



**Agenda  
City Council Meeting  
Monday, April 15, 2024 – 6:00 p.m.**

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

The Monday, April 15, 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**
  - a. Public hearing regarding plans, specifications and form of contract for the Maquoketa Municipal Airport – Reconstruct Runway 15 End Project**

City Manager Summary: This is a public hearing reference the reconstruction of the North end runway of Maquoketa Municipal Airport (OQW). It would add 500 feet of usable runway space. This is an opportunity for public comment.

The Maquoketa Municipal Airport (OQW) has for 10+ years prepared for the eventual reconstruction of 500 feet of runway that degraded many years ago to the point of it becoming an ineligible stretch of runway. Below is a depiction of the former stretch:



The Airport Commission and previous Council Actions leading to this public hearing and potential bid approval include the following: lowering of power lines on high capacity lines on HWY-64, acquisition of land, condemnation with Federal Aviation Administration (FAA) assistance to obtain space for a road being moved, 134<sup>th</sup> Avenue redirected to accommodate the runway protected zone (RPZ), and engineering costs associated with the 500 foot extension. All of these items had 90% or more in Federal funds supporting the projects. FAA grants have 20-year contingencies on them allowing the FAA demand repayment of the funds if local objectives are not met. In short, there is plenty of financial cause to finish the original objectives of the Airport or face the FAA’s penalties, a warning that has already been given to City Staff and the Airport Commission.

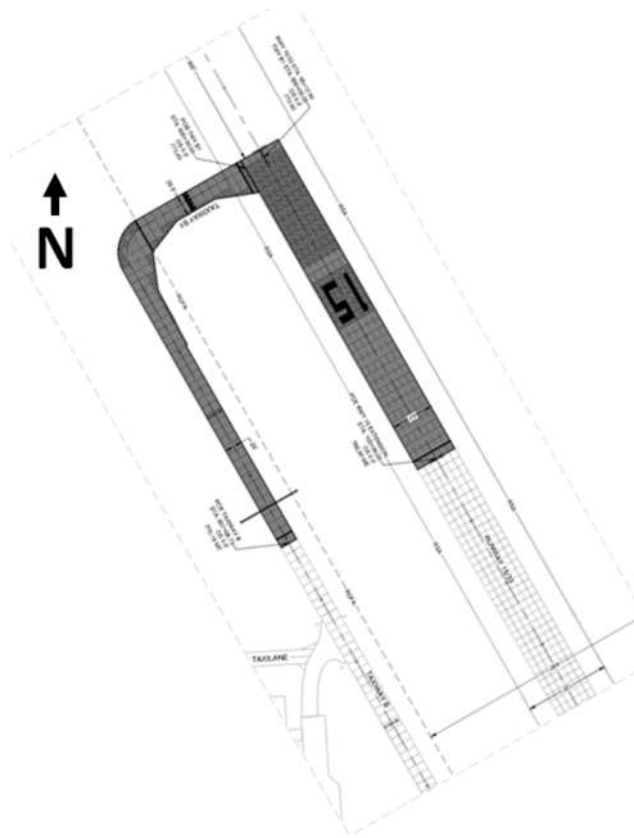
In better news, the Airport Commission and City Staff have utilized McClure Engineering to produce a very competitive set of bids compared against an original cost estimate of \$1,787,225. Boomerang is the low apparent bidder at a total cost of \$1,279,616.

		Base Bid
ENGINEER'S ESTIMATE	\$	1,787,225.00
Boomerang Corp.	\$	1,279,616.00
JB Holland	\$	1,395,610.10
McCarthy Improvement	\$	1,447,252.50
Connolly Construction	\$	1,524,485.75
Tschiggfrie Excavating	\$	1,594,356.00
Langman Construction	\$	1,596,453.06
KE Flatwork	\$	1,639,101.50
BWC, Inc	\$	1,684,509.50

The City will have to employ a third-party consultant to administer this project and ensure all FAA procedures are followed through the construction. Staff expects McClure Engineering to offer this contract at a later time. All in, the overall project may cost \$1.6 - \$1.7 Million after

all fringe contracts such as the construction consulting and closeout or any possible change orders that may arise.

