

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 2, 2018 – 6:30 PM
Web Page:	www.cityofmtvernon-ia.gov
Posted:	December 29, 2017

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

A. Call to Order

B. Agenda Additions/Agenda Approval

C. Communications:

1. Unscheduled

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

D. Consent Agenda

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

1. Approval of City Council Minutes – December 18, 2017 Regular Council Meeting
2. Appoint Lisa Cannon – LMVAS Board of Directors

E. Public Hearing

1. Public Hearing on the Proposed Stonebrook Urban Renewal Plan

F. Ordinance Approval/Amendment

1. None

G. Resolutions for Approval

1. Resolution #1-2-2018A: Determining an Area of the City to be an Economic Development Area, and that the Rehabilitation, Conservation, Redevelopment, Development or a Combination Thereof, of Such Area is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating Such Area as Appropriate for Urban Renewal Projects; and Adopting the Stonebrook Urban Renewal Plan
2. Resolution #1-2-2018B: Approving the Mt. Vernon Community Wellness Center CAT Grant Application

H. Mayoral Proclamation

1. None

I. Old Business

1. Discussion and Consideration of Establishing a Poet Laureate for the City of Mt. Vernon – Steve Maravetz – Council Action as Needed

J. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Pay Application #1 – 2017 Sidewalk Program – Council Action as Needed
3. Discussion and Consideration of Leaf Vac Purchase – Public Works – Council Action as Needed

K. Reports to be Received/Filed

1. None

L. Discussion Items (No Action)

1. Budget
2. Water Leak – Excess Water Bill (update?)
3. Rough Draft – Council Goals

M. Reports of Mayor/Council/Administrator

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

N. Adjournment

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

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

D. Consent Agenda

The Mount Vernon City Council met December 18, 2017 at the Mount Vernon City Hall Council Chambers with the following members present: Roudabush, Tuerler, Wieseler, Christensen and Rose. Absent: Mayor Jamie Hampton.

Call to Order. Mayor ProTem Marty Christensen called the meeting to order at 6:30 p.m.

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

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

Approval of City Council Minutes – December 4, 2017 Regular Council Meeting

Approval of City Council Minutes – December 11, 2017 Goal Setting Session

Approval of Liquor License – Wilkie Liquors.

Public Hearing

Public Hearing on the Proposed Spring Meadow Heights Urban Renewal Plan. Mayor ProTem Christensen declared the Public Hearing open. As there were no comments from the public Mayor ProTem Christensen closed the Public Hearing.

Ordinance Approval/Amendment

Ordinance #12-4-2017A: An Ordinance Amending Chapter 41.11 Fireworks Permit of the Mt. Vernon Municipal Code. Motion to approve second reading and proceed with third reading (Council may suspend rules and proceed to final reading after vote of second reading). At the previous council meeting resident Gary Ulch stated that the Ordinance was not well written or specific enough and asked what the definition for a competent person was. Nosbisch explained that the information contained in the ordinance was derived from the State Code of Iowa which doesn't specifically define a competent person but used such language when discussing display fireworks. In the past City staff has identified a competent person as any individual that is licensed with the State of Iowa and can show proof of the required insurance. Motion to approve the second reading and proceed to the third reading of Ordinance #12-4-2017A made by Tuerler, seconded by Wieseler. Roll call vote. Ayes: Tuerler, Wieseler, Christensen and Rose. Nays: Roudabush. Dr. Michael Montgomery said that he could not find any data that anyone was hurt or property damaged last year on the 4th of July. As for those who argued on behalf of those who suffer from PTSD if it's known or fireworks are expected to happen at a particular time it can be controlled. He would like Council to consider a partial ban. Ed Schultz asked for Chief Doug Shannon's opinion on enforcement. Chief Shannon said that they will enforce whatever's on the books. Schultz said that it would be easier to enforce if it was during a predictable time. Nosbisch explained that with the approval of this ordinance the City will be back to where it was except that sales will be allowed and it will now be a civil citation. Motion to approve the third and final reading of Ordinance #12-4-2017A made by Tuerler, seconded by Wieseler. Roll call vote. Ayes: Tuerler, Wieseler, Christensen and Rose. Nays: Roudabush.

Resolutions for Approval

Resolution #12-18-2017A: Determining an Area of the City to be an Economic Development Area, and that the Rehabilitation, Conservation, Redevelopment, Development or a Combination Thereof, of Such Area is Necessary in the Interest of the Public Health, Safety or Welfare of the Residents of the City; Designating

Such Area as Appropriate for Urban Renewal Projects; and Adopting the Spring Meadow Heights Urban Renewal Plan. A consultation meeting with the other taxing entities was held on November 29, 2017 with no other taxing authority in attendance. Planning and Zoning met on December 13, 2017 to discuss the plan and found it to be in conformance with the 2016 Mount Vernon Comprehensive Plan. Motion to approve Resolution #12-18-2017A made by Tuerler, seconded by Wieseler. In the Spring Meadow Heights Urban Renewal Plan, page 8, Section B/Future Development Agreements Rose questioned the verbiage "The costs of such Development Agreements are estimated not to exceed \$500,000.00" and then on the same page #2; "Estimated Cost to be funded by TIF funds not to exceed \$50,000.00." Nobsisch explained that these are two separate things. The attorney's fees are those that the City incurs to put these agreements together. That money will come back to the City to pay us back for the dollars that it cost to put this together. The idea of the plan is that Skogman is going to invest \$2.6 million dollars into that land and if they are successful \$675,000.00 would come back from taxes that those individuals' houses would pay. Rose said that part of the agreement talks about LMI families. One of the options for the developer was to either set aside a certain percentage that the City than uses for LMI housing or to build houses that are affordable for LMI families but he did not see a definition for what is affordable for an LMI family. Nobsisch said there are not necessarily established parameters on the types of housing, it's the programs that are implemented. The Housing Commission is aware of the amount of money that can come back through this and have already started talking about potential programs they can recommend to council. Also, Skogman has talked about some of these programs and if the City is interested they would be too. As this money is collected, it is reserved. There is about \$10k in the current LMI fund. Roll call vote. Motion passes.

Resolution #12-18-2017B: Designating the Sun as the Official Newspaper for Publications for the City of Mount Vernon from January 1, 2017 to December 31, 2019. Motion to approve Resolution #12-18-2017B made by Tuerler, seconded by Rose. Roll call vote. Motion passes.

Old Business

Discussion and Consideration of the Hwy 1/30 Roundabout Assessment – MSA Professional Services – Council Action as needed (tabled from 12/4/17). Motion to remove the Hwy 1/30 Roundabout Assessment discussion and consideration from the table made by Tuerler, seconded by Wieseler. Carried all. At the previous council meeting MSA submitted an invoice, not to exceed \$14K, for an in service review of the Hwy1/30 roundabout. Not knowing any details of the invoice Council voted to table until MSA provided a thorough explanation of the services they would provide. MSA submitted a detailed invoice for \$14,119.40 for approval and also a biography of the engineers who will be working on this project. Tuerler motioned to approve the invoice submitted by MSA, not to exceed \$14K, seconded by Wieseler. Carried all.

Motions for Approval

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

ABBY CASKEY	REFUND-P&REC	40.00
ACCESS SYSTEMS	NETWORK SECURITY AUDIT	350.00
AHLERS & COONEY PC	LEGAL FEES-P&A	4,528.71
AIRGAS INC	CYLINDER RENTAL FEE-PW	55.80
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	2,160.35
ALLIANT IES UTILITIES	ENERGY USAGE-RUT	866.43
ALLIANT IES UTILITIES	ENERGY USAGE-FD	320.25
ALLIANT IES UTILITIES	ENERGY USAGE-PD,P&A	310.90
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	138.97
ALLIANT IES UTILITIES	ENERGY USAGE- ST LIGHTS	118.63
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	3,636.36
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	2,812.17
ALLIANT IES UTILITIES	ENERGY USAGE-P&A	704.85

