

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:	October 17, 2016 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	October 14, 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		

Prior to the start of the regularly scheduled City Council meeting, the Mayor and City Council will be touring the Wastewater Facility located in 103 Country Club Drive, Mt. Vernon, Iowa. The tour will begin at 5:45 p.m., October 17, 2016.

- 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 – October 3, 2016 Regular Council Meeting
- 2. Approval of Liquor License – Lincoln Winebar
- 3. Approval of Liquor License – Mt. Vernon Pizza Palace
- 4. Appointment Renewals
 - i. Planning and Zoning Commission; Rich Hileman (2021), Joan Burge (2021)
 - ii. Parks and Recreation Board: Rory Wiebel (2018), Catherine Poduska (2018), Loren Hoffman (2018), Lori Boren (2018), Mike Cranston (2018)
 - iii. Assistant Building Officials: Loren Conley (2017), Joel Wolfe (2017)
 - iv. Board of Appeals (alternates): Dean Borg (2017), Nor Meyer (2017)

E. Public Hearing

- 1. None

F. Ordinance Approval/Amendment

- 1. Ordinance #8-1-2016A: An Ordinance to adopt Chapter 48 Social Host of the City of Mt. Vernon Municipal Code
 - i. Motion to approve third and final reading

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 CDG Director Affirmation – Council Action as Needed
3. Discussion and Consideration of Pay Application #8 – 2015 Street Improvements – Council Action as Needed

K. Reports to be Received/Filed

1. Mt. Vernon Police Report
2. Mt. Vernon Parks and Rec Report
3. Mt. Vernon Public Works Report

L. Discussion Items (No Action)

1. Capital Improvements Plan

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.

D. Consent Agenda

The Mount Vernon City Council met October 3, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Christensen, Tuerler, Wieseler and Rose.

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

Agenda Additions/Agenda Approval. Motion to approve the Agenda made by Wieseler, seconded by Rose. Carried all.

Communications: Peter Fisher - Iowa Policy Project (minimum wage). Peter Fisher explained that the Iowa Policy Project studies economic and environmental issues. The minimum wage increase is something they have been looking at for some time now. It has been nine years since the wage has been increased and it has lost a lot of its value to inflation. The study found that 80% of those that make minimum wage are over the age of 20 and are full time workers. Putting it (the increase) into perspective, Fisher said that it would take 10–13 cents out of every dollars sale; a 5% increase in sales would cover the increase. Wieseler said that he contacted Cornell College who said they were in favor of the increase. Also contacted was Denny Dietrich, Gary's Foods. Dietrich said they already pay over minimum wage.

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

Approval of City Council Minutes – September 19, 2016 Regular Council Meeting
Approval of Liquor License – Big Creek Market

Public Hearing

Public Hearing on an Ordinance to Adopt Chapter 26 CDG Director of the City of Mt. Vernon Municipal Code. Mayor Hampton declared the Public Hearing open. Stephanie West, member of the CDG Board, said that the Board and CDG investors fully support the Ordinance. The CDG bylaws are currently under review. It was found that this ordinance, as it stands, will not affect the bylaws. Wieseler asked, as a shared position, has Lisbon weighed in on this? West replied that there are members on the board from Lisbon and were fully involved in their decision. Kate Rose, president of the CDG, spoke to the Lisbon City Council. West added that Lisbon is pursuing its own Main Street role and if that happens they would have to hire their own executive director.

Close Public Hearing – proceed to F-2 Mayor Hampton closed the Public Hearing.

Ordinance Approval/Amendment

An Ordinance to adopt Chapter 48 Social Host of the City of Mt. Vernon Municipal Code.

Motion to approve second reading and proceed with third and final reading/or suspend rules and proceed to final reading (*Tabled September 19, 2016, will need a motion to remove from table before discussion*).

Mayor Hampton explained that this item is currently tabled and will need a motion to remove from table before any discussion takes place. Tuerler motioned to remove from table, seconded by Wieseler. Roll call vote 5-0. Council was provided with the latest version of the ordinance. City Attorney Robert Hatala was present to answer questions. Tuerler made a motion to approve the second reading, seconded by Rose. Hatala pointed out that his last version included exemption #6, "This ordinance does not apply to residence halls located directly on any college or university campus". When asked if the motion includes that Tuerler replied "yes". Tuerler moved to approve the second reading as amended by the city attorney to include exemption #6. Hatala added that since the first reading there was an additional exemption (#5) that says

"This ordinance shall not apply to a landlord or manager". Tuerler said he would also like to add this to his motion, seconded by Rose. Roll call vote. Motion passes 5-0.

An Ordinance to Adopt Chapter 26 CDG Director of the City of Mt. Vernon Municipal Code. Motion to approve first reading and proceed with second reading/or suspend rules and proceed to third and final reading. Nosbisch pointed out the average tenure of a Main Street employee is 2 - 2.9 years. Roudabush made a motion to approve an Ordinance to Adopt Chapter 26 CDG Director of the City of Mount Vernon Municipal Code, seconded by Wieseler. Roll call vote. Ordinance passes 5-0. Motion to suspend the rules and proceed to third and final reading of adopting Chapter 26 CDG Director of the City of Mount Vernon made by Tuerler, seconded by Roudabush. Roll call vote. Rules suspension passes 5-0.

Resolutions for Approval

Resolution #10-3-2016A Approving the Urban Renewal Report for Fiscal Year 2016. Nosbisch explained that this is a State required report. It tracks where TIF dollars are going, what they are used for; making sure it is being used for its intended purpose. Motion to approve Resolution #10-3-2016A made by Tuerler, seconded by Roudabush. Roll call vote. Resolution #10-3-2016A passes 5-0.

Resolution #10-3-2016B Approving the Disposal of City Owned Property. A list of equipment and furniture can be viewed on the City's website. Tuerler motioned to approve Resolution #10-3-2016B, a resolution approving the disposal of City owned property, seconded by Rose. Roll call vote. Resolution #10-3-2016B passes 5-0.