The City's Airport CIP has a \$147,583 earmark for this entire project. FAA grants require a 10% match. Therefore, the subject Boomerang contract offer of \$1,279,616 is within the City's capacity but the City may at a later time be forced to supplement the project with more local funds in order to finance all required parts of this project. Construction is expected starting Fall 2024 after the Airport busy season.



Council support is recommended.

**b. Public hearing regarding proposed FY 24-25 Budget and CIP**

City Manager Summary: The attached FY24-25 Budget and CIP are provided for public comment. The budget itself features a \$12.74 rate that produces an overall property tax revenue estimate of \$2,870,323 according to our previous rate and levy public hearing. Due to increased property value assessment, City growth, and the addition of a 5% franchise fee, the rate was able to come down significantly from \$14.72 in the previous year though the revenue estimate is flat with a marginal increase overall.

The City remains funded in the current year but cost increases persisting in the City's business remain a high concern in the next several years. The City's revenues are not equally reflective of the increases before the City. Primarily, these include the City's insurance liabilities, payroll expenses, and unprecedented rise in Capital Equipment costs.

City Staff and the Finance & Personnel Committee have worked very hard in producing a proposed budget that is responsible and responsive to the changes the State has mandated on local governments through actions such as HF718.

The attached Council packet documents further expand on primary details of the City's budget proposal.

Council support is recommended.

## **8. Consent agenda**

- a. Minutes – April 1, 2024 Regular City Council Meeting and April 1, 2024 Special City Council Meeting**
- b. Bills Payable through April 15, 2024 in the amount of \$1,188,029.81**
- c. March financial reports**
- d. Renew class "c" retail alcohol license filed by Bill's Tavern, Inc.**
- e. New class "c" retail alcohol license filed by Punky's Cans to Cash LLC**
- f. Amended class "c" retail alcohol license filed by Jackson County Fair Association**
- g. Renew class "b" retail alcohol filed by Can City**

## **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 – Third 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 (next page):

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 third 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) – Third 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 third 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 – Third 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 third reading.

Council support is recommended.

**d. Ordinance amending the Code of Ordinances of the City of Maquoketa, Iowa, to rescind Golf Carts Chapter 78 – Second reading**

City Manager Summary: This is the second reading of rescinding Golf Carts Chapter 78 which is currently in the Maquoketa City Code as a result of administrative error during the City's codification process.

Council support is recommended.

**10. New Business**

**a. Resolution approving the City Budget and CIP for Fiscal Year ending June 30, 2025**

City Manager Summary: This Resolution approval follows item 7(B) in this agenda. Approval of this effectuates the City's FY24-25 Budget and CIP an action required by the State.

Council support is recommended.

**b. Resolution approving plans, specifications and form of contract for the Maquoketa Municipal Airport – Reconstruct Runway 15 End Project and accepting bid in the amount of \$1,279,616.00 submitted by Boomerang Corp.**

City Manager Summary: This action approves the plans and bid offer submitted by Boomerang in the amount of \$1,279,616. Similar to statements made in item 7(A), this approval is recommended on the basis of the FAA's orders and suggestion to complete the project.

Council support is recommended.

**c. Resolution Approving Purchase of Flygt Lift Station Pump Replacement at the South Slope Lift Station in a Total Amount Up To \$28,780**

City Manager Summary: During a routine pump pull inspection, the City's service contractor, MVP, determined a pump was out of service. The cost to repair is \$25,125 vs. replacement at \$28,780 all in. MVP is a specialist contractor and the City has a purchasing history with the company for the replacement of these pumps.

This pump is a need at the South Slope Lift Station. The CIP balance for this particular expenditure line is \$55,000 with \$30,000 budgeted for FY23-24 spending. \$11,841 has already been spent out of the \$30,000 but the City is still well below the Wastewater CIP overall FY23-24 budget of \$114,300.

The Public Works Committee recommends approval of this item. The Public Works Committee did consider this item as a \$27,850 expense. The cost has been updated in this Resolution as an updated price with MVP plus freight estimate.

Council support is recommended.

