

City of Mt. Vernon, Iowa

Meeting: Mt. Vernon City Council Meeting
Place: Mt. Vernon City Hall, 213 1st Street NW, Mt. Vernon, Iowa 52314
Date/Time: October 21, 2024 – 6:30 PM
Web Page: www.cityofmtvernon-ia.gov
Posted: October 18, 2024

Mayor:	Tom Wieseler	City Administrator:	Chris Nosbisch
Mayor Pro-Tem:	Scott Rose	City Attorney:	Holly Corkery
Councilperson:	Stephanie West	Asst. City Administrator:	Lori Boren
Councilperson:	Craig Engel	Finance Dir/City Clerk:	Marsha Dewell
Councilperson:	Mark Andresen	Chief of Police:	Doug Shannon
Councilperson:	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: 853 9553 5153
3. Password: 649681

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 – October 7, 2024 Regular Council Meeting
 2. Approval of Liquor License – Lincoln Winebar

- E. Public Hearing**
 1. None

- F. Ordinance Approval/Amendment**
 1. Ordinance #10-7-2024B: Amending Chapter 46 Minors of the Mount Vernon Code of Ordinances (**tabled on October 7, 2024**)
 - i. Motion to approve first reading and proceed to the second reading (Council may suspend rules and proceed to the final reading after a vote of the first reading)

2. Ordinance #10-7-2024C: Amending the Code of Ordinances of the City of Mount Vernon, Iowa, 2000, By Amending Provisions Pertaining to Chapter 165, Zoning Regulations
 - 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. Resolution #10-21-2024A: Adopting Supplementary Specifications to SUDAS (Statewide Urban Design and Specifications) for the City of Mount Vernon, Iowa
2. Resolution #10-21-2024B: Accepting Work for the Project Known as the Bryant Rd. Watermain Extension Project with Dave Schmitt Construction
3. Resolution #10-21-2024C: Extending the Moratorium, Not to Exceed Six (6) Months, on Smoke and Consumption Use Businesses for CBD, Hemp, THC/Cannabis Products, Psychoactive Products and Synthetic Marijuana, Including Smoke, Tobacco, Nicotine and Vape Shops Where More than 10% of the Business Square Footage is Dedicated to Consumption or Retail Sales within the City of Mount Vernon, Iowa

H. Mayoral Proclamation

1. None

I. Old Business

1. None

J. Motions for Approval

1. Consideration of Claims List – Motion to Approve
2. Discussion and Consideration of JEO Invoice #155064 – Uptown Streetscape - Council Action as Needed
3. Discussion and Consideration of Pay Application #1 – Business 30 Overlay Project – Council Action as Needed
4. Discussion and Consideration of Springville Ready Mix Invoice #79383 – PW Site Construction – Council Action as Needed
5. Discussion and Consideration of Change Order #1 – Glenn Street Construction – Council Action as Needed
6. Discussion and Consideration of Change Order #2 – Glenn Street Construction – Council Action as Needed
7. Discussion and Consideration of Revised Change Order #1 – Bryant Rd Watermain Extension Project – Council Action as Needed
8. Discussion and Consideration of Change Order #2 - Bryant Rd Water Main Extension Project – Council Action as Needed
9. Discussion and Consideration of Change Order #3 - Bryant Rd Water Main Extension Project – Council Action as Needed
10. Discussion and Consideration of Pay Application #1 - Bryant Rd Water Main Extension Project – Council Action as Needed
11. Discussion and Consideration of Mezzanine Material Package – New PW Building – Council Action as Needed
12. Discussion and Consideration of Invoice #10917 with Waters Edge Aquatic Design – 2024 Pool Renovations – Council Action as Needed
13. Discussion and Consideration of the Engagement Letter with Ahlers Cooney for Amendment No. 10 to the Mount Vernon Urban Renewal Plan – Council Action as Needed
14. Discussion and Consideration of Change Order #2 for the 4th Street Reconstruction Project – Council Action as Needed

K. Reports to be Received/Filed

1. Mt. Vernon/Lisbon Police Report
2. Mt. Vernon Public Works Report
3. Mt. Vernon Parks and Rec Report
4. Cole Library Report

L. Discussion Items (No Action)

1. None

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

October 7, 2024
City Council Minutes
213 1st Street NW
Mount Vernon, Iowa 52314

The Mount Vernon City Council met October 7, 2024, at City Hall, 213 1st Street NW, Mount Vernon, IA. A Zoom option was available. The following Council members were present: West, Andresen, Engel. Absent: Rose and Tuerler.

Call to Order. At 6:30 p.m. Mayor Thomas M. Wieseler called the meeting to order

Agenda Additions/Agenda Approval. Wieseler stated that agenda items L1 (Linn County Planning and Zoning Update on King Chapel) and J2 (appointment of Nick Eicher to the Mt. Vernon/Lisbon Police Department) will be discussed immediately after the Consent Agenda. Motion made by Engel, seconded by Andresen to approve the Agenda as stated. Motion carries. Rose and Tuerler absent.

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

Approval of City Council Minutes – September 16, 2024 Regular Council Meeting

Public Hearing

Public Hearing on the Plans, Specifications, Form of Contract, and Estimate of Costs for the Lester Buresh Center Generator Project. Mayor Wieseler opened the public hearing at 6:45 pm. Hearing no public comment, Mayor Wieseler closed the public hearing at 6:46 p.m. Council then acted on Resolution #10-7-2024A.

Public Hearing on an Ordinance Amending Chapter 165 Zoning Regulations, Article 302 Definitions and Article 413 LI – Limited Industrial District of the Mount Vernon Code of Ordinances. Mayor Wieseler opened the public hearing at 6:48 pm. Hearing no public comment, Mayor Wieseler closed the public hearing at 6:48 p.m. Council then acted on Ordinance #10-7-2024A.

Public Hearing on an Ordinance Amending Chapter 46 Minors of the Mount Vernon Code of Ordinances. Mayor Wieseler opened the public hearing at 7:01 pm. Hearing no public comment, Mayor Wieseler closed the public hearing at 7:01 p.m. Council then acted on Ordinance #10-7-2024B.

Public Hearing on an Ordinance Amending the Code of Ordinances of the City of Mount Vernon, Iowa, 2000, By Amending Provisions Pertaining to Chapter 165, Zoning Regulations. Mayor Wieseler opened the public hearing at 7:03 pm. Hearing no public comment, Mayor Wieseler closed the public hearing at 7:03 p.m. Council then acted on Ordinance #10-7-2024C.

Ordinance Approval/Amendment

Ordinance #9-3-2024A: Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located within the Stonebrook Urban Renewal Area, in the City of Mount Vernon, County of Linn, State of Iowa, by and for the Benefit of the State of Iowa, City of Mount Vernon, County of Linn, Mount Vernon Community School District, and Other Taxing Districts, to be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Stonebrook Urban Renewal Area (Phase 2B Parcels and Phase 4 Parcels). Staff has not received any verbal or written communication regarding this ordinance since the first reading. Motion made by West, seconded by Andresen to approve Ordinance #9-3-2024A. Roll call all yes. Rose and Tuerler absent. Ordinance passes its third and final reading.

Ordinance #9-3-2024B: Providing that General Property Taxes Levied and Collected Each Year on Certain Property Located within the Spring Meadow Heights Urban Renewal Area, in the City of Mount Vernon, County of Linn, State of Iowa, by and for the Benefit of the State of Iowa, City of Mount Vernon, County of Linn, Mount Vernon Community School District, and Other Taxing Districts, to be Paid to a Special Fund for Payment of Principal and Interest on Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by the City in Connection with the Spring Meadow Heights Urban Renewal Area (Phase 3 Parcels). Staff has not received any verbal or written communication regarding this ordinance since the first reading. Motion made by Engel, seconded by West to approve Ordinance #9-3-2024B. Roll call all yes. Rose and Tuerler absent. Ordinance passes its third and final reading.

Ordinance #10-7-2024A: Amending Chapter 165 Zoning Regulations, Article 302 Definitions and Article 413 LI – Limited Industrial District of the Mount Vernon Code of Ordinances. Council had previously adopted a moratorium on additional smoke shops. This ordinance would amend the zoning regulations to include additional requirements for smoke shop, tobacco, CBD, cannabis, etc. Should the Council approve of this ordinance, these uses would be restricted to Limited Industrial districts and maintain a 1000-foot separation from youth facilities. Nobsch stated that this is fairly normal practice, as cities have had buffers in place for bars as they relate to churches and schools. Planning and Zoning voted in favor of this ordinance. Andresen had concerns about the separation distance and also concerns about potential housing and businesses in the Hwy 30 bypass area. He would like to do more research. Motion made by Engel, seconded by West to approve Ordinance #10-7-2024A. Roll call voting yes: West, Engel. Voting no: Andresen. Rose and Tuerler absent. Ordinance fails. In order for an ordinance to get past the first reading and go on to the second reading, it needs a majority of the full Council, not a majority of the members present. To bring this back before Council, the process will need to start over and a public hearing will need to be held. Andresen questioned the need for an attendant at the door to the shops and felt that the City should be able to trust it's business owners. Nobsch compared this to a "bar only" scenario that required anyone coming in the door to be 21 years of age and having someone at the door to verify the age.

Ordinance #10-7-2024B: Amending Chapter 46 Minors of the Mount Vernon Code of Ordinances. This ordinance amends Chapter 46 Minors, making it unlawful to be in smoke shop establishment under twenty-one (21) years of age. Nobsch suggested tabling this item in order to bring it before a full Council for review. Motion made by West, seconded by Engel to table this item. Motion carries. Rose and Tuerler absent.

Ordinance #10-7-2024C: Amending the Code of Ordinances of the City of Mount Vernon, Iowa, 2000, By Amending Provisions Pertaining to Chapter 165, Zoning Regulations. ECICOG has been assisting the Planning and Zoning Commission on their review of a proposed ADU (Accessory Dwelling Unit) amendment to the zoning code. A copy of the presentation ECICOG made to the Planning and Zoning Commission at their last meeting has been provided. This would allow ADU's within the City limits, which is part of the Housing Commission study for alternatives to more affordable housing options. The Planning and Zoning Commission is recommending approval of the ordinance. Motion made by Engel, seconded by West to approve the first reading of Ordinance 10-7-2024C. Roll call all yes. Rose and Tuerler absent.

Resolutions for Approval

Resolution #10-7-2024A: Adopting Plans, Specifications, Form of Contract, and Estimate of Costs for the Lester Buresh Center Generator Project. This is the start of the re-bid process for the Lester Buresh Center generator project. The city has received a \$100,000 grant to install a new generator at the Lester Buresh Center. This would expand the capabilities of the LBC during a disaster scenario. Any remaining matching funds required for the installation of the generator would come from LOST. Motion made by Andresen, seconded by West to approve Resolution #10-7-2024A. Roll call all yes. Rose and Tuerler absent.

Resolution #10-7-2024B: Adopting the 457 (b) Deferred Compensation Plan for the City of Mt. Vernon. The City Attorney has reviewed the administrative service agreement with MissionSquare for the proposed 457 (b) retirement plan and staff is prepared to move forward with the adoption of the deferred compensation resolution. As a reminder, participation in this program will be voluntary and without an employer contribution. The city will participate in the administrative costs of the program. Motion made by West, seconded by Andresen to approve Resolution #10-7-2024B. Roll call all yes. Rose and Tuerler absent.

Resolution #10-7-2024C: Approving the Plat of Survey #2888, Parcel A, Minor Boundary Change to the City of Mt. Vernon, Iowa. This is a minor boundary change between two adjacent property owners (approximately three feet). Boundary changes are allowed to come to City Council direct, without a recommendation from the Planning and Zoning Commission. Motion made by Engel, seconded by West to approve Resolution #10-7-2024C. Roll call all yes. Rose and Tuerler absent.

Resolution #10-7-2024D: Preliminarily Approving Application for Voluntary Annexation into the City of Mount Vernon, Iowa. The State of Iowa has determined that our annexation application falls within the urbanized area of Lisbon and therefore needs to be approved by the City Development Board. The steps completed during the original annexation application process must now be repeated. Motion made by Engel, seconded by West to approve Resolution #10-7-2024D. Roll call all yes. Rose and Tuerler absent.

Resolution #10-7-2024E: Providing for New "No-Parking Zone" Designations within the City of Mt. Vernon, Iowa. Chief Shannon received a request to review the "no parking" designations on the east side of 7th Ave NW. The current "no parking" designation ends approximately 40-45 feet from the intersection with 1st St. NW. The new resolution will extend the designations another 50-55 feet south. Motion made by Andresen, seconded by Engel to approve Resolution #10-7-2024E. Roll call all yes. Rose and Tuerler absent.

Motions for Approval

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

PAYROLL	CLAIMS	233,635.45
MENARDS	BRINE SHED MATERIALS-PW SITE	26,840.43
REPUBLIC SERVICES #897	GB,RECYL-SW COMMERCIAL	15,114.16
US BANK	CREDIT CARD CHARGES-ALL DEPTS	8,826.84
ALLIANT ENERGY	ENERGY USAGE-SEW	7,372.49
VEENSTRA & KIMM INC	2024 SANITARY SEWER REHAB	5,783.00
GRONEWOLD, BELL, KYHNN & CO PC	FY24 AUDIT FEES-ALL DEPTS	5,500.00
ALLIANT ENERGY	ENERGY USAGE-WAT	5,458.21
ALLIANT ENERGY	ENERGY USAGE-ST LIGHTS	5,260.99
SE LINN COMMUNITY CENTER	SCHOLARSHIPS-LBC	5,000.00
VEENSTRA & KIMM INC	2024 BUSINESS 30 IMPROVEMENTS	4,584.82
LINN CO-OP OIL CO	FUEL-PW	4,521.31
BOWKER PINNACLE MECHANICAL	HYDRO VAC-SEW	3,700.13
MIDWEST WHEEL CO	SILVERADO OUTFITTING-FD LEVY	3,125.83
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	3,068.67
TREASURER STATE OF IOWA	SALES TAX	3,001.31
VEENSTRA & KIMM INC	GLENN ST/COTTONWOOD	2,845.00
VEENSTRA & KIMM INC	HWY 1 RECONSTRUCTION	2,770.34
BOWKER PINNACLE MECHANICAL	SEWER EXCAVATION-SEW	2,632.96
GRONEWOLD, BELL, KYHNN & CO PC	AUDIT FEES-ALL DEPTS	2,500.00
CARROLL CONSTRUCTION SUPPLY	SCREED SECTIONS-PW	2,486.00

ROTO-ROOTER	HYDRO VAC-SEW	2,471.50
TREASURER STATE OF IOWA	WET TAX	2,391.10
CONSTRUCTION MATERIALS INC	REBAR-PW SITE	2,194.38
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	2,152.99
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	2,145.64
ALLIANT ENERGY	ENERGY USAGE-POOL	2,006.29
VEENSTRA & KIMM INC	STREET MISC ENGINEERING	1,912.82
VEENSTRA & KIMM INC	INTELISTREETS LIGHTING IMPROV	1,788.94
VEENSTRA & KIMM INC	BRYANT ROAD WATER MAIN IMPROV	1,743.00
LISBON, CITY OF	AMB DIRECTOR CONTRACTED SALARY	1,630.92
MUNICIPAL MGMT CORP.	LEAK DETECTION-WAT	1,500.00
IOWA SOLUTIONS INC	COMPUTER EQUIP-WAT,SEW	1,486.00
VEENSTRA & KIMM INC	4TH ST RECONSTRUCTION	1,438.50
VEENSTRA & KIMM INC	OLD PW BLDG LOT PLATTING	1,411.00
COMPASS BUSINESS SOLUTIONS	REMINDER NOTICES-WAT,SEW,SW	1,344.45
STATE HYGIENIC LAB	TESTING-SEW	1,329.00
VEENSTRA & KIMM INC	BUSINESS 30 RESURFACING	1,248.17
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	1,245.00
COMMUNITY DEVELOPMENT GROUP	HOTEL/MOTEL TAX-ECON DEV	1,146.00
VEENSTRA & KIMM INC	2024 SANITARY SEWER REHAB	1,127.00
RICHARD BURROUGHS	CEMETERY MAINT	1,060.00
IOWA SOLUTIONS INC	MONTHLY MAINT-ALL DEPTS	1,020.00
LINDER TIRE SERVICE	TIRES-WAT,SEW	1,010.28
MOUNT VERNON ACE HARDWARE	SUPPLIES-ALL DEPTS	985.37
ALLIANT ENERGY	ENERGY USAGE-FD	959.33
CATERPILLAR FINANCIAL SERVICES	GENERATOR-PD	949.39
NIGHT SHIFT LLC	CLEANING SERVICE-CITY HALL	904.15
NIGHT SHIFT LLC	CLEANING SERVICE-PD	867.84
INTOXIMETERS	EQUIP REPAIR-PD	830.00
DE NOVO MARKETING	WEBSITE/HUBSPOT SUPPORT-ALL DEPTS	825.00
WENDLING QUARRIES	ROADSTONE-RUT	781.05
VEENSTRA & KIMM INC	GLENN ST/COTTONWOOD	761.00
TRI-CITY ELECTRIC CO OF IOWA	CAMERA MAINT-PD	744.00
STUDENT PUBLICATIONS INC	ADS/PUBLICATIONS-ALL DEPTS	707.30
VEENSTRA & KIMM INC	2024 BUSINESS 30 IMPROVEMENTS	643.43
POSTMASTER	UTIL BILL POSTAGE-WAT,SEW,SW	628.97
ALLIANT ENERGY	ENERGY USAGE-CITY HALL	513.93
WORLD INSURANCE ASSOC	509A FILING-ALL DEPTS	504.13
AMERICAN PUBLIC WORKS ASSOC	PLOW OPERATOR TRAINING-RUT	500.00
ALLIANT ENERGY	ENERGY USAGE-P&REC	485.00
VEENSTRA & KIMM INC	KWIK STAR SITE PLAN	474.00
SIMMERING CORY IOWA CODIFICATION	WEB HOSTING-P&A	450.00
ALLIANT ENERGY	ENERGY USAGE-RUT	448.94
MECHANICSVILLE TELEPHONE COMPANY	PHONE/INTERNET-LBC	447.07
PALISADES CAFÉ	LIQUOR LICENSE REFUND-P&A	438.75
MEDIACOM	PHONE/INTERNET-CITY HALL	425.20
VEENSTRA & KIMM INC	REMOTE READ METER PROJECT	405.00
KONICA MINOLTA	MAINT PLAN/COPIES-P&A	402.55
RC TECH	TV/AUDIO REPAIRS-CITY HALL	402.50
OVERHEAD DOOR CO	BLDG MAINT-FD	384.50
MECHANICSVILLE TELEPHONE COMPANY	PHONE/INTERNET-PD	378.62
WHITE CAP, L.P.	WALL TIES-BRINE SHED	368.07
MEDIACOM	PHONE/INTERNET-SEW	350.19
MIDWEST WHEEL CO	SILVERADO OUTFITTING-FD LEVY	341.61

