

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:	December 19, 2016 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	December 16, 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 – December 5, 2016 Regular Council Meeting

- E. Public Hearing**
 - 1. Public Hearing on an Ordinance to Amend Chapter 5 Operating Procedures of the Mt. Vernon Municipal Code
 - i. Close Public Hearing – proceed to F-1
 - 2. Public Hearing on an Ordinance to Amend Chapter 151 Trees of the Mt. Vernon Municipal Code
 - i. Close Public Hearing – proceed to F-2
 - 3. Public Hearing on an Ordinance to Adopt Chapter 26 Housing Commission of the Mt. Vernon Municipal Code
 - i. Close Public Hearing – proceed to F-3
 - 4. Public Hearing on an Ordinance to Amend Chapter 135 Street Use and Maintenance of the Mt. Vernon Municipal Code
 - i. Close Public Hearing – proceed to F-4

- F. Ordinance Approval/Amendment**
 - 1. An Ordinance Amending Chapter 5 Operating Procedures of the City of Mt. Vernon Municipal Code
 - i. Motion to approve first reading and proceed with second reading (Council may suspend rules and proceed to third and final reading after vote of first reading)
 - 2. An Ordinance Amending Chapter 151 Trees of the Mt. Vernon Municipal Code

- i. Motion to approve first reading and proceed with second reading (Council may suspend rules and proceed to third and final reading after vote of first reading)
- 3. An Ordinance Adopting Chapter 26 Trees of the Mt. Vernon Municipal Code
 - i. Motion to approve first reading and proceed with second reading (Council may suspend rules and proceed to third and final reading after vote of first reading)
- 4. An Ordinance Amending Chapter 135 Trees of the Mt. Vernon Municipal Code
 - i. Motion to approve first reading and proceed with second reading (Council may suspend rules and proceed to third and final reading after vote of first reading)

G. Resolutions for Approval

- 1. Resolution Authorizing the Redemption of Outstanding General Obligation Refunding Capital Loan Notes, Series 2009A, Dated July 1, 2009

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 January Meeting Dates - Council Action as Needed
- 3. Discussion and Consideration of Agreement 2017-4-131 Between the City of Mt. Vernon and the Iowa Department of Transportation - Council Action as Needed
- 4. Discussion and Consideration of Request for Qualifications (RFQ) for the Mt. Vernon Community/Recreation Center – Council Action as Needed

K. Reports to be Received/Filed

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

L. Discussion Items (No Action)

- 1. City Solar

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 December 5, 2016 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

Call to Order. Mayor Jamie Hampton called the meeting to order at 6:30 p.m. and announced two agenda changes; items F-1 and F-2 will be tabled due to the public hearings not being published in the paper but statements or questions from the public would still be taken. The public hearings will be held on December 19, 2016.

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

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

Approval of City Council Minutes – November 21, 2016 Regular Council Meeting
Appoint Caroline Kelly and Robert Murphy – Historic Preservation Commission

Public Hearing

Public Hearing on an Ordinance to Amend Chapter 5 Operating Procedures of the Mt. Vernon Municipal Code. This ordinance removes the statutory requirement that City employees must live within a twenty minute response time. The proposed ordinance amendment requires all employees reside within the State of Iowa. Mayor Hampton explained that this will be tabled due to the public notice not being published in the paper but would still accept questions/comments from the public. There were no comments from the public. A public hearing will be held on December 19, 2016. Tuerler motioned to table item F-1, an ordinance to amend Chapter 5 Operating Procedures of the Mt Vernon Municipal Code until the next council meeting, seconded by Wieseler. Roll call vote. Motion passes 5-0.
Close Public Hearing – proceed to F-1.

Public Hearing on an Ordinance to Amend Chapter 151 Trees of the Mt. Vernon Municipal Code. This ordinance amends Chapter 151 by removing the maintenance requirement of ROW trees from the property owner and giving that responsibility back to the City. Mayor Hampton explained that this will be tabled due to the public notice not being published in the paper but would still accept questions/comments from the public. There were no comments from the public. A public hearing will be held on December 19, 2016. Rose motioned to table item F-2, an ordinance to amend Chapter 151 Trees of the Mt. Vernon Municipal Code until the next council meeting, seconded by Christensen. Roll call vote. Motion passed 5-0.
Close Public Hearing – proceed to F-2.

Ordinance Approval/Amendment

An Ordinance Amending Chapter 5.13 Residency Requirements of the City of Mt. Vernon Municipal Code. Motion to approve first reading and proceed with second reading (Council may suspend rules and proceed to third and final reading after vote of first reading). Tabled.

An Ordinance Amending Chapter 151 Trees of the Mt. Vernon Municipal Code. Motion to approve first reading and proceed with second reading (Council may suspend rules and proceed to third and final reading after vote of first reading). Tabled.

Motions for Approval

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

AIRGAS INC	WELDING SUPPLIES-PW	47.00
AUTO WORX	BATTERY-PD	166.16
BANKERS TRUST COMPANY	DEBT SERVICE PAYMENTS	151,181.25
BARNYARD SCREEN PRINTER LLC	ROBOTICS T-SHIRTS-P&REC	100.00
BICI CHEMICALS	SUPPLIES-SEW	860.85
BRIDGE COMMUNITY BANK	2010B REFUNDING NOTE	271.50
BSN SPORTS COLLEGIATE PACIFIC	FLOOR TAPE-P&REC	76.29
CARQUEST OF LISBON	VEHICLE MAINT-PW	331.81
CITY TRACTOR CO	HOUSING/SM VACUUM CART-S/W	395.68
COGRAN SYSTEMS	ONLINE REGISTRATION-P&REC	128.00
CREATIVE PRODUCT SOURCING	DARE-PD	206.83
DANA KLEINSORGE	DEPOSIT REFUND-WAT	54.56
DIESEL TURBO SERVICES INC	HYDRAULIC HOSE REPAIR-PW	553.15
DONNY FEDDERSON	UNIFORMS-PW	110.00
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	319.60
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRONTLINE WARNING SYSTEMS	BATTERIES-EMA	1,885.00
FUTURE LINE TRUCK EQUIPMENT	COLLAR SHAFT-RUT	4.80
GARY O'MALLEY	DEPOSIT REFUND-WAT	63.17
GARY'S FOODS	MAGICAL NIGHT-P&REC	132.45
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT,P&A	230.67
GROUP SERVICES	INSURANCE	27,884.63
IOWA RURAL WATER ASSOCIATION	MEMBERSHIP DUES-WAT	325.00
IOWA SOLUTIONS INC	BDR BACKUP-ALL DEPTS	350.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
KIECKS	UNIFORMS-PD	41.70
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	97.49
KROUL FARM GARDENS	HANGING BASKETS/LINERS	1,408.00
LANGES SINCLAIR SERVICE	VEH MAINT-RUT	36.00
LINN CO PLANNING & DEVELOPMENT	BLDG PERMIT FEES/INSPECTIONS	40.00
LINN CO-OP OIL CO	FUEL-PW	1,244.60
MARSHA DEWELL	28E FILING FEE	32.00
MENARDS	EQUIP-RUT	23.68
MENARDS	EXTENSION CORD WIRE-RUT	79.99
MEREDITH MERCE	DEPOSIT REFUND-WAT	54.56
MOUNT VERNON ACE HARDWARE	SUPPLIES,EQUIP,MISC-ALL DEPTS	2,964.36
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	512.29
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	135.00
MOUNT VERNON, CITY OF	TIF TO DS TRANSFER	567,646.00
MOUNT VERNON, CITY OF	LOST III TO DS TRANSFER	209,564.00
MOUNT VERNON, CITY OF	SEW TO DS TRANSFER	196,720.00
MOUNT VERNON, CITY OF	LOST II TO DS TRANSFER	104,818.00
MOUNT VERNON, CITY OF	WAT TO DS TRANSFER	102,973.00
MOUNT VERNON, CITY OF	WTP PROJECT	52,317.62
MOUNT VERNON, CITY OF	PILOT-WAT	25,500.00
MOUNT VERNON, CITY OF	PILOT-SEW	25,500.00

MOUNT VERNON, CITY OF	PD TO PD VEH DEPREC TRANSFER	21,000.00
MOUNT VERNON, CITY OF	WAT TO WTP DEPRECIATION TRANS	15,000.00
MOUNT VERNON, CITY OF	SEW TO SEW PLANT DEPREC TRANS	15,000.00
MOUNT VERNON, CITY OF	RUT TO RUT VEH DEPREC TRANSFER	8,250.00
MOUNT VERNON, CITY OF	WAT TO WAT VEH DEPREC TRANSFER	8,250.00
MOUNT VERNON, CITY OF	SEW TO SEW VEH DEPREC TRANSFER	8,250.00
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	55.50
P&K MIDWEST INC	SALT DAWG MAINT-RUT	9.70
PAYROLL	CLAIMS	60,006.35
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	367.60
PRACTICAL SECURITY SYSTEMS	SQUAD ORGANIZERS-PD	476.00
R.A.D. SYSTEMS	CERTIFICATION-PD	75.00
RACOM CORPORATION	RE-PROGRAM VHF RADIOS-PW	450.00
ROTO-ROOTER	CLEANED SEPTIC-P&REC	250.00
SPRAY-LAND USA	BRINE PUMP-RUT	154.40
SPRAY-LAND USA	SUPPLIES-RUT	24.70
STORM STEEL	STEEL/CHIP BOX-SW	50.48
STORM STEEL	SUPPLIES-RUT	14.40
TASC	ADMIN FEE-ALL DEPTS	90.00
TECHNICOM COMMUNICATIONS SYSTEM	PHONE/CITY HALL-P&A	311.80
TIM TERRELL & CO	WATER SERVICE @ SHOP-RUT	1,827.00
TREASURER STATE OF IOWA	SALES TAX	3,716.00
US CELLULAR	CELL PHONE-ALL DEPTS	302.49
US CELLULAR	CELL PHONE-PD	116.17
VALLEY ATHLETICS	FIELD PAINT-P&REC	159.96
WAPSI WASTE SERVICE	GB,RECY,LEAF-SW	22,638.11
	TOTAL	1,644,472.35

Discussion and Consideration of a Motion to Set a Public Hearing Date for an Ordinance Adopting Chapter 26 Housing Commission of the Mt. Vernon Municipal Code - Council Action as Needed. Nobsch explained this is an ordinance adopting the commission and based on the conversation at the previous meeting this will be a nine member commission. Tuerler motioned to set the public hearing date to establish the Mount Vernon Housing Commission for the next council meeting, December 19, 2016, seconded by Rose. Carried all.

