



**Agenda
City Council Meeting
Monday, May 2, 2022 – 6:00 p.m.**

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

The Monday, May 2, 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. Brad Koranda – Q1 2022 Code Enforcement Report**
- 6. Consent agenda**
 - a. Minutes – April 18, 2022**
 - b. Bills Payable through May 2, 2022 in the Amount of \$79,040.10**
 - c. Renewal class "C" liquor and Sunday sales filed by Fraternal Order of Eagles Aerie #386**

- d. **Renewal class "E" liquor license and Sunday sales filed by HyVee Dollar Fresh**
- e. **Renewal class "B" liquor license filed by Centerstone Inn & Suites/Americinn & Suites**
- f. **Mayoral Proclamation - Month of May – Nurses Month**

7. Public Hearings

- a. **NONE**

8. Old business

- a. **Ordinance No. 1192 - Ordinance amending Title 3, Chapter 3B, Section 23, pertaining to parking on snow routes of the Code of Ordinances of the City of Maquoketa, Iowa – third reading**

City Manager Summary: This Ordinance action sets into City Code the distinction between a normal \$7.50 parking ticket and a \$50.00 Snow Route Parking Violation as approved by City Council on the April 4th & 18th meeting. This is required in the City’s procedures and again will not take effect until October 2022 in the event a very unlikely snow emergency hits Maquoketa in late Spring.

Council support is recommended.

- b. **Ordinance No. 1193 - Ordinance amending Title 6, Chapter 4, Section 18, pertaining to water utility billing rates, of the Code of Ordinances of the City of Maquoketa, Iowa –third reading**

City Manager Summary: The next three action items are related and go into effect July 1, 2022 on a third reading. This Ordinance proposes adjustments of Water Utility Billing Rates for all usage classes in the following years:

FY2022-2023 (Effective July 1)	+7.5%
FY2023-2024 (Effective July 1)	+7.5%
FY2024-2025 & Subsequent Fiscal Years	+3.0%

Throughout the City of Maquoketa Budget Planning process, the City’s finances featured many positive signs. This includes a strong General Fund, General Fund CIP, Road Use and Local Option Sales Tax trends, etc. However, despite the City’s successes it was abundantly clear there were some issues to the long-term Capital planning success of the City.

Unfortunately, this Ordinance addresses those problems and is largely influenced by the rising cost of goods and services in the economy as well as a Water Fund Capital Reserve balance that flirted with dangerously low assets. Council action on March 21, 2022 allowed for the transfer of \$300,000 into the Water Fund out of the General Fund CIP.

This Ordinance was assumed into the Budget planning process and a requirement of the discussed budget assumptions before the Finance and Personnel Committee and the City Council.

Though this is a painful reality, the Ordinance proposal regarding Water rates and the next two items are a result of the data.

All usage classes will receive the increased adjustment including bulk usage classes in an effort to distribute impact on large businesses and not just on the City's residents and families. For example, users who receive more than 300 cubic feet of service are assessed an extra \$1.44 per 100 cubic feet of water used and users who use more than 100,300 cubic feet are assessed \$0.47 per 100 cubic feet of water. Most residents and families fall within 300 to 1000 cubic feet of water consumption per month.

It is important to understand that based on the City's current debt structure surrounding the City's utilities, the City's Bond Broker, Northland Securities, advised the City to increase rates by +20% (FY22-23) and +25% (FY23-24). This is factual and once a reality in the Budget planning process for the City. With the help of General Fund transfers as a result of increasing Local Option Sales Tax support and administrative cuts to budgets, the City was able to hold rate increases down to +7.5%. This is a best-case scenario and has been delivered to the City in combination with a property tax rate that has been held at 13.89 per \$1,000 assessed value.

Council support is recommended.

c. Ordinance No. 1194 - Ordinance amending Title 6, Chapter 22, Section 5, pertaining to storm water billing rates of the Code of Ordinances of the City of Maquoketa, Iowa – third reading

City Manager Summary: This Ordinance is similar in that it applies to the rates for the operation and maintenance of the storm water management facilities by applying a monthly rate on each residential, commercial, and industrial user in the City. The same rate increase is proposed:

FY2022-2023 (Effective July 1)	+7.5%
FY2023-2024 (Effective July 1)	+7.5%
FY2024-2025 & Subsequent Fiscal Years	+3.0%

The Council's action to approve this Ordinance will help the City sustain debt and operational obligations to process the City's storm drainage and properly allow run off without damaging City or private property.

