

# City of Mt. Vernon, Iowa

<b>Meeting:</b>	<b>Mt. Vernon City Council Meeting</b>
<b>Place:</b>	<b>Mt. Vernon City Hall, 213 1<sup>st</sup> Street NW, Mt. Vernon, Iowa 52314</b>
<b>Date/Time:</b>	<b>March 4, 2024 – 6:30 PM</b>
<b>Web Page:</b>	<b>www.cityofmtvernon-ia.gov</b>
<b>Posted:</b>	<b>March 1, 2024</b>

<b>Mayor:</b>	Tom Wieseler	<b>City Administrator:</b>	Chris Nosbisch
<b>Mayor Pro-Tem:</b>	Scott Rose	<b>City Attorney:</b>	Holly Corkery
<b>Councilperson:</b>	Stephanie West	<b>Asst. City Administrator:</b>	Lori Boren
<b>Councilperson:</b>	Craig Engel	<b>Finance Dir/City Clerk:</b>	Marsha Dewell
<b>Councilperson:</b>	Mark Andresen	<b>Chief of Police:</b>	Doug Shannon
<b>Councilperson:</b>	Paul Tuerler		

For those individuals that are unable to attend or still do not feel comfortable with in-person meetings, the City is providing a Zoom option. For those planning to attend via Zoom, please use the following information:

You will be prompted for the following information:

1. Telephone #: 1-312-626-6799
2. Meeting ID: 823 4745 3944
3. Password: 509269

Should you need assistance to access the meeting, please contact Chris at 319-359-8613.

- A. Call to Order**
- B. Agenda Additions/Agenda Approval**
- C. Communications:**
  1. Unscheduled

If you wish to address the City Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached. If you wish to address the City Council on an item **not** on the agenda, please approach the microphone and give your name and address for the public record before discussing your item. Each individual will be granted no more than five (5) minutes.

- D. Consent Agenda**

**Note:** These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

  1. Approval of City Council Minutes – February 20, 2024 Regular Council Meeting
  2. Approving Liquor License – Kernoustie Golf Course
  3. Approving Liquor License – Bon Appetit at Cornell College
  4. Approving Liquor License – Yock's Landing

- E. Public Hearing**
  1. None

- F. Ordinance Approval/Amendment**
  1. Ordinance #2-20-2024A: Amending the Comprehensive Plan and Official Zoning Map to Rezone Certain Property from TR Traditional Residential to UC Mixed-Use Urban Corridor

- i. Motion to approve second reading and proceed to the third reading (Council may suspend rules and proceed to the final reading after a vote of the second reading)

**G. Resolutions for Approval**

1. None

**H. Mayoral Proclamation**

1. None

**I. Old Business**

1. Approval of Cigarette License – Smoke Shope and Vape (*tabled on February 5, 2024*)

**J. Motions for Approval**

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of Pay Application #14 – Police Station Renovation Project – Council Action as Needed
3. Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 1 – Council Action as Needed
4. Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 2A – Council Action as Needed
5. Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Stonebrook Phase 3 – Council Action as Needed
6. Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Spring Meadow Heights Phase 1 – Council Action as Needed
7. Discussion and Consideration of Tax Increment Financing Reimbursement Certification for Spring Meadow Heights Phase 2 – Council Action as Needed
8. Discussion and Consideration of Change Order #2 – Davis Park Lighting Project – Council Action as Needed

**K. Reports to be Received/Filed**

1. None

**L. Discussion Items (No Action)**

1. Budget Related Discussion Items

**M. Reports of Mayor/Council/Administrator**

1. Mayor's Report
2. Council Reports
3. Committee Reports
4. City Administrator's Report

**N. Adjournment**

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

**If anyone with a disability would like to attend the meeting, please call City Hall at 895-8742 to arrange for accommodations.**

## **D. Consent Agenda**

The Mount Vernon City Council met February 20, 2024, at City Hall, 213 1<sup>st</sup> Street NW, Mount Vernon, IA. A Zoom option was available. The following Council members were present: Andresen, Rose (via Zoom) and West (via Zoom). Absent: Tuerler and Engel.

**Call to Order.** At 6:39 p.m. Mayor Thomas M. Wieseler called the meeting to order.

**Agenda Additions/Agenda Approval.** Motion made by Andresen, seconded by West to approve the Agenda. Motion carries. Tuerler and Engel absent.

**Consent Agenda.** Motion made by Andresen, seconded by West to approve the Consent Agenda. Motion carries. Tuerler and Engel absent.

Approval of City Council Minutes – February 5, 2024 Regular Council Meeting  
Appointing Amelia Kibbie – Mount Vernon Poet Laureate

### **Public Hearing**

Public Hearing to Consider an Amendment to the Fiscal Year 2023-2024 Budget. Mayor Wieseler opened the public hearing at 6:43 p.m. This amendment will account for a majority of the bond proceeds, along with rising costs of goods and services. In the amendment, new revenue will exceed new expenses by \$2,510,000. Hearing no public comment, Mayor Wieseler closed the public hearing at 6:45 p.m. Council then acted on Resolution #2-20-2024A.

Public Hearing to Consider an Amendment to the Comprehensive Plan and Official Zoning Map to Rezone Certain Property from TR Traditional Residential to UC Mixed-Use Urban Corridor. Mayor Wieseler opened the public hearing at 6:46 p.m. Hearing no public comment, Mayor Wieseler closed the public hearing at 6:46 p.m. Council then acted on the first reading of Ordinance #2-20-2024A.

### **Ordinance Approval/Amendment**

Ordinance #2-20-2024A: Amending the Comprehensive Plan and Official Zoning Map to Rezone Certain Property from TR Traditional Residential to UC Mixed-Use Urban Corridor. City Council approved a public use overlay designation for the new fire station, however the underlying zoning classification remained residential. The overlay is designed to allow public buildings in all base zoning classifications throughout the city. The drawback to the overlay district is that it keeps the base zoning requirements intact. Signage, setbacks and other zoning requirements must adhere to the regulations established in Traditional Residential. The Fire Department would like to erect additional signage on the property and will need to change the base zoning classification to UC Urban Corridor. The property adjacent (east) of the fire station is designated as UC so this would be considered a natural extension of the zoning district. Motion made by Andresen, seconded by West to approve the first reading of Ordinance #2-20-2024A. Roll call all yes. Ordinance passes on its first reading. Tuerler and Engel absent.

### **Resolutions for Approval**

Resolution #2-20-2024A: Approving the Budget Amendment for Fiscal Year 2023-2024. Motion made by Andresen, seconded by Rose to approve Resolution #2-20-2024A. Roll call all yes. Resolution passes. Tuerler and Engel absent.

Resolution #2-20-2024B: Setting the Salaries for the Appointed Officers and Employees of the City of Mount Vernon for Fiscal Year 2024-2025. Staff is recommending across the board increases of 5% beginning July 1, 2024 for all non-bargaining staff. This increase mirrors the newly adopted bargaining agreements. One deviation from the 5% increase is found in the City Administrator salary. During the approval of raises last fiscal year, the Mayor recommended a salary increase of \$8,000 per year for FY 24 and FY 25 for the City Administrator. Adjustments were also made to the Assistant Fire Chief salaries to be more in line with the Chief salary. Motion made by West, seconded by Rose to approve Resolution #2-20-2024B. Roll call all yes. Resolution passes. Tuerler and Engel absent.

