

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: January 21, 2019 – 6:30 PM
Web Page: www.cityofmtvernon-ia.gov
Posted: January 18, 2019

Mayor:	Jamie Hampton	City Administrator:	Chris Nosbisch
Mayor Pro-Tem:	Tom Wieseler	City Attorney:	Robert Hatala
Councilperson:	Stephanie West	Assis. Admin/City Clerk:	Sue Ripke
Councilperson:	Scott Rose	Deputy City Clerk:	Marsha Dewell
Councilperson:	Deb Herrmann	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 – January 7, 2019 Regular Council Meeting
2. Approval of Liquor License – Wilkie Liquors
3. Appoint Mike Buser – EMA
4. Appoint Mike Buser and Doug Shannon – Linn County E911
5. Appoint Tom Wieseler – Mayor Pro Tem
6. Appoint Deb Herrmann and Tom Wieseler – Personnel Committee
7. Appoint Eric Roudabush and Scott Rose – Safety Committee
8. Appoint Deb Herrmann and Stephanie West – Finance Committee
9. Appoint Scott Rose and Eric Roudabush – Infrastructure Committee
10. Appoint Stephanie West and Deb Herrmann – Economic Development Committee
11. Appoint Eric Roudabush and Chris Nosbisch – Fire Department Advisory Board
12. Appoint Tom Wieseler – Liaison to Cole Public Library
13. Appoint Tom Wieseler – Liaison to Cornell College
14. Appoint Deb Herrmann - Housing Commission
15. Appoint Roman Meyers – Parks and Recreation Board
16. Appoint Doug Shannon, Derek Boren, Lori Lynch and Lisa Cannon - LMVAS Board.

E. Public Hearing

1. Public Hearing on an Ordinance Amending Ordinance #11-19-2018A Vacating and Selling a Portion of a N-S Sixteen Foot Alley Located Adjacent to 824 and 906 Summit Ave, Within the City Limits of Mt. Vernon, Linn County, Iowa
 - i. Close public hearing – proceed to F-1

2. Public Hearing on an Ordinance Amending Chapter 27 Housing Commission of the Municipal Code of Mt. Vernon, Iowa
 - i. Close public hearing – proceed to F-2

F. Ordinance Approval/Amendment

1. Ordinance #1-21-2019A: Amending Ordinance #11-19-2018A Vacating and Selling a Portion of a N-S Sixteen Foot Alley Located Adjacent to 824 and 906 Summit Ave, Within the City Limits of Mt. Vernon, Linn County, Iowa
2. Ordinance #1-21-2019B: Amending Chapter 27 Housing Commission of the Municipal Code of Mt. Vernon, Iowa

G. Resolutions for Approval

1. None

H. Mayoral Proclamation

1. None

I. Old Business

1. Discussion and Consideration of Filing the Mt. Vernon Annexation Policy/Plan – Council Action as Needed (tabled 12-17-19)
2. Discussion and Consideration of Pay Application #1 – Lester Buresh Family Community Wellness Center – Council Action as Needed (tabled 1-7-2019)

J. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Amendment #2 to the Professional Services Agreement – OPN Architects – Council Action as Needed
3. Discussion and Consideration of Engine Purchase – Fire Department – Council Action as Needed
4. Discussion and Consideration of Blower Motor Control Replacement – Wastewater Treatment Facility – Council Action as Needed
5. Discussion and Consideration of Rescheduling the February 18, 2019 Council Meeting – 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 Rec Report

L. Discussion Items (No Action)

1. Possible Budget/CIP Communication
 - i. Presentations from Library
 - ii. Initial budget review – all departments
2. Demolition Ordinance

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 January 7, 2019 at the Mount Vernon City Council Chambers with the following members present: Roudabush, West, Wieseler and Rose. Absent: Herrmann.

Call to Order. Mayor Jamie Hampton called the meeting to order at 6:30 p.m. Agenda additions/corrections: the Mt. Vernon Annexation Policy/Plan will remain tabled. Also tabled is Pay Application #1 for the Lester Buresh Family Community Wellness Center as the pay app was not received.

Agenda Additions/Agenda Approval. Motion to approve the Amended Agenda made by Wieseler, seconded by West. Carried all. Absent: Herrmann.

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

Approval of City Council Minutes – December 17, 2018 Regular Council Meeting

Approval of City Council Minutes – December 26, 2018 Special Council Meeting

Approval of Liquor License - Yock's Landing

Old Business

Discussion and Consideration of Filing the Mt. Vernon Annexation Policy/Plan – Council Action as Needed (tabled 12-17-19). This Agenda item remains tabled.

Motions for Approval

Consideration of Claims List – Motion to Approve. Motion to approve the Claims List made by Wieseler, seconded by Rose. Carried all. Absent: Herrmann.

ADAM DAKE	TRAINING PAY-FD	224.67
AFFORDABLE HEATING & COOLING	HVAC/TUNE & CLEAN-P&A	399.75
AIRGAS INC	CYLINDER RENTAL FEE-PW	64.93
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	39.41
AMERICAN PUBLIC WORKS ASSOC	MEMBERSHIP-RUT	202.00
ANDY PITLIK	TRAINING PAY-FD	154.95
AVERY CONSTRUCTION	RETAINAGE/1ST ST W CULVERT	2,425.45
BETHANY TVEDT	TRAINING PAY-FD	235.00
BETHANY TVEDT	FITNESS MEMBERSHIP-FD	50.00
BOBCAT OF CEDAR RAPIDS	AUGER RENTAL-ANIMAL CONTROL	70.00
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-P&A,WAT	375.00
CAMERON WEAVER	TRAINING PAY-FD	51.65
CAMPBELL SUPPLY CEDAR RAPIDS	HAMMER DRILL/IMPACT DRIVER	379.00
CARQUEST OF LISBON	VEHICLE MAINT-FD,PW	345.39
CASEY O'CONNOR	TRAINING PAY-FD	92.97
CEDAR VALLEY HUMANE SOCIETY	STRAY P/U-ANIMAL CONTROL	75.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES-ALL DEPTS	519.70
CHRISTOPHER NOLL	TRAINING PAY-FD	72.31
CHRISTOPHER SANTIS	TRAINING PAY-FD	121.37
CLIFF WEAVER	TRAINING PAY-FD	41.32
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	12.00
COMPASS BUSINESS SOLUTIONS	5,500 UTILITY BILLS-WAT,SEW,SW	853.17
COMPASS BUSINESS SOLUTIONS	1,000 REMINDER NOTICES-WAT,SEW	111.95

CUMMINS SALES AND SERVICE	EQUIP MAINT-SEW	865.16
DAVE HEEREN	TRAINING PAY-FD	56.81
DEPOSIT REFUNDS	DEPOSIT REFUND-WAT	54.02
DEREK BOREN	TRAINING PAY-FD	322.81
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-FINAL	209.70
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRONTLINE WARNING SYSTEMS	SIREN MAINT-EMA	1,500.00
GALLS INC	CAR SEAT ORGANIZER-PD	35.60
GARY'S FOODS	SUPPLIES-ALL DEPTS	170.09
GARY'S FOODS	SUPPLIES-PD	4.19
GAZETTE COMMUNICATIONS	PUBLIC HEARING-P&Z	80.40
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT,P&REC	1,337.61
GRAINGER INC	BRINE TANK CONTROL-RUT	45.65
HEIMAN FIRE EQUIPMENT INC	HOSE/NOZZLE-FD	2,079.70
HERTZ REAL EST SRVS TRUST ACCT	LAND PURCHASE	180,741.39
HUGH LIFSON	DRAWING FRAME-MVHP	60.00
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	150.00
IOWA PRISON INDUSTRIES	PLAQUES-P&A	143.00
IOWA PRISON INDUSTRIES	PLAQUES-RUT	37.09
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	595.00
IOWA STATE UNIVERSITY	TRAINING-FD	139.50
JACOB BUSTER	TRAINING PAY-FD	136.87
JASON BLINKS	TRAINING PAY-FD	268.58
JAYDON CASEY	TRAINING PAY-FD	12.91
JENNIFER LEE	TRAINING PAY-FD	36.15
JEROD LYNCH	TRAINING PAY-FD	147.20
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOE'S QUALITY WINDOW CLEANING	WINDOW CLEANING-P&A	125.00
JOHN'S LOCK & KEY INC	KEYS-P&REC	25.14
KEITH HUEBNER	TRAINING PAY-FD	56.81
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	85.89
LETTER PERFECT & RECOGNITION	NAMEPLATE-P&A	31.15
LINN CO-OP OIL CO	FUEL-PW	1,767.53
LORI LYNCH	TRAINING PAY-FD	74.89
LUKE MURRAY	TRAINING PAY-FD	23.24
LYNCH FORD	F250-RUT	18,128.00
MARK KROB	TRAINING PAY-FD	72.31
MATT SIDERS	MILEAGE-P&REC	63.80
MEDIACOM	PHONE/INTERNET-P&A	268.07
MEDIACOM	PHONE/INTERNET-PD	268.07
MEDIACOM	PHONE/INTERNET-WWTP	196.29
MEDIACOM	PHONE/INTERNET-P&REC	170.40
MEHRDAD ZARIFKAR	TRAINING PAY-FD	170.44
MICHAEL BUSER	TRAINING PAY-FD	74.89
MICHAEL WALTER	BOOTS-PW	179.99
MID STATES ORGANIZED CRIME	MEMBERSHIP-PD	100.00
MIDWEST WHEEL CO	CAMERA SYSTEM,STEP-RUT	607.70
MIDWEST WHEEL CO	TRANSMISSION CABLE-RUT	26.38
MOORE MEDICAL CORP.	GLOVES-PD	103.77
MOORE MEDICAL CORP.	GLOVES-PD	70.20
MOORE MEDICAL CORP.	SUPPLIES-FD	50.71
MOUNT VERNON BANK	NSF CHECK-WAT	208.92
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-KMVL,P&A	674.03

MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	231.75
MUTUAL WHEEL COMPANY	SWITCH-FD	5.50
NATHAN GOODLOVE	TRAINING PAY-FD	224.67
NEAL'S WATER CONDITIONING SERVICE	WATER/SALT-RUT,P&A	21.65
NICK BOREN	TRAINING PAY-FD	67.14
P&K MIDWEST INC	HOSE/2006 PLOW-RUT	169.89
PAYROLL	CLAIMS	122,914.34
PAYROLL	CLAIMS	975.53
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	375.27
PRACTICAL SECURITY SYSTEMS	SECURITY WINDOW/DOOR-PD	12,196.00
RACOM CORPORATION	NEW VEHICLE EXP-PD	6,163.00
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTION-P&A	89.81
ROBERT BUSER	IEMSA MEMBERSHIP-EMA	30.00
ROBERT STUDT	TRAINING PAY-FD	201.43
SEAN BOREN	TRAINING PAY-FD	64.56
SEAN DIETRICH	TRAINING PAY-FD	80.05
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,479.00
SIMMONS PERRINE MOYER BERGMAN	LEGAL FEES-P&A	2,160.00
STAPLES ADVANTAGE	CALENDAR,STAPLES-P&A	133.87
STOREY KENWORTHY	TAX FORMS-ALL DEPTS	198.27
TIM KEEGAN	TRAINING PAY-FD	263.41
TODD GEHRKE	TRAINING PAY-FD	204.01
TODD GEHRKE	FITNESS MEMBERSHIP-FD	50.00
TODD WEAVER	TRAINING PAY-FD	46.48
TREASURER STATE OF IOWA	WET TAX	2,655.00
TREASURER STATE OF IOWA	SALES TAX	1,092.00
UNITED STATES POSTAL SERVICE	METER POSTAGE-ALL DEPTS	2,000.00
UPS	DELIVERY SERVICE-PD	30.51
US BANK	CREDIT CAR PURCHASES-ALL DEPTS	2,402.06
US CELLULAR	CELL PHONE-P&REC	169.85
UTILITY SERVICE INC	WATER TOWER MAINT	4,749.02
VEENSTRA & KIMM INC	WWTP IMPROVEMENTS	6,950.00
VEENSTRA & KIMM INC	BRYANT RD IMPROVEMENTS	3,875.39
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	2,435.25
VEENSTRA & KIMM INC	8TH AVE QUIET ZONE CONSULTATION	387.00
WAPSI WASTE SERVICE	GB,RECY,LEAF-SW	24,161.16
XERCES SOCIETY / BEE CITYUSA	RENEWAL FEE-P&REC	100.00
TOTAL		420,362.91
2014 STREET IMPROVEMENTS		2,812.45
GENERAL FUND		38,474.75
PAYROLL		123,889.87
ROAD USE TAX FUND		26,469.16
SEWER FUND		4,457.94
SOLID WASTE		206,451.43
STORM WATER FUND		64.68
WATER FUND		10,792.63
WWTP UV DISINFECTION		6,950.00
TOTAL		420,362.91

Discussion and Consideration of Pay Application #1 – Lester Buresh Family Community Wellness Center – Council Action as Needed. Tabled.

Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Amending Ordinance #11-15-2018A Vacating and Selling the N-S 16' Alley Right of Way Adjacent to 906 and 824 Summit Ave SW, Mt. Vernon, Iowa – Council Action as Needed. A discrepancy was recently reported to staff regarding the alley vacation of Summit Avenue. The alley is actually a 25' ROW and the legal description is incorrect. Referring to this as an alley instead of a street is not the problem however a new ordinance will need to be adopted by Council explaining the vacation of the 25' section. Nosbisch suggested setting the Public Hearing date for January 21, 2019 and because it was just completed Council could waive the 2nd and 3rd readings. The only thing that will be different in the ordinance is that it will not say 90 days from January 21st, it will remain March 28, 2019 which is 90 days from the original ordinance date. Rose motioned to amend Ordinance #11-15-2018A and set the Public Hearing Date for January 21, 2019, seconded by Wieseler. Motion carries. Absent: Herrmann.

Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Amending Chapter 27 Housing Commission – Council Action as Needed. Staff recommended setting the Public Hearing for January 21, 2019. The Housing Commission is asking Council to consider amending the size of the Commission from 9 to 7 members. They would also like to change the language establishing the membership to increase possible members. Staff concurs with the amendments as it has been difficult to maintain a quorum with nine members. West motioned to set a Public Hearing date for an ordinance amending Chapter 27 Housing Commission for January 21, 2019, seconded by Rose. Motion carries. Absent: Herrmann.

Discussion and Consideration of Solar Conversion for Early Warning System – Council Action as Needed. EMA staff has requested another siren be upgraded to solar power. This was a request from last FY but the City's Alliant Energy representative suggested that a grant application be submitted. The application was sent in but the City was denied any funding. The cost of the upgrade is \$4,500.00 and will be funded by the FY19 EMA budget. Motion to approve the pay application for \$4,500.00 for the solar conversion of an EMA Early Warning System siren made by Rose, seconded by Wieseler. Motion carries. Absent: Herrmann.

Reports of Mayor/Council/Administrator

City Administrator's Report. Staff will be conducting its second round of Nixle training and hopes to have the program operational by month end. Joint open house with MVCSD and City is scheduled for 1-9-2019 at the HS Commons starting at 4:00 p.m. Residents will be given the opportunity to ask questions about both of the facilities. The League of Women Voters will be hosting City staff on January 22, 2019 at 7:00 p.m. in the Uptown Theater.

As there was no further business to attend to the meeting adjourned the time being 6:48 p.m., January 7, 2019.

Respectfully submitted,
Sue Ripke
City Clerk

Marsha Dewell

From: Licensing@IowaABD.com
Sent: Saturday, January 12, 2019 1:35 AM
To: Marsha Dewell
Cc: Licensing@IowaABD.com
Subject: Liquor License Submitted to Local Authority

Insurance coverage/bond certification has been completed for the following application(s). The application(s) is awaiting local authority review. After local authority approval, the application will be submitted to the Iowa Alcoholic Beverages Division for review.

License #	License Status	Business Name
LE0002564	Submitted to Local Authority	Wilkie Liquors (724 1st Street NE Mount Vernon Iowa, 52314)

Please do not respond to this email.

To check the status of your application follow these steps:

1. Click <https://elicensing.iowaabd.com>
2. Log in to your eLicensing account
3. After reading the 'Beginning April 1st' statement, click ok
4. Click the View Completed Applications link to see your status

NOTICE: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Rcvd 12-17-18

CITY OF MOUNT VERNON
INTEREST FORM

I would like to express my interest to serve on the Parks and Recreation Commission
board/commission/committee. I understand that this is solely a discretionary mayoral
appointment to that board/commission/committee and the City Council (Mark the appropriate)

 IS or IS NOT required to take action on such appointment.

NAME Roman Meyers

ADDRESS 706 Randall Dr., Solon, IA 52333

PHONE (563) 249-0991

EMAIL romanemeyers@gmail.com

What experiences or abilities do you feel qualify you for this appointment?

B.A in Kinesiology (Sports Science), Certified Personal Trainer.

I have a strong passion for promoting healthy lifestyles
which I believe Parks + Recreation can provide.

Please return the completed form to Mount Vernon City Hall.

E. Public Hearing

AGENDA ITEM # E – 1 & F - 1

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

DATE:	January 21, 2019
AGENDA ITEM:	Public Hearing - Ordinance #1-21-2019A
ACTION:	Motion to Close

SYNOPSIS: This is the cleanup ordinance for the right of way vacation adjacent to Sutherland's. One item of note is the changes made to exhibit "C," as the specific date from the original ordinance has replaced the 90 day purchasing period.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None – Proceed to F-1

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

AGENDA ITEM # E – 2 & F - 2

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

DATE:	January 21, 2019
AGENDA ITEM:	Public Hearing - Ordinance #1-21-2019B
ACTION:	Motion to Close

SYNOPSIS: This ordinance reflects the changes being requested by the Housing Commission.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None – Proceed to F-2

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

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 #1-21-2019A

AN ORDINANCE AMENDING ORDINANCE #11-19-2018A VACATING AND SELLING A PORTION OF A N-S SIXTEEN FOOT ALLEY LOCATED ADJACENT TO 824 AND 906 SUMMIT AVE, WITHIN THE CITY LIMITS OF MT. VERNON, LINN COUNTY, IOWA

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

SECTION 1. AMENDMENT. Ordinance #11-19-2018A, is hereby amended as follows:

ORDINANCE NO. 11-19-2018A

AN ORDINANCE VACATING AND SELLING A PORTION OF ~~A THE~~ N-S ~~SIXTEEN FOOT ALLEY TWENTY FIVE FOOT PARK AVE RIGHT OF WAY~~ LOCATED ADJACENT TO 824 AND 906 SUMMIT AVE, WITHIN THE CITY LIMITS OF MT. VERNON, LINN COUNTY, IOWA.

SECTION 1: That portion of public property illustrated in Exhibit "A", and legally described in Exhibit "B" attached hereto and made a part thereof, be hereby vacated.

SECTION 2: The City of Mt. Vernon hereby approves the sale of the property listed in Section 1 and described in Exhibit "B", to the neighboring property owners for \$2.45 a square foot plus \$350 in administrative fees per deed, subject to conditions listed in Exhibit "C", attached hereto and made a part thereof.

SECTION 3: The City Attorney shall prepare deeds based on the legal descriptions in Exhibit "B" and the Mayor is hereby authorized to execute such deeds transferring the ownership of the property contingent upon the conditions listed in Exhibit "C".

SECTION 4: 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 thereof not adjudged invalid or unconstitutional.

SECTION 5: EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

SECTION 2. AMENDMENT. Ordinance #11-19-2018A, Exhibit B, Property Description is hereby amended as follows:

"Exhibit B, Property Description"

Beginning at the Northeast corner of Lot 11, Block C of the Boulevard Addition to Mt. Vernon, thence Southerly along the lot line 115 feet to the southeast corner of Lot 11, Block C of the Boulevard Addition to Mt. Vernon, thence westerly ~~16-25~~ feet to a point 30 feet north of the Southwest corner of Lot 12, Block C of the Boulevard Addition to Mt. Vernon, thence north 115 feet along the lot line to the Northwest corner of Lot 12, Block C of the Boulevard Addition to Mt. Vernon, thence west ~~16-25~~ feet the point of beginning.

SECTION 3. AMENDMENT. Ordinance #11-19-2018A, Exhibit C, Conditions, is hereby amended as follows:

"Exhibit C, Conditions"

1. Each property owner adjacent to the said alley described within this ordinance shall have the right of first refusal to purchase their portion. Those wishing not to purchase may sign a waiver indicating their desire to not purchase the property.
2. Each property owner will be given ~~three months from the publication of this ordinance until March 28, 2019~~ to complete the purchase of the property. Failure to complete the purchase ~~in the three month time frame by March 28, 2019~~ will allow the neighboring property owner the right to purchase the entire alley right of way.

SECTION 4. 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 5. 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:

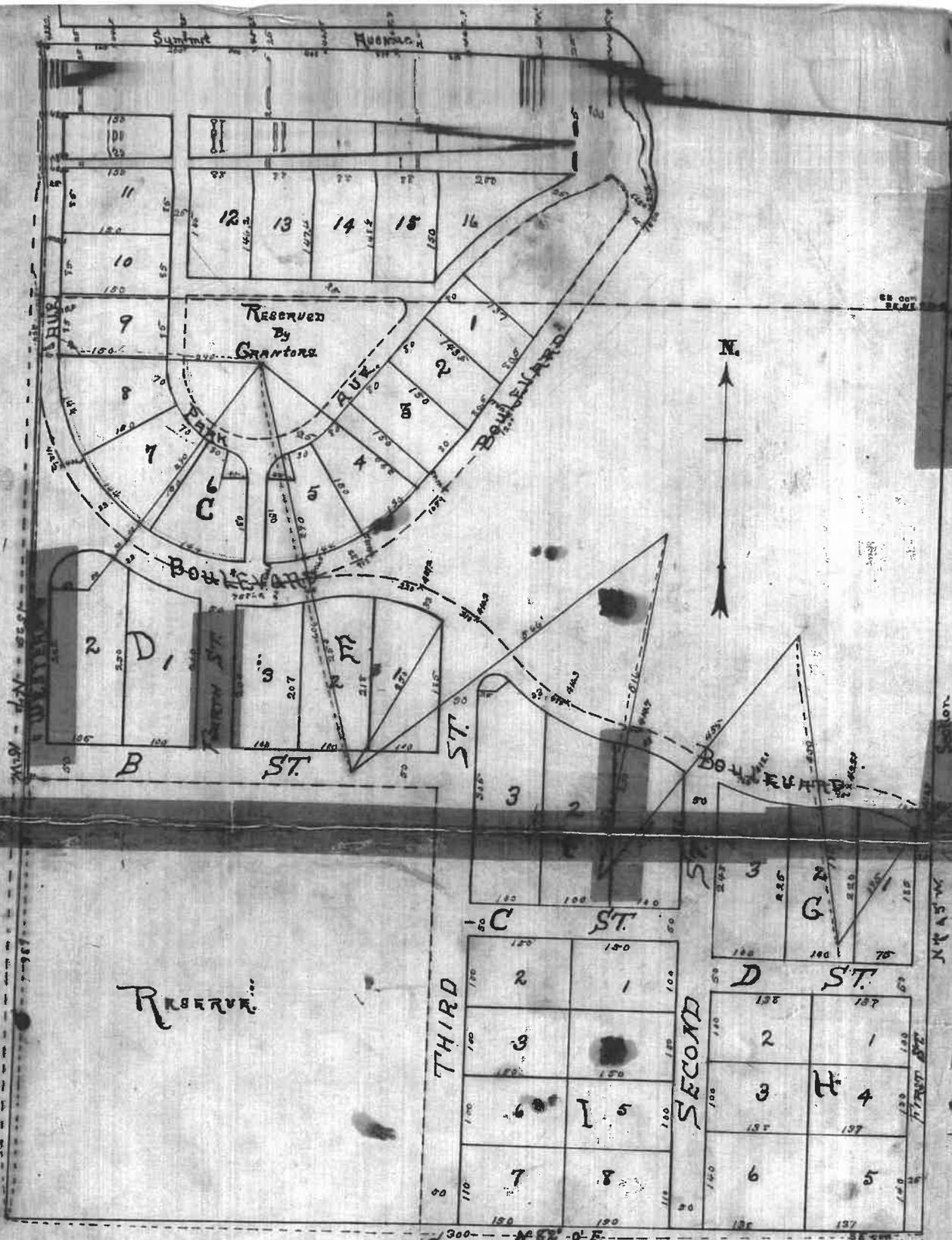
Jamie Hampton - Mayor

Sue Ripke – City Clerk

I certify that the foregoing was published as
Ordinance #1-21-2019A on the _____ day of _____, 201__.