ALLIANT IES UTILITIES	ENERGY USAGE-SEW	394.47
ALLIANT IES UTILITIES	ENERGY USAGE-ST LIGHTS	128.90
ALLIANT IES UTILITIES	ENERGY USAGE-SEW	111.25
ALLIANT IES UTILITIES	ENERGY USAGE-POOL	48.61
ALLIANT IES UTILITIES	ENERGY USAGE-EMA	37.83
ALLIANT IES UTILITIES	ENERGY USAGE-P&REC	32.75
ALLIANT IES UTILITIES	ENERGY USAGE-CEM	18.84
ALLIANT IES UTILITIES	ENERGY USAGE-WAT	11.50
BATTERIES PLUS	RADIOS (6)-RUT	323.70
BRAUN INTERTEC	GEOTECHNICAL EVALUATION-LOST I	5,435.00
BROTHER MOBILE SOLUTIONS	THERMAL PAPER-PD	94.77
CAMPBELL SUPPLY CEDAR RAPIDS	GRINDING WHEELS,EAR PLUGS-RUT	150.83
CAMPBELL SUPPLY CEDAR RAPIDS	CUTOFF WHEELS-RUT	43.75
CASEY'S GENERAL STORE	FUEL-FD	19.68
CENTURY LINK	PHONE CHGS-PD	37.34
CHRIS NOSBISCH	MILEAGE-P&A	155.69
COMMUNITY DEVELOPMENT GROUP	HOTEL/MOTEL TAX PYMT-ECON DEV	21,308.56
CORNELL COLLEGE	WATER CONNECTION REFUND-WAT	4,500.00
CR/LC SOLID WASTE AGENCY	LEAVES-SW	1,926.00
DIESEL TURBO SERVICES INC	OIL/GREASE DUMP SERVICE	290.63
EVER-GREEN LANDSCAPE NURSERY	TREES (2) DOG PARK	300.00
EVER-GREEN LANDSCAPE NURSERY	MULCH-FD	288.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FRANCESCA LEE THOMPSON	CLEANING SERVICE-P&A	60.00
FUTURE LINE TRUCK EQUIPMENT	F550-RUT,SEW	32,362.36
GALLS INC	EQUIP-PD	115.99
GROUP SERVICES INC	INSURANCE-ALL DEPTS	22,635.95
HAWKEYE FIRE & SAFETY CORP	MEDICAL SUPPLIES-RUT	449.45
HAWKEYE FIRE & SAFETY CORP	EXTINGUISHER SERVICE-FD	91.90
HBK ENGINEERING LLC	WELLNESS CENTER/SURVEY SERVICE	264.00
IOWA POLICE CHIEFS ASSOCIATION	DUES-PD	125.00
IOWA SOLUTIONS INC	SERVER WARRANTY RENEWAL, PRINTER	785.50
IOWA SOLUTIONS INC	FIREWALL,MMM SETUP	125.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
JOAN BURGE	CLEANING SERVICE-P&A	60.00
KIECKS	MISC-PD	3.00
KONE INC	ELEVATOR MAINT CONTRACT-P&A	166.23
LETTER PERFECT	NAMEPLATE-P&A,P&Z	29.84
LINN COUNTY PLANNING & DEV	BLDG PERMIT FEES/INSPECTIONS	407.00
LYNCH FORD	VEHICLE MAINT-PD	483.97
MARKET STREET TECHNOLOGIES INC	BASIC WORD PRESS MAINT-MVHPC	300.00
MARKET STREET TECHNOLOGIES INC	WEBSITE HOSTING-MVHPC	180.00
MATT SIDERS	MILEAGE-P&REC	69.55
MEDIACOM	PHONE/INTERNET-P&REC	158.89
MEDIACOM	PHONE/INTERNET-WAT	296.11
MIDWEST SAFETY COUNSELOR	CALIBRATION-FD	90.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	2,262.56
MOUNT VERNON ACE HARDWARE	EQUIP MAINT-FD	586.86
MOUNT VERNON FIRE DEPARTMENT	MEMBERSHIP-FD	169.00
MOUNT VERNON FIRE DEPARTMENT	MEMBERSHIP-FD	50.00
MOUNT VERNON FIRE DEPARTMENT	UTILITY SERVICE-FD	20.82
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-ALL DEPTS	845.20
MOUNT VERNON LISBON SUN	ADS/PUBLICATIONS-P&REC	112.50
MOUNT VERNON, CITY OF	MILEAGE-MVHPC	5.52
MUNICIPAL SUPPLY INC	3" METER-WAT	1,878.20

NATHAN GOODLOVE	FIRE CHIEF PAY-FD	416.67
OFFICE EXPRESS	PAPER,LAMINATOR-ALL DEPTS	602.19
OFFICE EXPRESS	STORAGE BOXES, TAPE-P&A	158.84
P&K MIDWEST INC	DRAG-RUT,P&REC	1,150.00
PAYROLL	CLAIMS	58,486.59
POLY VINYL ROOFING INC	CITY HALL ROOF-P&A	4,517.00
RED LION RENEWABLES	SOLAR ELECTRIC PRODUCTIONS-P&A	75.87
RIVER PRODUCTS COMPANY INC	ROAD ROCK-WAT	56.85
ROTO-ROOTER	JET/VAC STORMS-ST WAT	3,100.00
SHOEMAKER & HAALAND	SOUTH ALLEY STREETSCAPE PROJECT	8,537.75
STAPLES ADVANTAGE	CLOCK,MISC-P&A	52.93
STATE HYGIENIC LAB	TESTING-SEW	1,714.00
STOREY KENWORTHY	TAX FORMS-ALL DEPTS	193.42
THE CTK GROUP	TRAINING-PD	500.00
US CELLULAR	CELL PHONE-PD	116.17
WELTER STORAGE EQUIPMENT CO.	SHELVING/ELLIOTT SHOP-RUT	125.00
WENDLING QUARRIES	SEPTIC GRAVEL-FD	469.84
WEX BANK	FUEL-PW	1,063.57
	TOTAL	198,348.61

Discussion and Consideration of Establishing a Poet Laureate for the City of Mt. Vernon – Steve Maravetz – Council Action as Needed. Because Mr. Maravetz was not present Rose motioned to table, seconded by Wieseler. Carried all.

Discussion and Consideration of Setting a Public Hearing Date for an Ordinance Amending Chapter 90.03 Mandatory Connections of the Mt. Vernon Municipal Code – Council Action as Needed. Tuerler motioned to set the Public Hearing Date for an Ordinance amending Chapter 90.03 Mandatory Connections of the Mount Vernon Municipal Code at the second regularly scheduled meeting in January, seconded by Rose. Carried all.

Discussion and Consideration of Alternative Council Meeting Dates for January 1, 2017 – Council Action as Needed. Because the first regular council meeting in January falls on the New Year's holiday staff suggested moving the meeting to a different day of the same week. Motion to move the meeting to January 3, 2018 made by Rose, seconded by Wieseler. Because that date didn't work for all members of Council Rose withdrew his motion and motioned to have the meeting on January 2, 2018, seconded by Wieseler. Carried all.

Reports to be Received/Filed

Mt. Vernon Police Report. In November Chief Doug Shannon reported there were nine reported collisions totaling about \$67,200.00 and 33 incidents including burglary, public intox, harassment and more. The MV Masonic Lodge hosted an appreciation dinner for the MVPD, Lisbon PD and families. Chief Shannon attended the Linn County Hazard Mitigation Planning meeting in Cedar Rapids. Chief Shannon and Officer Mehlert assisted Cornell in providing Violent Intruder training to staff. Chief Shannon attended a Financial Crime meeting with local and CR financial institutions. Officers worked 8.5 hours of STEP in November. Supplementing police coverage for the City of Lisbon has resulted in 2,355 minutes of patrol time and 5 calls for service (121 minutes).

Mt. Vernon Public Works Report. City crews have finished tree trimming in the northeast quadrant. Trimming in the southwest quadrant will start December 18, 2017. Winter clean up at both shops has begun. Hoping to extend the life expectancy of the City's dump trucks staff has started to undercoat those areas that are exposed to corrosive chemicals during the winter months.

Mt. Vernon Parks and Recreation Report. Public Works have been removing dead, diseased or dying trees in Nature Park. The plan is to replant trees with a Trees Forever grant. Boys Basketball registration is underway. Youth Wrestling has started. Magical Night was a huge success. On December 15th there will be a learned lessons and evaluate this years' event. Park and Rec handed out about 740 cookies. Holiday Open Gyms will be December 27, 28 and 29 from 12-4:00 p.m. There will be supervision but ask that children under the age of 8 have adult supervision.

Discussion Items (No Action)

Budget. No discussion.

Water Leak – Excess Water Bill. Myrt Bowers explained that they received two high water bills. The first bill was \$1,040.00, with the next month read be about \$2,400.00. Ms. Bowers explained that when they received their first water bill they checked for leaks (toilets, basement, shop, water softener). Not finding any problems they called in a plumber who also could not find any leaks inside the house. They decided to begin digging the outside water lines. It was discovered the cistern was half full of water. The plumber fixed the problem with an old pipe. Bowers asked if the City had any responsibility to the citizens to inform them before there are two months of high water bills. Ms. Bowers asked if there is a process to discuss reduction of the second bill due to no ability to take any action after the initial reading and the 2nd reading. Nobsisch explained that the City with the system we have now someone would have to read meters on a weekly basis and a staff person manually compare the reads each week in order to find leaks (high water bills). City water bills are one month in arrears which leads to the Bowers dilemma. Upgrading water meters, software and operating systems have been in the CIP but removed due to lack of funding. In addition Nobsisch said that if a water relief program is started it must become a citywide standard for all utility users. Bowers asked Council for some kind of policy to assist citizens that have this type of horrific water problem and to apply that policy to their water bill. Rose said he would be interested in knowing how other towns deal with this. Nobsisch said that he would reach out to other communities and have them send their policies.

Fiber to the Home Options. Christensen has been exploring the possibility of providing alternative fiber option to the City. He met with Bernard Dutchik, VP of ImOn Communications who provided written articles/reports but admitted the amount of information out there can be overwhelming when trying to figure out where to begin. Studies have shown that locations were able to develop a complete advantage by installing broadband before other communities.

Reports of Mayor/Council/Administration

City Administrator's Report. City Hall will be closed Monday and Tuesday, December 25 & 26, 2017 for the holidays. City intern, Jordan Poole, has accepted a position with the City of Madison Wisconsin. His last day will be within the next month. A staffing plan will be presented during the budget process to compensate for this loss and other operational changes. The preliminary draft of the Spring Meadow Height development agreement has been sent to Kyle Skogman. It is expected to be in front of Council in January. Mediacom has submitted rate increases. The City received a letter from the IDNR regarding the City's positive environmental review of the UV disinfection project.

As there was no further business to attend to the meeting adjourned, the time being 8:36 p.m., December 18, 2017.

