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MINUTES OF THE PROCEEDINGS
OF THE BURLINGTON, IOWA CITY COUNCIL

Meeting No. 13
July 6, 2020

Pursuant to Iowa Code Section 21.8 and the Governor's State of Public Health Emergency Declaration, this meeting is being held electronically because the ongoing public health emergency in the state of Iowa has made it impossible to have a meeting in person. The telephone number for the meeting was posted on July 2, 2020 allowing the public access to participate in the meeting. Due to the COVID-19 situation, all public participation was by phone until further notice. City Hall was closed to the public.

The Burlington City Council met in regular session at 5:30 p.m. in the Thomas J. Smith Council Chambers, City Hall with Mayor Billups and Council Member Rinker present. Council Member Graham-Murray participated via electronic communications. Council Members Critser and Maupin were absent.

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: Rinker

Seconded By: Graham-Murray

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

DISCUSSION: Mayor Billups reviewed the items listed on the consent agenda to the viewing audience. He 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: 3 - "AYES")

CARRIED

HEARINGS:

1. Statement: Consideration of Sale of Property Locally Known as 114 Harrison Avenue, City of Burlington, Iowa with Conditions

COMMENTS: The Development and Parks Director stated that the City had acquired the property at 114 Harrison Avenue directly from the property owner. He stated that the home shall be rehabbed to housing occupancy standards or demolished as required and combined with an adjacent lot under ownership of the purchaser. He reviewed the conditions for the sale of property with Council and the viewing audience. He stated that the purchaser must ensure that the property receives permits and meets codes for renovation as required and makes necessary repairs prior to occupancy. He stated that a licensed plumber and electrician shall inspect and sign off that such items in the property meet or are brought up to code. He further stated that work shall be initiated within 60 days and completed within 180 days of approval by the City Council with an extension of 180 days may be granted by the Development Department if significant progress is made. Mayor Billups led an auction for the Sale of Property Locally Known as 114 Harrison Avenue, City of Burlington, Des Moines County, Iowa. Tabarence Bryant of Cedar Rapids, IA was the high bidder at \$2,500.00. 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: Billups

CARRIED

Introduced By: Rinker

Seconded By: Billups

Motion to Amend Exhibit “C” of the Resolution Approving the Sale of Property Locally Known as 114 Harrison Avenue, City of Burlington, Des Moines County, Iowa that the Property be Sold to Tabarence Bryant of Cedar Rapids, IA in the amount of \$2,500.00

DISCUSSION: None.
(VOTE: 3 - “AYES”)

CARRIED

Introduced By: Rinker

Seconded By: Graham-Murray

Resolution Approving Sale of Property Locally Known as 114 Harrison Avenue, City of Burlington, Des Moines County, Iowa

DISCUSSION: None.
(VOTE: 3 - “AYES”)

ADOPTED

2. Statement: Consideration of an Ordinance Amending Section 73.04 Special Speed Restrictions of Chapter 73 Speed Regulations of the Burlington Municipal Code

COMMENTS: The Assistant City Manager for Public Works stated that the two proposed changes to the proposed Speed Regulations Ordinance were as follows: 15-miles per hour speed limit on the streets that are adjacent to Stone Garden Management properties and also 25 miles per hour speed limit on the newly constructed area of Broadway Street and Hinkle Drive, which is adjacent to the RecPlex. 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: Graham-Murray

CARRIED

Introduced By: Rinker

Seconded By: Billups

Motion for Preliminary Adoption of the First Reading of an Ordinance Amending Section 73.04 Special Speed Restrictions of Chapter 73 Speed Regulations of the Burlington Municipal Code

DISCUSSION: None.

(VOTE: 3 - "AYES")

CARRIED

ORDINANCE:

Introduced By: Billups

Seconded By: Rinker

1. Motion for Preliminary Adoption of the Second Reading of an Ordinance Amending Ordinances Related to Designating an Area of Burlington, Iowa as the Burlington Urban Revitalization Area

COMMENTS: The Development and Parks Director stated that the 2020 Amendment to the Burlington Urban Revitalization Plan brings in the former YWCA building into the Burlington Urban Revitalization Plan. He stated that once the building is a part of the Burlington Urban Revitalization Plan it would qualify for the City's tax abatement program. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 3 - "AYES")

CARRIED

RESOLUTIONS:

Introduced By: Rinker

Seconded By: Graham-Murray

1. Resolution Approving the Voluntary Severance of Territory in Lot 1 of Oak Arbor Farm Subdivision

DISCUSSION: The Development and Parks Director stated that the owner of Lot 1 of Oak Arbor Farm plans to sell his home and part of the lot is in the City and part of the lot is in Des Moines County. He stated that the property owner does not receive any City services. The voluntary severance of territory of Lot 1 of Oak Arbor Farm Subdivision would provide that the entire lot be located in Des Moines County. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 3 - "AYES")

ADOPTED

Introduced By: Rinker

Seconded By: Graham-Murray

2. Resolution Awarding Contract for the 2020 Sealcoat Streets Project

DISCUSSION: The Assistant City Manager for Public Works stated that 2 bids were received for

the 2020 Sealcoat Streets Project with WL Miller Company being the low bid in the amount of \$427,646.04. He stated that the 2020 Sealcoat Streets Project includes a portion of 8th Street, 10th Street, 14th Street, 15th Street, 16th Street, Acres Street, Harrison Street, Hedge Street and Jackson Street. All ADA ramps in these areas will also be upgraded as part of the project. He further stated that the project would be funded with Road Use Tax (RUT) monies. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.
(VOTE: 3 - "AYES")

