been corrected.

City Administrator Wolff stated that this problem was not in the section of the building included in the repair project. He stated there was a consensus of opinion that this was not a roof problem, but rather a brick problem on the back wall.

Vote - All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

#11035. Councilmember Amerine moved the resolution be adopted accepting the final work for the City Hall Roof Replacement Project in the amount of \$27,156 and final payment be made in accordance with the schedule outlined in the resolution. Seconded by Councilmember Sayles. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

City Administrator Wolff referred Councilmembers to a map showing the streets that are included in the 1988 Street Resurfacing Program. He stated the cost estimate is under budget and that Council may want to add additional streets after the bids are received for this project.

Councilmember Kemp asked if this was the same map that was reviewed by Council during budget discussions.

City Administrator Wolff indicated that it was.

#11036. Councilmember Amerine moved the resolution be adopted setting a public hearing for July 7, 1988 on the 1988 Street Asphalt Overlay Program. Seconded by Councilmember Brewer. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

City Administrator Wolff reviewed a revised resolution to reject the bid received for Phase I of the City's Public Housing Improvement Project and which would set the new bid opening date for July 13, 1988 at 3:00 p.m. He noted that consideration had been given to including both phases of this project as one contract, but HUD has directed that the projects remain separate. He recommended rejecting the bid and setting a new bid opening date for July 13, 1988.

#11037. Councilmember Kemp moved the resolution be adopted to reject the bid received for Phase I of the Housing Improvement Project and the new bid opening date be set for July 13, 1988 at 3:00 p.m. Seconded by Councilmember Amerine.

Councilmember Harder asked if there had been an opportunity to talk with the contractor as to the reasons why the bid was significantly higher than the cost estimate.

Jack Paetz, Housing Administrator, stated discussion have occurred with the contractor who noted costs could be reduced if the City could seed instead of use sod and if the City could use railroad ties instead of treated lumber. He noted that these items and other changes to the specifications would lower the cost, however, these changes may not be beneficial in the long run. He stated that the architect and HUD would review the specifications before the project is re-bid.

Councilmember York noted that if the cost estimate was based on the project specifications, the specifications should not need to be changed to have the project completed within this estimate.

Councilmember Brewer noted that it may not be fair to Hy-Brand if the project is bid again since their bid amount has been made public.

Councilmember Kemp asked if the timing of the bid resulted in the lack of other bidders for this project.

Jack Paetz noted this may have been a factor and the size of the project may also have had an affect. He further noted the project may be too large for small contractors and too small for large contractors.

Councilmember York stated he was interested in why the architect's estimate was significantly under the bid amount.

City Administrator Wolff stated that the architect would be present at the June 23, 1988 Special Council Meeting and Council could discuss this at that time. He noted that with only one bid being received, it is difficult to tell if the estimate is too low. He noted that Council could wait until this meeting to take action rejecting the bid received and setting the new bid opening date.

Councilmember Brewer noted that Hy-Brand would not have known that they were the only bidder for the project.

Councilmember Harder stated that in rebidding, there is a possibility that lower bids would be received.

City Administrator Wolff noted that the most complex parts of the project are the patio and roof work. He also stated that it is difficult for contractors to know what work may be involved in the work in these areas.

Councilmember York asked if it may be advantageous to separate these items from the rest of the project.

City Administrator Wolff stated that it may be better to have these under one contractor. He noted this could be discussed at the meeting with the architect in addition to the heat conversion project included in Phase II of the Project.

Mayor LeMar asked if bids were broken down into costs of each portion of the project.

Jack Paetz, Housing Administrator stated that the project was bid for one amount for the base bid, plus one add-on item for additional concrete work.

Councilmember York asked in the event that the bids received on July 13, 1988, are higher than the estimate, could this portion of the project be incorporated with Phase II of the project.

City Administrator Wolff stated that this would be a question to ask the architect.

#11038. Councilmember Amerine moved to table the resolution rejecting the bid received from Hy-Brand and setting a new bid opening date to the June 23, 1988 Council meeting. Seconded by Councilmember Brewer. All ayes; motion carried.