Respectfully submitted,
Sue Ripke
City Clerk

E. Public Hearing

AGENDA ITEM # E – 1 & G – 1

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

DATE:	January 2, 2017
AGENDA ITEM:	Public Hearing – Stonebrook URP (#1-2-2018A)
ACTION:	Motion

SYNOPSIS: Attached with the resolution is the final draft of the Stonebrook urban renewal plan. A consultation meeting with the other taxing entities was held on December 13, 2017, with no other taxing authority in attendance. The Planning Commission met on Wednesday, December 13, 2017 to discuss the plan and found it to be in conformance with the 2016 Mt. Vernon Comprehensive Plan.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Open and Close Public Hearing – Proceed to G-1

ATTACHMENTS: None – See G-1 Resolution

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

G. Resolutions for Approval

RESOLUTION NO. _____

RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING THE STONEBROOK URBAN RENEWAL PLAN

WHEREAS, this Council has reasonable cause to believe that the area described below satisfies the eligibility criteria for designation as an urban renewal area under Iowa law; and

WHEREAS, a proposed Stonebrook Urban Renewal Plan ("Plan" or "Urban Renewal Plan") for the Stonebrook Urban Renewal Area ("Area" or "Urban Renewal Area") described below has been prepared, which proposed Plan has been on file in the office of the City Clerk and which is incorporated herein by reference; and

WHEREAS, this proposed Stonebrook Urban Renewal Area includes and consists of:

Lot 2, Cornell College Second Addition in the City of Mount Vernon, Linn County, Iowa excepting therefrom the following: Stonebrook First Addition to City of Mount Vernon, Linn County, Iowa, Stonebrook Second Addition to the City of Mount Vernon, Linn County, Iowa, Stonebrook Fourth Addition to the City of Mount Vernon, Linn County, Iowa, Stonebrook 5th Addition to the City of Mount Vernon, Linn County, Iowa, Meadowbrook First Addition to the City of Mount Vernon, Linn County, Iowa, Meadowbrook Second Addition to the City of Mount Vernon, Linn County, Iowa, Parcels A and B, Plat of Survey #1392 as recorded in Book 6557 Page 508 of the records of the Linn County, Iowa Recorder on December 28, 2006, Parcel A, Plat of Survey #1588 as recorded in Book 7532 Page 551 of the records of the Linn County, Iowa Recorder on February 18, 2010. Said tract of land contains 60.86 acres and is subject to easements and restrictions of record.

WHEREAS, the proposed Stonebrook Urban Renewal Area includes land classified as agricultural land and consequently written permission of the current owners has been obtained; and

WHEREAS, it is desirable that the Urban Renewal Area be redeveloped as described in the proposed Stonebrook Urban Renewal Plan to be known hereafter as the "Stonebrook Urban Renewal Plan"; and

WHEREAS, the Iowa statutes require the City Council to submit the proposed Stonebrook Urban Renewal Plan to the Planning and Zoning Commission for review and recommendation as to its conformity with the general plan for development of the City as a whole, prior to City Council approval thereof; and

WHEREAS, creation of the Stonebrook Urban Renewal Area and adoption of the Stonebrook Urban Renewal Plan therefore has been approved by the Planning and Zoning Commission for the City as being in conformity with the general plan for development of the City as a whole, as evidenced by its written report and recommendation filed herewith, which report and recommendation is hereby accepted, approved in all respects and incorporated herein by this reference; and

WHEREAS, by resolution adopted on December 4, 2017, this Council directed that a consultation be held with the designated representatives of all affected taxing entities to discuss the proposed Stonebrook Urban Renewal Plan and the division of revenue described therein, and that notice of the consultation and a copy of the proposed Stonebrook Urban Renewal Plan be sent to all affected taxing entities; and

WHEREAS, pursuant to such notice, the consultation was duly held as ordered by the City Council and all required responses to the recommendations made by the affected taxing entities, if any, have been timely made as set forth in the report of the City Administrator, or his delegate, filed herewith and incorporated herein by this reference, which report is in all respects approved; and

WHEREAS, by resolution this Council also set a public hearing on the adoption of the proposed Stonebrook Urban Renewal Plan for this meeting of the Council, and due and proper notice of the public hearing was given, as provided by law, by timely publication in the Mount Vernon-Lisbon Sun, which notice set forth the time and place for this hearing and the nature and purpose thereof; and

WHEREAS, in accordance with the notice, all persons or organizations desiring to be heard on the proposed Stonebrook Urban Renewal Plan, both for and against, have been given an opportunity to be heard with respect thereto and due consideration has been given to all comments and views expressed to this Council in connection therewith and the public hearing has been closed.

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

Section 1. That the findings and conclusions set forth or contained in the proposed "Stonebrook Urban Renewal Plan" for the area of the City of Mount Vernon, State of Iowa, legally described and depicted in the Plan and incorporated herein by reference (which area shall hereinafter be known as the "Stonebrook Urban Renewal Area"), be and the same are hereby adopted and approved as the findings of this Council for this area.

Section 2. This Council further finds:

a) Although relocation is not expected, a feasible method exists for the relocation of any families who will be displaced from the Stonebrook Urban Renewal Area into decent, safe and sanitary dwelling accommodations within their means and without undue hardship to such families;

b) The Urban Renewal Plan conforms to the general plan for the development of the City as a whole; and

c) Acquisition by the City is not immediately expected, however, as to any areas of open land to be acquired by the City included within the Stonebrook Urban Renewal Area:

i. Residential use is expected, and, with reference to any portions thereof which are to be developed for residential uses, this City Council hereby determines that a shortage of housing of sound standards and design with decency, safety and sanitation exists within the City; that the acquisition of the area for residential uses is an integral part of and essential to the program of the municipality; and that one or more of the following conditions exist:

a. That the need for housing accommodations has been or will be increased as a result of the clearance of slums in other areas, including other portions of the urban renewal area.

b. That conditions of blight in the municipality and the shortage of decent, safe and sanitary housing cause or contribute to an increase in and spread of disease and crime, so as to constitute a menace to the public health, safety, morals, or welfare.

c. That the provision of public improvements related to housing and residential development will encourage housing and residential development which is necessary to encourage the retention or relocation of industrial and commercial enterprises in this state and its municipalities.

d. The acquisition of the area is necessary to provide for the construction of housing for low and moderate income families.

ii. Non-residential use is not expected, however, with reference to those portions thereof which are to be developed for non-residential uses, such non-residential uses are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

Section 3. That the Stonebrook Urban Renewal Area is an economic development area within the meaning of Iowa Code Chapter 403; that such area is eligible for designation as an urban renewal area and otherwise meets all requisites under the provisions of Chapter 403 of the Code of Iowa; and that the rehabilitation, conservation, redevelopment, development, or a combination thereof, of such area is necessary in the interest of the public health, safety or welfare of the residents of this City.

Section 4. That the Stonebrook Urban Renewal Plan, attached hereto as Exhibit 1 and incorporated herein by reference, be and the same is hereby approved and adopted as the "Stonebrook Urban Renewal Plan for the Stonebrook Urban Renewal Area"; the Stonebrook Urban Renewal Plan for such area is hereby in all respects approved; and the City Clerk is hereby directed to file a certified copy of the Stonebrook Urban Renewal Plan with the proceedings of this meeting.

Section 5. That, notwithstanding any resolution, ordinance, plan, amendment or any other document, the original Stonebrook Urban Renewal Plan shall be in full force and effect from the date of this Resolution until the Council amends or repeals the Plan. Said Stonebrook Urban Renewal Plan shall be forthwith certified by the City Clerk, along with a copy of this Resolution, to the Recorder for Linn County, Iowa, to be filed and recorded in the manner provided by law.

PASSED AND APPROVED this 2nd day of January, 2018.

Mayor

ATTEST:

City Clerk

Label the Plan as Exhibit 1 (with all exhibits) and attach it to this Resolution.

ATTACH THE PLAN LABELED AS
EXHIBIT 1 HERE

**STONEBROOK
URBAN RENEWAL PLAN**

for the

**STONEBROOK
URBAN RENEWAL AREA**

CITY OF MOUNT VERNON, IOWA

January 2018

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- O. STATE AND LOCAL REQUIREMENTS
- P. SEVERABILITY
- Q. URBAN RENEWAL PLAN AMENDMENTS
- R. EFFECTIVE PERIOD

EXHIBITS

- A. LEGAL DESCRIPTION OF STONEBROOK URBAN RENEWAL AREA
- B. STONEBROOK URBAN RENEWAL AREA MAPS
- C. AGREEMENT TO INCLUDE AGRICULTURAL LAND

**Stonebrook Urban Renewal Plan
for the
Stonebrook Urban Renewal Area
City of Mount Vernon, Iowa**

A. INTRODUCTION

The Stonebrook Urban Renewal Plan (“Plan” or “Urban Renewal Plan”) for the Stonebrook Urban Renewal Area (“Area” or “Urban Renewal Area”) has been developed to help local officials respond to and promote economic development in the City of Mount Vernon, Iowa (the “City”). The primary goal of the Plan is to stimulate, through public involvement and commitment, private investment in new housing and residential development as defined in the *Code of Iowa* Section 403.17(12).

In order to achieve this objective, the City intends to undertake Urban Renewal activities pursuant to the powers granted to it under Chapter 403 and Chapter 15A of the *Code of Iowa*, as amended.

B. DESCRIPTION OF THE URBAN RENEWAL AREA

The Urban Renewal Area is described in Exhibit “A” and illustrated in Exhibit “B.” The property forming this Area has been removed from the Mount Vernon Urban Renewal Area by Amendment #5 to the Mount Vernon Urban Renewal Plan. This property has never been residential in nature nor part of a residential housing development.

The City reserves the right to modify the boundaries of the Area at some future date.

C. AREA DESIGNATION

With the adoption of this Plan, the City designates this Urban Renewal Area as an economic development area that is appropriate for the provision of public improvements related to housing and residential development.

D. BASE VALUE

If the Urban Renewal Area is legally established, a Tax Increment Financing (TIF) ordinance is adopted, and debt is certified prior to December 1, 2018, the taxable valuation as of January 1, 2017, will be considered the frozen “base valuation” for the portion of the Urban Renewal Area identified in the TIF ordinance. If a TIF ordinance is not adopted until a later date, or debt is not first certified prior to December 1, 2018, the frozen “base value” will be the assessed value of the taxable property within that area covered by the TIF ordinance as of January 1 of the calendar year preceding the calendar year in which the City first certifies the amount of any debt on the Area. It may be that more than one ordinance will be adopted on property within the Area. If so, the frozen base values may vary.