Council support is recommended.

d. Ordinance No. 1195 - Ordinance amending Title 6, Chapter 3, Section 4, pertaining to sewer utility billing rates, of the Code of Ordinances of the City of Maquoketa, Iowa – third reading

City Manager Summary: Similar to the above Ordinance proposals, this action proposes the following increases on the below Fiscal Years:

FY2022-2023 (Effective July 1)	+7.5%
FY2023-2024 (Effective July 1)	+7.5%
FY2024-2025 & Subsequent Fiscal Years	+3.0%

The State of Iowa Department of Natural Resources (IDNR), as part of the larger Mississippi River watershed, has tightened environmental contaminant restrictions as a byproduct of the Wastewater cleaning process. These tight restrictions were discussed at City Council on May 18, 2020 with WHKS who serves as the engineering and design firm behind the Wastewater Treatment Plant project. In short, the City faces the following issues:

- The original construction of our current facility was completed in the 1950s. The structure is at or near 70 years old. Industry officials advise the useful structure life of Wastewater Treatment facility is around 50 years old. We’ve far extended the structure’s capacity.
- The Wastewater Treatment facility underwent significant expansion and equipment upgrades in 1978, 1995, and 2001. The life expectancy of said upgrades was around 20 years, including the 1995 solids handling equipment upgrade. We are thus on pace and due for a full suite of equipment upgrades.
- Our existing equipment is certainly not capable of meeting IDNR’s requirement of Wastewater byproduct reduction: Nitrogen (10 mg/L) & Phosphorus (1 mg/L). The deadline for compliance is December 2023.
- Financing debt of a new Wastewater Treatment Facility. The construction portion of the project was estimated on May 18, 2020 to be \$12,320,000. The financing of this project is assisted by an already awarded \$600,000 in CDBG funding for Wastewater Capital Projects and a significant State Revolving Fund loan in the amount of \$11,200,000 payable through a combination of sources including user rate increases.
- Most concerning to the 2021-2022 economy, construction costs have significantly increased due to material and labor shortages across the economy. \$11,200,000 will almost certainly not be the cost. Though shocking, a \$15,000,000 re-estimate might be expected when a final project cost estimation is delivered in the Summer of 2022.

For these reasons, Staff had to carefully plan to address the Community’s need for a new facility while presenting a responsible solution for financing and budget management. A new facility comes with several amenities including less material and service costs for keeping an old facility running and increasing the City’s capacity to process more water and waste if the community were to acquire additional industrial users or increase in population. Environmentally speaking, little to no contaminants will go into the Maquoketa River which will improve the river ecosystem.

This Ordinance allows for a rate increase that will substantially help drive the financing behind the new facility we’ve described.

Council support is recommended.

e. Ordinance No. 1196 - Ordinance amending Title 3, Chapter 3b, Section 16 pertaining to designated snow route of the code of ordinances of the City of Maquoketa, Iowa – second reading

City Manager Summary: This Ordinance action alters the City’s Code to accurately reflect the Snow Routes in the City of Maquoketa. Staff found the current Code map to be outdated. The Ordinance identifies all streets the City treats as a snow route and will allow for any enforcement action to be taken by Police or Public Works to be valid in the view of the City Code.

City Staff has further discussed how to best serve the Central Business District. The outcome of these discussions was to treat the Central Business District with first priority outside of regular business hours to not impede business. Additionally, the police have informally discussed not abusing parking violators if designated snow routes have already been cleared and an emergency is still in effect. This is a concern of the spirit of the ordinance vs. the letter, meaning what is intended compared to what is technical. Staff will treat vehicles with discretion and our City staff will remember we are here to serve the businesses, citizens, and visitors.

Council support is recommended.

9. New Business

a. Resolution setting May 16, 2022 as public hearing date regarding FY 21-22 Budget Amendment

City Manager Summary: This is a routine budget amendment notification of public hearing for the City of Maquoketa. Upon conclusion of passing a City budget for FY2022-2023, the State of Iowa does a follow up request for setting a budget amendment on the current fiscal year FY2021-2022. This allows the State and City to more narrowly estimate the year-end financial data for FY2021-2022. City Staff is happy to report there is little to no financial alteration based on our budget estimates at the Regular City Council meeting on March 21, 2022.