AHLERS & COONEY P.C.	LEGAL FEES-P&A STONEBROOK URP	340.00
AMAZON CAPITAL SERVICES	UNIFORMS-PD	331.04
DE NOVO MARKETING	WEBSITE SUPPORT-LBC	325.00
JACQUELINE ENGELBRECHT	WATER AEROBICS-POOL	325.00
MEDIACOM	PHONE/INTERNET-PW	323.65
BRADY LANHAM	ARTS FESTIVAL POWER-CDG	320.00
MEDIACOM	PHONE/INTERNET-PW	315.67
SIRCHIE ACQUISITION COMPANY	SUPPLIES-PD	312.73
SHANE AMUNDSON	REIMBURSE SEWER JET-SEW	306.80
MEDIACOM	PHONE/INTERNET-FD	293.92
LYNCH FORD-LYNCH CHEVROLET	VEHICLE MAINT-PW	292.69
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	287.47
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	280.63
KONICA MINOLTA	MAINT PLAN/COPIES-PD	273.09
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	260.53
CITY LAUNDERING CO	SERVICES-LBC	253.92
CENTRAL IOWA DISTRIBUTING	SUPPLIES-LBC	253.00
CEDAR VALLEY HUMANE SOCIETY	ANIMAL CONTROL	250.00
CHRIS NOSBISCH	MILEAGE-ALL DEPTS	247.90
ROTO-ROOTER	SEWER TELEVISIONING-SEW	245.54
VEENSTRA & KIMM INC	CITY ENGINEERING GENERAL	237.00
LUKE RUSHFORD	REFEREE-P&REC	235.00
VEENSTRA & KIMM INC	4TH ST RECONSTRUCTION	216.18
KONICA MINOLTA	MAINT PLAN/COPIES-PD	207.31
MOTOROLA SOLUTIONS INC	SHIRT CLIP MOUNT-PD	207.00
AHLERS & COONEY P.C.	LEGAL FEES-P&A	204.00
MENARDS	SUPPLIES-PW SITE	202.74
SUSAN SEE	WATER AEROBICS-POOL	200.00
RC TECH	CAMERA SERVICE-SW	186.50
STAPLES INC	SUPPLIES-PD	179.98
STATE CHEMICAL SOLUTIONS	SUPPLIES-RUT	179.35
US CELLULAR	CELL PHONE-P&REC,WAT,SEW	166.90
PITNEY BOWES	POSTAGE METER LEASE-ALL DEPTS	165.33
ANTHONY TATMAN	MMPI EVAL-PD	150.00
IOWA LAW ENFORCEMENT ACADEMY	MMPI EVAL-PD	150.00
HAWKEYE COMMUNICATIONS INC	FIRE SYSTEM MONITORING-PD	147.00
BAUMAN AND COMPANY	UNIFORMS-ALL DEPTS	139.90
KONICA MINOLTA	MAINT PLAN/COPIES-LBC	130.38
STAR EQUIPMENT LTD	TROWEL RENTAL-PW SITE	130.00
STAR EQUIPMENT LTD	TROWEL RENTAL-RUT	130.00
STAPLES INC	SUPPLIES-P&A	127.12
AHLERS & COONEY P.C.	LEGAL FEES-LMI CHI	124.00
BRADY WEAVER	REFEREE-P&REC	120.00
GABRIEL GRAFFT	REFEREE-P&REC	120.00
GAGE HOLUB	REFEREE-P&REC	120.00
JAKOB A YOCK	REFEREE-P&REC	120.00
JAKOB HAUGSE	REFEREE-P&REC	120.00
JAMISON W BILLINGSLEY	REFEREE-P&REC	120.00
TIERNAN BOOTS	REFEREE-P&REC	120.00
MOUNT VERNON ACE HARDWARE	SUPPLIES-FD	116.42
IOWA DEPT OF NATURAL RESOURCES	ANNUAL WATER USE FEE-WAT	115.00
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	112.20
VEENSTRA & KIMM INC	LBC GENERATOR	111.50
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	110.00

MECHANICSVILLE TELEPHONE COMPANY	PHONE/INTERNET-POOL	108.77
STUDENT PUBLICATIONS INC	ADS/PUBLICATIONS-P&REC	107.63
AIRGAS INC	CYLINDER RENTAL-PW	101.78
AMAZON CAPITAL SERVICES	SUPPLIES-P&REC	91.91
ALLIANT ENERGY	ENERGY USAGE-RUT,P&A,WAT,SEW	86.80
VESTIS	RUGS,SERVICES-FD	84.81
P&K MIDWEST INC	SUPPLIES-RUT	82.94
GABRIELL GARCIA	REFUND-P&REC	82.00
ALLIANT ENERGY	ENERGY USAGE-LBC	81.82
PROFESSIONAL WINDOW CLEANING	WINDOW CLEANING-CITY HALL	80.00
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
ALL SECURE	SECURITY SYST MONITORING-POOL	75.00
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	74.73
PRESTO-X	PEST CONTROL-FD	73.81
IOWA ONE CALL	LOCATES-WAT,SEW	72.90
AMAZON CAPITAL SERVICES	SUPPLIES-PD	72.18
CENTURY LINK	PHONE CHARGES-PD	71.61
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	69.79
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	64.89
PRESTO-X	PEST CONTROL-CITY HALL	63.80
ALLIANT ENERGY	ENERGY USAGE-PD	63.23
PRESTO-X	PEST CONTROL-PD	62.00
GARY'S FOODS	SUPPLIES-LBC,P&A	61.69
ALLIANT ENERGY	ENERGY USAGE-SIRENS	61.37
BRADY WEAVER	REFEREE-P&REC	60.00
EVAN COLEMAN	REFEREE-P&REC	60.00
EVAN COLEMAN	REFEREE-P&REC	60.00
GABRIEL GRAFFT	REFEREE-P&REC	60.00
GAGE HOLUB	REFEREE-P&REC	60.00
JAKOB A YOCK	REFEREE-P&REC	60.00
JAKOB HAUGSE	REFEREE-P&REC	60.00
JAMISON W BILLINGSLEY	REFEREE-P&REC	60.00
LUKE RUSHFORD	REFEREE-P&REC	60.00
TIERNAN BOOTS	REFEREE-P&REC	60.00
KONICA MINOLTA	MAINT PLAN/COPIES-LBC	57.50
AMAZON CAPITAL SERVICES	SUPPLIES-PD	56.49
CARQUEST OF LISBON	EQUIP MAINT-PW	55.14
MOUNT VERNON BANK & TRUST CO	NSF CHECK-WAT,SEW,GB	54.99
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	54.19
AMAZON CAPITAL SERVICES	SUPPLIES-P&REC	50.97
FIRE SERVICE TRAINING BUREAU	TRAINING-FD	50.00
AMAZON CAPITAL SERVICES	UNIFORMS-ALL DEPTS	46.90
ALLIANT ENERGY	ENERGY USAGE-RUT,WAT,SEW	45.39
CHRISTOPHER BROWN	CLEANING SERVICES-FD	45.00
UNITYPOINT CLINIC-OCCUPATIONAL	PRE-EMPLOYMENT TESTING-PD	42.00
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	40.88
CUSTOM HOSE & SUPPLIES INC	SUPPLIES-RUT	37.54
BANKCARD 8076	REFUND-LBC	36.00
ALLIANT ENERGY	ENERGY USAGE-RUT,WAT,SEW,SW	34.24
NEAL'S WATER CONDITIONING	WATER/SALT-FD	33.00
NEAL'S WATER CONDITIONING	WATER/SALT-FD	33.00

MT VERNON EYE CLINIC	PRE-EMPLOYMENT EXAM-PD	30.00
ALLIANT ENERGY	ENERGY USAGE-SW	29.31
NEAL'S WATER CONDITIONING	WATER/SALT-LBC	25.50
SAMANTHA KNUDSON	REFUND-LBC S	25.00
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	22.00
ALLIANT ENERGY	ENERGY USAGE-CEM	20.38
HAWKINS INC	CHEMICALS-WAT	20.00
DIANNA HAMILTON	REFUND-P&REC	20.00
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	17.87
JACLYN CRAIG	REFUND-P&REC	15.00
KONICA MINOLTA	MAINT PLAN/COPIES-LBC	13.25
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	10.00
IOWA LAW ENFORCEMENT ACADEMY	TRAINING-PD	10.00
NEAL'S WATER CONDITIONING	WATER/SALT-CITY HALL	5.25
AUTHNET GATEWAY BILLING	CREDIT CARD SERVICES-LBC	5.00
TOTAL		423,953.21

FUND EXPENSE TOTALS

PAYROLL	233,635.45
GENERAL FUND	37,890.09
PW FACILITIES	31,478.62
SEWER FUND	26,113.52
SOLID WASTE	22,355.32
WATER FUND	16,316.78
ROAD USE TAX FUND	14,327.87
LBC	12,437.41
2024 INFRASTRUCTURE	10,901.44
ARPA LINN COUNTY GRANT	6,910.00
GLENN ST/CHI/COTTONWOOD	3,606.00
CIP/FIRE DEPT TAX LEVY	3,399.70
CAPITAL IMPROVEMENT PROJECTS	1,912.82
LOST III UR & STREETScape	1,788.94
REMOTE READ METER PROJECT	405.00
STORM WATER	350.25
LOW MODERATE INCOME FUND	124.00
TOTAL	423,953.21

FY25 SEPTEMBER REVENUE

GENERAL GOVERNMENT	318,869.35
PUBLIC WORKS	300,085.12
PUBLIC SAFETY	107,313.46
CULTURE-RECREATION	35,531.41
COMMUNITY & ECONOMIC DEV	1,146.00
TOTAL	762,945.34

Discussion and Consideration of Appointing Nick Eicher to the Mt. Vernon/Lisbon Police Department - Council Action as Needed. Chief Shannon stated that staff has completed the application and interview process with several individuals and is looking forward to offering the police officer position to Nick Eicher.

He would hopefully be able to start at the academy in January. Motion made by Engel, seconded by West to approve the appointment of Nick Eicher to the Mt. Vernon-Lisbon Police Department. Motion carries. Rose and Tuerler absent. Mayor Wieseler then officially swore in Mr. Eicher.

Discussion and Consideration of Change Order #1 – Bryant Rd Watermain Extension – Council Action as Needed. Change Order #1 is a deductuction of \$9,463.25. The pipe feeding the Bryant Rd. area is smaller than what was originally believed so there was a rather large deduction in the original construction price. Due to the initial reduction, staff asked Dave Schmitt Construction to provide a price for connecting the new water main to the public works facility. This was an addition of \$17,958.00, but still left an overall deduction of \$9,463.25. Motion made by West, seconded by Engel to approve Change Order #1-Bryant Rd Watermain Extension. Motion carries. Rose and Tuerler absent.

Discussion and Consideration of Pay Application #1 – Sanitary Sewer Rehabilitation Project – Council Action as Needed. Pay Application #1 is in the amount of \$61,766.53. This project is part of the Linn County ARPA grant for sanitary sewer televising, cleaning and lining project. Motion made by Andresen, seconded by West to approve Pay Application #1-Sanitary Sewer Rehabilitation Project. Motion carries. Rose and Tuerler absent.

Discussion and Consideration of 2024 Police Vehicle Equipment Installation with RACOM – Council Action as Needed. Chief Shannon is requesting approval of the proposed RACOM quote in the amount of \$25,186.98. This is a proposal to decommission the old squad car and equip the new 2024 Ford Interceptor. Motion made by Engel, seconded by Andresen to approve the quote from RACOM for vehicle equipment installation. Motion carries. Rose and Tuerler absent.

Discussion and Consideration of Springville Ready Mix Invoice #79154 – PW Site Construction – Council Action as Needed. The attached invoice includes concrete charges for the new public works site construction. These projects include the brine shed footings and interior floors in the north building. Motion made by West, seconded by Engel to approve invoice #79154 from Springville Ready Mix in the amount of \$19,130.50. Motion carries. Rose and Tuerler absent.

Discussion and Consideration of Water's Edge Invoice #11007 – 2024 Pool Renovation Project – Council Action as Needed. Motion made by Engel, seconded by West to approve invoice #11007 from Water's Edge in the amount of \$23,205.00 for the pool renovation planning. Motion carries. Rose and Tuerler absent.

Discussion and Consideration of Pay Application #1 – 2024 Pool Renovation Project – Council Action as Needed. Pay Application #1 for the 2024 pool renovations is in the amount of \$59,660.00. Demolition of the deck concrete has begun, along with removal of old caulk/sealants at the basin joints. Motion made by West, seconded by Andresen to approve Pay Application #1-2024 Pool Renovation Project. Motion carries. Rose and Tuerler absent.

Discussion Items (No Action)

Linn County Planning & Zoning Update on King Chapel. Representatives from Linn County and Cornell College were in attendance to give an update on the status of King Chapel. Additional temporary safety measures have been taken to stabilize the structure until necessary repairs can be made in the spring. A report from Cornell's Engineer regarding the current condition of the building was provided in the Council packet. No action taken.

Reports of Mayor/Council/Administrator

Mayor's Report. The Legion provided flags for Council Chambers. Wieseler was asked by Janet Weldon from the Linn County casino group if the City of Mount Vernon had an opinion on supporting a casino in Cedar Rapids. Council will hold a formal vote at the next Council meeting on this item. The Mayor gave Council a heads up that he will be looking for a formal review of the City Administrator by the end of the year. Thursday, October 31, 2024 from 5:00 pm to 8:00 pm will be trick or treat night in Mount Vernon.

City Administrator's Report. Full report can be found on the City website under the October 7, 2024 Council packet.

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

Respectfully submitted,
Marsha Dewell
City Clerk

Chris Nosbisch

From: Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>
Sent: Thursday, October 17, 2024 9:12 AM
To: Lori Boren; Chris Nosbisch
Subject: FW: Application App-210035 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: Thursday, October 17, 2024 9:11 AM
To: Tasha Whitman <twhitman@mtvernonlisbonpd-ia.gov>
Cc: licensingnotification@iowaabd.com
Subject: Application App-210035 Ready for Review

Hello,

Application Number App-210035 has been set to "Submitted to Local Authority" status and is currently ready for your review.

Corp Name: J Sauerbrei LLC

DBA: LINCOLN WINEBAR

License Number: BW0094640

Application Number: App-210035

Tentative Effective Date: 10/31/2024

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

Application Type: Renewal

F. Ordinance Approval/Amendment

AGENDA ITEM # F - 1

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

DATE: October 21, 2024

AGENDA ITEM: Ordinance #10-7-2024B

ACTION: Motion

SYNOPSIS: Staff will recommend leaving this ordinance tabled until the November 4, 2024 meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance #10-7-2024B

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

ORDINANCE NO. 10-7-2024 B

**AN ORDINANCE AMENDING CHAPTER 46 MINORS
OF THE MOUNT VERNON CODE OF ORDINANCES**

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

SECTION 1. AMENDMENT. Chapter 46 Minors is hereby amended by adding the following language:

46.03 Smoke Shops.

1. Persons Under Age 21.

It is unlawful for any person under twenty-one (21) years of age to enter or be on the premises of a Smoke Shop, as defined in Mount Vernon Code of Ordinances Chapter 165.302, at any time.

2. Business Owner & Attendant Responsibilities.

An employee, manager, or owner shall be stationed at each public entrance at all times during regular business hours, and shall prohibit any person under the age of twenty-one (21) from entering the establishment.

3. Valid ID Required.

It shall be presumed that an attendant knew a person was under the age of twenty-one (21) unless the attendant asked for and was presented with a valid drivers' license, issued by a state authority, presenting reasonable likeness to the presenter, and a birthdate indicating a current age of twenty-one (21) years or older.

SECTION 2. SAVINGS CLAUSE. If any section, provision, sentence, clause, phrase 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 provision, section, subsection, sentence, clause, phrase or part hereof not adjudged invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE. This Ordinance shall be in full force and effect from and 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

AGENDA ITEM # F - 2

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

DATE: October 21, 2024

AGENDA ITEM: Ordinance #10-7-2024C

ACTION: Motion

SYNOPSIS: Staff has not received any verbal or written communication regarding this ordinance since the first reading.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Ordinance #10-7-2024C

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

ORDINANCE NUMBER 10-7-2024 C

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MOUNT VERNON, IOWA, 2000, BY AMENDING PROVISIONS PERTAINING TO CHAPTER 165, ZONING REGULATIONS.

WHEREAS, the addition of accessory dwelling units as a permitted housing type meets the comprehensive plan goals of “integrating a variety of housing types into the community for all income and age levels,” and “...supporting the Housing Commission,” which identified a need for more lower-cost housing options; and

WHEREAS, the Planning and Zoning Commission has studied the issue of accessory dwelling units, including holding a public input process, and has held a public hearing and recommended approval of this ordinance; and

WHEREAS, the City Council has held a required public hearing for this zoning amendment ordinance.

NOW THEREFORE, BE IT ENACTED by the City Council of the City of Mount Vernon, Iowa:

SECTION 1. SECTION MODIFIED. Chapter 165, section 302 of the Code of Ordinances of the City of Mount Vernon, Iowa, the following definitions are hereby amended as follows {underline indicates insertion; ~~strike through~~ indicates deletion} and the definitions are renumbered for new and deleted definitions:

Accessory Dwelling Unit (ADU): A dwelling unit located within an owner occupied, single-family home or in an accessory structure subject to the regulations set forth in Section 610.

Apartment. A housing unit within a building designed for and suitable for occupancy by only one ~~family~~household. Apartments are generally located within multi-family residential buildings.

~~Family. One or more persons living together and sharing common living, sleeping, cooking, and eating facilities within an individual housing unit, no more than 4 of whom may be unrelated. The following persons shall be considered related for the purpose of this ordinance:~~

- ~~—A. Persons related by blood, marriage, or adoption;~~
- ~~—B. Persons residing with a family for the purpose of adoption;~~
- ~~—C. Not more than eight persons under 19 years of age, residing in a foster house licensed or approved by the State of Iowa.~~
- ~~—D. Not more than eight persons 19 years of age or older residing with a family for the purpose of receiving foster care licensed or approved by the State of Iowa.~~
- ~~—E. Person(s) living with a family at the direction of a court.~~

Lot. A parcel of property with a separate and distinct number or other identifying designation which has been created, assigned and recorded in the Office of the Linn County Recorder and may consist of: (a) a single lot of record or (b) a combination of complete lots of record. Each individual lot is subject to the provisions of a particular base Zoning District, and shall have a minimum frontage of 20 feet, except as provided in an approved Planned Unit Development and/or Creative Subdivision (see illustrations below).

SECTION 2. SECTION MODIFIED. Chapter 165, section 402, subsection 2, is hereby amended as follows {underline indicates insertion; ~~striketrough~~ indicates deletion}:

2. Accessory Uses and Buildings. Uses of land or structure customarily incidental and subordinate to a permitted use in the AG District.

A. Accessory dwelling unit~~Living quarters of persons employed on the premises and not rented or otherwise used as a separate dwelling.~~

SECTION 3. SECTION MODIFIED. Chapter 165, section 402, subsection 4, is hereby amended as follows {underline indicates insertion; ~~striketrough~~ indicates deletion}:

Regulations	<u>AG</u> <u>Agricultural</u> uses	Single-family dwellings	Other uses
Minimum lot area (acres)	5 acres	1 acre	5 acres
Minimum lot width and depth (feet)	150 (width) 150 (depth)	150 (width) 150 (depth)	200 (width) 200 (depth)
Site area per housing unit (acres)	5 acres	1/2 acre (min.) 1 acre (max.)	NA
Minimum front yard setback (feet) *	50	50	50
Minimum street side yard setback (feet) *	50	50	50
Minimum interior side yard setback (feet) *	25	25	25
Minimum rear yard setback (feet) *	50	50	50
Maximum height main building (feet)	NA	35	50
Maximum height accessory building (feet)	NA	12	20
Maximum Building Coverage	15%	25%	15%
Maximum Impervious Coverage	25%	35%	25%
Floor Area Ratio	NA	NA	NA
Maximum distance between building faces across street (feet)	NA	NA	NA
Maximum amount of total parking located in street yard	NA	NA	NA

SECTION 4. SECTION MODIFIED. Chapter 165, section 403, subsection 2, the following accessory use is added and the other uses are re-lettered:

Accessory dwelling unit.

SECTION 5. SECTION MODIFIED. Chapter 165, section 404, subsection 2, the following accessory use is added and the other uses are re-lettered:

Accessory dwelling unit.

SECTION 6. SECTION MODIFIED. Chapter 165, section 404, subsection 4, is hereby amended as follows {underline indicates insertion; ~~strikethrough~~ indicates deletion}:

Regulations	Single-family dwellings	Duplex	Multi-family dwellings	Other Uses
Minimum lot area (square feet)	7,500	<u>8,500</u> 8,000	<u>10,200</u> 8,000	10,000
Minimum lot width and depth (feet)	60 (width) 60 (depth)	75 (width) 75 (depth)	80 (width) 80 (depth)	80 (width) 80 (depth)
Site area per housing unit (square feet)	7,500	4,250	3,400 *	NA
Minimum front yard setback (feet) **	20	20	20	25
Minimum street side yard setback (feet) **	15	15	15	15
Minimum interior side yard setback (feet) **	7	7	7	15
Minimum rear yard setback (feet) **	30	30	30	30
Maximum height main building (feet)	35	35	35	50
Maximum height accessory building (feet)	12	12	12	20
Maximum Building Coverage	40%	40%	40%	40%
Maximum Impervious Coverage	50%	50%	50%	50%
Floor Area Ratio	NA	NA	NA	NA
Maximum distance between building faces across street (feet)	NA	NA	NA	NA
Maximum amount of total parking located in street yard	NA	NA	NA	35%

SECTION 7. SECTION MODIFIED. Chapter 165, section 405, subsection 2, the following accessory use is added and the other uses are re-lettered:

Accessory dwelling unit.