Discussion and Consideration of a Motion to Set a Public Hearing Date for an Ordinance Amending Chapter 135 Street Use and Maintenance of the Mt. Vernon Municipal Code - Council Action as Needed. Because this is cross referenced with Chapter 151 it also needs to be updated. Nobsch said that the setting date would be the next council meeting date, December 19, 2016. Rose motioned to set the public hearing date for December 19, 2016 for ordinance amending Chapter 135 Street Use and Maintenance of the Mt. Vernon Municipal Code, seconded by Wieseler. Carried all.

Discussion and Consideration of Tablet Purchase for Police Squad Vehicle – Council Action as Needed. Chief Doug Shannon explained that this was the system he was hoping to replace in the next fiscal year but it has failed and needs to be replaced now. The new 28E agreement with Lisbon will provide some unexpected revenue this fiscal year and will be used to purchase the new equipment. The bid cost is \$5,084.28. Motion to approve the purchase of five tablets for a cost of \$5,084.28 made by Tuerler, seconded by Roudabush. Carried all.

Discussion and Consideration of a Call for Redemption of 2009 General Obligation Bonds – Said Bonds Being Paid With Sewer Revenue to be redeemed from the Sewer Utility Cash Balance – Council Action as Needed. Nobsch explained that the final payment for the 2009 GO bond will be in June of 2018. Paying

this off early will save the City about \$1,500-\$2,000.00 in interest and will free up some debt capacity. This note is paid with sewer revenue and can withstand the call amount.

Discussion Items (No Action)

Sidewalk Plan. As an alternative to a property assessment Nosbisch explained how the City could use a revolving loan process to fund a Sidewalk Plan. The City could look at an inter-fund loan whereas it would borrow from itself with the intent to certify the loan amount as TIF debt in 2017. This would allow the City to start the project as early as spring of 2017. Nosbisch suggested two different repayment schedules based upon a homeowners cost. If the project cost falls below \$750.00 the repayment would be within a three year time frame. If the project is about \$750.00 then a six year repayment schedule could be used. Staff recommended against charging any interest. The revolving loan fund would be limited to homeowner projects only. The alleyways and ADA compliant intersection would be completed with separate funds. Those homeowners that do not comply will be sent a certified letter detailing a timeframe in which the work will need to be completed. If the work is still not completed within the timeframe it will be submitted to Council who can then require the work to be done and the costs assessed to the property owner.

Alley Policy and Map. Council viewed a map of the City showing all alleys. Nosbisch pointed out that the City has a lot of non-maintained alleys and that there should be a policy of some kind that deals with alleys. The City cannot require homeowners to buy their section of alley but they could be asked if they would like to purchase them. All homeowners in a block area should agree to purchase their adjoining alleys; if one homeowner says no to the purchase the alley will not be vacated. The City is not interested in owning a land locked parcel.

Reports of Mayor/Council/Administrator

City Administrator's Report. The leaf program has been completed. There will be an ad in The Sun regarding the openings on certain boards and commissions. The City has received a donation of \$150.00 from the William Bys family for the purchase of a tree to be planted near a memorial bench. Department head reviews are complete. A few businesses have expressed concerns regarding the minimum wage law and would like Council to have more discussions.

Adjournment. As there was no further business to attend to the meeting adjourned, the time being 7:50 p.m., December 5, 2016.

Respectfully submitted,
Sue Ripke
City Clerk

E. Public Hearing

AGENDA ITEM # E – 1

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

DATE:	December 19, 2016
AGENDA ITEM:	Ordinance – Residency Requirements
ACTION:	None

SYNOPSIS: This ordinance removes the statutory requirement that employees of the streets, water, sewer, police and administration departments live within a twenty (20) minute response time. The ordinance amendment that is proposed requires all employees to reside within the State of Iowa (job descriptions require an Iowa driver's license).

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Close Public Hearing

ATTACHMENTS: None – Proceed to F-1

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

AGENDA ITEM # E – 2

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

DATE: December 19, 2016

AGENDA ITEM: Ordinance - Trees

ACTION: None

SYNOPSIS: This ordinance amends Chapter 151 by removing the maintenance requirement of right of way trees from the property owner. The City will now take over the maintenance/trimming of right of way trees.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Close Public Hearing

ATTACHMENTS: None – Proceed to F-2

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

AGENDA ITEM # E – 3

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

DATE:	December 19, 2016
AGENDA ITEM:	Ordinance – Housing Commission
ACTION:	None

SYNOPSIS: The public hearing, advertisement and agenda propose the Housing Commission as Chapter 26. As Chapter 26 was recently adopted as the CDG Director, the ordinance reflects Chapter 27 Housing Commission. Future agendas will reflect the change should the Council approve the first reading. The Housing Commission follows similar guidelines as the Planning and Zoning Commission. The Housing Commission will not have definitive power and will remain a recommendation board. They also will not have the authority to spend money on behalf of the City unless permission is granted by the City Council. I would ask the Council to pay close attention to 27.05 and 27.06, as they dictate the direction of the commission. The membership goal was to limit the influence any one group would have on future recommendations.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Close Public Hearing

ATTACHMENTS: None – Proceed to F-3

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

AGENDA ITEM # E – 4

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

DATE:	December 19, 2016
AGENDA ITEM:	Ordinance – Street Maintenance
ACTION:	None

SYNOPSIS: As I stated at the last meeting, street trees and maintenance are still cross referenced in the code. In order for the City to complete the transition of maintenance of right of way trees from the homeowner to the City, both codes need to be amended. As you can see, all other maintenance of the right of way, including mowing, litter pick-up, etc., remains the property owners responsibility.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Close Public Hearing

ATTACHMENTS: None – Proceed to F-4

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

F. Ordinance Approval/Amendment

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

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

ORDINANCE #12-19-2016A

AN ORDINANCE AMENDING CHAPTER 5 OPERATING PROCEDURES OF THE CITY OF MT. VERNON MUNICIPAL CODE

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

SECTION 1. AMENDMENT. The existing 5.13 is hereby repealed and replaced with a new 5.13 Residency Requirement. All permanent, full-time employees of the City shall reside in the State of Iowa. All employees shall have sixty (60) days to comply with this requirement. A new employee may request an extension of time, which extension may be approved by the Council upon proper showing of undue hardship in meeting the sixty-day requirement.

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 _____, 201_.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance #12-19-2016A on the ___ day of _____, 201_.

Sue Ripke, City Clerk

Prepared by:	City of Mt. Vernon, City Hall, Chris Nosbisch, City Administrator	213 First St. NW, Mt. Vernon, IA 52314 (319) 895-8742
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ORDINANCE #12-19-2016B

AN ORDINANCE AMENDING CHAPTER 151 TREES OF THE CITY OF MT. VERNON MUNICIPAL CODE

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

SECTION 1. AMENDMENT. The existing 151.06 Obstruction. (2) Public Property. is hereby repealed and replaced with a new 151.06 Obstruction. (2) Public Property. The maintenance of the parking or terrace of public right of way shall conform to Section 135.10.

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 _____, 201_.

ATTEST: _____
Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as Ordinance #12-19-2016B on the ___ day of _____, 201_.

Sue Ripke, City Clerk

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

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

ORDINANCE #12-19-2016C

AN ORDINANCE ADOPTING CHAPTER 27, HOUSING COMMISSION 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 _____, 201_.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance No. ____ on the ____ day of _____, 201_.

Sue Ripke, City Clerk

Exhibit "A"

CHAPTER 26

CDG DIRECTOR

27.01 Appointment

27.03 Vacancies

27.05 Membership

27.02 Term of Office

27.04 Compensation

27.06 Powers and Duties

27.01 HOUSING COMMISSION. There shall be appointed by the City Council a City Housing Commission, hereinafter referred to as the Commission, consisting of nine (9) members, who shall be qualified by knowledge or experience to make recommendations to the City Council in matters pertaining to housing development, housing needs, codes/ordinances, and/or other development needs.

27.02 TERM OF OFFICE. The term of office of the members of the Commission shall be three (3) years. The terms shall be structured in a manner that no more than one-third of the members will expire in any one year.

27.03 VACANCIES. If any vacancy exists on the Commission caused by the resignation, or otherwise, a successor for the residue of the term shall be appointed in the same manner as the original appointee.

27.04 COMPENSATION. All members of the Commission shall serve without compensation, except their actual expenses, which shall be subject to the approval of the Council.

27.05 MEMBERSHIP. It is recognized that a true representation on the membership body may require members residing outside the current city limits. At no time shall the number of non-residents on the commission account for more than three (3) appointees. The Commission shall generally consist of representatives from the following areas: a local bank representative, a citizen at-large representative, City Council representative, Mt. Vernon School representative, CDG Board representative, Planning and Zoning representative, representative from a real estate firm, a representative having controlling interest in development property within two miles of the city limits, and a representative from a development firm. It is recognized that deviations from the above list may be necessary to maintain a qualified Commission. At no time shall the membership consist of more than two representatives of the above listed fields of expertise.

27.06 POWERS AND DUTIES. The Commission shall have and exercise the following powers and duties:

1. Selection of Officers. The Commission shall choose annually at its first regular meeting one of its members to act as Chairperson and another as Vice Chairperson, who shall perform all of the duties of the Chairperson during the Chairperson's absence or disability.
2. Adopt Rules and Regulations. The Commission shall adopt such rules and regulations governing its organization and procedure as it may deem necessary.
3. Recommendation for Incentives. The Commission shall review various forms of housing incentives and make recommendations on adoption and procedural use in the City. Additionally, the Commission shall recommend programs to disburse LMI (Low to Moderate Income) set aside as a result of any housing incentive program
4. Identify Housing Needs. The Commission shall make recommendations of housing needs to the Council.
5. Code Review. The Commission shall review various housing codes, including rental, building, topsoil, and development, for adoption by the City Council.
6. Special Projects. The Council, from time to time, may task the Housing Commission with projects aimed at identifying roadblocks to housing development.
7. Fiscal Responsibilities. The Commission shall have full, complete and exclusive authority to expend for and on behalf of the City all sums of money appropriated to it, and to use and expend all gifts, donations or payments whatsoever which are received by the City for housing purposes.
8. Limitation on Entering Contracts. The Commission shall have no power to contract debts beyond the amount of its original or amended appropriation as approved by the Council for the present year.
9. Annual Report. The Commission shall each make a report to the Mayor and Council of its proceedings, with a full statement of receipts, disbursements and the progress of its work during the preceding fiscal year.