Resolution #2-20-2024C: Setting Dates of a Consultation and Public Hearing on a Proposed Amendment No. 9 to the Mount Vernon Urban Renewal Plan in the City of Mount Vernon, State of Iowa. This resolution sets a consultation date for February 28, 2024 with affected taxing entities and also sets a public hearing date for March 18, 2024 to consider Amendment No. 9 to the Mount Vernon Urban Renewal Plan. The plan is being amended to allow for the use of TIF dollars to be used to repay bonds for the pool renovations. Motion made by Rose, seconded by Andresen to approve Resolution #2-20-2024C. Roll call all yes. Resolution passes. Tuerler and Engel absent.

### Old Business

Approval of Cigarette License – Smoke Shope and Vape (*tabled on February 5, 2024*). This item remains tabled.

### Motions for Approval

Consideration of Claims List – Motion to Approve. Motion made by West, seconded by Andresen to approve the Claims List. Motion carries. Tuerler and Engel absent.

PAYROLL	CLAIMS	119,560.24
ARDENT LIGHTING GROUP LLC	PAY APP #1-DAVIS PARK LIGHTING	91,010.00
EMPLOYEE BENEFIT SYSTEMS	GROUP INSURANCE-ALL DEPTS	37,899.89
REPUBLIC SERVICES #897	GB,RECYL-SW RESIDENTIAL	23,511.68
REPUBLIC SERVICES #897	GB,RECYL-SW COMMERCIAL	14,601.40
MORTON SALT INC	SALT-RUT	10,844.89
US BANK	CREDIT CARD PURCHASES-ALL DEPTS	6,831.45
ALLIANT ENERGY	ENERGY USAGE-SEW	5,882.59
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	4,765.43
TREASURER STATE OF IOWA	SALES TAX	4,175.63
LINN COUNTY TREASURER'S OFFICE	CITY PRIMARY ELECTION	4,102.26
ALLIANT ENERGY	ENERGY USAGE-LBC	3,658.51
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	3,655.00
MOTOROLA SOLUTIONS INC	VIDEO EQUIP-PD CONSTRUCTION	3,524.81
TREASURER STATE OF IOWA	WET TAX	3,507.40
UPPER IOWA UNIVERSITY	TUITION-PD	2,738.00
WENDLING QUARRIES	ROCK/SAND-RUT	2,667.21
ALLIANT ENERGY	ENERGY USAGE-WAT	2,501.19
STATE HYGIENIC LAB	TESTING-SEW	2,416.00
LYNCH DALLAS PC	LEGAL FEES-P&A	2,356.10
WATERS EDGE AQUATIC DESIGN LLC	RENOVATION PLANNING-POOL	2,140.00
ECICOG	GENERATOR GRANT-LBC	1,950.00
IOWA PRISON INDUSTRIES	SIGNS-RUT	1,804.90
IOWA SOLUTIONS INC	COMPUTER MAINT-ALL DEPTS	1,685.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	1,638.73
ALLIANT ENERGY	ENERGY USAGE-RUT	1,635.03
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	1,588.73

PNP	FUEL-PD	1,440.88
MARTIN GARDNER ARCHITECTURE	CONSTRUCTION ADMIN-PD CONST	1,388.82
P&K MIDWEST INC	EQUIP MAINT-RUT	1,270.63
CARQUEST OF LISBON	VEHICLE/EQUIP MAINT-ALL DEPTS	1,263.86
ALLIANT ENERGY	ENERGY USAGE-WAT	1,182.39
LYNCH FORD	VEHICLE MAINT-PW	1,165.93
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	1,160.00
IOWA SOLUTIONS INC	COMPUTER MAINT-PD	1,145.00
RHINO INDUSTRIES INC	CHEMICALS-SEW	1,107.00
IOWA SOLUTIONS INC	MONTHLY MAINT-PD	1,045.00
BANKCARD 8076	CREDIT CARD FEES-P&REC,LBC	1,043.76
ALLIANT ENERGY	ENERGY USAGE-PD	1,037.92
AHLERS & COONEY P.C.	LEGAL FEES-P&A	1,034.00
BUDGET BLINDS	BLINDS/SHADES-PD	1,018.00
ALLIANT ENERGY	ENERGY USAGE-WAT	1,001.59
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS-P&A	982.59
ALLIANT ENERGY	ENERGY USAGE-FD	979.88
CATERPILLAR FINANCIAL SERVICES	GENERATOR-PD	949.39
ALLIANT ENERGY	ENERGY USAGE-SEW	907.01
NIGHT SHIFT LLC	CLEANING SERVICE-PD	867.84
AMAZON CAPITAL SERVICES	DRILL/LIGHT-PW	767.92
RED LION RENEWABLES	SOLAR ELECTRIC PROD-P&A,LBC,PD	713.54
MUNICIPAL SUPPLY INC	SUPPLIES-WAT	685.83
NIGHT SHIFT LLC	CLEANING SERVICE-CITY HALL	678.12
AMAZON CAPITAL SERVICES	SUPPLIES-P&REC	653.86
BRADY LANHAM	ELECTRICAL OUTLET-CITY HALL	610.92
ALLIANT ENERGY	ENERGY USAGE-CITY HALL	591.08
MENARDS	EQUIPMENT-PD	531.79
CUSTOM HOSE & SUPPLIES INC	HOSE HARDWARE/FITTINGS-RUT	505.74
DE NOVO MARKETING	HUBSPOT SUPPORT-ALL DEPTS	500.00
HANDS IN HARMONY LLC	MARKETING-LBC	500.00
ALLIANT ENERGY	ENERGY USAGE-P&REC	475.44
MARTIN EQUIPMENT	LOADER REPAIRS-PW	457.24
CUSTOM HOSE & SUPPLIES INC	EQUIP MAINT-RUT	452.28
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	437.05
MECHANICSVILLE TELEPHONE COMPANY	PHONE/INTERNET-LBC	426.22
MEDIACOM	PHONE/INTERNET-CITY HALL	424.31
WOODWARD COMMUNITY MEDIA	ADS/PUBLICATIONS-LBC	413.67
ALLIANT ENERGY	ENERGY USAGE-PD,RUT	412.70
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	400.00
LEIGH BRADBURY	UNIFORMS-ALL DEPTS	390.00
BAUER BUILT TIRE	EQUIP MAINT-RUT	369.25
RC TECH	TRAINING-PD	367.50
DIESEL TURBO SERVICES INC	EQUIP MAINT-RUT	364.03
MECHANICSVILLE TELEPHONE COMPANY	PHONE/INTERNET-PD	356.20
MEDIACOM	PHONE/INTERNET-SEW	349.71
DAKOTA SUPPLY GROUP	SUPPLIES-WAT	347.24
HDC PRINTED PRODUCTS	CHECKS-ALL DEPTS	337.13
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	328.34
MEDIACOM	PHONE/INTERNET-RUT	322.35
AMERICAN RED CROSS	TRAINING-LBC	321.00
MEDIACOM	PHONE/INTERNET-RUT	315.40
GRAYBILL COMMUNICATIONS	RADIO REPAIR-RUT	312.00
DE NOVO MARKETING	MONTHLY MAINT-LBC	300.00