ADOPTED

Introduced By: Rinker

Seconded By: Billups

3. Resolution Approving Purchase of Two City Light-Duty Buses for the Burlington Urban Service

DISCUSSION: The Assistant City Manager for Public Works stated that the City has received two separate Federal Transit Administration Grants to replace two buses. He stated that the Iowa Department of Transportation (IDOT) has awarded a State bid for this light-duty bus to Thomas Bus Sales. He stated that after the work session the City Council wanted him to find out costs for adding bike racks to the two light-duty buses. He stated that total costs for two light-duty buses was \$178,530.00 and with the addition of bus racks total costs would be \$183,544.00. After discussion by the City Council, a motion was made to award the amount of \$183,544.00, which would include the bike racks to the light-duty buses. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 3 - "AYES")

ADOPTED

Introduced By: Rinker

Seconded By: Graham-Murray

4. Motion to Amend the Resolution Approving Purchase of Two City Light-duty Buses for the Burlington Urban Service by Amending the Amount of Purchase from \$178,530.00 to \$183,544.00 Which Includes Bike Racks for the Two Light-duty Buses

DISCUSSION: None.

(VOTE: 3 - "AYES")

ADOPTED

Introduced By: Rinker

Seconded By: Billups

5. Resolution Approving Grant Agreement for Urban-State Traffic Engineering Program for the Roosevelt Avenue Project

DISCUSSION: The Assistant City Manager for Public Works stated that the City had applied and received a grant for Urban-State Traffic Engineering Program for the Highway 61/Roosevelt Avenue Corridor Traffic Signals in the amount of \$760,587.00 in ICAAP funds. He stated that the local match for the project was \$212,136.00. He stated that the project would allow for advance warning system on Highway 61/Roosevelt Avenue prior to the Mason Road intersection along with system upgrades and improved communication network connectivity. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 3 - "AYES")

ADOPTED

Introduced By: Rinker

Seconded By: Graham-Murray

6. Resolution Authorizing a Contract Between the City of Burlington and the Southeast Iowa Regional Planning Commission for Technical Services for the Housing Sustainability Grant Through IEDA, CDBG Program

DISCUSSION: The Development and Parks Director stated that the City has applied for a Housing Sustainability Grant for owner-occupied rehabilitation from the Iowa Department of Economic Development (IEDA), Community Development Block Grant (CDBG) program in the amount of \$238,994.00. He stated that the City has advertised for Request for Proposals (RFP) for the technical services work for the Housing Sustainability Grant as required by the IDEA. He stated that Southeast Iowa Regional Planning Commission (SEIRPC) has completed and submitted the Request for Proposal (RFP) and have the necessary capacity and experience to perform the technical services for Community Development Block Grant (CDBG) funded housing activities. He further stated that the proposed Resolution provides that the City agrees to sign a contract for services with the Southeast Iowa Regional Planning Commission (SEIRPC) to perform the technical services for the Housing Sustainability Grant should the City be successful in receiving the grant funds. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 3 - "AYES")

ADOPTED

Introduced By: Rinker

Seconded By: Graham-Murray

7. Resolution Acknowledging Emergency Nature of Storm Sewer Repair Work at the End of Harrison Avenue

DISCUSSION: The Assistant City Manager for Public Works stated with all the recent rain the Cascade Storm Sewer System suffered a sloughing off of the bluff below a sewer structure. He stated that the City has received a certificate from an external, registered, professional engineer certifying that emergency repairs are necessary at this location to temporarily stop immediate further deterioration to the hillside and future damage to the storm sewer structure. He reviewed the plans for the emergency repairs. He stated that the repair costs could range from \$80,000.00 to \$100,000.00 with the City expending no more than \$10,000.00 on engineering services. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 3 - "AYES")

ADOPTED

COMMENTS FROM AUDIENCE: None.

Adjournment: 6:14 p.m.

Approved: July 20, 2020

Kathleen P. Salisbury, MMC
City Clerk

Jon D. Billups
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 Nuisance and Demolition Abatements for Various Properties
2. Resolution Approving Amendments to the Terms of the Otter Island Lease Agreement
3. Resolution Approving Lease of Two Toro Greensmaster 3150 Greens Mowers by Flint Hills Golf Course for Four Years
4. Resolution Approving a Professional Services Agreement with HR Green, Inc. of Cedar Rapids, Iowa for General Consulting Services for the Burlington, Iowa Wastewater Treatment Facility for the Period of July 1, 2020 to June 30, 2021
5. Resolution Approving the Purchase of Two (2) Trailer Mounted 6" Trash Pumps

SET DATE FOR PUBLIC HEARINGS: JULY 20, 2020

1. Consideration of Plans and Specifications for the 2020 Flood Mitigation, Phase VI
2. Consideration of Sale of Property Locally Known as 232 South 6th Street, City of Burlington, Iowa with Conditions
3. Consideration of a Permanent Encroachment Agreement with McConnell Lofts LLC for Encroachment into North 4th Street Right-of-Way Adjacent to 206-208 North 4th Street, Burlington, Iowa

APPOINTMENT:

Low Rent Housing Board: Mike Mertens