

City of Mt. Vernon, Iowa

Meeting:	Mt. Vernon City Council Meeting
Place:	Mt. Vernon City Hall, 213 First Street NW, Mt. Vernon, Iowa 52314
Date/Time:	March 21, 2016 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	March 18, 2016

Mayor:	Jamie Hampton	City Administrator:	Chris Nosbisch
Mayor Pro-Tem:	Marty Christensen	City Attorney:	Robert Hatala
Councilperson:	Paul Tuerler	Assis. Admin/City Clerk:	Sue Ripke
Councilperson:	Scott Rose	Deputy City Clerk:	Marsha Dewell
Councilperson:	Tom Wieseler	Chief of Police:	Doug Shannon
Councilperson:	Eric Roudabush		

- A. Call to Order**
- B. Agenda Additions/Agenda Approval**
- C. Communications:**
 - 1. Unscheduled

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

- D. Consent Agenda**

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

 - 1. Approval of City Council Minutes – March 7, 2016 Regular Council Meeting

- E. Public Hearing**
 - 1. None

- F. Ordinance Approval/Amendment**
 - 1. None

- G. Resolutions for Approval**
 - 1. None

- H. Mayoral Proclamation**
 - 1. None

- I. Old Business**
 - 1. None

- J. Motions for Approval**
 - 1. Consideration of Claims List – Motion to Approve
 - 2. Discussion and Consideration of Motion to Set Public Hearing Date to Approve City of Mt. Vernon Comprehensive Plan Update April 18, 2016 – Council Action as Needed
 - 3. Discussion and Consideration of the Purchase of Chalk for the Chalk the Walk Event – Council Action as Needed

4. Discussion and Consideration of Motion to Set Public Hearing Date to Adopt a Nicotine Free Park Ordinance – Council Action as Needed
5. Discussion and Consideration of Purchasing Bush Hog – Council Action as Needed

K. Reports to be Received/Filed

1. Mt. Vernon Police Department Annual Report
2. Mt. Vernon Police Report
3. Mt. Vernon Parks and Recreation Report
4. Mt. Vernon Public Works Report

L. Discussion Items (No Action)

1. Tablet Purchase

M. Reports of Mayor/Council/Administrator

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Administrator's Report

N. Adjournment

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 895-8742 to arrange for accommodations.

Immediately following the conclusion of the regularly scheduled meeting, the Mt. Vernon City Council will begin a goal setting work session. Members of the public are welcome to attend and listen to the discussion; however, the City Council will determine the amount of public information allowed in the work session.

D. Consent Agenda

The Mount Vernon City Council met March 7, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

Call to Order At 6:30 p.m. Mayor Jamie A. Hampton called the meeting to order.

Agenda Additions/Agenda Approval: Motion by Christensen, seconded by Rose to approve the agenda. Carried all.

Communications

CDG Annual Report – Copies of the report are at City Hall and The Visitors Center.

IaDOT Notification – PCC Patching – US 30. The work consists of replacing broken sections of pavement on US 30 from Morgan Creek easterly to the Cedar County Line. There will not be any charges to the City of Mount Vernon.

Consent Agenda

Approval of City Council Minutes – February 17, 2016 Regular Council Meeting

Approval of Liquor License – Kernoustie Golf Club.

Motion to approve the Consent Agenda made by Wieseler, seconded by Tuerler. Carried all.

Public Hearing

Public Hearing to Approve City of Mt. Vernon Fiscal Year 2016-2017 Proposed Budget. Mayor Hampton declared the Public Hearing open. City Administrator Chris Nosbisch pointed out the lack of proposed debt in the budget but added that it doesn't mean that there won't be any projects this fiscal year, he is waiting until after the goal setting session. At that time capital projects will be discussed, what monies have been spent and how much is left. Most of the past projects have been financed with sales tax money and because it is a limited amount he wants to make sure that it's being spent in the best way possible. Nosbisch presented Council with a summary of the FY17 budget summary/comparison document he had put together which included a rollback history chart, a pie chart showing general fund expenditures and a comparison of city property tax and more. Continuing Nosbisch said there are about 281 cities in Iowa with a population of 1,000 or more, of which, 175 have a higher city levy rate than Mount Vernon does. Mount Vernon's levy rate will remain at \$12.99; the same rate it has been the past several years. Property taxes fluctuant from year to year but it's not because of the City's levy rate. There are multiple factors that influence property taxes such as the State's rollback and property value assessments. There were no comments from the public.

Close Public Hearing – Proceed to G-1: Mayor Hampton declared the Public Hearing closed.

Resolutions for Approval

Resolution #3-7-2016A: Approving the City of Mt. Vernon Fiscal Year 2016-2017 Budget.

Motion to approve Resolution #3-7-2016A made by Rose, seconded by Wieseler. Roll call vote. Carried all.

Motions for Approval

Consideration of Claims List – Motion to Approve: Motion to approve the Claims List made by Christensen, seconded by Tuerler. Carried all.

PAYROLL	CLAIMS	52,948.84
A-1 RENTAL WEST	AIR TILE CHISEL RENTAL	120.00
AFFORDABLE PLUMBING & HTG	LOCATE/SHUT OFF WATER	150.00
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,284.89
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	53.07
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	30.88
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	19.31
ARAMARK	RUGS-FD	57.79
AUTO WORX	2014 INT/BRAKE PAD & ROTOR-PD	434.70
BALICEK, RITA	CLEANING SERVICE-PD,P&A	75.00
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BALICEK, RITA	CLEANING SERVICE-P&A	52.50
BAUMAN AND COMPANY	UNIFORMS-PW	184.00
BEE LINE PRODUCTS CORP	STOP/SLOW PADDLES-PW	190.00
BENHART, SHERRIE	CLEANING SERVICE-PD,P&A	75.00
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BENHART, SHERRIE	CLEANING SERVICE-P&A	52.50
BOBCAT OF CEDAR RAPIDS	ANTIFREEZE,AIR FILTER-PW	152.19
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A	3,895.00
BROWN PLUMBING COMPANY	BLDG MAINT-FD	167.99
BSN SPORTS COLLEGIATE PACIFIC	SUPPLIES-P&REC	211.79
BUSER, ROBERT M	STIPEND-EMA	1,500.00
CAMPBELL SUPPLY CEDAR RAPIDS	SAFETY SUPPLIES-PW	156.90
CAMPBELL SUPPLY CEDAR RAPIDS	EARMUFF,TILE CHISEL-RUT	38.24
CAMPBELL SUPPLY CEDAR RAPIDS	GRINDER REPAIR-RUT	27.48
CAMPBELL SUPPLY CEDAR RAPIDS	SUPPLIES-RUT	20.92
CARGILL INCORPORATED	ROAD SALT-RUT	1,881.19
CARGILL INCORPORATED	ROAD SALT-RUT	1,875.28
CARQUEST OF LISBON	VEHICLE MAINT-PW	248.02
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	82.60
CENTRAL IOWA DISTRIBUTING	SUPPLIES-FD	97.25
CENTURY LINK	PHONE CHGS-P&A	477.06
CENTURY LINK	PHONE CHGS-SEW	255.50
CENTURY LINK	PHONE CHGS-FD	103.31
CENTURY LINK	PHONE CHGS-PD	102.29
CENTURY LINK	PHONE CHGS-WAT	50.07
CENTURY LINK	PHONE CHGS-RUT	48.07
COGRAN SYSTEMS	ONLINE REGISRATION FEES-P&REC	26.00
COMMUNITY DEVELOPMENT GROUP	EDUCATION-ECON DEV	450.00
COOPER, MARIANNE	DEPOSIT REFUND-WAT	32.54
DIESEL TURBO SERVICES INC	BATTERY-PW	117.95
DIESEL TURBO SERVICES INC	ROTATE CYLINDER/BUSHINGS-PW	112.50
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	319.60
ELECTRONIC ENGINEERING CORP	PAGER SERVICE-EMA	11.95
FOSTERS HEATING & A/C	FURNACE MAINT-P&A	74.95
GALLS INC	UNIFORMS-PD	373.77
GALLS INC	UNIFORMS-PD	147.04
GALLS INC	UNIFORMS-PD	47.78
GALLS INC	UNIFORMS-PD	22.02
GARY'S FOODS	SUPPLIES-P&REC	81.24
GEMMILL, SUSANNAH BIONDO	REFUND-P&REC	18.00