DE NOVO MARKETING	CITY WEBSITE SUPPORT-ALL DEPTS	300.00
MEDIACOM	PHONE/INTERNET-FD	275.51
CITY LAUNDERING CO	SERVICES-LBC	253.92
LYNCH FORD	VEHICLE MAINT-SEW	251.50
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	249.00
US CELLULAR	CELL PHONE-PD	247.51
GARY'S FOODS	SUPPLIES-ALL DEPTS	245.93
MOUNT VERNON ACE HARDWARE	SUPPLIES-FD	245.42
BARNYARD SCREEN PRINTER LLC	TSHIRTS-P&REC	234.00
BAUMAN AND COMPANY	UNIFORMS-ALL DEPTS	218.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-PD	207.31
USA BLUE BOOK	SUPPLIES-WAT	201.01
PPG ARCHITECTURAL FINISHES	PAINT-FD	185.95
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	184.00
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PD	184.00
BRADY WEAVER	REFEREE-P&REC	175.00
CAEL FOREMAN	REFEREE-P&REC	175.00
P&K MIDWEST INC	VEHICLE MAINT-RUT	174.56
A TECH INC	CAMERA REPAIR-PW	172.50
IOWA SOLUTIONS INC	COMPUTER MAINT-LBC	170.00
US CELLULAR	CELL PHONE-P&REC,WAT,SEW	166.23
AMAZON CAPITAL SERVICES	SUPPLIES-PD	159.75
BRADY WEAVER	REFEREE-P&REC	150.00
STAPLES INC	SUPPLIES-ALL DEPTS	143.58
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	137.04
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	119.00
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	109.90
MECHANICSVILLE TELEPHONE COMPANY	PHONE/INTERNET-POOL	108.77
AIRGAS INC	CYLINDER RENTAL FEE-PW	101.78
FIRE SERVICE TRAINING BUREAU	TRAINING-FD	100.00
IOWA DARE ASSOCIATION	MEMBERSHIP-PD	100.00
MATT SIDERS	MILEAGE-P&REC	97.15
ARAMARK	RUGS,SERVICES-FD	84.81
UNITYPOINT CLINIC	DRUG TESTING-PW	84.00
THOMPSON TRUCK & TRAILER INC	EQUIP REPAIR-RUT	81.00
ARAMARK	RUGS,SERVICES-FD	80.57
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
SHERWIN WILLIAMS	PAINT-CITY HALL	79.03
ALLIANT ENERGY	ENERGY USAGE-RUT,WAT,SEW,P&A	78.92
IOWA DEPT OF AGRICULTURE & LAND	DOG KENNEL LICENSE	75.00
CAEL FOREMAN	REFEREE-P&REC	75.00
ALLIANT ENERGY	ENERGY USAGE-POOL	69.90
PRESTO-X	PEST CONTROL-FD	67.10
CENTURY LINK	PHONE CHARGES-PD	64.68
LYNCH FORD	VEHICLE MAINT-RUT	63.68
PRESTO-X	PEST CONTROL-PD	62.00
DEVON MORGAN	REFUND-LBC	60.00
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-LBC	59.36
KONICA MINOLTA BUSINESS SOLUTIONS	MAINT PLAN/COPIES-LBC	57.50
FIRE SERVICE TRAINING BUREAU	TRAINING-FD	50.00
ALLIANT ENERGY	ENERGY USAGE-SIRENS	48.05
MELINDA SNYDER	INSTRUCTOR-LBC	40.00

NEAL'S WATER CONDITIONING	WATER/SALT-RUT	40.00
PROFESSIONAL WINDOW CLEANING	WINDOW CLEANING-PD	40.00
MELINDA SNYDER	INSTRUCTOR-LBC	40.00
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	39.60
DENISE MURPHY	REFUND-WAT,SEW,ST WAT	39.09
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	37.37
IOWA ONE CALL	LOCATES-WAT,SEW	36.00
NEAL'S WATER CONDITIONING	WATER/SALT-FD	33.00
ALLIANT ENERGY	ENERGY USAGE-RUT,WAT,SEW,SW	28.25
ALLIANT ENERGY	ENERGY USAGE-SW	26.88
NEAL'S WATER CONDITIONING	WATER/SALT-LBC	25.50
ALLIANT ENERGY	ENERGY USAGE-CEM	21.04
WELAND CLINICAL LABORATORIES	DRUG TESTING-WAT,SEW	18.50
NEAL'S WATER CONDITIONING	WATER/SALT-CITY HALL	17.50
P&K MIDWEST INC	SUPPLIES-RUT	16.53
HAWKINS INC	CHEMICALS-WAT	10.00
AMAZON CAPITAL SERVICES	SUPPLIES-PD	6.50
AUTHNET GATEWAY BILLING	CREDIT CARD SERVICES-LBC	5.00
<b>TOTAL</b>		<b>407,905.17</b>

**FUND EXPENSE TOTALS**

PAYROLL	119,560.24
DAVIS PARK IMPROVEMENTS	91,010.00
GENERAL FUND	55,231.63
SOLID WASTE	42,265.90
ROAD USE TAX FUND	33,754.93
SEWER FUND	19,558.50
WATER FUND	18,582.78
LBC	17,782.46
POLICE STATION CONSTRUCTION	4,913.63
POOL RENOVATIONS	2,140.00
PW COLD STORAGE	1,691.10
STORM WATER FUND	1,414.00
<b>TOTAL</b>	<b>407,905.17</b>

**FY24 JANUARY REVENUE**

GENERAL GOVERNMENT	525,796.59
PUBLIC WORKS	268,528.52
CULTURE-RECREATION	61,165.03
PUBLIC SAFETY	3,783.76
<b>TOTAL</b>	<b>859,273.90</b>

Discussion and Consideration of Setting a Public Hearing Date and Meeting Time for the Proposed Property Tax Levy for the City of Mount Vernon – Council Action as Needed. This will be a stand-alone public hearing for the proposed property tax levy for FY2024-2025. Motion made by Rose, seconded by West to set the public hearing for April 1, 2024 at 6:00 p.m. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Master Agreement for Law Enforcement Unit with Chauffeurs, Teamsters and Helpers Local Union No. 238 – Council Action as Needed. Changes to the next two contracts are in conformance with Council directives during the negotiation process. These will be three year contracts with



July 1, 2024 seeing a 5% increase in wages, a 4.5% increase on July 1, 2025 and a 4% increase on July 1, 2026. There will also be an immediate adjustment of \$2,000.00 in Steps 1-3 in the Law Enforcement contract wages. In regards to the Public Services contract, changes to collective bargaining made it illegal for cities and unions to negotiate insurance information so this was removed from the contract. The City is still providing insurance coverage to those employees but the wording has been removed from the contract. Motion made by West, seconded by Andresen to approve the Master Agreement for Law Enforcement Unit with Chauffeurs, Teamsters and Helpers Local Union No. 238 beginning July 1, 2024. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Master Agreement for Public Services Unit with Chauffeurs, Teamsters and Helpers Local Union No. 238 – Council Action as Needed. Motion made by Rose, seconded by Andresen to approve the Master Agreement for Public Services Unit with Chauffeurs, Teamsters and Helpers Local Union No. 238 beginning July 1, 2024. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Change Order #14 – Police Station Renovations – Council Action as Needed. The next two change orders increase the contract by \$3,852.45. Change Order #14 is in the amount of \$2,262.45 and was needed to correct electrical issues in the ceiling. Motion made by Andresen, seconded by West to approve Change Order #14-Police Station Renovations. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Change Order #15 – Police Station Renovations – Council Action as Needed. Change Order #15 is in the amount of \$1,590.00 and was requested by staff to complete various skim coating and texturing of existing corridors. Motion made by Rose, seconded by Andresen to approve Change Order #15-Police Station Renovations. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Annual Police Vehicle Purchase – Council Action as Needed. Council previously approved the purchase of this vehicle that was ordered in August of 2022 but this will be the second police vehicle purchased in FY2024 due to the other unit sustaining damage from a deer collision. Lynch Ford has honored the original quoted price from 2022. Motion made by Rose, seconded by West to approve the purchase of the 2024 Ford Explorer for \$50,036.20. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Water's Edge Design Contract – Pool Renovations – Council Action as Needed. The estimated engineering fee for this phase of the pool redevelopment project is \$210,000. The overall project estimate is \$1,735,000.00. Motion made by Rose, seconded by Andresen to approve the Agreement for Professional Engineering Services with Water's Edge for \$210,000.00. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Recommended Revisions to the Parks and Recreation Master Plan – Council Action as Needed. The original Parks and Recreation Master Plan was adopted in 2017. The Parks and Recreation Board has been working on updating the plan for approximately a year and has provided Council with recommended text changes and plans to update photos in the spring. A couple of recommended changes were noting the LBC in the facilities area and updating park improvements that have been started or completed. Motion made by Rose, seconded by West to approve the proposed revisions to the Parks and Recreation Master Plan. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of ECICOG Contract for Zoning Code Review Related to ADU (Accessory Dwelling Units) – Council Action as Needed. The planning and zoning commission has asked the City Council to approve a contract with ECICOG (East Central Iowa Council of Governments) to assist them in the review of possible zoning code changes. This is in response to the City Council's request to have the