E. DEVELOPMENT PLAN

Mount Vernon has a general plan for the physical development of the City as a whole, outlined in the City of Mount Vernon, Iowa 2016 Comprehensive Plan. The goals and objectives identified in this Plan, and the urban renewal projects described herein, are in conformance with the goals and land use policies identified in the Comprehensive Plan.

This Urban Renewal Plan does not in any way replace the City's current land use planning or zoning regulation process. Currently the Area is zoned as TR – Traditional Residential.

The need, if any, for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area, is set forth in this Plan. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

F. RESIDENTIAL DEVELOPMENT

The City's objective for the Urban Renewal Area is to promote new housing and residential development. Mount Vernon has had steady population growth, with a population growth rate of 16.4 percent from 2000 to 2010. Mount Vernon lies about 15 miles east of Cedar Rapids and 20 miles north of Iowa City, providing a convenient residential location within easy commuting distance for residents to a variety of employment opportunities, amenities, and services. Additionally, Mount Vernon's housing units must support the student population of Cornell College.

Mount Vernon's 2016 Comprehensive Plan estimated that the City would need approximately 426 new housing units by 2030 to match the population projections. Therefore, the Comprehensive Plan set forth goals and objectives for new housing development within city limits.

When a city utilizes tax increment financing to support residential development (such support is limited to reimbursement of "public improvement" costs, as defined by Iowa law), a percentage of the incremental revenues (or other revenues) generated by the development must be used to provide assistance to low and moderate income (LMI) families. LMI families are those whose incomes do not exceed 80% of the median Linn County income.

Unless a reduction is approved by the Iowa Economic Development Authority, the amount of incremental revenues (or other revenues) to be provided for low and moderate income family housing in the community shall be either equal to or greater than the percentage of the original project costs (i.e., the amount of TIF funds used to reimburse infrastructure costs serving the housing development in the Area) that is equal to the percentage of LMI families living in Linn County. That percentage is currently 37.23%.

The requirement to provide assistance for LMI housing may be met by one, or a combination, of the following three options:

1. Providing that at least 37.23% of the units constructed in the Area are occupied by residents and/or families whose incomes are at or below 80% of the median county income;
2. Setting aside an amount equal to or greater than 37.23% of the project costs to be used for LMI housing activities anywhere in the City; or,
3. Ensuring that 37.23% of the houses constructed within the Area are priced at amounts affordable to LMI families.

If funds are set aside, as opposed to constructing a sufficient percentage of LMI housing in the Area, the assistance for LMI family housing may be provided anywhere within the City. The type of assistance provided must benefit LMI residents and/or families and may include, but is not limited to:

1. Construction of LMI affordable housing.
2. Owner/renter-occupied housing rehabilitation for LMI residents and/or families.
3. Grants, credits, or other direct assistance for LMI residents and/or families.
4. Homeownership assistance for LMI residents and/or families.
5. Tenant-based rental assistance for LMI residents and/or families.
6. Down payment assistance for LMI residents and/or families.
7. Mortgage interest buy-down assistance for LMI residents and/or families.
8. Under appropriate circumstances, the construction of public improvements that benefit LMI residents and/or families.

G. PLAN OBJECTIVES

Renewal activities are designed to provide opportunities, incentives, and sites for new residential development within the Area. More specific objectives for development within the Urban Renewal Area are as follows:

1. To increase the availability of housing opportunities, which may, in turn, attract and retain area industries and commercial enterprises that will strengthen and revitalize the economy of the State of Iowa and the City of Mount Vernon.

2. To stimulate, through public action and commitment, private investment in new housing and residential development and redevelopment. The City realizes that the availability of affordable, decent, safe, and sanitary housing is important to the overall economic viability of the community.
3. To plan for and provide sufficient land for residential development in a manner that is efficient from the standpoint of providing municipal services.
4. To help finance the cost of constructing public utility and infrastructure extensions and improvements in support of residential development.
5. To improve housing conditions and increase housing opportunities, including LMI income families and/or individuals.
6. To provide a more marketable and attractive investment climate through the use of various federal, state, and local incentives.
7. To encourage residential growth and expansion through governmental policies which make it economically feasible to do business.
8. To encourage residential development that meets the needs of a growing population, while preserving the character of the community.
9. To promote development utilizing any other objectives allowed by Chapter 403 of the *Code of Iowa*.

H. TYPES OF RENEWAL ACTIVITIES

To meet the objectives of this Urban Renewal Plan and to encourage the development of the Area, the City intends to utilize the powers conferred under Chapter 403 and Chapter 15A, *Code of Iowa* including, but not limited to, tax increment financing. Activities may include:

1. To undertake and carry out urban renewal projects through the execution of contracts and other instruments.
2. To provide for the construction of site specific improvements, such as grading and site preparation activities, access roads and parking, fencing, utility connections, and related activities.
3. To arrange for, or cause to be provided, the construction or repair of public infrastructure in support of residential development, including, but not limited to, streets and sidewalks, traffic lights, pedestrian safety measures, trails, water mains, sanitary sewers, storm sewers, or public utilities.

4. To make loans, forgivable loans, or other types of grants or incentives to private persons, organizations, or businesses for economic development purposes or residential projects, on such terms as may be determined by the City Council.
5. To use tax increment financing to facilitate urban renewal projects, including, but not limited to, financing to achieve a more marketable and competitive land offering price and to provide for necessary physical improvements and infrastructure.
6. To use tax increment for LMI housing assistance.
7. To borrow money and to provide security therefor.
8. To acquire and dispose of property.
9. To make or have made surveys and plans necessary for the implementation of the Urban Renewal Plan or specific urban renewal projects.
10. To use any or all other powers granted by the Urban Renewal Act to develop and provide for improved economic conditions for the City of Mount Vernon and the State of Iowa.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

I. ELIGIBLE URBAN RENEWAL PROJECTS

Although certain project activities may occur over a period of years, the eligible urban renewal projects under this Urban Renewal Plan include:

1. Rebate to Support Infrastructure Improvements in Residential Development:

A. *Development Agreement with BBAC, L.L.C. (or a related entity):* The proposed urban renewal project involves providing incentives necessary to construct public improvements to assist BBAC, L.L.C. (or a related entity), in the development of an anticipated 83-lot, 101-unit residential subdivision. BBAC, L.L.C. is expected to invest approximately \$5,687,358 in the development of the lots including, but not limited to, the construction of new streets, sanitary sewer, storm water, and water utilities. Construction is anticipated to begin in 2018.

The City intends to provide assistance in the form of property tax rebates of potential incremental taxes that will result from completion of the residential subdivision and related public improvements. Under the proposal, some of the incremental property tax generated by the project (from the development of new homes to be constructed on the developer's land pursuant to the *Code of Iowa* Section 403.19) is expected to be rebated to the developer upon substantiation of costs incurred by the developer in constructing the public improvements. Unless some other amount is determined by the City, these incentives are not expected to exceed the lesser of:

- The developer’s certified and approved costs of public improvements; or
- \$1,633,000.

These rebates will not be general obligations of the City but will be payable solely from incremental property taxes generated by the project and subject to annual appropriation. The rebates will be available for up to a maximum of a ten (or fifteen, if consent is obtained from the other taxing entities) year period for the TIF ordinance area.

Unless LMI housing is constructed in this subdivision, the City will set aside an amount equal to 37.23% of the incentives provided to the developer (up to a maximum of the developer’s certified costs of public improvements or \$1,633,000) from the incremental taxes generated by the residential housing units and use those funds to support LMI housing anywhere in the community. The remaining incremental taxes will be available to reimburse the City for planning, legal, and other project costs and to fund property tax rebates to the developer, up to the above stated maximums.

The City believes that assistance to stimulate residential housing in this Area will promote economic development by providing needed housing opportunities for employees of area businesses, their families, and new or existing residents. The City expects to enter into a development agreement with BBAC, L.L.C. (or a related entity) that provides detailed terms and conditions, not all of which are included in this Plan.

B. *Future Development Agreements.* The City expects to consider requests for Development Agreements for projects that are consistent with this Plan, in the City’s sole discretion. Such Agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including but not limited to, land, loans, grants, tax rebates, public infrastructure assistance, and other incentives. The costs of such Development Agreements are estimated not to exceed \$500,000.

2. Planning, Engineering Fees (for Urban Renewal Plans), Attorney Fees, Administrative, and Other Related Costs to Support Urban Renewal Projects and Planning:

Project	Estimated Date	Estimated Cost to be funded by TIF Funds
Fees and Costs	Undetermined	Not to Exceed \$50,000

J. FINANCIAL INFORMATION

1.	July 1, 2017, Constitutional Debt Limit	\$12,659,960.85
2.	Current Outstanding General Obligation Debt	\$7,305,000
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects has not yet been determined. This document is for planning purposes only. The estimated project costs in this Plan are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects as described above to be funded by TIF Funds will be approximately as stated in the next column:	\$2,183,000 This does not include financing costs related to debt issuance, which may be incurred over the life of the Area.

K. AGREEMENT TO INCLUDE AGRICULTURAL LAND

Agricultural land owners have entered or will enter into agreements in which they agree to allow the City to include their real property defined as "Agricultural Land" in the Urban Renewal Area in accordance with Iowa Code Section 403.17(3). A copy of the signed agreement of each agricultural land owner within the Urban Renewal Area is attached or will be attached as Exhibit C. The original signed agreements will be on file at the City Clerk's office.

L. URBAN RENEWAL FINANCING

The City intends to utilize various financing tools such as those described below to successfully undertake the proposed urban renewal actions. The City has the statutory authority to use a variety of tools to finance physical improvements within the Area. These include:

A. Tax Increment Financing.

Under Section 403.19 of the *Code of Iowa*, urban renewal areas may utilize the tax increment financing mechanism to finance the costs of public improvements, economic development incentives, or other urban renewal projects. Upon creation of a tax increment district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. Certain increased taxes generated by any new

development, above the base value, are distributed to the taxing entities, if not requested by the City, and in any event upon the expiration of the tax increment district.