City Administrator Wolff stated an agreement has not been prepared with Burger King for improvements at the Park Avenue and Ford Avenue intersection. He noted this would be a simple one page agreement with a stipulation that neither party would be obligated if bids for this project exceed 10% of estimate. He requested the City Attorney be authorized to develop this agreement.

#11039. Councilmember Kemp moved to authorize the City Attorney to prepare an agreement with Beaton, Inc. for the installation of a left turn lane on Park and Ford Avenues and the Mayor and City Clerk be authorized to execute the same. Seconded by Councilmember York.

Councilmember Harder asked if Mr. Beaton and the City had finalized the site plan.

Mr. Beaton stated a meeting was scheduled for the following day.

Vote - All ayes; motion carried.

#11040. Councilmember Amerine moved the agreement with the Iowa Department of Inspection and Appeals for Health Inspections in accordance with the State Code be approved for a two year period to expire July 1, 1990. Seconded by Councilmember Sayles. All ayes; motion carried.

Councilmember Harder asked the length of time needed for an average inspection.

City Administrator Wolff stated that Dr. Tillie performs the inspections, and the amount of time depends on the size and type of operation. He stated that Dr. Tillie is an employee of the City but acts on a contractual type basis. He noted that Dr. Tillie has agreed to do the additional inspections for an additional \$400.00.

Vote - All ayes; motion carried.

#11041. Councilmember Sayles moved to approve the agreement with Muscatine Legal Services to provide services to the Muscatine Human Rights Commission. Seconded by Councilmember Kemp. All ayes; motion carried.

#11042. Councilmember York moved to approve the certified list of applicants for the Inspector I position. Seconded by Councilmember Brewer. All ayes; motion carried.

#11043. Councilmember York moved the resolution be adopted setting a public hearing for July 7, 1988 on the plans and specifications for Phase II of the Public Housing Improvement Project for the Clark House. Seconded by Councilmember Amerine. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

#11044. Councilmember Phillips moved the resolution be adopted approving Pay Plans 1 through 4 for Fiscal Year 1989. Seconded by Councilmember Sayles.

Councilmember York asked if Pay Plan 4 should be included since there were no changes.

City Administrator Wolff noted that increases were not budgeted for employees in this pay plan. He also noted that the plan should be adopted to change the dates to reflect the new fiscal year.

Vote - All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

#11045. Councilmember Amerine moved to approve Housing Rehabilitation Application No. 171A and B. Seconded by Councilmember Brewer. All ayes; motion carried.

Craig Olson, Water Pollution Control Director, reviewed the bids received for supplies for Phase IV of the Water Pollution Control Plant Renovation Project. He stated that two bids were received for windows with the low bid from Galesburg Glass Companies in the amount of \$3,095.00. He reported that two bids were also received for the garage doors with the low bid from Overhead Door Company of the Quad Cities in the amount of \$2,855.00. He requested an additional \$100 be authorized to have the doors primed.

Councilmember Kemp ask if the doors were insulated.

Craig Olson stated that they were inside doors and were not insulated.

Mr. Olson further reported that four companies submitted bids for the six types of electrical fixtures and transformers. He recommended the bids be awarded for each of these six types of items to the low bidder. He noted the total price for the items is \$9,686 while the budget was \$9,000. He stated however, that these were the only items over budget. He also stated the other bid item was for roof repair which was included in the 1987-88 budget. He reported that two bids were received with the low bid from Architectural Roofing by Winters in the amount of \$8,961. He requested authorization to issue a purchase order for the roof repair with the work to start in August or September after the completion of the other roof penetration work in Phase IV of the Plant Renovation Project.

