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MINUTES OF THE PROCEEDINGS  
OF THE BURLINGTON, IOWA CITY COUNCIL

Meeting No. 6  
March 19, 2018

The Burlington City Council met in regular session at 5:30 p.m. in the Thomas J. Smith Council Chambers, City Hall with Mayor McCampbell, Council Members Billups, Graham-Murray, Rinker and Wilson present.

BURLINGTON CITY COUNCIL

CONSENT AGENDA: To the Public:

All matters listed under Item I., Consent Agenda, having been discussed were considered to be routine by the City Council and were enacted by one motion. There was no separate discussion of these items. If discussion was desired, that item was removed from the Consent Agenda and was considered separately.

Introduced By: Billups                      Seconded By: Wilson

MOTION: To approve all items listed under Item I., Consent Agenda.

DISCUSSION: Mayor McCampbell reviewed the items listed on the consent agenda to the viewing audience. Council Member Wilson announced those individuals appointed to various City commissions and boards. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 5 - "AYES")

CARRIED

(Mayor McCampbell stepped out of the meeting)

HEARINGS:

1. Statement: Consideration of a Lease Agreement with Des Moines County Humane Society for Use of the Facility at 2000 North Roosevelt Avenue

COMMENTS: The Police Chief stated that an agreement was reached by the City's Attorney and Attorney Eric Behne, for the Humane Society for a 15-year lease agreement. He stated that Attorney Eric Behne was present, should the City Council have any questions. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

Introduced By: Billups  
Motion to Close

Seconded By: Rinker

CARRIED

Introduced By: Billups                      Seconded By: Graham-Murray  
Resolution Approving Fifteen Year Lease Agreement Between the City of Burlington,  
Iowa and the Des Moines County Humane Society for Use of the Facility at 2000 North  
Roosevelt Avenue

DISCUSSION: None.

(VOTE: 4 - "AYES" Wilson, Billups, Graham-Murray and Rinker)

ADOPTED

(Mayor McCampbell returned to the meeting)

2. Statement: Consideration of Plans and Specifications for the 2018 Parking Lot  
Improvements

COMMENTS: The Assistant City Manager for Public Work reviewed with City Council and the viewing audience the plans and specifications for the 2018 Parking Lot Improvements. He stated that the following lots would have improvements: Main and Valley Lot Project and 6<sup>th</sup> and Washington Lot Project. He stated that the budgeted cost for Main and Valley Lot Project was \$50,000.00 with the Engineer's estimated cost of \$66,090.00. He stated that the 6<sup>th</sup> and Washington Lot Project was budgeted for \$62,000.00 and the Engineer's estimated cost with concrete would be \$135,904.00 or if using hot mix asphalt \$100,562.00. He stated that bids would be received on April 17, 2018 and the project awarded May 2018. Tentative construction for both projects was June 2018 and the construction completion date was November 2018 for the 6<sup>th</sup> and Washington Lot Project and July 2018 for the Main and Valley Lot Project. There was considerable discussion about the wall. The Assistant City Manager for Public Works stated that possibly the City could use funds from the TIGER Grant for a wall on the east side of the parking lot. Eric Renteria of 907 High Street stated that any additional parking in the downtown was a good thing. He stated that he has never received information about the revenues the City receives from the yellow parking boxes. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

Introduced By: Rinker  
Motion to Close

Seconded By: Wilson

CARRIED

Introduced By: Rinker                      Seconded By: Billups  
Resolution Approving Plans and Specifications for the 2018 Parking Lot Improvements

DISCUSSION: None.

(VOTE: 5 - "AYES")

ADOPTED

3. Statement: Consideration of Plans and Specifications for the 2018 Mt. Pleasant Street  
HMA Overlay

COMMENTS: The Assistant City Manager for Public Works reviewed the plans and specifications for the 2018 Mt. Pleasant Street HMA Overlay Project with Council and the



DISCUSSION: The Police Chief stated that there were no changes to the an Ordinance Amending the Code of Ordinances of the City of Burlington, Iowa, by Amending Provisions Pertaining to the Standard Penalty Applicable to Certain Sections of the Code and Violations Thereof from the first reading. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.  
(VOTE: 5 - "AYES")

CARRIED

Introduced By: Wilson                      Seconded By: Billups

4. Motion for Waiver of Preliminary Consideration and Adoption of the Second Reading and for Final Adoption of an Ordinance Amending the Code of Ordinances of the City of Burlington, Iowa, by Amending Provisions Pertaining to the Standard Penalty Applicable to Certain Sections of the Code and Violations Thereof

DISCUSSION: None.  
(VOTE: 5 - "AYES")

CARRIED

(Mayor McCampbell left the meeting and did not return)

RESOLUTIONS:

Introduced By: Graham-Murray                      Seconded By: Billups

1. Resolution Establishing a No Parking Zone on the East Side of the 800 Block of South Starr Street

DISCUSSION: The Assistant City Manager for Public Works stated that Public Works had received a request to make a no parking zone on one side or the other of the 800 block of South Starr Avenue from West Avenue to Corse School. He stated that currently there are parking restrictions in place in the 700 block of South Starr Street on the east side from 7:00 a.m. to 5:00 p.m. on school days. He stated that he was recommending extending the current parking restriction that exists in the 700 block onto the south making the 700 and 800 blocks consistent with each other. He stated that letters were mailed to all adjoining property owners making them aware of the request. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES" Wilson, Billups, Graham-Murray and Rinker)

ADOPTED

Introduced By: Graham-Murray                      Seconded By: Billups

2. Resolution Approving Installation of 2-Way Stop Signs at the Intersection of Dodge Street and South 14<sup>th</sup> Street

DISCUSSION: The Assistant City Manager for Public Works stated that the proposed Resolution provides for the installation of a 2-way stop signs at the intersection of Dodge Street and South 14<sup>th</sup> Street. He stated that based on the investigation of Dodge Street and South 14<sup>th</sup> Street and other intersections in the area, staff recommends the installation of stop signs on South 14<sup>th</sup> Street, because of the sight distance is greatly restricted. All present had opportunity

to speak and nothing additional was filed in the office of the City Clerk.  
(VOTE: 4 - "AYES" Wilson, Billups, Graham-Murray and Rinker)

ADOPTED

Introduced By: Graham-Murray      Seconded By: Rinker

3. Resolution of the City of Burlington, Iowa Approving the Application of Frank Millard and Company for the Purpose of Receiving Benefits Under the State of Iowa's Targeted Jobs Withholding Tax Credit Program and Initiating Agreements Relative to the Program

DISCUSSION: Jeremy Hess of Greater Burlington Partnership stated that the proposed Resolution approves an application for Frank Millard and Company for the purpose of receiving benefits under the Iowa's Targeted Jobs Withholding Tax Credit Program and initiates agreements relative to the program. He stated that the project is expected to create 50-full time high paying wage positions. Scott Smith of Frank Millard and Company stated that Frank Millard and Company was seeking to expand their existing facility at 107 Valley Street to accommodate a new cavitation reactor manufacturing space. He stated that in addition to the manufacturing space, the facility will be remodeled to house a 1,200-1,400 square foot virtual laboratory for the cavitation testing and proving process. He explained that the machine is the size of a refrigerator and he explained how the process works with the City Council and the viewing audience. He stated that they would be running livestock manure through the machine later this week. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES" Wilson, Billups, Graham-Murray and Rinker)

ADOPTED

Introduced By: Graham-Murray      Seconded By: Wilson

4. Resolution Approving Agreement Between the City of Burlington, Iowa and the Burlington/West Burlington Area Chamber of Commerce for Hotel/Motel Tax Distribution

DISCUSSION: The City Manager reviewed with the City Council and the viewing audience the proposed agreement between the City of Burlington and the Burlington/West Burlington Area Chamber of Commerce for hotel/motel tax distribution. He stated that in the first year of the agreement, the City shall allocate 30% of the first \$675,000.00 and 40% of all revenue above \$700,000.00 collected by the Iowa Department of Revenue within the City limits of Burlington and received by the City. He stated that subsequent years, the City shall allocated 30% of the first \$700,000.00 and 40% of all revenue above \$700,000.00 collected. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES" Wilson, Billups, Graham-Murray and Rinker)

ADOPTED

COMMENTS FROM AUDIENCE: None.

Adjournment: 6:36 p.m.

Approved: April 2, 2018

Kathleen P. Salisbury, MMC  
City Clerk

Shane A. McCampbell  
Mayor

(See recording on file in the office of the City Clerk for complete discussion and documentation.)

ITEM I.  
Consent Agenda

FINANCES AND MISCELLANEOUS

Minutes of Previous Meetings  
Payroll and City Claims

BEER, LIQUOR, WINE AND CIGARETTES

REPORTS AND BONDS

RESOLUTIONS:

1. Resolution Approving Renewal of Taxi Cab/Vehicle for Hire License for Dennis Charles Manes dba/Yellow Cab Transportation
2. Resolution to Establish a New Fee Schedule for Special Events
3. Resolution Approving Reservation Schedule for Dankwardt Park Tennis Courts
4. Resolution Authorizing the City of Burlington to Hold the Great River Bridge Race

SET DATE FOR PUBLIC HEARINGS:

1. Consideration of Sale of a Portion of North 7<sup>th</sup> Street Right-of-Way, Located West of the Property Locally Known as 625 Valley Street, City of Burlington, Iowa with Conditions (April 2, 2018)
2. Consideration of an Ordinance Vacating and Selling a Portion of South 14<sup>th</sup> Street Right-of-Way Located Adjacent to the Property at 1408 Harrison Avenue, Burlington, Iowa (April 2, 2018)
3. Consideration of Transit Grant Application (April 16, 2018)

APPOINTMENTS:

Board of Housing Standards and Appeals: Paul Walker  
City Planning Commission: Chuck Griffin  
Economic Development Advisory Committee: Joel Sieren  
Historic Preservation Commission: Barbara Nelson-Botts  
Zoning Board of Adjustment: Michael Crowner