Motions for Approval

Consideration of Claims List – Motion to Approve. Wieseler motioned to approve the Claims List as presented, seconded by Tuerler. Carried all.

ALLIANT IES UTILITIES	ENERGY USAGE-SEW	4,363.69
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,103.28
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	151.23
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	29.61
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	29.02
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	347.18
ALTORFER INC	EQUIP MAINT-WAT,SEW	290.14
ALTORFER INC	GEN MAINT-WAT,SEW	112.50
ARCH CHEMICALS INC	CHEMICALS-POOL	445.24
BAUMAN AND COMPANY	UNIFORMS-PW	132.85
BORST BROS. CONST. INC	GARY'S ENTRANCE-RAB	1,670.09
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A	6,145.00
BURROUGHS, RICHARD	CEMETERY MAINT	2,290.00
BUSER, ROBERT M	TORCH,BOOTS-EMA	286.03
CCP INDUSTRIES	VEST-FD	16.01
CENTURY LINK	PHONE CHGS-P&A	497.32
CENTURY LINK	PHONE CHGS-PD	113.02
CENTURY LINK	PHONE CHGS-FD	107.09
CENTURY LINK	PHONE CHGS-SEW	92.34
CENTURY LINK	PHONE CHGS-WAT	53.24
CENTURY LINK	PHONE CHGS-POOL	43.95
CHRIS NOSBISCH	MILEAGE-P&A	362.34
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	374.00
COMMUNITY DEVELOPMENT GROUP	EDUCATION-ECON DEV	675.00
CUMMINS CENTRAL POWER LLC	OIL-WAT,SEW	423.04
CUMMINS CENTRAL POWER LLC	GEN MAINT-WAT,SEW	159.48
CUSTOM HOSE & SUPPLIES INC	HOSE/FLUSH HYDRANTS-WAT	235.02

E & F PAVING COMPANY	INTERSECTION/7TH ST & 5TH AVE NW	5,885.00
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	319.60
ESCO ELECTRIC COMPANY	O.R.L.S. PHASE MONITOR RELAY	394.30
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	120.00
GALLS INC	UNIFORMS,EQUIP-PD	729.48
GARY'S FOODS	SUPPLIES-P&A	3.79
GEHRKE, TODD	MEMBERSHIP-PD	100.00
GORDON LUMBER COMPANY	BLDG SUPPLIES-TD,RUT,P&REC	331.95
GROUP SERVICES INC	INSURANCE-ALL DEPTS	25,481.06
HAWKEYE READY MIX	SIDEWALK REPAIR-RUT	104.74
HDC	SUPPLIES-P&A	224.24
IA ASSOC OF MUNICIPAL UTIL	TRAINING-PW	99.00
IDNR	ANNUAL WATER USE FEE	66.00
INTEGRITY SALES INC	POT HOLE BROOM-RUT	97.90
IOWA ASSOC OF MUNICIPAL UTILITIES	MEMBERSHIP-PW	856.99
IOWA CODIFICATION INC	CODE UPDATES-P&A	450.00
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	150.00
IOWA SOLUTIONS INC	DBR BACKUP-ALL DEPTS	350.00
IOWA SOLUTIONS INC	QRTLTY MAINTENANCE-ALL DEPTS	150.00
JACQUELINE ENGELBRECHT	TEACHING/AQUACISE-POOL	25.00
JAKE COON	REFEREE-P&REC	105.00
JAKE COON	REFEREE-P&REC	45.00
JANDA MOTOR SERVICES	BLOWER REPAIR-SEW	1,673.00
JANDA MOTOR SERVICES	BLOWER REPAIR-SEW	1,204.00
JANDA MOTOR SERVICES	BLOWER REPAIR-SEW	700.00
JANDA MOTOR SERVICES	BLOWER REPAIR-SEW	680.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JORDAN AXTELL	REFEREE-P&REC	150.00
JORDAN AXTELL	REFEREE-P&REC	60.00
KAYDEN PENDERGRASS	REFEREE-P&REC	75.00
KAYDEN PENDERGRASS	REFEREE-P&REC	45.00
LINN CO-OP OIL CO	FUEL-PW	1,258.90
LINN COUNTY PLANNING & DEVELOPMENT	BLDG PERMIT FEES/INSPECTIONS	2,783.00
M & K DUST CONTROL	DIRT/STUMP FILL-RUT	250.00
MENARDS	ELLIOTT SHED-P&REC	23.28
MIDWEST BREATHING AIR LLC	QRTLTY AIR TEST-FD	60.60
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	49.61
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	97.30
MOUNT VERNON POLICE RESERVES	SPECIAL EVENTS-PD	6.34
NICK NISSEN	MILEAGE-PW	285.12
NOLAN HINRICHS	REFEREE-P&REC	105.00
NOLAN HINRICHS	REFEREE-P&REC	45.00
OFFICE EXPRESS	CALENDAR BOOKS,HANGING FOLDERS	172.88
P&K MIDWEST INC	GEN MAINT-FS	86.81
PACE SUPPLY	SEEDING-RUT	239.00
PAYROLL	CLAIMS	1,024.00
PAYROLL	CLAIMS	54,217.14
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	373.71
PRACTICAL SECURITY SYSTEMS	EQUIPMENT REMOVAL-PD	300.00
RACHEL MOSIER	DEPOSIT REFUND-WAT	53.88
RICKARD SIGN AND DESIGN CORP	LABELS,TEMP NO PARKING SIGNS-RUT	275.00
RIPKE, SUE	MILEAGE-P&A	154.98
ROTO-ROOTER	VAC JET/10TH AVE SW & LINCOLN DR	1,690.50
SAM KRINGLEN	REFEREE-P&REC	165.00

