

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:	April 3, 2017 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	March 31, 2017

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

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

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

- D. Consent Agenda**

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

 - 1. Approval of City Council Minutes – March 20, 2017 Regular Council Meeting
 - 2. Approval of City Council Minutes – March 27, 2017 Council Work Session
 - 3. Appoint Jay Delancey - Sustainability Committee
 - 4. Appoint Keith Hubner - Mt. Vernon Zoning Board of Adjustment

- E. Public Hearing**
 - 1. None

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

- G. Resolutions for Approval**
 - 1. Resolution #4-3-2017A: Approving and Adopting a Revenue Purpose Statement for the Use of Revenues from Electric and Natural Gas Franchise Fees
 - 2. Resolution #4-3-2017B: Approving the Disposal of Municipal Owned Property

- H. Mayoral Proclamation**
 - 1. None

- I. Old Business**
 - 1. None

J. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of OPN Architecture Introduction - Council Action as Needed

K. Reports to be Received/Filed

1. None

L. Discussion Items (No Action)

1. None

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 March 20, 2017 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose.

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

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

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

Approval of City Council Minutes – March 6, 2017 Regular Council Meeting

Approval of Liquor License – “Bigs”.

Resolutions for Approval

Resolution #3-20-2017A: Approving the Installation of Street Lights at the Intersection of Joseph Lane and Country Club Drive SE. Motion made by Tuerler, seconded by Wieseler to approve Resolution #3-20-2017A. Roll call all yes.

Motions for Approval

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

ACME TOOLS	TOOLS-SEW	123.99
AIRGAS INC	WELDING SUPPLIES-PW	71.35
AIRGAS INC	CYLINDER RENTAL FEE-PW	52.76
AIRLOGIC	LS ALARM SERVICE-SEW	1,440.00
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,782.01
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	1,036.14
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	701.06
ALLIANT IES UTILITIES	ENERGY USAGE-FD	314.00
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	286.96
ALLIANT IES UTILITIES	ENERGY USAGE-PD	277.47
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	97.15
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,238.55
ALLIANT IES UTILITIES	ENERGY USAGE-SEW PLANT	2,852.28
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	1,015.33
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	293.26
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	156.30
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	120.50
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	102.91
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	68.66
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	45.82
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	36.82
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	31.55
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	26.39
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	20.94
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	19.72
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	18.14