SECTION 8. SECTION MODIFIED. Chapter 165, section 405, subsection 4, is hereby amended as follows {underline indicates insertion; ~~strike through~~ indicates deletion}:

Regulations	Single-family dwellings	Duplex	Multi-family dwellings	Other Uses
Minimum lot area (square feet)	7,500	8,500 7,500	10,200 7,500	10,000
Minimum lot width and depth (feet)	60 (width) 60 (depth)	75 (width) 75 (depth)	80 (width) 80 (depth)	80 (width) 80 (depth)
Site area per housing unit (square feet)	7,500	4,250	3,400 *	NA
Minimum / maximum front yard setback (feet) **	15 (min.) 25 (max.)	15 (min.) 25 (max.)	15 (min.) 25 (max.)	15
Minimum street side yard setback (feet) **	15	15	15	15
Minimum interior side yard setback (feet) **	5	5	5	15
Minimum rear yard setback (feet) **	30	30	30	30
Maximum height main building (feet)	35	35	35	50
Maximum height accessory building (feet)	12	12	12	20
Maximum Building Coverage	40%	40%	40%	40%
Maximum Impervious Coverage	50%	50%	50%	50%
Floor Area Ratio	NA	NA	NA	NA
Maximum distance between building faces across street (feet)	NA	NA	NA	NA
Maximum amount of total parking located in street yard	NA	NA	NA	35%

SECTION 9. SECTION MODIFIED. Chapter 165, section 406, subsection 2, the following accessory use is added and the other uses are re-lettered:

Accessory dwelling unit.

SECTION 10. SECTION MODIFIED. Chapter 165, section 406, subsection 4, is hereby amended as follows {underline indicates insertion; ~~strikethrough~~ indicates deletion}:

Regulations	Single-family dwellings	Duplex	Multi-family dwellings	Other Uses
Minimum lot area (square feet)	7,500	7,500	<u>9,000</u> 7,500	10,000
Minimum lot width and depth (feet)	60 (width) 60 (depth)	75 (width) 75 (depth)	80 (width) 80 (depth)	80 (width) 80 (depth)
Site area per housing unit (square feet)	7,500	3,750	*	NA
Minimum / maximum front yard setback (feet) **	15 (min.) 25 (max.)	15 (min.) 25 (max.)	15 (min.) 25 (max.)	15
Minimum street side yard setback (feet) **	15	15	15	15
Minimum interior side yard setback (feet) **	5	5	5	15
Minimum rear yard setback (feet) **	30	30	30	30
Maximum height main building (feet)	35	35	35	50
Maximum height accessory building (feet)	12	12	12	20
Maximum Building Coverage	50%	50%	50%	50%
Maximum Impervious Coverage	60%	60%	60%	60%
Floor Area Ratio	NA	NA	NA	NA
Maximum distance between building faces across street (feet)	100	100	100	NA
Maximum amount of total parking located in street yard	NA	NA	NA	35%

SECTION 11. SECTION MODIFIED. Chapter 165, section 408, subsection 2, the following accessory use is added and the other uses are re-lettered:

Accessory dwelling unit.

SECTION 12. SECTION MODIFIED. Chapter 165, section 409, subsection 2, the following accessory use is added and the other uses are re-lettered:

Accessory dwelling unit.

SECTION 13. NEW SUBSECTION. Chapter 165, section 610, is amended by adding a new subsection, "1.", which hereby reads as follows, and renumbering the subsequent subsections:

1. Accessory Dwelling Units (ADU). ADUs that are allowed as a permitted or conditional use are subject to the following conditions:

A. Type. ADUs may be classified as one of the following:

(a) Internal. A dwelling unit that is located wholly within the primary structure without expansion of the footprint (e.g. basement or attic units).

(b) Attached. A dwelling unit that is considered part of the primary structure but results in an expansion of the primary structure's footprint.

(c) Detached. A dwelling unit that is separate from the primary structure (e.g. garage apartment or standalone structure)

B. Standards. ADUs shall comply with the following use-specific standards:

(a) One detached or one attached or internal ADU is permitted per lot.

(b) The ADU must be a complete, separate dwelling unit that functions independently from the principal use. It must contain its own kitchen and bathroom facilities and a separate exterior entrance, which, for an internal or attached ADU, may not be on the primary facade.

(c) Unless specifically addressed in this section, ADUs shall be subject to the regulations for a structure on the underlying zone district with regard to lot and bulk standards (e.g., height, setback/yard requirements, building coverage).

(d) The maximum size of an ADU may be no more than the footprint of the primary structure or 800 square feet, whichever is less.

(e) One off-street parking space is required for each ADU.

(f) ADUs may only be built on the same lot as the primary structure and shall be placed on and secured to a permanent frost-free perimeter foundation.

(g) The owner of the property on which an ADU is located must occupy at least one of the dwelling units on the premises as the permanent legal resident. The ADU and the principal use must be under the same ownership.

(h) Mobile homes, recreational vehicles, travel trailers, and any other wheeled or transportable structure shall not be used as ADUs.

(i) An existing accessory structure whose height or setback(s) does not meet the requirements for a dwelling in the zone district may be converted into an ADU, but the structure may not be altered in any manner that would increase the degree of non-compliance.

(j) Home occupations may be permitted in an ADU as required in this section. Allowable conditions will be calculated for one dwelling unit except for floor area, which may be based on allowable floor area for all permitted dwellings.

(k) ADUs shall not be considered for the site area per housing unit calculations.

(l) The ADU must be designed so that the appearance of the building remains that of an allowed use within that zone, and any new entrances, exterior finish materials, trim, windows, and eaves must visually match the principal use.

SECTION 14. SECTION MODIFIED. Chapter 165, section 702, is repealed and the following is adopted in lieu thereof:

1. **Encroachments on Required Yards.** Every part of a required yard shall be open and unobstructed from finished grade upward, except as specified herein.
 - A. Architectural projections, including roofs which cover porches, enclosed porches, window sills, belt courses, cornices, eaves, flues and chimneys, and ornamental features may project three feet (3') into a required yard.
 - B. Terraces, patios, uncovered decks, and ornamental features which have no structural element more than two feet (2') above or below the adjacent ground level may project ten feet (10') into a required yard. However, all such projections must be set back at least three feet (3') from an adjacent side lot line; or and twenty feet (20') from any street property line.
 - C. ADA ramps servicing a dwelling unit may be projected 11 feet (11') into a required yard.
 - D. Fire escapes, fireproof outside stairways, and balconies opening to fire towers may project a maximum of 3 feet (3') into required yards, provided that they do not obstruct the light and ventilation of adjacent buildings.
 - E. For buildings constructed upon a front property line, a cornice may project into public right-of-way. Maximum projection is the smaller of four feet (4') or five percent (5%) of the right-of-way width.
 - F. Canopies. In commercial districts, a canopy may extend into a required front yard, provided that the canopy is set back at least five feet (5') from the front property line, covers less than fifteen percent (15%) of the area of the required front yard, and has a vertical clearance of at least eight feet six inches (8'6").
2. **Garage Setbacks:** Any garage, detached or attached, that fronts on a public street must be set back at least 20 feet (20') from such street or as is required by the minimum setback requirements of the zoning district, whichever is greater.
3. **Built-Up Blockfaces.** These provisions apply if forty percent (40%) or more of the buildings on that blockface have front yard setbacks different from those required for the specific district.
 - A. If a building is to be built on a parcel of land within 100 feet (100') of existing buildings on both sides, the minimum front yard shall be the mean setbacks of the adjacent buildings.
 - B. If a building is to be built on a parcel of land within 100 feet (100') of an existing building on one side only, the minimum front yard shall be the setback of the adjacent building.
 - C. If a building is to be built on a parcel of land not within 100 feet (100') of an existing building on either side, then the minimum front yard shall be the mean setback of all existing buildings on the blockface.
 - D. No setback adjustment pursuant to this section shall create a required front yard setback more than five feet (5') greater than that otherwise required by the applicable zoning district.
4. **Lots Adjoining Alleys.** In calculating the depth of a required side or rear yard setback for a lot adjoining a dedicated public alley, one-half of the alley may be credited as a portion of the yard. However, no structure may be nearer than three feet (3') to the near side of the alley.
5. **Corner Lots.** Required setbacks shall not reduce the buildable width of any corner lot to less than 24 feet (24'). Appropriate setback adjustments shall be allowed to maintain this minimum width.

6. **Rear Yard Exceptions - Residential Uses.** When an irregular lot is used for residential purposes, the rear yard may be measured as the average horizontal distance between the building and rear lot line, provided that the minimum setback shall not be less than sixty percent (60%) of the rear yard required by the zoning district.
7. **Double Frontage Lots.** Double-frontage lots shall require full front-yard setbacks along both street frontages, as set forth in the bulk regulations table of each zoning district. Residentially zoned double-frontage lots on a major street, and with no access to that street may have a 25-foot (25') minimum front yard setback along said street.
8. **Satellite Antennas.** Antennas with a surface area over 6.3 square feet which are accessory to a primary use and are designed to receive and transmit electromagnetic signals, or to receive signals from satellites, shall not be located within any front yard of the primary use. Such antennas shall be located no less than fifteen feet (15') from the property line of an adjacent property within a residential zoning district.
9. **Lamp Posts:** Lamp posts with a maximum height of ten (10) feet, and flag poles up to maximum height of base district may be located within required yards, provided they are set back at least five (5) feet (5') from property lines.
10. **Vision Clearance Zones.** No structure, including a fence, shall be built to a height of more than three feet (3') above the established curb grade on the part of the lot bounded by the street lines of the streets which intersect and a line connecting a point on each of such lines thirty feet (30') from their point of intersection. No landscaping shall be planted in such area which will materially obstruct the view of drivers approaching the street intersection.

SECTION 15. NEW SECTION. Chapter 165, title 7, is amended by adding a new section, 710, which is hereby adopted to read as follows:

710 ACCESSORY BUILDINGS.

Accessory uses and buildings are subject to all site development regulations of its zoning district, except as provided below:

A. Setbacks:

- (a) **Side Yards:** An accessory building may be located a minimum of five feet (5') from the side lot line of the property if it is located between the rear building line of the principal building and the rear property line.
- (b) **Front Yards:** No accessory building may be located between the front building line of the principal building and the front property line.
- (c) **Rear Yard:** The minimum rear yard setback for accessory buildings shall be 8 feet (8'). This minimum rear yard setback shall be increased to 15 feet (15') if the accessory building requires vehicular access from an alley.
- (d) **Street Yards:** No accessory building shall be located within 20 feet from any street side yard property line.
- (e) **Easements:** Easements may be incorporated into these required setbacks. however, no accessory building shall be located within any easement or right-of-way along the property line.

B. Maximum Size:

- (a) No accessory building shall exceed 144 square feet, or 1.5% of total lot area, whichever is larger, within an SR, TR, or HR residential district.
- (b) All buildings on a site, taken together, must comply with the building coverage requirements for the zoning district.
- (c) The maximum square feet of any detached garage or accessory dwelling unit shall not exceed 100% of the primary dwelling unit's ground floor square feet, alone or in combination, excluding any attached garage square feet. Dwelling space which may occupy a half story is not subject to this limit, however, the area limit applied for an accessory dwelling unit between this section and section 610 shall be the most restrictive limit.

C. Height:

- (d) In residential districts, the maximum height shall be 12 feet (12') for a detached garage and 10 feet (10') for any other accessory building.
- (e) Additionally and without any increase to the height of the sidewalls of a detached garage or accessory building based on the aforementioned maximum height limitations, the height and pitch of the roof may be increased if, in the discretion of the Zoning Administrator, that increase is necessary to complement the pitch and style of the primary residential structure.
- (f) In no event shall a detached garage or accessory building exceed the height of 20 feet (20'), as measured from the established grade to the highest point of the structure.

D. Separation from Other Buildings: No accessory building shall be placed within ten feet of any other building on its own property or any adjacent properties.

E. Attached Accessory Buildings: Any accessory building physically attached to the principal building shall be considered part of the principal building and subject to the development regulations of its zoning district.

F. Effect on Adjacent Properties: If an adjacent lot is built upon, the accessory building must be entirely to the rear of the line of any principal building on such adjacent lot. No accessory building shall damage adjacent property by obstructing views, inhibiting solar access, or hindering ventilation.

G. Hazards: Any accessory use which creates a potential fire hazard shall be located a minimum of 10 feet from any residential structure. Such uses include but are not limited to detached fireplaces, barbecue ovens, or storage of flammable materials.

H. No accessory building shall be built upon any lot until construction of the principal building has begun.

SECTION 16. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 17. SEVERABILITY CLAUSE. If 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 18. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

First Reading: _____
Second Reading: _____
Third Reading: _____

Passed and approved by the City Council this ___ day of _____, 2024.

Mayor

Attest:

City Clerk

I certify that the foregoing was published as Ordinance Number ___ on the ___ day of _____, 2024.

City Clerk

G. Resolutions for Approval

AGENDA ITEM # G – 1

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

DATE: October 21, 2024

AGENDA ITEM: Resolution #10-21-2024A

ACTION: Motion

SYNOPSIS: City staff has been discussing supplemental specifications to SUDAS to clarify and update certain public improvement requirements relevant to construction within the Mt. Vernon city limits. The supplemental specifications have been adopted within other Iowa municipalities.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution #10-21-2024A

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

RESOLUTION #10-21-2024A

**A RESOLUTION ADOPTING SUPPLEMENTARY SPECIFICATIONS TO SUDAS
(STATEWIDE URBAN DESIGN AND SPECIFICATIONS) FOR THE CITY OF MOUNT
VERNON, IOWA**

WHEREAS, it is deemed advisable that the City of Mt. Vernon, Linn County, Iowa adopt standards and specifications in the form of SUDAS for the governance of municipal improvements within the City as deemed feasible and appropriate; and,

WHEREAS, in addition to SUDAS, the City deems it advisable to adopt supplementary specifications to the SUDAS manual for public improvement construction within the City of Mount Vernon;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mt. Vernon that the supplementary specifications to SUDAS shown in Exhibit "A," attached hereto and made a part thereof are hereby adopted for use in the City of Mt. Vernon, Iowa.

Motion made by _____, seconded by _____ to _____

Resolution #10-21-2024A

Resolution #10-21-2024A _____ on October 21, 2024, by the following roll call vote:

YES:

NO:

ABSTAIN:

ABSENT:

MOUNT VERNON CITY COUNCIL
MOUNT VERNON, IOWA

Thomas M. Wieseler, Mayor

ATTEST:

Marsha Dewell
Finance Director/City Clerk

CITY OF MOUNT VERNON, IOWA
SUPPLEMENTARY SPECIFICATIONS TO SUDAS

These Supplementary Specifications amend or supplement the Statewide Urban Design and Standards (SUDAS) and other provisions of the Contract Documents as indicated below. All provisions which are not so amended or supplemented remain in full force and effect.

The terms used in these Supplementary Specifications will have the meanings indicated in SUDAS.

Division 2 – Earthwork

Section 2010 Clearing, Excavation, and Embankment

1.07 SPECIAL REQUIREMENTS

Add:

" No earthwork shall proceed with or upon frozen materials."

1.08 MEASUREMENT AND PAYMENT

D. Topsoil:

Add:

"Strip, stockpile, and respread topsoil in accordance with Iowa NPDES General Permit No. 2 requirements."

F.2 Payment

Replace "existing embankments or following proof rolling operations." **with** "embankments constructed as part of the project or once the grade has been approved following a successful proof rolling test."

M. Compaction Testing

M. 1. Remove and Replace with:

"The Contractor shall be responsible for compaction testing and payment for testing unless otherwise specified in the Contract Documents."

2.01 TOPSOIL

Add:

"Strip, stockpile, and respread topsoil in accordance with Iowa NPDES General Permit No. 2 requirements."

2.04 FOUNDATION MATERIALS

D. Subbase

Delete:

"1. Special Backfill"

3.02 TOPSOIL

Add:

"Strip, stockpile, and respread topsoil in accordance with Iowa NPDES General Permit No. 2 requirements."

3.04 EMBANKMENT CONSTRUCTION

C. Depositing Embankment Material

1. Add the following:

"No embankments shall be built on frozen earth."

3.06 SUBGRADE PREPARATION

A. Uniform Composition

Add the following:

"A disk or plow shall be used for turning soil for drying. If conditions do not allow enough space for a disk or plow, the material shall be opened up for drying via other methods, proposed by the Contractor, with the approval of the Engineer."

3.09 FIELD QUALITY CONTROL

B. Moisture Content and Density

1. Replace with the following:

"Ensure that moisture content fall within a range of optimum moisture of -1% to +4% of optimum moisture."

Division 3 – Trench and Trenchless

Section 3010 Trench Excavation and Backfill

2.01 MATERIALS EXCAVATED FROM A TRENCH

C. add the following:

"No additional compensation will be made for minor adjustments to elevations due to field conditions."

3.05 PIPE BEDDING AND BACKFILL

E. Final Trench Backfill:

E.3a Replace: "Compact to at least 65% relative density within right of way" **with** "Compact to at least 95% of Standard Proctor Density within right of way."

E.4c Replace the moisture range of optimum moisture **with** -1% to +4% of optimum moisture.

Division 4 – Sewers and Drains

Section 4010 – Sanitary Sewers

2.01 SANITARY SEWER (Gravity Mains)

Delete:

"A. Solid Wall Polyvinyl Chloride Pipe (PVC) 8 inch to 15 inch."

- B. Solid Wall Polyvinyl Chloride Pipe (PVC) 18 inch to 27 inch.
- C. Corrugated Polyvinyl Chloride Pipe (PVC) 8 inch to 36 inch.
- D. Closed Profile Polyvinyl Chloride Pipe (PVC) 21 inch to 36 inch.
- H. Vitrified Clay Pipe (VCP) 8 inch to 42 inch.
- I. Double Walled Polypropylene Pipe 12 inch to 30 inch.
- J. Triple Walled Polypropylene Pipe 30 inch to 36 inch."

2.02 SANITARY SEWER FORCE MAINS

Add:

"G. Sanitary Sewer Gravity Main, Trenchless

- a: Material shall be SDR-18 CERTA-LOC Pipe or approved equal."

Section 4020 Storm Sewers

1.08 MEASUREMENT AND PAYMENT

1. Trenched

c. Includes

Add the following:

"For those storm sewers lines along the back of curb or under the Street the granular backfill shall be filled to the bottom of the granular subbase."

Section 4030 Pipe Culverts

1.08 MEASUREMENT AND PAYMENT

1. Trenched

c. Includes

Add the following:

"For those pipe culverts lines along the back of curb or under the Street the granular backfill shall be filled to the bottom of the granular subbase."

Section 4040 – Subdrains and Footing Drain Collectors

2.06 SUBDRAIN OR FOOTING DRAIN CLEANOUTS

Add the following:

"C. Nyloplast Cleanout. Install per manufacturer specifications. Includes casting. Ductile iron frame (28.50) and solid grate (24.75) or approved equal. Inlet and outlet shall be 6". Fill bottom of structure with concrete to flowline. Nyloplast shall be used unless otherwise specified in the contract documents."

Division 5 – Water Mains and Appurtenances

Section 5010 – Pipe and Fittings

1.08 MEASUREMENT AND PAYMENT

C. Fittings

Delete:

"2. Fittings by Weight"

2.02 BOLTS FOR WATER MAIN AND FITTINGS

A. Tee-Bolts and Hexagonal Nuts for Mechanical Joints:

Add:

"1. Corten Steel tee-bolts with fluorocarbon coating or City approved alternative high-strength, low-alloy steel manufactured according to AWWA C111."

B. Other Bolts and Nuts:

Add:

"1. Stainless steel or Corten Steel with fluorocarbon coating"

Delete:

"2. Ductile iron

3. Zinc, zinc chromate, or cadmium plated."

2.03 Fittings

C. Pipe Coupling:

Add:

"5. Fittings allowed for oversized pipe are:

- a. Romac Alpha XL restrained joint
- b. Krausz Hymax Grip"

2.05 PIPELINE ACCESSORIES

B. Tracer System:

b.1) Bimetallic Copper Clad Steel Conductor

Add:

"For Boring use only or as approved by Engineer."

5. Tracer Wire Station:

Add:

"Contractor to install stainless steel strap on fire hydrants."

2.07 WATER SERVICE PIPE AND APPURTENANCES

B. Materials

3. PVC Pipe

Delete:

"ASTM D 1785, Schedule 80 or ASTM D 2241. SDR 21. Provide solvent weld joints for all pipes."

Add:

"C900 with wall thickness of DR 18."