B. General Obligation Bonds.

Under Division III of Chapter 384 and Chapter 403 of the *Code of Iowa*, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area and for other urban renewal projects or incentives for development consistent with this Plan. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City. It may be, the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates, or other incentives to developers or private entities in connection with the urban renewal projects identified in this Plan. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of making loans or grants of public funds to private businesses located in the Area for urban renewal projects. Alternatively, the City may determine to use available funds for making such loans or grants or other incentives related to urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Urban Renewal Plan.

M. PROPERTY ACQUISITION/DISPOSITION

The City will follow any applicable requirements for the acquisition and disposition of property within the Urban Renewal Area.

N. RELOCATION

The City does not expect there to be any relocation required of residents or businesses as part of the eligible urban renewal projects; however, if any relocation is necessary, the City will follow all applicable relocation requirements.

O. STATE AND LOCAL REQUIREMENTS

All provisions necessary to conform to State and local laws will be complied with by the City in implementing this Urban Renewal Plan and its supporting documents.

P. SEVERABILITY

In the event one or more provisions contained in the Urban Renewal Plan shall be held for any reason to be invalid, illegal, unauthorized, or unenforceable in any respect, such invalidity, illegality, un-authorization, or unenforceability shall not affect any other provision of this Urban Renewal Plan, and this Urban Renewal Plan shall be construed and implemented as if such provisions had never been contained herein.

Q. URBAN RENEWAL PLAN AMENDMENTS

This Urban Renewal Plan may be amended from time to time for a number of reasons including, but not limited to, adding or deleting land, adding or amending urban renewal projects, or modifying objectives or types of renewal activities.

The City Council may amend this Plan in accordance with applicable State law.

R. EFFECTIVE PERIOD

This Urban Renewal Plan will become effective upon its adoption by the City Council and shall remain in effect until terminated by the City Council.

With respect to property included within the Urban Renewal Area, which is also included in an ordinance which designates that property as a tax increment area and is designated based on an economic development finding, to provide or to assist in the provision of public improvements related to housing and residential development, the use of incremental property tax revenues or the "division of revenue," as those words are used in Chapter 403 of the *Code of Iowa*, is limited to ten (10) years beginning with the second fiscal year following the year in which the City first certifies to the County Auditor the amount of any loans, advances, indebtedness, or bonds which qualify for payment from the incremental property tax revenues attributable to that property within the Urban Renewal Area.

With consent of all other affected taxing bodies (by written agreement), the use of incremental property tax revenues under the *Code of Iowa* Section 403.19 can be extended for up to five (5) years if necessary to adequately fund the housing project. The City may decide to seek such consent. It is also anticipated that separate TIF ordinances or amendments thereto for separate parcel(s) or subareas may be adopted as development in the Area warrants. In that case, each subarea may have a separate base and separate sunset or expiration date.

At all times, the use of tax increment financing revenues (including the amount of loans, advances, indebtedness, or bonds which qualify for payment from the division of revenue provided in Section 403.19 of the *Code of Iowa*) by the City for activities carried out under the Urban Renewal Area

shall be limited as deemed appropriate by the City Council and consistent with all applicable provisions of law.

EXHIBIT A

LEGAL DESCRIPTION OF STONEBROOK URBAN RENEWAL AREA

LEGAL DESCRIPTION:

Lot 2, Cornell College Second Addition in the City of Mount Vernon, Linn County, Iowa excepting therefrom the following: Stonebrook First Addition to City of Mount Vernon, Linn County, Iowa, Stonebrook Second Addition to the City of Mount Vernon, Linn County, Iowa, Stonebrook Fourth Addition to the City of Mount Vernon, Linn County, Iowa, Stonebrook 5th Addition to the City of Mount Vernon, Linn County, Iowa, Meadowbrook First Addition to the City of Mount Vernon, Linn County, Iowa, Meadowbrook Second Addition to the City of Mount Vernon, Linn County, Iowa, Parcels A and B, Plat of Survey #1392 as recorded in Book 6557 Page 508 of the records of the Linn County, Iowa Recorder on December 28, 2006, Parcel A, Plat of Survey #1588 as recorded in Book 7532 Page 551 of the records of the Linn County, Iowa Recorder on February 18, 2010. Said tract of land contains 60.86 acres and is subject to easements and restrictions of record.

EXHIBIT B
MAP OF URBAN RENEWAL AREA



EXHIBIT C

**AGREEMENT TO INCLUDE AGRICULTURAL LAND
IN THE STONEBROOK URBAN RENEWAL AREA**

WHEREAS, the City of Mount Vernon, Iowa, (the "City") has proposed to establish the Stonebrook Urban Renewal Area (the "Urban Renewal Area"), pursuant to Chapter 403 of the Code of Iowa, in order to undertake activities authorized by that Chapter; and

WHEREAS, it has been proposed that the boundaries of the Urban Renewal Area will include certain property which is owned by the Agricultural Land Owner listed below; and

WHEREAS, Section 403.17 of the Code of Iowa provides that no property may be included in an urban renewal area which meets the definition in that Section of "agricultural land," until the owners of such property agree to include such property in such urban renewal area; and

WHEREAS, it has been determined that the portion of the property owned by the Agricultural Land Owner within the Urban Renewal Area meets the definition of "agricultural land" in Section 403.17(3) of the Code of Iowa;

NOW, THEREFORE, it is hereby certified and agreed by the Agricultural Land Owner as follows:

1. The Agricultural Land Owner hereby certifies that he/she is the owner of certain Property contained within the Urban Renewal Area.
2. The Agricultural Land Owner hereby agrees that the City of Mount Vernon, Iowa, may include the portion of the property owned by the Agricultural Land Owner in the Urban Renewal Area.
3. The Agricultural Land Owner further authorizes the governing body of the City of Mount Vernon, Iowa, to pass any resolution or ordinance necessary to designate said property as an Urban Renewal Area under Chapter 403 of the Code of Iowa, and to proceed with activities authorized under said Chapter.

DATED this _____ day of _____, 2017.

Name of Agricultural Land Owner: (or person authorized to sign on Agricultural Land Owner's behalf)

Signature: _____

Date: _____

Print Name: _____

Witness: _____

CERTIFICATE

STATE OF IOWA)
) SS
COUNTY OF LINN)

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

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2018.

City Clerk, City of Mount Vernon, State of Iowa

(SEAL)

January 2, 2018

The City Council of the City of Mount Vernon, State of Iowa, met in _____ session, in the Council Chambers, City Hall, 213 First Street NW, Mount Vernon, Iowa, at 6:30 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

This being the time and place fixed for a public hearing on the matter of the adoption of the proposed Stonebrook Urban Renewal Plan, the Mayor first asked for the report of the City Administrator, or his delegate, with respect to the consultation held with the affected taxing entities to discuss the proposed Plan. The Council was informed that the consultation was duly held as ordered by the Council, and that _____ written recommendations were received from affected taxing entities. The report of the City Administrator, or his delegate, with respect to the consultation was placed on file for consideration by the Council.

The City also was informed that the proposed Plan had been approved by the Planning and Zoning Commission as being in conformity with the general plan for development of the City as a whole, as set forth in the minutes or report of the Commission. The report or minutes were placed on file for consideration by the Council.

The Mayor then asked the City Clerk whether any written objections had been filed with respect to the proposed Plan, and the City Clerk reported that _____ written objections thereto had been filed. The Mayor then called for any oral objections to the adoption of the Stonebrook Urban Renewal Plan and _____ were made. The public hearing was then closed.

{Attach summary of objections here}

Council Member _____ then introduced the following Resolution entitled "RESOLUTION DETERMINING AN AREA OF THE CITY TO BE AN ECONOMIC DEVELOPMENT AREA, AND THAT THE REHABILITATION, CONSERVATION, REDEVELOPMENT, DEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF THE PUBLIC HEALTH, SAFETY OR WELFARE OF THE RESIDENTS OF THE CITY; DESIGNATING SUCH AREA AS APPROPRIATE FOR URBAN RENEWAL PROJECTS; AND ADOPTING THE STONEBROOK URBAN RENEWAL PLAN" and moved:

- that the Resolution be adopted.
- to defer action on the Resolution and the proposal to the meeting to be held at _____ .M. on the _____ day of _____, 2018, at this place.

Council Member _____ seconded the motion. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

AGENDA ITEM # G – 2

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

DATE:	January 2, 2017
AGENDA ITEM:	Resolution #12-18-2017B
ACTION:	Motion

SYNOPSIS: The base plan for the Mt. Vernon Community Wellness Center is set at \$6.5 million (funded through TIF and Sales Tax). Staff met with IEDA staff to discuss the possibility of applying for a CAT (Community Attraction and Tourism) grant for the project. IEDA staff indicated that the additional gym, rock wall and other add alternatives would be eligible for application. The City would be requesting \$600,000 in CAT funding with the remaining coming from private fundraising efforts. A challenge pledge has already been secured in the amount of \$500,000. The total funding request from CAT represents 7.6% of the overall construction budget. Attached is the rough draft (without the tabs) of the Enhance Iowa CAT application that would need to be submitted to IEDA by January 15, 2018. As with any CAT application, the Board may choose to fund the full allocation request, fund a reduced allocation amount or reject the application in its entirety.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution and Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

RESOLUTION NO. 1-2-2018B

**A RESOLUTION REGARDING COMMUNITY ATTRACTION & TOURISM
GRANT APPLICATION FOR MT. VERNON COMMUNITY WELLNESS
CENTER PROJECT**

WHEREAS, one of the top goals identified by the Mayor and City Council is the construction and operation of a new community wellness center, and

WHEREAS, the City Council approved an issuance of general obligation bonds in an amount not to exceed \$5,500,000 for the community wellness center, and

WHEREAS, the voters approved a Local Option Sales Tax that earmarked 25% of the proceeds for the new community wellness center, and

WHEREAS, the City of Mt. Vernon is making an application for funding for this project through the Community Attraction and Tourism (CAT) grant funding program administered by the Iowa Economic Development Authority.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes the submission of a CAT grant application for the Mt. Vernon Community Wellness Center on behalf of the City of Mt. Vernon, Iowa.