GORDON LUMBER COMPANY	BLDG SUPPLIES-MVHPC,RUT	231.24
GUILLAUME, CHLOE	PRINCESS TEA TIME-P&REC	40.00
HOLUB, HEATH	DEPOSIT REFUND-WAT	10.00
IIMC	ANNUAL MEMBERSHIP-ALL DEPTS	95.00
INTERSTATE ALL BATTERY CENTER	BATTERIES-EMA	70.50
IOWA DEPARTMENT OF TRANSPORTATION	BOLTS-RUT	43.36
IOWA DEPT AGRICULTURE AND LAND	DOG KENNEL LICENSE/APP #4255	75.00
IOWA DEPT OF NATURAL RESOURCES	WWT2 OP CERT APPLICATION-SEW	60.00
IOWA FIRE CHIEFS ASSOCIATION	MEMBERSHIP-EMA	25.00
IOWA LAW ENFORCEMENT ACADEMY	TRANSFER OF MMPI-2-PD	15.00
IOWA POLICE CHIEFS ASSOCIATION	TRAINING-PD	125.00
IOWA SOLUTIONS INC	SETUP,MONITORS-ALL DEPTS	1,219.00
IOWA SOLUTIONS INC	DOMAIN MGMT-ALL DEPTS	50.00
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	330.00
JANDA MOTOR SERVICES	BLOWER MOTOR REPAIR-SEW	1,980.00
JANDA MOTOR SERVICES	BLOWER MOTOR REPAIR-SEW	1,889.00
KIECKS	UNIFORMS-FD	14.97
KIRKWOOD COMMUNITY COLLEGE	EDUCATION-EMA	175.00
KIRKWOOD COMMUNITY COLLEGE	TRAINING-FD	397.50
KONE INC	ELEVATOR MAINT CONTRACT-P&A	160.53
KONICA MINOLTA BUSINESS SOLUTIONS	COPIER,FAX,SCANNR-PD	2,393.95
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-ALL DEPTS	388.74
KROUL FARM GARDENS	6 NEW HANGING BASKETS-BEAUT	278.40
LANGES SINCLAIR SERVICE	FUEL-FD	12.56
LINN CO-OP OIL CO	FUEL-PW	115.00
LINN COUNTY PLANNING & DEVELOPMENT	BLDG PERMIT FEES/INSPECTIONS	534.00
LYNCH FORD	ANITFREEZE-PW	194.87
MENARDS	4" GRINDING WHEEL-RUT	59.98
MIDWEST SAFETY COUNSELOR	INSTRUMENT CALIBRATION-FD	30.00
MOORE INDUSTRIES INTERNATIONAL	MEDICAL SUPPLIES-FD	135.15
MOUNT VERNON ACE HARDWARE	SUPPLIES,TRAINING,EQUIP-ALL DEPTS	612.71
MOUNT VERNON ACE HARDWARE	BLDG MAINT-FD	145.64
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	75.38
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	772.17
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	255.00
MOUNT VERNON LISBON SUN	SUBSCRIPTION/2 YRS-P&REC,POOL	60.00
MUNICIPAL SUPPLY INC	METER READER GUN REPAIR-WAT,SEW	884.81
NEAL'S WATER CONDITIONING SERVICE	WATER,SALT-RUT	28.75
OFFICE OF VEHICLE SERVICES	VEHICLE INSPECTIONS-PD	20.00
OVERHEAD DOOR CO	GARAGE DOOR MAINT-SEW	135.00
P&K MIDWEST INC	ANTIFREEZE,PAINT-PW	183.12
PHIL CHALMERS JUVENILE HOMICIDE TRAINING	TRAINING-PD	297.00
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	381.19
RACOM CORPORATION	VEHICLE MAINT-PD	37.50
ROTO-ROOTER	PAL RD-SEW	740.00
ROTO-ROOTER	CASEY'S/323 HW 30 SW-SEW	550.00
SCIESZINSKI, MALLORY	PRINCESS TEA TIME-P&REC	40.00
SHADY, KELSEY	PRINCESS TEA TIME-P&REC	40.00
SIDERS, MATT	MILEAGE-P&REC	64.80
SPRINGER PEST SOLUTIONS CORP	PEST CONTROL-P&A	30.00
STAPLES ADVANTAGE	FILE CABINET-MVHPC	260.99
STAPLES ADVANTAGE	CLIPBOARD-RUT	7.04
STAPLES ADVANTAGE	SUPPLIES-P&A	188.17
STAR EQUIPMENT LTD	TRASH PUMP MAINT-PW	161.64

TASC	ADMIN FEE-ALL DEPTS	244.00
TREASURER STATE OF IOWA	SALE TAX	3,499.00
US BANK	CREDIT CARD PURCHASES-ALL DEPT	4,532.92
US CELLULAR	CELL PHONE-ALL DEPTS	521.15
US CELLULAR	CELL PHONE-PD	116.17
US NAMEPLATE COMPANY	50 LICENSE PLATES-FD	103.50
USA BLUE BOOK	LAB TESTING EQUIP-WAT	846.30
VEENSTRA & KIMM INC	MUNICIPAL POOL IMPROVEMENTS	9,130.50
VEENSTRA & KIMM INC	2015 STR IMPROVEMENTS GENERAL	4,424.60
VEENSTRA & KIMM INC	SANITARY SEWER SYSTEM EVAL-PRELIM	3,741.32
VEENSTRA & KIMM INC	ST WAT SUSTAINABLE FEATURES CO	2,552.11
VEENSTRA & KIMM INC	2015 INTAKE REPLACEMENT	500.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	468.00
VEENSTRA & KIMM INC	2016 CIP COORDINATION	426.00
VEENSTRA & KIMM INC	PRAIRIE PARK WTP FILTER REPLACEMENT	123.00
VLASEK, AUBREE	PRINCESS TEA TIME-P&REC	40.00
WAPSI WASTE SERVICE	GB,RECY,LEAF-SW	22,408.62
WENDLING QUARRIES	STONE/SHOP PARKING LOT-RUT	370.31
WENDLING QUARRIES	ROAD STONE-RUT	116.97
YOCK, KELLY	REFUND-P&REC	18.00
	TOTAL	140,362.10

Discussion and Consideration of Engineering Services Agreement for Street Condition Evaluation – V&K Engineering – Council Action as Needed. Nobsch said that this was discussed at the previous council meeting. The City relies heavily on sales tax and the fact that it has a 20 year sunset makes it relatively easy to estimate how much is going to be received. It's estimated that not quite 50% of that is already committed towards other projects. Before the remaining is spent or earmarked Nobsch said he thought it was extremely important to have a fresh set of eyes look at and evaluate all the streets and give Council a five year plan that would show their suggested projects. Once all the funds are allocated, unless there is growth in the sales tax, the money is gone for 20 years. Nobsch said \$19,500.00 was a reasonable rate for the evaluation service and recommended Council approve the service agreement. For consistency V & K Engineering would have one person do the evaluating for the entire town, a point that Nobsch and Dave Schechinger had already discussed but is not in the agreement. Tuerler suggested adding it to the agreement and motioned to approve the Engineering Services Agreement with V&K Engineering for street condition evaluations, seconded by Christensen. Christensen asked if there would be concept drawings to which Schechinger said that is a minor component of what they will be doing. Christensen asked if one of the TIF districts had expired because the agreement talks about in and outside of the TIF district. Nobsch explained that the community is inside TIF but it takes into account outside areas because the City is talking about annexation. Roudabush asked if water and sewer lines would also be part of evaluation. Schechinger said that they have already been looking through past information on sewer (video tapes, maps) and have an idea where the problem areas are. Alex Volkov, W/WW Superintendent, has been identifying water problem areas such as undersize mains and frequent line breaks. Carried all.

Discussion and Consideration of Seasonal Employee Pay Policy – Council Action as Needed. The proposed Seasonal Pay Policy was reviewed by the Personnel Committee and City Staff. This is an effort to ensure that all seasonal employees are treated in the same manner and maintain more lifeguards from season to season. Nobsch gave a brief description of the policy stating that all will have a starting salary of \$8.50. For every year that they return to the City for

employment they will receive a \$0.25 per hour increase. This increase will be capped at \$11.50 with the exception of the pool manager. Pool cashiers and concession workers will start at minimum wage and will not be subject to the \$0.25 a year increase. At no time should the wages within this classification make more than \$8.00 per hour. Seasonal workers will be given a letter of employment at their hire date identifying them as seasonal workers and include a firm starting and ending date. Tuerler motioned to approve the Seasonal Employee Pay Policy, seconded by Wieseler. Carried all.

Multiple bid packages were created for the pool improvements in an effort to get as many local contractor bids as possible. The low bids total \$170,608.65 which includes a contingency of \$13,200.00. The pool improvements budget was about \$200,000.00 and of that about \$34K has already been spent on various items. Roudabush pointed out that the bid for the flooring was listed incorrectly and is actually \$8,278.40.

Discussion and Consideration of 2016 Swimming Pool Improvements – Recirculation Pump – Council Action as Needed. The only bid was submitted by Northway Well and Pump Company for \$10,145.15. Wieseler motioned to approve the Northway Well and Pump Company bid for \$10,145.15, seconded by Tuerler. Carried all.