SAM KRINGLEN	REFEREE-P&REC	60.00
SHERWIN WILLIAMS CO.	SUPPLIES-P&REC	13.18
SIDERS, MATT	MILEAGE-P&REC	81.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	1,075.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	412.50
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	350.00
SPRAY-LAND USA	SUPPLIES-RUT	8.90
TASER TRAINING ACADEMY	TRAINING-PD	225.00
TRAVER, DEAN	KMVL RENT	250.00
TRAVER, DEAN	KMVL RENT	250.00
TRAVER, DEAN	KMVL RENT	250.00
TREASURER STATE OF IOWA	IOWA TREASURE HUNT	68.42
TREASURER STATE OF IOWA	SALES TAX	4,586.00
US BANK	CREDIT CARD PURCHASES	1,638.24
US CELLULAR	CELL PHONE-ALL DEPTS	406.94
UTILITY SERVICE INC	YR 4 PYMT	12,449.08
VEENSTRA & KIMM INC	DRAINAGE ISSUES-SCOBEY,LISBON RD	2,351.22
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	1,890.72
VEENSTRA & KIMM INC	STONEBROOK DEVELOPMENT PRE APP	368.00
VEENSTRA & KIMM INC	HWY 30 BYPASS COORDINATION	309.00
VEENSTRA & KIMM INC	POOL FILTER EVALUATION	162.00
VEENSTRA & KIMM INC	STREET REPLACEMENT PROGRAM	18,530.75
VEENSTRA & KIMM INC	MVHS/CORNELL JOINT DRAINAGE	4,406.00
VEENSTRA & KIMM INC	4TH AVE & 3RD ST NW-ST WAT IMP	1,648.00
VEENSTRA & KIMM INC	CENTURY LINK FIBER ROUTE REVIEW	1,148.00
VEENSTRA & KIMM INC	CORNELL SCIENCE BLDG SITE PLAN	351.00
WENDLING QUARRIES	STONE-ST WAT	301.44
WENDLING QUARRIES	STONE-ST WAT	281.37
	TOTAL	178,932.57

Discussion and Consideration of Community Center Recommendations – Council Action as Needed. Nobsisch said that Matt Siders and he have visited five like community centers. The first trip was to Osage and Waukon. The second trip was to Manchester, Oelwein and Peosta. Nobsisch said that one thing that is very important in all of this is to make sure that this doesn't become a losing venture operationally for the City. Waukon was probably the most similar of all the facilities. From staff perspective we are aiming to build a facility that costs between \$3.5 and \$3.8 million. All of the facilities were located close to schools. Staff is recommending to turn this project over to the Park and Rec Board because that's who will be making recommendations on programs. The next step would be for the Board to recommend a design professional to the Council. They can recommend retaining SB2 or go through the formal RFP process. Staff recommends the City apply for CAT funding for the second gym. This would expand the programs that can be offered. A second gym would increase costs by about \$1.2 million. If a grant isn't received the project would be scaled back to the original costs. Motion to charge Parks and Rec Board with moving this project forward and a recommendation naming an architect made by Tuerler, seconded by Rose. Carried all.

Discussion and Consideration of Department Head PTO Adjustments – Council Action as Needed: The PTO policy approved by Council contained language that allowed the City Council to consider previous employment in the calculation of PTO allotments. Nobsisch said he is recommending that Matt Siders receive 20 hours of PTO per month because of his 18 years of previous local government service. Siders has been with the City of Mount Vernon 4.5 years. Nobsisch also is recommending that Nick Nissen receive 16 hours of PTO based on his 4 years of supervisory position with Iowa Bridge and Culvert. Nissen has been with the City of Mount Vernon for 2 years. Nobsisch also asked that, if approved, the accruals be

retroactive to the month of August. This only affects what they can accrue, it does not affect what gets bought out at the end; that is based strictly on years of service with Mount Vernon. Rose motioned to approve the PTO changes as presented, seconded by Tuerler. Carried all.

Discussion and Consideration of Water Tower Painting/Maintenance – Council Action as Needed. With an estimate of \$6,000.00 per side, and an additional \$12,000.00 for the logo, Council decided they were not interested in pursuing water tower painting.

Discussion Items (No Action)

Street Tree Maintenance. Nosbisch explained that the current means of enforcing Chapter 151, Trees, is quite cumbersome and requires an immense amount of staff time to complete. He would like to utilize City staff to do the trimming which could be completed during the fall and winter months. Staff could work with the existing City quadrants to begin a four year cycle of compliance. Once completed the amount of staff time needed to maintain should be significantly less. Door hangers would be used to notify homeowners of the City's intent. If homeowners would like to have their trees trimmed in a more manicured way they could complete the work on their own if it is coordinated with staff. The City has a lot of the equipment but would have to purchase some safety equipment.

Reports of Mayor/Council/Administrator

Mayor's Report Mayor Hampton declared trick or treating will be on Halloween night, October 31, 2016 from 5:00 p.m. until 8:00 p.m.

City Administrator's Report City Administrator Nosbisch stated that the Capital Improvement Plan and budget discussions will begin at the next council meeting. Staff will be working with Wapsi Waste to review the current recycling contract.

Adjournment: As there was no further business to attend to the meeting adjourned, the time being 7:42 p.m., October 3, 2016.

Respectfully submitted,
Sue Ripke
City Clerk

Marsha Dewell

From: Licensing@IowaABD.com
Sent: Wednesday, October 05, 2016 2:34 AM
To: Marsha Dewell
Cc: Licensing@IowaABD.com
Subject: [POSSIBLE SPAM] Liquor License Submitted to Local Authority

The following licenses are completed and awaiting local authority approval:

License #	License Status	Business Name
BW0094640	Submitted to Local Authority	Lincoln Winebar (125 First St. NW Mount Vernon Iowa, 52314)

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.IowaABD (866.469.2223) (select option 1), locally at 515.281.7400 (select option 1).

