



**Agenda  
City Council Meeting  
Monday, March 18, 2024 – 6:00 p.m.**

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

The Monday, March 18, 2024, 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. Approval of the Agenda**
- 5. Public Participation**
- 6. Presentation**
  - a. 2023 Police Annual Report**
- 7. Public Hearing**
  - a. Public hearing regarding plans, specifications and form of contract for the East Water Tower Painting Project**

City Manager Summary: On February 19, 2024, City Council set a public hearing for this meeting to receive comments anyone from the public may have regarding the East Water Tower Recoating project. City Staff has since received no public comments.

**8. Consent agenda**

- a. Minutes – March 4, 2024 Regular City Council Meeting**
- b. Bills Payable through March 18, 2024 in the amount of \$250,125.82**
- c. February financial reports**
- d. Appointment of Joelle Hosette to Downtown Incentives Committee**

**9. New Business**

- a. Discussion and possible motion setting Monday, April 15<sup>th</sup>, 2024 at 6:00 p.m. as public hearing date regarding plans, specifications and form of contract for the Maquoketa Municipal Airport Reconstruction Runway 15 End Project**

City Manager Summary: In order to begin the airport runway extension project, the City must set a public hearing regarding plans. This motion sets an April 15<sup>th</sup>, 2024 public hearing date.

Council support is recommended.

- b. Discussion and possible motion regarding golf cart ordinance**

City Manager Summary: The objective of this discussion is to seek direction on Golf Cart ordinance inadvertently placed in the City of Maquoketa Code Book during the codification process ([See Chapter 78](#)). This conversation has a few key points.

First, City Staff verified with Simmering & Cory this and two other issues were inconsistent with prior Council direction (see item C and D below). The City did adopt the entire codification Code revision on Ordinance No. 1214 on February 19, 2024 and it is live on the City's website.

Second, the City Council gave prior direction on [July 18, 2022](#) to forego any ordinance that would allow a golf cart licensing program. A link to the youtube video is available [here](#) from the July 18, 2022 meeting and the subject matter begins at 9:50. Because of this, staff brought the issue to the Public Safety Committee on March 6, 2024 and it was suggested to allow City Council to weigh in on the final direction for this ordinance.

There are three options for the City Council:

- 1) Recognize and accept the Ordinance as presented in our current code book.
- 2) Recognize and accept the Ordinance as presented in our current code book with additional detail that would have to be added regarding a local licensing program.

3) Direct staff to produce Council actions to rescind Chapter 78 – Golf Carts. Staff would thus return at the next Council meeting with the first reading to rescind.

Council direction requested.

**c. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa by amending provisions pertaining to ATV's, Chapter 75.05 – First reading**

City Manager Summary: This action corrects [Chapter 75.05](#) in the Code as previously intended by City Council. In short, the City Council adopted Code in 2022 to follow the State of Iowa's Code governing the legality of ATV/UTV operation on roadways. If the Council recalls, all licensing and insurance requirements are set by the State and the City felt it would be best to follow State requirements on the codes in [Section 321.234A](#) as opposed to frequently updating or neglecting required action in Chapter 75 of the City's Ordinances.

If adopted, Chapter 75 would reflect the following information:

75.05 OPERATION OF ATVS AND UTVS. The operators of ATV's and UTF's shall comply with the following restrictions as to where ATVs and UTVs may be operated within the City:

1. Streets. ATVs and UTVs may be operated on roadways or highways in accordance with Section 321.234A of the *Code of Iowa*. A City may regulate the operation of registered ATVs and UTVs and may designate streets under the jurisdiction of the City within its corporate limits, and two-lane primary and secondary road extensions in the City, which may be used for the operation of such vehicles. In designating such streets, the City may authorize ATVs and UTVs to stop at service stations or convenience stores along a designated street.

*(Code of Iowa, Sec. 321.10[1 and 3])*

This is the first reading.

Council support is recommended.

**d. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, by amending Chapter 70.03 (parking violations) – First reading**

City Manager Summary: This requested action corrects [Chapter 70.03](#) in the City Code. The correction is simply that parking violations are payable at the Maquoketa Police Department and not the Office of City Clerk.