Sue Ripke, City Clerk

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RESERVE

plat

BOULEVARD ADDITION

MOUNT MERRIM

87 con
Dec. 9-22-24

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

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

ORDINANCE #1-21-2019B

AN ORDINANCE AMENDING CHAPTER 27 HOUSING COMMISSION OF THE MUNICIPAL CODE OF MT. VERNON, IOWA

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

SECTION 1. AMENDMENT. Chapter 27.01 Housing Commission, is hereby amended as follows:

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)~~ seven (7) 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.

SECTION 2. AMENDMENT. Chapter 27.05 Membership is hereby amended as follows:

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)~~ one (1) appointees. The Commission shall ~~attempt to include~~ 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.

SECTION 3. 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 4. 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 #1-21-2019B on the _____ day of _____, 201__.

Sue Ripke, City Clerk

I. Old Business

AGENDA ITEM # I – 1

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

DATE: January 21, 2019

AGENDA ITEM: Annexation Policy/Plan

ACTION: Motion

SYNOPSIS: Staff would recommend removing this item from the table and consider its approval.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Possible Motion to Remove from Tabled Status

ATTACHMENTS: Proposed Policy

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

Memorandum

To: Mayor and City Council
From: Chris Nosbisch, City Administrator
Date: 1/17/2019
Re: Annexation

The City Council, as a part of the 2018 Strategic Planning and Goal Setting Report, identified an annexation plan as one of the top six programs and/or priorities for 2018-2019. Upon further discussion, the Council determined the best course of action would be for staff to pen a memo documenting the process and the current need for annexation. The area of concentration for annexation would be along the western and southern border (Hwy 30 bypass) of Mt. Vernon, although key concepts identified in this report would hold true on the north side of the community.

There are a number of misconceptions related to both the cost and benefits of annexation. A number of tools/programs exist today to prevent the unnecessary annexation of property before a mutual benefit can be established between the City and landowners. It would be staff's recommendation that alternative options be utilized prior to the acceptance of annexation applications.

Alternatives:

- 1.) Two Mile Subdivision Review – This is an option that was recently exercised by the City of Mt. Vernon. State law allows cities extra territorial jurisdiction over subdivisions within two miles of the city limits. Although the review is limited to subdivisions, it does provide the City with valuable legal means to prevent costly development from occurring outside the city limits. Prevention of substandard developments in close proximity of established city limits reduces the chances of burdensome annexations to the city.
- 2.) Annexation Moratoriums – Chapter 368.4 allows neighboring communities to refrain from annexing specifically described property. The annexation moratorium agreement is in effect for a maximum of ten years, although it can be renewed for additional ten year increments. When two communities share a contested boundary and/or future growth area, they can agree to an annexation moratorium thereby establishing an “armistice line.” This is often used in suburban areas to reduce the number legal battles associated with territorial growth. Mt. Vernon could agree to an annexation agreement

with the City of Lisbon in an effort to establish a common boundary and reduce the annexation fears among elected bodies.

3.) Fringe Area Agreements – Less commonly used and more likely to be subject to legal scrutiny, fringe area agreements are often used between cities and counties to establish additional zoning controls within a specified area (typically within growth areas of the city). Fringe area agreements are created for the mutual benefit of the City and County. The Hwy 30 by-pass plan is the first step in the creation of fringe area agreement between the City of Mt. Vernon and Linn County. The agreement allows both entities to formally recognize zoning control measures beyond the established County regulations.

Applications:

Annexation in Iowa is described as either voluntary or involuntary. This determination will dictate the policies and procedures used while completing said application. On average, an annexation application will generally require anywhere from 3 to 6 months of staff time to complete. Annexation petitions are submitted to, and reviewed by the City Development Board (a wing of the Iowa Department of Economic Development).

1.) Voluntary annexation occurs when the City receives an application from landowners representing 80% or more of the acres in the proposed annexation territory (this is referred to as the 80/20 rule). I will reiterate that annexations are based upon total acres and not total population. For example, if an owner of 800 acres of property can petition the City to annex his/her ground, the City would thereby be allowed to annex an additional 200 acres of property without losing the “voluntary” annexation application designation regardless of the number of people living on those 200 acres.

At times, Cities are forced into making decisions to annex additional property by State law. Cities are allowed to create unusual boundaries as long as an “island” is not created by the annexation. An island is created when proposed annexation petitions completely surround established parcels, thereby creating pockets of unincorporated territory. The State will require the City to include this area with the annexation application. Should the current owner not voluntarily annex, the City will be required to include the island acres as a part of the “involuntary” percentage.

One trap that often presents itself during the annexation process is the individual annexation agreement. Cities often find themselves negotiating individual agreements with property owners in an effort to secure their commitment to the voluntary annexation process. Individual agreements can lead to disparity among land owners and become very difficult for city staff to administer in future years. Although it is not uncommon for communities to entice landowners during the annexation process with infrastructure and other related improvements, such agreements should be used sparingly and with caution.

2.) Involuntary annexation occurs when the City initiates the annexation procedures without the consent of the property owners or without the consent property owners representing 80% of the land to be annexed. Ideally, this process will only be used when the economic impact of the annexation to all of the citizens will far outweigh the perceived and/or realized consequences of such a petition (see utilities).

Typically, an involuntary annexation petition of this nature is used in conjunction with a large economic development project. A cost/benefit analysis is completed to show how captured revenues will offset initial infrastructure expenditures. It should be noted that involuntary annexations tend to receive higher scrutiny from the City Development Board and often have multiple attorneys involved.

Taxes:

A majority of annexation applications submitted today allow for the imposition of taxes for a period of ten years. State law allows City Council's to consider the following ten year, sliding scale tax abatement for any annexation petition:

Year 1	-	75%
Year 2	-	75%
Year 3	-	60%
Year 4	-	60%
Year 5	-	45%
Year 6	-	45%
Year 7	-	30%
Year 8	-	30%
Year 9	-	15%
Year 10	-	15%

While the tax abatement schedule tends to ease the concerns of property owners subject to annexation, it does limit the financial gains annexed territory would have on city revenues. Generally speaking, annexed properties with homes/commercial structures will begin to notice the tax increase in years three and four. Farm ground without homes, may see a slight reduction or hold fairly steady after the annexation proceedings.

Utilities:

The City, when annexing new territory, is required to provide a plan for extending municipal services to the annexed territory within three years of the fiscal year in which taxes were first collected in the area.

Should the application be considered an involuntary annexation, "the annexing city shall submit a report to the board describing the status of the provision of municipal services identified in the plan required in section 368.11, subsection 3, paragraph "n". If the city fails to provide municipal services, or fails to show substantial and continuing progress in the provision of municipal services, to the territory involuntarily annexed, according

to the plan for extending municipal services filed pursuant to section 368.11, subsection 3, paragraph "n", within the time period specified in that subsection, the city development board may initiate proceedings to sever the annexed territory from the city."

In short, a city wishing to involuntarily annex property needs to be prepared to provide municipal services within three years of the annexation. To put this in perspective, annexations south of the new Hwy 30 by-pass would automatically require \$600,000+ in water and sewer infrastructure improvements. Should the annexation be involuntary, the investment would need to occur within three years of the annexation. An additional complication to utility extensions is that most rural homes are currently connected to private septic and well systems, and would not be required to connect to the new system.

Recommendations:

As I eluded to at the beginning of this memo, there are a lot of misconceptions regarding annexation. With the inclusion of the tax abatement schedule and the desire/need to provide city services, it is very likely that any annexation application would require significant investment from the City. With the exception of our eastern border, there is zero chance of losing future growth areas to other governing bodies.

Staff's recommendation would be to continue with alternatives #2 and #3, until such time as a future development project would necessitate us to expedite an annexation application. Stringent limitations on development within our immediate growth areas should be maintained. Should development applications be received for this area, consideration of annexation should be given on a case by case basis.

AGENDA ITEM # 1 – 2

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

DATE: January 21, 2019

AGENDA ITEM: Pay Application #1

ACTION: Motion

SYNOPSIS: Pay application #1 in the amount of \$279,216.05 has been submitted by Garling and approved for payment by OPN.

BUDGET ITEM: Wellness Center Funds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Possible Motion to Remove from Tabled Status

ATTACHMENTS: Pay Application #1

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

APPLICATION AND CERTIFICATE FOR PAYMENT
AIA DOCUMENT G702

TO (OWNER):

CITY OF MT VERNON
213 FIRST ST NW
MT VERNON, IA 52314

PROJECT:

Lester Buresh Wellness Center
855 Palisades Dr. SW
Mount Vernon, IA 52314

APPLICATION NO: 01

INVOICE NO: 000480
PROJECT NO: 54086
ARCHITECT PROJECT NO:
OWNER PO NO: 54086

Distribution to:

- OWNER
- ARCHITECT
- LENDOR
- GENERAL CONTRACTOR
- CONSTRUCTION MANAGER
- OTHER

FROM:

(CONTRACTOR) Garling Construction, Inc.
1120 11th Street
Belle Plaine, IA 52208

ARCHITECT:

CONTRACT DATE: 12/1/2018
FROM: 12/31/2018
TO:

CONTRACT FOR: General Construction
CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

Change Orders approved in previous months by Owner		APPROVED	DEDUCTIONS
Total			
Approved this Month	Date Approved		
Number			
TOTALS			
Net change by Change Orders			

The undersigned contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: GARLING CONSTRUCTION, INC.

BY: [Signature] DATE: 1-2-19

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the **AMOUNT CERTIFIED**.