For assistance by email contact Licensing@IowaABD.com

Marsha Dewell

From: Licensing@IowaABD.com
Sent: Thursday, October 06, 2016 2:35 AM
To: Marsha Dewell
Cc: Licensing@IowaABD.com
Subject: [POSSIBLE SPAM] Liquor License Submitted to Local Authority

The following licenses are completed and awaiting local authority approval:

License #	License Status	Business Name
BB0029316	Submitted to Local Authority	Mt Vernon Pizza Palace, LLC (106 1st St. W Mount Vernon Iowa, 52314)

Please do not respond to this email. Contact the Division's Licensing Section with questions regarding the application process or application status toll-free at 866.iowaABD (866.469.2223) (select option 1), locally 515.281.7400 (select option 1).

For assistance by email contact Licensing@IowaABD.com

To access license renewal, click here: <https://elicensing.iowaabd.com>

F. Ordinance Approval/Amendment

AGENDA ITEM # F – 1

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

DATE:	October 17, 2016
AGENDA ITEM:	Social Host Ordinance
ACTION:	None

SYNOPSIS: Enclosed you have an amended version of the social host ordinance that was approved at the October 3, 2016 meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Police

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/13/16

Prepared by: City of Mt. Vernon, City Hall,
Chris Nosbisch, City Administrator

213 First St. NW, Mt. Vernon, IA 52314
(319) 895-8742

ORDINANCE #8-1-2016A

AN ORDINANCE ADOPTING CHAPTER 48, SOCIAL HOST OF THE CITY OF MT. VERNON MUNICIPAL CODE

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

SECTION 1. ADOPTION. The Mt. Vernon Municipal Code is hereby amended to include the language set forth in Exhibit "A," attached hereto and made a part thereof.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Approved and adopted this ____ day of _____, 2016.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance No. _____ on the ____ day of _____, 2016.

Sue Ripke, City Clerk

AN ORDINANCE
RELATING TO THE PROVISION OF ALCOHOLIC BEVERAGES OR CONTROLLED
SUBSTANCES BY ADULTS TO UNDERAGE PERSONS AT SOCIAL GATHERINGS
AND PROVIDING PENALTIES.

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON,
IOWA:

Section 1. Purpose.

Pursuant to the authority granted under Iowa Code section 364, this Ordinance is enacted to protect and preserve the rights, privileges, and property of the residents of Mount Vernon and to preserve and improve the peace, safety, health, welfare, comfort, and convenience of the residents of Mount Vernon. The purpose of this ordinance is to prohibit the consumption of controlled substances including any synthetic versions or alcoholic beverages by persons under the age of twenty-one at gatherings where adult persons knowingly tolerate, allow, or permit the illegal possession and consumption of controlled substances or alcoholic beverages by persons under the age of twenty-one (21) on property they own or control.

Section 2. Definitions.

- a. "Adult Person" means any person age eighteen (18) or older.
- b. "Juvenile" means any person under the age of eighteen (18).
- c. "Parent" means any person having legal custody of a juvenile:
 - (1) As a natural parent, adoptive parent, or stepparent; or
 - (2) As a legal guardian; or

(3) As a person to whom legal custody has been given by order of the court.

d. "Underage person" means any individual under the age of twenty-one (21).

e. "Alcoholic Beverage" means any beverage containing more than one half of one percent of alcohol by volume including alcoholic liquor, wine, or beer.

f. "Premises" means any home, yard, farm, field, land, apartment, condominium, hotel, or motel room or other dwelling unit, hall or meeting, park or any other place of assembly, public or private, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically, for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation. "Premises" does not include property that is licensed to sell or serve alcoholic beverages.

g. "Social Gathering" means any group of three (3) or more persons who have assembled or gathered together for a social occasion or other activity.

Section 2. Prohibited Acts.

a. An adult person who is the legal or equitable owner in possession of the premises or lessee of, or who otherwise has possession and control over the premises, shall not knowingly tolerate, allow, or permit, during a social gathering:

(1) Any person on such premises to possess or consume controlled substances or synthetic alternatives (As defined by Iowa Code sections 124 and 155A); or

(2) Any person under the age of twenty-one (21) on such premises to possess or consume any alcoholic beverage (As defined by Iowa Code section 123.47(2)).

b. The presence of any adult person who is the owner or lessee of, or who otherwise has control over, a premises during the time that any person possesses or consumes controlled substances or synthetic alternatives or any person under the age of twenty-one (21) possesses or consumes any alcoholic beverages on such property shall be prima facie evidence that such adult had knowledge or should have had the knowledge that such activities were occurring.

c. If a person under the age of eighteen (18) hosts a social gathering and the parent(s) of the person under the age of eighteen (18) knows or reasonably should know of the social gathering and knows or reasonably should know that the consumption or controlled substances or synthetic alternatives by any person or alcoholic beverages by any person under the age of twenty-one (21) is occurring, the parent(s) shall be liable for violations of this Ordinance.

Section 3. Defenses.

a. It shall be an affirmative defense to this Ordinance if an adult person in control of a premises where a social gathering is taking place takes reasonable steps to prevent the possession and consumption of alcohol by persons under the age of twenty-one (21) and the possession and consumption of controlled substances including any synthetic versions by any persons while on such premises.

b. Reasonable steps include, but are not limited to:

(1) Ensuring that minors do not consume alcoholic beverages by controlling access to alcoholic beverages after verifying the age of persons attending the gathering by inspecting drivers' licenses or other government-issued identification cards; or

(2) Prohibiting the illegal consumption or possession of controlled substances, including the abuse of medications or use of synthetic alternatives at the gathering; or

(3) Supervising the activities of minors at the gathering; or

(4) Notifying law enforcement of any illegal or unsafe activities.

Section 4. Exceptions.

a. This Ordinance does not apply to the following situations:

(1) When an individual's action is permitted under Iowa Code section 123.47(2); or

(2) When alcohol is consumed during a legally protected religious observance; or

(3) When alcohol is consumed solely between an underage person and his or her parents while present in the parents' household; or

(4) When a person who hosts, permits, or allows a social gathering seeks immediate assistance from local law enforcement; or

(5) This ordinance shall not apply to a landlord or manager.