AUTO WORX	VEHICLE MAINT-PD	83.60
BARNYARD SCREEN PRINTER	UNIFORMS-PD	21.00
BROWN SUPPLY COMPANY	CHLORINATORS/WEST WTP	2,969.00
BROWN SUPPLY COMPANY	DRAIN COVER-ST WATER	68.00
BURGE, JOAN	CLEANING SERVICES-P&A	60.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES-AL DEPTS	279.00
CENTURY LINK	PHONE CHGS-PD	36.85
CENTURY LINK	PHONE CHARGES-P&A	524.09
CENTURY LINK	PHONE CHARGES-PD	113.74
CENTURY LINK	PHONE CHARGES-SEW	91.96
CENTURY LINK	PHONE CHARGES-WAT	53.02
CENTURY LINK	PHONE CHARGES-RUT	51.02
CENTURY LINK	PHONE CHARGES-POOL	43.85
DIESEL TURBO SERVICES	VEHICLE REPAIRS-PW	228.89
DIESEL TURBO SERVICES INC	WIRING/CHIPPER-S&W	343.50
ECICOG	ZONING ORDINANCE UPDATE-P&A	664.00
EVER-GREEN LANDSCAPE NURSERY	EROSION CONTROL SOCKS-RUT	192.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRONTLINE WARNING SYSTEMS	SIREN MAINT CONTRACT-EMA	1,500.00
GALLS INC	EQUIP REPAIR/UNIFORMS-PD	482.27
GROUP SERVICES	INSURANCE-ALL DEPTS	27,749.68
HAWKEYE READY MIX	FLY ASH/MAIN BREAK-WAT	215.17
HDC	SUPPLIES-ALL DEPTS	274.65
IOWA POLICE CHIEFS ASSOCIATION	TRAINING-PD	135.00
IOWA SOLUTIONS INC	NEW PHONE SYSTEM-ALL DEPTS	250.00
IOWA SOLUTIONS INC	VPN SETUPS-PD	155.00
JANDA MOTOR SERVICES	BOOSTER PUMP ALIGNMENT-WAT	480.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
KIRKWOOD COMMUNITY COLLEGE	CONFERENCE-FD	357.50
KONE INC	ELEVATOR MAINT CONTRACT-P&A	166.23
KONICA MINOLTA BUSINESS SOLUTIONS	MAINTENANCE PLAN/COPIES	418.19
KURT PISARIK	UNIFORMS-PW	64.50
LINN COUNTY SHERIFF	SHARED SERVICES-PD	900.00
MEDIACOM	UTILITY SERVICE-FD	19.64
MIDWEST BREATHING AIR	QTRLY AIR TEST-FD	302.32
MIDWEST SAFETY COUNSELOR	INSTRUMENT CALIBRATION-FD	50.00
MIKE BUSER	NOTARY RENEWAL REIMB-EMA	30.00
MOORE MEDICAL CORP.	SUPPLIES-FD	101.82
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,240.56
MOUNT VERNON ACE HARDWARE	BLDG MAINT-FD	39.95
NATHAN GOODLOVE	FIRE CHIEF PAY-FD	416.67
P&K MIDWEST INC	CHAIN LINK-RUT	1.51
PAYROLL	CLAIMS	56,805.49
PHILIPS HEALTHCARE	AED BATTERIES,DEFIB PADS-FD	417.30
ROBERT BUSER	STIPEND-EMA	1,500.00
ROBERT BUSER	MEDICAL CLASS-EMA	50.00
SAUBER MFG CO	REPAIRS/BOOM TRUCK-RUT	843.80
SCHIMBERG COMPANY	INLET/LISBON ROAD-ST WAT	435.56
STAPLES	SUPPLIES-AL DEPTS	489.15
STATE HYGIENIC LAB	TESTING-SEW	1,902.50
SUE RIPKE	UNIFORMS, MILEAGE-P&A	79.05
THOMPSON, FRANCESCA	CLEANING SERVICES-P&A	60.00
TODD GEHRKE	MEAL-PD	7.47
TREAT AMERICA FOOD SERVICES	MEALS-PD	8.18
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	1,320.70

US CELLULAR	CELL PHONE-PD	116.17
VERMEER SALES & SERVICE INC	IGNITION SWITCH/CHIPPER-SW	23.81
WAPSI WASTE SERVICE	RECY-SW	706.42
WEX BANK	FUEL-PD,WAT,SEW	1,076.00
	TOTAL	122,365.84

Discussion and Consideration of Possible City Hall Solar Installation – Council Action as Needed. Nosbisch explained that there are rule changes with the Iowa Utilities Board that will take effect on April 1st that will have a net effect on the metering for the solar power. At this point City Hall was the only feasible option. The question in front of Council tonight is whether to move forward with the application process, which has a \$200 fee, before the April 1st deadline. This would not lock the City into moving forward with the solar installation but would lock in the application. If the City goes with a Purchase Power Agreement option for payment of the solar installation we would see an annual savings of approximately \$1,400 a year in utility cost. If the City paid for the installation outright, for approximately \$70,000, the cost savings would be slightly higher. The consensus of Council was to go ahead and move forward with the application process before the April 1st deadline and make final decisions on the actual installation at a later time. Tuerler made a motion to move forward with the application process so that we have all of our options open. Motion seconded by Christensen. Carried all.

Discussion and Consideration of Setting a Monthly City Council Work Session – Council Action as Needed. Council member Rose is proposing that a monthly work session be scheduled to discuss items that require more detail and cancel them if there aren't any items to discuss. Tuerler said his opinion was that a regular Council meeting could be used to discuss the same items as a work session and would rather set the work sessions on an "as needed" basis. Hampton said when he was on Council this was discussed a few times but there was not much support for it. He also said he would support what the majority of Council wants to do but wants it should make sense. Christensen felt that any changes in law or policy decisions are well worth a dedicated and less "staged" discussion by Council than what is done at a regular meeting. Hampton would like the time that they do have to its fullest value as opposed to just adding another day as well. No action taken.