5. Polyethylene Pipe:

Add:

"Must receive special permission from City for use with multifamily units only after water service copper manifold installation. Pipe must be DR9 ASTM2737 with minimum of 250 psi rating, copper tubing size with tube stiffeners and compression fittings."

"Compression fittings allowed.

- a. AY McDonald – Q-series compression or Cambridge multiple Ranger multiple OD coupling
- b. Mueller – 110 compression connection for CTS OD tubing."

C. Corporations, Stops, and Stop Boxes:

Add:

"1. Corporation Stop Allowed

- a. Mueller H-15000
- b. AY McDonald 74701

2. Curb Stop Allowed

- a. Mueller H-25204N
- b. AY McDonald 76100

3. Curb Box Allowed

- a. Mueller H-10334
- b. AY McDonald 5607
- c. All curb boxes shall have a stainless steel valve operator extension rod, ½-inch in diameter x 42 inches long."

3.01 PIPE INSTALLATION

A.8

Delete: "and when specified in the contract documents,"

Add:

"12. Minimum pipe bury depth is 5.5"

"13. When water main run ends with a valve, restrain the last two full lengths of pipe with a flange/mega lug assembly with stainless threaded rod and nuts and wrapped in plastic. Item is incidental to main installation. See Exhibit B."

3.05 TRACER SYSTEM INSTALLATION

F.

Delete: "wire station"

Add:

"stainless steel locator strap to be installed by Contractor"

"H. Upon completion of project, locating wires shall be tested to insure proper functionality."

3.09 WATER SERVICE STUB

Add:

"D. Water main to be in service and all tests passed prior to installing taps.

E. Install blue painted steel tee fence posts by all water service curb boxes."

Section 5020 – Valves, Fire Hydrants, and Appurtenances

1.07 SPECIAL REQUIREMENTS

Add:

"Contractor must check tightness of all pressure-containing bolts on the fire hydrant and attached valve prior to installation as bolts may have loosed during shipment. Contractor to follow ANSI/AWWA C600 for proper installation procedures."

1.08 MEASUREMENT AND PAYMENT

C. Fire Hydrant Assembly

3. Includes:

Add: "stainless steel locator strap, Anchor Tee, and pipe shall be paid for as part of the Fire Hydrant Assembly and not paid for separately"

F. Valve Box Adjustment, Minor:

Add:

"Valve box adjustment extensions will be incidental."

2.01 VALVES

B. Gate Valves

Add:

- "4. Operating nut to be attached to valve stem by bolt or nut type connection
5. Valve stem shall be brass and removable without removing valve bonnet
6. Finish: in accordance with ANSI/AWWA C509. Fusion bonded epoxy per AWWA C550, interior and exterior
7. Valves allowed:
 - a. Mueller
8. Install blue painted steel tee fence posts by all valve boxes."

D. Tapping Valve Assemblies

1. Tapping Valve:

Delete: "or AWWA C515"

Add:

- "8. Tapping valve shall have alignment lip to mate with tapping saddle
9. Tapping sleeve shall be made of:
 - a. Minimum 18-8 stainless steel
 - b. Gasket- nitrile NSF-61 approved
 - c. Flange shall be 18-8 stainless steel type (304) with ANSI class 150# drilling pattern
 1. Per AWWA C207 class "D"
 - d. Flange shall be machined with a recess MSS SP-60 to accept tapping valves
 - e. Nuts, bolts and washers shall be 304 stainless steel
 - f. Nuts and bolts shall be coated to prevent galling
 - g. Test port shall be ¾" welded stainless steel with IPS stainless steel pipe plug

- h. Tapping sleeves shall follow ASTM A380-06 and ASTM A967-05 for cleaning, de-scaling and passivation treatment
 - i. Acceptable tapping saddles are Mueller H-304SS, Smith-Blair 665, Triple Tap series TS
10. Tapping sleeve shall be tested prior to tapping, in accordance with City rules.
11. Sleeve and valve shall be supported by 4"x8"x16" solid block."

2.02 FIRE HYDRANT ASSEMBLY

B. Manufactures:

Add:

"Approved manufacturer – Mueller Super Centurion 200."

2.03 APPURTENANCES

A. Flushing Device (Blowoff):

Add:

"See Exhibit A – Blow off Detail"

B. Valve Box:

2. Manufacturer:

Add:

"Approved manufactures are:

- a. East Jordan Iron Works
- b. Sigma HD
- c. Tyler valve box extensions only. Tyler Domestic 26T 6855 slip top sections and Tyler Domestic 5 1/4 drop lid allowed."

Division 6 – Structures for Sanitary and Storm Sewers

Section 6010 – Structures for Sanitary and Storm Structures

1.08 MEASUREMENT AND PAYMENT

D. Casting Extension Rings; change to the following:

- "1. Measurement: Each casting extension ring will NOT be counted.
- 2. Payment: Payment will be incidental to each structure and shall be included in cost of said structure. No additional payment will be made."

2.03 CAST-IN-PLACE

B. Reinforcement

Add:

"All reinforcement steel shall be epoxy coated when structures are cast in place, unless otherwise indicated on the plans."

2.05 PRECAST RISER JOINTS

B. Joint Sealant:

- 1. Sanitary Sewer

Remove: "b. Bitumious Jointing Material"

c. Butyle Sealant Wrap"

2.08 PIPE CONNECTIONS

Add:

"E. Connection to sanitary sewer manhole shall be A-Lock or approved equal."

Detail SW-301

Remove: "Flexible Pipe Connection (typ.)"

Add: "A-Lock or approved equal by Engineer (typ.)"

Division 7 – Streets and Related Work

Section 7010 – Portland Cement Concrete Pavement

1.05 DELIVERY, STORAGE, HANDLING, AND SALVAGING

Add:

"E. Ready-Mix Concrete: Ready-Mix Concrete may be used only if the producer is approved per IDOT Ready-Mix Concrete Producer Program. Verification of approval will be required."

1.07 SPECIAL REQUIREMENTS

Add:

"A. Contractor shall provide 24- hour advance notice (excluding weekends and Holidays) the Engineer for pavement pours.

B. Contractor shall notify Engineer of pavement joint sealing operations which are performed during the hours of 10 pm – 7 am or other such times and locations where noise is restricted by the city Ordinance.

C. When placing PCC, the Contractor shall protect adjacent fixtures from concrete A splatter or direct contact with concrete. Fixtures shall include but are not limited to light poles, light pole bases, controller cabinets, hand holes, buildings, manhole lids, water valve lids and fire hydrants.

D. Pavement less than 15 years old shall be removed to full panel joint lines or as designated by the Engineer."

1.08 MEASUREMENT AND PAYMENT

B. Air Content Deficiency

Delete 2. Payment, and replace with:

"2. Payment: All concrete which has an air content deficiency according to Section 7010, 3.08 shall be removed and replaced at the cost of the contractor as determined by the Engineer."

C. Pavement Smoothness Deficiency

Remove Section

D. Pavement Thickness Deficiency

Add:

"The concrete shall be removed and replaced at the cost of the contractor at the Engineers discretion if it does not meet pavement thickness."

I. PCC Pavement Samples and Testing

Remove 1, 2, & 3 and replace with:

"1. Maturity testing is incidental to pavement items and no separate payment will be made for these tests. Pavement thickness cores will be required if yields do not check per section D and is incidental to the pavement items."

Add:

"N. Saw Cutting Dust Control:

1. Measurement: Lump sum item; no measurement will be made.
2. Payment: Payment will be at the lump sum price for saw cutting dust control.
3. Includes: Lump sum price includes equipment, labor, materials and incidentals necessary to complete cutting concrete in accordance with the silica safety requirements including self-contained system for debris."

3.02 PAVEMENT CONSTRUCTION

E. Bar and Reinforcement Placement

Add:

"5. **Utility Crossing Reinforcement:** Reinforcement shall be required at all storm sewer crossings and all sanitary sewer crossings that have less than 5 feet of cover between the top of the pipe and the bottom of the proposed pavement or as specified on the contract documents. Reinforcement shall be #5 epoxy coated bars, 15 foot long at 18" on center. Tied chairs supports and anchors shall be used. Bars shall be set and supported before paving. Overlaps will not be measured for payment. If there is no contract bid item this shall be incidental to other items."

K. Construction of Joints

Add:

"f. The City of Mount Vernon has a Noise Ordinance from 10:00 PM to 7:00 AM except for saw cutting of fresh concrete. The contractor must inform the Engineer if the contractor will be sawing during the Noise Ordinance so that the City of Mount Vernon Police Department can be notified."

3.04 PAVEMENT PROTECTION

A. Weather Conditions

Add:

"c. When cold weather protection is required it shall be paid per Iowa Department of Transportation Standard Specifications for Highway and Bridge Construction Section 2301.05 Part K. Heating Water for Concrete Mix shall be \$2.00 per CY if

ordered by the Engineer and under the same conditions of 2301.05 Part K. If Contractor elects to do work without Engineer direction no payment will be made for cold weather protection"

C. Protection From Traffic

Add:

"4. Minimum Cure Time: Regardless of maturity method TTF value achieved, no PCC pavement shall have loadings applied to it, including but not limited to a paving machine, other than saw and sealing trucks until a minimum of 72 hours after pavement of a continuous pour was placed."

3.07 Quality Control

A. Testing

Add:

"Certified Plant Inspection will only be required if specified in contract documents. Approved Sources, Field Tests and Maturity tests shall be completed."

D. Pavement Thickness

Add:

"6. Yield will be checked per field measurements and cores will only be required if yield is not met or deficiencies are determined and/or suspected by the Engineer."

Detail PV-103:

Modify:

"Thickness of boxout shall be 10 inches minimum"

"Joint between boxout and mainline shall be KT-2 or BT-3"

"Secure tie reinforcement bars to pavement dowels"

"#5 epoxy coated bar 5' long in diamond and square pattern, to fit boxout size. For Circular Boxouts use #5 epoxy coated hoop bars (variable length). All bars to be placed at mid slab"

"Boxouts shall be 6' by 6' or a 6' DIA Circle."

"See detail below for reference."

Section 7020 – Hot Mix Asphalt Pavement

1.08 MEASUREMENT AND PAYMENT

Delete:

"G. HMA Pavement Thickness Deficiency

H. HMA Pavement Smoothness Deficiency"

I. HMA Pavement Samples and Testing:

Remove and replace 2.:

"Pavement: Pavement samples and testing shall be incidental to HMA items. No additional payment shall be made."

Section 7030 – Sidewalks, Shared Use Paths, and Driveways

3.04 PCC SIDEWALK, SHARED USE PATHS, AND DRIVEWAYS

F. Jointing

2. Transverse Contraction Joints

a. Shared Use Paths:

Add:

"3) Provide a ½" expansion joint every 75' or nearest joint."

b. Sidewalks and Driveways:

Add:

"4) Provide a ½" expansion joint every 75' and or at nearest joint and on all four edges between the sidewalk through the driveway and the driveway."

4. Isolation Joints

Add:

"e. Isolation joints shall be sealed, including joints that butt against the back of curb."

Add:

"G. Pedestrian Facility Compliance and Acceptance:

1. Contractor is responsible for constructing all new pedestrian facilities in accordance with the plans, specifications and applicable standards. Pedestrian facilities include, but are not limited to, sidewalks, shared use paths, pedestrian ramps and sidewalks."

Remove:

"Section 3.06 BRICK/PAVER SIDEWALKS WITH A PAVEMENT BASE"

Figure 7030.101

Driveway and curb opening widths for new pavement shall conform to the requirements and approval of the Engineer. Driveways shall require 1" of expansion at the back of the curb. The sidewalk thru the driveway shall be 5' wide minimum, unless approved by the Engineer.

Figure 7030.102

Application of this detail shall not be used in the City of Mount Vernon. Integral driveways are not allowed without approval of the Engineer.

Figure 7030.204

The ½ inch expansion material is to be placed around the entire landing area except where it butts up next to the perpendicular curb ramp.

Figure 7030.205

The ½ inch expansion material is to be placed around the entire landing area except where it butts up next to the perpendicular curb ramp.

Figure 7030.207

The ½ inch expansion material is to be placed around the entire landing area except where it butts up next to the perpendicular curb ramp.

Division 9 – Site Work and Landscaping

Section 9010 – Seeding

1.08 MEASUREMENT AND PAYMENT

E. Warranty:

Remove and Replace:

"2. **Payment:** Payment shall be incidental to seeding item(s) and shall be included on all projects."

3.10 ACCEPTANCE AND WARRANTY

B. Warranty:

Remove: "1. Required only when established as a bid item by the Engineer."

And Replace: "1. Required on all projects and incidental to other items."

Division 10 – Demolition

Section 10,010 – Demolition of Building Structures

3.02 UTILITY DISCONNECTIONS

A. Sanitary Sewer

Remove and Replace:

"Sanitary Sewer: Prior to demolition of any building or structures, the branch sanitary sewer or sewers serving the building shall be cut off at the Right-of-Way, or as directed by the Engineer, and shall be tightly and permanently sealed with a plug of mortar. The plugs shall be subject to the approval of the Engineer prior to backfilling. The contractor shall keep a temporary plug, either friction-type or a cap in the sewer line, to prevent storm water and debris from washing into the line prior to the construction of the final plug. Disconnection and plugging of sanitary services shall be per Section 4010, 3.08. Notify Engineer for inspection prior to placing backfill material."

B. Water Service

Remove and Replace:

"Water Service: Water Service shall be disconnected by the Contractor at the main prior to the demolition. The location of water mains, where known, will be provided by the local jurisdiction. The Contractor may be required to schedule excavations in certain streets in accordance with the requirements of the local jurisdictions. Methods of Work on mains and services will be subject to prior approval and inspection by the Engineer. The disconnection shall be subject to approval by the Engineer prior to backfilling. Those water services controlled by a corporation cock

valve on the main shall be disconnected at the main by closing the cock valve and disconnecting the service lines. A cap or corporation nut shall be put on the corporation cock valve. Those water services controlled by gate valves shall be disconnected as near as practical to the main by closing the valve, replacing the stem package, disconnecting the first joint away from the valve and installing a cast iron plug designed to fit the type of joint found. A concrete thrust block shall be poured against the plug in such a manner that it will bear against undisturbed earth. Care shall be taken in forming this thrust block so that the plug could be removed if desired for a future connection."

C. Storm Sewer

Remove and replace:

"Storm Sewer: Prior to demolition of any building or structure, roof drains or area drains connected to the storm sewer system shall be cut off at the back of curb and that portion of the branch sewer shall be permanently sealed with a plug of mortar no less than one foot thick. The plug shall be subject to approval by the Engineer prior to backfilling."

Division 11 – Miscellaneous

Section 11,010 – Construction Survey

1.07 SPECIAL REQUIREMENTS

Add:

"E. The Jurisdiction shall not be required to provide electronic AutoCAD files or electric files including but not limited to surfaces. The contractor shall perform the work via the survey stakes provided by the Contractor. At the discretion of the Engineer a limited electronic file may be provided given the contractor signs the Electronic Media Release."

3.04 – MONUMENT PRESERVATION AND REPLACEMENT

Remove and Replace with:

"Replace land corners, property corners, permanent reference markers, and benchmarks specified in the contracts documents, or if disturbed during construction by a Licensed Surveyor in the State of Iowa at the cost of the contractor and is incidental to other bid items."

AGENDA ITEM # G – 2

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

DATE: October 21, 2024

AGENDA ITEM: Resolution #10-21-2024B

ACTION: Motion

SYNOPSIS: The final project cost for the Bryant Rd. Watermain Extension project came in at \$99,393.25. The cost reduction for the smaller pipe size was negated by a series of extensions made on the PW site itself. These changes are described in more detail in the change order documentation.

BUDGET ITEM: PW Purchase Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution #10-21-2024B & Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

RESOLUTION #10-21-2024B

**RESOLUTION ACCEPTING WORK FOR THE PROJECT KNOWN AS THE
BRYANT RD WATERMAIN EXTENSION PROJECT WITH DAVE SCHMITT
CONSTRUCTION**

WHEREAS, on September 16, 2024, the City of Mt. Vernon entered into a contract with Dave Schmitt Construction for Bryant Rd. Watermain Extension Project, and

WHEREAS, said contractor has fully completed the construction of said improvements, known as the Bryant Rd. Watermain Extension Project, in accordance with the terms and conditions of the said contract and plans and specifications, as shown by the Engineer's report, and

WHEREAS, the contractor has completed all deliveries and payment has been received.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA:

Section 1. That report recommending approval of said improvements from the City of Mt. Vernon is hereby accepted as having been fully completed in accordance with said plans, specifications and contract. The total contract cost of the improvements payable under said contract is hereby determined to be \$99,393.25.

NOW, THEREFORE BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF MT. VERNON, IOWA: That said retainage of \$4,969.66 be released to Dave Schmitt Construction upon completion of the mandatory waiting period.

PASSED and ADOPTED this 21st day of October, 2024.

Thomas M. Wieseler, Mayor

ATTEST:

Marsha Dewell, City Clerk

CERTIFICATE OF COMPLETION

**BRYANT ROAD WATER MAIN IMPROVEMENTS
MOUNT VERNON, IOWA**

Veenstra & Kimm, Inc. hereby certifies that we have made an on-site review of the completed construction of the Bryant Road Water Main Improvements under the Contract as performed by Dave Schmitt Construction of Cedar Rapids, Iowa and the date of completion is hereby established as October 14, 2024.

As Engineers for the project, it is our opinion that the work performed is in substantial accordance with the plans and specifications, and that the final amount of the contract is Ninety-Nine Thousand Three Hundred Ninety-Three and 25/100 Dollars (\$99,393.25).

Filed by: **VEENSTRA & KIMM, INC.**

Accepted by: **CITY OF MOUNT VERNON, IOWA**

By  _____

By _____

Title Project Engineer

Title Mayor

Date Certificate Filed:

Date Accepted:

October 15, 2024

AGENDA ITEM # G – 3

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

DATE:	October 21, 2024
AGENDA ITEM:	Resolution #10-21-2024C
ACTION:	Motion

SYNOPSIS: At the last meeting, City Council members requested an extension of the six (6) month moratorium to be placed on the agenda for consideration. The zoning code amendment for smoke shops will be reintroduced at the November 4, 2024, City Council meeting.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Resolution #10-7-2024C

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

RESOLUTION #10-21-2024C

A RESOLUTION EXTENDING A MORATORIUM, NOT TO EXCEED SIX (6) MONTHS, ON THE PERMITTING OF SMOKE, CONSUMPTION, USE, AND/OR SALE BUSINESSES, WHERE CBD, HEMP, THC/CANNABIS PRODUCTS, PSYCHOACTIVE PRODUCTS, SYNTHETIC MARIJUANA, INCLUDING SMOKE, TOBACCO, NICOTINE AND VAPE, ARE USED AND/OR SOLD ON PREMISES, WHEN 10% OR MORE OF THE BUSINESS FLOOR SPACE IS DEDICATED TO SAID CONSUMPTION, USE AND/OR SALE, WITHIN THE CITY OF MOUNT VERNON, IOWA.

WHEREAS, The City recognizes that a proliferation of smoke, consumption, use and/or sale businesses where CBD, hemp, THC/cannabis products, psychoactive products, synthetic marijuana, including smoke, tobacco, or vape shops, are used and/or sold when 10% or more of the business floor space is dedicated to said consumption, use and/or sale, particularly when concentrated geographically, can have a negative impact on property values, public health, safety, and welfare, said businesses hereafter being referred to as “Smoke, Consumption, Use and/or Sale Businesses”; and

WHEREAS, the City of Mount Vernon (“City”) has observed an increase in the volume of new Smoke, Consumption, Use and/or Sale Businesses , and finds that said increase has resulted in and/or is likely to result in harmful impacts to the general welfare of Mount Vernon property owners and residents, particularly with many such establishments located in close proximity to one another, same also causing great concern among City residents and public health officials; and

WHEREAS, it is illegal to give, sell, or otherwise distribute cigarettes, other tobacco products, CBD, THC/cannabis, hemp, psychoactive products, synthetic marijuana, or alternative nicotine products like e-cigarettes and/or vaping products to any person under the age of twenty-one (21)¹; and

WHEREAS, the City has a large population of young adults under the age of twenty-one (21) with Cornell College and numerous Mount Vernon Community School District buildings being located within the City limits; and

WHEREAS, Under the Iowa Constitution and Code of Iowa, municipalities have the power to enact planning and zoning laws designed to protect and provide for the health, safety, welfare, comfort, and peace of the citizens of the municipality, including restricting areas used for business and trade; and

¹ With the exception of those individuals with a valid medical cannabidiol registration card pursuant to Iowa Code Chapter 124E.