#11046. Councilmember Amerine moved to accept the low bids of the following: Galesburg Glass Company, \$3,095.00 for the purchase of aluminum frame windows, glass, and doors; Overhead Door Co. of Quad Cities, \$2,855.00 for the purchase of roll-up garage doors; Republic Electric, \$1,372.20 for the purchase of fluorescent fixtures; B.L. Robinson & Company, \$5,853.60 for H.P. Sodium Lights; Moline Electric, \$507.40 for the purchase of exit lights;



Crescent Electric, \$877.68 for the purchase of emergency lights; and Crescent Electric, \$1,075.86 for the purchase of transformers for the Water Pollution Control Plant Renovation Project including the additional \$100 for the primer for the doors and approval of issuance of a purchase order to Architectural Roofing by Winter's in the amount of \$8,961.00 for the roof repair work for Phase IV of the Plant Renovation Project. Seconded by Councilmember Sayles.

Councilmember Harder noted that of these bids, only two were from local bidders. He stated that one was 50% higher and the other 15% higher than the low bids. He indicated that he would support awarding the bid to a local bidder if they would be within 10% of the low bid.

City Administrator Wolff stated that Bryant Roofing has been competitive on other City projects and noted this firm has done exceptionally good work on those projects.

Vote - All ayes; motion carried.

#11047. Councilmember York moved the ordinance be approved on first reading to increase the refuse collection fees. Seconded by Councilmember Amerine.

Councilmember Kemp stated that this increase is needed because of the State mandated surcharge on landfill fees. He further noted this surcharge is scheduled to increase annually through July 1, 1992.

Councilmember Harder noted that this State surcharge will lead to further City increases in refuse collection rates.

City Administrator Wolff indicated that private haulers, too, will have to increase their fees. He noted, however, that some private haulers currently take their refuse to Illinois landfills, and Illinois is considering a similar fee.

Councilmember Harder stated that he has received favorable comments regarding the curb-side pickup program.

City Administrator Wolff noted the City will publicize this program more, but it has already been used extensively.

Randy Hill, Acting Public Works Director, stated this program has been utilized extensively, and noted that individuals need to call the Public Works Department to arrange for this pick-up.

Vote - All ayes: York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and ordinance approved on first reading.

#11048. Councilmember Sayles moved to receive and file Communication Items A through J. Seconded by Councilmember York. All ayes; motion carried.

#11049. Councilmember Kemp moved to approve bills totaling \$1,388,637.10 and to authorize the Mayor and City Clerk to issue warrants for the same. Seconded by Councilmember Brewer. All ayes; motion carried.

Councilmember York reported that he was contacted by Jim Hoopes regarding

is said to last for the whole season. He asked if information could be forwarded to council on this type of program.

City Administrator Wolff noted that at the previous week's meeting, a summary was given to Council of the streets that have not been sealed as well as costs to have them sealcoated. He stated that the information the City received indicated that the tree sap application does not work well on sandy soil types. He reviewed estimated costs per foot of this application. He further noted that according to Council's direction, the unsealed streets would be prioritized and a list forwarded to Council by the next regular Council meeting. He noted there may be additional funds available in the Road Use Tax fund for some of these streets. He also noted the budget contains the minimal amount of \$3,000 for dust control. He suggested that this request be deferred until the July 7, 1988 meeting.

Councilmember Kemp asked if there were any streets near by with the tree sap application the Council could look at.

City Administrator Wolff stated this could be investigated and a report prepared by the special Council meeting of June 23, 1988.

Councilmember York stated that the dust problem is especially bad at the location in question due to the trucks going to the Industrial Park.

Councilmember Harder asked what the estimated costs would be for the alternative tree sap application.

City Administrator Wolff stated it was estimated that calcium chloride would cost \$110.00 for 200 feet and the cost would be \$140.00 to \$150.00 per 200 feet for the tree sap.

Councilmembers Kemp and Brewer both stated that they would like to see how well the tree sap has worked in other locations.

Councilmember Kemp requested information be obtained by the City Administrator as to roads that already are using tree sap so Councilmembers can see how the program is working in other locations.

City Administrator Wolff noted that there are other locations with dust problems similar to the location in question and the Council may be setting a precedent if selected locations are improved.

City Administrator Wolff noted that an agreement is required for the J.T.P.A. program involving 20 positions in various departments of the City. He stated that the wages are paid 100% by the federal government.