planning and zoning commission research ADU's (accessory dwelling units). ECICOG proposes a not-to-exceed cost of \$5,000.00 and an estimate of seven to nine months to complete. Motion made by West, seconded by Rose to approve the contract with ECICOG for zoning code review related to Accessory Dwelling Units. Motion carries. Tuerler and Engel absent.

Discussion and Consideration of Emergency Repairs to Well #7 – Council Action as Needed. The Water/Wastewater Superintendent began to see production issues at Well #7 in the fall of 2023. Northway pulled the well components and found a chunk of missing pipe above the threads. The pipe will be replaced with galvanized material and should have a life expectancy of 20-25 years. Exact cost is unknown. This is considered an emergency repair by the City's purchasing policy. Motion made by West, seconded by Rose to move forward with the emergency repairs to Well #7. Motion carries. Tuerler and Engel absent.

**Reports to be Received/Filed.** Full reports can be found on the City website under the February 20, 2024 Council packet.

Mt. Vernon/Lisbon Police Report

Mt. Vernon Public Works Report

Mt. Vernon Parks and Rec Report

Mt. Vernon Planning and Zoning Report

Cole Library Report

**Discussion Items (No Action)**

City Council Health Insurance. Staff has received confirmation from IGHCP that City Council members can join the City health insurance pool as long as they pay the full premium.

**Reports of Mayor/Council/Administrator**

Mayor's Report. Wieseler was invited to attend a Council meeting in Fairfax last week to share information about the Mayor and City Administrator roles in Mount Vernon. A meeting with Cornell and the school district that was scheduled for next week has been cancelled. There is a meeting scheduled for next week on recovery planning with Linn County Emergency Management. A childcare summit is scheduled at Cornell on April 19, 2024. Local city councils and school boards will be invited to attend. The League of Women Voters will be talking about sustainability next week.

City Administrator's Report. Full report can be found on the City website under the February 20, 2024 Council packet.

As there was no further business to attend to, the meeting adjourned, the time being 7:49 p.m., February 20, 2024.

Respectfully submitted,  
Marsha Dewell  
City Clerk

## Chris Nosbisch

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**From:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Sent:** Monday, February 26, 2024 8:05 AM  
**To:** Lori Boren; Chris Nosbisch  
**Subject:** FW: Application App-195254 Ready for Review

**External Sender - From:** (Tasha Whitman  
<twhitman@mtvernonlisbonpd-ia.gov>)  
This message came from outside your organization.

[Learn More](#)

Please add to the next agenda. Thanks

Tasha Whitman  
Administrative Assistant  
Mount Vernon – Lisbon Police Department  
380 Old Lincoln Hwy.  
Mount Vernon, IA 52314  
319-895-6141

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**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Friday, February 23, 2024 9:32 AM  
**To:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-195254 Ready for Review

Hello,

Application Number App-195254 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: KERR-PLUNK, LLC

DBA: Kernoustie Golf Club

License Number:

Application Number: App-195254

Tentative Effective Date: 3/20/2024

License Type: Special Class C Retail Alcohol License (BW)

Application Type: New

## Chris Nosbisch

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**From:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Sent:** Tuesday, February 20, 2024 12:18 PM  
**To:** Lori Boren; Chris Nosbisch  
**Subject:** FW: Application App-188363 Ready for Review

**External Sender - From:** (Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>)  
This message came from outside your organization.

[Learn More](#)

Please add to the next agenda. Thanks.

Tasha Whitman  
Administrative Assistant  
Mount Vernon – Lisbon Police Department  
380 Old Lincoln Hwy.  
Mount Vernon, IA 52314  
319-895-6141

---

**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Tuesday, February 20, 2024 12:13 PM  
**To:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-188363 Ready for Review

Hello,

Application Number App-188363 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Bon Appetit Management Co.

DBA: Bon Appetit at Cornell College

License Number: LC0041205

Application Number: App-188363

Tentative Effective Date: 10/15/2023

License Type: Class C Retail Alcohol License (LC)

Application Type: Renewal

## Chris Nosbisch

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**From:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Sent:** Wednesday, February 21, 2024 7:55 AM  
**To:** Chris Nosbisch; Lori Boren  
**Subject:** FW: Application App-195170 Ready for Review

**External Sender - From:** (Tasha Whitman  
<twhitman@mtvernonlisbonpd-ia.gov>)  
This message came from outside your organization.

[Learn More](#)

Please add to the next agenda. Thanks

Tasha Whitman  
Administrative Assistant  
Mount Vernon – Lisbon Police Department  
380 Old Lincoln Hwy.  
Mount Vernon, IA 52314  
319-895-6141

---

**From:** noreply@salesforce.com <noreply@salesforce.com> **On Behalf Of** IOWA ABD Licensing Support  
**Sent:** Wednesday, February 21, 2024 4:19 AM  
**To:** Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>  
**Cc:** licensingnotification@iowaabd.com  
**Subject:** Application App-195170 Ready for Review

Hello,

Application Number App-195170 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: Yock's Landing LLC

DBA: yock's landing

License Number: LC0044114

Application Number: App-195170

Tentative Effective Date: 3/1/2024

License Type: Class C Retail Alcohol License (LC)

Application Type: Renewal

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## **F. Ordinance Approval/Amendment**

**AGENDA ITEM # F - 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	March 4, 2024
<b>AGENDA ITEM:</b>	Ordinance Rezoning of New Fire Station
<b>ACTION:</b>	Motion

**SYNOPSIS:** Staff has not received any additional written or verbal comments regarding the rezoning since the first reading.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Ordinance #2-20-2024A

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 3/1/2024

Prepared by: City of Mt. Vernon, City Hall,  
Chris Nosbisch, City Administrator

213 First St. NW, Mt. Vernon, IA 52314  
(319) 895-8742

**ORDINANCE #2-20-2024A**

**AN ORDINANCE TO AMEND THE COMPREHENSIVE PLAN AND OFFICIAL ZONING MAP TO REZONE CERTAIN PROPERTY FROM TR TRADITIONAL RESIDENTIAL TO UC MIXED-USE URBAN CORRIDOR**

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

SECTION 1. PURPOSE. The purpose of this ordinance is to amend the Comprehensive Plan for the City of Mt. Vernon and change the Official Zoning Map of the City of Mt. Vernon, Iowa, under the provisions of Article 1302, Amendment Procedure of the Mt. Vernon Municipal Code.