WHEREAS, the existing City Code, specifically Chapter 165 Zoning Regulations, does not regulate Smoke, Consumption, Use and/or Sale Businesses; and

WHEREAS, The City finds that an in-depth examination of both existing and potential future zoning and other appropriate regulations/ordinances related to Smoke, Consumption, Use and/or Sale Businesses is timely and necessary, and that the City should, therefore, approve a moratorium on the issuance of certificates of occupancy, temporary certificates of occupancy, and conditional certificates of occupancy for Smoke, Consumption, Use and/or Sale Businesses, for a period of time not to exceed six (6) months, so as to maintain the status quo during City Council study and investigation of appropriate regulations related thereto; and

WHEREAS, the Council finds that during the moratorium, and the review and consideration of appropriate regulations, the Council can collaborate with the Wellness Coalition of Rural Linn County and Linn County Public Health Department, said collaboration to provide important insight and advice regarding the appropriateness of various regulations and ordinances to be considered, taking into account the health, safety, welfare, peace, and comfort of the citizens of the City that would not be possible but for the moratorium; and

WHEREAS, the Council finds that City Staff should be directed to make periodic reports to the Council regarding all efforts to coordinate with the Wellness Coalition of Rural Linn County and the Linn County Public Health Department from the approval of this Resolution forward during the moratorium; and

WHEREAS, the Council finds, absent subsequent Resolution of the City Council, that the Moratorium will automatically expire six (6) months after the approval of this Resolution.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MOUNT VERNON, LINN COUNTY, STATE OF IOWA, THAT: A moratorium, not to exceed six (6) months, unless extended by subsequent action of the City Council, on new Smoke, Consumption, Use and/or Sale Businesses, as defined in the body of this Resolution, is hereby entered, same to take effect immediately upon the approval of this Resolution.

NOW BE IT FURTHER RESOLVED BY THE COUNCIL OF THE CITY OF MOUNT VERNON, LINN COUNTY, STATE OF IOWA, THAT:

1. During the moratorium, City Staff shall make periodic reports to the Council regarding the status of the coordination of regulations with the Wellness Coalition of Rural Linn County and the Linn County Public Health Department.

2. The Moratorium will automatically expire six (6) months following the approval of this Resolution, unless extended by subsequent action of the City Council

PASSED and ADOPTED this 21st day of October, 2024

Thomas M. Wieseler, Mayor

ATTEST:

Marsha Dewell, City Clerk

J. Motions for Approval

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, OCTOBER 21, 2024

PAYROLL	CLAIMS	120,230.71
MUNICIPAL PIPE TOOL CO. INC	PAY APP #1-2024 SEWER REHAB	61,766.53
WOODRUFF CONSTRUCTION INC	PAY APP #1-2024 POOL RENOVATIONS	59,660.00
EMPLOYEE BENEFIT SYSTEMS	GROUP INSURANCE-ALL DEPTS	39,048.05
REPUBLIC SERVICES #897	GB,RECYL-SW RESIDENTIAL	25,027.31
WATERS EDGE AQUATIC DESIGN LLC	RENOVATION PLANNING-POOL	23,205.00
SPRINGVILLE READY MIX	CONCRETE-PW FACILITIES	19,130.50
LEASE SERVICING CENTER, INC	EQUIP LEASE-LBC	8,464.61
STATE HYGIENIC LAB	TESTING-SEW	5,069.50
IOWA ASSOC OF MUNICIPAL UTILITIES	SGEI MEMBERSHIP-PW	4,206.66
IOWA SOLUTIONS INC	COMPUTER EQUIP-PD	3,130.00
PNP	FUEL-PD	1,614.73
EMPLOYEE BENEFIT SYSTEMS	INSURANCE CLAIMS-ALL DEPTS	1,517.43
US CELLULAR	CELL PHONE/INTERNET-PD,P&A	1,475.35
BUNCH HTG AND COOLING	HVAC MAINT-FD	1,160.00
LYNCH DALLAS PC	LEGAL FEES-P&A	1,125.00
HAWKINS INC	CHEMICALS-WAT	837.00
BANKCARD 8076	CREDIT CARD FEES-LBC,POOL,P&REC	704.20
CENTRAL IOWA DISTRIBUTING	SUPPLIES-PW	513.00
BRADLEY HAUGE CPA	PROFESSIONAL SERVICES-ALL DEPTS	375.00
AMAZON CAPITAL SERVICES	SUPPLIES-LBC	322.96
MEDIACOM	PHONE/INTERNET-PW	322.76
MERCY MEDICAL CENTER	PRE-EMPLOYMENT PHYSICALS-PD	299.00
MEDIACOM	PHONE/INTERNET-FD	294.16
IOWA SOLUTIONS INC	COMPUTER MAINT-P&A	290.00
AMAZON CAPITAL SERVICES	UNIFORMS-PD	261.21
CURTIS ENGLISH	PORTABLE RR RENTALS-P&REC	260.00
KONICA MINOLTA	MAINT PLAN/COPIES-PD	255.20
CITY LAUNDERING CO	SERVICES-LBC	253.92
HAWKEYE FIRE & SAFETY	EXTINGUISHER MAINT-FD	251.95
LUKE RUSHFORD	REFEREE-P&REC	185.00
CAUSE TEAM	UNIFORMS-PD	168.00
HDC PRINTED PRODUCTS	DEPOSIT SLIPS-ALL DEPTS	157.02
CJ COOPER & ASSOCIATES	ANNUAL TESTING FEES-PW	150.00
IOWA ONE CALL	LOCATES-WAT,SEW	139.50
BRADY WEAVER	REFEREE-P&REC	120.00
EVAN COLEMAN	REFEREE-P&REC	120.00
GABRIEL GRAFFT	REFEREE-P&REC	120.00
GAGE HOLUB	REFEREE-P&REC	120.00
JAKOB YOCK	REFEREE-P&REC	120.00
JAKOB HAUGSE	REFEREE-P&REC	120.00
JAMISON BILLINGSLEY	REFEREE-P&REC	120.00
TIERNAN BOOTS	REFEREE-P&REC	120.00
BANKCARD 8076	NSF RETURN-LBC MEMBERSHIP	102.72
KATEY FOREST	FITNESS MEMBERSHIP-POOL,LBC	100.00
AIRGAS INC	CYLINDER RENTAL-PW	99.68
CITY LAUNDERING CO	SERVICES-CITY HALL	79.69
AMAZON CAPITAL SERVICES	SUPPLIES-P&A	62.64
B4 BRANDS	SUPPLIES-P&A	52.84
THE GAZETTE	ADS/PUBLICATIONS-P&A	48.63
KARA STINEMAN	REFUND-P&REC	45.00
MATT SIDERS	REFUND-LBC	36.00
LYNCH FORD-LYNCH CHEVROLET	VEHICLE MAINT-PD	33.69
AMAZON CAPITAL SERVICES	SUPPLIES-P&REC	26.38
TOTAL		383,518.53

CITY OF MOUNT VERNON
CLAIMS FOR APPROVAL, OCTOBER 21, 2024

FUND EXPENSE TOTALS	
PAYROLL	120,230.71
POOL RENOVATIONS	82,865.00
ARPA LINN COUNTY GRANT	61,766.53
GENERAL FUND	32,847.97
SOLID WASTE	27,815.89
PW FACILITIES	19,130.50
LBC	12,606.73
SEWER FUND	12,273.19
WATER FUND	8,385.50
ROAD USE TAX FUND	4,233.51
STORM WATER FUND	1,363.00
TOTAL	383,518.53

AGENDA ITEM # J – 2

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

DATE:	October 21, 2024
AGENDA ITEM:	JEO Invoice #155064
ACTION:	Motion

SYNOPSIS: Please see the attached invoice in the amount of \$7,570.60 and progress report from JEO Consulting Group for the uptown streetscape plan.

BUDGET ITEM: LOST

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



Invoice

October 11, 2024
 Project No: R231567.00
 Invoice No: 155064
 Invoice Amount: 7,570.60

Chris Nosbisch
 City of Mount Vernon
 213 First St. NW
 Mount Vernon, IA 52314

Project Manager: Jeremy Kaemmer
 Project: R231567.00 Mount Vernon Downtown Streetscape Improvements
Professional Services through October 4, 2024

- See Attached Progress Report

	Contract Amount	Percent Complete	Billed-to-Date	Previous Billing	Current Billing
Lump Sum Phase(s)					
Project Management	\$29,300.00	87%	\$25,491.00	\$24,612.00	\$879.00
Survey	\$24,700.00	100%	\$24,700.00	\$24,700.00	0.00
Discovery	\$23,200.00	100%	\$23,200.00	\$23,200.00	0.00
Visioning and Conceptual Development	\$52,800.00	100%	\$52,800.00	\$52,800.00	0.00
Master Plan Documentation	\$22,400.00	100%	\$22,400.00	\$22,400.00	0.00
Planning and Engagement Additional Services	\$15,900.00	100%	\$15,900.00	\$15,900.00	0.00
Design Services	\$234,300.00	25%	\$57,411.60	\$50,720.00	\$6,691.60
Utility Design & Permitting	\$12,800.00	34%	\$4,290.00	\$4,290.00	0.00
Hourly Phase(s)					
Reimbursable Expenses			0.00	0.00	0.00
Total	\$415,400.00		\$226,192.60	\$218,622.00	\$7,570.60
Total Amount Due Upon Receipt :					\$7,570.60

Outstanding Invoices

Number	Date	Balance
154209	9/17/2024	11,858.60
Total		11,858.60

Please email to: cnosbisch@cityofmtvernon-ia.gov; lboren@cityofmtvernon-ia.gov



Monthly Progress Report

PROJECT NAME | Mount Vernon Uptown Streetscaping Project
JEO PROJECT NO. | 241659.00
CONTRACT DATE | January 2, 2024
DATE PREPARED | October 7, 2024

1) Work Completed During Current Period (9/11/24 – 10/4/24)

Task 1: Project Management

- Project management and internal team coordination.
- Quality control of task work and deliverables.

Task 2: Survey

- Complete

Task 3: Discovery

- Complete

Task 4: Visioning & Concept Development

- Complete

Task 5: Master Plan Documentation

- Master Plan Documentation Finalization Underway.

Task 6: Design Services

- Preliminary Landscaping Plans & Details
- Preliminary Design for Utilities.
- Roadway and Sidewalk layouts.

Task 7: Utility Coordination & Permitting

- Water Main Layouts

Task 8: Bidding & Negotiation

- No activity to report at this time.

Task 9: Construction Administration/Inspection

- No activity to report at this time.

Task 10: Additional Planning & Engagement Services

- Complete

2) Planned Work for Next Period

- a) Finalize Master Plan Document, and present to City Council for review.
- b) Design Phase Kickoff.

3) Project Schedule

- a) Masterplan Deliverable and Design Phase Kickoff currently behind by 1 month.

4) Information Needed from Mt Vernon

- a) Review Draft Master Plan Document when delivered, and provide comments.

5) Issues or Concerns

- a) See schedule note.

6) Next Advisory Committee Meeting

- a) None. Will transition to City review with final Master Plan document and throughout the Design process. Additional property owner coordination will take place during final design, as needed.

7) Change order Management

- a) Amendments
 - i) AMD#1 – Additional Open House & Planning Services
- b) Fee Changes
 - i) \$399,500 -> \$415,400 (3.9% increase)
- c) Schedule Changes
 - i) Extended All Deadlines by 1 month (8% extension)



AGENDA ITEM # J – 3

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

DATE:	October 21, 2024
AGENDA ITEM:	Pay Application #1 – Business 30 Overlay
ACTION:	Motion

SYNOPSIS: I should have the first pay application for the Business 30 Overlay project by Monday. If I do not receive the engineer approved pay application by Monday morning, Council will need to table this item until November 4, 2024.

BUDGET ITEM: Bond

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Separate Document

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

AGENDA ITEM # J – 4

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

DATE: October 21, 2024

AGENDA ITEM: Springville Ready Mix Invoice #79383

ACTION: Motion

SYNOPSIS: Attached is an invoice from Springfield Ready Mix in the amount of \$7,002.51. The north building floor and the brine building walls are now complete.

BUDGET ITEM: PW Buyout Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Invoice

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

SPRINGVILLE READY MIX, INC.
P.O. BOX 99
301 5TH STREET NORTH
SPRINGVILLE, IOWA 52336-0099

INVOICE

*P.O.
6060*

Customer No. 48025
Invoice Date 9/30/2024
Invoice Number 79383 Page 1
Job Id 1507 BRYANT RD
Credit Terms 30 DAYS
Ship Address 1507 BRYANT RD

CITY OF MOUNT VERNON
213 1ST ST NW
MT VERNON IA 52314

Date	Ticket	Qty.	Description	Price	Amount
09/23/24	63113	10.00 CY	3000 AE WR 20% ASH RECLAIM	83.50	835.00
09/23/24	63113	10.00 TR	TRUCKING NO TAX	62.00	620.00
09/24/24	63122	8.75 CY	4000 AE WR 1/2 AIR	96.50	844.38
09/24/24	63122	8.75 TR	TRUCKING NO TAX	62.00	542.50
09/24/24	63127	10.50 CY	4000 AE WR 1/2 AIR	96.50	1013.25
09/24/24	63127	10.50 TR	TRUCKING NO TAX	62.00	651.00
09/24/24	63131	7.50 CY	4000 AE WR 1/2 AIR	96.50	723.75
09/24/24	63131	7.50 TR	TRUCKING NO TAX	62.00	465.00
09/24/24	63134	8.25 CY	4000 AE WR 1/2 AIR	96.50	796.13
09/24/24	63134	8.25 TR	TRUCKING NO TAX	62.00	511.50

Total Cubic Yards 45.00

	Sub-Total	7002.51
	Sales Tax- EX	0.00
	Invoice Total	7002.51

PURCHASE ORDER

Show this Purchase Order Number on all correspondence, invoices, shipping papers and packages.

6060

TO SPRINGVILLE READY MIX, INC.
INV. 79383

DATE <u>9-30-24</u>	REQUISITION NO.
SHIP TO	

REQUISITIONED BY	WHEN SHIP	SHIP VIA	F.O.B. POINT	TERMS	
QTY. ORDERED	QTY. RECEIVED	STOCK NO. / DESCRIPTION		UNIT PRICE	TOTAL
		CONCRETE FOR N. BUILDING @ BRYANT RD. SITE			
		(6750)			
					7002.51

1. Please send _____ copies of your invoice.
2. Order is to be entered in accordance with prices, delivery and specifications shown above.
3. Notify us immediately if you are unable to ship as specified.

EWS
 AUTHORIZED BY

Total Cubic Yards 45.00

	Sub-Total	7002.51
	Sales Tax- EX	0.00
	Invoice Total	7002.51

AGENDA ITEM # J – 5

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

DATE:	October 21, 2024
AGENDA ITEM:	Change Order #1 – Glenn Street
ACTION:	Motion

SYNOPSIS: Change Order #1 is a deduct of \$7,465. When bid, it was believed the waterline would need to be removed and/or reinstalled to make way for the stormwater improvements. The water line was deeper than anticipated.

BUDGET ITEM: TIF

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

RATHJE CONSTRUCTION CO.



CHANGE ORDER REQUEST

DATE: 9/15/2024

CONTRACT # _____

CHANGE ORDER REQUEST NO. 1

PROJECT: Mt Vernon Glenn St Improvements

CONTRACTOR: Rathje Construction

CONTRACTOR PROJECT MANAGER: Jon Rathje

CITY OF MOUNT VERNON CONSTRUCTION PROJECT MANAGER: _____

DESCRIPTION OF REQUEST:

While excavating for the watermain connection Rathje found that the existing watermain was deep enough to clear the proposed storm sewer as is. After further review we also discovered that the watermain to be removed and reinstalled could be used in its current location with several additional modifications

*****Rathje proposed to credit the casing and the watermain removal bid items to the contract

*** Rathje also agreed the payment of the proposed 10" watermain to be paid in full at plan quantity they would also provide the following items in lieu of the new main installation

***** Install poured in place concrete pipe supports in location of STP-15 (42" RCP) crosses existing storm sewer

***** Cut in 10"x 6" tee's for hydrants and building service

***** Cut in gate valve

***** Adjust hydrants to grade additional dept

***** Adjust valves to grade additional dept

***** Include any additional fittings to connect existing main and new mains at different elevations

***** No additional cost for material restocking fees or delivery

Line No.	Item No.	Item Description	Quantity	Unit	Unit Price	Mark up	Unit Price w/ Markup	Working Days Requested	Proposed Increase (Decrease) In Contract Price
	25	Watermain PVC, 10"	966.00	LF	Plan Quantity				Plan Quantity
	26	Watermain PVC, 10" w/Casing Pipe	-20.00	LF	\$225.00	0.00%	\$225.00		(\$4,500.00)
	32	Watermain Removal	-593.00	LF	\$5.00	0.00%	\$5.00		(\$2,965.00)
						0.00%	\$0.00		\$0.00
Net Increase (Decrease)									(\$7,465.00)

Respectfully

Jon Rathje

AGENDA ITEM # J – 6

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

DATE: October 21, 2024
AGENDA ITEM: Change Order #2 – Glenn Street
ACTION: Motion

SYNOPSIS: Change Order #2 is an increase in the amount of \$52,166.09. The contractor encountered bedrock while constructing the sanitary sewer line. Rathje brought in a rock crusher and utilized the bedrock as subbase for the road extensions.

BUDGET ITEM: TIF

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

RATHJE CONSTRUCTION CO.



CHANGE ORDER REQUEST

DATE: 10/8/2024

CONTRACT # _____

CHANGE ORDER REQUEST NO. 2

PROJECT: Mt Vernon Glenn St Improvements Rathje Construction
 CONTRACTOR: Jon Rathje
 CONTRACTOR PROJECT MANAGER: _____
 CITY OF MOUNT VERNON CONSTRUCTION PROJECT MANAGER: _____

DESCRIPTION OF REQUEST:

While excavation for sanitary sewer Rathje encountered bed rock and unsuitable trench backfill material

Rathje is providing pricing for the following

*** Rock Excavation per CY -Field Measured

*** Replacement of unsuitable soil with imported sand for trench backfill, excavated material will be spread onsite, class 10 import and grading to still be paid as plan quantity, paid from scale tickets

*** Rathje to Mobilize portable crusher and process onsite bedrock at no cost other than the Mob, Item #7 Modified Subbase will be paid plan quantity plus any required core outs, this covers Rathje's cost of crushing

Final Quantities

Line No.	Item No.	Item Description	Quantity	Unit	Unit Price	Mark up	Unit Price w/ Markup	Working Days Requested	Proposed Increase (Decrease) in Contract Price
	101	Rock Excavation	360.17	CY	\$85.00	0.00%	\$85.00	3	\$30,614.45
	102	Sand Backfill	773.98	Ton	\$18.00	0.00%	\$18.00	2	\$13,931.64
	103	Internal Drop Manhole Connection	1.00	EA	\$2,780.00	0.00%	\$2,780.00	1	\$2,780.00
	104	Rock Crusher Mobilization	1.00	LS	\$4,840.00	0.00%	\$4,840.00	2	\$4,840.00
Net Increase (Decrease)									\$52,166.09

CONTRACT TIME IMPACT: 8 Calendar Days

Respectfully

Jon Rathje

AGENDA ITEM # J – 7

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

DATE: October 21, 2024

AGENDA ITEM: Change Order #1 – Bryant Rd. Water Main Extension

ACTION: Motion

SYNOPSIS: This is a revised change order for the Bryant Road water main extension. The reduction amount stays the same for the reduced pipe size, but the new change order results in an increase of \$1,381.00 instead of a savings of \$9,500.00. This is due to a pipe size increase once the water main was extended onto the PW site.

