

ELY CITY COUNCIL MEETING
AGENDA
July 13, 2020 7:00 PM

The City Council Meeting will be held in Council Chamber Located at City Hall, 1570 Rowley St. Ely, IA 52227. However, Due to the Covid-19 Health Crisis, Ely City Hall is open to very limited public access for the purpose of the Council Meeting. The July 13th, 2020 Council Meeting will be simulcast electronically thru Zoom as allowed by Section 21.8 of Iowa Code. Anybody that would like to attend the meeting may do so in person or thru the following means:

Web link: <https://us02web.zoom.us/j/86034145765?pwd=MzJSTHhTdEU3MEExXKzBKbWtaMjJjUT09>

Web link pass code: ElyIowa

Phone Call: 1 929 436 2866

Access code: ID- 860 3414 5765

Password- 4728007

7 PM – Regular Meeting Called to Order / Pledge of Allegiance
Roll Call

A. AGENDA

1. Agenda Item Addition: Staff received a mobile food license prior to the 24 hour deadline however, staff was not present to add the item to the agenda prior to the official posting. For this item to be acted on at the July 13th meeting, it must be added to the agenda prior to the approval of the agenda by City Council.

Is there a motion to add “Approving Mobile Food Unit Permit to County Line BBQ & Catering” to the consent agenda item number B.9?

2. Approval of July 13th, 2020 City Council Agenda

B. CONSENT AGENDA *All items listed under the consent agenda will be enacted by **one resolution**. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the resolution. This is a roll call vote.*

1. Minutes from June 8th, 2020 council meeting
2. Bills Payable – July 2020
3. Resolution Approving Inter-Fund Transfers
4. Liquor License for St. Quentin Post 555 Ely American Legion
5. Appointment of Bailey Freese to the Library Board
6. Issue RFP for Annual Financial Review Services
7. Approving Mobile Food Unit Permit to Local Restaurants LLC
8. Approving Mobile Food Unit Permit to Diego Taco Truck
9. Approving Mobile Food Unit Permit to County Line BBQ & Catering

C. CITY DEPARTMENT REPORTS

1. Sheriff’s Office Monthly Activity Report
2. Reference Updates from the City Administrator No. 3, No. 4, No. 5, No. 6

D. COMMUNITY COMMENTS/REQUESTS

1. Presentation from the Cedar Rapids Economic Alliance

E. BUSINESS

1. Public hearing on proposal to enter into an Essential Purpose Loan Agreement

This public hearing concerns the proposed loan agreement for essential purpose capital improvement projects and a future bond issuance.

Now is the time for the public to comment... [pause]... Motion to close?

2. Public Hearing on Proposal to Enter into a General Purpose Loan Agreement

This public hearing concerns the proposed loan agreement for general purpose capital improvement projects and a future bond issuance.

Now is the time for the public to comment... [pause]... Motion to close?

3. Resolution taking additional action on proposals to enter into Loan Agreements and combining Loan Agreements

Presented for City Council's consideration is a resolution approving proposals to enter into Loan Agreements and combining Loan Agreements.

Is there a motion to adopt this Resolution as submitted?

4. Public Hearing – Fiscal Year 2020-2021 Budget Amendment #1

This public hearing concerns budget amendment #1 to the FY 20-21 budget. This amendment rectifies errors, omissions, and changes to allow the City of Ely to move forward with proper fiscal management.

Now is the time for the public to comment... [pause]... Motion to close?

5. Resolution Approving Fiscal Year 2020-2021 Budget Amendment #1

Presented for City Council's consideration is a resolution approving FY 20-21 budget amendment #1. This amendment rectifies errors, omissions, and changes to allow the City of Ely to move forward with proper fiscal management.

Is there a motion to adopt this Resolution as submitted?

6. Third and Final Reading of an Ordinance Amending Dangerous Animal Code

Presented for City Council's consideration is the Third and final reading of an Ordinance Amending Dangerous Animal Code by removing the breed specific language.

Is there a motion to adopt this Ordinance and to direct for its publication as required by law?

7. First Reading of an Ordinance Correcting Scriveners' Error in Chapter 69.11 of the Code of Ordinances of the City of Ely, Iowa.

Presented for City Council's consideration is the first reading of an Ordinance correcting scriveners' error in chapter 69.11 of the Code of Ordinances of the City of Ely, Iowa. The purpose of this Ordinance is to correct a scrivener's error in Ordinance No. 283 concerning the parking regulations in Chapter 69.11 of the Code of Ordinances.

8. Resolution Providing for Early Redemption of General Obligation Capital Loan Notes, Series 2011 and General Obligation Capital Loan Notes, 2011B

Presented for City Council's consideration is a resolution approving Early Redemption of General Obligation Capital Loan Notes, Series 2011 and General Obligation Capital Loan Notes, 2011B. The City of Ely has the funds available for early redemption

Is there a motion to adopt this Resolution as submitted?

9. Resolution Adjusting Date, Time, and/or Place of City Council Meeting

Presented for City Council's consideration is a resolution adjusting date, time, and/or place of City Council Meeting. It is staff's recommendation to adjust City Council meetings to the 1st and 3rd Monday every month, prioritize the 1st meeting of the month as an in-depth work session, prioritize the 2nd meeting of the month as a regular council meeting, and to approve and pay bills at both meetings per month. The meeting time and location will not be changed.

Is there a motion to adopt this Resolution as submitted?

10. Resolution setting a public hearing to declare various City of Ely property and equipment as surplus and prepare for its disposal.