SECTION 2. OFFICIAL ZONING MAP AMENDED. By official action of the City Council, the official zoning map of the City of Mt. Vernon, Iowa is amended from TR Traditional Residential to UC Mixed-Use Urban Corridor as defined in Article 401 for the property described as follows:

**Legal Description:**

Lot 2 of Washington Square 2<sup>nd</sup> Addition to the City of Mount Vernon, Iowa

SECTION 3. SUPPLEMENTAL SITE DESIGN STANDARDS. The Planning and Zoning Commission for the City of Mt. Vernon has not recommended any supplemental site design or performance standards.

SECTION 4. VIOLATIONS AND PENALTIES. Any person who violates the provision of this Ordinance upon conviction shall be punished as set forth in the Municipal Code of the City of Mt. Vernon, Iowa.

SECTION 5. OTHER REMEDIES. In addition to the provisions set out in Violation and Penalties Section herein, the City may proceed in law or equity against any



person, firm or corporation for violation of any section or subsection of this Ordinance.

SECTION 6. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 7. SEVERABILITY CLAUSE. In any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 8. EFFECTIVE DATE. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

Approved and adopted this \_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

\_\_\_\_\_  
Thomas M. Wieseler - Mayor

\_\_\_\_\_  
Marsha Dewell – City Clerk

I certify that the foregoing was published as Ordinance # \_\_\_\_\_ on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Marsha Dewell, City Clerk

**PLANNING & ZONING COMMISSION**  
**January 31, 2024**  
**STAFF REPORT**

Prepared by: Leigh Bradbury, City Planner

**AGENDA ITEM:            Rezoning of Washington Square 2<sup>nd</sup> Addition, Lot 2**

**Current Zoning:**            Base:            Traditional Residential (TR)  
   Overlay:        Public Use (P)

**Requested Action:**        Rezoning to Urban Corridor (UC) w/ Public Use (P)

**Applicant / Owner:**      City of Mount Vernon

**Size:**                        1.25 acres

**Location:**                 Washington Square, 2<sup>nd</sup> Addition Lot 2 / 606 2<sup>nd</sup> Ave SW

**Background Information:** This parcel was acquired by the City of Mount Vernon in 2010 for construction of a new fire station in order to accommodate the need for additional space and site constraints at the First Street location. Safety Services was (and still is) a qualified Conditional Use within the existing zoning of Traditional Residential. A Public Use Overlay was later approved by City Council in 2022

The parcel is also immediately adjacent to the Urban Corridor (UC) zoning district on Hwy 1, which extends north from Palisades Road to 3<sup>rd</sup> Avenue South. The UC was established to establish specific design standards in the area which were more accommodating to the mixed-use character of commercial, residential and professional offices.

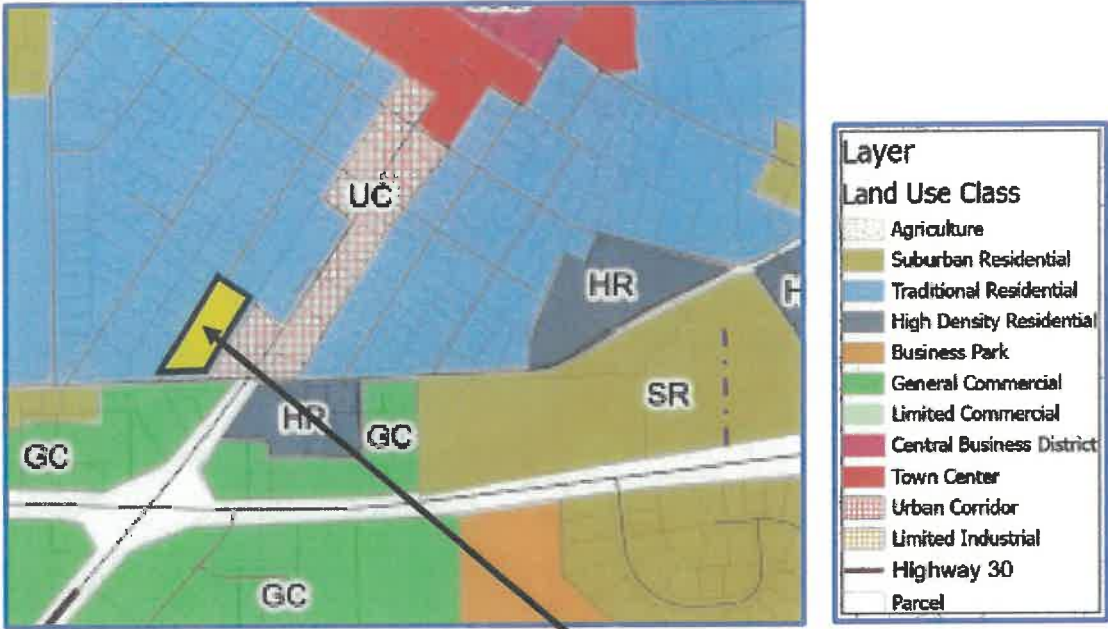
The City of Mount Vernon is requesting rezoning of the Fire Station parcel from Traditional Residential (TR) to Urban Corridor (UC) at this time. The Public Use Overlay (P) will remain in effect.

**Analysis:** It is in the public interest to continue utilizing this location for the provision of public services. With this consideration, rezoning the parcel to Urban Corridor is appropriate at this time.

**Action Required:**

- Rezoning of Washington Square, 2<sup>nd</sup> Addition Lot 2 to Urban Corridor with preservation of the Public Use Overlay, with recommendation for City Council approval.
- Amendment of the City of Mount Vernon Zoning Map

**Next Step:** Council holds a public hearing and acts on the proposed rezoning and amendment.



**Fig. 1** City of Mount Vernon Zoning Map - Washington Square 2<sup>nd</sup> Addition, Lot 2 – Proposed for Rezoning



**Fig. 2** Mount Vernon Fire Station @ 606 2<sup>nd</sup> Ave SW

# **I. Old Business**

**AGENDA ITEM # I – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

<b>DATE:</b>	March 4, 2024
<b>AGENDA ITEM:</b>	Cigarette License – Smoke Shope and Vape
<b>ACTION:</b>	Motion to Remove (from table)

**SYNOPSIS:** Staff can continue to work with the Wellness Coalition on model ordinances for CBD facilities. This could also include a moratorium on new facilities/businesses opening within the community. With that being said, this application was received prior to any of these actions being taken and meets the current standards as established by law. Staff would recommend removing this item from the table and taking action on the cigarette license.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion to Remove

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 3/1/2024

## **J. Motions for Approval**

**AGENDA ITEM # J – 2**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** March 4, 2024

**AGENDA ITEM:** Pay Application #14 – Police Station Renovations

**ACTION:** Motion

**SYNOPSIS:** Pay application #14 for the police station renovations is in the amount of \$50,961.23. Septagon is anticipating a final walk through of the building on March 15, 2024.