Prepared by:	City of Mt. Vernon, City Hall, Chris Nosbisch, City Administrator	213 First St. NW, Mt. Vernon, IA 52314 (319) 895-8742
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ORDINANCE #12-19-2016D

AN ORDINANCE AMENDING CHAPTER 135 STREET USE AND MAINTENANCE OF THE CITY OF MT. VERNON MUNICIPAL CODE

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

SECTION 1. AMENDMENT. The existing 135.10 Maintenance of Parking or Terrace. is hereby repealed and replaced with a new 135.10 Maintenance of Parking or Terrace. It shall be the responsibility of the abutting property owner to maintain all property outside the lot and property lines and inside the curb lines upon the public streets, except that the abutting property owner shall not be required to trim, remove or maintain trees on the publicly owned right of way. Maintenance includes timely mowing and picking up litter.

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 _____, 201_.

ATTEST:

Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as Ordinance #12-19-2016C on the ___ day of _____, 201_.

Sue Ripke, City Clerk

G. Resolutions for Approval

AGENDA ITEM # G – 1

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

DATE:	December 19, 2016
AGENDA ITEM:	2009 General Obligation Bonds
ACTION:	None

SYNOPSIS: The resolution from Mark Cory is attached. Again, this is to pay this bond off early and save approximately \$2,000 in interest. The original note was \$400,000 and is being repaid with sewer funds. This will push the GO debt set for repayment in this fiscal year over the \$1,000,000 mark.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

Council Member _____ introduced the following Resolution entitled "RESOLUTION AUTHORIZING THE REDEMPTION OF OUTSTANDING GENERAL OBLIGATION REFUNDING CAPITAL LOAN NOTES, SERIES 2009A, OF THE CITY OF MOUNT VERNON, STATE OF IOWA, DATED JULY 1, 2009, AND DIRECTING NOTICE BE GIVEN" and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the resolution duly adopted as follows:

RESOLUTION AUTHORIZING THE REDEMPTION OF
OUTSTANDING GENERAL OBLIGATION REFUNDING
CAPITAL LOAN NOTES, SERIES 2009A, OF THE CITY OF
MOUNT VERNON, STATE OF IOWA, DATED JULY 1, 2009,
AND DIRECTING NOTICE BE GIVEN

WHEREAS, the City did by resolution dated June 15, 2009, authorize the issuance of \$400,000 General Obligation Refunding Capital Loan Notes, Series 2009A, (the "Notes") dated July 1, 2009; and

WHEREAS, the Notes are redeemable in any order of their numbering on June 1, 2016 or any date thereafter upon giving notice in the manner provided in the resolution authorizing the issuance of the Notes; and

WHEREAS, it is deemed necessary and advisable that \$100,000 be so redeemed on January 20, 2017, and notice of redemption be given according to the terms of the resolution authorizing issuance of the Notes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOUNT VERNON, STATE OF IOWA:

Section 1. That outstanding General Obligation Refunding Capital Loan Notes, dated July 1, 2009, in the principal amount of \$100,000, be and the same are hereby redeemed as of January 20, 2017.

Section 2. The Registrar and Paying Agent, Bankers Trust Company of Des Moines, Iowa, is hereby authorized and directed to cause notice of such redemption be given not less than

thirty (30) days prior to the redemption date and to cause notice of redemption to be mailed to the registered owners of the Notes by registered mail, and to notify DTC.

Section 3. The City Clerk/Treasurer is hereby authorized and directed to cause to be deposited in a separate fund a sum sufficient to pay all principal and interest on the redeemed Notes to the date of redemption and to notify the City's dissemination agent to post the Notice of Redemption to the MSRB's website (EMMA) in searchable PDF format for the refunded Notes in accordance with the Continuing Disclosure Certificate for the Notes.

Section 4. That the form of such notice be substantially as follows:

NOTICE OF THE CALL OF NOTES FOR REDEMPTION TO THE HOLDERS OF THE
FOLLOWING DESCRIBED NOTES:

Please take notice that the Notes described below have been called for redemption. Owners of the Notes should present their Notes for payment on the redemption date.

Issuer: City of Mount Vernon, State of Iowa

Original Issue Amount: \$400,000

Note Issue: General Obligation Refunding Capital Loan Notes, Series 2009A

Dated Date: July 1, 2009

Redemption Date: January 20, 2017

Redemption Price: At par, plus accrued interest

Notes Called for Redemption

<u>CUSIP</u> <u>Numbers</u>	<u>Principal</u> <u>Amount</u>	<u>Interest</u> <u>Rate</u>	<u>Maturity</u> <u>Date</u>
623534 FA7	\$100,000	3.75%	June 1, 2018

No representation is made as to the accuracy of the CUSIP numbers printed herein or on the Notes.

The above Notes should be presented to Bankers Trust Company, Des Moines, Iowa. This represents a full call of the outstanding obligations. All interest will cease to accrue on the Redemption Date.

BANKERS TRUST COMPANY,
Des Moines, Iowa

Registrar

(End of Notice)

PASSED AND APPROVED this 19th day of December, 2016.

Mayor

ATTEST:

City Clerk

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF LINN

)

I, the undersigned City Clerk of the City of Mount Vernon, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective City offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2016.

City Clerk, City of Mount Vernon, State of Iowa

(SEAL)

J. Motions for Approval

CITY OF MOUNT VERNON CLAIMS FOR APPROVAL, DECEMBER 19, 2016

PAYROLL	CLAIMS	57,815.99
ALLIANT ENERGY	ENERGY USAGE-WAT	3,009.03
3E ELECTRICAL ENG & EQUIPMENT CO	GENERATOR REPAIR-FD	2,659.27
ALLIANT ENERGY	ENERGY USAGE-SEW	2,548.35
STATE HYGIENIC LAB	TESTING-SEW	2,345.00
CR/LC WASTE AGENCY	DISPOSAL SERVICE-RUT	1,913.42
ECICOG	ZONING ORDINANCE UPDATE-P&A	1,162.00
GOODYEAR	TREADS/SKIDSTER (4)-PW	1,133.08
ROTO ROOTER	JET/VAC LINE-WAT	1,050.00
ALLIANT ENERGY	ENERGY USAGE-P&A	1,008.30
WEX BANK	FUEL-PD,WAT,SEW	995.90
ALLIANT ENERGY	ENERGY USAGE-RUT	924.26
LINN COUNTY SHERIFF'S OFFICE	SHARED SERVICES-PD	900.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	872.81
SAUTER BATY ASSOCIATES	CONCEPTUAL/PRELIMINARY DESIGN	742.50
CLIFTON LARSON ALLEN	AUDITOR FEES-P&A	650.00
AUDITOR OF STATE	AUDIT FILING FEE-P&A	625.00
FUTURE LINE	CURB GUARDS-RUT	488.00
DIESEL TURBO SERVICE	BATTERIES (2),REPAIRS-PW	460.20
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-ALL DEPTS	424.62
NATHAN GOODLOVE	FIRE CHIEF PAY-FD	416.71
TIPTON ELECTRIC MOTORS	WELDER REPAIR-PW	380.91
COMFORT SOLUTIONS	FAN BLADE-RUT	366.30
ALLIANT ENERGY	ENERGY USAGE-FD	350.97
IA PARK & REC ASSOC	CPO SCHOOL #4-POOL	280.00
STAR EQUIPMENT	SAW GUARD REPAIR-PW	250.39
ALLIANT ENERGY	ENERGY USAGE-KMVL,ST LIGHTS	249.20
ALLIANT ENERGY	ENERGY USAGE-P&REC,POOL	247.75
FUTURE LINE	CLUTCH/SALT DAUG-RUT	213.18
STOREY KENWORTHY	TAX FORMS-ALL DEPTS	202.83
MIDWEST WHEEL CO	BINDERS,LUBE-RUT	192.28
KONE	ELEVATOR MAINT CONTRACT-P&A	160.53
GALLS	EQUIP-PD	154.17
DAN'S OVERHEAD DOORS 1	DOOR REPAIR/SHOP-RUT	130.88
IOWA INSURANCE DIVISION	509A FILING	100.00
FUTURE LINE	PLOW EDGE MARKER-RUT	96.00
DES MOINES STAMP	DATER-ALL DEPTS	88.10
ARAMARK	RUGS-FD	82.85
P&K MIDWEST	ANTIFREEZE,OIL-RUT	74.87
JOHNSTON SUPPLY	BLDG MAINT-FD	73.47
MATT SIDERS	MILEAGE-P&REC	67.50
IOWA ONE CALL	LOCATES-WAT,SEW	61.20
MIDWEST BREATHING AIR	QRTLY AIR TEST-FD	60.60
FRANCESCA THOMPSON	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
STORM STEEL	ANGLE IRON-RUT	59.38
DARE	MEMBERSHIP-PD	50.00
MIDWEST SAFETY COUNSELORS	INSTRUMENT CALIBRATION-FD	50.00
CAREPRO PHARMACY	SUPPLIES-P&A	42.20
LYNCH	5K MI MAINT/2016 EXP-PD	38.31
CENTURY LINK	PHONE CHGS-PD	36.90
AIRGAS	CYLINDER RENTAL FEE-PW	34.08
JIM BONEWALD	BOY'S BB REFUND-P&REC	30.00
CUSTOM HOSE & SUPPLES	HOSE FIX-RUT	27.13
MV ACE HARDWARE	EQUIP-FD	25.30
P&K MIDWEST	SALT DAUG MAINT-RUT	18.31
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	15.00
APPLIED CONCEPTS INC	WIRED REMOTE CONTROL CABLE-PD	12.95
	TOTAL	86,587.98

AGENDA ITEM # J – 2

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

DATE:	December 19, 2016
AGENDA ITEM:	January Meeting Dates
ACTION:	None

SYNOPSIS: Both Council meetings in January will fall on recognized holidays. Monday, January 2, 2016 is the day after New Year's and City Hall will be closed. Monday, January 16, 2016 is Martin Luther King Jr. Day and City Hall will remain open. There are a couple of options for Council as it relates to moving dates. The first, is to simply move the January 2, 2016 meeting date to later in the week (in the past, Wednesday). The second, due to the fact that there are five Mondays in January, is to move both dates to the 2nd and 4th Monday of the month. The new meeting dates would then be January 9, 2016 and January 23, 2016.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

AGENDA ITEM # J – 3

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

DATE:	December 19, 2016
AGENDA ITEM:	Agreement 2017-4-131
ACTION:	None

SYNOPSIS: The attached agreement is from the Iowa DOT and contains information related to both the by-pass and the transition of old Hwy. 30 to the City's jurisdiction. The estimated costs of placing casting pipe (for future sanitary sewer) is expected to be around \$522,000. The final costs will be itemized for the City at the end of the project and billed accordingly. The ability to serve the areas surrounding the by-pass will be imperative to the successful development and annexation of the area. By completing the project now, it is likely the City will save some money and time by avoiding the IaDOT permitting requirements. If done in the future, these encasements would have to be bored under the State right of way.