AMOUNT CERTIFIED \$ 279,216.05
Two Hundred Seventy Nine Thousand Two Hundred Sixteen Dollars and Five Cents

ARCHITECT: _____ (Attach explanation if amount certified differs from the amount applied for.)
DATE: _____

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

- 1. ORIGINAL CONTRACT SUM \$7,059,000.00
- 2. Net change by Change Orders \$7,059,000.00
- 3. CONTRACT SUM TO DATE (Line 1 + 2) \$293,911.64
- 4. TOTAL COMPLETED & STORED TO DATE (Column I on G703)
- 5. RETAINAGE:
 - a. 5.00% of Completed Work \$14,695.59 (Column F + G on G703)
 - b. of Stored Material (Column H on G703)
- Total Retainage (Line 5a + 5b or Total in Column I of G703) \$14,695.59
- 6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$279,216.05

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE \$279,216.05 (Line 6 from prior Certificate)

9. BALANCE TO FINISH, PLUS RETAINAGE \$6,779,783.95 (Line 3 less Line 6)

State of: IA
Subscribed and sworn to before me this 2nd day of January 2019
Notary Public: [Signature]
My Commission Expires: 3-6-20



AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest doll.
 Use Column L on Contracts where variable retainage for lin

CONTRACT DATE: 12/01/2018 FROM: 12/31/2018 TO: 12/31/2018

APPLICATION NO.: 01 INVOICE NO.: 000480
 PROJECT NO.: 54086 ARCHITECT PROJECT NO.:

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH		TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	COMPLETE	BALANCE
1	General/Requirements											
2	General Conditions	010001	32,875.00									
3	Bond	010009	31,000.00									
4	Permit	010001	1,725.00									
5	Temp Site clean up	010005	197,599.00									
6	Admin, Sup, PM	010050										
7	Site Work											
8	Layout and Staking	020050	19,250.00									
9	Site Fence/Concrete Washout	020087	9,900.00									
10	Site Furnishings	020074	51,635.00									
11	Trash Enclosure/Fence	020052	199,452.00									
12	Earthwork Site Material											
13	Earthwork Labor											
14	Earthwork Equipment											
15	Concrete Pavers	020113	58,000.00									
16	Pavement markings	020090	2,700.00									
17	Plantings	020063	63,464.00									
18	Seeding		22,057.00									
19	Concrete											
20	Cast In Place Concrete Material	030150	96,210.00									
21	Cast In Place Concrete Labor		150,000.00									
22	Cast In Place Concrete Equipment		18,000.00									
23	Concrete Paving Material		67,000.00									
24	Concrete Paving Labor		113,000.00									
25	Concrete Paving Equipment		14,850.00									
26	Concrete Floor Finishes		12,850.00									
27	Precast Concrete		491,000.00									
28	Masonry											
29	Masonry Material	040325	205,000.00									
30	Masonry Labor		285,000.00									
31	Masonry Equipment		36,839.00									
32	Metals											
33	Structural Steel Materials	050353	535,374.00									
34	Structural Steel and Precast Erect.	050350	287,854.00									
35												
PAGE TOTALS			\$3,366,568.00									
REGULAR ITEM TOTALS			\$7,059,000.00									
CHANGE ORDERS												
GRAND TOTALS			\$7,059,000.00									

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest doll:
 Use Column L on Contracts where variable retainage for lim

CONTRACT DATE: 12/01/2018
 FROM: 12/31/2018
 TO:

APPLICATION NO: 01
 INVOICE NO: 000480
 PROJECT NO: 54086
 ARCHITECT PROJECT NO:

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE		PREVIOUS APPLICATION		COMPLETED THIS MONTH			TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
			AMOUNT	PERCENT COMPLETE	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	COMPLETE	BALANCE	RETAINAGE
36	Carpentry												
37	Rough Carpentry Material	060400	24,217.00									24,217.00	
38	Rough Carpentry Labor		35,000.00									35,000.00	
39	Rough Carpentry Equipment		3,500.00									3,500.00	
40	Wood Casework Material	060408	39,850.00									39,850.00	
41	Wood Casework Labor		32,130.00									32,130.00	
42	Thermal Moisture & Protection												
43	Water Proofing	070476	40,000.00									40,000.00	
44	Thermal Insulation	070478	42,236.00									42,236.00	
45	Membrane Roofing Material	070480	206,864.00									206,864.00	
46	Membrane Roofing Labor		100,246.00									100,246.00	
47	Membrane Roofing Equipment		20,000.00									20,000.00	
48	Caulking & Firestopping	070477	37,250.00									37,250.00	
49	Doors & Windows												
50	Metal Frames & Wood Doors	080502	92,144.00									92,144.00	
51	Aluminum Glazing & Panels	080500	215,000.00									215,000.00	
52	Aluminum Glazing & Panels Labor		211,000.00									211,000.00	
53	Aluminum Glazing & Panels Equipment		16,000.00									16,000.00	
54	Skylights	080506	96,870.00									96,870.00	
55	Finishes												
56	Light Gage Steel Stud Framing	090552	48,975.00									48,975.00	
57	Gypsum Wallboard	090550	19,300.00									19,300.00	
58	Tiling	090575	18,000.00									18,000.00	
59	Tiling Labor		23,927.00									23,927.00	
60	ACT	090564	35,000.00									35,000.00	
61	ACT Labor		45,065.00									45,065.00	
62	Studio Hardwood Floor	090560	12,240.00									12,240.00	
63	Wood Athletic Floor	090563	22,500.00									22,500.00	
64	Wood Athletic Floor Labor		59,920.00									59,920.00	
65	Resilient Floor & Turf	090561	25,654.00									25,654.00	
66	FRP	090567	524.00									524.00	
67	Painting	090566	28,000.00									28,000.00	
68	Painting Labor		71,800.00									71,800.00	
69	Painting Equipment		4,000.00									4,000.00	
70	Specialties												
PAGE TOTALS				\$1,627,212.00								\$1,627,212.00	
REGULAR ITEM TOTALS				\$7,059,000.00								\$7,059,000.00	
CHANGE ORDERS													
GRAND TOTALS				\$7,059,000.00								\$7,059,000.00	

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

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 In tabulations below, amounts are stated to the nearest doll.
 Use Column L on Contracts where variable retainage for lin

CONTRACT DATE: 12/01/2018 FROM: 12/31/2018 TO: 12/31/2018

APPLICATION NO: 01 INVOICE NO: 000480
 PROJECT NO: 54086 ARCHITECT PROJECT NO:

PAGE 4 OF 5

A	B	C	D	E	F	G	H	I	J	K	L	M
ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE AMOUNT	PREVIOUS APPLICATION AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	TOTAL COMPLETE AND STORED TO DATE AMOUNT	COMPLETE	BALANCE	RETAINAGE
71	Specialties	100600	43,997.00								43,997.00	
72	Equipment											
73	Gym Equipment	110640	45,000.00								45,000.00	
74	Gym Equipment Labor		47,700.00								47,700.00	
75	Finishes											
76	Blinds	120680	18,120.00								18,120.00	
77	Blinds Labor		20,000.00								20,000.00	
78	Special Construction											
79	Climbing Wall	130700	55,000.00								55,000.00	
80	Climbing Wall Labor		37,405.00								37,405.00	
81	Elevators											
82	Passenger Elevator	140755	38,000.00								38,000.00	
83	Passenger Elevator Labor		45,990.00								45,990.00	
84	Mechanical											
85	Plumbing and Piping	150760	154,253.00								154,253.00	
86	Plumbing Fixtures		67,650.00								67,650.00	
87	HVAC Piping		41,300.00								41,300.00	
88	HVAC Equipment		71,500.00								71,500.00	
89	Geo Thermal Well Field		87,000.00								87,000.00	
90	HVAC Sheetmetal		474,850.00								474,850.00	
91	Insulation		45,600.00								45,600.00	
92	Controls		45,800.00								45,800.00	
93	Test and Balance		7,715.00								7,715.00	
94	Mobilization/ Permits		24,385.00								24,385.00	
95	Sprinkler	150766	59,305.00								59,305.00	
96	Electrical											
97	Mobilization	160800	3,000.00								3,000.00	
98	Temporary Power		7,000.00								7,000.00	
99	Trenching Boring & Pole Bases		35,750.00								35,750.00	
100	Power Distribution Materials/Labor		84,650.00								84,650.00	
101	VFD Materials		4,700.00								4,700.00	
102	Branch Circuits Material/Labor		92,000.00								92,000.00	
103	Lighting Material/Labor		185,200.00								185,200.00	
104	Telecom Material/Labor		55,750.00								55,750.00	
105	AV Material/Labor		117,500.00								117,500.00	
PAGE TOTALS			\$2,016,120.00								\$2,016,120.00	
REGULAR ITEM TOTALS			\$7,059,000.00			\$293,911.64		4%	\$293,911.64	4%	\$6,765,088.36	\$14,695.59
CHANGE ORDERS												
GRAND TOTALS			\$7,059,000.00			\$293,911.64		4%	\$293,911.64	4%	\$6,765,088.36	\$14,695.59

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest doll

Use Column L on Contracts where variable retainage for lin

CONTRACT DATE: 12/01/2018
 FROM: 12/31/2018
 TO: 12/31/2018

APPLICATION NO: 01
 INVOICE NO: 000480
 PROJECT NO: 54086
 ARCHITECT PROJECT NO:

A ITEM NO	B DESCRIPTION OF WORK	C BILLING CODES	D SCHEDULED VALUE		E PREVIOUS APPLICATION		G COMPLETED THIS MONTH			J TOTAL COMPLETE AND STORED TO DATE		L BALANCE TO FINISH		
			AMOUNT	AMOUNT	AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	AMOUNT	COMPLETE	BALANCE	RETAINAGE	
106	Fire Alarm Material/Labor		40,500.00									40,500.00		
107	Equipment		8,600.00									8,600.00		
108														
109														
110														
111														
112														
113														
114														
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PAGE TOTALS				\$49,100.00									\$49,100.00	
REGULAR ITEM TOTALS				\$7,059,000.00									\$6,765,088.36	\$14,695.59
CHANGE ORDERS														
GRAND TOTALS				\$7,059,000.00				\$293,911.64		4%	\$293,911.64	4%	\$6,765,088.36	\$14,695.59

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, JANUARY 21, 2019

GROUP SERVICES INC	INSURANCE-ALL DEPTS	19,929.61
OPN ARCHITECTS	WELLNESS CENTER-LOST III	7,552.23
BRAUN INTERTEC CORP	CONSTRUCTION & MATERIALS TESTING	4,872.50
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,838.68
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,983.33
IOWA SOLUTIONS INC	HEATHER SETUP,SECURITY-ALL DEPTS	2,717.50
STATE HYGIENIC LAB	TESTING-SEW	2,273.00
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	1,724.35
ECICOG	SUB-DIVISION UPDATE-P&A	1,702.00
USA BLUE BOOK	SUPPLIES-WAT	1,035.48
WEX BANK	FUEL-PD,WAT,SEW	1,028.97
MV ACE HARDWARE	SUPPLIES-ALL DEPTS	1,001.22
AXON ENTERPRISE INC	25' NON-CONDUCTIVE TRAINING-PD	875.00
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	753.54
ALLIANT IES UTILITIES	ENERGY USAGE-PD,RUT	623.95
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	604.00
ALLIANT IES UTILITIES	ENERGY USAGE-FD	527.52
CR LC SOLID WASTE AGENCY	LEAVES-S/W	399.12
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	326.60
IOWA DEPT OF PUBLIC SAFETY	ON LINE WARRANTS-PD	300.00
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	296.91
ELECTRIC PUMP	FLYGT PUMP MAINT-SEW	285.15
DOORS INC	DOOR LOCK PLUGS-P&A	261.50
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES-ALL DEPTS	245.40
CANINE TACTICAL LLC	TRAINING/K9	200.00
GALLS INC	UNIFORMS-PD	176.94
MEDIACOM	PHONE/INTERNET-POOL	172.45
MEDIACOM	PHONE/INTERNET-RUT	170.39
IIMC	ANNUAL MEMBERSHIP-ALL DEPTS	170.00
US CELLULAR	CELL PHONE-PD	163.98
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	123.10
IIMC	ANNUAL MEMBERSHIP-ALL DEPTS	110.00
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	109.80
RACOM CORPORATION	EQUIP REPAIR-PD	107.85
LOU'S GLOVES	GLOVES-SEW	86.00
CHRIS NOSBISCH	MILEAGE-P&A	82.94
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	75.01
MOUNT VERNON CAR WASH	CAR WASH-PD	72.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
CENTURY LINK	PHONE CHGS-PD	53.07
STAPLES ADVANTAGE	STAPLES,FOLDERS-P&A	50.36
S.J. SMITH CO	TOOLS-RUT	45.87
ALLIANT IES UTILITIES	ENERGY USAGE-ALL DEPTS	45.02
KIECKS	UNIFORMS-FD	42.47
STORM STEEL	SUPPLIES-RUT	37.63
MOUNT VERNON BANK & TRUST CO	SAFETY DEPOSIT BOX-P&A	35.00
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	30.88
MOUNT VERNON PHARMACY	FLU SHOT-PD	30.00
KIECKS	UNIFORMS-FD	2.47
TOTAL		58,470.79

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, JANUARY 21, 2019

GENERAL FUND	20,224.49
ROAD USE TAX FUND	9,177.48
LOST III COMMUNITY CENTER	12,424.73
WATER FUND	8,129.61
SEWER FUND	6,863.58
STORM WATER FUND	498.24
SOLID WASTE	1,152.66
TOTAL	58,470.79

AGENDA ITEM # J – 2

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

DATE:	January 21, 2019
AGENDA ITEM:	Amendment #2 – OPN Contract
ACTION:	Motion

SYNOPSIS: There was additional site design work sought by the City as it relates to the bike/walking trail and green spaces on the NW corner of the proposed building. There will be two additional bids packages created for the project (security and furnishings) and staff has requested that both packages be created by the design team. This is due to the overall dollar amount estimated for each of these items. The security and furnishing package will likely top \$100,000 apiece. The additional design fee associated with the items is \$39,000.