**BUDGET ITEM:** All

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 3/1/2024



**Project:** Mount Vernon-Lisbon Police Department Addition & Renovation

213 First Street NW  
Mount Vernon, IA 52314

Job No: 0522007	Invoice Date: 2/23/2024	Invoice No: 524-015	TERMS: Net 10 Days
Period No: 24-02	Period To: 2/29/2024	Pay App No: 14	Customer PO #:

<b>Owner:</b> City of Mount Vernon 213 First Street NW Mount Vernon, IA 52314	<b>Contractor:</b> Septagon Construction Company 3500 J St SW Cedar Rapids, IA 52404-4609	<b>Architect:</b> Marlin Gardner Architecture
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**Application For Payment Summary**

Lost Weather Days: 0.0

1. Original Contract Value.....	\$1,106,500.00
2. Net Change by Change Orders.....	\$76,475.12
3. Contract Value To Date.....	\$1,182,975.12
4. Total Completed & Stored To Date.....	\$1,167,252.46
5. Completed Work Retainage(5.00%).....	\$58,362.63
6. Stored Material Retainage(5.00%).....	\$0.00
7. Total Retainage.....	\$58,362.63
8. Total Earned Less Retainage(5.00%).....	\$1,108,889.83
9. Less Previous Certificates For Payment.....	\$1,057,928.60
10. Current Payment Due.....	<b>\$50,961.23</b>
11. Balance To Finish, including Retainage.....	\$74,085.29

Comments:

BY: Jake Brandt  
\_\_\_\_\_  
CONTRACTOR

BY: Mike Tucker  
\_\_\_\_\_  
ARCHITECT

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

02/27/2024

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Amount Certified: \$50,961.23

**NOTICE TO OWNER**

FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.

A finance charge of 1-1/2% per month compounded to an annual rate of 18% will be charged on all accounts 30 days past due.  
A 3.5% convenience charge will be added if use Credit Card form of payment - contact Accounts Receivable 660-827-2115

*Thank You!*





# SEPTAGON CONSTRUCTION

## Application for Payment

Job No: 0522007  
 To Company: City of Mount Vernon  
 From Company: Septagon Construction Company

Invoice No: 524-015  
 Application Date: 2/23/2024  
 Period To: 2/29/2024  
 Architect's Project No:

Pay App No: 14  
 Customer PO #:

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete Value	Total Retain Value 5%
01		Project Management	\$75,000.00	\$71,250.00	\$3,750.00	\$0.00	\$0.00	\$75,000.00	100%	\$0.00	\$3,750.00
02		General Conditions	\$156,900.00	\$149,055.00	\$7,845.00	\$0.00	\$0.00	\$156,900.00	100%	\$0.00	\$7,845.00
03		Sitework	\$65,400.00	\$65,400.00	\$0.00	\$0.00	\$0.00	\$65,400.00	100%	\$0.00	\$4,270.00
04		Seeding	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	100%	\$0.00	\$325.00
05		Concrete	\$77,800.00	\$77,800.00	\$0.00	\$0.00	\$0.00	\$77,800.00	100%	\$0.00	\$3,890.00
06		Rough Carpentry	\$46,700.00	\$44,365.00	\$2,335.00	\$0.00	\$0.00	\$46,700.00	100%	\$0.00	\$2,335.00
07		Roofing	\$6,400.00	\$6,400.00	\$0.00	\$0.00	\$0.00	\$6,400.00	100%	\$0.00	\$320.00
08		Doors + Hardware	\$68,400.00	\$64,980.00	\$3,420.00	\$0.00	\$0.00	\$68,400.00	100%	\$0.00	\$3,420.00
09		Overhead Doors	\$15,500.00	\$15,500.00	\$0.00	\$0.00	\$0.00	\$15,500.00	100%	\$0.00	\$775.00
10		Flooring	\$69,900.00	\$51,120.00	\$9,585.00	\$0.00	\$0.00	\$60,705.00	95%	\$3,195.00	\$3,035.25
11		Specialties	\$11,500.00	\$11,500.00	\$0.00	\$0.00	\$0.00	\$11,500.00	100%	\$0.00	\$575.00
12		Drywall	\$64,500.00	\$61,275.00	\$3,225.00	\$0.00	\$0.00	\$64,500.00	100%	\$0.00	\$3,225.00
13		Casework	\$9,000.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	100%	\$0.00	\$450.00
14		Painting	\$26,000.00	\$21,250.00	\$2,500.00	\$0.00	\$0.00	\$23,750.00	95%	\$1,250.00	\$1,187.50
15		Glass	\$11,500.00	\$11,500.00	\$0.00	\$0.00	\$0.00	\$11,500.00	100%	\$0.00	\$575.00
16		Plumbing + HVAC	\$270,500.00	\$256,975.00	\$8,115.00	\$0.00	\$0.00	\$265,090.00	98%	\$5,410.00	\$13,254.50
17		Electric	\$112,000.00	\$106,400.00	\$3,360.00	\$0.00	\$0.00	\$109,760.00	98%	\$2,240.00	\$5,468.00
18		Cellulose Blown Insulation (PCCO 001, PCO 001)	\$6,719.56	\$6,719.56	\$0.00	\$0.00	\$0.00	\$6,719.56	100%	\$0.00	\$335.98
19		Underground Electrical	\$5,351.59	\$5,351.59	\$0.00	\$0.00	\$0.00	\$5,351.59	100%	\$0.00	\$267.58



Application for Payment

**Job No:** 0522007 **Invoice No:** 524-015 **Pay App No:** 14  
**To Company:** City of Mount Vernon **Application Date:** 2/23/2024 **Customer PD #:**  
**From Company:** Septagon Construction Company **Period To:** 2/29/2024 **Architect's Project No:**

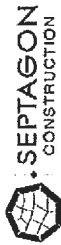
A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete Value	Total Retain. Value 5%
20		Repair (PCCO 002, PCO 002)	\$53.52	\$53.52	\$0.00	\$0.00	\$0.00	\$53.52	100%	\$0.00	\$2.68
21		1% Bond (PCCO 002, PCO 003)	\$53.52	\$53.52	\$0.00	\$0.00	\$0.00	\$53.52	100%	\$0.00	\$2.68
22		1% Insurance (PCCO 002, PCO 004)	\$802.74	\$802.74	\$0.00	\$0.00	\$0.00	\$802.74	100%	\$0.00	\$40.14
23		15% Overhead (PCCO 002, PCO 005)	\$210.00	\$210.00	\$0.00	\$0.00	\$0.00	\$210.00	100%	\$0.00	\$10.50
24		Supervision (PCCO 002, PCO 006)	\$0.44	\$0.44	\$0.00	\$0.00	\$0.00	\$0.44	100%	\$0.00	\$0.02
25		A/A adjustment to CO1 (PCCO 00001, PCO 013)	\$3,495.00	\$3,495.00	\$0.00	\$0.00	\$0.00	\$3,495.00	100%	\$0.00	\$174.75
26		Over Excavate Footings (PCCO 003, PCO 007)	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100%	\$0.00	\$100.00
27		8' Foundation Walls (PCCO 003, PCO 008)	\$824.25	\$824.25	\$0.00	\$0.00	\$0.00	\$824.25	100%	\$0.00	\$41.21
28		Septagon OH&P 15% (PCCO 003, PCO 009)	\$54.95	\$54.95	\$0.00	\$0.00	\$0.00	\$54.95	100%	\$0.00	\$2.75
29		1% Bond (PCCO 003, PCO 010)	\$54.95	\$54.95	\$0.00	\$0.00	\$0.00	\$54.95	100%	\$0.00	\$2.75
30		1% Insurance (PCCO 003, PCO 011)	\$300.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	100%	\$0.00	\$15.00
31		Septagon Supervision (PCCO 003, PCO 012)	\$3,360.00	\$3,360.00	\$0.00	\$0.00	\$0.00	\$3,360.00	100%	\$0.00	\$168.00
32		Wood Doors (PCCO 004, PCO 016)	\$7,200.00	\$7,200.00	\$0.00	\$0.00	\$0.00	\$7,200.00	100%	\$0.00	\$360.00
		Mezzanine OH&P (PCCO 004, PCO 016)	\$7,200.00	\$7,200.00	\$0.00	\$0.00	\$0.00	\$7,200.00	100%	\$0.00	\$360.00