APPROVED and ADOPTED this 2nd day of January, 2018.

Jamie Hampton, Mayor

ATTEST:

Sue Ripke, City Clerk

I. Old Business

AGENDA ITEM # I - 1

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

DATE: January 2, 2017

AGENDA ITEM: Steve Maravetz

ACTION: Motion

SYNOPSIS: I have emailed Steve to see if he is planning on being at the meeting to discuss the Poet Laureate. To date, I have not received a response.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: MVAAC

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

J. Motions for Approval

AGENDA ITEM # J – 2

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

DATE:	January 2, 2017
AGENDA ITEM:	Pay Application #1
ACTION:	Motion

SYNOPSIS: JDM Concrete LLC has completed the necessary sidewalk work for the NW quadrant. The contract increased to \$27,022.65 due to quantity and scope changes. Each of the projects were inspected by City staff, and we concur with V&K's recommendation for payment in the amount of \$25,671.52

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17



December 22, 2017

PAY ESTIMATE NO. 1
2017 SIDEWALK IMPROVEMENTS
MOUNT VERNON, IOWA

JDM Concrete LLC
1776 480th Street SW
Kalona, IA 52247

Contract Amount \$25,819.00
Contract Date November 9, 2017
Pay Period Nov. 10, 2017 - Dec. 21, 2017

BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.1	Sidewalk, 4" PCC, Removal & Rep	SF	2,342	\$ 7.00	\$ 16,394.00	2,579.7	\$ 18,057.90
1.2	Sidewalk, 6" PCC, Removal & Rep	SF	1,110	\$ 7.50	\$ 8,325.00	1,055.3	\$ 7,914.75
1.3	Sidewalk Grinding	Ea.	44	\$ 25.00	\$ 1,100.00	42	\$ 1,050.00
Contract Price:					\$ 25,819.00		\$ 27,022.65

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 25,819.00	\$ 27,022.65
Approved Change Order (list each)			
Revised Contract Price		\$ 25,819.00	\$ 27,022.65

Stored
Total Earned \$ 27,022.65
Retainage (5%) \$ 1,351.13
Total Earned Less Retainage \$ 25,671.52

Total Previously Approved (list each)			

Total Previously Approved \$ -
Amount Due This Request \$ 25,671.52

Percent Complete 100%

The amount \$25,671.52 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
JDM Concrete LLC

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
Mount Vernon, Iowa

Signature: _____
 Name: _____
 Title: _____
 Date: _____

Signature: 
 Name: Dave Schechinger
 Title: Engineer
 Date: December 22, 2017

Signature: _____
 Name: _____
 Title: _____
 Date: _____



VEENSTRA & KIMM, INC.

860 22nd Avenue - Suite 4 • Coralville, Iowa 52241-1565
319-466-1000 • 319-466-1008(FAX) • 888-241-8001(WATS)

December 22, 2017

Chris Nosbisch
City Administrator
City of Mount Vernon
213 First Street West
Mount Vernon, Iowa 52314

MOUNT VERNON, IOWA
2017 SIDEWALK IMPROVEMENTS
PARTIAL PAY ESTIMATE NO. 1

Enclosed is one copy of Partial Payment Estimate No. 1 for work completed from November 10, 2017 to December 21, 2017 under the contract between the City of Mount Vernon and JDM Concrete LLC.

We have reviewed the estimate and recommend payment to JDM Concrete LLC in the amount of \$25,671.52.

By separate cover we have forwarded three copies of Partial Payment Estimate No. 1 to JDM Concrete LLC for signature and return to the City of Mount Vernon.

Please sign all copies of the partial payment estimates forwarded to you by JDM Concrete LLC in the spaces provided and return one signed copy to our office and one copy JDM Concrete LLC with payment.

Should you have any questions or comments concerning the enclosed information, please contact us at 319-466-1000.

VEENSTRA & KIMM, INC.

Dave Schechinger

DRS:mmc

5131-020

Enclosure

AGENDA ITEM # J – 3

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

DATE:	January 2, 2017
AGENDA ITEM:	Leaf Vac Purchase
ACTION:	Motion

SYNOPSIS: Staff is asking for a formal vote and recognition of the leaf vac purchase. As stated at the last meeting, staff had been bidding on the leaf vac through the Govdeals website. We were able to secure the sale for \$11,250 and will be sending staff to Kansas City in the coming weeks to pick up our equipment.

BUDGET ITEM: Solid Waste

RESPONSIBLE DEPARTMENT: Public Works

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

L. Discussion Items (No Action)

AGENDA ITEM # L – 1

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

DATE:	January 2, 2017
AGENDA ITEM:	Budget
ACTION:	None

SYNOPSIS: Possible work session dates include the following: Monday, January 22, Monday, January 29, and Monday, February 12. It is likely that we will need two of these dates given the shortened discussion period. Staff is also recommending that we start the work sessions at 5:45 or 6 to maximize our time.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

AGENDA ITEM # L-2

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

DATE:	January 2, 2017
AGENDA ITEM:	Excessive Water Bill
ACTION:	None

SYNOPSIS: I simply wanted to give the Council a brief update on the responses I have received from other communities. At this time, I have received 7 responses. Three of the response are from the communities that were mentioned by Mr. Bowers at the meeting (the 4th I am already aware of). A majority of the responses are similar to Mt. Vernon in that they will consider the waiver of sewer fees but not the water. I am hoping to receive more responses by the end of next week.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: None

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

AGENDA ITEM # L – 3

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

DATE:	January 2, 2017
AGENDA ITEM:	Rough Draft – Council Goals
ACTION:	None

SYNOPSIS: The rough draft of the City of Mt. Vernon Strategic Planning and Goal Setting Report for 2018 has been reviewed by staff. Pat is asking that you review the document for possible changes so that we can formally adopt the goals on the 15th. The goals will be placed on the whiteboard in the Council Chambers for review by Council throughout the year. City staff will use the goals to formulate individual department objectives. They will also serve as a base for department head reviews through the course of the next two years.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: Council

MAYOR/COUNCIL ACTION: None

ATTACHMENTS: Rough Draft

PREPARED BY: Chris Nosbisch

DATE PREPARED: 12/29/17

**CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING AND GOAL SETTING REPORT 2018**

**Mayor:
Jamie Hampton**

DRAFT

DRAFT

City Council: 2017-18

**Scott Rose
Tom Wieseler
Stephanie West**

**Marty Christensen
Eric Roudabush
Paul Tuerler**

**City Administrator:
Chris Nosbisch**

Department Heads:

**City Clerk: Sue Ripke
Fire Chief: Nathan Goodlove
Public Works Director: Nick Nissen
Water/Waste Water Superintendent: Alex Volkov**

**Police Chief: Doug Shannon
Library Director: Cathy Boggs
Parks & Recreation: Matt Siders**

DRAFT

DRAFT

**Facilitated by:
Patrick Callahan
Callahan Municipal Consultants, LLC
December 18, 2017**

**CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING AND GOAL SETTING REPORT 2018**

Mayor:
Jamie Hampton

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**Scott Rose
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Parks & Recreation: Matt Siders**



**CITY OF
Mount Vernon**



Facilitated by:
**Patrick Callahan
Callahan Municipal Consultants, LLC
December 18, 2017**

City of Mount Vernon, Iowa

Strategic Planning and Goal Setting Session - 2018

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City of Mount Vernon, Iowa

Strategic Planning and Goal Setting Session 2018

Introduction

The City of Mount Vernon requested assistance from Patrick Callahan in October 2017, for a strategic planning and goal setting process. Mr. Callahan agreed to organize and facilitate a process that involved the following steps:

1. Prepare a questionnaire to identify department needs, capital projects, accomplishments, programs, issues, trends and team building suggestions.
2. Prepare a list of the overall capital projects and suggested initiatives and programs based upon the comments of the elected officials and city department heads.
3. Conduct a strategic planning and goal setting session with the elected officials.
4. Preparation of this final report.

Goal Setting Work Session

City Council Members and the Mayor held an informal non-binding work session that was conducted by Mr. Callahan on December 11, 2017. The City's elected officials and department heads were asked to do the following:

1. Identify the major accomplishments of the City in 2016 and 2017, as listed by the Mayor and Council, and by the City Department Heads (**Exhibits A-1 & A-2**).
2. Review the list of most important issues, concerns and trends facing the City in 2018, as listed by the Mayor and Council Members and by the City Department Heads (**Exhibits B-1 & B-2**).
3. Review and revise the list of potential initiatives, policies, and programs. (**Exhibit C**)
4. Indicate those initiatives and programs that are the most urgent or important at this time.
5. Review and revise the list of potential capital projects. (**Exhibit D**)
6. Indicate those capital projects that are the most urgent or important at this time.
7. Provide comments and suggestions regarding teamwork objectives. (**Exhibit E-1**)
8. Provide comments and suggestions from the City Department Heads – (**Exhibit E-2**)

Note: The Letter of Introduction, the Agenda for the Goal Setting Session, and the Preliminary Questionnaire are attached to this report as Appendix A, Appendix B and Appendix C, respectively.

THE CITY COUNCIL'S LIST OF "GIVENS"

After reviewing the list of proposed programs and policies, the Mayor and City Council Members concluded that the City was already committed to the completion of the following programs, policies, and initiatives:

1. Finish City map updates – water mains, sanitary sewer lines, and storm sewer lines.

Since the City Council had already committed to the completion of these items, it was agreed that the Mayor and City Council would not need to rank or prioritize these suggestions.