(6) This ordinance does not apply to residence halls located directly on any college or university campus.

Section 5. Penalties.

a. A violation of the provisions of this ordinance shall be enforced as a municipal infraction in accordance with Iowa Code section 364.22.

J. Motions for Approval

AGENDA ITEM # J – 2

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

DATE:	October 17, 2016
AGENDA ITEM:	CDG Director Affirmation
ACTION:	None

SYNOPSIS: The ordinance that was adopted at the last Council meeting regarding the CDG Director stated the Council would affirm the CDG Boards recommendation. The City Council will now need to complete the formal process of approving Joe Jennison as the CDG Director. A formal letter from the CDG President will be presented to the Council on Monday.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Letter of Recommendation (handed out at meeting)

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/13/16

AGENDA ITEM # J – 3

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

DATE:	October 17, 2016
AGENDA ITEM:	Pay Application #8
ACTION:	None

SYNOPSIS: This is the final pay application for the 2015 street improvement project. The pay application amount is \$49,738.85, and the final contract amount was \$994,777.07.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/13/16



October 10, 2016

PAY ESTIMATE NO. 8 (Final)
2015 STREET IMPROVEMENTS
MOUNT VERNON, IOWA

Ricklefs Excavating, Ltd.
12536 Buffalo Rd.
Anamosa, IA 52205

Contract Amount **\$902,281.35**
Contract Date **August 3, 2015**
Pay Period

BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
2.1	Traffic Control	LS	xxxxx	xxxxx	\$ 8,600.00	100%	\$ 8,600.00
2.2	Mobilization	LS	xxxxx	xxxxx	\$ 175,000.00	100%	\$ 175,000.00
2.3	Construction Survey	LS	xxxxx	xxxxx	\$ 14,000.00	100%	\$ 14,000.00
2.4	Erosion Control	LS	xxxxx	xxxxx	\$ 1,000.00	100%	\$ 1,000.00
2.5	Stabilizing Materials	Tons	400	\$ 16.00	\$ 6,400.00	1373.81	\$ 21,980.96
2.6	Surface Removal	SY	6,189	\$ 12.00	\$ 74,268.00	7235	\$ 86,820.00
2.7	Topsoil Borrow Material	CY	200	\$ 13.00	\$ 2,600.00	200	\$ 2,600.00
2.8	Manhole/Intake Removal	Ea.	7	\$ 250.00	\$ 1,750.00	7	\$ 1,750.00
2.9	Granular Backfill	Tons	500	\$ 16.00	\$ 8,000.00	403.21	\$ 6,451.36
2.1	Unclassified Excavation	CY	2,320	\$ 5.00	\$ 11,600.00	2320	\$ 11,600.00
2.11	Clearing and Grubbing	Units	22	\$ 50.00	\$ 1,100.00	57.5	\$ 2,875.00
2.12	Removal & Reinstall Signs	Ea.	33	\$ 150.00	\$ 4,950.00	31	\$ 4,650.00
2.13	Storm Sewer Manhole, SW-401	Ea.	6	\$ 3,200.00	\$ 19,200.00	6	\$ 19,200.00
2.14	Intakes						
	2.14.1 SW-505	Ea.	6	\$ 3,750.00	\$ 22,500.00	6	\$ 22,500.00
	2.14.2 SW-505 MOD	Ea.	3	\$ 4,000.00	\$ 12,000.00	3	\$ 12,000.00
	2.14.3 SW-506	Ea.	0	\$ 3,200.00	\$ -	0	\$ -
2.15	Storm Sewer Pipe in Place						
	2.15.1 15" RCP	LF	70	\$ 60.00	\$ 4,200.00	70	\$ 4,200.00
	2.15.2 18" RCP	LF	741	\$ 70.00	\$ 51,870.00	741	\$ 51,870.00
	2.15.3 24" RCP	LF	213	\$ 80.00	\$ 17,040.00	213	\$ 17,040.00
	2.15.4 24" RCP Arch	LF	0	\$ 90.00	\$ -	0	\$ -
2.16	Manhole Adjustment	Ea.	1	\$ 750.00	\$ 750.00		\$ -
2.17	Flowable Mortar	CY	7	\$ 110.00	\$ 770.00	16	\$ 1,760.00
2.18	Modified Subbase	CY	935	\$ 26.00	\$ 24,310.00	2018	\$ 52,468.00
2.19	HMA Pavement & Overlay	Tons	651	\$ 92.00	\$ 59,892.00		\$ -
2.2	Pavement Milling	SY	0	\$ 7.00	\$ -	0	\$ -