Reports to be Received/Filed

Mt. Vernon Police Department Annual Report. Chief Shannon presented Council with the 2016 Annual Report. Generally most numbers were down from the prior year and provided a five year trend in the report. Full report available on the City website.

Mt. Vernon Police Report. Shannon reported that he received notice today from Lisbon that they want to discontinue the 28E agreement that ends on July 1st. Full report available on the City website.

Mt. Vernon Public Works Report. Full report available on the City website.

Mt. Vernon Parks and Recreation Report. Siders reported that this spring has the highest number of kids signed up for soccer. The Easter Egg Dash is April 15th. Spring clean-up is scheduled for April 29th. Full report available on the City website.

Discussion Items (No Action)

Revenue Purpose Statement-Franchise Fee. Nosbisch explained that in order to start the process, Council needs to identify what they want to use the revenue for. He provided Council with Iowa Code section 384.3A showing what is statutorily allowed and also provided a copy of Decorah's resolution adopting their Revenue Purpose. Once Mount Vernon adopts their Revenue Purpose Statement, it gets sent to Alliant Energy where they are currently working on ordinances that would amend the franchise agreement. Once

those are adopted they are sent to the Iowa Utilities Board. If the process is started in April, it would likely be October before people would see the 1% reflected on their bill. Nobsisch will put together a resolution for consideration at the next meeting.

Community Entrance Signage. Council member Rose said that Parks and Recreation had recently finished putting new signage at all City parks. He would like the City to consider similar updated signage at the entrances to the City that would all be uniform and matching. Nobsisch will get some pricing and bring back for Council consideration. Signage on the bypass will be different and approved by the DOT.

Reports of Mayor/Council/Administrator

Mayor's Report. Hampton shared his observation of the impending bypass being constructed by the number of trees being removed on Hwy 30.

Council Reports. Christensen would like to see additional or additional signage at the roundabout and possibly something being placed in the middle of the roundabout to improve traffic flow and safety. Nobsisch will investigate roundabouts in other communities to see how their roundabouts are set up. Chief Shannon said that it would be beneficial to have a discussion on eliminating the second lane at the Hwy 1 north bound intersection and the Hwy 30 east bound intersection of the roundabout. Rose reported that April 7th there is a fundraiser for the Hometown Teams hosted at One Mission and there will also be a show at the First Street Community Center. More information is available at visitmvl.com.

Committee Reports. Wieseler reported that the Library Board is appreciative of Council's increase in their budget and they did get their State and County money but was less than what was asked for.

City Administrator's Report. Leaf pick up starts April 3rd for three weeks. The rough draft of the RFQ for the Corridor Study has been completed and has been sent to the chair of Planning and Zoning for review. Lisbon and Mount Vernon have been discussing a possible equipment sharing agreement.

Adjournment As there was no further business to attend to the meeting adjourned, the time being 7:32 p.m., March 20, 2017.

Respectfully submitted,
Marsha Dewell
Deputy Clerk

March 27, 2017
City Council Minutes
213 1st Street NW
Mount Vernon, Iowa 52314

The Mount Vernon City Council met March 27, 2017 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, and Christensen. Absent: Rose. Also in attendance was Guy Booth.

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

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

Discussion Items (No Action)

Proposed Demolition Ordinance. This is the second work session regarding the proposed demolition ordinance. Proposals/changes to the ordinance that were suggested at the first work session were incorporated into the new ordinance draft which tries to cover buildings that are not in any of the Historical Districts. Council discussed the need for specificity and an appeal process and agreed to have another work session but a date was not decided.

Adjournment. As there was no further business to attend to the meeting adjourned, the time being 7:58 p.m., March 27, 2017.