BUDGET ITEM: Wellness Center Funds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Amendment #2

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19



AIA[®] Document G802[™] – 2007

Amendment to the Professional Services Agreement

Amendment Number: 002

TO: City of Mount Vernon
(Owner or Owner's Representative)

In accordance with the Agreement dated: March 1, 2017

BETWEEN the Owner:
(Name and address)
City of Mount Vernon
606 2nd Avenue South
Mount Vernon, Iowa 52314

and the Architect:
(Name and address)
OPN Architects, Inc.
24 1/2 S. Clinton Street, Suite 1
Iowa City, Iowa 52240

for the Project:
(Name and address)
Mount Vernon Community/Recreation Facility
OPN Project #17401000

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

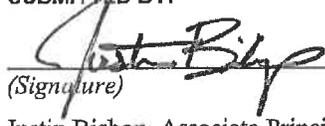
As follows:
Add design services for additional scope including Furniture Design, Security Design & Site Design

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
Add Furniture = \$13,000
Add Security = \$20,000
Add Site = \$6,000
Total Fee Amendment = \$39,000

Time:
None.

SUBMITTED BY:



(Signature)

Justin Bishop, Associate Principal

(Printed name and title)

1-10-19

(Date)

AGREED TO:

(Signature)

Jamie Hampon, Mayor

(Printed name and title)

(Date)

AGENDA ITEM # J – 3

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

DATE: January 21, 2019

AGENDA ITEM: Engine Purchase

ACTION: Motion

SYNOPSIS: I have asked a representative from the Fire Department to be present to discuss the purchase of the replacement engine. This purchase was actually slated for the FY 20 CIP, however, market changes (tariffs, emission, etc) are set to increase the price of the engine early this summer (estimated at \$17,000). There are three options for purchasing the engine as outlined in the first attached document. Fire department staff will be seeking permission to purchase the engine this fiscal year, maximizing the discount (\$20,257). This will create a negative balance in this account until proceeds from next year's taxes are received. The budget will need to be amended should the Council agree to the purchase. Option three may still require a budget amendment, depending on the timing of the 120 payment. If this occurs in June, the City would lose savings and still be required to amend to budget.

BUDGET ITEM: FD Tax Levy

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

RELIANT FIRE APPARATUS, INC.

P.O. BOX 470 • SLINGER, WISCONSIN 53086 • PHONE (262) 297-5020



January 16, 2019

Mount Vernon Fire Department
606 2nd Ave. SW
Mount Vernon, IA 52314

Dear Chief Goodlove,

The following pricing information reflects the proposal for one (1) Pierce Enforcer Heavy Duty Rescue Pumper that is enclosed in this package. The following pricing is based upon the option content currently associated with the proposal.

The current lead time for this product is 8.5 – 9.5 months.

Vehicle Cost, No Discounts Applied

The current cost of the vehicle as proposed prior to any types of discounts is **\$579,259.00**. This is the total vehicle cost and the amount that would be due for the vehicle if the entire unit was to be paid for in full ten (10) days prior to final inspection and pick-up.

100% Prepayment Discount

The payment structure to earn the largest discount is to prepay the vehicle in the amount of 100% of the contract amount at the time of contract signing. With this payment structure, a discount in the amount of (\$20,257.00) would be earned, bringing the vehicle cost to **\$559,002.00**. This would be the amount due at the time of contract signing.

Chassis Prepayment

Another popular option is to pay for the chassis 120 days prior to final inspection. This payment structure would earn a discount of \$8,355.00. With this option, a total of \$278,511.00 would be due 120 days prior to final inspection with the remaining \$292,393.00 due ten (10) days prior to final inspection. This would bring the total cost to **\$570,904.00**.

If you have any questions regarding the pricing or discount information as listed above please do not hesitate contacting me.

Sincerely,

Dustin Scholz

Dustin Scholz
Reliant Fire Apparatus, Inc.

Options to Add and Deduct

Below are optional pricing items that differ from the specification requirements. The optional pricing items are for either deductions or additions to the proposed vehicle amount for alternative methods of construction, materials, supplier components, etc.

NOTE: Any changes in final proposal amount due to optional pricing items either deducted or added to the proposal amount will require recalculation of the prepayment discount.

Aluminum and aluminum/steel wheels are included with this proposal. To opt for painted steel would result in a deduction of \$1,986.00.

An air outlet is provided at the pump panel. To eliminate this option would save \$440.00.

A Cummins L9 400 hp engine w 1250 ft-lbs of torque is provided. To switch to an L9 380 hp engine with 1150 ft-lbs of torque would save \$7,013.00.

A Jacobs compression brake is provided. To opt for an exhaust brake would result in a deduction of \$4,896.00.

Velvac mirrors with auxiliary 8" convex mirrors are included to match your previous engine. To switch to a Retrac brand with auxiliary convex would save \$538.00.



Retrac ----

Full-height doors are included for the cab and crew cab. To opt for half-height or Jersey doors would save \$1,561.00.



Electric windows are provided. To switch to manual windows would deduct \$1,336.00.

Heated windshield wiper blades are currently in the proposal. To switch to standard wiper blades would result in a deduction of \$804.00.

Cup holders and the associated mounting brackets are included. To remove this option would save \$395.00.

Overhead air conditioning is currently included. To switch to an engine tunnel combination heat/ac would result in a savings of \$5,659.00.



Auxiliary window defrost fans are provided. To eliminate this option would save \$424.00.



Vinyl seats are provided. To switch to the traditional cloth seats would result in a deduction of \$351.00.

An AM/FM/CD/WB radio is provided. To delete this option would result in a savings of \$683.00.

A left, right, and rear camera system is included with this proposal. To remove this option would result in deduction of \$1,041.00.

Heated JW Speaker LED headlights are provided. To switch to Truck-Lite LED without heat would save \$500.00.

Currently proposed are FRC SPA260-Q15 LED scene lights at 45 degrees on each cab side cab roof, and at the front and rear of each side body. This is in addition to the visor light and push-up pole lights at each side pump panel and rear. Any of the Q15 lights may be removed for a deduction of \$1,436.00 apiece. Another alternative would be to change the side scene lights to the SPA900-Q70 light which is currently on the rear. By switching those lights only, a savings would be earned in the amount of \$2,699.00.

Included in this proposal is a 750-gallon water tank. To opt for a 500-gallon tank would result in a savings of \$1,147.00.

Currently included with this proposal is \$17,025.00 worth of shelving, trays, compartment accessories, etc. Numerous ways can be looked at to modify costs.

A PUC style rear access ladder is included. To switch to a stationary swimming pool style ladder would save \$1,076.00.



Mechanical seals are provided on the pump. To switch to Grafoil seals would result in a savings of \$719.00.

A thermal relief valve with indicator light is provided at the pump panel. To remove this option would deduct \$649.00.

Three (3) Akron Revolution 6" x 5" Storz MIVs are provided. To remove these items and provide them as a fire department would save \$5,943.00.

A 3" deluge outlet is provided. To add a TFT XG18 riser would cost \$2,240.00. To add a TFT Crossfire (no base) with Master Stream 1250 M-R manual would add \$3,467.00.

A Federal Q2B is included on the bumper extension. To remove this option would save \$3,186.00.

A top of the line Whelen M6/M9 series warning light package is provided. There are numerous ways to reduce costs in this category.

A traffic directing light is included with this proposal. To remove this option would result in a savings of \$1,677.00.

Two (2) portable FRC scene lights, SPAKR700, are included. To remove this option would save \$4,173.00.

Two (2) cord reels with accessories are provided. To eliminate one (1) of these cord reels would save \$3,350.00.

AGENDA ITEM # J – 4

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

DATE:	January 21, 2019
AGENDA ITEM:	Blower Motor Control
ACTION:	Motion

SYNOPSIS: Staff had been waiting to see if this project should be included with the much larger UV disinfection project. The Engineers have recommended against inclusion of the blower motor as the mark-up on a \$5,000 item far outweighs the convenience of completing the project with SRF funding. Staff is seeking to complete one replacement this fiscal year and one more in FY 20.

BUDGET ITEM: Existing Sewer Funds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Quote (provided at meeting)

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

AGENDA ITEM # J – 5

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

DATE:	January 21, 2019
AGENDA ITEM:	February 18, 2019 Council Meeting
ACTION:	Motion

SYNOPSIS: The second meeting in February is currently scheduled for the President’s Day holiday (City Hall is closed). The past two rescheduled meetings have been on the Tuesday following the meeting date; February 19, 2019 in this case.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

K. Reports-Received/File



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

Eric Roudabush
Scott Rose
Tom Wieseler
Stephanie West
Deb Herrmann

DECEMBER 2018
POLICE REPORT

Vehicle Collisions

There were 5 reported collisions in December. The first collision occurred at the intersection of 5th Ave & Palisades Rd when a driver was on 5th Ave SW at the stop sign, and proceeded to turn right onto Palisades Rd. The driver failed to ensure his windshield was clear and while turning, crossed the oncoming lane of traffic and struck the stop sign on the south side of Palisades Rd. Damage was estimated at \$1,100 and no injuries were reported. The second collision occurred at Hwy 1 & Hwy 30. This collision occurred when a vehicle travelling north on Hwy 1 from south of Hwy 30 failed to yield to traffic in the roundabout and struck a vehicle that was travelling east on Hwy 30. Damage was estimated at \$3,000 and no injuries were reported. The third collision occurred in the Dows/Pfeiffer parking lot on Cornell College. This collision occurred when a vehicle backed into a parked car and left the scene without reporting the collision. Investigation resulted in the striking vehicle and driver being identified. Damage was estimated at \$5,000 and no injuries were reported. The fourth collision occurred in the Mount Vernon High School parking lot. The collision occurred while a vehicle was backing from a parked location and was struck by the driver of the vehicle next to where they were parked, as this driver failed to yield to the other driver who already backed out. Damage was estimated at \$3,000 and no injuries were reported. The fifth collision occurred at Hwy 1 & 30 as two vehicles were proceeding east on Hwy 30 through the roundabout. The vehicles continued east to where the lanes merge from 2 lanes to a single lane. During this merge, the vehicles collided. Damage was estimated at \$5,500 and no injuries were reported.

Incidents/Arrest

There were 26 reported incidents in December. Reports included found property, voluntary committal (x2), possession of controlled substance (x4), possession of drug paraphernalia (x5), burglary (x2), DHS assist (x2), OWI (x2), Vehicle Theft (x2), civil issue, harassment, Hit & Run, theft, sexual exploitation, driving while suspended, vehicle pursuit-assist agency, criminal mischief, and an unattended death.