INITIATIVES AND PROGRAMS – 2018

The Mayor and City Council identified the following initiatives and programs as the most urgent or important.

A. Top Priority Programs and Policies

1. Train sound options priced and presented to public regarding what is reasonable.
2. Wellness Center – not only building it, but setting rates and operational budgets that will help it be sustainable.
3. Old fire station site development by private entity.
4. Bypass plan - All aspects - zoning development, economic opportunity, marketing & communications.
5. Annexation plan for property to the South of the City around the bypass and to the West of the City Limits, out to Irish Lane.
6. Attract assisted living & “memory care” providers.

B. Moderate Priority Programs and Policies

1. Rental code.
2. Highways 1 & 30 commercial development plan.
3. Conduct an on-going training programs for employees on topics such as sexual harassment, customer service skills, diversity, business ethics, workplace safety, risk management, etc.
4. Locate another location for the Mount Vernon Post Office and possibly convert the current site to parking.

NOTE: A complete list of all programs and initiatives, as ranked by the Mayor and City Council Members is attached as **Exhibit C**.

CAPITAL IMPROVEMENT PROJECTS – 2018

The Mayor and City Council identified the following capital projects and equipment purchases as the most urgent or important.

A. Top Priority Capital Projects & Equipment Purchases Project

1. Follow Capital Improvements lists provided by Public Works for fleet.
2. Old Fire Station.....consider options for renovation/use.

3. Construction and operation of the Community Center/Wellness Center - \$6.5 million.
4. Wastewater plant upgrades and possible expansion - \$1.9 million for UV System & \$1.5 million for nutrient reduction.
5. Isolate & resolve storm water infiltration into sewer - \$300K.
6. Annual Sidewalk Program \$100K/yearx4

B. Second Priority Capital Projects & Equipment Purchases

1. Continuation of the Streets & Sewer projects in the CIP - \$130,000 and water mains.
2. Expand trail system - \$75,000 year.
3. Acquire land for public works facility – more space and more buildings, and compost site.
4. Uptown streetscape in implementation - \$300K.
5. Railroad Quiet Zone - \$250K.
6. List of Street Projects – Per V&K Program.
7. New water main (8”) from 5th Ave. to 4th . St. SW to eliminate an old low flow 4” dead end.
8. Vactor/letter combination trailer - \$70K.

TEAM BUILDING AGREEMENTS

The Mayor and City Council reviewed a list of ideas and suggestions relating to team building and building a better working relationship. The list of team building suggestions is identified as **Exhibit E-1**.

FUTURE PLANNING SUGGESTIONS

It is recommended that the city staff and management team prepare an “action plan” for the capital projects, and the initiatives & programs. The action plan for each goal would define the steps needed to accomplish the various tasks or objectives. This action plan could then be presented to the Mayor and City Council for review and approval and made a part of this Goal Setting Report.

It is recommended that the goals and objectives be posted in the Council Chambers at City Hall. The posting of the City Council’s goals and objectives will serve as a reminder to the City Department Heads and Staff Members as to the priorities that were established by the Mayor and City Council.

It is recommended that the City Council review the lists of capital projects/equipment purchases, and initiatives, programs, and monitor the progress that is made on each item on a quarterly basis. The City could use a format that shows the project or item side by side with a comment that updates the City Council and the residents of the City on the progress that has been made on each item at the end of each quarter. The tentative dates for the quarterly updates are: April 2, July 2, October 1 and December 17.

It is important to note that the prioritizing of all the capital projects and various initiatives is not “cast in stone.” The two lists can be modified as new circumstances may dictate. Hopefully, the Mayor and City Council will repeat this process in 2018 or 2019, which may result in some additional modifications.

It is recommended that the City prepare a capital improvements plan to identify the City's capital projects over the next four to seven years. The plan could include cost estimates, descriptions of the projects, the justification, and sources of funding.

COMMUNICATION OF COUNCIL GOALS AND OBJECTIVES TO CITIZENS

Since the citizens of Mount Vernon are basically the "shareholders" or owners of the City, it is important that they are informed about the goals and objectives that have been established by the Mayor and City Council. The following is a brief summary of various activities that have been used in other cities to communicate the City Council's goals and objectives to local residents.

1. ***City Website.*** After the Mayor and City Council have reviewed and formally adopted the Goal Setting Report, a copy of the report can be placed on the City's website for review by the citizens of Mount Vernon.
2. ***Newspaper Article.*** The City could request that the local newspaper publish a list of the City Council's goals and objectives.
3. ***Town Hall Meeting.*** The City Council could schedule a town hall meeting or public forum to present a summary of the City's goals and objectives and to seek comments and observations from local residents.
4. ***City Hall Posting of Goals.*** The Council's goals and objectives could be posted in the lobby area at City Hall for interested residents to review.
5. ***Open Houses – City Facilities.*** Annual "open houses" at various City buildings, such as City Hall, Police Station, Fire Station, Public Works Shop, Aquatic Center, Wastewater Plant, Water Plant, and Library could be held to inform the citizens about the upcoming city projects and programs that have been proposed.
6. ***Community Leaders' Meeting.*** The Mayor and City Council could schedule an annual or semi-annual meeting with the School Board, and Chamber of Commerce Board of Directors, to review and discuss the City Council's goals and objectives. These meetings could also provide an opportunity to learn more about the projects, programs, and objectives under consideration by these same organizations.
7. ***Presentations to Service Clubs.*** The Mayor, Council Members, and City Manager could make brief presentations to local services clubs and organizations outlining the goals and objectives.
8. ***Public Places –Reading Material.*** A copy of this goal setting report or a brief summary of the City's goals and objectives could be made available in public places, such as the Mount Vernon Library, medical clinic, lawyer offices, or where local residents could read this report while waiting for appointments.

FINAL COMMENTS

It was a pleasure to assist the City of Mount Vernon with this goal setting process. We were impressed with the level of cooperation of the city staff and the elected officials.

Once again, thanks to the City Administrator, Department Heads, the Mayor, and the City Council Members for the great cooperation and timely response during this process.

Patrick Callahan
Callahan Municipal Consultants, LLC
December 18, 2017

**EXHIBIT A-1
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Major Accomplishments – Mayor/Council Members Responses

1. Palisades and 10th Ave Intersection reconstruction
2. Hiring of Chris Nosbisch as City Administrator
3. Lincolnway Park Water Plant Renovation
4. Change in Tree Ordinance and maintenance of “street trees” by City Staff
5. Approval of the Hwy 30 Corridor Study/Plan
6. Improvements at the City Pool, including adding a heater
7. Approval of two preliminary plats for new residential developments
8. Sidewalk program
9. Tree trimming
10. Establishing Housing Commission and Bypass Citizens committees
11. Positive fiscal balance year end.
12. Work with CDG and bringing Director with City staff
13. Urban Renewal progress
14. Sustainability steps –solar on city hall, car charging stations, rain barrels, etc.
15. Architect movement on Wellness Center
16. Adopted comp. plan & began zoning updates
17. Safety training for Public Works
18. Bee City designation
19. Street repair plan
20. Electronic council packets
21. Land purchase for development near Elliott-Park
22. Improved signage around roundabouts
23. 5th Ave. NW street sewer replacement
24. 3rd Ave. NW street & sewer replacement

**EXHIBIT A-2
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Major Accomplishments – Department Heads

1. Road projects – Pal and 10th intersection, 5th Avenue NW, 3rd Ave. NW, & Lisbon Road.
2. Storm inlets built by the city staff - 5 new or replaced inlets.
3. City Administrator hired.
4. Brush pick up schedule.
5. Lead operator hired.
6. City taking over tree trimming in ROW.
7. New F-550 for Street Department.
8. Safety program – joined IAMU.
9. Ash tree injection.
10. Sidewalk Program (intern is an excellent addition).
11. Trail lights on Sauter Trail and Petrick Trail.
12. New Pool pumps and Filters.
13. Ongoing work on Community Center/Wellness Center.
14. Creation of a culture of collaboration.
15. Early work on the streetscape.
16. Listening post creation and continuation.
17. City maintaining trees.
18. Pavement prep in winter before ice or snow.
19. Concrete barricades for events on Main Street.
20. Smooth transition of key management positions (City Admin/Police Chief)
21. Employee Morale.
22. 28E with Lisbon PD.
23. Residential Development (Stonebrook & Spring Meadow)
24. Revision and adoption of Comprehensive Plan
25. By-pass sub-area plan study.
26. Franchise Fee adoption.
27. Parks and Recreation Master Plan.
28. West water treatment plant rehabilitation (New iron removal filter tank).
29. Waste water treatment plant. NPDES renewal by IDNR to meet new nutrient reduction strategy and add disinfection equipment. (UV Disinfection).
30. Modify the CIP from a wish list w/\$5-10 mil projects per year to a more realistic document.
31. Jump started communication between city & developers.
32. Specific role of Mayor.
33. Updating zoning ordinance.
34. Good communication with public -- website, twitter, newsletter, facebook, & the sun.
35. Corridor study design firm selected.
36. Strengthening relationship with Mt. Vernon schools.
37. Creation of Housing Commission.

