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MINUTES OF THE PROCEEDINGS
OF THE BURLINGTON, IOWA CITY COUNCIL

Meeting No. 10
May 16, 2022

The Burlington City Council met in regular session at 5:30 p.m. in the Thomas J. Smith Council Chambers, City Hall, 400 Washington Street, with Mayor Billups, Council Members Graham-Murray, Maupin and Rinker present. Council Member Critser arrived at 5:32 p.m.

BURLINGTON CITY COUNCIL

PROCLAMATIONS:

- * EMS Week - Luke Sneller
- * Building Safety Month - Eric Tysland
- * Alzheimer & Brain Awareness Month - Mike Monfils & Michelle Kelman

COUNCIL RECOGNITION:

- * Brett Wulf, Tim McAlister & Nick Gurdian

COMMENTS FROM AUDIENCE: None

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: Graham-Murray

Seconded By: Maupin

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. All present had opportunity to speak and nothing additional was filed in the office of the City Clerk.

(VOTE: 5 - "AYES")

CARRIED

HEARINGS:

1. Statement: Consideration of Fiscal Year 2021-2022 Budget Amendment No. 1

COMMENTS: Stephanie Stuecker, Director of Administrative Services, stated that the notice of public hearing on the 2021-2022 Budget Amendment No. 1 was published on May 4, 2022. She reviewed budget amendment No. 1 for FY 2021-2022 budget with Council and the viewing audience. 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: Critser

CARRIED

Introduced By: Rinker
Resolution Amending the Current Budget for the Fiscal Year Ending June 30, 2022

Seconded By: Maupin

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

ADOPTED

2. Statement: Consideration of CDBG: COVID-19 Grant Application for Broadband/Public Wi-Fi

COMMENTS: Jordan Frahm, Regional Planner with Southeast Iowa Regional Planning Commission discussed the COVID-19 Grant Application for Broadband/Public Wi-Fi with the City Council and the viewing audience. Items discussed included - Need For The Activities Was Identified: The City of Burlington would benefit from residents and tourists having access to a free wireless internet network in the downtown area. This project will enhance expanded outdoor amenities currently underway and further encourage their use. Outdoor spaces are proven to mitigate airborne disease and a free public wi-fi network would benefit businesses within the central business district that may have been negatively impacted by the COVID-19 pandemic. How the Proposed Activity will be funded: Community Development Block Grant – COVID Broadband Internet/Public Wi-Fi Program through the Iowa Economic Development Authority. The Winegard Company has pledged an in-kind donation of required hardware at a value of \$2,500. Date Application is Due: The CDBG-COVID application for public wi-fi has no due date, however if funds are awarded the project must be completed by July 20, 2023. The application is scheduled to be completed and submitted in early June 2022. Requested Amount of Federal Funds: City of Burlington will request \$18,100 from the Iowa Economic Development Authority Community Development Block Grant - COVID Program for installation of the public wi-fi network and operation thereof until program close July 20, 2023. Federal Funds That Will Benefit Low-and Moderate-Income Persons: At a minimum, 51% of the grant funds will benefit the Low-and Moderate-Income persons in the area where the project is located. The US Census Data for the City of Burlington indicates that 51.4% of the community is LMI. Where the Activity will be conducted: The project will take place in the community of Burlington located in Des Moines County. Minimize Displacement of Persons: During construction of the project, there should be no residents that will have to be displaced. Plans to Assist Persons Displaced: City of Burlington will adopt a Residential Anti-Displacement and Relocation Assistance agreement to comply with Community Development Block Grant requirements and will update as needed. Nature of the Proposed Activity: The City of Burlington plans to install and operate a free public wi-fi network in the approximate area between Central Avenue to the riverfront and

