



**Agenda
City Council Meeting
Monday, April 1, 2024 – 6:00 p.m.**

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

The Monday, April 1, 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**
- 7. Public Hearing – None.**
- 8. Consent agenda**
 - a. Minutes – March 18, 2024 Regular City Council Meeting**
 - b. Bills Payable through April 1, 2024 in the amount of \$973,039.50**
 - c. Renew class "c" retail alcohol license filed by La casa de Pancho**

9. Old Business

a. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa by amending provisions pertaining to ATV's, Chapter 75.05 – Second 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 second reading.

Council support is recommended.

b. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, by amending Chapter 70.03 (parking violations) – Second 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 second reading.

Council support is recommended.

c. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, by adding new stop signs on Bear River Drive – Second 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.

This is the second reading.

Council support is recommended.

10. New Business

a. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa by rescinding Golf Carts, Chapter 78 – First Reading

City Manager Summary: As a result of Council discussion on March 18, 2024 and based on prior City Council direction in 2022, this action is the first reading to rescind Golf Cart ordinance in the Maquoketa City Code.

Council support is recommended.

b. Resolution approving a joint representation letter with Ahlers & Cooney in partnership with the Maquoketa Community School District

City Manager Summary: The Maquoketa Community School District has verbally agreed to proceed with the acquisition of the North and West sections of Little Bear Park. This is in connection to the Briggs-Cardinal Elementary consolidation and planned facility expansion. Usable real estate is of high-importance at this location given facility plans. In order to formally execute a possible transaction, both the School District and City wish to use Ahlers & Cooney for their legal counsel. To be clear, the City will still retain the South half of Little Bear Park with the purpose of that area being a park, as it currently is known and enjoyed.

The School-City relationship has in no way been adversarial, both parties recommend a joint representation letter, which is attached, to guide the parties through all proceedings. This will help the City save on legal costs. If conflicting points of interest do surface, the City may choose different representation at a later time.

Council support is recommended.

c. Resolution approving Change Order 1 with REGA Engineering in the amount of \$20,000 for independent expert review services on the Platt Street Project

City Manager Summary: This Resolution reconciles a \$26,750 payment to REGA Engineering made on 03/18/2024 by Council motion. This will take contractual authorization with REGA from \$30,000 to \$50,000. If approved, \$6,777.87 will remain for any possible expert interview costs that may arise.

Council support is recommended.

d. Resolution approving the maximum tax dollars from certain levies for the City's proposed Fiscal Year 2024-2025 Budget

City Manager Summary: This Resolution officially adopts the Fiscal Year 2024-2025 \$12.74823 levy as proposed in the unique and distinct public hearing meeting that preceded this City Council meeting.

Council support is recommended.

e. Resolution approving bid in the amount of \$16,988.00 from Huber Fencing for the Grove Street Ballfields fence replacement

City Manager Summary: This action is recommended by the Parks Board after having competitively bid the replacement of the street side fencing of Grove Street ballfields. Five competing firms submitted offers ranging from \$15,660 to \$22,942.

Grove Street Park Fence Bidding	
Contractor	Cost
American Fence Co.	\$ 15,660.00
Taves Contracting Services, LLC	\$ 17,000.00
Heiar Brothers Fencing	\$ 19,352.61
Huber Fencing	\$ 16,988.00
D & N Fence Co.	\$ 22,942.00
Average	\$ 18,388.52

Huber Fencing is who won the Skate Park Fencing bid. Public Works was impressed with their work quality. According to Jon Hopson of Public Works, the \$15,660 did not include the concrete bases for each fence post and the Public Works crew would otherwise have to coordinate work with the contractor and buy material to supply concrete bases. Based on this, it seemed to City Staff and the Parks Board the recommendation of Huber Fencing is the most advantageous to the City.

Council support is recommended.

f. Resolution setting a public hearing on April 15th at 6:00 p.m. for proposed FY 24/25 Budget and CIP

City Manager Summary: This action sets a public hearing for the City's FY24-25 Budget and Capital Improvement Plan. At the conclusion of this public hearing, the City Council

may approve a Resolution officially adopting the City Budget and moving forward into the next Fiscal Year.

Council support is recommended.

g. Resolution approving MDM Properties at 101 S Main St a Downtown Incentives Grant up to \$15,000 for the Upper Story Housing, Façade, and Consultant Program

City Manager Summary: On Friday, 03/22/24, the Downtown Incentives Board recommended a Downtown Incentives Grant up to \$15,000 for MDM Properties for the Upper Story Rehabilitation of 101 S Main St.

This project includes the demolition of two dilapidated apartments and renovation of said space into one large oversized flat. The applicant has hired an interior designer and appropriately quoted all recommendations to the total projected sum of \$416,596.05. This action, if approved, supports the rehabilitation of the space up to \$15,000 on reimbursement basis. Other projects in the Downtown Incentives program, including this one, are listed below as a reference for funds availability. The aim for the City is to support the Downtown Incentives Program up to \$90,000 - \$100,000 per year though the City budget has \$70,000 prepared for this current fiscal year and the next due to inactivity in the program.

MAQUOKETA DOWNTOWN GRANT PROGRAMS - 2024					
APPLICANT	PROGRAM DESCRIPTION	Date of Reimbursement	COUNCIL-GRANTEE CONTRACT AMOUNT	Paid to Date FY 2023-2024	Remaining Obligation
Central Financial Group (Steve Kinrade)	Blade Sign & Façade Grant	12/18/2023	\$ 11,000.00	\$ 10,000.00	\$ 1,000.00
JA Co Farm Bureau	Façade Grant	12/18/2023	\$ 8,000.00	\$ 8,000.00	\$ -
Tracy Thede - 112 W Platt St	Commercial Interior/Upper Story Grant	3/18/2024	\$ 15,000.00	\$ 14,118.64	\$ 881.36
MDM Properties	Upper Story/Façade/Consultant Grant		\$ 15,000.00	\$ -	\$ 15,000.00
					\$ -
		Total	\$ 49,000.00	\$ 32,118.64	\$ 16,881.36
		Total Budget Left	\$ 21,000.00		

Council support is recommended.

h. Resolution approving Master Agreement between the City of Maquoketa and Maquoketa Municipal Electric Utility

City Manager Summary: The attached Master Agreement is a 2024 modern refresh to a 1992 Operational and City Hall Agreement with Maquoketa Municipal Electric Utility (MMEU).

In short, the City and MMEU in early 2024 both desired to have an agreement that is more applicable to modern department operations and service contracts for the City Hall property. The City and MMEU met with board representatives to iron out the attached agreement that is substantially similar. City Staff has reviewed this at multiple

levels and the agreement has been approved already by MMEU. It awaits City Council consideration. The 1992 version is also attached for reference. This agreement may need to be revisited year to year depending on the insurance needs of the City and MMEU.

Council support is recommended.

i. Discussion and possible motion accepting bid in the amount of \$351.00 submitted by Paul Durkop for the Horseshoe Pond boat dock.

City Manager Summary: The City previously declared the North dock of Horseshoe Pond as surplus. In this instance, City Staff advertised for sealed bid offers. A large bid was not expected and the docks are being transferred in as is condition. The offer of \$351 is likely a fair one and staff recommends a motion to accept the offer from Paul Durkop. Three bids ranged from \$250 to \$351. The transfer of this dock will clear room for the installation of a new dock that is already in City possession with ambitions to finish the entire Horseshoe Pond rehab project by May 15.

Council support is recommended.

11. Reports and Communications

a. Council Member Reports

b. City Manager Report

12. Adjournment