As to the transitioning of old Hwy 30, the City and DOT will negotiate a settlement to bring the road surface up to standard. This is fairly common with the DOT, although it will be an expense to the City in the future. We will gain control of access, speed limit, and use, but we will also assume all future costs. The agreement has been to both the engineer and legal counsel.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Agreement

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

July 2014

**IOWA DEPARTMENT OF TRANSPORTATION
Preconstruction Agreement
For Primary Road Project**

County	<u>Linn</u>
City	<u>Mount Vernon</u>
Project No.	<u>NHSX-030-7(120)-3H-57</u> <u>NHSX-030-7(188)-3H-57</u> <u>NHSX-030-7(189)-3H-57</u>
Iowa DOT Agreement No.	<u>2017-4-131</u>
Staff Action No.	<u></u>

This Agreement, is entered into by and between the Iowa Department of Transportation, hereinafter designated the "DOT", and the city of Mount Vernon, Iowa, a Local Public Agency, hereafter designated the "LPA" in accordance with Iowa Code Chapters 28E, 306, 306A and 313.4 as applicable;

The DOT proposes to establish or make improvements to U.S. 30 within Linn County and Cedar County, Iowa; and

The DOT and the LPA are willing to jointly participate in said project, in the manner hereinafter provided; and

The DOT and the LPA previously entered into the following agreement(s) for the above referenced project: Agreement No. 2015-1-122 for right of way acquisition was executed by the DOT and LPA on January 26, 2015 and January 19, 2015 respectively; and

This Agreement reflects the current concept of this project which is subject to modification by mutual agreement between the LPA and the DOT; and

Therefore, it is agreed as follows:

1. Project Information

- a. The DOT will design, let, and inspect construction of the following described project in accordance with the project plans and DOT standard specifications:

Construction of the U.S. 30 Mount Vernon and Lisbon bypass from west of Wilcox Road in Linn County east to near Charles Avenue in Cedar County (see Exhibit A for project location).

- b. As part of the project, the LPA has requested sanitary sewer work as referenced below within the city all at no cost to the DOT (see Exhibit B for costs).
- i. Installation of 425 LF of 26" diameter sanitary sewer steel casing pipe at Sta. 656+93.41±
 - ii. Installation of 441 LF of 42" diameter sanitary sewer steel casing pipe at Sta. 656+73.35±
- c. In accordance with 761 Iowa Administrative Code Chapter 150.3(1)d, the LPA will reimburse the DOT for its share of the actual cost for longitudinal and outlet storm sewer as shown on Exhibit B.
- d. Upon completion of construction, the LPA agrees to accept ownership and jurisdiction of the following referenced improvements. The LPA shall also assume responsibility for all future maintenance operations associated therewith, all at no additional expense or obligation to the DOT:

July 2014

- i. Willow Creek Road will be reconstructed for a distance of approximately 832.20 feet, from Sta. 4634+45.00 to Sta. 4642+77.20. A 26-foot wide paved roadway with granular surfacing will be constructed.

2. Project Costs

- a. The LPA shall reimburse the DOT for its share of the project costs estimated at \$522,000, as shown in Exhibit B. The amount paid by the LPA upon completion of construction and proper billing by the DOT will be determined by the actual quantities in place and the accepted bid at the contract letting.
- b. The DOT will bear all costs except those allocated to the LPA under other terms of this Agreement.

3. Traffic Control

- a. U.S. 30 through-traffic will be maintained during the construction.
- b. If it becomes necessary to temporarily close LPA side roads during construction, the DOT will furnish and install the required barricades and signing for the closure at project cost and shall remove same upon completion of the project also at no expense or obligation to the LPA. The DOT will work in close cooperation with the LPA and the contractor to accommodate emergency services and local access across the project during construction. Any detours which may be necessary for project related LPA road closures will be the responsibility of the LPA all at no expense or obligation to the DOT.
- c. If this project causes the temporary closure of a road during construction, the DOT shall meet with the LPA to determine whether said closure(s) will cause increased traffic on other LPA roads. The DOT and the LPA shall determine a plan, and the costs thereof, for the LPA to perform dust control on said LPA roads with increased traffic, should dust control become necessary. In that event, the LPA shall inform the DOT prior to performing said dust control. The DOT shall reimburse the LPA for the cost of said dust control measures following the receipt of a bill for the agreed upon costs (see Iowa Code section 313.4 subsection 1.b.).

4. Construction & Maintenance

- a. The LPA, in cooperation with the DOT, will take whatever steps may be required with respect to alteration of the grade lines of the new highway facilities constructed under the project in accordance with Iowa Code section 364.15. The DOT and LPA will work together to minimize potential impacts to properties that may occur as a result of the project.
- b. Upon completion of the project, no changes in the physical features thereof will be undertaken or permitted without the prior written approval of the DOT.
- c. Future maintenance of the primary highway within the project area will be carried out in accordance with the terms and conditions contained in 761 Iowa Administrative Code Chapter 150.
- d. Structures built by the DOT over or under a primary road will be maintained structurally sound by the DOT, including repairs to floors and railing and painting. For structures serving roadways which are not on the primary road system, the cleaning and removal of snow, debris and foreign objects from local road traffic lanes, sidewalks or walkways within the project limits (if any) including pedestrian overpasses or underpasses will be the responsibility of the LPA.

July 2014

5. Transfer of Jurisdiction

- a. The LPA agrees to the future transfer of jurisdiction of the following road segment(s) or extension(s) as well as any associated bridges and drainage structures:

Existing U.S. 30 from Sta. 643+58.90± to Sta. 746+19.90±, a length of 10,261 feet or 1.94 miles (see Exhibit C).

- b. A future Transfer of Jurisdiction Agreement will be negotiated between the DOT and LPA to complete this transfer.

6. General Provisions

- a. If the LPA has completed a Flood Insurance Study (FIS) for an area which is affected by the proposed Primary Highway project and the FIS is modified, amended or revised in an area affected by the project after the date of this Agreement, the LPA shall promptly provide notice of the modification, amendment or revision to the DOT. If the LPA does not have a detailed Flood Insurance Study (FIS) for an area which is affected by the proposed Primary Highway project and the LPA does adopt an FIS in an area affected by the project after the date of this Agreement, the LPA shall promptly provide notice of the FIS to the DOT.
- b. The LPA will comply with all provisions of the equal employment opportunity requirements prohibiting discrimination and requiring affirmative action to assure equal employment opportunity as required by Iowa Code Chapter 216. No person will, on the grounds of age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which State funds are used.
- c. It is the intent of both (all) parties that no third party beneficiaries be created by this Agreement.
- d. If any section, provision, or part of this Agreement shall be found to be invalid or unconstitutional, such finding shall not affect the validity of the Agreement as a whole or any section, provision, or part thereof not found to be invalid or unconstitutional, except to the extent that the original intent of the Agreement cannot be fulfilled.
- e. This Agreement may be executed in (two) counterparts, each of which so executed will be deemed to be an original.
- f. This Agreement, as well as the unaffected provisions of any previous agreement(s), addendum(s), and/or amendment(s); represents the entire Agreement between the LPA and DOT regarding this project. All previously executed agreements will remain in effect except as amended herein. Any subsequent change or modification to the terms of this Agreement will be in the form of a duly executed amendment to this document.

July 2014

IN WITNESS WHEREOF, each of the parties hereto has executed Agreement No. 2017-4-131 as of the date shown opposite its signature below.

CITY OF MOUNT VERNON:

By: _____ Date _____, 20____
Title: Mayor

I, _____, certify that I am the Clerk of the City, and that
_____, who signed said Agreement for and on behalf of
the City was duly authorized to execute the same on the ____ day of _____, 20____.

Signed: _____
City Clerk of Mount Vernon, Iowa

IOWA DEPARTMENT OF TRANSPORTATION:

By: _____ Date _____, 20____
James R. Schnoebelen
District Engineer
District 6

NHSX-030-7(120)--3H-57

NHSX-030-7(188)--3H-57

NHSX-030-7(189)--3H-57

US 30 Mount Vernon/Lisbon Bypass Linn and Cedar Counties

PIN 95-57-030-050

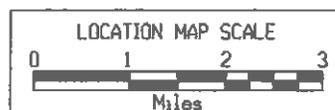
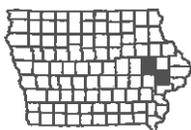
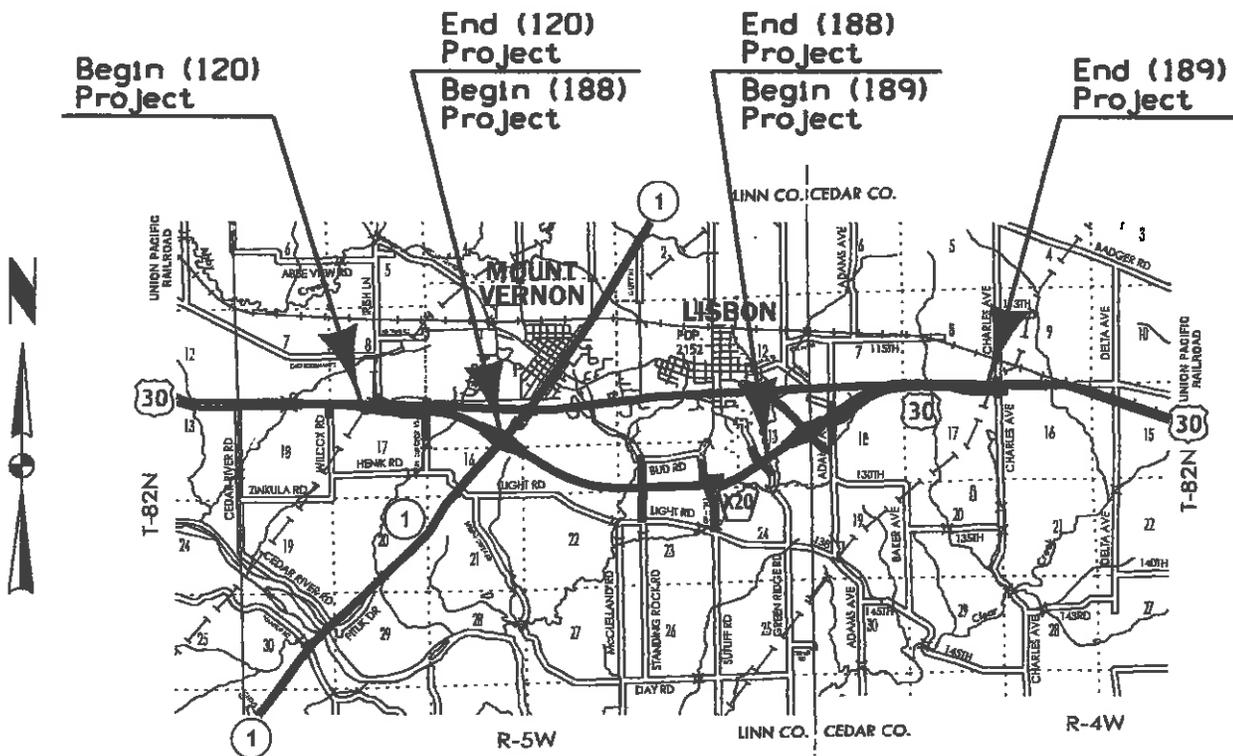