Respectfully submitted,
Sue Ripke
City Clerk

G. Resolutions for Approval

AGENDA ITEM # G – 1

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

DATE:	April 3, 2017
AGENDA ITEM:	Resolution – Revenue Purpose Statement
ACTION:	Motion

SYNOPSIS: Attached is the resolution approving the revenue purpose statement for the franchise fee. The resolution includes all applicable uses identified within Iowa Code Chapter 384.3A, except property tax relief. As I stated at the last meeting, using the franchise fee money for capital improvement projects will prevent the City Council from having to raise property tax for the same projects. Once the revenue purpose statement is adopted, staff will work with Alliant Energy on the ordinances amending the franchise agreements. This will be done by ordinance and only after a public hearing.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/30/17

RESOLUTION #4-3-2017A

RESOLUTION APPROVING AND ADOPTING A REVENUE PURPOSE
STATEMENT FOR THE USE OF REVENUES FROM ELECTRIC AND NATURAL
GAS FRANCHISE FEES

WHEREAS, the City Council of the City of Mt. Vernon, Iowa has chosen to establish utility franchise fees for Interstate Power and Light Company (Alliant Energy) for the sale and distribution of electric energy and natural gas within the city limits; and

WHEREAS, pursuant to the provisions of Section 364.2, subsection (4)(f) of the Code of Iowa, the City shall prepare a Revenue Purpose Statement outlining the purposes for which the City shall use the franchise fee revenues that will be received if the proposed franchise ordinances are adopted; and

WHEREAS, the City Council of the City of Mt. Vernon shall hold a public hearing regarding any amendment to its electric and natural gas franchise ordinances prior to adoption of any amended franchises.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

Section 1. That the Revenue Purpose Statement for the use or expenditure of electric and natural gas franchise fee revenues for the City of Mt. Vernon, is hereby approved and adopted as follows:

REVENUE PURPOSE STATEMENT

Pursuant to the provisions of Section 364.2 subsection (4)(f) of the Code of Iowa, the City of Mt. Vernon hereby establishes the following purposes allowed under Iowa Code for which franchise fee revenues from its electric and natural gas franchises may be used or expended:

- a. The repair, remediation, restoration, cleanup, replacement, and improvement of existing public improvements and other publicly owned property, buildings and facilities.
- b. Projects designed to prevent or mitigate future disasters as defined in Iowa Code Section 29C.2.
- c. Energy conservation measures for low-income homeowners, low-income energy assistance programs, and weatherization programs.
- d. Public Safety, including the equipping of fire, police, emergency services, sanitation, street, and civil defense departments.

- e. The establishment, construction, reconstruction, repair, equipping, remodeling, and extension of public works, public utilities, and public transportation systems.
- f. The construction, reconstruction, or repair of streets, highways, bridges, sidewalks, pedestrian underpasses and overpasses, street light fixtures, and public grounds, and the acquisition of real estate needed for such purposes.
- g. Property tax abatements, building permit fee abatements, and abatement of other fees for property damaged by a disaster as defined in Iowa Code 29C.2.
- h. Economic development activities and projects.

Section 2. That the City Clerk shall publish the Revenue Purpose Statement pursuant to Section 362.3 of the Iowa Code.

Section 3. That all resolutions or parts of resolutions in conflict herewith are repealed, and the same are hereby repealed to the extent of such conflict.

PASSED and ADOPTED this ___ day of April, 2017.

Jamie Hampton, Mayor

ATTEST:

Sue Ripke, City Clerk

AGENDA ITEM # G – 2

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

DATE:	April 3, 2017
AGENDA ITEM:	Resolution – Disposal of Property
ACTION:	None

SYNOPSIS: The Public Works department is looking to sell two Allis lawn mowers. Both pieces of equipment are over thirty years of age and are not being utilized. Nick has suggested that the City pursue the sale through Highway 64 Auctions in Baldwin, Iowa. They may have some value for parts purposes and this location would get them in front of the appropriate buyers.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/30/17

RESOLUTION #4-3-2017B

RESOLUTION APPROVING THE DISPOSAL OF
MUNICIPAL PROPERTY

WHEREAS; over time the City of Mt. Vernon has accumulated property by various methods and of wide ranging descriptions; and

WHEREAS; the City now has the need to dispose of this property as it is of no use and of no value to maintain; and

WHEREAS; the said property has been inventoried (Exhibit A attached) and is ready for disposal.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA: To grant staff permission to dispose of inventoried property by best methods possible while seeking to collect reasonable value.