from US Highway 34 to Division Street to promote commercial activity within the central business district and provide a helpful resource for locals and visitors alike. Regional Planner Frahm discussed the City of Burlington Housing Needs Assessment with the City Council and the viewing audience. Items discussed included - Community Development and Housing Needs of LMI Persons: The median household income for the City of Burlington is 78% of the State of Iowa's median household income (\$45,841 per year, compared to \$58,580). Yet conversely, the City's median gross rent is 103% of the State's median gross rent (\$789 per month, compared to \$766). This comparative mismatch between income and rental prices puts many Burlington households at a serious disadvantage. In particular, it suggests that for those residents whose income does not permit them to purchase a home, their rental options are likely limited to the lowest quality units available. The City of Burlington has received numerous upper story grants over the years to provide affordable rental units to LMI persons. The City is also cracking down on landlords who allow their properties to fall into disrepair. Down payment programs and grants are also a need for LMI persons in the community. With low incomes and high rents, residents in Burlington have trouble saving for down payments required by banks. These down payment programs provide opportunities for LMI persons to become homeowners. The City's median home value for owner-occupied homes is 63% of the State's median home value (\$90,100, compared to \$142,300). Improving the current housing stock and getting these values higher is a great need in the community. LMI persons often find it hard to keep up with rehab items or general maintenance of their homes. The age of housing stock in the community also contributes to the need of repairs. Limited income and expensive monthly utilities result in limited funds available to reinvest in the property. Other Community Development and Housing Needs: With the increasing age of Burlington's population the city is providing different housing opportunities for senior living. Cooperatives have been built and others are in the development stage. Market and affordable apartments are available in Burlington's downtown for seniors wanting to downsize. Condos are also available in downtown and throughout the community. Offering senior living also opens up single-family housing units to other residents through the sale of their current property. The City of Burlington's housing stock is much older than the rest of the state. 57% of the housing stock was built prior to 1939 compared to 31% for the State of Iowa. With this age a housing stock, preservation is important to the community. To encourage homeowners to invest in maintenance or remodeling in their home the City of Burlington offers real estate tax abatement for real property improvements known as an Urban Revitalization Tax Exemption. Homeowners can get a three year 100% per year tax exemption or a 10 year sliding scale tax exemption. To encourage development the City may use tax increment finance districts to bridge financial gaps. Homeowners can also apply for tax abatement offered by the City. Homeowners can received a three year 100% per year tax abatement or a 10 year sliding scale tax abatement. Planned or Potential Activities to Address Housing and Community Needs: In efforts to address these needs of LMI residents the City of Burlington offers a variety of programs. The City of Burlington is a member of the Great River Housing Trust Fund (GRHTF). This program allows for LMI homeowners to apply for rehab assistance with the (GRHTF). GRHTF was awarded an Affordable Housing Program available through the Federal Home Loan Bank to rehab 30 homes in the region. These additional funds will allow more homeowners to receive assistance and to complete projects require more assistance then the GRHTF allows. Burlington has utilized rehab funds from Community Development Block Grants with the Iowa Economic

Development Authority and continues to work with this program. Homeowners can also apply with Community Action of Southeast Iowa with their weatherization program. These programs assist LMI households with funds to help with deferred maintenance items or help with the energy efficiency of the home. The City of Burlington has received two HOME grants funded by the Iowa Finance Authority and will look at applying again in future years. GRHTF also offers down payment assistance to LMI persons. Burlington is trying to meet the demand for safe, sanitary, and affordable rental units. GRHTF allows for developers to apply for funds to create upper story apartments. These funds are typically for smaller projects (4 units or less). Burlington currently has a couple Multi-Family New Construction projects in its downtown. These two projects will create 30 units, 51% of these units will be available to LMI persons. Several projects with market units are also planned for development. The City of Burlington is restarting a Neighborhood Revitalization Program where neighbors work together and can receive funds to help with exterior items such as porch repair, exterior lights, sidewalks, shutters, and doors. The City is working to implement an exterior improvement program that would focus on roofing and siding of owner-occupied homes to improve viability of homes and appearance of neighborhoods. The City of Burlington is looking into committing funds received from the American Rescue Plan Act on a roof and siding program for LMI homeowners. The City of Burlington has a demolition program that provides funds to tear down homes that are beyond repair. The City works with developers or GRHTF to redevelop these lots. Infill development can save costs due to available infrastructure which keeps the overall redevelopment costs low. GRHTF is working with Southeastern Community College's construction trades program to build a single-family home on an infill lot and will explore this partnership on future projects.

Introduced By: Maupin
Motion to Close

Seconded By: Critser
CARRIED

Introduced By: Maupin
Resolution Approving Application, Duplication of Benefits Policy and Related Documents for a CDBG-CV (Community Development Block Grant - Coronavirus) Public Wi-Fi Project for Downtown Burlington

Seconded By: Rinker

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

ADOPTED

Adjournment: 6:06 p.m.

Approved: June 6, 2022

Katie Music, CMC
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 of Support for Workforce Housing Tax Incentive Program Application by Midwest Realty Group
2. Resolution Approving Agreement for Engineering Construction Services for the West Avenue Connector Trail Project
3. Resolution Approving Distribution Plan for American Rescue Plan Act Funding for Burlington Public Library Telephone Systems Improvements
4. Resolution Approving an Amended 28E Agreement Between the City of Burlington, Iowa and Burlington Area Convention and Visitors' Bureau for Hotel/Motel Revenue Sharing

SET DATE FOR PUBLIC HEARINGS: June 6, 2022

1. Consideration of CDBG: COVID-19 Grant Application for Public Spaces
2. Consideration of Plans and Specifications for 2022 Aspen Grove Stormwater Improvements