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
2.21	Portland Cement Concrete						
	2.21.1 Pavement	SY	4,453	\$ 31.25	\$ 139,156.25	7178	\$ 224,312.50
	2.21.2 Curb and Gutter	LF	1,815	\$ 16.00	\$ 29,040.00		\$ -
	2.21.3 6" Driveways	SY	371	\$ 32.10	\$ 11,909.10	424	\$ 13,610.40
	2.21.4 7" Driveways	SY	98	\$ 35.00	\$ 3,430.00	122	\$ 4,270.00
	2.21.5 Sidewalks	SY	585	\$ 29.00	\$ 16,965.00	1010.8	\$ 29,313.20
	2.21.6 Steps	LS	xxxxx	xxxxx	\$ 10,000.00	100%	\$ 10,000.00
2.22	Truncated Domes	SF	438	\$ 21.00	\$ 9,198.00	458	\$ 9,618.00
2.23	Crack & Seat of PCC Pavement	SY	635	\$ 7.00	\$ 4,445.00		\$ -
2.24	ADA Ramp	LS	xxxxx	xxxxx	\$ 33,000.00	100%	\$ 33,000.00
2.25	Segmental Retaining Wall	SF	350	\$ 28.00	\$ 9,800.00	532	\$ 14,896.00
2.26	Brick Pavers	SF	311	\$ 22.00	\$ 6,842.00	306	\$ 6,732.00
2.27	Geogrid	SY	400	\$ 2.10	\$ 840.00	4868	\$ 10,222.80
2.28	Water Main Directional Bored	LF	625	\$ 60.00	\$ 37,500.00	625	\$ 37,500.00
2.29	Water Main Open Cut in Place	LF	140	\$ 60.00	\$ 8,400.00	140	\$ 8,400.00
2.3	Gate Valve	Ea.	5	\$ 1,800.00	\$ 9,000.00	5	\$ 9,000.00
2.31	Water Service Connection	Ea.	14	\$ 1,400.00	\$ 19,600.00	11	\$ 15,400.00
2.32	Hydrant Assembly	Ea.	2	\$ 3,900.00	\$ 7,800.00	2	\$ 7,800.00
2.33	Water Main Removal	LF	140	\$ 12.00	\$ 1,680.00	140	\$ 1,680.00
2.34	Valve Removal	Ea.	1	\$ 180.00	\$ 180.00	1	\$ 180.00
2.35	CIPP Lined Sewer	LF	485	\$ 31.00	\$ 15,035.00	485	\$ 15,035.00
2.36	Sewer Televising	LF	970	\$ 0.80	\$ 776.00	976.1	\$ 780.88
2.37	Sewer Cleaning	LF	485	\$ 1.00	\$ 485.00	485	\$ 485.00
2.38	CIPP Service Connection	Ea.	9	\$ 250.00	\$ 2,250.00	7	\$ 1,750.00
2.39	Sewer Service Grouting	Ea.	9	\$ 350.00	\$ 3,150.00	7	\$ 2,450.00
Contract Price:					\$ 902,281.35		\$ 974,801.10

MATERIALS STORED SUMMARY			
Description	# of Units	Unit Price	Extended Cost
Total			\$ -

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 902,281.35	\$ 974,801.10
Approved Change Order (list each)	Change Order No. 1	\$ 10,260.00	
	Change Order No. 2	\$ 2,994.00	\$ 2,994.00
	Change Order No. 3	\$ 2,980.00	\$ 2,980.00
	Change Order No. 4	\$ 12,950.00	\$ 12,950.00
	Change Order No. 5	\$ 551.97	\$ 551.97
	Change Order No. 6	\$ 500.00	\$ 500.00
	Revised Contract Price	\$ 932,517.32	\$ 994,777.07

Stored
 Total Earned \$ 994,777.07
 Retainage (5%) \$ -
 Total Earned \$ 994,777.07

Total Previously Approved (list each)			
	Pay Estimate No. 1	\$ 241,249.18	
	Pay Estimate No. 2	\$ 308,087.95	
	Pay Estimate No. 3	\$ 172,936.81	
	Pay Estimate No. 4	\$ 45,232.46	
	Pay Estimate No. 5	\$ 108,619.20	
	Pay Estimate No. 6	\$ 54,771.68	
	Pay Estimate No. 7	\$ 14,140.94	

Total Previously Approved \$ 945,038.22
 Amount Due This Request \$ 49,738.85

Percent Complete 107%

The amount \$49,738.85 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Ricklefs Excavating, Ltd.

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
Mount Vernon, Iowa

Signature: _____

Signature: _____

Signature: _____

Name: _____

Name: Daniel J. Boggs, P.E.

Name: _____

Title: _____

Title: Project Engineer

Title: _____

Date: _____

Date: October 10, 2016

Date: _____

K. Reports-Received/File



Council:

Eric Roudabush
Paul Tuerler
Marty Christensen
Scott Rose
Tom Wieseler

Parks and Recreation Department
Directors Report
September 15 – October 15

Parks

- **Nicotine-Free Parks signs have been installed in City parks.**
- **Staff will start winterizing park restrooms and concession stands next week.**

Sports

- **Fall Flag Football season has concluded. A huge thank you to all the coaches and referees who made it possible and successful.**
- **Fall Soccer season has concluded...again a huge thank you to all those coaches and referees who made it successful.**
- **Girls Basketball registration has started with a deadline of October 17th for Grades 3-6 and October 22nd for Grades 1-2.**
- **On September 23rd we held our annual local NFL Punt Pass and Kick event. Thirty two kids ranging from ages 6-15 participated. First place finishers will advance to the Sectional event held here in Mount Vernon on October 22nd.**

Pool

- **The 2016 End of Season Pool Report will be shared at Park and Rec Board on October 18th and then will be shared with Council in November.**

Misc

- **Magical Night is Dec 1st and we are meeting every other week to plan this event. This should be another great night.**
- **I will be attending the Athletic Business Conference Nov 16-18 in Orlando. The Athletic Business Show has been the premier educational event and trade show for athletic, fitness and recreation professionals for 34 years. Park and Rec Board will be discussing the Community Center and the process of selecting architectural services at the October 18th meeting.**



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

Public Works Report
10/17/16

Parks

Memorial Park had trees removed that were dying. This resulted in the city crews being able to add some dirt and topsoil to change some of the grade and hopefully clean up part of the hill side near the drinking fountain. City crews have seeded the hill side that will have a better product than what was currently there.

All the parks have received the Nicotine free signs. Crews also opened up the entrances to Nature Park on each side. The city used to have unsightly bollards and gates at each entrance to prevent cars from traveling down the path because it was formally 7th Street. The feeling is it has been a trail long enough that cars no longer try to travel the path. The only motorized vehicles are city crews working in the park.

Wintering of the parks will begin the week of October 17th unless the nice weather continues then it may be pushed back a week or two. City crews will rely on the extended forecast.

