

**PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF CORALVILLE,
JOHNSON COUNTY, IOWA SUBJECT TO THE APPROVAL BY THE CORALVILLE
CITY COUNCIL AT A SUBSEQUENT MEETING**

A Regular Meeting of the City Council of the City of Coralville, Johnson County, IA was held at City Hall, 1512 7th Street on Tuesday, January 23, 2018 with Mayor Pro-tem Mitch Gross presiding and was called to order at 6:30 P.M. Live and recorded webcasts of Coralville City Council Meetings are available online at www.coralville.org/coralvision.

The following Council Members were present: Foster, Gross, Gill, Dodds, Goodrich.

The following staff was present: City Attorney Kevin Olson; City Administrator Kelly Hayworth; Asst. City Administrator Ellen Habel; Asst. City Engineer Scott Larson; Building & Zoning Official Jim Kessler; Director of Finance Tony Roetlin; Police Chief Shane Kron; Director of Parking & Transportation Vicky Robrock; Human Resource/Risk Manager Mike Funke; Director of Parks & Recreation Sherri Proud; Associate Project Coordinator Nicky Beurivage; Telecommunications Assistant Katy Hoffer; City Clerk Thorsten J. Johnson.

Motion by Gill, seconded by Goodrich to approve the agenda. Motion carried. Ayes: 5.

Votes are 5 Ayes for Motions, Resolutions and Ordinances unless otherwise noted.

Board Member Howard Horan of the Coralville Community Food Pantry spoke to the Council during citizen comments. Horan reported they had 9,800 family visits from 4,300 families, 14,900 individual visits and they distributed 296,000 pounds of food in 2017. Horan thanked the Mayor and Council for their support and he stated their next challenge is finding a new location in order to do their business.

Zach Wahls introduced himself to the Council during citizen comments and stated he is running for retiring Iowa State Senator Bob Dvorsky's seat. Wahls is excited to learn about issues facing Coralville and things happening in our community.

Coralville Resident Steve Merkle addressed the Council during citizen comments about his concerns with the new recycling location and the amount of trash blowing around the adjacent neighborhood. Merkle was informed the location is temporary and that Council and Staff will look into the situation. Merkle provided photographs by e-mail to Mayor Pro-tem Mitch Gross who will forward them to the rest of the Council and appropriate staff.

1ST AVENUE IMPROVEMENTS PROJECT – 6TH STREET TO 9TH STREET ~ PUBLIC HEARING

Gross declared this the time for a public hearing on the plans, specifications, estimate of cost and form of contract for the 1st Avenue Improvements Project – 6th Street to 9th Street. There were no public or written comments. Gross closed the public hearing.

RESOLUTION NO. 2018-6

Resolution setting a public hearing on the plans, specifications, estimate of cost and form of contract for the 1st Avenue Improvements Project – 6th Street to 9th Street was introduced by Foster, seconded by Gill. A roll call vote was taken. Resolution declared adopted.

CLEAR CREEK TRAIL PHASES 6 & 7 ~ PUBLIC HEARING

Gross declared this the time for a public hearing on the plans, specifications, estimate of cost and form of contract for the Clear Creek Trail Phases 6 & 7. There were no public or written comments. Gross closed the public hearing.

After the resolution was read, City Administrator Kelly Hayworth asked Asst. City Engineer Scott Larson to explain the timeline for the 1st Avenue Improvements Project – 6th Street to 9th Street and the Clear

Creek Trail Phases 6 & 7. Larson reported both projects had Iowa Department of Transportation ("IDOT") bid lettings on January 17th. Staff knows who the apparent low bidders are but they have to wait for the IDOT concurrence documents so they can review them and the Council can hopefully take formal action on the bids at the February 13th Council Meeting. Once the contracts are awarded they will have preconstruction meetings with construction beginning in late March until the end of the construction season in late November or December. The bulk of both projects will be completed by then and 1st Avenue and the Clear Creek Trail Phases 6 & 7 will be open to traffic. They will finish landscaping and finishing work for the projects in the Spring of 2019. Access to the Clear Creek Trail will be hampered by the IDOT I-80/I-380 Intersection Improvements Project, which will require closing the trail occasionally. Times and duration of those closures has not been determined yet.

RESOLUTION NO. 2018-7

Resolution approving the plans, specifications, estimate of cost and form of contract for the Clear Creek Trail Phases 6 & 7 was introduced by Gill, seconded by Dodds. A roll call vote was taken. Resolution declared adopted.