**EXHIBIT B-1
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Issues and Concerns – Mayor/City Council Members Responses

1. Costs associated with sanitary sewer improvements required by IA DNR.
2. Resource concerns with Zoning Administration (not a reflection of the person, but the part time nature of the current position.) This includes dealing with new development and also enforcement of zoning issues on a more proactive basis.
3. Getting a resolution to the uptown fire station so that it is either put to use as a Police Station or a commercial building and back on the tax rolls.
4. The impact of continued rollback activities in the State Legislature and hampering of the City's ability to fund projects.
5. Lack of bike friendly routes within the City of Mount Vernon and bike friendly connectivity to other trails in the area.
6. Vision to take advantage of the commercial /business park development around the bypass.
7. Expansion of services before tax bills catch up (housing developments.)
8. Scaling city services to account for added residents.
9. Adding to public works to get equipment inside.
10. New police station.
11. Retaining City's excellent staff in the face of the legislatures' union busting actions .
12. Potential changes to the 30/1 roundabout.
13. Need for more rental apartments, lower priced single family homes, low income housing, and senior housing.
14. Getting private fund raising- plan going for Wellness Center.
15. Pay raise in labor talks with our 2 unions.
16. Internship role in the office-adding the FTE.
17. Resolving storm water issue on north side Main Street buildings to the north-Ironworks.
18. Consider setting up a business park.
19. Adding WIFI services to downtown or certain city building locations.
20. More trail development.
21. Very little funding for street repairs available.
22. New housing development will add 25% more houses in a short period.
23. Rural Fire District (RFD) 1 has financial issues that will increase burden on MV.
24. Policing a potential ban on fireworks after it was allowed.
25. How to pay for necessary further street/sewer on north side of MV.
26. Making the new community center break even.
27. Parking issues on near Main Street – addressing.
28. Working with schools to support growth
29. Working to support Cornell & vice versa –improved communication
30. More partnerships with City of Lisbon.

**EXHIBIT B-2
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Issues and Concerns – Department Heads

1. Public Works has outgrown the aging inefficient building it is currently housed in.
2. Infrastructure continues to age, cost to repair/replace continues to climb.
3. Sanitary sewer north of the track in the NW quadrant is needed.
4. Commercial growth is needed.
5. Industrial growth is needed.
6. With additional development City needs to find funds to bring 2-3 full time public services staff on board (Parks will eventually grow by 60 to 70 percent maintenance wise) along with adding another public building.
7. Need money to revitalize parks, Hahn Creek bank failing, no lights or fence at Elliott Park.
8. Need to purchase city owned land to start composting, public drop off for brush and leaves, city garden rental.
9. Bypass development and zoning.
10. Services and school space for new housing plats.
11. Senior and low-income housing availability.
12. Downtown parking will be a continuing concern.
13. Guard against complacency in looking for new opportunities even though there are present development opportunities in the works.
14. Police Department relocation & City Hall expansion
15. Contract Negotiation/Chapter 20 changes
16. Police staffing needs
17. Hard water issues
18. Possibility of increase in staffing.
19. Not take away benefits that were accumulated prior to new policies. Apply to new comers only.
20. Possible loss of revenue due to DOT bypass.
21. Storm water problems on NW side.
22. FT Zoning Administrator/ Rental inspections.
23. Stalled Railroad quiet zone.
24. Future of Old Tire Station.
25. Swimming Pool issues.
26. Servicing the by-pass area.
27. Continuously moving the expectation "bar."
28. EMS staffing 24/7.
29. Obvious need for a residential/commercial building inspector.

**EXHIBIT C
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Significant Initiatives,, Programs, & Policies – Mayor & City Council Members Rankings

A. Top Priority Programs & Initiatives

Programs	Vote
1. Train sound options priced and presented to public regarding what is reasonable.	6
2. Wellness Center – not only building it, but setting rates and operational budgets that will help it be sustainable.	5
3. Old fire station site development by private entity.	5
4. Bypass plan - All aspects - zoning development, economic opportunity, marketing & communications.	5
5. Annexation plan for property to the South of the City around the bypass and to the West of the City Limits, out to Irish Lane.	4
6. Attract assisted living & “memory care” providers.	4

B. High Priority Programs & Initiatives

1. Rental code.	3
2. Highways 1 & 30 commercial development plan	3
3. Conduct an on-going training programs for employees on topics such as sexual harassment, customer service skills, diversity, business ethics, workplace safety, risk management, etc.	3
4. Locate another location for the Mount Vernon Post Office and possibly convert the current site to parking.	3

C. Additional Programs & Initiatives Considered

1. Creating a committee or commission to look at the City’s digital policies and help set the course for the community on the digital front – i.e. public wifi/social media/online bill pay.	2	
2. City-wide composting initiative.	2	
3. Conduct regular listening posts – at City Hall.	2	
4. Conduct an assessment on current City facilities.	2	
5. City wide energy-saving programs.	2	
6. Review solid waste contracts.	1	1
7. Revisit the 2016 Comprehensive Plan.	1	
8. Keeping all downtown storefronts full.	1	
9. Broadband – fiber to the home.	1	
10. City crews participate in the H-Days parade along with have a fleet on display during festival so the public can explore the equipment that is used by city crews.	1	
11. Change Public Works to Public Services as streets, parks and water/sewer are all serviced by the same employees.	1	
12. Integrate Credit Card purchases as method of payment for City programs, fees, and services.	1	
13. In-town water wells policy.	1	

14. Creation of an inspection program/adoption of a fire code.	1	
15. Develop a plan to provide sanitary sewer service to areas north of the railroad tracks to allow for development.		0
16. Comprehensive signage policies.	0	
17. Public safety partnership with Lisbon.	0	
18. Eliminate planting trees in the ROW.	0	
19. Even/odd parking on streets.	0	
20. Update job descriptions.	0	
21. Research the possibility of changing the name of First Street to Main St.	0	
22. Seek some non-athletic opportunities and complete an exit survey of parents to improve programs and parks.	0	
23. Have an outside firm, such as IMWCA, develop and implement a comprehensive written safety and health program for each specific site.	0	
24. Review and update SOP (standard operating procedure) for each site.	0	
25. Prepare snowbird guidelines.	0	
26. Update/revamp open burning policy.	0	
27. Review permit process for liquor license renewal.	0	

17. Directional boring mole – \$7-8 K.

0

**EXHIBIT D
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Capital Projects & Equipment Purchases – Mayor/City Council Members Rankings

A. Top Priority Capital Projects & Equipment Purchases	Project	Votes
	1. Follow Capital Improvements lists provided by Public Works for fleet.	5
	2. Old Fire Station..... consider options for renovation/use.	5
	3. Construction and operation of the Community Center/Wellness Center -- \$6.5 million.	4
	4. Wastewater plant upgrades and possible expansion - \$1.9 million for UV System & \$1.5 million for nutrient reduction.	4
	5. Isolate & resolve storm water infiltration into sewer system - \$300K.	4
	6. Annual Sidewalk Program \$100K/year x4	4
B. Second Priority Capital Projects & Equipment Purchases		
	1. Continuation of the Streets & Sewer projects in the CIP - \$130,000 and water mains.	3
	2. Expand trail system - \$75,000/year.	3
	3. Acquire land for public works – more space and more buildings, and compost site.	3
	4. Uptown streetscape in implementation - \$300K.	3
	5. Railroad Quiet Zone - \$250,000.	3
	6. List of Street Projects – Per V&K Program.	3
	7. New water main (8") from 5 th Ave. to 4 th St. SW to eliminate an old low flow 4" dead end.	3
	8. Vactor/letter combination trailer - \$70K.	3
C. Additional Capital Projects & Equipment Purchases Considered		
	1. Trees & other landscaping at roundabout – over \$100 K.	2
	2. Wagon trail pass issue.	2
	3. Wind generator	2
	4. Water treatment improvements, as necessary for capacity & to meet DNR guidelines.	1
	5. Radio read water meters -- \$325K	1
	6. F-250 Utility Box – \$9-10 K.	1
	7. Inspection push camera –\$ 7-8K.	1
	8. Consider bulk solar power with a public array.	0
	9. Create parking area on post office site or other possible locations.	0
	10. Wash bay for public works fleet either in new shop or at current location.	0
	11. Way finding signage.	0
	12. Consider creating parklets for outdoor dining.	0
	13. Purchase land for a future water treatment plant.	0
	14. City Hall Expansion.	0
	15. Police Department relocation.	0
	16. Ladder truck for Fire Department - \$800K to \$1.2 million K.	0

**EXHIBIT E-1
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Teamwork Suggestions – Mayor & City Council Members Responses

1. Council members should be more responsible and review their packet information prior to the meeting so they are more informed and ask questions that aren't already answered in the packet.
2. A cleaner, more defined vision from the mayor about his goals for the city.
3. Clearly define the path for new initiatives by starting with the City Council, a city board or a city commission.
4. Regular public forums at least monthly.
5. Regular council work sessions.
6. Annual review of objectives with prioritization.
7. Invite Cornell leader to council meetings – regularly.
8. More reports during council meetings re: Assigned areas (CDG, city liason)
9. Quarterly meetings to discuss progress against 2016 comprehensive plan & 2018 goals
10. This City Council retreat plan is good, with welcome of new member to the group.

**EXHIBIT E-2
CITY OF MOUNT VERNON, IOWA
STRATEGIC PLANNING SESSION – 2018**

Teamwork Suggestions – Department Heads

1. Cooperation between employees and administrators to accomplish goals that are in best interest of City.
2. Work with employees during contract negotiations – rather than appearing to be against. Recognize staff, view their positions as career, and not simply a job.
3. Conduct co-op meetings with City of Lisbon/MVCSD annually.
4. Continue to adopt and review Staff Goal Setting.
5. Show appreciation to those City Employees, who work hard and deserve it.
6. Continue to seek recommendations from department heads as well as subject matter experts to make sound decisions.

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
January 2, 2018**

- Staff will be meeting with ImOn communications on January 23, 2018. This meeting stems from the communication that occurred during the last Council discussion item.
- The City's hazard mitigation sub-committee will be meeting for the second time on January 17, 2018. As a reminder, please see the email sent to you from Chief Shannon regarding NIMS training. As Councilmembers, you need the IS-100 and the IS-700.
- Reminder that the first Community Leader's breakfast of 2018 is set for January 4, 2018 at 7:30 a.m. The breakfast will be held at Gwen's Restaurant in Lisbon.