

COUNCIL



AGENDA

**THURSDAY, May 3, 2018
COUNCIL CHAMBERS - CITY HALL – 7:00 P.M.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **COMMUNICATIONS – CITIZENS**
 - A. Swearing in of new Police Officer Justin VanEst
 - B. Presentation by John DaBeet, on invitation to Grand Celebration in Sister City Lomza, Poland.
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 City Council Minutes – April 19, 2018

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

A. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Wal-Mart Supercenter #559, 3003 North Highway 61 – Wal-mart Inc. (pending inspections)

B. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Walgreens #05885, 1703 Park Avenue – Walgreen Co. (pending inspections)

C. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Circle K #6600, 802 Cypress Street – Mac’s Convenience Stores LLC (pending inspections)

D. Request for Outdoor Service Area for Missipi Brewing Company, 107 Iowa Avenue from June 9, 2018 through June 10, 2018 – R & D Operations Limited (pending inspections and insurance)

E. Request for renewal of a Class “C” Liquor License, Outdoor Service and Sunday Sales for The Pearl, 101 West Mississippi Drive – The Pearl, LLC (pending inspections and insurance)

F. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Kum & Go #438, 1429 Park Avenue – Kum & Go LC (pending inspections and insurance)

G. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License and Sunday Sales for Smokin’ Joe’s Tobacco and Liquor Outlet #16, 1504 Park Avenue – The Outlet, Inc. (pending inspections and insurance)

H. Request for renewal of a Class “B” Wine Permit, Class “C” Beer Permit, Class “E” Liquor License, Outdoor Service and Sunday Sales for Hy-Vee Wine & Spirits, 522 Mulberry Avenue, Suite A – Hy-Vee, Inc. (pending inspections and insurance)

I. Request for renewal of a Class “B” Wine Permit, Special Class “C” Liquor License and Sunday Sales for Wine Nutz, 208 West 2nd Street, Suite 217 – Wine Nutz LLC (pending inspections and insurance)

J. Request to Install a Sign Overhanging the Public Right of Way at 107 and 113 Iowa Avenue.

*** Item 9A-C – From the Mayor**

*** Items 12A-F – Receive and File**

A. Muscatine County Board of Supervisors Minutes – April 16, 2018

B. Muscatine County Board of Supervisors Minutes – April 23, 2018

C. MP&W Financial Reports – March 2018

D. Ad Hoc Permitting Process Review Committee Minutes– April 26, 2018

E. State of Iowa Abstract of Votes

F. Muscatine County Ordinance 03-26-18-01 Establishing a Local Option Sales and Services Tax Applicable to Transactions within Certain Incorporated and Unincorporated Areas of Muscatine County

*** Bills***

* Approval of attached Bills for Approval totaling \$1,589,578.89 is subject to the approval of any related agenda item(s).

6. MINUTES – APPROVAL

7. PUBLIC HEARING

8. PETITIONS AND COMMUNICATIONS

9. FROM THE MAYOR

A. Proclamation Declaring May 6-12 2018, as Drinking Water Week

B. Proclamation Declaring May 13-May 19, 2018, as Police Week

C. Proclamation Declaring May 19th, 2018, as Kids to Parks Day.

10. FROM THE PLANNING AND ZONING COMMISSION

11. FROM THE CITY ADMINISTRATOR

A. Second and Final Reading of an Ordinance Amending City Code 7-5-3(B) for

Automated Traffic Enforcement

Presented for City Council's consideration is the second and final reading of an ordinance amending City Code 7-5-3B for automated traffic enforcement. This amendment will remove the words "through the marked intersection" from this section of the City Code.

Is there a motion to adopt this ordinance as submitted and to direct for its publication as required by law?

B. First and Final Reading of an Ordinance Amending City Code 7-5 Automated Traffic Enforcement

Presented for City Council's consideration is the first and final reading of an ordinance amending City Code Title 7 Chapter 5 Automated Traffic Enforcements. A clerical error was identified in the codification of Muscatine Code of Ordinances section 7-5-5. This clerical error inadvertently omitted subsection A of 7-5-5 from the Muscatine Code of Ordinances, which subsection established a scheduled penalty for violation of Title 7, Chapter 5, Section 3(A). Staff is recommending City Council waive its rules and adopt the ordinance on final reading and authorize its publication as required by law.

Is there a motion, pursuant to Chapter 5 of the Rules of Council, to waive the requirements to vote on this ordinance at a third meeting prior to moving the ordinance for passage?

Is there a motion to adopt this ordinance on first and final reading as submitted and to direct for its publication as required by law?