EXHIBIT B

U.S. 30 Mt. Vernon / Libon Bypass
 Grading Package 1
 Project No. NH5X-030-7(120)-3H-57
 Cost Opinion
 10/3/2016

Item Code	Item Description	Unit	Unit Cost	State		Local	
				Quantity	Total Cost	Quantity	Total Cost
2101-0850001	CLEARING AND GRUBBING	ACRE	\$1,800.00	8.40	\$15,120.00		
2102-0425070	SPECIAL BACKFILL	TON	\$21.00	1,207.60	\$25,359.60		
2102-2200000	INTERCEPTING DITCHES AND FLUMES	LF	\$6.00	2,021.00	\$12,126.00		
2102-2624980	CONTRACTOR FURNISH SELECT TREATMENT	CY	\$8.00	44,563.00	\$356,504.00		
2102-2625001	EMBANKMENT-IN-PLACE, CONTRACTOR FURNISHED	CY	\$8.00	722,892.00	\$5,783,136.00		
2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	\$5.00	147,844.00	\$739,220.00		
2102-2712015	EXCAVATION, CLASS 12, BOULDERS OR ROCK FRAGMENTS	CY	\$20.00	100.00	\$2,000.00		
2102-4560000	LOCATING TILE LINES	STA	\$90.00	69.50	\$6,255.00		
2105-8425015	TOPSOIL, STRIP, SALVAGE, AND SPREAD	CY	\$5.00	78,204.00	\$391,020.00		
2107-0425020	COMPACTING BACKFILL ADJACENT TO BRIDGES, CULVERTS, OR STRUCTURES	CY	\$16.00	745.00	\$11,920.00		
2107-0875100	COMPACTION WITH MOISTURE CONTROL	CY	\$0.50	886,618.00	\$250,985.40		
2107-3825025	GRANULAR MATERIAL FOR BLANKET AND SUBDRAIN	CY	\$9.00	11,904.00	\$107,136.00		
2115-0100000	MODIFIED SUBBASE	CY	\$52.00	5,922.70	\$170,326.40		
2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	\$20.00	585.00	\$11,700.00		
2123-7450020	EARTH SHOULDER FINISHING	STA	\$165.00	47.60	\$7,854.00		
2213-2713900	EXCAVATION, CLASS 13 FOR WIDENING	CY	\$14.00	1,593.00	\$21,462.00		
2213-8201080	BASE WIDENING, 8" HMA	SY	\$28.00	3,948.10	\$110,546.80		
2214-5145150	PAVEMENT SCARIFICATION	SY	\$3.00	288.00	\$804.00		
2301-1039100	STANDARD OR SLIP-FORM PCC PAVEMENT, CLASS C, CLASS 3, 10 INCH	SY	\$31.00	14,444.90	\$447,791.90		
2301-6911722	PCC PAVEMENT SAMPLES	LS	\$3,000.00	1.00	\$3,000.00		
2303-1051750	HMA VT BASE, 3/4 INCH MIX	TON	\$42.00	103.90	\$4,363.80		
2303-1053500	HMA VT SURFACE, 1/2 INCH MIX, NO FRICTION	TON	\$55.00	218.50	\$12,017.50		
2303-1258285	ASPHALT BINDER, PG 58-28V	TON	\$370.00	19.30	\$7,141.00		
2312-8260051	GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE	TON	\$19.00	3,101.70	\$58,932.30		
2315-8275025	SURFACING, DRIVEWAY, CLASS A CRUSHED STONE	TON	\$19.00	235.80	\$4,480.20		
2402-0425040	FLOODED BACKFILL	CY	\$30.00	3,093.60	\$92,808.00		
2402-2720100	EXCAVATION, CLASS 20, FOR ROADWAY PIPE CULVERT	CY	\$7.00	6,819.00	\$47,733.00		
2416-0100015	APRON, CONCRETE, 15 INCH	EACH	\$1,100.00	2.00	\$2,200.00		
2416-0100018	APRON, CONCRETE, 18 INCH	EACH	\$880.00	2.00	\$1,760.00		
2416-0100024	APRON, CONCRETE, 24 INCH	EACH	\$1,200.00	15.00	\$18,000.00		
2416-0100030	APRON, CONCRETE, 30 INCH	EACH	\$1,200.00	5.00	\$6,000.00		
2416-0100036	APRON, CONCRETE, 36 INCH	EACH	\$1,800.00	5.00	\$9,000.00		
2416-0100042	APRON, CONCRETE, 42 INCH	EACH	\$2,150.00	1.00	\$2,150.00		
2416-0100048	APRON, CONCRETE, 48 INCH	EACH	\$2,500.00	2.00	\$5,000.00		
2416-1180024	CULVERT, CONCRETE ROADWAY PIPE, 24 INCH	LF	\$64.00	558.00	\$35,712.00		
2416-1180030	CULVERT, CONCRETE ROADWAY PIPE, 30 INCH	LF	\$86.00	182.00	\$15,652.00		
2416-1180036	CULVERT, CONCRETE ROADWAY PIPE, 36 INCH	LF	\$115.00	182.00	\$20,930.00		
2416-1240024	CULVERT, 3000D CONCRETE ROADWAY PIPE, 24 INCH	LF	\$68.00	242.00	\$16,456.00		
2416-1245036	CULVERT, 3750D CONCRETE ROADWAY PIPE, 24 INCH	LF	\$136.00	792.00	\$107,712.00		
2416-1245042	CULVERT, 3750D CONCRETE ROADWAY PIPE, 42 INCH	LF	\$149.00	242.00	\$36,058.00		
2416-1245048	CULVERT, 3750D CONCRETE ROADWAY PIPE, 48 INCH	LF	\$163.00	924.00	\$52,812.00		
2416-1262030	CULVERT, CONCRETE PIPE, 2000D, TRENCHLESS, 30 INCH	LF	\$465.00	112.00	\$52,080.00		

EXHIBIT B

2416-1264048	CULVERT, CONCRETE PIPE, 3750D, TRENCHLESS, 48 INCH	LF	\$980.00	122.00	\$119,560.00
2418-0000010	TEMPORARY STREAM DIVERSION	EACH	\$6,000.00	2.00	\$16,000.00
2422-0360015	APRON, UNCLASSIFIED, 15 INCH	EACH	\$300.00	2.00	\$600.00
2422-0360024	APRON, UNCLASSIFIED, 24 INCH	EACH	\$318.00	4.00	\$1,272.00
2422-0360036	APRON, UNCLASSIFIED, 36 INCH	EACH	\$792.00	2.00	\$1,584.00
2422-0360060	APRON, UNCLASSIFIED, 60 INCH	EACH	\$2,000.00	2.00	\$4,000.00
2422-1720000	CULVERT, UNCLASSIFIED ENTRANCE PIPE, 12 INCH	LF	\$25.00	35.00	\$875.00
2422-1720015	CULVERT, UNCLASSIFIED ENTRANCE PIPE, 15 INCH	LF	\$32.00	90.00	\$2,880.00
2422-1720024	CULVERT, UNCLASSIFIED ENTRANCE PIPE, 24 INCH	LF	\$35.00	42.00	\$1,470.00
2422-1723024	CULVERT, UNCLASSIFIED ROADWAY PIPE, 24 INCH	LF	\$44.00	40.00	\$1,760.00
2422-1723036	CULVERT, UNCLASSIFIED ROADWAY PIPE, 36 INCH	LF	\$59.00	84.00	\$4,956.00
2422-1723060	CULVERT, UNCLASSIFIED ROADWAY PIPE, 60 INCH	LF	\$80.00	54.00	\$4,320.00
2435-0140148	MANHOLE, STORM SEWER, SW-401, 48 INCH	EACH	\$4,100.00	1.00	\$4,100.00
2435-0140500	MANHOLE, STORM SEWER, SW-405	EACH	\$5,000.00	1.00	\$5,000.00
2435-0250700	INTAKE, SW-507	EACH	\$4,400.00	6.00	\$26,400.00
2435-0250900	INTAKE, SW-509	EACH	\$5,100.00	6.00	\$30,600.00
2435-0251100	INTAKE, SW-511	EACH	\$4,350.00	2.00	\$8,700.00
2435-0251300	INTAKE, SW-513	EACH	\$4,800.00	1.00	\$4,800.00
2502-8212034	SUBDRAIN, LONGITUDINAL, (SHOULDER) 4 INCH	LF	\$5.40	3,434.00	\$18,651.60
2502-8212306	SUBDRAIN, STANDARD, PERFORATED, 6 INCH	LF	\$7.00	680.00	\$4,760.00
2502-8221303	SUBDRAIN OUTLET, DR-303	EACH	\$195.00	24.00	\$4,680.00
2502-8221905	SUBDRAIN OUTLET, DR-305	EACH	\$335.00	4.00	\$1,340.00
2503-0114215	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D, 15 INCH	LF	\$58.00	1,146.00	\$66,468.00
2503-0114218	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D, 18 INCH	LF	\$69.00	78.00	\$5,382.00
2503-0114224	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D, 24 INCH	LF	\$94.00	69.00	\$6,486.00
2503-0114230	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D, 30 INCH	LF	\$115.00	98.00	\$11,270.00
2503-0124230	STORM SEWER GRAVITY MAIN, TRENCHLESS, RCP, 2000D, 30 INCH	LF	\$800.00	45.00	\$36,000.00
2506-4984000	FLOWABLE MORTAR	CY	\$143.00	43.10	\$6,163.30
2507-3250005	ENGINEERING FABRIC	SY	\$3.00	1,638.40	\$4,915.20
2507-6800061	REVTMENT, CLASS E	TON	\$44.00	971.80	\$42,759.20
2507-8029000	EROSION STONE	TON	\$95.00	306.60	\$10,731.00
2510-6745850	REMOVAL OF PAVEMENT	SY	\$6.00	7,746.20	\$46,477.20
2515-2475008	DRIVEWAY, PCC, 8 INCH	SY	\$64.00	308.20	\$19,724.80
2518-6910000	SAFETY CLOSURE	EACH	\$250.00	8.00	\$2,000.00
2520-3350015	FIELD OFFICE	EACH	\$10,400.00	1.00	\$10,400.00
2526-8285000	CONSTRUCTION SURVEY	LS	\$25,000.00	1.00	\$25,000.00
2527-9263109	PAINTED PAVEMENT MARKINGS, WATERBORNE OR SOLVENT-BASED	STA	\$10.00	283.28	\$2,832.80
2527-9263131	WET RETROREFLECTIVE REMOVABLE TAPE MARKINGS	STA	\$110.00	68.52	\$7,537.20
2527-9263137	PAINTED SYMBOL AND LEGEND, WATERBORNE OR SOLVENT-BASED	EACH	\$100.00	6.00	\$600.00
2527-9263180	PAVEMENT MARKINGS REMOVED	STA	\$19.00	48.43	\$920.17
2528-8400048	TEMPORARY BARRIER RAIL, CONCRETE	LF	\$10.00	3,650.00	\$36,500.00
2528-8445110	TRAFFIC CONTROL	LS	\$20,000.00	1.00	\$20,000.00
2528-8445113	FLAGGER	EACH	\$435.00	10.00	\$4,350.00
2533-4980005	MOBILIZATION	LS	\$501,582.00	1.00	\$501,582.00
2551-0000110	TEMPORARY CRASH CUSHION	EACH	\$1,200.00	4.00	\$4,800.00
2590-0000020	PROJECT MANAGEMENT	LS	\$50,000.00	1.00	\$50,000.00
2599-9999001	SUBGRADE STABILIZATION	ACRE	\$700.00	11.00	\$7,700.00
2599-9999001	STABILIZING CROP - NATIVE GRASS SEEDING AND FERTILIZING	ACRE	\$750.00	27.90	\$20,925.00
2599-9999005	CURB INLET PROTECTION	EACH	\$200.00	12.00	\$2,400.00