CORAL RIDGE AVENUE IMPROVEMENTS PROJECT – PHASE 2

After Resolution 2018-8 was read, Hayworth reminded the Council this is the second time the project was bid because of issues they had, and the City appreciates the time and effort contractors took to rebid the project. Hayworth noted the bids came in lower the second time. Larson reported they will have the preconstruction meeting next week, with construction beginning in March around the Oakdale intersection. Traffic will remain open and later in the spring they will detour traffic to Oakdale Boulevard, to Crosspark Road, and Wheaton Road to assist in accelerating completion of the project. All lanes should be finished and opened in late November/early December with landscaping and finishing work being completed in the Spring of 2019.

RESOLUTION NO. 2018-8

Resolution approving a 28E Agreement with the City of North Liberty regarding the Coral Ridge Avenue Improvements Project – Phase 2 was introduced by Dodds, seconded by Foster. A roll call vote was taken. Resolution declared adopted.

RESOLUTION NO. 2018-9

Resolution accepting bids and awarding the Construction Contract for the Coral Ridge Avenue Improvements Project – Phase 2 was introduced by Goodrich, seconded by Dodds. A roll call vote was taken. Resolution declared adopted.

RESOLUTION NO. 2018-10

Resolution approving the Contract and bond documents for the Coral Ridge Avenue Improvements Project – Phase 2 was introduced by Foster, seconded by Gill. A roll call vote was taken. Resolution declared adopted.

LOTS 1 & 2, and 3, CORALVILLE INDUSTRIAL PARK NO. 2

Ordinance No. 2018-1002 An ordinance amending the Coralville Zoning Ordinance, the same being Ordinance No. 664, as previously amended, rezoning certain property located within the corporate limits of the City of Coralville, Johnson County, Iowa, and generally known as a portion of Lot 1 & all of Lot 2, Coralville Industrial Park No. 2 Sixth Addition, from I-3, General Industrial District, to I-PUD 2, Industrial Planned Unit Development Two District, was introduced by Gill, seconded by Goodrich for 3rd and final consideration. A roll call vote was taken. Ordinance declared adopted after its publication as required by law.

RESOLUTION NO. 2018-11

Resolution approving the Amended PUD-B Site Plan for Lots 1, 2 and 3, Coralville Industrial Park No. 2 Sixth Addition, Coralville, Iowa was introduced by Dodds, seconded by Foster. A roll call vote was taken. Resolution declared adopted.

IOWA RIVER LANDING NORTHEAST PARCEL

RESOLUTION NO. 2018-12

Resolution of support of the Application of IRL Parkview Investments L.L.C. for funding via the Workforce Housing Tax Credit Program and pledging City monies for the same was introduced by Goodrich, seconded by Dodds. A roll call vote was taken. Resolution declared adopted.

IOWA RIVER LANDING MARKETING

Asst. City Administrator Ellen Habel reported a proposal request for digital marketing services for the Iowa River Landing was sent out December 13th and 6 proposals were received by January 4th. The proposals were scored with deNovo of Cedar Rapids scored the highest with 56 of 60 points. Their proposal is not to exceed \$59,000.00 for the first 12 months starting February 1, 2018. They have had a transitional meeting with Brand Driven Digital.

RESOLUTION NO. 2018-13

Resolution accepting proposals and awarding an Agreement for digital marketing services for the Iowa River Landing was introduced by Foster, seconded by Gill. A roll call vote was taken. Resolution declared adopted.

811 2ND AVENUE, 755 E 2ND AVENUE AND 216 E 9TH STREET DEMOLITIONS

Olson reported 3 quotations for demolition at 811 E 2nd Avenue, 755 E 2nd Avenue, and 216 E 9th Street were received and the lowest most responsive bid was from CAJ Enterprises for \$83,300.00. Olson stated they have a good working relationship with CAJ Enterprises and he recommends the Council accept their bid. Work will begin February 7th and be completed by the end of February with no impact on traffic.

RESOLUTION NO. 2018-14

Resolution accepting quotation and awarding the contract for demolition of structures at 811 E 2nd Avenue, 755 E 2nd Avenue, and 216 E 9th Street was introduced by Gill, seconded by Goodrich. A roll call vote was taken. Resolution declared adopted.

RENTAL OCCUPANCY ORDINANCE

Ordinance No. 2018-1001 An Ordinance amending Chapter 145 of the Code of Ordinances of the City of Coralville (2011), as previously amended, regarding Rental Housing Occupancy, was introduced by Dodds, seconded by Goodrich for 3rd and final consideration. A roll call vote was taken. Ordinance declared adopted after its publication as required by law.