BUDGET ITEM: PW Buyout Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Change Order #1

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

October 10, 2024

CHANGE ORDER NO. 1REV

**BRYANT ROAD WATER MAIN IMPROVEMENTS
MOUNT VERNON, IOWA**

Change Order No. 1 is for the following modifications to the project:

1. Design change due to field locate of existing 4-inch iron pipe along Bryant Road. Project will consist of 6-inch pipe from station 0+00 to 5+00 instead of 8-inch pipe. Water from station 5+00 to 11+25 is deleted from the project.
 - a. Bid items deleted from the project are as follows:

	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantities</u>	<u>Unit Price</u>	<u>Extended Price</u>
1.1	Disconnect & Rmvl of Water Main	LF	-50	\$ 18.25	\$ (912.50)
1.2	WM, Trenched, DR-18 C900, 6"	LF	-168	\$ 27.00	\$ (4,536.00)
1.3	WM, Trenched, DR-18 C900, 8"	LF	-1,115	\$ 32.85	\$ (36,627.75)
1.4	Trenched in Place Service	Ea	-1	\$ 1,088.00	\$ (1,088.00)
1.5	Bored in-Place Service	Ea	-1	\$ 2,320.00	\$ (2,320.00)
1.6	Valve, Gate, 6"	Ea	-1	\$ 1,689.00	\$ (1,689.00)
1.7	Valve, Gate, 8"	Ea	-2	\$ 2,322.00	\$ (4,644.00)
1.8	Line Stop, 6"	Ea	-1	\$ 9,495.00	\$ (9,495.00)
1.9	Fittings by Count, Tee, 8" X 6"	Ea	-1	\$ 760.00	\$ (760.00)
1.10	Fittings by Count, Cross, 8" X 6"	Ea	-1	\$ 1,141.00	\$ (1,141.00)
1.11	Fittings by Count, Future Cap, 8"	Ea	-1	\$ 460.00	\$ (460.00)
1.12	Fittings by Count, Reducer 8" X 6"	Ea	-1	\$ 560.00	\$ (560.00)
1.13	Fire Hydrant Assembly, WM-201	Ea	-1	\$ 6,500.00	\$ (6,500.00)
Total Deleted					\$ (70,733.25)

- b. Revised design bid items to be added to the project are as follows:

	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantities</u>	<u>Unit Price</u>	<u>Extended Price</u>
1	Valve, Gate, 6"	Ea.	1	\$ 1,689.00	\$ 1,689.00
2	Valve, Gate, 8"	Ea.	2	\$ 2,322.00	\$ 4,644.00
3	Fittings by Count, Tee, 8" X 8"	Ea.	1	\$ 850.00	\$ 850.00
4	Fittings by Count, Future Cap, 8"	Ea.	1	\$ 460.00	\$ 460.00
5	Fittings by Count, Reducer 8" X 6"	Ea.	1	\$ 560.00	\$ 560.00
6	Fittings by Count, Reducer 6" X 4"	Ea.	1	\$ 500.00	\$ 500.00
7	Fire Hydrant Assembly, WM-201	Ea.	1	\$ 6,500.00	\$ 6,500.00
8	WM, Trenched, DR-18 C900, 6"	LF	505	\$ 27.00	\$ 13,635.00
9	WM, Trenched, DR-18 C900, 8"	LF	170	\$ 32.85	\$ 5,584.50
10	Inserta Valve	Ea.	1	\$ 9,495.00	\$ 9,495.00
11	Blow-off Assembly	Ea.	1	\$ 1,200.00	\$ 1,200.00
12	4" MJ Plug w/2" threaded tap	Ea.	1	\$ 350.00	\$ 350.00
13	Remove Barbwire Fence	LS	1	\$ 500.00	\$ 500.00
Total Added					\$ 45,467.50

Change Order No. 1
 October 2, 2024
 V&K No. 51376

- Extend the City's water service from the existing building to the back of the lot for future buildings. Contract will install water main and set a tee with a hydrant on the left and a cap on the right.

	Description	Unit	Estimated Quantities	Unit Price	Extended Price
a	WM, Trenched, DR-18 C900, 8"	LF	415	\$ 32.85	\$ 13,632.75
b	Fire Hydrant Assembly, WM-201	Ea.	1	\$ 6,500.00	\$ 6,500.00
c	Valve, Gate, 8"	Ea.	2	\$ 2,322.00	\$ 4,644.00
d	Fittings by Count, Tee, 8" X 8"	Ea.	1	\$ 850.00	\$ 850.00
e	Fittings by Count, Future Cap, 8"	Ea.	1	\$ 460.00	\$ 460.00
f	Fittings by Count, Reducer 8" X 6"	Ea.	1	\$ 560.00	\$ 560.00
Total:					\$ 26,646.75

Change Order No. 1 increases the contract amount by \$ 1,381.00.

DAVE SCHMITT CONSTRUCTION

CITY OF MOUNT VERNON, IOWA

By _____

By _____

Title _____

Title _____

Date _____

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By  _____

By _____

Title Project Engineer

Title _____

Date October 10, 2024

Date _____

AGENDA ITEM # J – 8

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

DATE: October 21, 2024

AGENDA ITEM: Change Order #2 – Bryant Rd. Water Main Extension

ACTION: Motion

SYNOPSIS: Change Order #2 is in the amount of \$8,599.00. City staff identified additional water main extensions and hydrant locations that will serve future structures within the PW site.

BUDGET ITEM: PW Buyout Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Change Order #2

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

October 11, 2024

CHANGE ORDER NO. 2

**BRYANT ROAD WATER MAIN IMPROVEMENTS
MOUNT VERNON, IOWA**

Change Order No. 2 is for the following modifications to the project:

- 1. Extend the City's water service from the proposed cap to the end of the east building for future service connections.

	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantities</u>	<u>Unit Price</u>	<u>Extended Price</u>
a	WM, Trenched, DR-18 C900, 6"	LF	100	\$ 27.00	\$ 2,700.00
b	Install City Hydrant Assembly	Ea.	1	\$ 3,650.00	\$ 3,650.00
c	Valve, Gate, 6"	Ea.	1	\$ 1,689.00	\$ 1,689.00
d	Fittings by Count, Reducer 8" X 6"	Ea.	1	\$ 560.00	\$ 560.00
Total:					\$ 8,599.00

Change Order No. 2 increases the contract amount by \$ 8,599.00.

DAVE SCHMITT CONSTRUCTION

CITY OF MOUNT VERNON, IOWA

By _____

By _____

Title _____

Title _____

Date _____

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By  _____

By _____

Title Project Engineer

Title _____

Date October 11, 2024

Date _____

AGENDA ITEM # J – 9

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

DATE: October 21, 2024

AGENDA ITEM: Change Order #3 – Bryant Rd. Water Main Extension

ACTION: Motion

SYNOPSIS: This change order is for an increase of \$9,000 and is in reference to the additional potholing that was conducted on the project. From water main size discrepancies to field fence encroachments, this project seemed to have it all.

BUDGET ITEM: PW Buyout Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Change Order #3

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

October 11, 2024

CHANGE ORDER NO. 3

**BRYANT ROAD WATER MAIN IMPROVEMENTS
MOUNT VERNON, IOWA**

Change Order No. 3 is for the following modifications to the project:

- 1. Additional labor, equipment and materials to pothole utilities and the existing water main along Bryant Road including 2 days of work for a 3-person crew. LS \$ 9,000.00

Change Order No. 3 increases the contract amount by \$ 9,000.00.

DAVE SCHMITT CONSTRUCTION

CITY OF MOUNT VERNON, IOWA

By _____

By _____

Title _____

Title _____

Date _____

Date _____

VEENSTRA & KIMM, INC.

ATTEST:

By [Signature]

By _____

Title Project Engineer

Title _____

Date October 11, 2024

Date _____

AGENDA ITEM # J – 10

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

DATE: October 21, 2024

AGENDA ITEM: Pay Application #1 – Bryant Rd Water Mina Extension

ACTION: Motion

SYNOPSIS: The Bryant Rd water main extension work is complete. This pay application is in the amount of \$94,423.59.

BUDGET ITEM: PW Buyout Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



VEENSTRA & KIMM INC.

2600 University Parkway, Suite 1
Coralville, Iowa 52241

319.466.1000 // 888.241.8001
www.v-k.net

October 15, 2024

PAY ESTIMATE NO. 1
BRYANT ROAD WATER MAIN IMPROVEMENTS
MOUNT VERNON, IOWA

Dave Schmitt Construction
250 50th Avenue SW
Cedar Rapids, IA 52404

Contract Amount \$80,413.25
Contract Date September 16, 2024
Pay Period Sept. 30, 2024 - Oct. 14, 2024

BID ITEMS							
	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
1.1	Disconnect & Rmvl of Water Main	LF	50	\$ 18.25	\$ 912.50	50	\$ 912.50
1.2	WM, Trenched, DR-18 C900, 6"	LF	168	\$ 27.00	\$ 4,536.00	168	\$ 4,536.00
1.3	WM, Trenched, DR-18 C900, 8"	LF	1,115	\$ 32.85	\$ 36,627.75	1,115	\$ 36,627.75
1.4	Trenched in Place Service	Ea	1	\$ 1,088.00	\$ 1,088.00	1	\$ 1,088.00
1.5	Bored in-Place Service	Ea	1	\$ 2,320.00	\$ 2,320.00	1	\$ 2,320.00
1.6	Valve, Gate, 6"	Ea	1	\$ 1,689.00	\$ 1,689.00	1	\$ 1,689.00
1.7	Valve, Gate, 8"	Ea	2	\$ 2,322.00	\$ 4,644.00	2	\$ 4,644.00
1.8	Line Stop, 6"	Ea	1	\$ 9,495.00	\$ 9,495.00	1	\$ 9,495.00
1.9	Fittings by Count, Tee, 8" X 6"	Ea	1	\$ 760.00	\$ 760.00	1	\$ 760.00
1.10	Fittings by Count, Cross, 8" X 6"	Ea	1	\$ 1,141.00	\$ 1,141.00	1	\$ 1,141.00
1.11	Fittings by Count, Future Cap, 8"	Ea	1	\$ 460.00	\$ 460.00	1	\$ 460.00
1.12	Fittings by Count, Reducer 8" X 6"	Ea	1	\$ 560.00	\$ 560.00	1	\$ 560.00
1.13	Fire Hydrant Assembly, WM-201	Ea	1	\$ 6,500.00	\$ 6,500.00	1	\$ 6,500.00
1.14	Construction Survey	LS	1	\$ 1,500.00	\$ 1,500.00	1	\$ 1,500.00
1.15	Mobilization	LS	1	\$ 2,330.00	\$ 2,330.00	1	\$ 2,330.00
1.16	Seed+Fertilize (Urban)	LS	1	\$ 5,850.00	\$ 5,850.00	1	\$ 5,850.00
Contract Price:					\$ 80,413.25		\$ 80,413.25

SUMMARY			
		Total Approved	Total Completed
Contract Price		\$ 80,413.25	\$ 80,413.25
Approved Change Order (list each)	Change Order No. 1	\$ 1,381.00	\$ 1,381.00
	Change Order No. 2	\$ 8,599.00	\$ 8,599.00
	Change Order No. 3	\$ 9,000.00	\$ 9,000.00
	Revised Contract Price	\$ 99,393.25	\$ 99,393.25

Stored
Total Earned \$ 99,393.25
Retainage (5%) \$ 4,969.66
Total Earned Less Retainage \$ 94,423.59

Total Previously Approved (list each)			

Total Previously Approved \$ -
Amount Due This Request \$ 94,423.59

The amount \$94,423.59 is recommended for approval for payment in accordance with the terms of the contract.

Prepared By:
Dave Schmitt Construction

Recommended By:
Veenstra & Kimm, Inc.

Approved By:
Mount Vernon, Iowa

Signature:
Name: Lincoln Tuttle
Title: Project Manager
Date: 10/15/24

Signature:
Name: Eric Gould
Title: Engineer
Date: October 15, 2024

Signature: _____
Name: _____
Title: _____
Date: _____

AGENDA ITEM # J – 11

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

DATE: October 21, 2024

AGENDA ITEM: Mezzanine Material Package – PW Site

ACTION: Motion

SYNOPSIS: Spahn and Rose of Tipton has provided an estimate of \$17,866.65 (the city does not pay sales tax) for the materials needed to construct the break room, restroom and mezzanine area of the north building at the PW site. This is being completed in anticipation of the public works move to the Bryant Rd. location. Local vendors were unresponsive in our request for estimates.

BUDGET ITEM: PW Buyout Proceeds

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



SPAHN & ROSE LUMBER COMPANY
 315 W 4th St
 Tipton, IA 52772-0189 • 563-886-6111
 www.spahnandrose.com

Estimate

Estimate No 458425
Estimate Date 10/15/2024
Expiration Date 10/22/2024
Customer 48CASH
Contact Name ELDON DOWNS
Contact Number 563-331-0424
Job
Customer Ref CITY OF MT. VERNON
Delivery By 10/15/2024
Taken By Blaine Miller
Sales Rep House Account
 False

Invoice Address
 Cash Sale -Tipton
 Tipton, Iowa

Delivery Address
 Cash Sale -Tipton
 Tipton, Iowa



Special Instructions	Notes

Line	Product Code	Description	Qty/Footage	Price	Per	Total
1	2616TR1	2x6 16' #1 SYP TREATED 16/16	16 EA	17.43	EA	278.88
2	2616WWP	2X6-16' PREMIUM SPF 40/16	40 EA	14.95	EA	598.00
3	26104WWP	2X6-104 5/8 PREM SPF STUD 175/9	175 EA	8.64	EA	1,512.00
4	2614WWP	2X6-14' PREMIUM SPF 72/14	72 EA	12.20	EA	878.40
5	HF	5/8" X 6" WEDGE BOLTS	100 EA	3.89	EA	389.00
6	6610TR	6x6 10' S4S #2 SYP.23 MCA TREATED 12/10	12 EA	45.74	EA	548.88
7	ABA66Z	6X6 ADJ POST BASE ZMAX SIMPSON-O	12 EA	25.17	EA	302.04
8	2608WWP	2X6-8' PREMIUM SPF 7/8	7 EA	6.89	EA	48.23
9	21220SSF	2X12-20 SELECT STRUCTURAL FIR 9/20	9 EA	73.22	EA	658.98
10	21210SSF	2X12-10 SELECT STRUCTURAL FIR 92/10	92 EA	32.69	EA	3,007.48
11	21208SSF	2x12-8' SEL/STR DOUG FIR SELECT STRUCTURAL DOUG FIR 23/8	23 EA	25.22	EA	580.06
12	21214SSF	2X12-14'SELECT STRUCTURAL FIR 46/14	46 EA	46.57	EA	2,142.22
13	H1AZ	HURRICANE TIE ZMAX 5-1/4" 18GA SIMPSON-O	168 EA	1.92	EA	322.56
14	LUS210Z	2X10 LIGHT SHEAR JOIST HANGER ZMAX SIMPSON-O	168 EA	3.14	EA	527.52
15	4834CDX	23/32-4x8 CDX PLYWOOD SYP	50 EA	40.84	EA	2,042.00
16	6428866	TITEBOND 5492 ALL WEATHER ADH SUBFLOOR ADHESIVE 29 OZ-O	12 EA	7.13	EA	85.56
17	zz_SOIJOISTS_7691	11 7/8" LVL PACKAGE	1 EA	3,332.63	EA	3,332.63
18	21220SSF	2X12-20 SELECT STRUCTURAL FIR 4/20	4 EA	73.22	EA	292.88
19	1816P2	1X8-16 #2&BTR PINE S4S 4/16	4 EA	27.97	EA	111.88



SPAHN & ROSE LUMBER COMPANY

315 W 4th St
Tipton, IA 52772-0189 • 563-886-6111
www.spahnandrose.com

Estimate

Estimate No 458425
Estimate Date 10/15/2024
Expiration Date 10/22/2024
Customer 48CASH
Contact Name ELDON DOWNS
Contact Number 563-331-0424
Job
Customer Ref CITY OF MT. VERNON
Delivery By 10/15/2024
Taken By Blaine Miller
Sales Rep House Account
False

Invoice Address
Cash Sale -Tipton
Tipton, Iowa

Delivery Address
Cash Sale -Tipton
Tipton, Iowa



Line	Product Code	Description	Qty/Footage	Price	Per	Total
20	21212SSF	2x12-12' SEL/STR DOUG FIR SELECT STRUCTURAL DOUG FIR 5/12	5 EA	41.49	EA	207.45

We agree to furnish the items and grades specified above . This estimate is valid for seven days. Not guaranteed to build/complete any job or contract. Errors subject to correction.

RETURN POLICY: The sale invoice must accompany returns. A restock charge may apply. Special orders and items that are not in clean sellable condition may not be accepted. Return items purchased with a Credit/Debit card will only be credited to the original card used for purchase.

Total Amount	\$17,866.65
Sales Tax 7.00%	\$1,250.64
Estimate Total	\$19,117.29

Buyer Date

Subject to our terms and conditions of sale. Further copies available on request.

AGENDA ITEM # J - 12

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

DATE: October 21, 2024
AGENDA ITEM: Invoice #10917 – Water’s Edge
ACTION: Motion

SYNOPSIS: This invoice was apparently overlooked and should have been paid prior to the invoice approved at the last council meeting. This invoice is in the amount of \$6,300.

BUDGET ITEM: Bond

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



1153 Southwest Blvd, Suite 202
 Kansas City, KS 66103
 913-438-4338

Mount Vernon, IA - City of
 Matt Siders

Invoice number 10917
 Date 06/14/2024

Project 23-530 MOUNT VERNON, IA - POOL
 IMPROVEMENTS

Services Through May 31,2024

Description	Contract Amount	Percent Complete	Remaining Percent	Prior Billed	Total Billed	Remaining	Current Billed
Planning							
Evaluation	10,700.00	100.00	0.00	10,700.00	10,700.00	0.00	0.00
Design							
Design Development	31,500.00	20.00	80.00	0.00	6,300.00	25,200.00	6,300.00
Final Design/CDs	102,900.00	0.00	100.00	0.00	0.00	102,900.00	0.00
Bidding/Negotiation	5,250.00	0.00	100.00	0.00	0.00	5,250.00	0.00
Subtotal	139,650.00	4.51	95.49	0.00	6,300.00	133,350.00	6,300.00
Total	150,350.00	11.31	88.69	10,700.00	17,000.00	133,350.00	6,300.00

Invoice total **6,300.00**

WE'VE MOVED! PLEASE NOTE OUR NEW ADDRESS!

Terms are Net 30

Email: info@wedesignpools.com

Visit us on the web at wedesignpools.com

AGENDA ITEM # J – 13

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

DATE: October 21, 2024

AGENDA ITEM: Engagement Letter

ACTION: Motion

SYNOPSIS: The engagement letter with Ahlers Cooney for legal services related to amendment no. 10 of the Mount Vernon Urban Renewal area is attached. The cost associated with the amendment will be incorporated into future TIF reimbursements. Amendment no. 10 is in relation to a possible Kwik Star development and the extension of Rachel Street to serve future commercial districts.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024



Ahlers & Cooney, P.C.
Attorneys at Law
100 Court Avenue, Suite 600
Des Moines, Iowa 50309-2231
Phone: 515-243-7611
Fax: 515-243-2149
www.ahlerslaw.com

Nathan J. Overberg
515.246.0329
noverberg@ahlerslaw.com

Elizabeth B. Burnett
515.246.0350
eburnett@ahlerslaw.com

October 17, 2024

Sent via email: cnosbisch@cityofmtvernon-ia.gov

Chris Nosbisch
City Administrator
City of Mount Vernon
213 First St. NW
Mount Vernon, IA 52314

RE: Engagement Letter – Amendment No. 10 to the Mount Vernon Urban Renewal Plan and Development Agreement

Dear Chris:

The purpose of this Engagement Agreement (“Agreement”) is to disclose and memorialize the terms and conditions under which Ahlers & Cooney, P.C. will represent the City of Mount Vernon, Iowa (the “City”) in connection with Amendment No. 10 to the Mount Vernon Urban Renewal Plan (the “Amendment”) for the Mount Vernon Urban Renewal Area (the “Urban Renewal Area”), and an associated development agreement in the Urban Renewal Area (the “Development Agreement”) in accordance with Iowa Code Chapter 403.

SCOPE OF ENGAGEMENT

We agree to perform the following services for the fees we charge under this Agreement:

1. Prepare the Amendment (“Amendment”) in accordance with Iowa Code Chapter 403;
2. Prepare letters of instructions, notices of meetings, and partial agendas for City Council proceedings related to the Amendment;
3. Prepare proceedings for a resolution setting the dates of a consultation and public hearing on the Amendment;
4. Prepare proceedings to be used on the date fixed for a public hearing and adoption of the Amendment;

5. Prepare the Development Agreement, per the terms provided to us by the City;
6. Prepare proceedings to be used for setting the date of a public hearing on the Development Agreement, and proceedings for the date fixed for the public hearing and adoption of the Development Agreement;
7. Answer questions and advise City staff and the Council throughout the adoption process for the Amendment; and
8. Complete a transcript file record related to the adoption of the Amendment.