EXHIBIT B

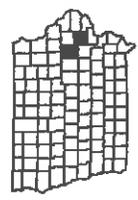
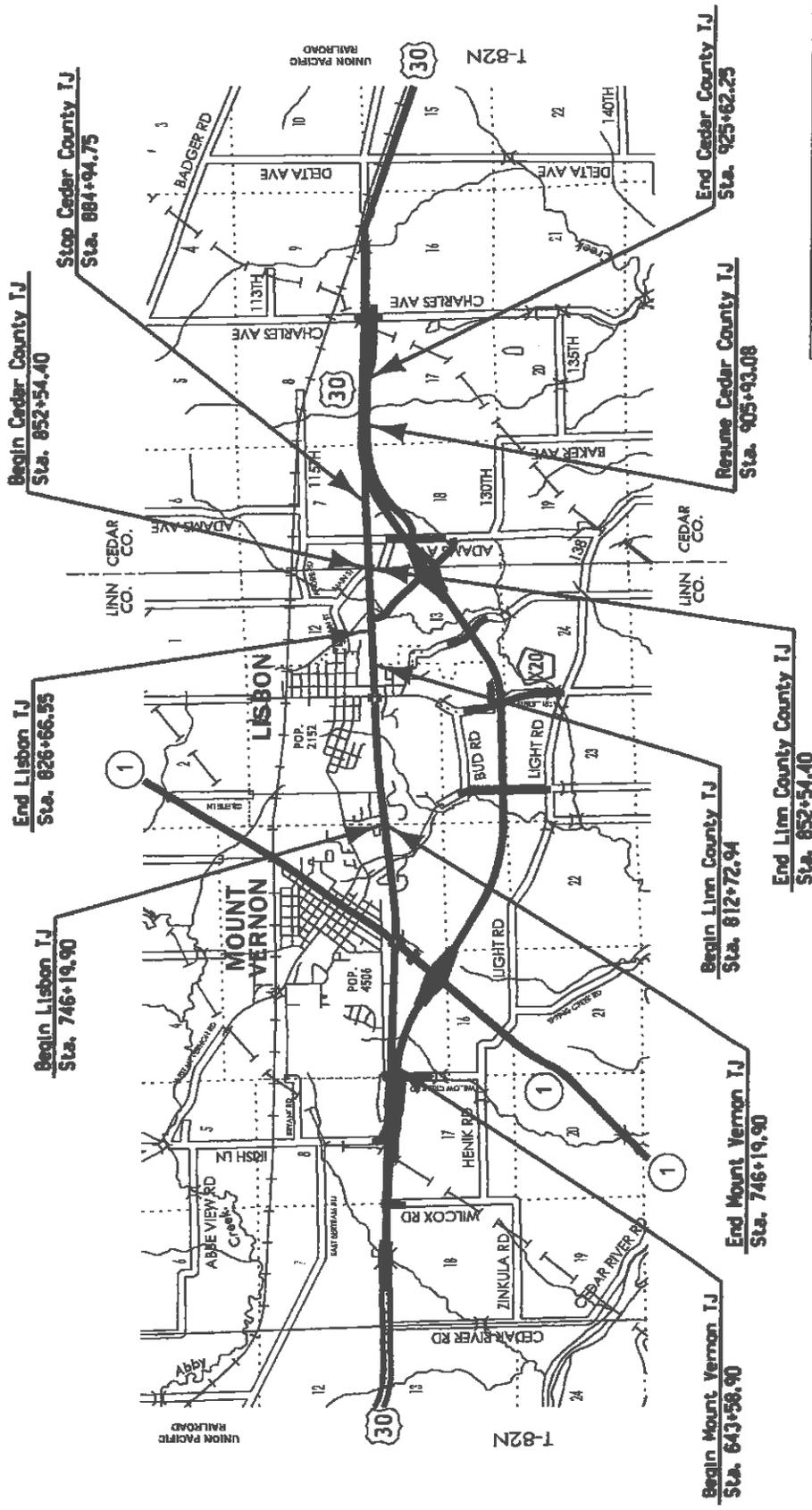
Item ID	Description	Unit	Quantity	Unit Price	Total Price
2599-9999005	CLEAN-OUT OF CURB INLET PROTECTION	EACH	12.00	\$1,200.00	\$1,200.00
2599-9999005	MAINTENANCE OF CURB INLET PROTECTION	EACH	12.00	\$1,200.00	\$1,200.00
2599-9999005	GRATE INTAKE SEDIMENT FILTER BAG	EACH	2.00	\$500.00	\$1,000.00
2599-9999005	MAINTENANCE OF GRATE INTAKE SEDIMENT FILTER BAG	EACH	2.00	\$1,000.00	\$2,000.00
2599-9999005	REMOVAL OF GRATE INTAKE SEDIMENT FILTER BAG	EACH	2.00	\$1,000.00	\$2,000.00
2599-9999005	MAINTENANCE OF ROCK DAM	EACH	3.00	\$300.00	\$900.00
2599-9999005	REMOVAL OF ROCK DAM	EACH	3.00	\$50.00	\$150.00
2599-9999009	SANITARY SEWER GRAVITY MAIN STEEL CASING PIPE, TRENCHED, 26 INCH	LF		\$450.00	
2599-9999009	SANITARY SEWER GRAVITY MAIN STEEL CASING PIPE, TRENCHED, 42 INCH	LF		\$750.00	
2601-2633100	MOWING	ACRE	108.40	\$5,636.80	\$5,636.80
2601-2634100	MULCHING	ACRE	43.50	\$32,625.00	\$32,625.00
2601-2636041	SEEDING AND FERTILIZING	ACRE	15.60	\$19,500.00	\$19,500.00
2601-2640350	SPECIAL DITCH CONTROL, WOOD EXCELSIOR MAT	SQ	272.50	\$3,815.00	\$3,815.00
2601-2642100	STABILIZING CROP - SEEDING AND FERTILIZING	ACRE	10.70	\$5,350.00	\$5,350.00
2601-2643110	WATERING FOR SOD, SPECIAL DITCH CONTROL, OR SLOPE PROTECTION	MGAL	54.50	\$3,270.00	\$3,270.00
2601-2643300	MOBILIZATION FOR WATERING	EACH	3.00	\$1,050.00	\$1,050.00
2602-0000020	SILT FENCE	LF	13,703.00	\$27,406.00	\$27,406.00
2602-0000030	SILT FENCE FOR DITCH CHECKS	LF	8,327.00	\$16,654.00	\$16,654.00
2602-0000050	SILT BASIN	EACH	42.00	\$11,340.00	\$11,340.00
2602-0000071	REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	LF	11,032.00	\$2,758.00	\$2,758.00
2602-0000080	REMOVAL OF SILT BASIN	LF	2,203.00	\$881.20	\$881.20
2602-0000101	MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	EACH	11.00	\$17,600.00	\$17,600.00
2602-0000130	TEMPORARY SEDIMENT CONTROL BASIN	EACH	11.00	\$9,625.00	\$9,625.00
2602-0000135	REMOVAL OF TEMPORARY SEDIMENT CONTROL BASIN	EACH	11.00	\$3,300.00	\$3,300.00
2602-0000140	MAINTENANCE OF TEMPORARY SEDIMENT CONTROL BASIN	EACH	400.00	\$5,600.00	\$5,600.00
2602-0000150	STABILIZED CONSTRUCTION ENTRANCE	LF	752.00	\$14,288.00	\$14,288.00
2602-0000160	ROCK CHECK DAM	LF	3,608.00	\$11,906.40	\$11,906.40
2602-0000312	PERIMETER SLOPE AND SEDIMENT CONTROL DEVICE, 12 INCH	LF	1,723.00	\$6,892.00	\$6,892.00
2602-0000320	PERIMETER SLOPE AND SEDIMENT CONTROL DEVICE, 20 INCH	LF	5,331.00	\$6,397.20	\$6,397.20
2602-0000350	REMOVAL OF PERIMETER SLOPE AND SEDIMENT CONTROL DEVICES	LF	5.00	\$2,500.00	\$2,500.00
2602-0010010	MOBILIZATIONS, EROSION CONTROL	EACH	5.00	\$5,000.00	\$5,000.00
2602-0010020	MOBILIZATIONS, EMERGENCY EROSION CONTROL	EACH	5.00	\$5,000.00	\$5,000.00
2612-0000520	ROADSIDE SPRAY FOR WEED CONTROL	ACRE	5.40	\$1,080.00	\$1,080.00
					\$10,593,221.97
					\$522,000.00

NHSX-030-7(120)--3H-57 / NHSX-030-7(188)--3H-57 / NHSX-030-7(189)--3H-57

US 30 Mount Vernon/Lisbon Bypass

Existing US 30 - Transfer of Jurisdiction Limits

PIN 95-57-030-050



AGENDA ITEM # J – 4

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

DATE:	December 19, 2016
AGENDA ITEM:	RFQ – Community/Recreation Center
ACTION:	None

SYNOPSIS: After meeting with a couple of local residents, staff is bringing a new document to the City Council. Staff is recommending that the City Council consider a request for qualifications versus the request for proposals. By transitioning to the RFQ, the focus will be on finding the best qualified architect. As the request for proposal often includes the fees in the proposal, committees tend to allow costs differences to drive the conversation. This RFQ does require the architecture firm to provide fees in a sealed envelope to avoid a price hikes after selection.

