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MINUTES OF THE PROCEEDINGS
OF THE BURLINGTON, IOWA CITY COUNCIL

Meeting No. 16
August 17, 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 August 14, 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 Pro-Tem Graham-Murray, Council Members Critser, Maupin and Rinker present. Mayor Billups was 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: Maupin

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

DISCUSSION: Mayor Pro-Tem Graham-Murray reviewed the items listed on the consent agenda to the viewing audience. She 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: 4 - "AYES")

CARRIED

HEARING:

1. Statement: Consideration of Burlington Locust Basin Sewer Project as Required by the Community Development Block Grant (CDBG)

COMMENTS: Susan Coffey of Southeast Iowa Regional Planning Commission (SEIRPC) stated that the Southeast Iowa Regional Planning Commission would be administering the Community Development Block Grant (CDBG) for the City of Burlington. She stated that a public hearing was required during the construction process. She reviewed the following: PROJECT IS: The City of Burlington Locust Basin Sewer Improvements will include sanitary sewer separation, which includes new sanitary sewer replacement along the existing combined sewer alignment. Existing sanitary force main will be reused or replaced depending on the condition of the pipe. The existing combined sewer will be reused as storm sewer with improvements to the existing sewer including pipe repair, intake replacement, and manhole lining to help protect the structural integrity of the existing structures. EXTENSIONS: There has not been any extension on this project; the CDBG grant end date is June 30, 2021. WHERE AT IN THE PROJECT: Paving/Roadway patching areas complete: Locust Street, 3rd Street and 5th Street. Sanitary Complete – Everything except 7th Street and lining. Storm Complete - Locust Street, 3rd Street and 5th Street. As far as the overall effort, Jesse Howe, City Engineer would say they are somewhere in the 60-70% range. WHERE MONEY IS COMING FROM: The CDBG grant in the amount of \$600,000.00 is from the Community Development Block Grant (CDBG) from the Iowa Economic Development Authority (IEDA), and the local match is from the State Revolving Loan Fund (SRF) from the Iowa Department of Natural Resources (IDNR). This project is benefitting the Low Moderate Income (LMI), according to the LMI Survey that was conducted at the beginning of this grant, the results showed that individuals receiving the survey are 61.3%, which is over the 51% that is required to apply for a CDBG grant. The City of Burlington has a Residential Anti-Displacement Relocation Act in place for those residents who may have to relocate due to the project. Not one resident has had to relocate so far during the project. There is \$301,717.00 left of the Community Development Block Grant (CDBG) money to spend on the project. 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: Maupin

CARRIED

RESOLUTIONS:

Introduced By: Critser

Seconded By: Maupin

1. Resolution Approving Purchase of Two Roof-Top Units for Public Works

DISCUSSION: The Assistant City Manager for Public Works stated that during budget time, staff had planned on replacing the one rooftop unit at Public Works building. Since that time the other unit has seen issues. He stated that in the current fiscal year \$16,000.00 was budgeted for the purchase of one rooftop unit. He stated that two bids were received with Frank Millard Company being the low bidder at \$21,816.00 for two roof-top units. He further stated that the project would be funded with the City's general fund. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES")

ADOPTED

Introduced By: Critser

Seconded By: Maupin

2. Resolution Approving Agreement for Professional Services for Creative Placemaking Project from Rural Business Development Grant Through the U.S.D.A. Rural Development

DISCUSSION: The Development and Parks Director stated that grant funds in the amount of \$35,500.00 and matching funds from other local sources in the amount of \$21,750.00 are available for a Creative Placemaking Project. He stated that the agreement for professional services with Alchemy Community Transformations, of Clive, Iowa lays out the scope of work, budget and project timeline. He stated that the project was for housing strategy with no funds provided by the City of Burlington. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES")

ADOPTED

Introduced By: Maupin

Seconded By: Critser

3. Resolution Approving Contract for the Housing Sustainability Grant from the Iowa Economic Development Authority

DISCUSSION: The Development and Parks Director stated that the City has received a grant from the Iowa Economic Development Authority Community Development Block (CDBG) Program in the amount of \$238,994.00. He stated that the CDBG Housing Sustainability Project was for owner-occupied rehabilitation of exterior home improvements. He stated that it was a 2-year project with project completion by August 2022. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES")

ADOPTED

Introduced By: Maupin

Seconded By: Graham-Murray

4. Resolution of Support for Application to Iowa Economic Development Authority Main Street Iowa Challenge Grant

DISCUSSION: The Development and Parks Director stated that the proposed Resolution of support for Downtown Partners, Inc.'s application to the Iowa Economic Development Authority Main Street Iowa Challenge Grant for the building rehabilitation project at 506 Jefferson Street. He stated that 506 Jefferson Street was west of Bent River and the property was purchased by De Luxe Aesthetics and was formerly used for physical therapy. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 4 - "AYES")

ADOPTED

COMMENTS FROM AUDIENCE: None.

Adjournment: 5:54 p.m.

Approved: September 8, 2020

Kathleen P. Salisbury, MMC
City Clerk

Lynda Graham-Murray
Mayor Pro-Tem

(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 Final Acceptance, Final Payment and Release of Retention Monies for the 2017 Harrison Avenue Storm Sewer Improvements Project
3. Resolution Approving an Amendment to the Agreement with HR Green, Inc. for Design of the Locust Basin Sewer Separation Project
4. Resolution Accepting the Final Draft of the Cascade Bridge Study from Impact 7G
5. Resolution Approving TIGER Grant Agreement for Construction Phase
6. Resolution Approving Interlocal Agreement Between the City of Burlington and Des Moines County for the 2020 Byrne Justice Assistance Grant (JAG) Program Award

APPOINTMENTS:

Flint Hills Golf Course Advisory Committee: Richard Maxwell

Housing Appeals Board: Patricia Walz

Renewable Energy Committee: Justin Noronha