If adopted, Chapter 70 would reflect the following information on the next page:

70.03 PARKING VIOLATIONS: ALTERNATE. Uncontested violations of parking restrictions imposed by this Code of Ordinances shall be charged upon a simple notice of a fine payable at the Maquoketa Police Department. The fine for each violation charged under a simple notice of a fine shall be in the amount of \$7.50 for all violations except snow route parking violations and improper use of a person with disabilities parking permit. If such fine is not paid within 30 days, it shall be increased by \$5.00. The fine for snow route parking violations is \$50 and the fine for improper use of a persons with disabilities parking permit is \$100.00.

This is the first reading.

Council support is recommended.

**e. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, by adding new stop signs on Bear River Drive – First reading**

City Manager Summary: This Ordinance action is substantially similar to the stop sign addition Council just passed at South Otto Street and East Locust Street. City Staff was made aware that no signage was installed in the pocket neighborhood at Bear River Drive and German/Creslane. This Ordinance effectuates two stop signs at these locations.

Council support is recommended.

**f. Resolution approving Alliance Water Resources compensation for services for FY 2024/2025**

City Manager Summary: City Staff annually recommends an Alliance increase. The very same proposal is offered at 3.2% for the following Fiscal Year 2024-2025. The previous year was a 6.9% increase which trailed high inflation measures.

During Budget discussions, Alliance staff advised they would send an increase offer they felt was right on with the market increases. Staff has maintained a positive relationship with Alliance Manager, Jen Schwoob, and all management staffing gaps within Alliance have been supplemented with help from Alliance management in Missouri. Alliance has also sub-contracted to local plumbing help when needed paid by Alliance resources. In all, staff feels this is a reasonable offer given slowing inflation and the satisfactory relationship the City has maintained with Alliance.

Public Works Committee considered this item on March 11, 2024 and supported the annual compensation letter 3-0.

Council support is recommended.

**g. Resolution approving bid in the amount of \$32,296 submitted by Maquoketa Ford for a Ford F-150 Lariat Supercab Pickup**

City Manager Summary: City Staff solicited competitive ½ ton truck bids for the purpose of replacing the Parks Truck. The current Parks Truck is a 1999 GMC with plenty of visual signs of degradation. The City’s CIP for Public Works has intentionally saved for this truck and currently has \$40,000 available in this fiscal year for the purpose of executing a truck replacement.

The following bids were received and presented to Public Works Committee for consideration:

- Ueland Auto bid \$26,500 for a 2019 Ford F-150 Crew Cab with 62,800 miles.
- Maquoketa (Deery) Ford bid \$32,296 for a 2020 Ford F-150 Lariat Supercab with 38,273 miles.
- Rotman Motors bid \$36,000 for a 2021 GMC 1500 Sierra Crewcab with 47,500 miles.
- Rotman Motors also bid \$36,000 for a 2021 Ford F-150 XLT Regular Cab with 9,960 miles.

Public Works Director, Frank Ellenz, states each offer received didn’t yield the same specifications. However, Public Works gathered to discuss this and believe the Maquoketa Ford (Brad Deery) offer is the most advantageous simply because it is a larger bed for the current tool needs at 6.5 feet. The recommendation also has significantly less miles.

Council support is recommended.

**h. Resolution approving East Water Tower Recoating Project bid to Central Tank Coating in the amount of \$154,000**

City Manager Summary: In a smashing competitive bidding success, recoating bids were due Thursday, March 7<sup>th</sup>. 12 bids were received ranging from \$154,000 to \$416,000. All specifications required [Tnemec](#) coating which is viewed as the prime coating product for water towers.

Bid Tabulation	
Contractor	Amount
Central Tank Coatings, Inc	\$ 154,000.00
Champion Tank Services	\$ 185,000.00
Maguire Iron, Inc.	\$ 198,100.00
Tank Pro, Inc.	\$ 203,372.00
Utility Service Co. Inc.	\$ 210,000.00
J R Stelzer Co.	\$ 232,690.00
O&A CLASSIC COATINGS AND PAINTINGS	\$ 244,999.00
Viking Industrial Painting	\$ 264,900.00
O&J COATINGS INC	\$ 350,000.00
Tanksco Inc.	\$ 365,000.00
Classic Protective Coatings Inc.	\$ 388,750.00
K&W Coatings LLC	\$ 416,000.00
AVERAGE	\$ 267,734.25

[Central Tank Coating](#) was the lowest responsible bidder at \$154,000. The City's budgeted project cash is \$175,000. This project appears to be on the right path and the City will continue to retain WHKS Engineering for inspection services through the coating season.

