



**Agenda  
City Council Meeting  
Monday, February 21<sup>st</sup>, 2022 – 6:00 p.m.**

**City Council Chambers  
201 East Pleasant Street  
Maquoketa, IA 52060**

The Monday, February 21, 2022, Council meeting may be attended thru Zoom as allowed by Section 21.8 of Iowa Code. Anybody that would like to attend the meeting may do so thru the following means, and the meeting will rebroadcast over the local access channel:

The public will have both video and audio disabled throughout the virtual meeting unless a request to address the City Council is made during the Public Participation section of the Agenda. Speakers are kindly asked to keep participation to 3 minutes.

Web link: <https://zoom.us/j/96488987917>  
Phone call: 312 626 6799  
Meeting ID: 964-8898-7917

- 1. Call to order**
- 2. Pledge of Allegiance**
- 3. Roll call**
- 4. Public Participation**
- 5. Presentations**
  - a. ECIA – Chandra Ravada – Long Range Transportation Plan Discussion**

City Manager Summary: Chandra Ravada is ECIA’s Director of Transportation, Planning, & Transit Services. He is required to gather council input on the desires of Maquoketa’s long-range transportation. A short conversation with Council is encouraged.
  - b. Police Lifesaving Award – Sgt. Keenan Meinecke**
  - c. Kristie Carr – Chamber of Commerce Quarterly Report**
- 6. Consent agenda**

- a. **Minutes – February 7, 2022**
- b. **Bills Payable through February 21, 2022 in the Amount of \$463,824.60**
- c. **City Treasurer’s Report – January 2022**
- d. **Mayoral Proclamation – Arbor Day – April 29, 2022**
- e. **Resolution approving the State of Iowa Community Development Block Grant Coronavirus (CDBG-CV) Duplication of Benefits Policies and Procedures**
- f. **Tree Trimmer application filed by Mikes Outdoor & Tree Service**
- g. **Tree Trimmer application filed by T&M Tree Service LLC**

## **7. Public Hearings**

### **a. Public Hearing for CDBG Housing Needs Assessment**

- City Manager Summary: As discussed at our previous Council meeting, City Staff was notified by ECIA officials they need to update the City of Maquoketa’s Community Development and Housing Needs Assessment which is an annual requirement for CDBG applications.

Council support is recommended.

### **b. Public Hearing for CDBG – Project Innovate 120**

- City Manager Summary: This public hearing is for a substantial improvement project at the Old US Bank Building (120 S Main St) in downtown Maquoketa which is cleverly named...Project Innovate 120. This is for a CDBG funds application in the amount of \$300,000 to \$500,000 related to the project’s main lobby renovation. The City of Maquoketa will have to be the applicant on behalf of the owner in order to secure potential funding.

The project itself is a multi-year triumph for the greater Jackson County area to create an innovation and technology center for an ever-changing world and job market. Many of today’s remote technology workers are paid a *co-working space stipend* in order to incentivize workers to find a professional space to conduct business instead of their homes where abundant distractions might await. The likelihood of this business succeeding is strong and will be useful to the Maquoketa area as visitors pair the City’s charm, outdoor recreation, value, and technology assets. The Old US Bank Building is an ideal classic setting for this project and the owner has demonstrated a strong history of community involvement with local high school competitions testing team skills in entrepreneurship and pitching highly

advanced business solutions for cash prizes. A concept photo of the entrance space is provided below:



At this time, no funding source is being requested of Council. The owner has committed to provide the local match. This public hearing is required in order for the application to move forward.

Council support is recommended.

## 8. Old business

### a. Resolution approving Community Development Block Grant Housing Needs Assessment for the City of Maquoketa

- City Manager Summary: See above. This action effects the required housing needs assessment for CDBG applications.

Council support is recommended.

### b. Resolution approving Community Development Block Grant Coronavirus Funding for the City of Maquoketa for the benefit of Project Innovate 120

- City Manager Summary: Related to the above, approval of this Resolution allows the City to apply for Community Development Block Grant Funding for the benefit of Project Innovate 120. For the reasons further detailed above, approval is highly recommended.

Council support is recommended.