AUDIT REPORT

Auditor Steve Duggan from Hogan Hansen presented highlights of the Fiscal Year 2017 Audit Report. Duggan stated there were no difficulties in completing the Audit. Director of Finance Tony Roetlin and his staff were very responsive and helpful in providing requested information and they were quick to adopt changes in reporting and documentation when the auditors recommend it. Citywide cash balances decreased \$5.7 million mostly due to when the City pays for a project and when they receive money from bonds or grants. The General Fund expenditures were \$19.2 million, which is about the same as last

Fiscal Year. The unrestricted fund balance was 50% of expenditures for the year at \$9.6 million, which is equal to six months' worth of expenditures. The City spent \$21.4 million on Capital improvements and equipment replacement. The City refinanced \$100 million in debt to take advantage of lower interest rates and the total debt was \$11 million less than the year before. The City spent more than \$750,000 of federal funds under grants so additional testing was required. There were no instances of noncompliance. The audit was received and placed on file on January 18, 2018. It can be viewed on the City website www.coralville.org and copies are available at the Coralville Public Library and City Hall. Councilperson Laurie Goodrich noted one small glitch with people not cashing checks in a timely manner and people could help by cashing their checks. Duggan responded staff have taken steps to monitor those checks.

FISCAL YEAR 2019 BUDGET

Director of Finance Tony Roetlin presented the Fiscal Year 2019 Budget. Highlights include the Tax Levy rate staying at \$13.5277 for the ninth year in a row. The State will decrease the rollback for the taxable value of residential property by 1.3182% from 55.9391% and multi-residential property will decrease by 3.75%. Commercial and Industrial rates will stay the same and Agricultural rates will go up. This means the taxable value of a \$100,000.00 home decreases \$1,313.00, so a resident will pay \$17.83 less for city taxes per \$100,000.00 of taxable value in Fiscal Year 2019 than Fiscal Year 2018. Revenue and Expenditures in the general fund will be \$27,484,029.00. The 19.8% increase in revenues is due to the release of funds from the Mall/Highway 6 TIF Fund. Other taxing entities like the school district and Johnson County will also receive money from this TIF release. Road Use Tax fund revenues will be \$2,297,201.00 and \$1,033,114.00 from Project & Equipment Use Reserves. There will be not be rate changes for Public Transit, Water, Solid Waste and Parking. The sewer rate will increase from \$11.15 to \$12.50 for the first 200 cubic feet and \$3.60 to \$4.00 for each additional 100 cubic feet. This is to finance a wastewater treatment plant project designed to accommodate Coralville's growth for the next 20 years. The Storm Water rates for commercial customers will increase from \$3.00 + .75 per ERU to \$3.00 + .1.40 per ERU. An ERU is 3,440 square feet of impervious surface. This is for the operation and maintenance of storm water pump stations, projects and improvements. There will be four Capital Projects in Fiscal Year 2019 and they are the 1st Avenue Improvements: 6th Street to 9th Street; Coral Ridge Avenue Improvements – Phase 2 (north of Oakdale Boulevard); the Water Plant Expansion and the Wastewater Plant Renovation and Expansion. The public hearing will be February 13, 2018 and the budget will be adopted February 27, 2018. Early February *The Connection* will go out with a Budget article; it will be available on CoralVision and the City website at www.coralville.org. The Fiscal Year 2019 Budget will be filed with the State Auditor prior to March 15, 2018.

RESOLUTION NO. 2018-15

Resolution setting a date for the public hearing on the Fiscal Year 2019 Budget Was introduced by Goodrich, seconded by Dodds. A roll call vote was taken. Resolution declared adopted.

PROCUREMENT POLICY CHANGES

RESOLUTION NO. 2018-16

Resolution approving Transit updates to the City's Procurement Policy was introduced by Foster, seconded by Gill. A roll call vote was taken. Resolution declared adopted.

DRUG AND ALCOHOL POLICY CHANGES

After the resolution was read, Human Resource/Risk Manager Mike Funke reported this revises the City's Drug and Alcohol Policy in accordance with Department of Transportation mandated amendments and cleans up some of the language to simplify and clarify the current policy.

RESOLUTION NO. 2018-17

Resolution approving revisions to the City's Drug and Alcohol Policy was introduced by Gill, seconded by Goodrich. A roll call vote was taken. Resolution declared adopted.

MOTION BY GILL TO APPROVE CONSENT CALENDAR items a-cc inclusive:

- a) Approve minutes for the January 9, 2018 Coralville City Council Regular Meeting.
- b) Approve Class C Liquor License with Sunday Sales for **El Dorado**: Eff. 2/6.
- c) Approve attendance of Patricia Cornick to the Iowa Law Enforcement Academy Basic Academy Training in Johnston, IA from 1/1/2018-4/18/2018: \$8,223.40.
- d) Approve attendance of Patricia Cornick to the Iowa Law Enforcement Intelligence Network's 2018 Criminal Intelligence Course in Des Moines, IA from 4/2-13/2018: \$1,052.00.
- e) Approve payment of Iowa River Landing Invoice as approved by Oliver McMillan, LLC to **HR Green, Inc.** for IRL Sanitary and Grading Project (#114533): \$106,465.61.
- f) Approve payment to **Oliver McMillan, LLC** for reimbursable expenses (#012RQS010518): \$2,989.16.
- g) Approve payment to **JLG Architects** for the Iowa Arena and Sports Performance Center architectural services and reimbursable expenses (#15012-13): \$63,623.17.
- h) Approve payment to **Mortenson Construction** for Iowa Arena and Performance Center Design Phase Services (#09): \$177,916.00.
- i) Approve payment to **Anthony James Partners** for AV services for the Iowa Arena Project (#COCO3011018): \$27,500.00.
- j) Approve payment to **TEAM Services, Inc.** for IRL Drury Parking Ramp Structure Testing (#9-2209): \$10,938.00.
- k) Approve payment to **EarthView Environmental, Inc.** for Iowa River Floodwall Wetland Mitigation Construction Monitoring, Planting, and Maintenance (#54): \$817.43.
- l) Approve payment to **Veenstra & Kimm, Inc.** for Water Treatment Facility Improvements – Resident Review Services (#9): \$16,452.48.
- m) Approve payment to **Stafford Sports, LLC** for Iowa Arena and Performance Center Consulting and Administrative Fees and reimbursable expenses (#010218-03): \$21,364.23.
- n) Approve payment to **Stevens Erosion Control, Inc.** for grading and roading in the Iowa River Landing (#5896): \$750.00.
- o) Approve payment to **Terracon Consultants, Inc.** for Coral Ridge Avenue materials testing (#TA02192): \$475.75.
- p) Approve payment to **Advanced Electrical Services** for Coral Ridge Avenue traffic control (#55366): \$2,620.00.
- q) Approve payment to **Rapid Reproductions, Inc.** for large format plotter (#162859-0): \$4,044.00.
- r) Approve payment to **Creative Software Services** for permit software (#15841): \$170.00
- s) Approve payment to **HR Green, Inc.** for:
 - i) IRL Storm Water and Pump Station Design Review (#116275) \$5,921.15
 - ii) Coral Ridge Avenue Improvements Phase 2 (#116269) \$111,106.89
 - iii) 1st Avenue Improvements – 6th St. to 9th St. – Design (#116277) \$17,233.35
 - iv) I-80/1st Avenue Interchange Final Design Phase 1 (#115955) \$2,134.74
 - v) IRL Sanitary Sewer Study (#115983) \$146.00
 - vi) IRL Interior Drainage Modeling (#115994) \$14,269.25
 - vii) Storm Water Pump Stations 7 & 8 Modifications (#116072) \$18,602.47
 - viii) Clear Creek South Floodwall Phase 2 (#116226) \$7,378.50
 - ix) 1st Avenue Duct Bank Project (#116278) \$111.00
- t) Approve Pay Application #10 to **Miron Construction Co., Inc.** for Water Treatment Plant Improvements: \$434,421.22.
- u) Approve Pay Estimate #2 to **Advanced Electrical Services** for Highway 6 & Jones Boulevard Traffic Signals: \$62,928.00.
- v) Approve Partial Payment #15: \$813.43 to **Peterson Contractors, Inc.** for Clear Creek South Floodwall Project Phase 2.
- w) Approve quotation and purchase from **Thomas Blue Sales of Iowa** for one 176" light duty bus for ADA paratransit services: \$80,592.00

- x) Approve quotation and purchase from **Henderson Products, Inc.** for one 11' multi-purpose/municipal dump body and snow plow package: \$84,714.00.
- y) Approve quotation and purchase from **Truck Country of Cedar Rapids** for one medium duty cab and chassis: \$81,637.00.
- z) Approve quotation and award contract with **Maxwell** for emergency repair work on Water Treatment Plant: \$33,460.00.
- aa) Approve proposal from **Shive-Hattery, Inc.** for 2018 Concrete Testing Services.
- bb) Approve proposal from **Terracon** for 2018 Soil Testing Services.
- cc) Approve Bill List for January 23, 2018.

Seconded by Dodds. A roll call vote was taken. Motion carried.

City Administrator Kelly Hayworth had nothing to report.

Mayor Pro-tem Mitch Gross thanked his colleagues who attended the Joint Meeting of Johnson County School Districts and Governments last night. Gross thanked Director of Parks & Recreation for her excellent presentation at the meeting.

City Attorney Kevin Olson reported City Attorney Don Diehl is still recuperating at home but should be back at the next Council Meeting in three weeks.

Councilpersons Laurie Goodrich, Jill Dodds and Tom Gill had nothing to report.

Councilperson Meghann Foster welcomed back University of Iowa and Kirkwood College students. Foster thanked staff and volunteers for their work on a well-attended Winterfest.

Motion by Gill, seconded by Goodrich to adjourn at 7:16 P.M. Motion carried.

Mitch Gross, Mayor Pro-tem

Thorsten J. Johnson, City Clerk