#11050. Councilmember Amerine moved to approve the agreement with J.T.P.A. for the Summer Youth Work Experience Program. Seconded by Councilmember Phillips. All ayes; motion carried.

City Administrator Wolff reported the other items needing approval by Council include actions in regard to the sale of \$1,065,000 of general obligation bonds. He noted that Piper, Jaffray & Hopwood is acting as financial consultant for this bond issue and this firm is providing the financial services formerly provided to the City by EF Hutton. He noted an

agreement is needed with this firm which would also authorize this firm to submit a bid for these bonds. He indicated that it may be appropriate for the City to evaluate firms to provide financial services to the City in the future and proposed this review be done by the City's Audit Committee. He further noted this is not a service that would be bid by the City, but would be a professional service evaluated by review of the services to be provided by firms in this business. He also noted the fee paid for this service is based on the amount of the bond issue.

Councilmember Kemp asked if other cities did this in-house.

City Administrator Wolff stated he had discussed this with the Finance Director and noted that the City provides much of the information used by the financial consultant. He noted, however, that he would feel somewhat uncomfortable doing some of the required procedures in-house, but this could be discussed with the Audit Committee. He indicated that some larger cities perform this work in-house but they also have extensive staff for this work.

Councilmember Harder asked if this could be an item that could be discussed with the Banking Services Committee.

City Administrator Wolff stated that this could be done, but private businesses may not have similar experience as municipal governments do in this area.

#11051. Councilmember Amerine moved to approve the agreement with Piper, Jaffray & Hopwood, Inc. to act as financial consultants in regard to the Series 1988 \$1,065,000 general obligation bonds. Seconded by Councilmember Sayles. All ayes; motion carried.

City Administrator Wolff stated the other item involved is the designation of the Paying Agent, Transfer Agent, and Bond Registrar for this bond issue.

Deborah Neels, Finance Director, stated that the City's last two bond issues have been subject to federal regulations which require bonds be issued in registered form, that a listing of bond holders be kept, and interest payments be made to the registered bond holders. She noted the interest payments must be made on a certain date and cities are subject to a fine if this requirement is not met. She indicated that for the previous two issues, Bankers Trust has provided this service. She further noted the fees for this service are based on amount of bonds issued and the turnover of bonds between bond owners. She noted that with the previous issues, there has been little turnover of bond owners and the City has paid the minimum fee of \$300.00 the last year for each issue. She also noted the City does not have the staff, nor computer software to provide for these services at a lower cost than the City is currently paying. She recommended the City continue with the service of Bankers Trust and noted the City has been pleased with their service on the two previous issues.

Councilmember Harder asked if Banker's Trust assumes liability if the bonds are not paid.

Deborah Neels stated that they did.

City Administrator Wolff noted that there were two quotes for this service and Bankers Trust was low quote. He stated that the local banks were not involved in providing this type of service.

Deborah Neels noted that in 1983 bids were received from the local banks, but in 1986 they indicated they were not interested in providing this service. She also noted that Bankers Trust performs this service for a multitude of cities in Iowa.

#11052. Councilmember Amerine moved to authorize Banker's Trust to act as Paying Agent, Transfer Agent, and Bond Registrar for the \$1,065,000 bond issue. Seconded by Councilmember Sayles. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried.

#11053. Councilmember York moved to go into Executive Session to perform the annual review and evaluation of the City Administrator. Seconded by Councilmember Kemp. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried.

#11054. Councilmember York moved to go out of Executive Session. Seconded by Councilmember Kemp. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried.


#11055. Councilmember York moved the resolution be adopted amending the employment agreement with City Administrator Wolff. Seconded by Councilmember Amerine. All ayes: Councilmembers York, Harder, Sayles, Phillips, Amerine, Kemp, and Brewer. Motion carried and resolution duly adopted.

#11056. Councilmember Brewer moved to adjourn the meeting. Seconded by Councilmember Amerine. All ayes; motion carried.

The meeting adjourned at 10:45 p.m.

  
Don LeMar, Mayor

Attest:

  
Soren Wolff, City Clerk