Application for Payment

**Job No:** 0522007 **Invoice No:** 524-015 **Pay App No:** 14  
**To Company:** City of Mount Vernon **Application Date:** 2/23/2024 **Customer PO #:**  
**From Company:** Septagon Construction Company **Period To:** 2/29/2024  
**Architect's Project No:**

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete Value	Total Retain Value 5%
33		005, PCCO 017) Acoustical Ceiling in Corridor (PCCO 005, PCCO 019)	\$3,250.00	\$3,250.00	\$0.00	\$0.00	\$0.00	\$3,250.00	100%	\$0.00	\$162.50
34		Concrete Curb (PCCO 007, PCCO 021)	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100%	\$0.00	\$100.00
35		Aluminum Storefront Window (PCCO 008, PCCO 023)	\$6,180.00	\$5,253.00	\$927.00	\$0.00	\$0.00	\$6,180.00	100%	\$0.00	\$309.00
36		Dog Wash Station/Power washer (PCCO 008, PCCO 025)	\$10,870.00	\$10,870.00	\$0.00	\$0.00	\$0.00	\$10,870.00	100%	\$0.00	\$543.50
37		Green Camera Openings (PCCO 010, PCCO 028)	\$699.49	\$699.49	\$0.00	\$0.00	\$0.00	\$699.49	100%	\$0.00	\$34.97
38		Electrical Extras (PCCO 011, PCCO 030)	\$6,286.36	\$6,286.36	\$0.00	\$0.00	\$0.00	\$6,286.36	100%	\$0.00	\$314.32
39		New Metal Door With Glass/Hardware (PCCO 012, PCCO 032)	\$3,787.15	\$1,325.50	\$2,461.65	\$0.00	\$0.00	\$3,787.15	100%	\$0.00	\$189.36
40		New Acoustical Ceilings (PCCO 013, PCCO 033)	\$9,069.15	\$3,174.20	\$2,267.29	\$0.00	\$0.00	\$5,441.49	60%	\$3,627.66	\$272.07
41		Electrical Re-Work Above Ceiling In Corridor 121 (PCCO 014, PCCO 035)	\$2,262.45	\$0.00	\$2,262.45	\$0.00	\$0.00	\$2,262.45	100%	\$0.00	\$113.12
42		Drywall Repairs (PCCO 015, PCCO 037)	\$1,590.00	\$0.00	\$1,590.00	\$0.00	\$0.00	\$1,590.00	100%	\$0.00	\$79.50



Application for Payment

**Job No:** 0522007  
**To Company:** City of Mount Vernon  
**From Company:** Septagon Construction Company  
**Invoice No:** 524-015  
**Application Date:** 2/23/2024  
**Period To:** 2/29/2024  
**Architect's Project No:**  
**Pay App No:** 14  
**Customer PO #:**

A	B	C	D	E	F	G	H	I	J	K	L
Item No	Category	Description	Scheduled Value	Previous Work And Material Installed	Work This Invoice	Material Installed This Invoice	Total Stored Material	Total Completed	Percent Complete	Balance To Complete Value	Total Retain Value
			\$1,182,975.12	\$1,413,609.07	\$53,643.39	\$0.00	\$0.00	\$1,167,252.46	99%	\$15,722.66	\$58,362.63
<b>Totals:</b>											

**AGENDA ITEM # J – 3 thru J - 7**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** March 4, 2024

**AGENDA ITEM:** Tax Increment Financing Reimbursement Certifications

**ACTION:** Motion

**SYNOPSIS:** Each year, the City Council must certify the TIF (tax increment financing) allocation to each phase of the Stonebrook and Spring Meadow Heights subdivisions. Stonebrook currently has three active phases (1, 2A, and 3) with two set to join in FY 25. Spring Meadow Heights has two active phases and will not bring another phase online until FY 26. The developer will receive the amount listed in the far right column of each spreadsheet. The city will transfer each dollar amount listed in the “amount certified for LMI” to the LMI account for use on LMI projects.

**BUDGET ITEM:** All

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Certification Spreadsheets

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 3/1/2024

<b>NOT TO EXCEED LESSER OF \$470,000 or Accepted Infrastructure Cost</b>	<b>10 YEAR TERM</b>	<b>BBAC, LLC Agreement - Stonebrook - Phase 1</b>
--	---------------------	---

City shall withhold an amount equal to the lesser of \$8,000 or Actual Admin Cost from Initial Payment Actual Admin Cost was \$6,900

YEAR OF REBATE	Payment Due Dates	Levy Amount Eligible for TIF Reimbursement	Annual Amount Certified	Remaining amount after deducting admin costs from first payment (\$690 per year)	Countywide LMI 37.23%	Remaining Incremental Property Tax Revenue 62.77%	Amount Certified for LMI	Amount Certified for Incremental Property Tax Revenue Reimbursement to Developer	Date Paid
FY22	1st Year 6/1/2022	32,56639	46,901.72	46,211.70	17,204.62	29,007.08	17,204.62	29,007.08	
FY23	2nd Year 6/1/2023	31,86448	74,172.91	73,482.91	27,357.69	46,125.22	27,357.69	46,125.22	
FY24	3rd Year 6/1/2024	32,56669	86,331.50	85,641.50	31,884.33	53,757.17	31,884.33	53,757.17	
FY25	4th Year 6/1/2025	0.00000							
FY26	5th Year 6/1/2026	0.00000							
FY27	6th Year 6/1/2027	0.00000							
FY28	7th Year 6/1/2028	0.00000							
FY29	8th Year 6/1/2029	0.00000							
FY30	9th Year 6/1/2030	0.00000							
FY31	10th Year 6/1/2031	0.00000							
<b>Totals</b>							<b>76,446.64</b>	<b>128,889.47</b>	

**NOT TO EXCEED LESSER OF \$291,000 or Accepted Infrastructure Cost**      **10 YEAR TERM**      **BBAC, LLC Agreement - Stonebrook - Phase 2A**

YEAR OF REBATE	Payment Due Dates	Levy Amount Eligible for TIF Reimbursement	Annual Amount Certified	Remaining amount after deducting admin costs from first payment (\$690 per year)	Countywide LMI 37.23%	Remaining Incremental Property Tax Revenue 62.77%	Amount Certified for LMI	Amount Certified for Incremental Property Tax Revenue Reimbursement to Developer	Date Paid
FY22	1st Year 6/1/2022	0.00		NA					
FY23	2nd Year 6/1/2023	31,864.48	30,200.10	NA	11,243.50	18,956.60	11,243.50	18,956.60	
FY24	3rd Year 6/1/2024	32,566.69	44,643.83	NA	16,620.59	28,022.93	16,620.59	28,022.93	
FY25	4th Year 6/1/2025	0.00000		NA					
FY26	5th Year 6/1/2026	0.00000		NA					
FY27	6th Year 6/1/2027	0.00000		NA					
FY28	7th Year 6/1/2028	0.00000		NA					
FY29	8th Year 6/1/2029	0.00000		NA					
FY30	9th Year 6/1/2030	0.00000		NA					
FY31	10th Year 6/1/2031	0.00000		NA					
<b>Totals</b>							<b>27,864.09</b>	<b>46,979.53</b>	