Discussion and Consideration of 2016 Swimming Pool Improvements – Pool Filters and Heaters – Council Action as Needed. The only bid was submitted by Dubuque Plumbing & Heating for \$103,900.00. Rose motioned to approve the Dubuque Plumbing & Heating bid for \$103,900.00, seconded by Tuerler. Carried all.

Discussion and Consideration of 2016 Swimming Pool Improvements – Drywall and Finishing’s – Council Action as Needed. Two bids were submitted: Ellison Enterprises submitted a bid for \$3,060.00. The low bid was submitted by Dan Gaines Construction for \$880.00. Christensen motioned to approve the Dan Gaines Construction bid for \$880.00, seconded by Tuerler. Carried all.

Discussion and Consideration of 2016 Swimming Pool Improvements – Electric – Council Action as Needed. Two bids were submitted: Brady Lanham Electrician submitted a bid for \$4,875.00. The low bid was submitted by J.E.M. Electric for \$3,875.00. Wieseler motioned to approve the J.E.M. Electric bid for \$3,875.00, seconded by Tuerler. Carried all.

Discussion and Consideration of 2016 Swimming Pool Improvements – Flooring – Council Action as Needed. Two bids were submitted; Designer Concrete submitted a \$9,160.00 bid and the low bid was submitted by Jeremy Erie for \$8,278.40. Rose motioned to approve the Jeremy Erie bid for \$8,278.40, seconded by Tuerler. Carried all.

Discussion and Consideration of 2016 Swimming Pool Improvements – Security – Council Action as Needed. Two security bids were submitted. The All Secure bid was for \$950.00 for equipment plus \$25.00 per month to monitor the system. They also recommended the purchase of a motion detector for \$125.00. Ramsey Communications submitted a bid for \$2,300.00 for equipment plus \$15.00 per month for monitoring. Roudabush motioned to approve the All Secure bid for \$950.00 for equipment plus \$25.00 per month monitoring fee, seconded by Tuerler. No action was taken on the motion detector. Carried all.

Discussion and Consideration of 2016 Swimming Pool Improvements – Plumbing – Council Action as Needed. The only bid was submitted by Brown Plumbing Company for \$20,000.00.

Wieseler motioned to approve the Brown Plumbing Company bid for \$20,000.00, seconded by Tuerler. Carried all.

Discussion and Consideration of 28E Agreement Between the City of Mt. Vernon and Cedar Valley Humane Society for the Provision of Animal Care Services– Police Department – Council Action as Needed. A copy of the agreement can be viewed on the City's website. Nosbisch explained that the City of Mount Vernon has already approved and signed this agreement a few years ago but CVHS never acted on it. Because of the time that has passed staff felt it best that council review again. The City of Vinton is listed on page 2 and will need to be changed but CVHS will not be able to make that change until the end of the month. Chief Shannon said that 95% of the time we use our own kennel for the dogs that we impound and are able to find their owner within 24 hours. The other 5% may have to go to the CVHS but there is always the discussion that we don't have a contract with them; this will take care of that. Motion to approve the 28E Agreement with the Cedar Valley Humane Society made by Christensen, seconded by Rose. Carried all.

Reports to be Received/Filed

2015 Mt. Vernon Fire District Annual Report. A copy of the report can be viewed on the City's website.

Discussion Items (No Action)

Sustainability Committee – Bee City USA. Michelle Mouton asked Council to consider passing a resolution that would make Mount Vernon a Bee City, USA. Mouton explained that honey bees pollinate about one third of the foods that humans consume but bee colonies have dropped in number to about half of what they were in the 1940's. There are several reasons for honey bee deaths; habitat destruction, food shortages, pesticides in pollen, nectar or tree resin, parasite and the lack of genetic diversity. In order to be Bee City USA eligible Mount Vernon would need to pass a resolution applying for certification, designate a City department as the sponsor and an employee from that department as the liaison, host one educational event a year and submit an end of the year report. There is also a \$75.00 fee for signage. This process needs to be repeated yearly. Even if Council chooses not to apply for the certification there are other things that can be done to be more pollinator friendly such as providing pollinator food sources and water, use safe pesticides or none at all. There are several things the City can do now such as approving a plant list similar to its tree list, eliminate harmful pesticides and reduce mowing.

Community Center Committee. Ed Sauter updated Council on the Community Center. They have looked at fifteen different sites and have identified four as good potential sites based on the criteria that was established. Two of these sites are on school property, one is on Cornell property and the other is on City property. No commitments or decisions have been made regarding this. Several surveys have been taken by the community. The top five things wanted were gymnasium space, exercise/workout space, class/multipurpose rooms, walking track and a swimming pool. None of these five items have been reconciled with either funding sources or operational costs and will have to be determined in the near future. Funding sources could include LOST money, fund raising and grants. Operational costs will depend on what goes into the structure, what the City can afford and who are the stakeholders that will participate in funding and the operation of the facility. Several stakeholders have been identified but have not given the kind of commitment that is necessary to move the project forward. As the architects for the project Sauter said that they have come up with conceptual drawings that incorporate everything that the public wanted but it's a modular concept which means it was designed with everything but depending on what the City can afford any one of the elements can be deleted and

added back at a later time. Deb Herrmann said that it is the hope of the committee to meet with Council making sure that they understand what's available, what analysis has already been done and what details have been developed. The committee would like to take the feasibility report and interpret it/fit it to what they are talking about in the community. They would like to do a stakeholder analysis at the work session identifying who is willing to work this project with the City. Roudabush said that he talked to Michael from Main Street Iowa who recommended that, with the bypass being built, the community center be built as close to uptown as possible. Sauter said that he is not adverse to going back and looking at some of the building sites that they had looked at before; one of those sites was the old middle school, the 1st Street Community Center. Nosbisch said that he would like to meet with the committee, the mayor, Matt (Siders) and at least one council member. Christensen asked if the partnership with Cornell and the school would be jeopardized if the indoor pool was not part of the project. Herrmann said it is her understanding that it is the most interesting feature Cornell has in the project but doesn't know what their timeline looks like towards their level of interest in that.

Reports of Mayor/Council/Administrator

Council Reports – Christensen would like to see regular, detailed reporting on capital projects. Roudabush said he would like to see what dollar amounts have been committed from the different funds to pay long term debt.

City Administrator's Report – A copy of the report can be viewed on the City's website.

Closed Session - Pursuant to Chapter 21.5 (1)C, the City Council may enter into closed session, "to discuss strategy with Council in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation."

Exit Closed Session – Council Action as Needed

Motion to go into closed session made by Roudabush, seconded by Tuerler. The time being 8:18 p.m. Carried all.

Motion to come out of closed session made by Rose, seconded by Christensen. The time being 8:37 p.m. Carried all.

Rose made a motion to approve the settlement agreement, seconded by Christensen. Ayes: Tuerler, Wieseler, Christensen, Rose. Nays: Roudabush.

As there was no further business to attend to the meeting adjourned the time being 8:38 p.m., March 7, 2016.

Respectfully submitted,
Sue Ripke
City Clerk

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, MARCH 21, 2016

PAYROLL	CLAIMS	50,600.94
COACHDECK LLC	SETTLEMENT	4,500.00
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,171.85
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,826.62
STATE HYGIENIC LAB	TESTING-SEW	2,250.50
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	1,414.35
MUNICIPAL SUPPLY INC	METER-WAT 1ST ST COMM BLDG/ELLIOTT	810.00
WEX BANK	FUEL-PD,PW	806.88
TRAVER, DEAN	KMVL RENT	750.00
JANDA MOTOR SERVICES	BLOWER MOTOR REPAIR-SEW	700.00
ALLIANT IES UTILITIES	ENERGY USAGE-P&A CITY HALL	690.77
PACE SUPPLY	ROUND UP,FERT-RUT	666.60
AUTO WORX	2011 IMP MAINT-PD	595.09
ALLIANT IES UTILITIES	ENERGY USAGE-FD	560.47
WEX BANK	FUEL-PW	451.28
ALLIANT IES UTILITIES	ENERGY USAGE-PD OLD FIRE STATION	425.27
IOWA SOLUTIONS INC	NEW USER,CLEAN-UP,COPIER SETUP	375.00
CUSTOM HOSE & SUPPLIES INC	SUPPLIES-PW	342.86
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	251.72
KURT PISARIK	UNIFORMS-PW	207.98
LYNCH FORD	FUEL COOLING PUMP-PW	198.99
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	158.42
UNITY POINT CLINIC	NEW EMP EXAM-PD/M.MEHLERT	138.00
JOENA'S SPECIAL NEEDS	UNIFORMS-PD/M.MEHLERT	132.00
TIPTON ELECTRIC MOTORS	EQUIPMENT-FD	118.05
DIESEL TURBO SERVICES INC	BATTERY-PW	117.95
ALLIANT IES UTILITIES	ENERGY USAGE-KMVL	94.53
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	84.88
STAPLES ADVANTAGE	SUPPLIES-RUT	81.99
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	79.69
BALICEK, RITA	CLEANING SERVICE-PD,P&A	75.00
BENHART, SHERRIE	CLEANING SERVICE-PD,P&A	75.00
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	64.49
CENTURY LINK	PHONE CHGS-PD	35.82
AIRGAS INC	CYLINDER RENTAL FEE-PW	25.01
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	24.79
	TOTAL	<u>73,902.79</u>