Council support is recommended.

b. Resolution accepting bid in the amount of \$20,000 submitted by Casel Construction for the Maquoketa Water Reservoir Outer Wall Repair

City Manager Summary: Pursuant to the City’s local bidding requirements, City Staff sought competitive bids to repair portions of the concrete wall that protect the City’s main holding water tank. Three contractors have been contacted and Casey Casel has submitted a qualified and competitive bid for \$20,000 to complete the required work. This is the only bid the City received on this particular project.

The funding is source is based from the Water Department’s Building Maintenance Line (\$10,000) and CIP (\$10,000).

Council support is recommended.

c. Resolution accepting bid in the amount of \$12,000 submitted by Casel Construction for the Maquoketa Skate Park ADA Ramp

City Manager Summary: This action requests Council authorization to accept a bid from Casel Construction in the amount of \$12,000 for the Maquoketa Skate Park ADA Ramp. Similar to the above action item, competitive bids were sought. Casey Casel's bid for the project amounted to \$12,000. Tricon Construction also submitted a bid for \$16,000.

This work comes recommended by the Parks Committee and is paid out of the Parks CIP.

Council support is recommended.

d. Resolution approving fees and charges for City equipment and services – water meters

City Manager Summary: This action revises the City's fee structure when replacing or installing a new 5/8-inch water meter. The cost to the City as presently written into the fee structure is \$110. Actual costs are now \$170 and likely more in the future. The action seeks to adjust the fee to "City Cost". This prevents the Council from having to revisit an alteration in the future and accurately passes cost at actual rate to a home builder when new metering equipment is needed to complete the home.

Council support is recommended.

e. Discussion and possible motion regarding quote in the amount of \$8,294.00 submitted by Iowa Wall Sawing for the Platt Street Project

City Manager Summary: This agenda item is the result of City Staff communicating change order items with the City Council regarding the Platt Street Project. What is being requested is a specialized concrete sawing of the sidewalk from the brick facades lining 100 & 200 E Platt Street. This problem was not identified in the plans and the brick wall structure sits on the sidewalk. According to Origin Design, the North & South Main Street project had the same surprise. See below as an example photo:



This particular request came to City Staff on April 8th via IDOT, Origin Design, and Tschiggfrie Excavating. All parties are in agreement this is the most practical solution to continue work. On

Monday, April 18, Tschiggfrie Excavating was able to locate a subcontractor willing to do the work.

Iowa Wall Sawing Service has offered to perform the requested work for \$8,294 and this will come through the City Council at a later date on a future change order. For now, Staff requests City Council motion and support the request.

Council support is recommended.

f. Resolution approving ALLIANCE 1.9% cost increase for FY22-23

City Manager Summary: The City of Maquoketa and Alliance Water and Wastewater operations annually set a mutually agreed upon cost increase/decrease for the following fiscal year. This action item proposes the City Council review and approve the Alliance Water and Wastewater contract for FY2022-2023 at an increase of 1.9%. Under normal circumstances, this action item goes before the Council in December or January. The amount presented is well below common 8%+ (year over year) inflationary measurements over the last several months.

Council support is recommended.

g. Resolution authorizing the purchase of SEWER CAMS from Macqueen Equipment in the amount of \$91,590

City Manager Summary: As further stated in the Council packet, the Water-Wastewater Department has a non-functioning Sewer Main Camera System that was purchased in the early 2000s. No support or replacement parts are available. The City planned this capital cost in the General Fund CIP and accumulated a dedicated fund balance to this purchase to the tune of \$97,000. It is now time to execute this planned expenditure and this request seeks Council authorization.

Three quotes were sought from the State's bidding platform who specialize in this equipment offering. The State's bidding system satisfies the City's Purchasing Policy requirements. The three quotes are:

Proposal	Cost
Macqueen-Envirosight	\$ 91,590
Aries	\$ 83,152
Mid-Iowa	\$ 94,258

Given the importance of this equipment, Alliance Staff was able to demo each offer. Macqueen's product was superior in its performance and single person operation. Both other systems would otherwise require a two-person operation. The low bid provided by Aries is without other requested capabilities according to Jeff Bodenhoffer and thus doesn't reflect an accurate picture of what's needed by our staff.

Council support is recommended.

- 10. Reports and Communications**
 - a. Council Member Reports**
 - b. City Manager Report**
- 11. Executive Session**
 - a. None**
- 12. Adjournment**