The incidents resulted in 9 arrests for December. Arrests included: OWI (x2), possession of methamphetamine (x2), possession of drug paraphernalia (x5), theft 5th degree, possession of marijuana (x3), burglary 3rd degree, and leaving the scene of an accident.

K-9 Report

Officer Moel and K9 Monster were deployed 4 times in December. Three deployments were vehicle sniffs during traffic stops, resulting in the recovery of personal use amount of marijuana. Additionally, the team assisted Linn County Sheriff's Office K-9 teams with school search at Center Point Junior & Senior High School.



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

**Eric Roudabush
Scott Rose
Tom Wieseler
Stephanie West
Deb Herrmann**

Community Service/Misc.:

- Chief Shannon attended RC Rail meeting at Hills Bank on 12/6/2018
- Chief Shannon met with Magical Night committee to debrief the event on 12/7/2018
- Chief Shannon attended a retirement reception at Linn County Sheriff's Office for retiring Sgt. Steve Loewe after 37 years of service to the citizens of Linn County.

GTSB:

In December, officers worked 8 hours of STEP enforcement. During the STEP enforcement officers contacted 2 speed violations, 2 equipment violation, and assisted 1 motorist.

LISBON (28E Contracted Services):

Per the 28E agreement our department provided the following service to Lisbon in December 2018:

- Patrol: 2,925 minutes
- Calls for service: 250 minutes (8 calls for service)
- Administrative time: 75 minutes

Total time for December: 54.17 hrs. x \$40/hr. = \$2,166.80

Respectfully Submitted,

Chief of Police



Mount
Vernon
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Jamie A. Hampton, Mayor

Council:

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Scott Rose
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Deb Herrmann

Public Works Report

1/21/19

Winter Weather

On Saturday 1/12/19 a snow storm hit that was forecasted to bring about 2 inches of snow to the area. Instead we received a little over 4 inches of snow. Crews started Saturday at 5 am and finished at around 10:30 pm Saturday. They returned Sunday at 6 am to clean the parking areas uptown and then were back again Monday morning at 5 am to haul the snow away from the uptown area.

To date Salt used is roughly 67 tons. This is brine and salt combined. That is about 27 percent of what we have ordered for the year.

Parks

Crews have installed updated plumbing to the Bryant Park restroom area. They also installed a water heater replacing a water heater that had not been in service for over 3 years.

Equipment Maintenance

Crews have installed a backup camera along with a spreader camera and monitor in the 2006 Dump Truck. This allows the operator one more tool to use when fighting winter weather.

Crews have built two racks to carry weed trimmers on. The racks will be installed in the two Parks and Rec gators. In previous years we had recognized a problem with the small cargo areas on the two gators. We utilize these UTV's to trim in the parks and ROW. The trimmers were not easy to haul on the UTV's as they would want to fall out or move around too much because of how small the dump boxes are. Instead we would send crews out in pickup trucks which do not access all the areas as easy, while also then eliminating that vehicle from the fleet for the day. Trucks are at a premium in the summer when we have an extra 5-6 employees on staff.

Crews installed and modified the brine tank used on our tractor for trails. They upgraded to a 130-gallon tank. This allows our crews to cover more ground before refilling.

ROW Work

Crews have begun tree trimming in the SE Quadrant. Oakridge and Hillview have been completed.



Parks and Recreation Department
Directors Report
December 15 – January 15

Parks

- Jake Stanerson, MV Eagle Scout, has completed the shade structure inside the Nancy Doreen Huffman Dog Park. The structure looks great and is a welcome addition to the Dog Park. Thank you Jake.**

Sports

- Boys Basketball has started with 5 teams in the Grades 3-6 program. There are two 3rd Grade teams, two 4th Grade teams, and one 5th/6th grade team.**
- Youth Wrestling for ages 4-6 will start Tuesday, January 22nd. We have 24 kids registered for this program.**

Pool

- The Pool Report was reviewed by the Park and Rec Board and will be available at the next City Council Meeting. The Park and Rec Board are considering small fee increases. The fees for passes, rentals, lessons, and daily admissions have not been increased in 6 years.**

Misc

- Holiday Open Gyms on Dec 26, 27 and 28 from 12pm-4pm were well attended with 72 participants over the three days.**
- MV Park and Rec Partnered with Jeff Schmatt to host a free Self-Defense class on Dec 29 in Lisbon. Jeff was the lead instructor and the class had 26 participants.**
- There was a discussion with Linn County Board of Supervisor Brent Oleson and other County staff regarding interurban trails and connections to Mount Vernon from Cedar Rapids and around the Metro area.**

- Manager: Katey Forest
- Assistant Manager: Mickey Hines
- Head Lifeguards: Sidney Hampton & Katie Wycoff

General Information:

Opening Date: Saturday May 26th

Closing Date: September 3rd (dog swim September 4th)

Daily Hours:

- Monday-Friday: 12:30-5:00 pm OPEN SWIM
5:45-6:30 pm ADULT LAP SWIM
6:30-8:30 pm OPEN SWIM
- Saturday: 11:30-12pm Lap Swim 12:00-5:00 pm OPEN SWIM
- Sunday: 1:00- 8:00 pm OPEN SWIM
- Sunday-Friday: 11:45-12:30pm ADULT LAP SWIM

Special Hours:

- July 4th: 12:30 pm- 5:00 pm
- Heritage Days (July 13 & 14): 12:30-5:00 pm OPEN SWIM/ 5:00-5:30 pm ADULT LAP SWIM (Friday only lap swim)
- August 23rd 2-7pm Open Swim 7-7:30pm adult lap swim
- Monday-Friday August 24th –September 5th 4-7pm OPEN SWIM/ 7-7:30pm ADULT LAP SWIM (weekend hours remained the same until pool closed on Monday, September 3rd)

Swimming Lesson Session Dates:

- Session I: June 4th –June 15th
- Session II: June 18th –June 29th
- Session III: July 2nd – July 13th
- Session IV: July 16th- July 27th(night lessons)
- Saturday lessons June 2nd-July 7th

Total Days Fully closed due to weather: 1

Total Days Partially closed due to weather/low attendance: 7

Staff Information:

Lifeguards-

3 Part Time Guards

{Average of 5-20 hours per week}

17 Full Time Guards (Including the Head Lifeguard)

{Average of 30-40 hours per week}

Pool House Staff-

19 Workers

{Average of 20 hours per week}

Staff Training-

Meetings held every other Thursday mornings or Tuesday evenings for lifeguards and Monday mornings once a month for pool house.

Staff Evaluations-

Lifeguards received evaluations once a month.

Financial Information:

Daily Admission: \$4 per person

Lap Swim Daily Admission: \$3

Pass Prices:

- Resident:
 - ◆ Single: \$90
 - ◆ Double: \$120
 - ◆ Family: \$150
 - ◆ Babysitter pass: \$45
- Non-Resident:
 - ◆ Single: \$105
 - ◆ Double: \$135
 - ◆ Family: \$175

Swimming Lesson Prices:

- Resident:
 - ◆ Regular Lessons \$35
 - ◆ Tadpole Class \$27
 - ◆ Parent Infant \$27
 - ◆ Adult Lessons \$27
 - Non-Resident:
 - ◆ Regular Lessons \$40
 - ◆ Tadpole Class \$32
 - ◆ Parent Infant \$32
 - ◆ Adult Lessons \$32
- Private Lessons \$15/30 minute lesson

2018 Financial Summary: (includes SE LINN passes)

<u>Passes Sold</u>	<u># Sold</u>	<u>Cash Total</u>
Non-Resident Family(\$175):	71	\$12,425
Non-Resident Double(\$135):	12	\$1,620

Non-Resident Single(\$105):	14	\$1,470
Resident Family(\$150):	2111	\$31,650
Resident Double(\$120):	21	\$2,520
Resident Single(\$90):	38	\$3,420
		\$53,105
Total Passes Sold:	367	(increase)

2018 Swim Team- 64 participants

Babysitter Pass: 26 X \$45=\$1,170

**Water exercise pass:
5 X \$120=\$600**

**Water exercise punch pass:
17 X \$56= \$935**

**Duplicate passes:
119 X \$5=\$595**

Punch cards: 10 X \$40= \$400

<u>Swimming Lessons Sold</u>	<u># Sold</u>	<u>Cash Total</u>
Non-Resident Lesson (\$40):	239	\$9,560
Non-Resident Tadpole (\$32):	59	\$1,888
Non-Resident Infant (\$32):	12	\$384
Resident Group Lesson (\$35):	276	\$9,660
Resident Tadpole Class (\$27):	126	\$3,402
Resident Parent Infant (\$27):	22	\$594
Private	151	\$2,265
Semi private	38	\$760

Daily Admissions Water

<u>Exercise</u>	# Patrons	Cash
June	4	\$32
July	8	\$64
August	9	\$72
TOTAL	21	\$168

Daily Concession Revenue

	Cash
May	\$1,839.50
June	\$6,114.50
July	\$5,446.75
August	\$3,705.50
September	\$419.50

Total Concession Revenue \$17,525.75

Swim Diapers 25 X \$1.50= \$37.50

Pool Rentals 11 = \$2,240

Triathlon

6 kids X \$25=\$150

10 adults X \$35= \$350

Total Triathlon Revenue= \$500

Theme Nights Revenue= \$ 602

Movie Nights Revenue= \$416

(no movie night in July cancelled due to rain)

Special Billed People Revenue not added in to daily revenue (Cornell, Lisbon and Solon daycares) =\$5,929.50

Recommendations for Summer 2018

1. New signs
2. possible rental additions
3. water exercise info
4. PA system
5. violence policy/plan

POOL 6yr comparison	2013	2014	2015	2016	2017	2018
Dates						
Open Date	5/25/2013	5/24/2014	6/1/2015	6/2/2016	5/27/2017	5/26/2018
Close Date	9/2/2013	9/1/2014	9/7/2015	9/5/2016	9/4/2017	9/3/2018
Days Fully Closed	15	18	16	2	2	1
Days Partially Closed	6	23	11	9	8	7
Staff						
Lifeguards - Part time	7	7	5	6	4	3
Lifeguards - Full time	13	16	15	15	16	17
Pool House	18	15	17	18	14	19
Passes						
NR Family	58	58	55	101	90	71
NR Double	19	9	9	14	9	12
NR Single	13	10	13	14	14	14
Res Family	169	143	144	155	191	211
Res Double	40	26	26	25	20	21
Res Single	35	33	31	20	27	38
Punch Pass	26	28	27	19	13	10
Total Passes	360	307	305	348	351	367
Revenue from Passes	\$48,420	\$41,075	\$39,835	\$49,845	\$51,915	\$53,105
Lessons						
NR Lessons	247	259	274	262	241	239
NR Tadpole	51	61	67	69	61	59
NR Parent / Infant	7	9	14	8	10	12
Res Lessons	201	214	264	241	271	276
Res Tadpole	74	74	52	99	114	126
Res Parent / Infant	8	8	3	10	21	22
Private / Semi-Private	119	110	110	152	182	189
Total Lessons	707	735	735	841	900	923