AGENDA ITEM # J – 2

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	March 21, 2016
AGENDA ITEM:	Set Public Hearing Date
ACTION:	None

SYNOPSIS: Chapter 414 of the State Code of Iowa requires a seven (7) day notice for the public hearing on the comprehensive plan. Staff is recommending that we establish the public hearing on Monday, April 18, 2016 at 6:30 p.m. The Council should have the most recent copy of the proposed comprehensive plan, please contact me if you need another copy.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/15/16

AGENDA ITEM # J – 3

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: March 21, 2016

AGENDA ITEM: Chalk Purchase

ACTION: None

SYNOPSIS: Parks and Recreation has provided a quote for the chalk purchase for the Chalk the Walk event.

BUDGET ITEM: Budgeted Item

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Quote

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/15/16

Chris Nosbisch

From: Matt Siders
Sent: Wednesday, March 16, 2016 10:51 AM
To: Chris Nosbisch
Subject: Chalk the walk order

Chris,

Informal quote from Koss International for the chalk will be \$2,840, which includes \$500 shipping.

I am waiting for them to send me print copy.

This quote is from the manufacturer of the chalk so we are getting it at wholesale pricing, this only one quote.

Thanks,
Matt

Sent from my iPhone

AGENDA ITEM # J – 4

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	March 21, 2016
AGENDA ITEM:	Set Public Hearing Date
ACTION:	None

SYNOPSIS: The Parks and Recreation Commission has met once again and reaffirmed their position to move forward with a recommended ordinance. This motion only sets the date for the public hearing. The public hearing and first reading of the ordinance would take place on April 4, 2016 at 6:30 p.m.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Parks and Recreation Director

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/15/16

AGENDA ITEM # J – 5

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE:	March 21, 2016
AGENDA ITEM:	Bush Hog Purchase
ACTION:	None

SYNOPSIS: This item has been included in the FY 2016-2017 budget although staff has been working with the vendor to purchase the item prior to July. Payment would be provided for this item after July 1, 2016. Enclosed you will find a copy of the quote for the equipment.

BUDGET ITEM: Included in FY 16-17

RESPONSIBLE DEPARTMENT: Public Works Director

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Quote

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/15/16



SCHERRMAN'S IMPLEMENT

13951 Rt. 136 N. • PO Box 39
Dyersville, IA 52040
563-875-2426 Fax: 563-875-8694

711 S. Main
Monticello, IA 52310
319-465-3519 Fax: 319-465-5629

BID FOR CITY OF MT VERNON

BUSH HOG PT5-2

\$7000.00

Thanks,

*Brandon Schrader
General Manager/Sales
Scherrman's Implement
Monticello, IA 52310
schramerica@hotmail.com
319-465-3519
319-480-6397 (cell)*

Nick Nissen

From: Mike Jepsen <mike.jepsen@kunauimplement.com>
Sent: Thursday, February 11, 2016 1:43 PM
To: Nick Nissen
Subject: Cutter
Attachments: BH_Boom_Mowers_BRO-15v2.pdf

From: Mike Jepsen
Sent: Monday, February 08, 2016 3:56 PM
To: 'nnissens@cityofmtvernon-ia.gov' <nnissens@cityofmtvernon-ia.gov>
Subject:

NICK THERE WAS A PRICE INCREASE WITH BUSH HOG AT THE FIRST OF THE YEAR SO THE NEW PRICE IS GOING TO BE \$8597.53 PLUS TAX I SENT AN ATTACHMENT TO SHOW A PICTURE OF CUTTER RMB 1445-1 PT5 POWER TRAIN 2

THANKS MIKE JEPSEN

K. Reports-Received/File



Mount
Vernon
IOWA

Police Department

Douglas J. Shannon, Chief of Police

Mount Vernon Police Department

2015 Annual Report

Douglas J. Shannon
Chief of Police



Assaults by Type for Year

2015

CRIMES AGAINST PEOPLE

Crimes against people are defined as offenses or crimes against an individual. These offenses are broken down into several categories determined by the seriousness of the offense. (i.e. Simple Harassment to class B Felony of Sexual Abuse 2nd) Included is a table detailing number of offenses for the year and percentages of those offenses as they relate to the overall category of crimes against people.

	2014	2015
Harassment	11	5
Simple Assault	9	11
Assault Causing Injury	2	4
Aggravated Assault/Weapon	0	2
Family Offenses: Domestic Abuse/No Contact order	16	15
Child Abuse/Endangerment	1	2
Interfere or Assault Officer	7	9
Indecent contact w/child	1	1
Statutory Rape/Incest	1	1
Sexual Abuse	3	2
Total	51	52

This table includes those offenses reported to MVPD for investigation. It is important to mention that police officers responded to numerous other disturbances involving assaults of some type. However, no charges were filed at the victim's request or the parties were gone prior to officer arrival. (Such is the case in many bar related disturbances.)

Assaults by Type for Year

2015

This table reflects the number of assaults and seriousness of the offense for the past five years.

Assault Type	2011	2012	2013	2014	2015
Harassment	21	15	10	11	5
Simple Assault	10	7	8	9	11
Court Order Violations	2	2	1	1	2
Child Endangerment	1	0	3	1	2
Interference W/O Acts	3	2	9	7	9
Domestic	0	4	4	10	7
Simple Assault-DA	4	2	0	3	5
Domestic-with Injury	4	3	3	2	1
Assault with Injury	3	1	0	2	4
Aggravated Assault	1	0	1	0	1
Child Abuse/Fondling	5	0	0	1	1
Statutory Rape	0	0	0	1	1
Sexual Abuse	3	0	9	3	2
Armed with intent/weapon	0	0	0	0	1
Attempted Murder	0	0	0	0	0
Total	57	36	48	51	52

Property Crimes for the Year 2015

Theft Related Crimes

Theft related crimes covers a variety of incident types and is the largest crime group reported. This group of crimes includes: *burglary* (defined as forced entry with theft, or criminal mischief of property within that building); *forced entry to a vehicle* is also classified as a burglary; *theft from a building*, *motor vehicle theft*, *theft from a vehicle* (which includes unlocked vehicles in which property is taken), *shoplifting*, *forgery*, *fraud*, identity theft, *theft by check* (either NSF or against a closed account) and *miscellaneous theft* (which includes theft of yard ornaments, street signs, bicycles, and similar items that do not fit into one of the other defined categories).

Burglary	12
Forgery/Counterfeit	5
Theft from vehicle	28
Theft from building	8
Theft by gas drive off	6
Various fraud cases	3
Identity theft	5
Stolen Vehicle	4
Theft by check	1
Theft of vehicle parts	2
Shoplifting	7
Miscellaneous Theft	14
Total	95

The total number of property crimes in Mount Vernon has increased by 23.5% with a total of 95 property crimes in 2015. The police department continues to assist our local businesses & residents with theft prevention efforts.

In 2015 Mount Vernon experienced an increase in burglary and theft from vehicle cases as the result of two specific incident dates. On 5/20/2015 & 10/26/2015 officers received multiple burglary/theft reports from residents. In these two incident dates, suspects were

identified and arrested clearing 26 of the 28 theft from vehicle cases, and 11 of the 12 burglary reports. Burglary & theft from vehicle reports continued to be the crimes that cause the largest dollar loss. This is often due to the damage caused during these types of crimes. These cases also take up a large amount of investigation time, including time to complete reports, dusting for prints, processing evidence, taking evidence to either DCI or Cedar Rapids Police Department for processing and interviewing and obtaining statements from involved parties.

Criminal Mischief (Vandalism)

Criminal mischief includes those incidents most people would call vandalism. These types of crimes are the result of damage done to private or public property that results in damage of property, resulting in the loss of use or expense to repair the property. Types of incidents that fall into this include, but are not limited to, damage to signs, car damage (i.e. vehicles scratched down the side, windows broken out, tires cut, antenna damaged), spray paint incidents and damaged bikes.

In total, these types of offenses rose slightly but remain relatively low. Previous high numbers of criminal mischief incidents were recorded in 1996 and 1998 at 107 incidents.