Our duties under this Agreement are limited to those expressly set forth above. Absent a separate engagement agreement regarding one or more of the following services, the services provided and the fees charged hereunder do not include:

1. Preparing the legal descriptions to be used in the Amendment;
2. Defending any legal challenges to or arising out of the Amendment, any TIF ordinance, or any urban renewal projects thereunder;
3. Confirming or calculating any potential tax increment anticipated within the Urban Renewal Area, or pursuant to a given project, or otherwise acting in a financial advisory role;
4. Administering the Development Agreement, Urban Renewal Area or Urban Renewal Plan, any urban renewal projects, or the collection of tax increment after the adoption of the Amendment (and after completion of the transcript file on the Amendment); or
5. Any bond (finance) related services.

It is not anticipated that it will be necessary for us to personally attend Council meetings in order to accomplish our work. We will be coordinating our services with you and other City staff, as directed by the City. In the event that public hearings or litigation should occur in the course of this matter, we would expect the same to be handled by the City Attorney, unless special arrangements are made for our participation.

ATTORNEY-CLIENT RELATIONSHIP

As confirmed by the execution of this Agreement, the City will be our client and an attorney-client relationship will exist between us for purposes of providing the services listed above. Our services are limited to those contracted for in this letter and the City's execution of this Agreement will constitute an acknowledgement of those limitations. The Firm's engagement under this Agreement will end when the Amendment are adopted/approved by the Council and our final invoice has been paid.

FEES

The attorneys working in the economic development practice area of the firm, including Nathan Overberg and Elizabeth Burnett, will be the attorneys chiefly responsible for providing you with these legal services. However, if efficient and appropriate, we may call on other attorneys and legal assistants from time to time. The fees will be based on the hours worked by firm personnel at their hourly rates in effect at the time the work is performed. Mr. Overberg's 2024 hourly rate is \$340 and Ms. Burnett's rate is \$225. Work performed by other attorneys will be billed at their 2024 hourly rate (from \$200-\$430 per hour). Work by legal assistants will be billed at \$140-\$155 per hour. Our rates are generally adjusted on an annual basis, as of January 1st of each year.

It is difficult to estimate the total cost for the work, because we charge by the hour and there are many variables that impact the number of hours spent on the work. Expenses will be billed at the amount incurred. Our statement for services and expenses will be due and payable upon receipt of the invoice, which in most instances, is monthly. Should you have any questions about a statement or a fee, please do not hesitate to call. We do reserve the right to withdraw from representation for any reason, including failure to pay the monthly statement in accordance with this policy. If, for any reason, the City terminates the engagement governed by this Agreement before the completion of the services described herein, we will bill the City for the services rendered as of the date of termination based on the hourly rates of those who provided services.

RECORDS

At the City's request, any documents furnished by the City will be returned promptly upon receipt of payment for outstanding fees and client charges. Our own files, including lawyer work product, pertaining to the above referenced project will be retained by us. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to dispose of any documents or other material retained by us after the termination of this Agreement.

APPROVAL

Please carefully review the terms and conditions of this Agreement. **If this Agreement accurately reflects the terms of this particular engagement, please obtain approval by the City Council, and execute, date, and return to me the enclosed copy of this Agreement. Please retain the original for your file.**

If you have questions regarding any aspect of the above or our representation, please do not hesitate to contact me. As always, we appreciate the opportunity to represent the City and we look forward to working with you on this project.

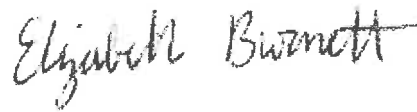
Ahlers & Cooney, P.C.

Sincerely,

By:


Nathan J. Overberg

By:


Elizabeth B. Burnett

Cc: Lori Boren

Accepted and approved on behalf of the City Council of the City of Mount Vernon, Iowa*

By: _____ Dated: _____

Title: _____

*Authorized by action of the governing body, approved on _____, 2024.

AGENDA ITEM # J – 14

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

DATE:	October 21, 2024
AGENDA ITEM:	Change Order #2 – 4 th Street NW
ACTION:	Motion

SYNOPSIS: This is another placeholder item for the agenda. Staff is awaiting revised paperwork for the 4th Street NW project. As the Council is aware, the existing roadway surface on 4th Street will not allow for a three-inch mill and resurface. The current plan is to remove the remaining road surface, place additional base, and lay five inches of asphalt on the new base. The initial estimate for this work was around \$50,000.

BUDGET ITEM: N/A

RESPONSIBLE DEPARTMENT: City Administrator

MAYOR/COUNCIL ACTION: Motion

ATTACHMENTS: Supporting Documents

PREPARED BY: Chris Nosbisch

DATE PREPARED: 10/18/2024

K. Reports-Received/File



Mt. Vernon-Lisbon Police Department

Douglas J. Shannon
Chief of Police

SEPTEMBER 2024 POLICE REPORT

Vehicle Collisions

There was a total of 8 reported collisions during the month. There were 6 collisions in Mount Vernon. Collision 1 occurred on the 100 block of W. 1st St when unit 1 was traveling southbound and unit 2 backed out of a parking spot, striking unit 1. Damage was estimated at \$1,500 and no injuries were reported. Collision 2 occurred on S. Hwy 1 when unit 1 stopped for a red light and was rear-ended by unit 2. Damage was estimated at \$2,300 and no injuries were reported. Collision 3 occurred on the 1200 block 1st St. when unit 1 was turning left and was struck by unit 2, which failed to yield to the right of way. Damage was estimated at \$5,000 and no injuries were reported. Collision 4 occurred on the 100 block of 1st St. when unit 1 entered an intersection then turned left in front of unit 2 and was struck by unit 2. Damage was estimated at \$10,000 and no injuries were reported. Collision 5 occurred on S. Hwy 1 when unit 1 entered the roundabout to go northbound and unit 2 failed to yield and was struck by unit 1. Damage was estimated at \$8,000 and no injuries were reported. Collision 6 occurred on the 500 block of W. 1st St. when unit 1 was legally parked and struck by unit 2. Damage was estimated at \$500, and no injuries were reported.

There were 2 collisions in Lisbon. Collision 1 occurred on E. South St. when unit 1 backed out of a parking spot and struck unit 2, which was legally parked. Damage was estimated at \$2,100 and no injuries were reported. Collision 2 occurred on the 100 block of W. Main St. when unit 1 entered a parking lot and was struck by unit 2, which was backing out of a parking spot. Damage was estimated at \$5,500 and no injuries were reported.

Incidents/Arrest

There were 44 reported incidents during the month. In Mount Vernon, there were 35 reports which included: juvenile issue (x3), dog at large, animal bite, assault (x4), purchase of alcohol under legal age (x2), criminal mischief, theft (x5), possession of a controlled substance, possession of drug paraphernalia, fraud, hit and run (x2), OWI (x2), agency assist- accident, medical, violation of no contact order (x4), vehicle theft, driving while under suspension (x2), and welfare check (x2).

In Lisbon, there were 9 reports which included: animal bite, fraud (x2), OWI, public intoxication, investigation, juvenile issue, violation of no contact order, and sex offender registry violation.

380 Old Lincoln Highway
Mount Vernon, Iowa 52314

319-895-6141 (office)
319-895-6617 (fax)



Mt. Vernon-Lisbon Police Department

Douglas J. Shannon
Chief of Police

During the month, officers had 13 arrests. In Mount Vernon there were 10, including: assault (x3), theft, violation of no contact order (x3), OWI (x2), possession of a controlled substance, and possession of drug paraphernalia.

In Lisbon there were 3, including harassment (x2) and OWI.

K-9 Report

Monster was deployed 2 times during a search warrant and for tracking a subject.

Community Service/Training/Misc.:

- Officer Blinks, Chief Shannon and Sergeant Daubs attended Emergency Operation Center training
- Officer Moel and Monster attended K9 training
- Officer Blinks attended Train the Trainer
- Officer Gehrke began 7th grade DARE at Lisbon and Mount Vernon Community Schools
- Lisbon time (administration, call for service, patrol): 389 hours

	Sept	Aug	July	June	May	Apr
Administrative	170	72	51	81	108	37
Call for service	25	24	30	20	26	14
Patrol	194	322	267	242	252	263
	389	417	348	343	386	313

GTSB:

During September, officers worked 8 hours of STEP which resulted in: 1 OWI test (no arrest), 2 speed citations, 7 speed warnings, and 1 other traffic violation warning.

Respectfully Submitted,

Chief of Police

380 Old Lincoln Highway
Mount Vernon, Iowa 52314

319-895-6141 (office)
319-895-6617 (fax)



**Mount
Vernon**
IOWA

Chris Nosbisch, City Administrator
Douglas Shannon, Chief of Police

Thomas M. Wieseler, Mayor

Council:

Scott Rose
Stephanie West
Mark Andresen
Paul Tuerler
Craig Engel

**Public Works Report
10/20/2024
Council Meeting**

It has been a very busy couple of months to say the least!

MISC.

The fall cemetery clean-up was completed on 10/14. The fall leaf collection started on 10/7 and will continue until Thanksgiving. Garbage pick-up, cleaning of parks bathrooms, building maintenance, sign replacement, street light maintenance, brush pick-up, tree maintenance, and Hubspot tickets are some of the things we have been keeping up with this month, in addition to the projects we have been doing.

We will have our city and staff tree orders coming in on October 21st. There will be 37 trees that we can replace or add to the city ROW or City facilities.

Trees

Total Tree Care made it to town this month to take care of 14 trees that had become a safety concern. There are several logs that were set aside from those removals that we will sell to recoup some costs. As the colder season sets in and we are limited on outside work, and the ROW trees have gone dormant for the season, we will begin some other smaller tree removals around town. There are several Ash trees that are in poor health that need to come down. The team has been keeping up with stump grinding as the tree removals were completed.

PROJECTS

4th Street

The 4th Street project is coming along. The infrastructure work has been completed. There is concrete curb and gutter in place. They finished pouring some curb and gutter radiuses at the last two intersections on 10/18.



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Glenn Street

The Glenn Street project has made progress as well. The retention areas have been completed. The water main has been installed. The plan is to pour Minish Avenue on 10/25 and then pour Glenn Street on 11/1.

Business Overlay Project

The Business 30 overlay project had lane striping and shoulder work done last week to complete the job. I did not include pictures of this as I assumed everyone had viewed the finished product. What a great improvement this project made!

Pool

I am sure there are a number of updates that you have been given on the pool, but I took some pictures anyway. We have observed Woodruff Construction's busy jobsite daily. Never a still minute over there.

Bryant Road

We have continued to push efforts out on Bryant Road at the PW site. The hoop structure is expected to be erected in the next two weeks. The footings and walls have been poured for the brine shed. The building package for the brine shed will be delivered on 10/22 and we can start constructing that building. The water line and floor drain plumbing was installed inside the brine shed on 10/18 and we will be pouring the floor on the 22nd or 23rd. The last pour was made in the North building, and we have started running electrical wire, hanging lights, and installing outlet and light switch boxes. The water main extension from the Bryant Road water main project has allowed us to get services and curb stops tied into the main. We now have running water to two farm hydrants inside the South building, two farm hydrants, future pressure washer, and the utility room in the North building, and a two



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inch water line to the brine shed. The Bryant Road water main project has been completed and hydroseeded as well.

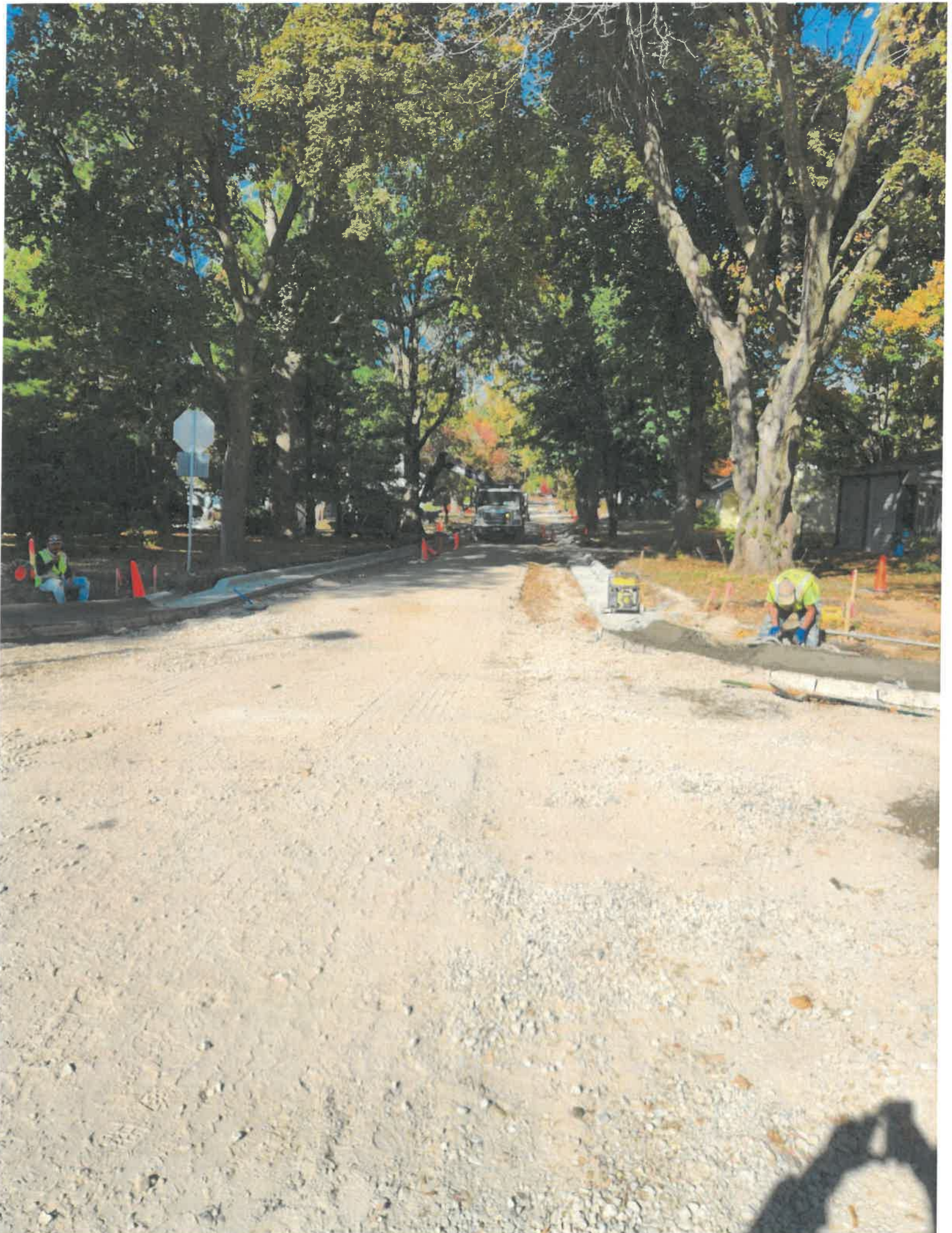
I am sure I am forgetting several things. Things are happening!!

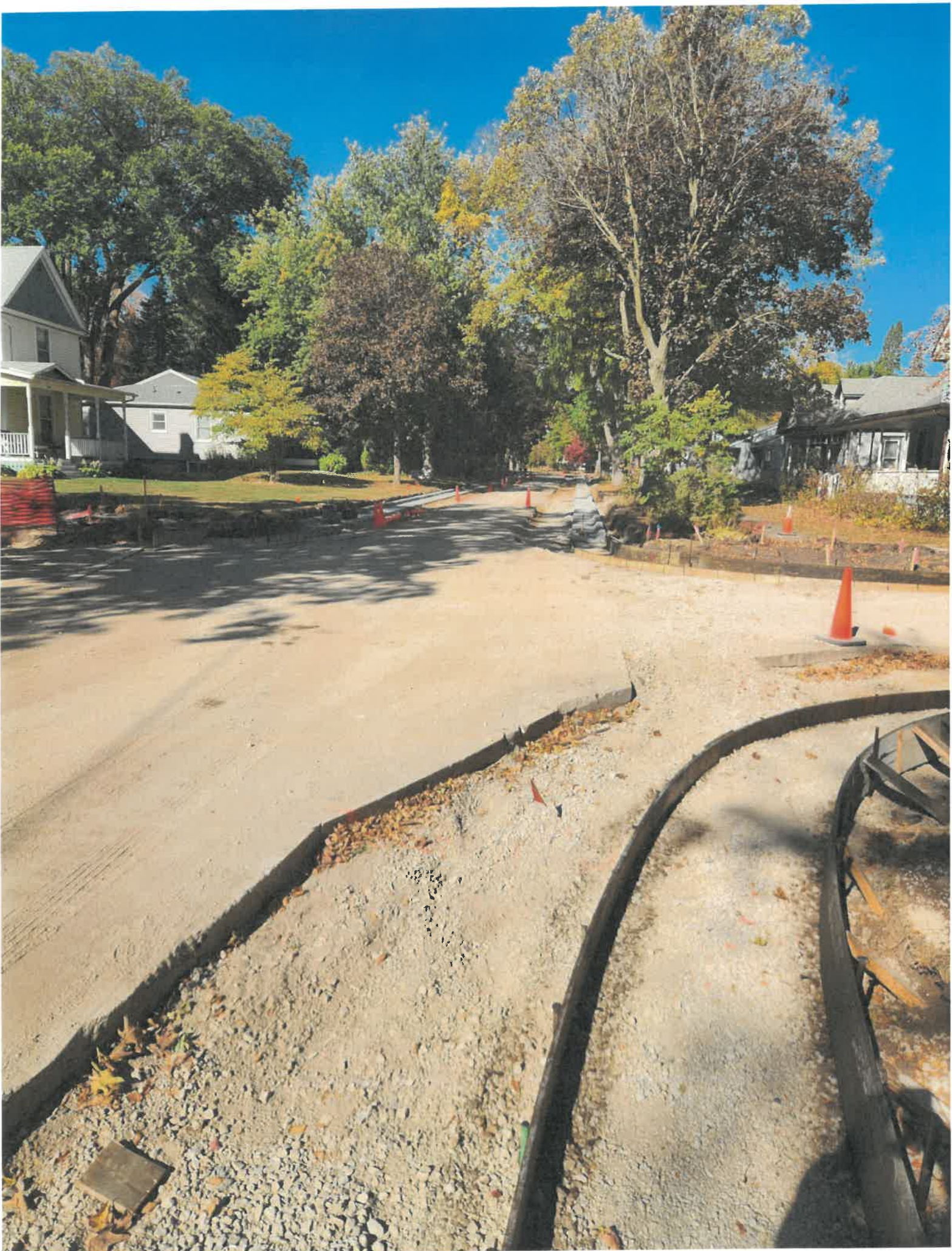
“Kindness is more important than wisdom, and the recognition of this is the beginning of wisdom.”