In WHKS' initial review, Central Tank Coating is a credible contractor with good work history. In fact, the same business painted Maquoketa's West Tower in the late 2000s and it appears in good shape today.

Council support is recommended.

**i. Resolution approving plans, specifications, and form of contract for the Prairie Creek Gully and Stream Stabilization Project, setting public hearing, and authorizing invitation to bid**

City Manager Summary: Some long-awaited Council actions are before the Council to begin considering work related to the City, County, and Conservation Board's joint project at Prairie Creek Recreation Area. The grant supporting this project is Destination Iowa in the amount of \$750,000. The City's local match is directly tied to the stream and gully stabilization throughout the 270+ acre Prairie Creek reserve.

Staff and WHKS are set to begin competitive bidding and wish to also set a public hearing for May 20, 2024 regarding the project. WHKS will present the plans and offer an updated cost opinion.

Council support is recommended.

**j. Resolution approving Change Order 4 for the Façade East Project in the amount of \$78,213.46**

City Manager Summary: For several months the owner of 110 S Olive St (formerly known as Perxactlys), has been seeking to enter the Façade East program if space allowed. The architecture plans have been completed and turned over to Tricon Construction (general contractor for the whole Façade East program). Tricon Construction provided an additional contract sum of \$78,213.46 if the parties wish to enter the program. The private owner has indicated they are committed and seeking to rehabilitate the building in hopes of reviving it as a restaurant.

The proposed work is modern and gives a significant facelift as the images on the next page indicate.



The cost obligations are divided below for reference with CDBG funding supporting 50% of this project. The aim would be to complete all of this work in 2024.

<b>CO #4</b>	<b>\$78,213.46</b>
CDBG (50%)	\$ 39,106.73
Private Owner (25%)	\$ 19,553.37
City (25%)	\$ 19,553.37

The funding source for the City’s portion will be paid out of unspent bond proceeds from the 2019A and 2021A series.

Council support is recommended.

**k. Resolution approving professional services agreement with FEH Design in the amount of \$45,000 for the Sunshine Learning Center project**

City Manager Summary: The attached agreement is a phase 2 fee agreement for all architectural and associated project management services related to the Sunshine Learning Center project. A qualified RFQ for an architect was managed by ECIA in 2023 to produce initial plans and concepts. FEH Design utilized a simple building health ranking to help support the eventual CDBG funding submission that was successful.

Now that the grant is awarded and the project is underway to produce biddable plans, FEH Design needs to enter into the phase 2 contract which is this item. Funds are paid by the CDBG funds (80%) and the local match is paid out of the City’s ARPA commitment for the project (Up to \$120,000).

Council support is recommended.

**l. Resolution amending resolution no. 2023-47 authorizing the City Clerk to make appropriate transfers of sums and record the same in the appropriate manner for FY 23/24 for the City of Maquoketa, Iowa**

City Manager Summary: This is a routine budget item produced by the City’s Finance Clerk to effectuate budget transfers in the FY23-24 budget. This is one of several steps

to finish the current budget year and begin finalizing our budgets for the year's close out and eventually the City financial audit in the Summer and Fall of 2024.

Council support is recommended.

**m. Discussion and possible motion authorizing payment to REGA Engineering in the amount of \$26,750**

City Manager Summary: This payment request exceeds the \$30,000 contract capacity authorized by Resolution 2023-130 regarding independent expert review of the Platt Street plans produced by REGA. It is for the final production of the review which has now been served as a cross-claim. More payments may be necessary as required by deposition of REGA Engineering.

Previous billings: \$16,472.13  
Requested payment: \$26,750.00  
Previous Contract: \$30,000  
Total if approved: \$43,222.13

Council support is recommended.

**10. Reports and Communications**

**a. Council Member Reports**

**b. City Manager Report**

**11. Adjournment**