Offense	2011	2012	2013	2014	2015
Criminal Mischief	38	24	11	18	22

Drug Related Crime

Drug related crime covers those incidents where the primary case is drug related. (i.e.: traffic stop for speed and drug paraphernalia is observed in the vehicle, resulting in an arrest report as a result of the drug paraphernalia). Other drug related crimes may be included in other incidents, such as a traffic stop for OWI during which an illegal substance such as marijuana is discovered. In this case, the primary offense is an OWI and the marijuana possession (PCS) charge would be a secondary offense. These offenses are on the increase and could be a result of what has occurred in Colorado and other states that have legalized recreational use of marijuana. Drug related crimes account for approximately 33% of all arrests.

Charge	2011	2012	2013	2014	2015
Possession of Controlled Substances (PCS)	19	16	21	24	30
Possession of Drug Paraphernalia (PDP)	4	7	21	29	29
Disorderly House Violations	-	-	-	4	2
OWI While Drugged	3	1	2	0	1
Attempt to Elude (drug related)	0	1	0	0	1
Total	26	25	44	53	63

Alcohol Related Offenses for the Years 2011-2015

Alcohol related offenses are comprised of OWI, Possession under the Legal Age, Public Intoxication, and .02 Violations. A .02 violation refers to the law suspending driving privileges of those under the legal age of 21 who are stopped while driving a vehicle and have a blood alcohol level of .02 or greater but less than .08.

Offense	2011	2012	2013	2014	2015
OWI	22	27	20	23	19
.02	1	0	0	2	0
PULA	11	16	9	10	11
Public Intox/urination	22	20	19	21	25
Totals	56	63	48	56	55

Police Activity Summary for the Year 2015
--

Officers had 6,329 calls for service for 2015. This is comprised of 2,185 dispatched trips & 4,144 observed trips. (Dispatched trips are requests for services; Observed trips are officer initiated contacts such as traffic stops, building checks, parking tickets, house checks, etc).

The department completed 354 incident reports resulting in 193 arrests for the year. Our department responded to over 149 motor vehicle crashes, resulting in 91 local collision reports. Of these collisions, 13 were deer related, 19 were hit & run accidents, 74 were property damage only, 25 were injury related, 3 were unknown injury and 1 was a fatal accident.

Other related activity:

Theft	82	Parking Violations	169
Burglary	12	Alarms/Open doors	82
Assault	25	Felony Arrests	13
Criminal Mischief	21	Misdemeanor Arrests	101
Juvenile	46	OWI Arrests	19
Motor Vehicle Collisions	149	Towed Vehicles	38
Public Assists	5,493	Assist Agency	599
Warnings	583	Suspicious Vehicles	86
Moving Violations	188	Animal	93
Non-Moving Violations	53	Disturbances	184
Administrative Time	2106.63 hrs	Investigative Time	229.7 hrs
Cornell Related	131.65 hrs	Lisbon	51.4 hrs
Medical	60.28 hrs		

Department Staffing / Community Growth

The police department operates within City Hall at 213 1st Street NW in Mount Vernon. Due to growth and increased need for space, our department also uses two other structures for evidence, records and property storage. When City Hall was built in 1988 the department consisted of four fulltime officers and four reserve officers and was designed to house four officers. The department currently consists of six full time officers and six reserve officers. The staff consists of one Chief of Police, four Patrol III Officers and one Patrol I Officer. The department has been at the current staffing levels since 1997 while our community has grown considerably both in area patrolled as well as population.

One of the two structures being used is the Old Fire Station located to the west of City Hall. The old station is being used primarily as garage space for our three patrol units. The structure provides a secure/temperature controlled environment that has helped to reduce costly vehicle repairs and damage to electronic equipment within each of the three patrol vehicles. Items include mobile data computers, printers and AED's (Automated External Defibrillators). Future renovation of this structure would provide a safe, secure and efficient office space for the police department, while opening up space in City Hall for City Staff.

In 2000, the census for Mount Vernon reflects a population of 3,390 compared to the 2010 census that shows our population at 4,506. The 2000 census included 987 Cornell College students and the 2010 census included 1191 Cornell students. This is an increase of 1,116 individuals during the 10 year period and includes an additional 204 Cornell students.

During that time period Mount Vernon experienced growth in residential developments in several areas of town, including:

- 1) Stonebrook – located west of the New High School in the South West quadrant (Approximately 100 homes)
- 2) Wolfe Martin addition – located in the NE quadrant of our community (approximately 47 homes)
- 3) Candlestick Drive – Addition that includes about 13 homes NE quadrant
- 4) Hill View Drive – the extension of Oak Ridge Estates – SE quadrant (approximately 29 homes)
- 5) Meadow Brook addition – located in the SW quadrant (approximately 35 dwellings)
- 6) Cornell College has added two significant housing facilities – Russell Hall and Smith Hall dorms located in the SW quadrant on the campus of Cornell College.

DARE

In 2015, Officer Todd Gehrke facilitated both the 5th and 7th grade D.A.R.E programs at Mount Vernon Community Middle School. In 5th grade, Officer Gehrke is providing instruction to approximately 107 students on core topics including consequences of drug use, self-esteem, decision making skills, and peer pressures students encounter and how to deal with that pressure. It also includes conflict resolution, how to refuse drug offers, alternative choices to drug use and other skills needed to live a drug and violence free lifestyle.

The focus of the Mount Vernon 7th grade D.A.R.E. program is similar to that of the core program used in 5th grade. During 7th grade classes, Officer Gehrke teaches approximately 97 students. The curriculum acts as a refresher to aid students in preventing or postponing the first, or future, use of drugs or alcohol by the student. These lessons cover many of the same areas as the core program, however they are more in-depth and give the students an opportunity to discuss real situations they may have encountered.

Police Officer Bike Program

During 2015, Officers patrolled using a bike for a few events, including patrol shifts during Heritage Days. Bike patrol is a great resource for police response during events such as Ragbrai & Heritage Days. There currently are two certified bike officers.

Training Instructors

The Mount Vernon Police Department continues to have department members trained as instructors for various applications. For instance, Officer Daniel Daubs is the department firearms instructor, Officer Gehrke is a defensive tactics instructor, and Officer Kelley is a taser instructor.

Deadly force and the use of firearms are two of the biggest areas of liability faced in law enforcement. Having certified instructors provides the opportunity to perform additional training to officers, helping to ensure proper technique and response in high risk situations, ensuring proper procedures are clear and reducing liability and injury to the suspect and officers. Weapon proficiency and safety improve with the increased number of hours spent in weapons-related training. This past year the department was able to train at the range to ensure firearms proficiency. Taser and Defensive tactics have been incorporated into yearly trainings to ensure officers are current on proper use of force and appropriate tactics when force is necessary.

Officer Daubs is the department's Precision Driving instructor, providing training to various members of the department. Officer Daubs also spends time with newly hired officers instructing them on vehicle operations within the guidelines of department policy. Topics include non-emergency, emergency and pursuit driving.

Officer Todd Gehrke is a certified instructor for the R.A.D. (Rape, Aggression, and Defense) program. Officer Gehrke holds two courses annually. The training has been well received by participants, and this year we have added another session to accommodate those interested in the training.

Officer Gehrke is also a certified TIPS (Training for Intervention Procedures) trainer and conducts annual trainings for area businesses serving and selling alcohol related beverages. His certification to train TIPS is the result of the department's ongoing partnership with the Mount Vernon Community School District's federal grant projects. The department has participated for several years with the school and other surrounding rural Linn County school districts on the DFC (Drug Free Community) grant. This is for environmental changes (such as signage) within the participating communities.

Officer Todd Gehrke is a certified ALICE (Alert, Lockdown, Inform, Counter and evacuate) instructor. The department conducts In-Service training with the Mount Vernon School District staff and Cornell College staff. Training and review of practices and procedures within the school for emergency issues is ongoing.

Drug Recognition Expert

Chief Doug Shannon has been a Drug Recognition Expert since March 2003. Since that time, Shannon has assisted several area agencies and officers with case preparation of drug impaired drivers. The department will be attempting to certify another officer as a DRE to assist with OWI-drugged investigations.

Hazardous Material Training

Officer Steve Moel is certified in the area of hazardous materials that relate to Meth Lab evidence, crime scenes and removal of related items.

National Incident Management System (NIMS)

Members of the department completed the National Incident Management System (NIMS) ISO-100, 200 and several have the NIMS 300, 400, 700 and 800 courses completed.

Certified Safety Seat Belt Technician

Officer Gehrke is certified as a Seat Belt Technician trained in the proper usage and installation of child safety seats. The department conducts safety seat belt checks as requested. Previous years witnessed the department working with Lynch Ford to hold events highlighting proper safety seat installation and use. Members of the community can call anytime to set up an appointment with Officer Gehrke to assist them in proper child seat installation and usage.