Revenue from Lessons	\$22,046	\$22,760	\$24,312	\$26,756	\$27,972	\$28,513
Daily Admissions						
May	43	73	0	0	211	963
June	2087	1866	1930	2977	2656	2072
July	3894	2093	2169	1827	2095	1851
August	1097	1139	1211	1171	1223	1260
September	134	10	607	77	201	331
Total Daily Admission	7,055	5,181	5,917	6,052	6386	6179
Revenue from Daily Adm	\$28,220	\$20,724	\$23,668	\$24,208	\$25,544	\$24,716
Lap Swim (Participants)						
May	1	0	0	0	9	6
June	25	14	21	62	63	56
July	45	42	44	54	99	77
August	22	19	21	60	66	42
September	3	0	8	5	11	1
Total Lap Swimmers	96	75	94	181	248	182
Revenue from Lap Swim	\$288	\$225	\$282	\$543	\$744	\$546
Concessions						
May	115	180	0	0	809	1,840
June	4995	5758	5619	6,933	6729	6115
July	4875	5247	5916	5,153	4994	5447
August	2232	1647	3627	3,024	3789	3706
September	148	120	495	339	519	420
Revenue from Concessions	\$12,365	\$12,946	\$15,657	\$15,450	\$16,840	17,528
MISC						
Rentals	\$1,200	\$1,200	\$1,110	(10) \$2,148	(11) \$2,348	(11) \$2,240
Triathlon	\$765 (9A / 18 K)	\$150 (0A / 6 K)	\$460 (6A / 10K)	\$624 (5A / 18K)	\$625 (6A / 19K)	\$500 (10A/ 6k)
Swim Diapers	\$37.50	\$30	\$30	\$24	\$24	\$38
Theme Nights	\$245	\$90	\$250	\$196	\$289	\$602

Duplicate Pass					\$455	\$545	\$595
Water Exercise Pass					\$1,520	\$1,328	\$1,535
Babysitter Pass					\$1,170	\$1,260	\$1,170
Movie Nights					\$312	\$412	\$416
Special Billed (Cornell, Boy Scouts, Solon, etc)	\$4,874	\$5,484	\$4,401	\$4,052		\$4,152	\$5,930
Revenue from Misc	\$6,877	\$7,224	\$6,251	\$10,501		\$10,983	\$13,026
TOTAL	\$118,216	\$104,954	\$110,005	\$127,303		133,998	\$137,434

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

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

DATE: January 21, 2019

AGENDA ITEM: Possible Budget/CIP

ACTION: None

SYNOPSIS: The Library Director will be in attendance to discuss their proposed budget changes. They are one of two miscellaneous budgets that have sought a more significant increase in fiscal year 2020. The other department is the LMVAS, and Jacob will be presenting at the February 3, 2019 meeting. This is their opportunity to discuss the proposed changes with the Council. I will also present a cursory review of the remaining budgets before submitting the more formal memo in February.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None (Separate)

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

AGENDA ITEM # L – 2

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

DATE:	January 21, 2019
AGENDA ITEM:	Demolition Ordinance
ACTION:	Motion

SYNOPSIS: I have enclosed a copy of the last version of the demolition ordinance proposed by Guy Booth. The second document is an ordinance designating changes made by staff. An item of note would be the 1950 date, as this is merely a trigger date for further review and can be changed by Council. You will also see that this ordinance is subject to appeal to the City Council, and does not prevent the demolition of a historic structure. It does provide injunctive remedies and requires proper due diligence by applicants. The process for demolition of potential historic structures will be significantly slowed by this ordinance (a desired element of the previous proposal). If the Council wishes to pursue the demolition ordinance, with to without the revisions, staff would submit the language to the Historic Preservation Commission for review.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Proposed Ordinances

PREPARED BY: Chris Nosbisch

DATE PREPARED: 1/18/19

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March 21, 2017

Mr. Chris Nosbisch
City Administrator
City of Mount Vernon
CNosbisch@cityofmtvernon-ia.gov

RE: Revisions to proposed Demolition Ordinance

Dear Chris:

Enclosed is a copy of the changes that were discussed at the February 27 City Council work session.

I direct your attention to the proposed revisions as follows: In paragraph 1, a second paragraph has been added which defines that the demolition of a porch or of an addition to a building that was not part of the original foot print would be excluded from the requirement for a Demolition Permit.

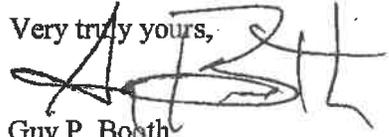
In paragraph 3, there is proposed additional language which offers a definition of "historically significant." This language appeared in several ordinances that have been adopted by other cities. This language is in addition to the reference to the US Secretary of Interior standards. There is also an additional statement in paragraph 3 that adopts the purpose and intent for historic preservation as set forth in Chapter 24.01 of the Code of Ordinances. I have included this by reference, rather than setting the entire language of 24.01 out for a second time. I believe Marty is looking for this language.

As you point out, this ordinance fits within the area of the ordinances that relates to the requirement for a building permit. This is not an historic preservation ordinance, except for recognition of maintaining the character of our town.

These proposed revisions are attempts to address the input of council members at the last meeting. It is important to remember that Chapter 24.01 of our ordinances, as well as the language of our comprehensive plan, both seek to preserve historic Mount Vernon.

Hopefully this language eliminates procedural confusion, for both the person requesting a demolition permit, as well as the people who may have a desire to see if there are alternatives to demolition. We look forward to continuing this discussion on March 27.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Guy P. Booth', written over the closing text.

Guy P. Booth

GPB/jcb

Encl.

ORDINANCE # _____

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF
THE CITY OF MOUNT VERNON, IOWA, BY ADDING PROVISIONS
PERTAINING TO PROCEDURES FOR DEMOLITION REVIEW**

Be it enacted by the City Council of the City of Mount Vernon, Iowa:

SECTION 1. NEW SECTION. The Code of Ordinances of the City of Mount Vernon, Iowa, is amended by adding a new Section in Chapter __, numbered __, entitled "Demolition Permits", which is hereby adopted to read as follows:

- (1) Demolition Permit Required. No building that is fifty (50) years old or older can be demolished without a permit. No permit for the demolition of a building which is fifty years old or older shall be issued other than in conformity with the provisions of this ordinance, as well as in conformity with the provisions of other laws and ordinances applicable to historic preservation and to the demolition of buildings. An application for demolition shall be made only by the person, partnership, corporation or realty trust which is the deed holder thereof at the time of such application.

Except for structures in established historic districts of the City, this ordinance does not apply to the demolition of existing porches or additions to buildings that are not part of the original foot print of the building or structure.

- (2) Application for Permit. An application for demolition shall be made only by the legal deed holder thereof at the time of such application. The application must be made on a form provided by the Historic Preservation Commission.

No permit for demolition of a building determined to be a historically significant building under this ordinance shall be granted until plans for use or development of the site after demolition have been filed with the Zoning Administrator and found to comply with all laws pertaining to the issuance of a building permit. All approvals necessary for the issuance of such a building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section.

- (3) Fourteen Day Wait. The Zoning Administrator shall forward a copy of each application for a demolition permit to the Historic Conservation Commission (Commission) for determination whether the building which is the subject of such application is a historically significant building. A fourteen (14) day wait period shall commence on the date following the date the Commission receives the application for a demolition permit from the Zoning Administrator. Demolition is prohibited during the fourteen day wait period.

Historically significant includes, but is not limited to a structure or building which:

- A. Embodies the distinctive characteristics of a type, period or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction; or
- B. Has yielded, or may be likely to yield information important to pre-history or history; or
- C. Is associated with events that have made a significant contribution to the broad patterns of our history; or
- D. Is associated with the lives of persons significant in our past.

The purpose and intent of this ordinance is set forth in Chapter 24.01 of the Mount Vernon, Iowa Code of Ordinances.

- (4) Initial Review and Determination. The Historic Preservation Commission shall review the application for demolition at a public meeting of the Commission within the fourteen (14) day wait period. The Commission shall make an initial determination whether the building is a historically significant building using the standards set forth in the then current US Secretary of Interior standards for historic preservation, and further, upon criteria which would be unique to the historic nature of the City of Mount Vernon. The Commission shall make written findings supporting the grant or denial of the permit.

If during the fourteen (14) day wait period, the Commission makes an initial determination that the building which is the subject of the application for demolition is, or may be a historically significant building whose loss would be detrimental to the historical or architectural heritage or resources of the City, such building shall be considered a historically significant building. The Zoning Administrator shall be so advised, and no demolition permit or building permit for new construction shall be issued unless and until a final determination has been made that the building is not a historically significant building or an exception applies. If the Commission makes the determination that the building is not a historically significant building the Administrator shall be advised and the permit will be issued provided all other applicable building regulations have been met.

- (5) Final Determination. After an initial determination by the Commission that any building which is the subject of an application is a historically significant building, it shall so advise the applicant who submitted the application and the Zoning Administrator, and a sixty (60) day demolition review period will be imposed. The sixty (60) day demolition review period starts on the date the

applicant who submitted the application and the Zoning Administrator are notified of the decision of the Commission.

The Commission shall hold a public hearing prior to making the determination that any building is a historically significant building. The Commission shall publish notice pursuant to Iowa Code Section ___ that an initial determination has been that the building is a historically significant building. A sign shall also be posted on the subject property notifying the general public of the pending application for demolition. No demolition permit or building permit for new construction or alterations on the premises shall be issued after the date of a determination that a building is a historically significant building except as may be provided for in subsection ___ of this section.

During the sixty (60) day demolition review period, the Commission shall review all construction, demolition, or alteration that affects the exterior architectural features, including the landscape of the property.

The Commission will work with the applicant to have a historic survey done on the property, if necessary, and to determine if any of the following option or alternatives to demolition are feasible:

- A. The building can be considered for landmark designation.
- B. Rehabilitation the building with the assistance of State or Federal tax incentives or other private financial assistance.
- C. Adapting the building to a new use.
- D. Finding a new owner who is interested in preserving/rehabilitating the building.
- E. Incorporating the building into the owner/applicant's redevelopment plans.
- F. Assisting in finding a different location for the owner's redevelopment.
- G. Moving the building to an alternative location.
- H. Salvaging building materials if the structure is to be demolished.
- I. Documenting the building prior to the issuance of a demolition permit.

The Commission shall make findings in writing. Upon completion of the review, the Commission will advise the applicant and Zoning Administrator in writing whether a demolition permit can be issued.

(6) Exceptions. Exceptions from the demolition review process will be afforded if an economic hardship can be demonstrated or a structure is considered an imminent threat to the health and/or safety of the public. The burden of proof that an economic hardship exists is the applicant's responsibility. The Zoning Administrator will forward a copy of the application to the Historic Preservation Commission for a hardship exemption, along with the applicant's request for exemption from the demolition review process. The Historic Preservation Commission shall review the request for exemption, and shall respond to said application at its earliest convenience, but not more than fourteen (14) business days after receipt of the application by the Commission. Criteria for determination of an economic hardship include:

- A. The basis to establish economic hardship for an income producing property, including commercial uses or rental units, shall be that a reasonable rate of return cannot be obtained from a property that retains its historic features or structures in either its present condition or if its features or structures are rehabilitated. A reasonable rate of return is Prime plus ___%.
- B. Economic hardship in regard to a non-income producing property shall be found when the property owner demonstrates that the property has no beneficial use as a single-family dwelling or for an institutional, religious or governmental not-for-profit use in its present condition or if rehabilitated.
- C. Demonstration of an economic hardship shall not be based on or include any of the following circumstances:
 - 1. Willful or negligent acts by the owner.
 - 2. Purchase of the property for substantially more than market value.
 - 3. Failure to perform normal maintenance and repairs.
 - 4. Failure to diligently solicit and retain tenants.
 - 5. Failure to provide normal tenant improvements.
- D. If the Zoning Administrator has not received a decision from the Commission on the request for exemption within the fourteen (14) business day wait period, then the Zoning Administrator shall notify the Chairperson and Secretary of the Commission that a demolition permit will be issued seven (7) days after the date that this notice has been provided to the Chairperson and Secretary, unless prior to the expiration of seven (7) days, the Commission issues a written decision on the application for a hardship exemption for the demolition permit.

VIOLETIONS AND PENALTIES.