Streets and ROW

City crews repaired a sinking sidewalk at the intersection of 2nd Avenue and 2nd Street SW. This was near the Bijou Movie Theater. The sidewalk had been sinking now for over 3 years. The situation continued to get worse. Crews removed parts of the sidewalk to find a void under the sidewalk running up 2nd Avenue. Crews not knowing exactly what the cause could be, began to investigate. It was determined that rain water could enter under the sidewalk towards the north and was creating the channel under the sidewalk. The water is able to enter because of a lack of curb on the east side of 2nd Avenue. Currently the sidewalk is being used as the curb line. This creates a cold joint between the sidewalk and street which will allow water to enter. Crews removed the existing sidewalk to a point which they thought the channel had ended. When replacing the sidewalk a special subbase was used that should prevent washout in the future. Crews also installed a tile to take any water that does indeed seep into the cold joint to the storm sewer.

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

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

DATE: October 17, 2016

AGENDA ITEM: CIP

ACTION: None

SYNOPSIS: You will find a memo and two sets of spreadsheets with this packet. I will also bring paper copies of the spreadsheets to the meeting. The memo offers insight to the current fund situation and lays the ground work for the discussion of the CIP.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/13/16

Memorandum

To: Mayor and City Council
From: Chris Nosbisch, City Administrator
Date: 10/13/2016
Re: Capital Improvements Analysis

Enclosed with this analysis, you will find two groups of excel files. In both of the files, there is a spreadsheet for each of the next six fiscal years. The forms are very similar to the forms that were updated by the Council in January of this year. One change you will see is a lack of explanation for individual projects. I feel that any project that makes this list should be done with a clear understanding of the project. Therefore, either I or my staff will be able to address each of the projects listed during subsequent meetings of the Council.

The first form provided is what I consider to be the wish list. If money were no object, what projects have been proposed for completion in that fiscal year. The second set of spreadsheets is essentially a duplicate of the first, however, the projects that do not currently have an identified funding mechanism have been moved to the bottom (essentially removing them from consideration).

With all this being said, the decision to cut projects was based solely upon available funding. This memo is intended to identify points of discussion. Staff recommendations will be made at the public forums.

Streets and sidewalks

The primary source of funding used for street and sidewalk funding historically has been the local option sales tax. Even though 55% of the LOST III funding is earmarked for streets and sidewalks, the yearly allocation (approx. \$330,000) is making bond payments for the 2013 and 2014 notes. The 2013 note is scheduled for repayment in 2028 and the 2014 note is scheduled for 2029.

What options does this leave the City Council? Find a new revenue source or utilize taxes for the next bond issue. One other option remains, although it would require staging and would not provide a large amount of useable dollars. Road Use tax is currently used to partially fund operational costs of the public works department. Those costs could be reviewed and transferred to another fund, however, this is merely freeing

up money in one fund while placing an increased burden on another fund. In short, we are not creating new revenue in this scenario.

There is money still available from the 2014 bond proceeds (approx. \$730,000). This money can be used to fund street projects over the next couple of years. The current CIP reflects this possibility in both the 2017 and 2018 fiscal years. Staff will be working with the financial advisors to see if any of the remaining projects that are listed within the first two years of this CIP would be eligible for TIF repayment. If so, this would free up a small amount of annual LOST III dollars currently earmarked for 2014 bond proceed repayment.

Finally, where does this leave sidewalks? At this point, in worse shape than streets. Without a known funding mechanism or annual allocation, it is almost impossible for staff to create sidewalk program. What it does allow staff to do is step up enforcement of sidewalk standards. This was a component of the first sidewalk program but it was coupled with the potential for the City to complete the work and assess the costs to the property owner over a period of time. This is where the program is problematic, the City does not have available funding identified to cover the upfront costs necessary for an assessment program.

One way to work sidewalks into the current funding would be for the Parks and Recreation commission to identify those areas in town that the City could construct a hybrid sidewalk/trail system. This typically requires a six foot sidewalk on both sides of the street or an eight foot sidewalk on one side of the street. It should be noted that this project has not been discussed with the parks and rec board.

Parks and Trails

There are four basic sub categories that have been identified in parks and recreation (if you look at the CIP). They include: trails, purchasing and/or creating new parks, maintenance and/or upgrades to existing parks, and pool facility upgrades. Of the four listed, trails is the only category that has an identified funding source (LOST III).

There are fairly limited funding options for parks projects. As they are general fund expenditures, the current option is to borrow general obligation bonds and repay them with either taxes or TIF. The budget might withstand a smaller project (likely nothing over \$10,000).

Water

Now that the water treatment plant has been upgraded, the City can turn its focus to meters and existing infrastructure. According to the City engineers, the current tower can handle any foreseeable growth. There is continued communication about the Jordon Aquifer, and changes that may need to be made by Cities drawing from this source. Having spoken with V&K, it would appear (today), that Mt. Vernon would see little effect from the proposed changes.

Existing infrastructure will continue to be reviewed as a part of future street projects. Staff would like to work with an engineering firm to look into a proactive replacement schedule for water mains.

Another proactive program under review by staff is the automated water meter replacement program. Currently, city staff manually reads the water meters in the city. The average length of time to read the current meters is 4-5 days depending on the familiarity of the staff to reading system (growth will increase the reading time). As a matter of efficiency, the radio read program should be seriously considered for implementation.

The removal of a majority of the water projects is not necessarily an indication of health within the enterprise fund. Through this process, staff would ask Council to identify priorities projects that can be incorporated back into the CIP.

Wastewater/Sanitary Sewer

All projects have essentially been removed to assure adequate funding for the UV disinfection system. The UV system is mandated by the City's new NPDES and must be completed within five years. V&K has provided a budgeting cost estimate of \$750,000. Although funding mechanisms have not been discussed by Council, staff will likely propose that the City look to state revolving loan funds. This will allow us to complete the project without depleting cash on hand.