In 2015 Officer Gehrke partnered with Lynch Ford and Linn County Safe Kids Coalition to host a Child Safety Seat inspection event at Lynch Ford. In 2015 there were a record number of inspections with 26 inspections occurring during this event.

Community Efforts to Reduce Underage Drinking & Related Issues

Chief Shannon has been working with Cornell Campus Safety Director and the Dean of Students at Cornell College to address underage drinking & drug related issues, on and off campus. Discussion focus on the problems associated or attributed to underage drinking, as well as focusing on behavior of Cornell students in general. The information exchange has been very helpful to Cornell and the police department in attempts to reduce problems in the community. This information exchange began about 7 years ago with several discussions which included business owners and students, with the goal being to make all parties aware of the issues that arise from underage drinking such as vandalism and thefts associated with that behavior. The police department has partnered with RC Rail and ASAC on developing a Social Host Ordinance in Mount Vernon that would allow civil penalties for all persons in control of the property (tenants or landlords) where underage drinking or drug use may be occurring.

School and Community Grants

Chief Shannon and Officer Gehrke attend various meetings the RC Rail (Rural Communities Rising Above the Influence in Linn). RC Rail is based at the Mount Vernon Community School District, but works closely with other communities in Linn County as that are part of the DFC Grant. The police participate with in-kind contributions by providing school training, TIPS trainings, attending meetings and holding Community Drug Drop off events.

Police officer's meet with coalition members to discuss various community safety, prevention and substance abuse related issues. These grant projects have funded officers attending out-of-state law enforcement trainings in Texas, California and Washington DC.) These have been the direct result of the department's collaboration with the Mount Vernon School District grants.

Community Services

The Police Department has a broad area of responsibility within the community and responds to a variety of calls for assistance. During 2015, the department responded to 2,185 dispatched calls for service and 4,144 officer initiated contacts in Mount Vernon or the surrounding area. Officers respond to all types of calls, including medicals, fire emergencies, disturbances, domestics, civil issues, drug violations, suspicious persons, car & house unlocks, child & animal abuse or neglect complaints, parking problems, traffic violations and many other community safety needs.

In 2015 Mount Vernon experienced numerous community events requiring additional police resources to ensure public safety. These events included Ragbrai, Chalk the Walk, Heritage Days, Antique Extravaganza and several Presidential campaign events, including visits from Hillary Clinton, Bernie Sanders and Bill Clinton.

Police officers respond to fatal incidents/accidents or other deceased individuals. Initial response involves officers checking for signs of life and rendering aid if possible. If a

person is deceased, officers begin investigating & assist the coroner in determining the cause of death. In these situations, officers have the unwanted task of making many of the notifications to friends and family. Mount Vernon police officers respond to serious highway vehicle crashes in and around Mount Vernon which often result in serious injury and occasionally death of the driver or a passenger. (Sometimes these deaths include personal close friends.)

Police officers assist the Mount Vernon Fire Department at fire-related calls by handling traffic control, evacuations and providing any other assistance requested. Additionally, Mount Vernon police respond to medical calls and are the first responders on scene to assist with medical care as needed. Officers are trained in CPR and AED use. AED's are standard equipment in each patrol vehicle.

The Department responds to calls to assist those who have locked keys in a vehicle or have been locked out of their home, assisting whenever possible. Additionally, the Department performs regular house checks for those leaving town for extended periods of time. Officers perform regular building checks of business locations and school buildings.

Police officers respond to domestic disturbances. Domestic disputes are one of the most hazardous calls law enforcement officers encounter. Additionally officer may be required to assist young children who may be present in the home, and may have witnessed violence.

Other police department activities include:

- Holding various training for businesses & organizations in the area of Fraud, NSF/Closed account checks, drug & alcohol training, and tobacco & alcohol sales;
- Making recommendations, when requested, about security features for home and businesses;
- Providing assistance with animal related problems within the community;
- Assisting with the identification of lighting, signage and other safety issues and forwarding those concerns to City Hall for repairs or installation;
- Acting as a sounding board for someone when they have not received the response or result they were seeking in a City or other personal matter;

Additionally, the Department performs routine patrol around schools, businesses and homes to reduce crime and lesson the opportunity for someone to commit a serious crime. Officers issue traffic citations to correct inappropriate driving behavior, as established by society, to reduce the chance of injury or death associated with vehicle crashes, and to reduce costs incurred during those crashes.

The police department is a resource for those individuals who have been victimized by crime. Officers investigate criminal activity, identify those associated with it and charge those individuals involved when certain criteria is met. The department becomes the agency responsible for forwarding charges and reports to the County Attorney, and City Attorney when necessary, to resolve an incident.

Department Technology Changes

The Court system has begun requiring department to file paperwork, criminal charges, civil processes and other legal documents electronically. Officers use software provided by the State of Iowa to complete crash reporting, citations, criminal complaints, OWI processing and many other day to day reports. Officers use mobile computers, scanners and printers to complete these tasks in the field. Additionally the mobile computers have improved officer efficiency and communication by using mobile computers to check databases and communicate directly with officers and dispatchers. This advancement, however, comes with a cost of hardware, software and support. The department is currently in the process of replacing the mobile computers with rugged tablets.

Body cameras and in-car video advancements also have added to the cost of providing service to our community. High profile incidents across the country have changed the way many departments report and document contacts with violators and others that we have contact with during patrol. The hardware and back end support are costs that have made an impact on our department budget however I believe supporting this new technology is in the best interest of our community. The video has proven to be a necessary component of policing. Our department has used captured video to aid in criminal prosecution and assist with internal investigation when complaints against officers are brought forward. The video has also proven valuable in protecting the city against civil litigation claims.

SUMMARY

This report has outlined a variety of calls and services the Mount Vernon Police Department provides to the citizens of Mount Vernon. This report is not all-inclusive, but only a synopsis of what our officers experience. While much of law enforcement involves responding to incidents as they occur, mitigating them as safely, effectively, and efficiently as possible, the most important part of our profession is the relationships we form with the citizens we serve.

As the Chief of Police, I am hopeful this information will provide citizens with the insight to the department's activities for 2015.

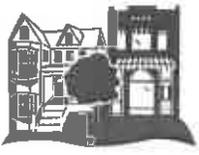
All of these activities are carried out or performed to maintain order, build positive relationships and provide a safe environment for everyone whether, residing in Mount Vernon or visiting our Community.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Doug Shannon". The signature is written in a cursive style with a large, stylized initial "D".

Doug Shannon

Chief of Police



February 2016

Vehicle Collisions

There are 8 crash reports for the month of February. Two collisions occurred at the Hwy 1 & 30 roundabout. One collision occurred when a vehicle travelling south on Hwy 1 failed to yield to a vehicle in the roundabout. Damage was estimated at \$4,500, no injuries were reported. The other collision occurred when semi tractor-trailer & car were both northbound Hwy 1, and entered the roundabout. The semi was in the right lane, and was preparing to proceed west onto Hwy 30. The semi failed to remain within its traffic lane, and was in the wrong lane to proceed onto Hwy 30 west. While maneuvering the roundabout, the semi, crossed into the left lane of traffic, colliding with the car. Damage was estimated at \$4,600. No injuries were reported. Officer responded to Cornell College for a vehicle that backed into a parked vehicle. Damage was estimated at \$2,000. No injuries were reported. Officer responded to a vehicle that collided with a mailbox in the 400 blk of Wolfe Lane. Damage was estimated at \$500, and no injuries were sustained. Officers responded to Hwy 30 for a semi that struck a deer. Damage was estimated at \$3,000 and no injuries were reported. Officers responded to the 100 block of 3rd St SW for a hit & run accident. The resident reported her vehicle was struck by an unknown vehicle while legally parked, causing approximately \$500 damage. Officers responded to Hwy 1 & Webster Street for a collision that occurred when a vehicle stopped abruptly and was rear-ended by the vehicle behind them. No injuries were reported, and damage was estimated at \$6,200. Officers responded to a hit & run collision at Chapel View apartments. It was reported that a vehicle backed into a parked car and left the scene. While investigating the hit & run, the suspect vehicle returned, and officers were able to confirm identify the striking vehicle and driver. Damage was estimated at \$700, and no injuries were reported.

Incidents/Arrest

There were 22 reported incidents in February. Reports included Drug violations, OWI, driving while barred, Assault, Burglary, Hit & Run collisions, Animal neglect, Trespassing, Fraud, Public intoxication, Theft from vehicle, and found property.

The reported incidents resulted in 11 arrests for various charges including: Possession with intent to deliver controlled substances, Possession of controlled substances (Cocaine & Marijuana), possession of drug paraphernalia, disorderly house violations, Driving while barred/revoked/suspended, OWI, public intoxication & public urination.