- A. Any person, firm or corporation violating or failing to comply with, or violating any terms or provisions of this chapter shall be subject to the penalty provisions of the ordinances of the City of Mount Vernon, Iowa.
- B. Failure to comply with the application process or failure to have a demolition permit pursuant to this Ordinance constitutes irreparable harm warranting injunctive relief to stop the demolition of any potentially historically significant building.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision 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 section, provision, or part thereof not adjudicated invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

First reading on the ____ day of _____, 2013.

Second reading on the ____ day of _____, 2013.

Third and final passage on the ____ day of _____, 2013.

MAYOR

ATTEST:

CITY CLERK

Print

Mount Vernon, Iowa Code of Ordinances

CHAPTER 24
HISTORIC PRESERVATION COMMISSION

24.01 Purpose and Intent
24.02 Definitions

24.03 Structure of the Commission
24.04 Powers of the Commission

24.01 PURPOSE AND INTENT.

The purposes of this chapter are to:

1. Promote the educational, cultural, economic and general welfare of the public through the recognition, enhancement and perpetuation of sites and districts of historical and cultural significance;
2. Safeguard the City's historic, aesthetic and cultural heritage by preserving sites and districts of historic and cultural significance;
3. Stabilize and improve property values;
4. Foster pride in the legacy of beauty and achievements of the past;
5. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business thereby provided;
6. Strengthen the economy of the City;
7. Promote the use of sites and districts of historic and cultural significance as places for the education, pleasure, and welfare of the people of the City.

Quality of Life

Preservation of Historic Mount Vernon. The city's historic built environment must be maintained and preserved. Mount Vernon should increase protection of the historic buildings in the community by ensuring new development is consistent with the traditional town character and discouraging land uses which threaten the value of historic neighborhoods. The city should make steps to encourage the rehabilitation and restoration of historic structures and increase awareness and appreciation of the architectural and historic importance of buildings in the community.

Traditional Neighborhood Patterns. Where appropriate, new developments in Mount Vernon should follow the patterns of traditional neighborhoods (narrower rights-of-ways and setbacks, porches, mixed uses). Opportunities exist throughout the community for conventional residential development. However, where appropriate, new residential growth in Mount Vernon should be consistent with the development patterns of the traditional community. This offers new residents a distinctive alternative which emphasizes the best that Mount Vernon has to offer. Traditional patterns include continuous street networks that link neighborhoods together; integrating parks into neighborhood designs; mixing uses and housing types; encouraging building elements such as front porches and scaling development for widths and setbacks that are consistent with the traditional community.

Transportation that Reinforces Character. The City's transportation system should reinforce overall development objectives. Mount Vernon's transportation system should provide safe access to activity centers for pedestrians and bicyclists, as well as motorists. It should provide strong connections between established and developing parts of the community and reinforce the patterns, scale and land use characteristics of the traditional town.

Chapter 153
DEMOLITION ORDINANCE

153.01 Demolition Permit Required: No building/structure ~~that is fifty (50) years old or older~~ can be demolished without a permit. Prior to the demolition of any building/structure, the applicant shall be required to submit signed documentation showing all utility connections have been properly disconnected according to the standards set forth by each respective utility representing.

153.02 Demolition of Historically Significant Buildings. Additionally, No permit for the demolition of a building/structure which is fifty years old or older that is designated as a historic place by the National Register of Historic Places, lies within a historic preservation district as defined by the City of Mt. Vernon, or constructed prior to 1950 shall be issued other than in conformity with the provisions of this ordinance, as well as in conformity with the provisions of other laws and ordinances applicable to historic preservation and to the demolition of buildings. An application for demolition shall be made only by the person, partnership, corporation or realty trust which is the deed holder thereof at the time of such application.

Except for structures in established historic districts of the City, this ordinance does not apply to the demolition of existing porches ~~or additions to buildings that are not part of the original foot print of the building or structure.~~

153.02 Application for Permit: ~~An application for demolition shall be made only by the legal deed holder thereof at the time of such application.~~ The application must be made on a form provided by the ~~Historic Preservation Commission~~ City of Mt. Vernon.

153.03 Demolition of Historic Buildings: No permit for demolition of a building determined to be a historically significant building under this ordinance shall be granted until plans for use or development of the site after demolition have been filed with the Zoning Administrator and found to comply with all laws pertaining to the issuance of a building permit. ~~All approvals necessary for the issuance of such a building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all~~ All appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section.

153.04 Fourteen Day Wait. The Zoning Administrator shall forward a copy of each application for a demolition permit meeting the requirements set forth in Chapter 153.03 to the Historic Conservation Commission (Commission) for determination as to whether the building, which is the subject of such application, is a historically significant ~~building~~. A fourteen (14) day wait period shall commence on the date following the date the Commission receives the application for a demolition permit from the Zoning Administrator. Demolition is prohibited during the fourteen day wait period.

~~Historically significant buildings are~~Historically significant includes, but is not limited to a structure or building which:

- A. ~~Embodies the distinctive characteristics of a type, period or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction;~~Listed individually in the National Register of Historic Places, maintained by the Department of the Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing of the National Register; or
- B. ~~Has yielded, or may be likely to yield information important to pre-history or history;~~Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; or
- C. ~~Is associated with events that have made a significant contribution to the broad patterns of our history~~Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- D. ~~Is associated with the lives of persons significant in our past~~Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified by either (i) an approved state program as determined by the Secretary of the Interior or (ii) directly by the Secretary of the Interior in states without approved programs.

The purpose and intent of this ordinance is set forth in Chapter 24.01 of the Mount Vernon, Iowa Code of Ordinances.

153.05 Initial Review and Determination. The Historic Preservation Commission shall review the application for demolition at a public meeting of the Commission within the fourteen (14) day wait period. The Commission shall make an initial determination whether the building is a historically significant building using the standards set forth in the then current US Secretary of Interior standards for historic preservation, and further, upon criteria which would be unique to the historic nature of the City of Mount Vernon. The Commission shall make written findings supporting the grant or denial of the permit.

If during the fourteen (14) day wait period, the Commission makes an initial determination that the building which is the subject of the application for demolition is, or may be a

historically significant building whose loss would be detrimental to the historical or architectural heritage or resources of the City, such building shall be considered a historically significant building. The Zoning Administrator shall be so advised, and no demolition permit or building permit for new construction shall be issued unless and until a final determination has been made that the building is not a historically significant building or an exception applies. If the Commission makes the determination that the building is not a historically significant building the Administrator shall be advised and the permit will be issued provided all other applicable building regulations have been met.

153.06 Final Determination. After an initial determination by the Commission that any building which is the subject of an application is a historically significant building, it shall so advise the applicant who submitted the application and the Zoning Administrator, and a sixty (60) day demolition review period will be imposed. The sixty (60) day demolition review period starts on the date the applicant who submitted the application and the Zoning Administrator are notified of the decision of the Commission.

The Commission shall hold a public hearing prior to making the determination that any building is a historically significant building. The Commission shall publish notice ~~pursuant to Iowa Code Section in the official city designated newspaper no less than four (4) days and no more than twenty (20) days from the~~ date that an initial determination has been that the building is a historically significant building. A sign shall also be posted on the subject property notifying the general public of the pending application for demolition. No demolition permit or building permit for new construction or alterations on the premises shall be issued after the date of a determination that a building is a historically significant building except as may be provided for in subsection 157.07 of this section.

During the sixty (60) day demolition review period, The Commission will work with the applicant to have a historic survey done on the property, if necessary, and to determine if any of the following options or alternatives to demolition are feasible:

- A. The building can be considered for landmark designation.
- B. Rehabilitation the building with the assistance of State or Federal tax incentives or other private financial assistance.
- C. Adapting the building to a new use.
- D. Finding a new owner who is interested in preserving/rehabilitating the building.
- E. Incorporating the building into the owner/applicant's

redevelopment plans.

- F. Assisting in finding a different location for the owner's redevelopment.
- G. Moving the building to an alternative location.
- H. Salvaging building materials if the structure is to be demolished.
- I. Documenting the building prior to the issuance of a demolition permit.

The Commission shall make findings in writing. Upon completion of the review, the Commission will advise the applicant and Zoning Administrator in writing whether a demolition permit can be issued.

153.07 Exceptions. Exceptions from the demolition review process will be afforded if an economic hardship can be demonstrated or a structure is considered an imminent threat to the health and/or safety of the public. The burden of proof that an economic hardship exists is the applicant's responsibility. The Zoning Administrator will forward a copy of the application to the Historic Preservation Commission for a hardship exemption, along with the applicant's request for exemption from the demolition review process. The Historic Preservation Commission shall review the request for exemption, and shall respond to said application at its earliest convenience, but not more than fourteen (14) business days after receipt of the application by the Commission. Criteria for determination of an economic hardship include:

- A. ~~The basis to establish economic hardship for an income producing property, including commercial uses or rental units, shall be that a reasonable rate of return cannot be obtained from a property that retains its historic features or structures in either its present condition or if its features or structures are rehabilitated. A reasonable rate of return is Prime plus __%. The feasibility of alternative uses for the property prevent the applicant from securing a reasonable return on investments. A report from a licensed engineer or architect with expertise in rehabilitation shall be submitted to the Historic Preservation Commission. Said report shall include cost estimates for rehabilitation, estimated market values of the property (in its current condition and after project completion), and/or costs associated with moving the building to an alternative location.~~
- B. ~~Economic hardship in regard to a non-income producing property shall be found when the property owner demonstrates that the property has no beneficial use as a single-family dwelling or for an institutional, religious or governmental not-for-profit use in its present condition or if rehabilitated.~~

C.B. Demonstration of an economic hardship shall not be based ~~on or include any of the following circumstances~~ self-inflicted hardships, including but not limited to:

1. Willful or negligent acts by the owner.
2. Failure to perform normal maintenance and repairs.
3. Failure to diligently solicit and retain tenants.
4. Failure to provide normal tenant improvements.

If the Zoning Administrator has not received a decision from the Commission on the request for exemption within the fourteen (14) business day wait period, then the Zoning Administrator shall notify the Chairperson and Secretary of the Commission that a demolition permit will be issued seven (7) days after the date that this notice has been provided to the Chairperson and Secretary, unless prior to the expiration of seven (7) days, the Commission issues a written decision on the application for a hardship exemption for the demolition permit.

153.08 Appeals. Any party aggrieved by the decision of the Historic Preservation Commission may appeal the action to the City Council. Such an appeal must be in writing and must be filed with the City Administrator no later than ten (10) business days after the filing of the aforementioned decision. The City Council shall, within a reasonable amount of time, give public notice to the applicant and to the appellant, hear the appeal and decide the appeal. In deciding such appeals, the City Council shall consider whether to reverse, affirm or modify the decision. If not satisfied with the decision of the City Council, any aggrieved party may appeal within (60) days of the City Council's decision to the Iowa District Court.

153.09 Violations and Penalties

- A. Any person, firm or corporation violating or failing to comply with, or violating any terms or provisions of this chapter shall be subject to the penalty provisions of Chapter 4 of the ordinances of the City of Mount Vernon, IowaMt. Vernon, Iowa municipal code.
- B. Failure to comply with the application process or failure to have a demolition permit pursuant to this Ordinance constitutes irreparable harm warranting injunctive relief to stop the demolition of any potentially historically significant building.

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
January 21, 2019**

- Staff has provided the Council with the final bound copy of the audit. Outside of the separation of duties note, no real deficiencies exist. The separation of duties is an item we get noted every year as we are a small staff. I am confident in the safeguards that we currently have in place.
- We will soon begin the process of borrowing SRF funds, and selecting contractors for the waste water treatment facility improvements.
- Just a reminder that the Mt. Vernon League of Women Voters will be hosting city staff on January 22, 2019 at 7 p.m. in the Uptown Theater. Staff will updating attendees on the progress of city projects and participating in a Q&A session with attendees.