Should the Council agree to the RFQ process and the document submitted, staff would begin advertising and sending the RFQ to prospective firms. Staff would recommend a five member board to conduct interviews and make a recommendation to Council. The committee would consist of two parks and recreation board members, one Council person (or Mayor), one representative from the School (if they are willing), and one representative from the original community center group. The City Administrator, Public Works Director and Parks and Recreation Director would also sit in the interviews and offer opinions, but would not vote on any recommendations. Once the firm is selected by the Council, formal negotiations between the City and the selected firm would begin.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

REQUEST FOR QUALIFICATIONS

City of Mt. Vernon Community/Recreation Facility

December 19, 2016

The City of Mt. Vernon intends to retain professional architectural design services for the City of Mt. Vernon Community/Recreational Facility Project. Interested and qualified firms are invited to submit Statement of Qualifications for this project based on the tentative scope of work and information identified below.

Project Background

The City of Mt. Vernon recently concluded a building and site concept review for a proposed community/recreation facility. The City is seeking an architecture firm to lead them through a two phase design and construction process. Initial site identification and preliminary budget numbers have been secured for the facility.

The building design shall be completed in a manner that would allow additional building phases to be easily added at a future date. It is expected that the Mt. Vernon City Council will review phase one recommendations prior to executing phase two of the project. The City of Mt. Vernon is considering a facility that could be constructed for either \$3.5 or \$5 million depending on the number of gymnasiums.

Project Description

The facility will contain, at a minimum, the following facilities: locker rooms, walking track, meeting space, work out areas, parking lots and a gymnasium. A second gymnasium shall be included in the phase one process for evaluation by the City. The site will be designed to accommodate future building additions that may be identified during the phase one scope.

The building design will be completed in a manner that minimizes overhead. Utilities and staffing requirements will be critical factors in determining the final building layout.

Project Scope

LEED design principles are to be incorporated into the project with special care given to energy efficient operation systems. The City of Mt. Vernon is considering a facility that could be constructed for either \$3.5 or \$5 million depending on the number of gymnasiums.

The scope of work will be separated into two phases. Phase one will consist of schematic design, preliminary project phasing, and preliminary projected cost estimates. Phase two will consist of the remaining services, including design development, construction documents, bidding and negotiation and construction administration.

Costs and schedule control are to be maintained by the consultant throughout the process. Any deviations from the approved cost and schedule must be immediately addressed with staff. The

consultant will tract all project costs, including soft costs, and other project charges as provided by the City, to ensure that overall budget guidelines are followed.

Fees

Within a separate sealed envelope enclose a letter outlining your expected fees and schedule of work. All billable hours including client meetings and site visits should be included in a not to exceed fee for phase one and a percentage of costs in phase two (should the City continue into a phase two contract). Incidental items such as travel, accommodations, and meal costs for out of town consultants are to be covered by the proposed basic fee.

Anticipated Project Schedule

Announce Short Listed Firms	January 20, 2017
Interviews of Short List Firms	January 30 – Feb. 3, 2017
Contract Approval/Kickoff	February 6, 2017
Phase One Completion	May/June 2017
Phase One Presentation	July 2017
Phase Two Council Consideration	July/August 2017

Selection Process

The selection team will recommend a professional design firm to the Mt. Vernon City Council. The City will work with the design professional to select the various subconsultants required for the project and whose work will be the responsibility of the design professional. Based on the City's evaluation of all Statement of Qualifications submitted, a select number will be invited to interview. The final selection and recommendation for the project Architect of Record to the City Council will be based on the interviews and qualifications. All firms submitting a Statement of Qualifications shall be notified of the firms selected for interviews.

The selected firm will be put under contract using the standard AIA contract documents, subject to review by the City Attorney.

Statement of Qualifications

Firms interested in providing services for this project shall include (as a minimum) the following in their Statement of Qualifications:

1. Cover letter expressing interest in providing services for the project and the principal contact information (including telephone number and email address).
2. Design Firm's general brochure
3. Project team's experience on similar design projects designed by the individuals on the proposed team. Provide a project summary, client reference and contact information. List each team member's specific project role.
4. Project team's experience on municipal projects. Provide a project summary, client reference and contact information. List each team member's specific project role.

5. Proposed project team with individual roles, summary of qualifications and experience and office location for each team member.
6. Project design and schedule management approach, including understanding of and experience with the municipal government standards and procedures.
7. Team member resumes showing qualifications related to this project.

It is expected that the design team that will be utilized for the Mt. Vernon Community/Recreation facility will be present during the interview process.

Document shall be organized in the order presented above. Firms interested in providing services for the project shall submit the requested materials via six (7) hard copies with tabs and one (1) single PDF file by **no later than 2:00 p.m. on Monday, January 9, 2017** to:

Chris Nosbisch
City Administrator
213 First Street NW
Mt. Vernon, Iowa 52314
Email: cnosbisch@cityofmtvernon-ia.gov
Phone: 319.895.8742

Electronic file may be submitted via flash drive or CD and shall be labeled ***Mt. Vernon Community/Recreation Center – Statement of Qualifications – firm name***". Statement of Qualifications shall be a maximum of eleven (11) pages double-sided (equivalent of 22 pages single-sided) excluding the title page and cover letter. Failure to complying with the criteria set forth, will likely result in rejection of submittal and consideration of the submitting firm. The City reserves the right to request additional information/clarification from firms who submit.

All questions shall be directed to the Design Project Manager noted above. Alternate contact is:
Matt Siders
Parks and Recreation Director
Email: msiders@cityofmtvernon-ia.gov
Phone: 319.551.9513

All costs associated with the development and submittal of the Statement of Qualifications and interview presentation will be the responsibility of the design professional.

K. Reports-Received/File



**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

November 2016
POLICE REPORT

Vehicle Collisions

There were 5 reported collisions in November. Three of these collisions occurred at the Hwy 1 & 30 roundabout. The first collision occurred when a vehicle travelling east on Hwy 30 failed to yield to a vehicle that was southbound on Hwy 1, traversing the traffic circle. Damage was estimated at \$6,500, and no injuries were reported. The second collision involved a semi and passenger car were both travelling northbound on Hwy 1 and entered the roundabout together. While the semi was negotiating the traffic circle, the semi entered the lane of traffic designated for the other vehicle, causing the collision. Damage was estimated at \$6,000 and no injuries were reported. The third collision occurred as a vehicle was maneuvering the traffic circle and was struck by a vehicle that was travelling northbound on Hwy 1 and failed to yield before entering the traffic circle. Damage was estimated at \$4,500 and no injuries were reported. The fourth collision occurred in the 100 block of 1st St E when a vehicle was backing on 1st St E in order to park, simultaneously a vehicle was backing from a parking space, and the two vehicles collided while each were backing. Damage was estimated at \$7,000 and no injuries were reported. The fifth collision occurred on Summit Avenue and was the result of a vehicle sideswiping a parked vehicle, and leaving the scene without reporting the damage. Damage was estimated at \$1,500.

Incidents/Arrest

There were 30 reported incidents in November. Reports included: Dog bite, OWI, driving while suspended, public intoxication, abandoned vehicle, fraud, burglary, criminal mischief, harassment, suspicious activity, theft, domestic assault, DHS referral, Medical assist-AED use, Theft, possession of controlled substance, counterfeit currency, found property, and hit & run. The reported incidents resulted in 8 arrests for the month, charges included OWI, Driving while revoked, disorderly conduct, public intoxication, possession of controlled substance and possession of drug paraphernalia.

Community Service:

- Mount Vernon Police and Fire hosted the "Boots vs. Badges Blood Drive". There were 42 donations for this event, providing 168 products for patients in need.

Training

- The department conducted FATS (FireArms Training Simulator) training at Kaplan University in Cedar Rapids on 11/9/2016. City Administrators from Mount Vernon and Lisbon participated in this training opportunity. Our department would like to thank Kaplan University for use of the equipment and facilities at no cost.



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GTSB

Officers worked a total of 16 hours of extra traffic enforcement for November. This traffic enforcement resulted in 2 OWI contacts, with one arrest; 7 speed violations, 5 other traffic violations, driving while suspended, and a narcotics arrest.

LISBON

Mount Vernon Police Department began providing contracted police services with Lisbon, per the 28E agreement approved by councils on 11/21/16 & 11/28/16. As a result our department provided the following service to Lisbon in November:

- Patrol: 278 minutes
- Calls for service: 40 minutes (2 calls for service)
- Administrative time: None

Respectfully Submitted,

Doug Shannon
Chief of Police



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Public Works Report
December 19, 2016

Waste Water

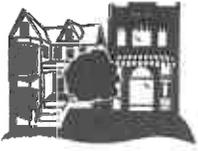
On December 1, 2016 Beckstrom Construction Company hit a water service line while boring new fiber cable lines through town. The water service line was marked. At each crossing Beckstrom is required to visualize the crossing by hydro excavating a hole to see how deep any utility crossing may be. This was not done, primarily because they are claiming this crossing was poorly marked. As a result of the service line being hit 3 homes lost water service. For a temporary fix city crews were able to back feed water from another home on the block that had water through the outdoor garden hose connection. This took about 3 hours Thursday night to get temporary service to these homes.