**c. Ordinance #1189 (Second Reading) An ordinance adding Chapter 3 to Title 4 the code of ordinances of the City of Maquoketa regarding backyard chickens**

- City Manager Summary: The attached ordinance in the council packet further details the rules and regulations of the backyard chickens ordinance. The proposed ordinance comes recommended by the Public Safety Committee and will go into effect upon passage of a third reading. An initial application fee of \$40 with a \$10 annual renewal will apply. Highlights of the ordinance include:

1. The proposed parcel must be zoned for residential or agricultural use.
2. The proposed parcel must have only one single family dwelling occupied by the owner.
3. The applicant must show proof of completion of an approved class in raising chickens in a backyard environment.
4. No permittee shall keep or harbor more than (6) six chickens.
5. No person shall keep or harbor roosters.
6. Henhouses must provide a minimum of four (4) square feet per chicken with one (1) laying box for every two (2) hens and one (1) linear foot of roosting bar per hen.
7. Henhouses and chicken runs shall be enclosed on all sides and shall have a roof and doors, which access shall be secured at night. All openings must be covered with predator and bird-proof material made of wire with less than one-inch openings.
8. Enclosures must be at least 10 feet away from adjoining property lines.

Council direction is requested.

**d. Ordinance #1190 (Second Reading) – An ordinance adding Chapter 4 to Title 4 the code of ordinances of the City of Maquoketa regarding beekeeping**

- City Manager Summary: The attached ordinance in the council packet further details the rules and regulations of the beekeeping ordinance. Highlights of the ordinance include:

1. One apiary shall be allowed per parcel in areas zoned A-1 Agricultural or I-3 Heavy Industrial.
2. Each apiary must consist of only 1 constructed hive.

Council direction is requested.

**e. Ordinance #1191 (Second Reading) – An ordinance amending Title 3 Community Protection Chapter 3 Traffic Code Subchapter 3G stop and yield intersections section 1 stop intersections of the City Code of Ordinances**

- City Manager Summary: This ordinance recognizes the following stop signs along Summit Street:

1. Stop at Summit on Main going North
2. Stop at Summit on Main going South
3. Stop at Main on Summit going East
4. Stop at Main on Summit going West
5. Stop at Summit on Vermont going North
6. Stop at Summit on Vermont going South
7. Stop at Vermont on Summit going East
8. Stop at Vermont on Summit going West

Council discussion at the Regular City Council meeting of February 7, 2022 included a future proposition to implement a stop sign intersection at Summit St/Western or at the subdivision entrance off Summit once the subdivision road construction is complete. This future council action will accommodate concerns of slowing traffic flow and increased residential density due to the City's growth along Western.

Council support is recommended.

**f. Discussion and possible motion to authorize payment to Utility Equipment Co. in the amount of \$145,200 for 600 Endpoint Meters**

- City Manager Summary: The City's 2021A bond issue included \$675,000 to be used for the costs related to Endpoint installation. These are the new metering devices that accurately measure water consumption and communicate via cellular signal as opposed to radio transmitters.

As of 02/17/2022, 1,600 have been installed which represents 61% of the City's total water accounts. The purchase of additional meters is due to the increased installation pace of the last month. The citizens of Maquoketa have been gracious and understanding of this project and Staff thanks everyone involved. This project will ideally conclude near the end of March.

Council support is recommended.

**g. Discussion and possible motion to authorize final payment to Sheets General Construction in the amount of \$10,000 for the MAE Upper Story Apartments**

- City Manager Summary: This action represents our 12<sup>th</sup> and final obligated payment for the Upper Story Apartments project above the Maquoketa Art Experience. This item is within the City's current budget. The apartments turned out extremely well.

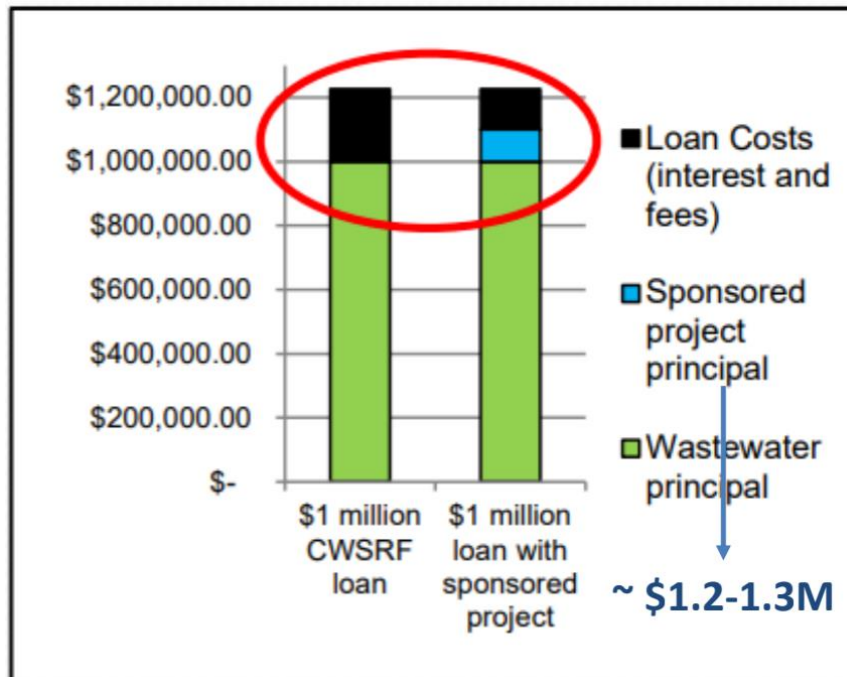
Council support is recommended.