C. Resolution Authorizing and Approving a Certain Loan Agreement, providing for the Issuance of \$4,090,000 General Obligation Corporate Purpose Bonds, Series 2018, and Providing for the Levy of Taxes to Pay the Same.

Presented for City Council's consideration is a resolution authorizing and approving a certain loan agreement, providing for the issuance of \$4,090,000 General Obligation Corporate Purpose Bonds, Series 2018, and providing for the levy of taxes to pay the same.

Is there a motion to adopt the resolution as submitted?

D. Resolution Setting Public Hearing on Amendment #2 to the City's FY 2017/2018 Budget.

Presented for City Council's consideration is a resolution setting a public hearing concerning amendment #2 to the City Budget for the fiscal year ending June 30, 2018. This amendment will increase total budgeted expenditures for the City by \$405,300 and transfers out will increase by \$73,700.

Is there a motion to adopt the resolution as submitted?

- E. Request to Approve Change Order #1 for Airport Hangar Area Improvements Project – Phase I Paving

Presented for City Council’s consideration is a request to approve Change Order #1 for Airport Hangar Area Improvements Project – Phase 1 Paving. This Change order will cover the costs of additional work performed by Muscatine Bridge Co. to extend additional storm water pipe and to place additional concrete, to use all grant funds available. This will reduce quantities needed for future paving of the hangar apron area.

Is there a motion to approve the request as submitted?

- F. Resolution Accepting Completed Work and Authorizing Final Payment for Airport Hangar Area Improvements Project Phase I Paving.

Presented for City Council’s consideration is a resolution to accept the completed work and authorize final payment to Muscatine Bridge Co., Inc. All work has been completed and is ready for final acceptance by the City.

Is there a motion to adopt the resolution as submitted?

- G. Resolution Accepting Witkoske Storm Sewer & Drainage Easement

Presented for City Council’s consideration is a resolution to accept Witkoske storm sewer and drainage easement. The City of Muscatine is undertaking a project to upgrade and improve surface drainage at 1616 Willow Street and it is necessary for the City to obtain this permanent easement. The property owner has agreed to the conditions for this easement.

Is there a motion to adopt the resolution as submitted?

- H. Request to Approve General Airport Planning and Engineering Services Agreement for FYE 2019

Presented for City Council’s Consideration is a request to approve a General Engineering Services Agreement with Bolton & Menk. This services agreement will provide engineering services, as needed, for the Muscatine Municipal Airport from July 1, 2018 through June 30, 2019,

Is there a motion to approve this request as submitted?

- I. Request to Enter into an Agreement for TSIP Grant Application for Houser Street Grandview Roundabout

Presented for City Council's consideration is a request to enter into an agreement with Bolton & Menk, for the writing and submission of grant application to the Transportation Safety Improvement Program funded by the Iowa Department of Transportation. This application will be for traffic improvements at the Houser and Grandview intersection as part of the Grandview Reconstruction Project.

Is there a motion to approve the request as submitted?

- J. Request to Approve the Issuance of a Purchase Order for Signs at the Musser Public Library and HNI Community Center

Presented for City Council's consideration is a request to approve the issuance of a Purchase Order to Sign Pro, in an amount not to exceed \$8,500, for signage at the Musser Public Library and HNI Community Center. Comprehensive signage is critical to efficient and safe operation of the library and community center.

Is there a motion to approve this request as submitted?

- K. Request to Approve letter of Understanding with Bohnsack & Frommelt LLP for the Fiscal Year 2017/2018 Audit

Presented for City Council's consideration is a request to approve the Letter of Understanding with Bohnsack & Frommelt LLP for the fiscal year 2017/2018 Audit. Audit procedures require that a Letter of Understanding be signed by the Auditor and city each year documenting responsibilities for specific areas of the audit including (1) audit objectives, (2) management responsibilities, (3) audit procedures for general, internal control, and compliance purposes, and (4) engagement administration, fees, and other. The attached Letter of Understanding includes this information and reflects the fee of \$42,400 for the 2017/2018 audit.

Is there a motion to approve the request as submitted?

- L. Request to Approve a Professional Services Agreement with IIW, P.C.

Presented for City Council's consideration is a request to approve a professional services agreement with iiw, P.C. for the design and engineering of the Houser Street Parking Expansion and Athletic Field Grading Project. This project consists of the construction of a parking facility with up to 228 parking spots, enhancing the safety of street crossing and the grading of four field areas. This project is funded by a grant from the Roy J. Carver Charitable Trust and the City of Muscatine. The land was donated by Kent Corporation.

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, 589,578.89 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**