Presented for City Council's consideration is a resolution setting the time and place for a public hearing regarding the declaration of various City of Ely property and equipment as surplus and prepare for its disposal. The Public Hearing is set for Aug 3rd, 2020, at 7pm in the City of Ely Council Chambers.

Is there a motion to adopt this Resolution as submitted?

11. Resolution Approving Fee Schedule for City of Ely Community Center

Presented for City Council's consideration is a resolution adjusting the fee schedule for the City of Ely Community Center. The adjustment clearly defines partial day rentals, full day rentals, and the associated fees. The adjustment also provides for a discount for Ely Residents who are renting the facility.

Is there a motion to adopt this Resolution as submitted?

12. Resolution Approving Amended Resolution Establishing Fees for the City of Ely, Iowa

Presented for City Council's consideration is a resolution approving amended resolution establishing fees for the City of Ely, Iowa. This resolution corrects scrivener's errors found in the resolution and does not adjust any fees.

Is there a motion to adopt this Resolution as submitted?

13. Request to Approve Contract for Street Project Engineering and Design

Presented for City Council's consideration is a request to approve a contract with MMS for Engineering Services related to street repair improvements to North Dr., Knoll Ct. The contract will be funded by the capital improvement fund and a future bond issue.

Is there a motion to adopt this Request as submitted?

14. Request to Approve Contract for Rowley Street Parking Lot Engineering and Design

Presented for City Council's consideration is a request to approve a contract with MMS for Engineering Services related to the Rowley St. parking lot project. The contract will be funded by the capital improvement, SRF sponsored program loan, and a future bond issue.

Is there a motion to adopt this Request as submitted?

15. Request to Approve Issuance of a Purchase Order for 1600 Rowley St. Excavation

Presented for City Council's consideration is a request to approve the issuance of a purchase order to Hawkeye Excavating in the amount not to exceed \$7,725.00 plus dump fees, for the excavation and fill of 1600 Rowley Street. Two bids were received with Hawkeye Excavating being the lowest bid. This work will be funded from a future bond issue.

Is there a motion to approve this Request as submitted?

16. Request to Approve Issuance of a Purchase Order for City Server & Technology Improvements

Presented for City Council's consideration is a request to approve the issuance of a purchase order to BDH Technology in the amount not to exceed \$16,281.14, for Server Installation, Email Update, and Managed Services. 2 bids were received with BDH being the recommended provider because they are already providing technology services to the City of Ely. FY 20-21 budget will be amended to account for the increase in expenses.

Is there a motion to approve this Request as submitted?

17. Request to Approve Issuance of a Purchase Order for City Hall Security Cameras

Presented for City Council's consideration is a request to approve the issuance of a purchase order to BDH Technology in the amount of \$ 2,550.31, for City Hall Security Camera Installation. Two exterior and Two interior cameras are recommended to be installed and the cameras will directly integrate into the new server system. 1 bid was received with BDH

being the recommended provider because they are already providing technology services to the City of Ely. FY 20-21 budget will be amended to account for the increase in expenses.

Is there a motion to approve this Request as submitted?

18. Request to Approve Issuance of a Purchase Order for State Street Tile Line Project

Presented for City Council's consideration is a request to approve the issuance of a purchase order to Dave Schmitt Construction in the amount of \$5,510.00, for Tile Line Behind Northgate Apartments. Three bids were received with Dave Schmitt Construction being the lowest bid. Funding for this project will come from the project fund.

Is there a motion to approve this Request as submitted?

19. Request to establish sewer benefit district, water benefit district, and establish connection fees for the established districts.

Presented for City Council's consideration is a request to approve sewer benefit district, water benefit district, and establish connection fees. These benefit districts are the areas that are served for future development. The recommended fees are established by taking the cost of the project to serve the development area and dividing by the area. The fees will be used to offset the cost of the capital infrastructure projects.

Is there a motion to approve this Request as submitted?

20. Discussion/Action Sunrise Drive Drainage Improvements

Presented for City Council is an update related to the Sunrise Drive Drainage Improvements. Bids were requested from 5 contractors and with no submitted bids at this time. Staff recommends the City Engineer and staff review options and attempt to rebid the project.

21. CIP Introduction Presentation

Staff presentation and introduction to the 2021-2025 Capital Improvement Plan. No action is expected at this time.

22. Sidewalk Program Presentation

Staff presentation and introduction on proposed Sidewalk Inspection Program. No action is expected at this time.

23. City Website Redesign Presentation

Staff presentation on Website Redesign. Potential action by council in a subsequent item.

24. Request to Approve Issuance of a Purchase Order for Website Redesign and Parks & Rec Software

Presented for City Council's consideration is a request to approve the issuance of a purchase order to CivicPlus for Website Redesign and Parks & Rec Software Funding for this project will be provided by the City Hall and Parks Budget.

Is there a motion to approve this Request as submitted?

25. Site Plan & Development Committee Presentation

Staff presentation regarding the formation of a new development review committee, potential updates to city code, and annual codification of city code. No action is expected at this time.

26. Building Department Structure Presentation

Staff presentation regarding future retirement of the City of Ely Building Inspector and administrative plan to fill inspection services. No action is expected at this time.

27. Update Presentation on Projects

Staff update regarding the truck sewer project and easement acquisition. No action is expected at this time.

28. Council training from Pat and Council Manual

Presented for City Council's consideration is a request to approve council training and council manual preparation with the City Attorney and to schedule a date for the training to take place. City Attorney is present to discuss.

29. Request to Enter into Closed Session

Presented for City Council's consideration is a request to enter closed session pursuant to State of Iowa Code 21.5.C to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

F. ADJOURN