9. **New business**

a. **Resolution authorizing WHKS to file applications with the State of Iowa for State Revolving Loan Fund (SRF) Sponsored Project**

- City Manager Summary: This Resolution is related to the Wastewater Treatment Facility project that has been the topic of discussion within the Finance & Personnel Committee as well as the Public Works Committee. This item allows the Wastewater Treatment Facility design firm, WHKS, to file an application with the State of Iowa State Revolving Loan Fund in order to finance the construction costs of the future facility.

By filing for financing with the SRF, the City of Maquoketa will be able to apply a portion of future interest payments toward a water quality improvement project in the Maquoketa area and have no project net cost to the taxpayer. It is a requirement of participating in the SRF. A graphic of this explanation is provided below with a \$1,000,000 loan example.



Examples of water quality improvement projects identified by City Staff and WHKS include:

- 1) Horseshoe Pond
- 2) City owned wetland site South of Milton St/S 5<sup>th</sup> St
- 3) Prairie Creek Recreation Area – Old Mill Pond

Procedurally, the State will review these project proposals and deem them valid or not. The City Council will ultimately be able to choose the water quality improvement.

Discussion of Wastewater Treatment Facility financing has been reviewed in greater detail with the above-named committees. It is the intention of the City to file for disadvantage community status which carries a repayment term of 30 years and 1.75%. This combination is competitive and is also paired with an award of \$600,000 from CDBG to rebuild the Wastewater Treatment Facility. Staff will also continue to closely monitor developments and grant opportunities within the new Infrastructure Bill. Allowing WHKS to file the application will be the City's first step toward a new facility and the long-term value it will create for the community.

Council support is recommended.

**b. Resolution to establish public hearing date on March 7, 2022 at 6:00 PM for the Sale of Lisa Park Property**

- City Manager Summary: City Staff with help of our legal team at Lynch Dallas seeks council support to establish a public hearing to sell the Lisa Park property. Staff recommends a \$6,000 minimum bid for the 0.17 Acre property. The interest in the sale of this property is based upon minimal usage and the fringe costs associated with owning the property such as insurance coverage and occasional lawn mowing needs. The park is located at the intersection of Lisa Dr & Cynthia Dr. A public hearing is requested.

Council support is recommended.

**c. Discussion and possible motion authorizing Mayor Messerli to sign 2021 Certified Local Government Annual Report on behalf of the Historical Preservation Commission**

- City Manager Summary: In the last two weeks, Staff has worked closely with the Historical Preservation Commission to submit a local government report on the status of our local Historical Preservation Commission to the State Historical Society of Iowa. This action item does not have a City cost.

Council support is recommended.

**d. Resolution awarding bid in an amount not to exceed \$22,955.89 to Casel Construction for the 1<sup>st</sup> Ward Park Restroom Remodel Project**

- City Manager Summary: This item approves Casel Construction's bid to rehabilitate two 1<sup>st</sup> Ward Park restrooms. As the photos on the next page signals, the condition of the restrooms are very poor and haven't been addressed in 20+ years.



This upgrade will give the bathrooms a much-needed refresh. Casel's bid was approximately \$10,000 lower than the next bidder. Multiple other contractors were recruited to provide bids however the City only received two and its likely contractors are becoming fully booked for the upcoming construction season or the materials supply chain has become an overwhelming challenge. Perhaps a combination of both.

The bid amount is being awarded as a cost not to exceed. The Parks Board discussed this bid at length due to the increased cost. Public Works has committed to analyzing the work and utilizing the City's capacity to lower the cost of construction where the City is able to do so. This award doesn't exceed the Parks overall Capital Improvements Plan budget and the Parks Board recommends support of this Resolution.

Council support is recommended.



**e. Discussion and possible motion to approve payment in the amount of \$6,707.13 to Jackson County Auditor for November 2, 2021 Election**

- City Manager Summary: This item exceeds the City Manager's normal spending authority and is thus placed on the agenda for approval. This is a required payment to Jackson County Auditor for total costs related to managing November 2<sup>nd</sup>, 2021 local elections. The costs are mostly associated with enhanced election machine security, labor, and ensuring enough ballots are available to the voting public.

Council support is recommended.

**10. Reports and Communications**

**a. Council Member Reports**

**b. City Manager Report**

**11. Executive Session**

**a. None**

**12. Adjournment**