**NOT TO EXCEED LESSER OF \$244,000 or Accepted Infrastructure Cost**      **10 YEAR TERM**      **BBAC, LLC Agreement - Stonebrook - Phase 3**

YEAR OF REBATE	Payment Due Dates	Levy Amount Eligible for TIF Reimbursement	Annual Amount Certified	Remaining amount after deducting admin costs from first payment (\$690 per year)	Countywide LMI 37.23%	Remaining Incremental Property Tax Revenue 62.77%	Amount Certified for LMI	Amount Certified for Incremental Property Tax Revenue Reimbursement to Developer	Date Paid
FY23	1st Year 6/1/2023	31,86448	11,597.17	NA	4,317.63	7,279.54	4,317.63	7,279.54	
FY24	2nd Year 6/1/2024	32,56669	61,108.54	NA	22,750.71	38,357.83	22,750.71	38,357.83	
FY25	3rd Year 6/1/2025	0.00000		NA					
FY26	4th Year 6/1/2026	0.00000		NA					
FY27	5th Year 6/1/2027	0.00000		NA					
FY28	6th Year 6/1/2028	0.00000		NA					
FY29	7th Year 6/1/2029	0.00000		NA					
FY30	8th Year 6/1/2030	0.00000		NA					
FY31	9th Year 6/1/2031	0.00000		NA					
FY32	10th Year 6/1/2032	0.00000		NA					
<b>Totals</b>							<b>27,068.34</b>	<b>45,637.37</b>	



<b>NOT TO EXCEED LESSER OF \$235,700 or Accepted Infrastructure Cost</b>	<b>10 YEAR TERM</b>	<b>Midwest Development Co. - Spring Meadow Heights Agreement - Phase 1</b>
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City shall withhold an amount equal to the lesser of \$8,000 or Actual Admin Cost from initial Payment

Actual Admin Cost was \$6,900

YEAR OF REBATE	Payment Due Dates	Levy Amount Eligible for TIF Reimbursement	Annual Amount Certified	Remaining amount after deducting admin costs from first payment (\$690 per year)	Countywide LMI 37.23%	Remaining Incremental Property Tax Revenue 62.77%	Amount Certified for LMI	Amount Certified for Incremental Property Tax Revenue Reimbursement to Developer	Date Paid
FY22	1st Year 6/1/2022	32,56639	49,920.00	49,230.00	18,328.33	30,901.67	18,328.33	30,901.67	
FY23	2nd Year 6/1/2023	31,86448	96,153.10	95,463.10	35,540.91	59,922.19	35,540.91	59,922.19	
FY24	3rd Year 6/1/2024	32,56669	149,601.97	148,911.97	55,439.93	93,472.04	55,439.93	93,472.04	
FY25	4th Year 6/1/2025	0.00							
FY26	5th Year 6/1/2026	0.00							
FY27	6th Year 6/1/2027	0.00							
FY28	7th Year 6/1/2028	0.00							
FY29	8th Year 6/1/2029	0.00							
FY30	9th Year 6/1/2030	0.00							
FY31	10th Year 6/1/2031	0.00							
<b>Totals</b>							<b>109,309.17</b>	<b>184,295.90</b>	

**NOT TO EXCEED LESSER OF**  
**\$83,250.00 or Accepted**  
**Infrastructure Cost**

**10 YEAR TERM**

**Midwest Development Co. - Spring Meadow Heights Agreement - Phase 2**

YEAR OF REBATE	Payment Due Dates	Levy Amount Eligible for TIF Reimbursement	Annual Amount Certified	Countywide LMI 37.23%	Remaining Incremental Property Tax Revenue 62.77%	Amount Certified for LMI	Amount Certified for Incremental Property Tax Revenue Reimbursement to Developer	Date Paid
FY24	1st Year 6/1/2024	32.56669	15,451.47	5,752.58	9,698.89	5,752.58	9,698.89	
FY25	2nd Year 6/1/2025	0.00000						
FY26	3rd Year 6/1/2026	0.00000						
FY27	4th Year 6/1/2027	0.00000						
FY28	5th Year 6/1/2028	0.00000						
FY29	6th Year 6/1/2029	0.00000						
FY30	7th Year 6/1/2030	0.00000						
FY31	8th Year 6/1/2031	0.00000						
FY32	9th Year 6/1/2032	0.00000						
FY33	10th Year 6/1/2033	0.00000						
<b>Totals</b>						<b>5,752.58</b>	<b>9,698.89</b>	

**AGENDA ITEM # J – 8**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** March 4, 2024

**AGENDA ITEM:** Change Order #2

**ACTION:** Motion

**SYNOPSIS:** Change order #2 in the amount of \$2,620.48 is for the installation of an outlet on the B2 outfield pole. The batting cage does not have a dedicated power source for pitching machines; therefore, the outlet is needed to avoid running drop cords to the current restroom facility.

**BUDGET ITEM:** Bond

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** Motion

**ATTACHMENTS:** Certification Spreadsheets

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 3/1/2024



**1378 118th Place\* Knoxville, Iowa 50138\* Office 641-842-5969\* Fax 641-842-3691**  
[www.ardentlightinggroup.com](http://www.ardentlightinggroup.com)

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February 28, 2024

City of Mount Vernon  
V&K Inc.  
Attn: Dave Schechinger

**Re: V&K Job No. 51348 – Davis Park Improvements – Change Order No. 2 Proposal**

Change Order No. 2 – Install a convenience outlet on B2 pole for batting cage. The break down for the change order is listed below.

#8 THHN CU Stranded Wire	\$1,272.95
3/16" Pull Line	\$36.33
Labor for Installation	\$1,311.20
<b>Total Change Order #2:</b>	<b>\$2,620.48</b>

Please let me know if you have any questions or concerns.

Sincerely,

Geoffrey Everly  
515-664-6139

## **L. Discussion Items (No Action)**

**AGENDA ITEM # L – 1**

**AGENDA INFORMATION  
MT. VERNON CITY COUNCIL COMMUNICATION**

**DATE:** March 4, 2024

**AGENDA ITEM:** Budget Related Discussions

**ACTION:** None

**SYNOPSIS:** Staff would like to brief the Council on identified budget constraints, as we move to the adoption of the FY 24-25 budget. At the forefront of these discussions will be the recommended increase in sewer charges to offset the expenses created by state mandates and the loss of revenue due to the new property tax law provisions.

**BUDGET ITEM:** N/A

**RESPONSIBLE DEPARTMENT:** City Administrator

**MAYOR/COUNCIL ACTION:** None

**ATTACHMENTS:** None

**PREPARED BY:** Chris Nosbisch

**DATE PREPARED:** 3/1/2024

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**M. Reports Mayor/Council/Admin.**

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**CITY OF MT. VERNON  
CITY ADMINISTRATOR  
REPORT TO THE CITY COUNCIL  
March 4, 2024**

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- Guy Booth and Mary Evans have been working with a group of volunteers to form a cemetery organization to help restore aging and/or damaged gravestones. It is likely that Council will be asked to create a new board or commission via city code for this new group.
- The city welcomed a number of downtown business owners to a streetscape kick off meeting on Tuesday, February 27, 2024. The meeting was very well attended, and a lot of good information was shared with JEO
- Lori and I will be attending the IMMI (Iowa Municipal Managers Institute) in Iowa City on March 27-29, 2024.