

**SPENCER CITY COUNCIL MEETING
COUNCIL CHAMBERS, CITY HALL
September 6, 2016**

1. Pledge of Allegiance
2. ROLL CALL: Petska, Orrison, Bomgaars, Swanson, Hanson, Prentice, Moriarty
3. Update from Rusty Ruth, Director of Spencer Community Theatre;
4. Consent Agenda;
 - A. Minutes of August 15, 2016;
 - B. Licenses: 5 day Class C License for Sacred Heart Catholic Church for Fall Festival Event, effective 11/4/2016; and New Class C Liquor License with Sunday Sales for El Tapatio at 419 Grand Avenue (former El Parian Location); both subject to final approval by the Iowa Alcoholic Beverages Division;
 - C. Motion: Approve purchase of 20 Body Cameras from L 3 Mobile- Vision, Inc. for \$26,055.25 (\$19,072 included in CIP Plan);
 - D. Roll Call: Resolution Authorizing and Directing the Temporary Closing of Portions of City Street in the City of Spencer as Requested by Spencer High School for Homecoming Parade September 23, 2016;
5. **New Business:**
 - A. **Motion: Approve 2016 Sidewalk Project Authorization Confirmation of Understanding and Notice to Proceed with Precision Concrete Cutting for \$40,485.05**

Enclosed in your packet information is a Project Authorization Confirmation with Precision Concrete Cutting to have them saw cut the designated area, set out by Public Works, of sidewalks that do not currently meet ADA and City standards. The total cost for their services is \$40,485.05.

As per our discussion at our last Committee of the Whole, a letter was sent out to the affected property owners (included in your packet information). In the letter, it sets out that the City will pick up the cost for this service. It also sets out that those with **other types of defective sidewalks**, will be getting a follow up letter informing them that they will need have them repaired. Public Works will use our reverse 911 system to notify individuals as well.

It is worth noting, Public Works inspected all of the sidewalks that are abutting City owned buildings/property and are having Precision Concrete Cutting bring them up to code as well. Those costs will be paid out of each of the respective departments. **I would recommend approval.**

B. Motion: Approve Clay County Tourism Agreement with Clay County Heritage (City's contribution of \$30,000.00 per year)

Enclosed in your packet information is a Clay County Tourism Agreement with Clay County Heritage Center and Clay County. The City of Spencer's contribution is \$30,000.00 down from \$35,000.00 in previous years. This agreement will transition CCCVB from the Spencer Chamber of Commerce to Clay County Heritage Center. This transition will allow for more of the dollars contributed to the CCCVB to be used for tourism grants. **I would recommend approval.**

C. Motion: Approve Additional Contribution of \$5,000.00 to Spencer Main Street for Fiscal Year 2016/17;

Staff is requesting the \$5,000.00 savings from the CCCVB agreement (item B above) be given to Spencer Main Street. The additional contribution will allow them to do more marketing for the businesses in Main Street. **I would recommend approval.**

D. Roll Call: Ordinance Establishing and Designating "West 30th Street" within the City of Spencer, Iowa, 1st Filing;

Enclosed in your packet information is an ordinance establishing and designating "West 30th Street". From Highway Boulevard to 4th Ave. West (Across from the old Bomgaars Building). This designated area will allow for installation of a permanent street in the future. **I would recommend approval of the first filing.**

E. Motion: Approve Off-Street Parking and Sidewalk Agreement and Grant of Easement with Spencer Community School District (East Side of Jefferson School Property);

Enclosed in your packet information is an Off-Street Parking and Sidewalk Agreement with the Spencer School District (East Side of Jefferson School). The agreement for the most part calls for the School District to give an easement for a future sidewalk as well as provides for an area for off-street parking in City right-of-way. Public Works has reviewed the agreement and is recommending approval. **I would recommend approval.**

F. Motion: Approve Infringing Use Agreement with Steffen Investments, LLC. for Placement of a Traffic Barrier in the alley south of Lot 6, Block 29, Chicago, Milwaukee & St. Paul Railway Addition;

Enclosed in your packet information is an Infringing Use Agreement with Steffen Investments for a traffic barrier in the alley just north of the Masonic Temple. Public Works has reviewed the request and is recommending approval. **I would recommend approval.**

- G. Motion: Approve Iowa Department of Transportation Federal-Aid Agreement for a Transportation Alternatives Program (TAP) Project North Park Trail Extension (Phase I of Iowa Great Lakes Trail) from West 10th Street to 18th Street and from Grand Avenue to 4th Avenue West on the North Side of 18th Street;**

Enclosed in your packet information is an agreement with IDOT for a Transportation Alternatives Program (TAP) for the North Park Trail Extension. The Trail will run from West 10th Street to 18th Street as well as west on the north side of West 18th Street to 4th Avenue West. The agreement calls for a grant of 80% of the project cost not to exceed \$136,000.00. **I would recommend approval.**

- H. Motion: Approve Updated Agreement for Professional Services with Bolton and Menk Inc. for Professional Services for Pederson Park Lighting Project;**

Enclosed in your packet information is a Professional Services agreement with Bolton and Menk Inc. for Phase I of the Pederson Park Lighting Project. As you may recall during the Goal Setting Session, the Council prioritized the lighting of the ball fields. Phase I is for tasks 1-4 which take us to final design and probable costs. **I would recommend approval.**

- I. Motion: Approve Change Order #1, regarding Completion Date of Deerfield Park Improvements Project with Quail Construction;**

Enclosed in your packet is Change Order #1 for the Deerfield Park Improvement project. The purpose of the change order is to allow 15 additional days to the original contract due to manufacturing and delivery delays in the pre-built shelter house. **I would recommend approval.**

- J. Motion: Approve Change Order #2 to 2015 HMGP West Central Sewer Retrofit Project with Vander Pol Excavating, LLC for PCC Barrier Wall for an Increase of \$9,940.00 and extend the completion date to October 1, 2016**

Enclosed in your packet information is Change Order #2 with Vander Pol Excavating for the 2015 HMGP West Central Sewer Retrofit Project. The Change Order consists of \$9,940.00 for the addition of six 8' Concrete Barrier Sections. This item is potentially eligible for 85% grant funding. The Change Order also extends the completion date to October 1, 2016. **I would recommend approval.**

- K. Roll Call: Resolution Accepting Work on 2016 Parking Lot Improvement Project;**

Enclosed in your packet is a resolution and letter of recommendation from Kruse, Cate & Nelson recommending acceptance of the work done for the 2016 Parking Lot

Improvement Project. As you recall, this project repaired several sections of pavement in the City Hall Parking Lot. **I would recommend approval.**

L. Roll Call: Resolution Accepting Work on 2016 SRTS Grand Ave Project;

Enclosed in your packet is a resolution and letter of recommendation from Kruse, Cate & Nelson recommending approval of the 2016 SRTS Grand Ave project. As you recall, this project added pedestrian safety zones in the median of Grand Ave at 11th Street and 14th Street as well as on south Grand near 8th Street. The City will be installing the pedestrian crossing signals. **I would recommend approval.**

6. Department Head Reports:

- A. City Attorney
- B. Parks & Recreation
- C. Golf Course
- D. Planning Department
- E. Library
- F. Fire
- G. Police
- H. Public Works

7. Engineer's Report:

8. City Manager's Report:

9. Mayor's Report:

10. Council/Comm. Reports:

11. City Clerk's Report:

- Bill and Claims
- Funds Transfers

12. Other Business/Opportunity to Address the Council

13. Adjourn