Community Service

Chief Shannon participated in a table top exercise with Cornell College Administration & Staff on 3/2/2016. The exercise was moderated by Linn County Emergency Management and allowed Cornell to walk through their incident response plan in a simulated emergency.



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Doug Shannon, Chief of Police

Jamie Hampton, Mayor

Council:

Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler

Officer Gehrke is teaching the DARE program at the Mount Vernon Middle School to 5th & 7th grades.

Officer Gehrke completed another session of the RAD (Rape Aggression Defense) program on February 14th, 2016.

GTSB

Officers worked an additional 20 hours of traffic enforcement for January, resulting in 7 Speed citations, 1 registration citation, 1 no insurance citation, and 3 equipment violation warnings and 1 OWI contact.

INVESTIGATION UPDATE

Don Mar Lanes bowling alley has been declared to be a suspicious fire that was likely intentionally set. The fire remains under investigation by the Mount Vernon Police Department and the Iowa Department of Public Safety-State Fire Marshall Division. West Bend Insurance has offered a \$10,000 reward for any information leading to an arrest and conviction in this investigation. Those with information related to this investigation are encouraged to contact the Linn County Crime Stoppers at 1-800-CS-CRIME (1-800-272-7463).

Respectfully Submitted,

Doug Shannon
Chief of Police



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler

Parks and Recreation Department
Directors Report
February 15 – March 15

Parks

- ***Working with Nick Nissen on master parks project list for full and part-time help***
- ***Ballpark maintenance and batting cages install will begin soon.***
- ***Dock at Nature Park is being repaired. Eagle Scout project this summer will enhance the dock.***

Sports

- ***Spring soccer registration started Feb 1st. Practices will start week of March 21st (weather pending) and first game will be week of April 4th. Currently we have 24 teams with 195 kids registered.***
- ***Baseball / Softball...We are preparing for our third season with the new league created last year with Anamosa, Central City, Springville, Center Point, Vinton, Monticello, Shellsburg, and Alburnett. Attended meetings in February and March preparing for the season.***

Pool

- ***Swim lesson dates are published and sign up dates are April 2nd 8am-11am, April 5th 4-7pm, and April 9 1-4pm all taking place in the basement of City Hall.***
- ***Employment ad to hire Lifeguards, Pool House, Concessions, Assistant Pool Managers, and Swim Team coach is out.***
- ***Pool Renovations....currently contacting companies approved to perform the work. Goal is to have the pool open by June 1st.***



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

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Marty Christensen
Scott Rose
Tom Wieseler

Misc

Chalk the Walk

- ***Ongoing meetings...weekly meetings will begin in April***
- ***Exciting piece selected as the Community Piece....very recognizable...waiting to obtain right to use...will announce soon.***
- ***11th year for Chalk the Walk***

Events and Classes

- ***Easter Egg Dash March 26th ..partnering with Volunteer Firefighters who are hosting a pancake breakfast fundraiser.***
- ***Spring Clean-up scheduled for April 30th***
- ***Working to secure Summer Camps/Classes (Lego Camp, Science Camp, Art Classes, Archery Camp, Babysitting Certification, and more).***



Public Works Report
3/21/16

Pool Shower House

City crews have begun their part in the renovation process at the pool. Crews have removed the old tile floor along with the tile baseboard. Crews have also removed the toilets in preparation for the flooring to be changed to an epoxy floor. The goal is to change the surface to nonskid surface when bare feet are wet. This epoxy coating will have nonskid grit added to it.

Tree trimming in Parks

City crews have begun to trim and raise the canopy of Davis Park. This is done periodically to maintain tree health and aesthetic look of the trees in the parks. Crews have also begun to clean up the overgrown brush and trees off of Hahn Creek trail. This would be the area directly east of the trail on the north side of 7th Street. This will help enhance the area. This is also a possible location for no mow grass. The overall goal for removing the over growth was not to create another mowing area for city crews.

Water Main Break

City crews were called to 421 4th Avenue SW on Wednesday March 9. The report was a possible water main break. After investigation it was confirmed to be a water main break. The crews started excavating at 11 am. Crews exposed the 4 inch water main and were able to put a band aid on the broken area. The area was not easily accessible because of its location which ended up being under a storm sewer. The crews were able to have water back on by 4:30 pm the same day.

Brush Pick Up

March 28th will begin this season's brush collection. The recent city wide newsletter has laid out the new brush collection procedure, along with reminded homeowners the limit of brush that can be placed curb side.

Street sweeping

April 4th will begin this season's street sweeping. The goal for the public works department will be to put a notice in the paper prior to crews sweeping the streets. This will hopefully allow for off street parking during the 2 to 3 days that crews will be in each respective neighborhood.

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

**AGENDA INFORMATION
MT. VERNON CITY COUNCIL COMMUNICATION**

DATE: March 21, 2016

AGENDA ITEM: Tablet Purchase

ACTION: None

SYNOPSIS: In an effort to reduce staff and paper costs, staff is proposing that the City move to digital packets. Staff has included \$5,000 in the FY 2016-2017 budget to purchase eight tablets, six for the Council and two for staff (City Administrator and Dep. City Administrator). If this interests the City Council, staff will work with our IT contractor to finalize the details. Staff will have additional information at the meeting.

BUDGET ITEM: Included in FY 16-17 Budget

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

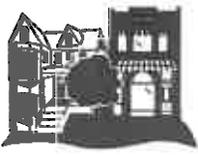
DATE PREPARED: 3/15/16

M. Reports Mayor/Council/Manager

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
March 21, 2016**

- Staff has been working with the Ambulance Department to secure discounted AED's for the City.
- Public Works staff will be attending the OSHA 10 hour construction training with True North.
- Items from the old Engineers office have been moved and the Parks and Recreation Director is now filling that space. The mapping software and printer will be set up in the City Administrator's office.
- Staff has held another meeting with the communities that will be impacted by the proposed change in Linn County dispatch fees. At this time, all entities continue to wait for information from the Linn County offices.
- I attended the Iowa Municipal Manager's Association annual training in Iowa City this week. I will be sharing any pertinent information with the Council at the meeting.

I have enclosed a copy of the goal setting document that contains both Council and staff items. If there were duplicate items, they were removed. If the items were similar but had different information, I included them in subsets of the main item. I also paraphrased answers (where I could) in an effort to keep the document as short as possible. I do not believe that I have paraphrased any item in a particular manner that would change the meaning of the listed item. If I have, please let me know and I will make the change before the meeting.



Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

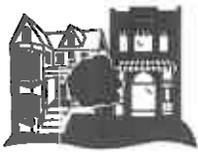
Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler

To: City Council
From: Chris Nosbisch
CC: Department Heads
Subject: Goal Setting
Date: 2/16/16

The Mayor and I have been in discussions regarding the establishment of both citywide and departmental goals. It would be my intent to utilize the goals and objectives set forth by the City Council to establish benchmarks for performance evaluations for staff (myself included). Attached with this memo is the 2013 Municipal Strategic Plan, which can serve as a benchmark for this process. I would ask that you please answer the following questions by March 14, 2016.

- 1.) What is one item that you would like to see addressed over all other issues in the City Administrator's first year?
 - Support the staff
 - Resumption of sidewalk program
 - A safety program
 - Facilitate through all appropriate means and in agreement with recommendations in the revised comp plan, the annual construction of residential property with a total valuation at least 4% of the prior year's valuation (focus should be in starter homes, \$200,000 or less)
 - Increase residential development
 - Total and complete plan for Hwy. 30 bypass area, include the installation of new and/or upgrade city utilities, etc.
 - Deteriorating infrastructure (water shutoffs, sewer intakes, old fire hydrants, sinking curbs, etc.)
 - We need to attract business growth in the Hwy. 1 an 30 corridor, fill empty rundown buildings, and create opportunities for new (encourage residential and commercial growth in the community to maintain destination status)
 - Gathering the data necessary to put in place 5-10 year plans regarding our infrastructure, space needs, parks and city expansion

- 2.) What do you believe is the biggest concern facing Mt. Vernon currently, infrastructure, housing, Hwy 30, etc.?
 - Infrastructure, I&I, old water mains and services, pipes in general



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- Slow but steady growth based on smart growth principles, and with residential a first priority, and commercial south of town (at by-pass) as the second priority
- Housing and commercial growth
- Failing storm water on the NW side of town – plan to correct the problems
- Lack of housing inventory – apartments, lower income homes, condos, \$150,000 to \$300,000
- Infrastructure and watershed on the North side
- City facilities – staff/departments have outgrown their prospective facilities. Centralized services that improve communication, efficient operations and better service
- The bypass but of no less immediate concern is the revision and adoption of the comprehensive plan, moving forward on the community center, stimulating residential growth, conducting a space needs analysis for the city and creating a workable 5 year plan for our infrastructure and parks

Now, in each of the following categories, please list 3-5 items you would like to see addressed by the City over the next 1-2 years. The lists will be combined and reviewed at the March 21, 2016 Council meeting. At this meeting, we will review the lists and determine the top 3-5 priorities for each category.