All other sewer projects, other than sludge removal, have been removed. Sludge removal is shown as an operating expense in sewer and is necessary for the operation of the plant. Sewer cleaning has been removed until staff is able to further communicate with the Council, as there are two courses of action that can be taken. With the purchase of a jet/vac vehicle, staff could initiate an internal sewer cleaning program. Staff would try to locate a used machine for under \$100,000. Without the specialized equipment, the city would have to utilize private contractors. The City could enter into a service agreement with a contractor to clean so many linear feet per year.

Storm Sewer

No projects have been listed within this category. There is deficit in the storm water fund currently and the city's storm water expenses continue to outpace its revenue. This fund must be reviewed for fee increases coupled with reduction in current expenses. At the current pace, just for the fund to break even, fees would need to be increased by 60% or more.

Urban Renewal/Streetscape

Staff has been working with the downtown design committee on the allocation of LOST III funding for streetscape projects. The projects listed within the CIP reflect the priorities of the design committee. The number associated with the projects is the yearly

allocation of LOST III funding available. As we continue to work through the budget process, staff will finalize recommendations for individual projects with the committee. There is currently LOST III monies available so it is conceivable that streetscape projects could begin as soon as the Council sees fit.

Equipment Replacement

The police department has been adequately funding a vehicle depreciation fund within their current budget. The enterprise funds, with the exception of storm water, have also transferred funds to a vehicle depreciation account. The removal of a majority of the vehicles has less to do with funding and more to do with enterprise zone priorities.

In each of the enterprise funds, I would like the Council to consider a minimum cash balance. Once the minimum is determined, staff can re-evaluate the allocation of funds in RUT, sanitary, and water funds.

Miscellaneous

This category has become somewhat of a catch all for the remaining projects. The corridor plan is a priority of the City Council. I realize that the \$80,000 estimate is more than the City spent on the comprehensive plan, but we will be asking the consultant to complete more in-depth studies. At this time, I am recommending that the cost of the plan be split into the operating budgets of the enterprise funds. It is also possible to look at a spring start date and split the costs of the plan over two fiscal years.

The community center project is listed within FY 18 and shows a \$5 million dollar expenditure. As stated at the meeting, the expectation is for \$1.5 million to come from other funding mechanisms than existing city funds. Tax increment financing is another source of funding that has not been fully explored to date. If this project does in fact move forward, it will limit the City's bonding capacity for a period of time (estimation is two years). Short term financing for a portion of the project may be sought in an effort to "buy" down debt at an accelerated pace.

This has been discussed at previous Council meetings, but the pool continues to lose water on an annual basis. Staff continues to pursue possible problem areas although all of the information gathered thus far indicates leaks within the lower portions of the pool basin. Lining the current pool would be one alternative to reducing water loss while further extending the life of the pool.

The Police related items listed on the CIP are operational in nature and staff will attempt to include these items in the operating budget. They are listed on the CIP as a place holder, however, as there is no guarantee as to their inclusion in the operating budget. If that is the case, these items would have to be considered as part of future borrowings.

It is my opinion that the public works facility is one of the more pressing operational projects on this list. The current facility sits upon a narrow lot, utilizes a building that

was not designed for its current use, and requires the outdoor storage of some very expensive equipment. There are projects listed within the CIP that reflect the future planning of a relocated facility. Additional public works ground would allow the city to expand services it provides to the citizens (composting, brush removal, wood chips, etc).

The final two projects are the ash borer treatments and the quiet zone designation. Staff will work with the ash borer treatments for inclusion into the operating budget for FY 20. The quiet zone designation has been included as a placeholder, but no funding source has been identified. The quiet zone designation made the list of possible Council projects but did not make the final lists of established goals.

Fire

The largest concern with this category is the large equipment purchase. In FY 18, the department would look to replace Engine 214. As we share the costs with the Linn County Fire District, I will expand on these costs after the board has met. The City does have money for its share of the engine, but would not have monies available to pay for the entire vehicle if Linn County Fire does not have their share. I will be reaching out to Nate in November regarding a meeting of the Fire Department Advisory Board.

There is just over \$34,000 left in LOST I and may be a funding mechanism for the exhaust system (depending on the cost). The other identified equipment would be split between the entities and incorporated into the operating budget.

Other Recommendations

The storm water fee increase will have to be addressed in FY 18. There are numerous options with this increase and will be discussed at the meeting.

The other item that staff would like to the Council to consider is the adoption of franchise fees. The State of Iowa allows cities to adopt franchise fees on gas and electric at a rate not to exceed five percent. In speaking to Alliant representatives, each percent of the franchise fee (if you did both gas and electric together) would generate \$30,000. The City Council would adopt a resolution establishing the purpose of the fee and the categories of projects that could be funded with the proceeds.

Staff is recommending the franchise fee as a funding mechanism for items within the CIP that do not have identifiable sources. Staff would also suggest that a three year period be used to implement the fee at a gradual pace. One percent the first year, three percent the second year and the full five percent in the third.

The franchise fee is a more equitable system as it is paid by all gas and electric consumers. It would be staff's recommendation to NOT leverage the franchise fee against larger projects thereby providing a capital improvements fund that can be reviewed annually.

Finally, a tax increase that is capable of generating an additional \$150,000 (the amount produced by franchise fees) for project costs would likely exceed fifty cents per thousand.

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
October 17, 2016**

- Former President Clinton was at Cornell College to speak on Thursday, October 13, 2016.
- The community center subcommittee (now the quasi fundraising committee) is searching dates in November to review their next steps. John Harp with Cornell has invited a couple of speakers from Cornell College to speak to the group.
- I will be in Burlington next week for the Iowa APA conference. This will be the last of my overnight conferences until March.
- Staff will be meeting with Group Services in two weeks to review the health insurance renewal.
- Staff will be bringing recommendations regarding a possible housing commission to the Council in November.
- Staff attended a meeting with Cornell's architects to review the proposed layout of the new science building. Construction of the building has been slated for spring of 2017.