PASSED and ADOPTED this ___ day of April, 2017.

Jamie Hampton, Mayor

ATTEST:

Sue Ripke, City Clerk

Exhibit "A"

Fire Equipment for Sale

April 3, 2017

1. 1982 9523 Simplicity (5020 Allis Tractor).
2. 1970's Allis 720

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, APRIL 3, 2017

PAYROLL	CLAIMS	55,657.54
VEENSTRA & KIMM INC	WASTEWATER FACILITY PLAN	10,202.80
KOSS INTERNATINAL CORP	CTW CHALK-P&REC	3,980.20
BSN SPORTS COLLEGIATE PACIFIC	SOCCER GOALS,BALLS-P&REC	3,692.14
VEENSTRA & KIMM INC	10TH ST/PAL RD INTERSECTION	3,360.00
SLEUTH SYSTEMS	SOFTWARE SUPPORT-PD	3,020.00
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	2,975.00
DIESEL TURBO SERVICES INC	F450/BLOWER MOTOR,EVAP CORE	1,323.98
BARNYARD SCREEN PRINTER LLC	T-SHIRTS-P&REC	1,301.00
STORM STEEL	ANGLE IRON-RUT	831.35
LINN CO-OP OIL CO	FUEL-PW	763.37
ELLIOTT'S UPTOWN FITNESS CENTER	RENT-P&REC	630.00
ROTO-ROOTER	CAMERA CRAWL-SEW	570.00
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	512.75
TRANS IOWA EQUIPMENT INC	ELGIN BROOM-S/W	467.39
INTOXIMETERS	EQUIPMENT-PD	395.00
ELECTRONIC ENGINEERING CORP	INFORMATION SYSTEMS-PW	319.60
AERO RENTAL, INC	TRAILER-RUT	297.00
COGRAN SYSTEMS	ONLINE REGISTRATION FEES-P&REC	174.00
VEENSTRA & KIMM INC	NATURE PARK TRAIL PRELIM	153.00
JOE'S QUALITY WINDOW CLEANING	WINDOW CLEANING-P&A	150.00
CHRIS NOSBISCH	MILEAGE-P&A	88.11
VERMEER	CHIPPER JACK STAND-S/W	72.25
DIESEL TURBO SERVICES INC	HYDRAULIC LINE/GRAPPLE-RUT	71.05
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
IOWA MUNICIPAL FINANCE OFFICER	ANNUAL DUES-P&A	50.00
KIECKS	UNIFORMS-FD	39.82
GORDON LUMBER COMPANY	BLDG SUPPLIES-RUT	31.50
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT	31.16
AAA PEST CONTROL	PEST CONTROL-P&A	30.00
IOWA PARK & REC ASSOCIATION	AQUATIC #9 WORKSHOP	25.00
	TOTAL	91,335.01

AGENDA ITEM # J – 2

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

DATE:	April 3, 2017
AGENDA ITEM:	OPN Architects
ACTION:	Motion

SYNOPSIS: The OPN Architecture team will be at the Council meeting to introduce themselves and their firm. I have placed their presentation under motions in the event they require any direction from Council. I am not expecting this request, but do not want to limit interactions due to a technicality. OPN will be meeting with members of the review team over the course of the next two weeks. There is still an opening for an additional Council person if you are interested in sitting in on the meetings.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion if Necessary

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 3/30/17

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
April 3, 2017**

- Staff visited two more community/recreation centers in Williamsburg and Wellman in preparation for discussions with OPN.
- The Downtown Design Committee has met regarding the proposed improvements in the CIP. Members of the committee and staff will meet with Shoemaker Haaland in the coming weeks to discuss the next steps in the process.
- The personnel committee met last week regarding the parameters of an employee policy update. Finance committee members will be meeting on Thursday the 6th to discuss upcoming bond sales.
- The City is still accepting resumes for the summer intern. The application deadline is Friday, April 14, 2017.
- Staff has discussed the need to have ALICE training for employees. The City is also working to complete CPR and defibrillator training for all employees that have yet to attend a session. City Council members are welcome to attend the training sessions.