The following day Friday December 2, Beckstrom attempted to hydro excavate where the service line was thought to be hit. Beckstrom was in no hurry to get service back to these homes so city crews had to step in. The first call was to Roto Rooter to hydro excavate the area we believed the break to be in. The first area located under 3rd Avenue didn't reveal a broken line. The second location under the sidewalk on 3rd Street did reveal the broken service line. Crews were able to fix the break and restore service to the homes by 4 pm Friday afternoon.

Beckstrom also on December 1, 2016 hit a gas service line on Highway 1. Alliant Energy had to fix the break. Along with MVPD, and Fire Department being dispatched to direct traffic while one lane was closed on Highway 1. This involved sidewalk being removed to which Alliant has asked if the city could repair and then bill Alliant.

The same company Beckstrom Construction on Friday December 9th bored a hole into one of the city's sewer mains running north and south in the Alley between 2nd Avenue NW and 3rd Avenue NW in the 100 block. When Beckstrom hit the sewer main the drill went inside our main and they proceeded to follow the main for almost 40 feet. This was a concern for the city so staff had Roto Rooter televise the line with a camera. It was determined that the line was broken for nearly 40 feet. City staff decided it best that a private contractor that is familiar with sewer installation do the work. Beckstrom was of little help in finding a contractor on short notice. Staff was able to hire Rathje Construction from Marion, Iowa. They were on site within 1 hour of the call. It was determined that the 4 homes on the line had flow and Rathje would be able to come back Monday December 12, and repair the line.

All of the above damage has been created by Beckstrom Construction, which is a subcontractor for CenturyLink. The plan is to send CenturyLink a bill for all the damage done. We have been in contact with CenturyLink during this process.



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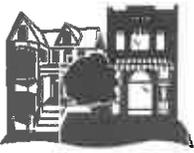
Streets

The snow season has begun. Thus far we have had two storms come through. Both storms brought something different to deal with. The first storm 12/3/16 consisted of a wet heavy snow that surprised us with the amount that it dropped. The forecast was for 1-3 inches I believe we received 4 plus. City crews were able to keep the hills and snow routes clean and come in Monday and clear all the side streets.

The second storm hit again on a weekend starting Saturday 12/10/16 and lasted until Sunday afternoon snowing on and off for the weekend. Totals projected for the storm were in the range of 6-12 inches. I believe we receive just under 4 inches. This storm was a light snow and with the small amounts crews thought we could again attack the storm the same way by keeping the snow routes open along with hills. Then we would be able to come in Monday morning and clean up the rest of town. What was overlooked was the low temperatures Sunday night that created hard ice packed roads. City crews have been working diligently to correct the situations and will be more cognizant with the next storm taking all the variables into consideration.

The total amount of brine used for both storms was just over 14,000 gallons. 5100 gallons for the first storm and 8000 gallons for the second.

The total amount of salt/sand used would be in the 20 ton range. About 8 ton for the first storm and 12 ton for the second.



Parks and Recreation Department
Directors Report
November 15 – December 15

Parks

- ***Working with Cornell College student, Jennifer Walter, who is currently participating in an Independent Study Course. She would like to offer a survey about Nature Park to residents and Cornell students. This is an informational-based survey and we plan to review the data after first of the year. A link to survey is here; <https://www.surveymonkey.com/r/2Y3LLJH>***
- ***Park and Recreation Board will be reviewing the Comprehensive Trails Plan and prioritizing for a list of trails for Council recommendation at the next P&R Board meeting on December 20th.***

Sports

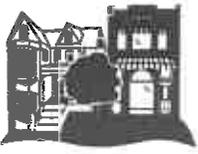
- ***Boys Basketball registration has started. Grades 3-6 deadline is Dec 16th and Grades 1-2 is Jan 6th.***
- ***Youth Wrestling for ages 4-6 registration going on now. Deadline is Jan 6th***

Pool

- ***Nothing new to report***

Misc

- ***Magical Night was a huge success. On Dec 21st we will host a Lessons Learned session and evaluate this year's event. Park and Recreation handed out approximately 625 cookies throughout the night. Many thanks to our Park and Rec Board members and to the MV HS Student Council for helping with our cookie decorating event and hats off to the many committee members who continue to make this a success year after year (26 years strong).***
- ***Holiday Open Gyms Dec 27, 28 and 29 from 11am-4pm. This is free and open to the public. We will be providing supervision, but we do***



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ask that children under the age of 8 have adult supervision at the Open Gyms.

- *On November 16-18 attended the Athletic Business Conference. This is one of the largest trade shows in the Park and Rec industry. Made many contacts and participated in wonderful educational sessions.*

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

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

DATE: December 19, 2016

AGENDA ITEM: City Solar

ACTION: None

SYNOPSIS: Staff has asked Terry Dvorak, Red Lion Renewables, to speak to the Council regarding City and Community solar. Mr. Dvorak is currently assisting the City of Lisbon in their solar endeavor and can explain the various alternatives to the Council. Staff did provide Mr. Dvorak with energy bills from the City so that he could analyze the potential savings to the City.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Memo

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/15/16

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
December 19, 2016**

- Attached with this report is a copy of an application for Regional Surface Transportation Block Grant funds for the wagon pass and subsequent culvert work. The application needed to be submitted prior to the Council meeting this week. The application does not obligate the City at this time and asks for funds in 2021. Should the City receive a favorable review and be rewarded monies, the Council will still have additional review periods for the project.
- City Hall will be closed on Friday, December 23, 2016 and Monday, December 26, 2016 for the Christmas holiday. City Hall will also be closed on Monday, January 2, 2016 in recognition of the New Year holiday.
- Staff is meeting with V&K Engineering to discuss next year's projects and details of the new sidewalk program.

**Region 10
Regional Planning Affiliation**

**Application for Regional
Surface Transportation Block Grant (STBG)
Funds
FY 2018-2021**

General Information

Applicant Agency: City of Mount Vernon

Contact (Name and Title): Chris Nosbisch, City Administrator

Complete Mailing Address: 213 First Street NW

<u>Mount Vernon</u>	<u>Iowa</u>	<u>52314</u>	<u>319-895-8742</u>
<small>City</small>	<small>State</small>	<small>Zip</small>	<small>Daytime Phone No.</small>

If more than one agency or organization is involved in this project, please state the name, contact person, mailing address, and telephone number of the second agency. (Attach an additional page if more than two agencies are involved.)

Agency: _____

Contact (Name and Title): _____

Complete Mailing Address: _____

<small>Street Address and/or PO Box No.</small>			
<hr/>	<hr/>	<hr/>	<hr/>
<small>City</small>	<small>State</small>	<small>Zip</small>	<small>Daytime Phone No.</small>

Project Title: 1st Street West Culvert Improvements

Proposed Federal Fiscal Year for Funding
(October 1-September 30 fiscal year):
 FY 2018 FY 2019
 FY 2020 FY 2021

Project Description: (including length if applicable):

Location 1 – Remove existing 16’x16’x40’ concrete underpass / cattle crossing, backfill opening, replace section of 1st Street West.

Location 2 – Remove and replace 45 LF of an existing concrete 3’x4’ box culvert.

Project Category

Check all boxes that apply to your project.

STBG Projects

- New road construction
- Road replacement or reconstruction
- New bridge construction
- Bridge replacement or reconstruction
- Expansion of transit facilities
- Purchase of transit capital

Project Cost

1. Indicate projected project cost:

Item	Cost	Explanation
Land/site acquisition costs	\$0	
Construction/material costs	\$196,800	
Engineering/consulting costs	\$29,500	
Capital acquisition (explain)	\$	
Other (explain)	\$	
Total Cost	\$	

2. Indicate proposed cost share (the total of local and federal share shall equal the project cost shown above):

	Local Share	Federal Share Requested	Total
Project Cost	\$39,360	\$157,440	\$196,800
% of Project Cost	20%	80%	100%

Narrative Information

1. Write a brief narrative of the project. Describe the current conditions and an outline of the proposed project concept. In addition, describe the existing demand for the project (i.e. description of users, current service conditions, and anticipated service counts). Include a description of the anticipated time schedule for planning, design, and proposed completion of the project.

The project includes the removal of an existing concrete underpass and the replacement of an existing concrete box culvert. Both projects are located on First Street West on the northwest side of town. This street becomes Mount Vernon Road in Linn County and has an AADT of 2440 according to the Iowa DOT 2013 traffic map and the Federal Functional Classification is Major Collector.

The concrete underpass is no longer necessary and is in need of maintenance. It is the desire of the City to remove the underpass to eliminate the safety concerns of a collapsing structure and future maintenance costs.

The box culvert is cracked and the surrounding soil is migrating through the cracks. The culvert also does not meet current clear zone requirements since it only extends to just past the edges of the paved road surface. The edges of the road surface are settling due to the loss of soil through the cracks in the culvert.

Schedule:

FY 2020 Project survey & engineering design

FY 2021 Project constructed

2. Describe below why the sponsoring agency is applying for funding. Include a description of how this project will allow the sponsor to meet the stated need (i.e. transportation safety improvements, improved economic development opportunities, reductions in energy consumption, development of alternative transportation modes, improved mobility of the general public and/or persons with disabilities, enhanced distribution of regional products, or improved inter-regional cooperation).

The City of Mount Vernon is applying for the funding because the street has a Federal Functional Classification of Major Collector and is also classified as a Major Collector for Linn County.

The project will improve the safety of the street by improving the structural integrity of the street by removing one old structure and replacing the other. The clear zone of the box culvert will be improved by extending the culvert ends past the edges of the road pavement.

This street has an AADT of 2440 and connects the City of Mount Vernon to Cedar Rapids and Marion through Linn County.

3. Has any part of this project been started? X No Yes, explain below

Certification

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the participating local authority. I understand that this endorsement binds the participating local government(s) to assume responsibility for adequate maintenance of any new or improved facilities.

I understand that although this information is sufficient to secure a commitment of funds, an executed contract between the applicant and the Iowa Department of Transportation (Iowa DOT) is required prior to the authorization of funds. I also understand that any expenses incurred prior to said contract will not be eligible for reimbursement. In addition, if the project contract with the Iowa DOT is not signed within three years of the original programming, I understand that funding may be withdrawn.

Representing the City of Mount Vernon

Chris Nosbisch 12/15/16
Signature Date

Chris Nosbisch, City Administrator

Typed Name and Title Date