**d. Resolution approving contract amendment #5 in the amount of \$24,363 submitted by Origin Design for the Platt Street Project**

City Manager Summary: The attached agreement has been discussed twice by the Public Works Committee and not with any joy. For months, the City has been aware Origin may run out of budget on the Construction Administration of the Platt Street project due to unusual working day overruns and payment coordination with Tschiggfrie Excavating. Much of this is clearly attributable to poor initial design with Origin originally offering a contract estimate reflective of 240 working days and good design assumptions. Both of those were proven to be poor assumptions. Origin drew closer to no contract capacity and as of the March 11, 2024 Public Works Committee, had only \$5,678 in contract remaining.

At the April 8, 2024 Public Works Committee meeting, this item was discussed again and recommended for Council action. Approval of this item is the last Origin amendment City Council will see and will bring the project to the end. This contract mostly serves IDOT's Financial Audit phase for the Platt Street Project which will take an additional year of time.

Council support is recommended.

**e. Resolution approving Iowa Department of Transportation Agreement for Traffic Safety Improvement Program Funding in the amount of \$290,000 for the Main & Summit Street Intersection Project**

City Manager Summary: The next two proposals are related. This agreement is ready for Council consideration after discussion with IDOT representatives. There is nothing noteworthy in the agreement. The objectives of the agreement are to increase intersection sight angles, modify retaining walls, round turning edges, new pavement markings for vehicle traffic and pedestrian pathway, and increase intersection square footage.

Council support is recommended.

**f. Resolution approving Jackson County Engineering Estimated Fee in the Amount of \$10,366.62 for Final Engineering Services on the Main & Summit Street Intersection Project**

City Manager Summary: For the final engineering services related to the design plans of the Main & Summit Street intersection, the City will need to contract with either a private firm or Jackson County Engineering to finalize all plans before public bidding. The cost impact would be charged to the City's Road Use Tax Fund for Engineering

Services in FY24-25, an amendment to accommodate the proposal would eventually be required in FY24-25 due to a \$5,000 budget.

Jackson County Engineering's estimate is \$10,366.62. There is an obvious cost and familiarity advantage to using the County's services. The private market in engineering typically sees \$100+ per hour for engineering rates which would drive the cost of this design requirement into the \$20,000 - \$30,000 range. This engineering cost is the only local resource committed to the project. All other funds are supported by IDOT and Federal STBG funding through ECIA.

The County previously assisted the City in producing plans for the purpose of a grant application, which the City was eventually awarded. If utilized, Staff believes this is the most efficient use of the City's funds to produce plans.

Committee support is recommended.

**g. Resolution Accepting Bids for Abatement Mowing**

City Manager Summary: City Staff routinely bids City abatement services to ensure the City is receiving high-value for work and allowing the private market to compete for business. The attached Resolution details three competing mowers, each at different rates.

Staff will utilize Mow & Grow Lawn Care as a first priority. The offer per hour assumes equipment and associated maintenance costs are on the contractor. Typically, 6 inch or greater grass will exhaust mower blade functionality if the reader is curious on why each offer may have higher cost. Multiple offers are retained by Staff in the event a contractor sustains poor performance and the City must change direction. All contractor must meet City specifications prior to work commencing.

Mow & Grow Lawn Care 319-855-2484	\$50.00 per hour/per person
Kyle Watter's Lawn Care, LLC 563-581-1467	\$80.00 per hour/per person
RAD Lawn Care, Inc. 563-543-9889	\$99.00 per hour/per person

Council support is recommended.

**h. Resolution Granting City Manager Authorization to Approve Stormwater Levee Project Changes Not in Excess of \$10,000**

City Manager Summary: The Stormwater Levee Project is commencing and KE Flatwork has mobilized their assets to start the work. This Resolution, substantially similar to the Wastewater Treatment Plant (WWTP) authorization, would allow the City Manager to authorize project changes not in excess of \$10,000. This process has continued to work well with the Public Works Committee. Every month, the City



Manager reports changes, if any, to the Public Works Committee which would later be reconciled into a Council change order. The same process will be followed if approved by City Council.

The WWTP changes remain obviously low. Staff hopes to have the same result with the Stormwater Levee.

Council support is recommended.

**11. Reports and Communications**

**a. Council Member Reports**

**b. City Manager Report**

**12. Adjournment**