Economic Development (Creating Tax Base):

- Radio read meters
- Zoning changes south of current Hwy 30
- Actively seeking light industrial
- Begin 80/20 annexation to the south beyond the bypass and look at annexation to the west – based on comp plan
- Find a partner developer(s), and facilitate their investment in residential according to comp plan guidance
- Extend MV subdivision regulations into the 2-mile extraterritorial district
- Create 28E agreement with Linn County such that MV zoning laws and control into annexation areas are designated in comp plan
- Pursue and support developers/owners of elderly and assisted living facilities for range of care needs, “memory care”
- Increase commercial space
- Business development and in-fill – tax abatement program, other incentives
- Develop more housing options (use tax incentives)
- Get community center built – partnerships
- Designate a business park – right business in the right locations
- Keep downtown business viable



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- Water shed issues on the North side
- Street sewer intakes
- Sinking curbs (underlying problem)
- Old fire hydrants that can't be used by Fire Dept.
- Maintain current business and conditions to maximize the taxable rates while recruiting new business to MV
- Encourage residential growth by working with developers
- Maintain streets and structures within the community to ensure property values remain at desired levels (city pride)
- Housing Commission
- Look into hiring an econ dev professional perhaps through the CDG that can assist with the bypass and the changes coming to the Hwy 30 corridor
- Conduct an analysis on the old fire station and look into selling it
- Promote Highway 30 / Highway 1 corridor development
- Quiet Zone designation

Transportation (Streets, Trails, Sidewalks, etc.):

- Sidewalks - Restart the sidewalk rehab program
 - o Refer to the Community Vision Project recommendations for portions of sidewalk that need to be completed
- Prioritize and complete street repairs based upon plan(five year) – fix streets before we take on more development (work equal to the annual expected RUT revenue)
- Develop additional trail connections (work to link MV with larger trail system) - trail and crossing from the nature park to Oakridge westside arterial study)
 - o Complete trails projects annually per comp and P&R plans with average annual investment of &75,000
 - o Establish and label bike routes, become a biking destination
- Begin 2nd program to add sidewalks where they are not existing
- Need a new city shop that is more efficient and safe
- Continue to get sidewalks up to standard (need a plan going forward)
- Put a hold on any more trail expansion until we can expand our funding base
- Properly manage the growth of the Hwy 30 corridor, making Hwys. 1 and 30 attractive to the community
- Begin talks/remain open to ride sharing opportunities with large employers (i.e. the UI ride vans)
 - o Provide and promote non-auto transportation (trails)
- Provide additional parking at Bryant Park



**Mount
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Utilities (Water, Wastewater, Storm Water, Gas, Electric, Garbage, etc.):

- Radio read meters
- Update utility maps
- Fix broken valves, hydrants, services, mains, storm intakes, pipes
- Stay in compliance with new NPDS (UV disinfection), plan for and find funding
- Successfully complete iron filter renovation
- Water tower maintenance
- Promote development of renewable energy
 - o Work with the Sustainability Committee to explore renewable energy options
 - o Work with zoning to explore including renewable energy options into code and/or using tax incentives to push renewable options
- Promote sustainable practices on City and private property
- Appropriately manage rates in a proactive and not reactive manner
- Find and remedy 80% of the sewer infiltration issues on the NE side
- Modify storm water fees to meet expected future costs and allocate charges according to real generation of runoff storm water
- Define and begin programs to support residents in reducing electricity use
- Define and begin programs to support residents in reducing water use
- Find and correct I&I issues in sewer system
- Leaf program continuation, possibly adding a composting program
- Find land to add in everyday maintenance and work completed by staff, dump site for mulch, concrete, rock, dirt, compost
- Possible capacity issues at the sewer plant
- Develop solar friendly ordinances for residential
- Research city wide wi-fi or at least downtown area
- Consider solar panels or small scale wind turbine, for providing City energy
- Storm water intakes
- Water shut-offs to residences
- Update water, sewer, gas, electric lines with street repairs
- Look into composting options
- Ensure good planning and design for storm water management
- More communication and education about services for municipal utility customers

Culture and Recreation (Sports, Parks, Festivals, Programs, etc.):

- Develop park land in Stonebrook – purchase land
- Develop additional programs with MV CSD & Cornell College



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- Partner with Heritage Days Committee to enhance fundraising (keep celebration viable)
 - o Push for a reexamination of Heritage Days
 - Create and maintain community garden spaces
 - Continue due diligence and reporting on possible wellness/community center – continue to explore benefits
 - o Secure stakeholders
 - Continue and enhance local festivals – look for the next festival
 - Add to current sports complexes, more fields and fences
 - Build a new outdoor pool facility
 - Maintain current facilities that we have
 - Redo the plantings around the gazebo in memorial
 - Complete and adopt Master Parks Plan

Public Safety (Police, Fire, Ambulance, etc.):

- Develop a single law enforcement agency with Lisbon - cost savings vs. benefits
- Revisit opportunities for single fire dept. with Lisbon, MV, & Linn County FD #1
- Safe cross walks on Hwy 1
- Police dept. is a complex issue; space/revenue, financing/combining service
- Determine use of old fire station (if not PD)
- Monitor dispatch and communication issues passed down by the County
- Provide proper funding to maintain excellent services
- Police department facilities, office space, evidence storage – refurbish old fire station or build new
- K-9 program (combining with Lisbon would bring the K9 into our use)
- Police department staffing – maintained six officers since 1997, will need to keep up with growth
- Ensure adequate staffing of ambulance service 24/7/365

Administration:

- Utilize technology to enhance communications with residents and to the constituents (complaints, permits, payments, etc.)
- Renovation of council chambers – lower “dais”, 2600k LED lighting, seating that creates welcoming, inclusive, and egalitarian atmosphere for citizens
- Go to Electric Council packets
- Adopt comp plan and begin process of revision for zoning ordinance and maps – move forward with goals and objectives
- Reduce energy consumption by City by 20%
- Continue to increase efficiency and minimize costs in public works dep.



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- Promotion of development
 - Capital improvement budgeting
 - Maintain small business while supporting growth
 - Updated personnel policy/handbook – consistent enforcement
 - Specific and defined roles for the Mayor
 - Explore new revenue sources
 - Right sizing of salaries of all staff
 - Joining municipal support group for education
 - Getting a presence on the County conference board
 - Annual review of 2013 strategic plan
 - Get control of health & disability insurance/claims
 - Professional development – training/skills building, positive work environment, respected employer
 - Budget preparation – maintain fiscal responsibility while providing proper funding for services
 - Teamwork – department head collaboration, building a team concept, and partner with community groups
 - Move more of our paperwork online – anything that needs to be submitted to the city should have a digital option
 - Solidify Strategic Plan and refer to it when decisions need to be made
 - Complete facilities needs analysis

Community Betterment (Historic Preservation, Streetscapes, Wayfinding, etc.):

- Improve signage to public parking areas
 - o Signage to guide people uptown (perhaps to coincide with the bypass)
 - o Redo the signs at the MV Road and 1st Street entrances to the city
 - o Welcome signage w/ Hwy 30 by-pass
 - o Improvements to uptown parking areas as planned, add signage for them, etc.
- Use TIF to provide grants to assist low income residents to make structural, roofing, HVAC improvements, etc.
- Add all trees and streetscape features as planned but not yet complete
 - Blue Zone accreditation
- More programming with Cornell students
- Support HP without infringing on residences sovereignty
 - Use Lost III allocation to upgrade uptown lighting
- Partnering with all community based resources to provide needed services and identify efficiencies (MV CSD, Cornell, etc.)
- Continue to implement uptown streetscape plan



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- Ensure consistent use of the appropriate streetscape fixtures and design elements in all city improvements
 - Adopt a demolition ordinance
 - Adopt rental regulations to protect community (renters, landlords, and neighbors)

Miscellaneous:

- Find ways to increase community involvement in city government
- Build relationships with Cornell
- Build relationships with Lisbon
- Consider combining services into one building
- Remodel City Hall
- Consider listening posts by CA or Council on an occasional Saturday – especially if there are large projects
- Bee City listing
- Consider a shared reading program w/ Council members – maybe on city codes first
- Sustainability incentives
- Compost program
- Look to set aside funds for Palisades RD reconstruction after Hwy. 30 by-pass is complete

If you have any questions, please feel free to let me know.