Theodore Isaac Rubin

Eldon Downs
City of Mt. Vernon
Public Works Director
563-331-0424
edowns@cityofmtverno-ia.gov









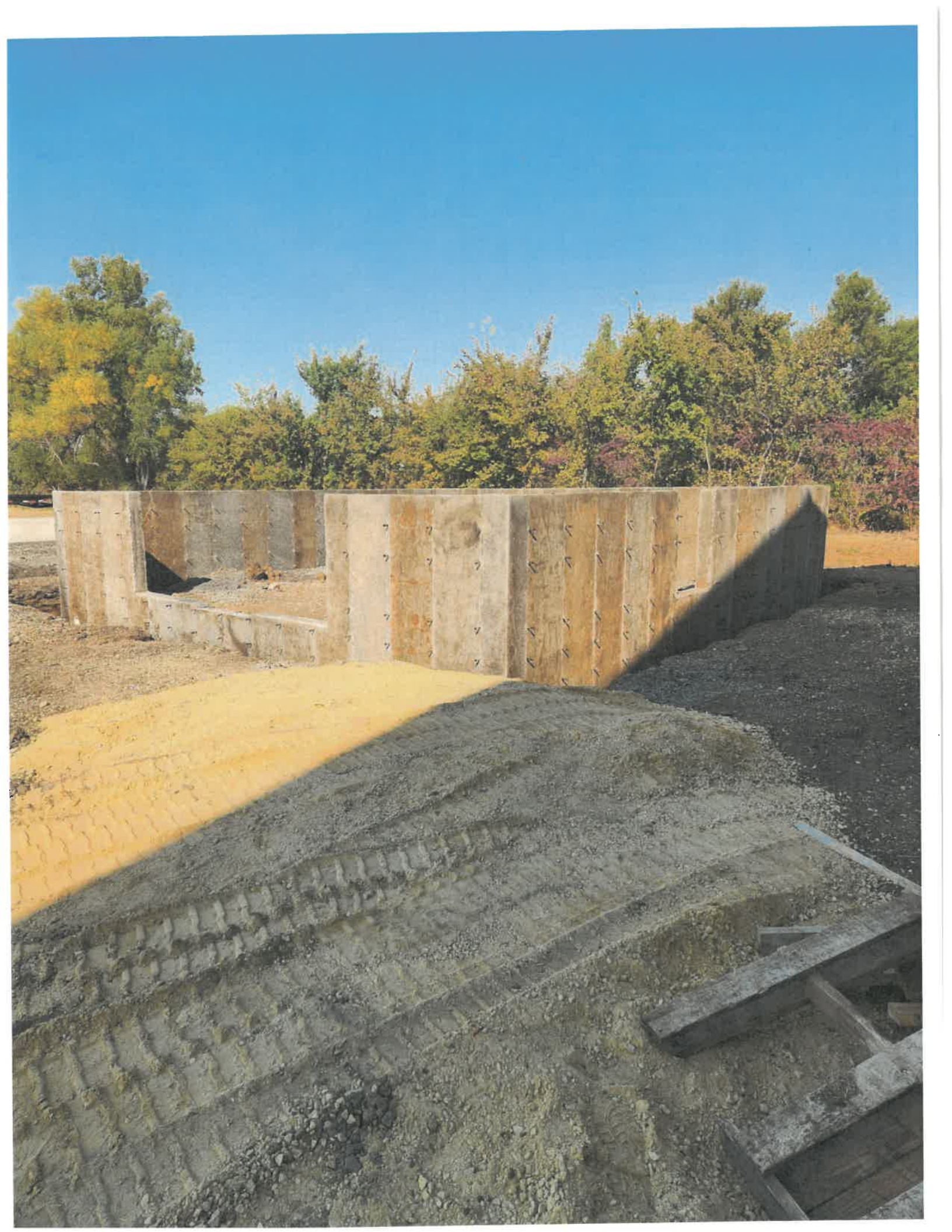




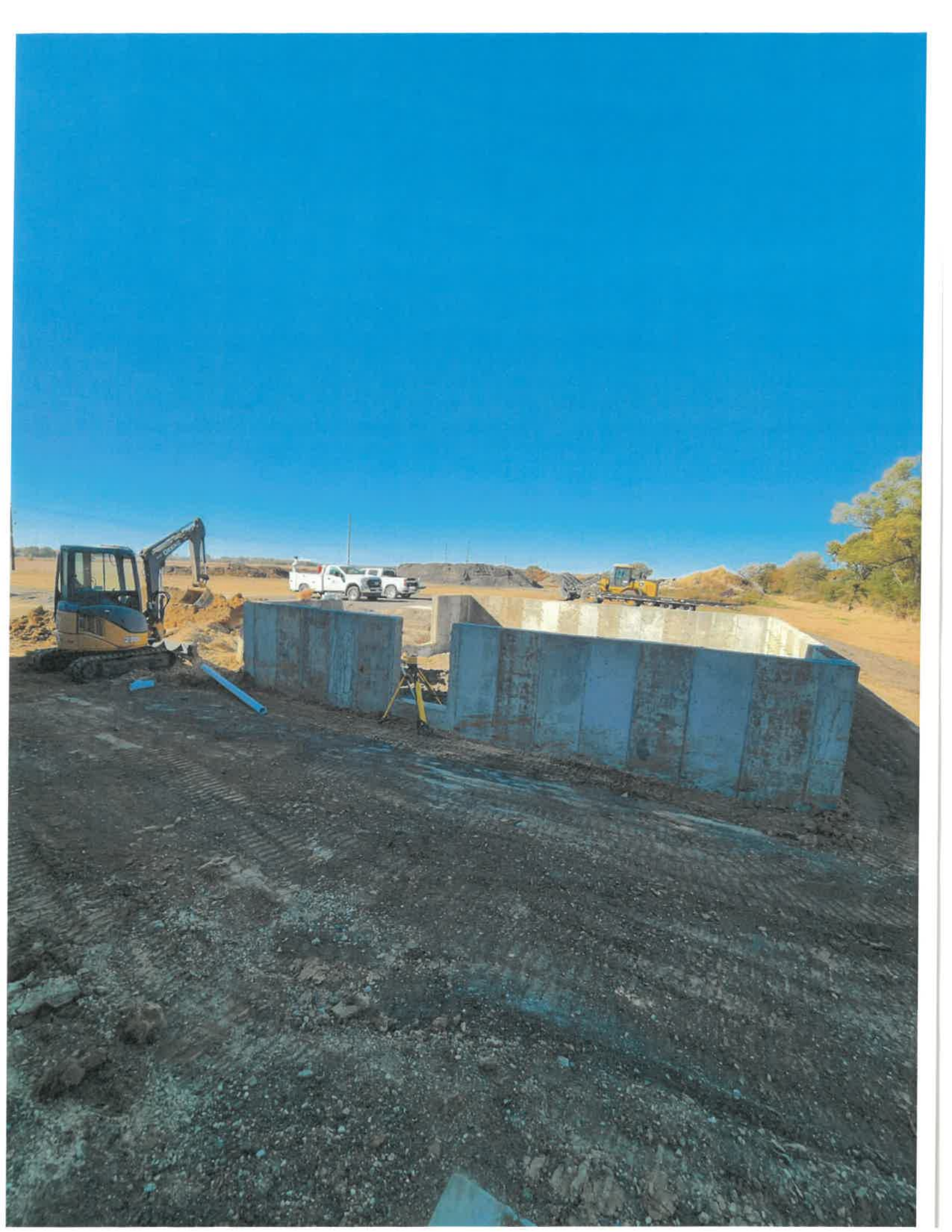






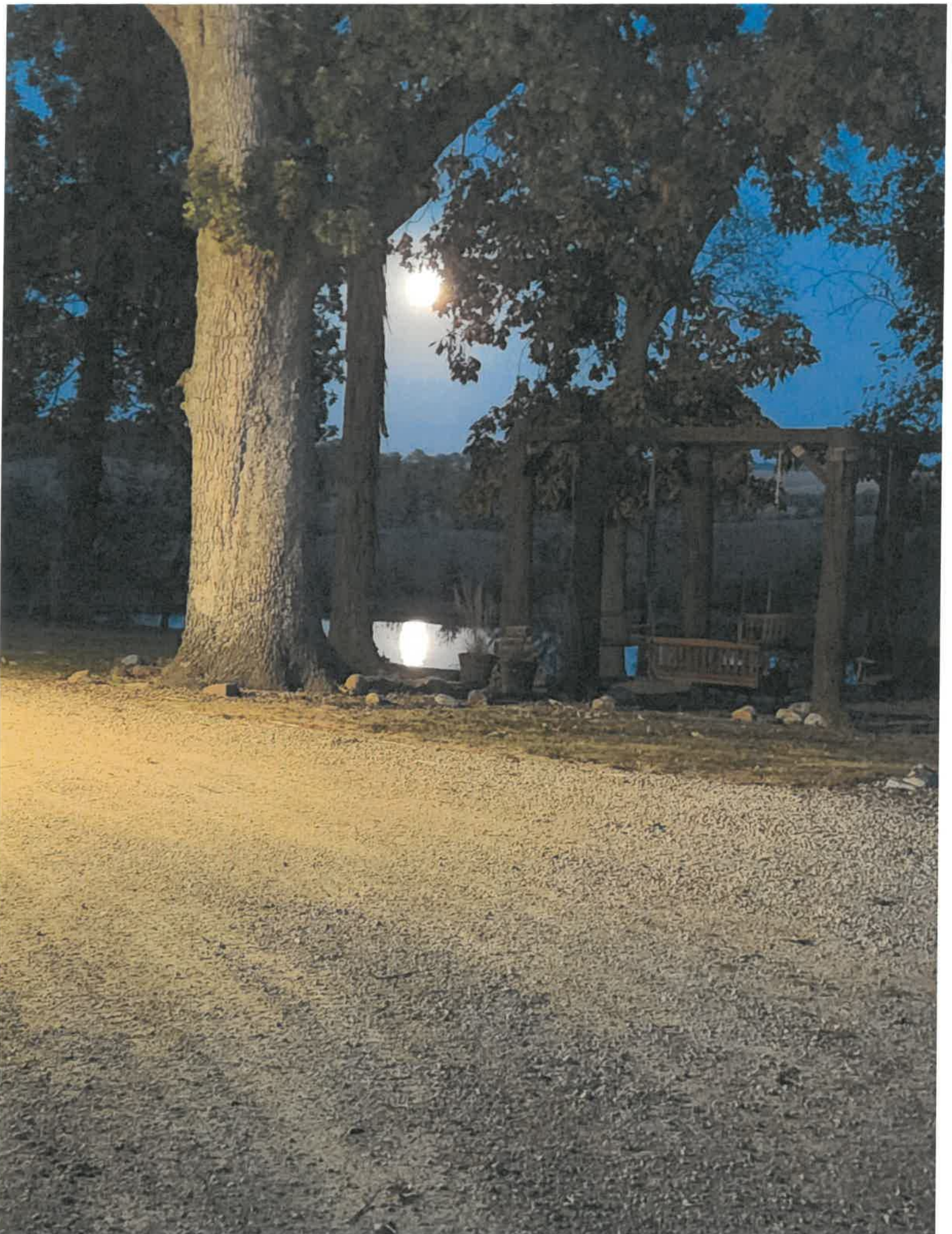


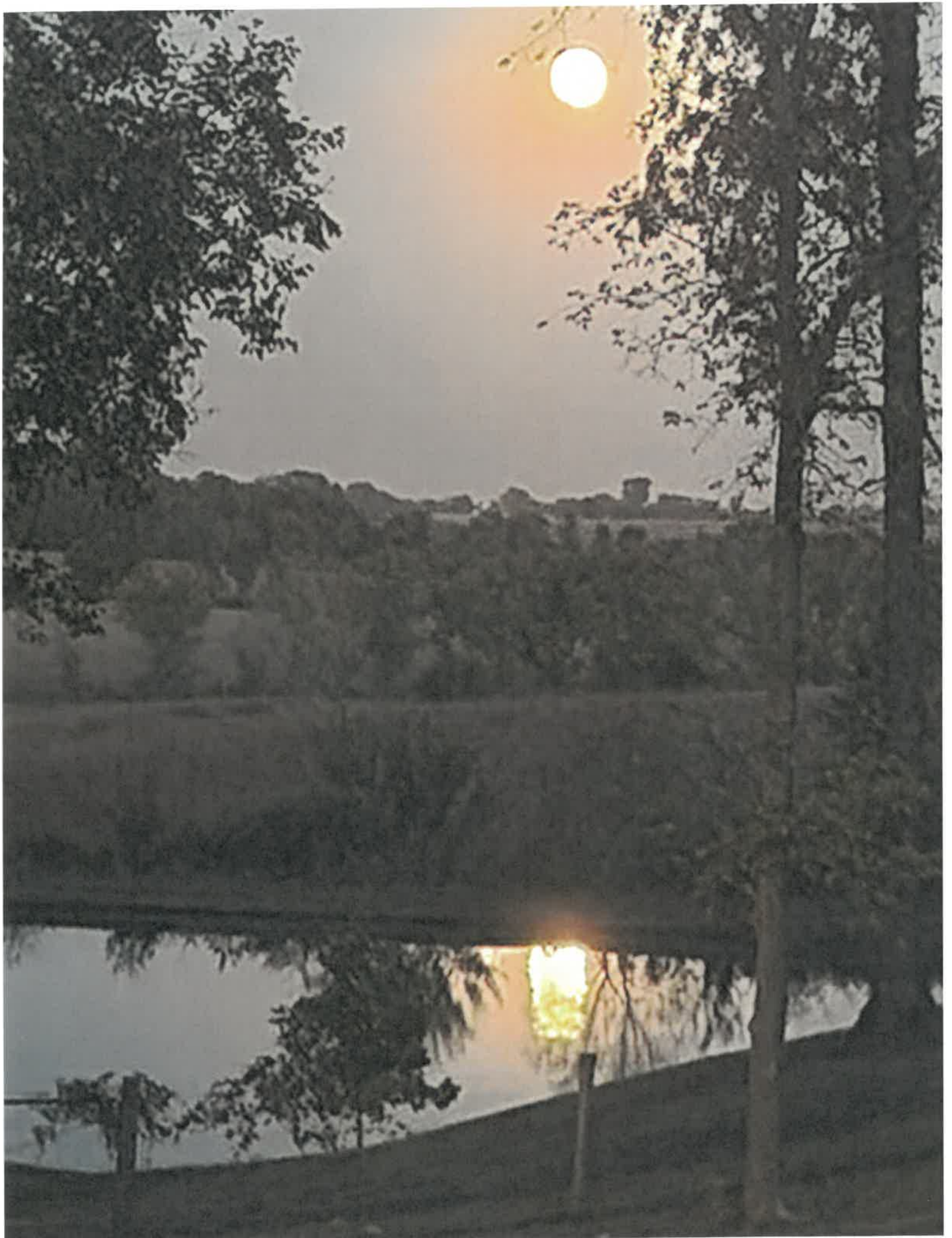




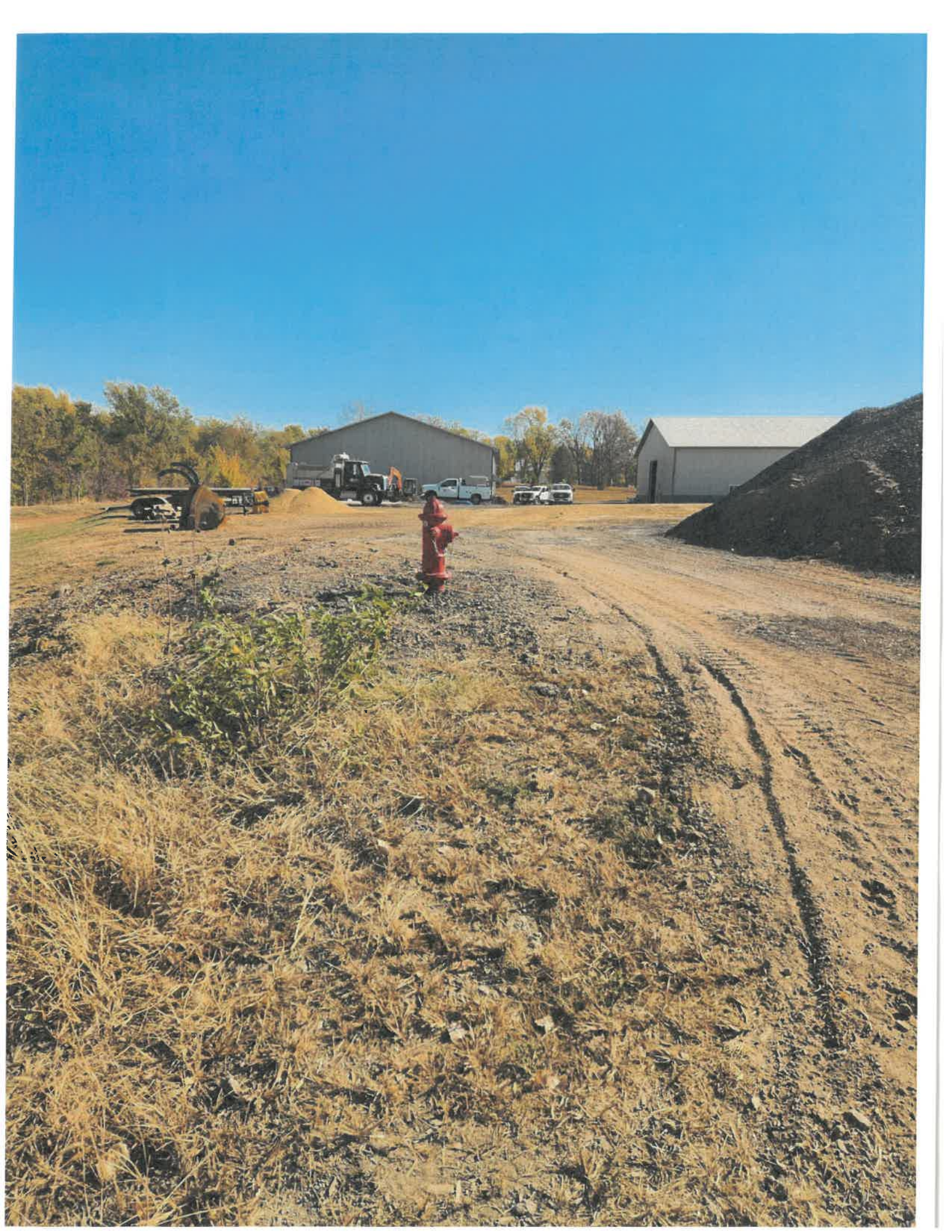
















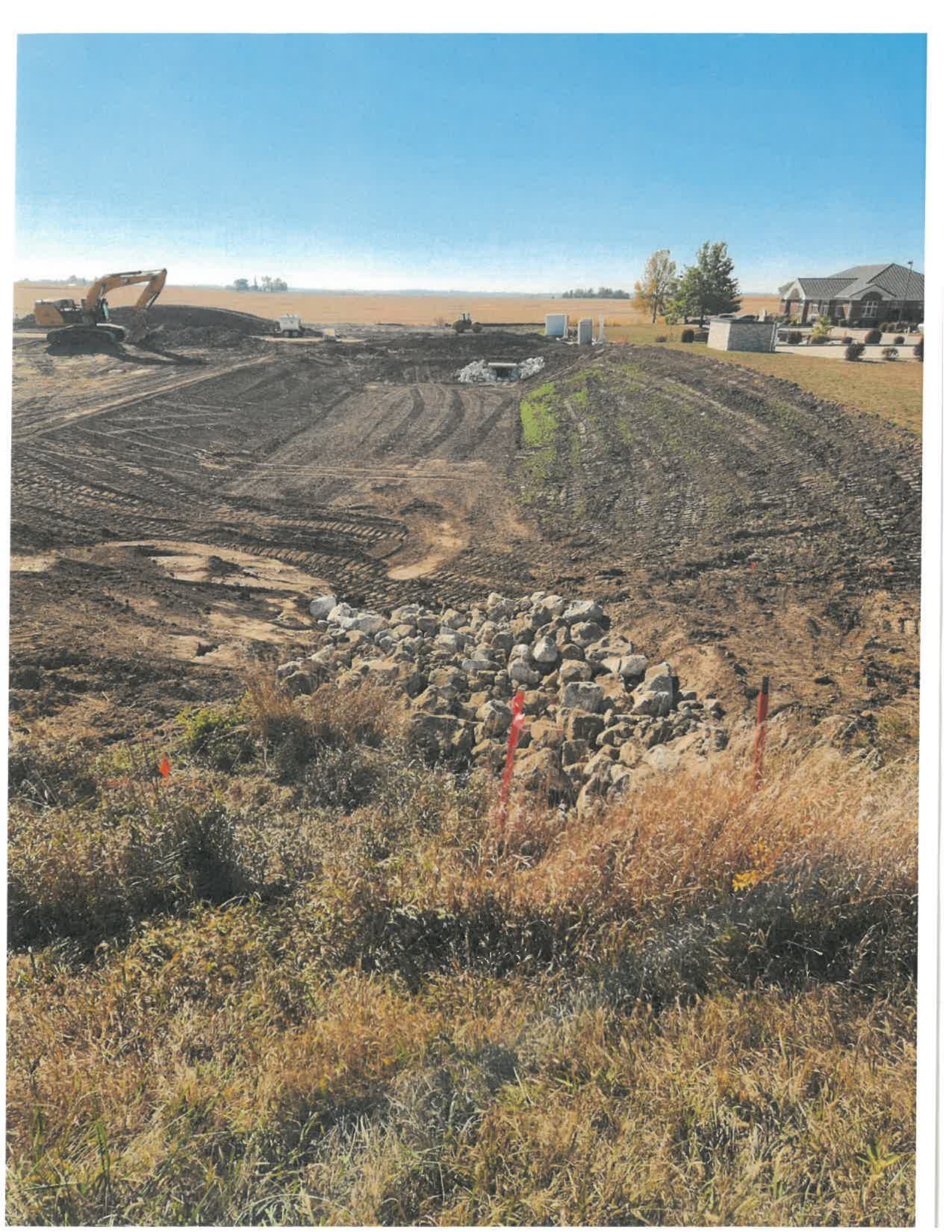




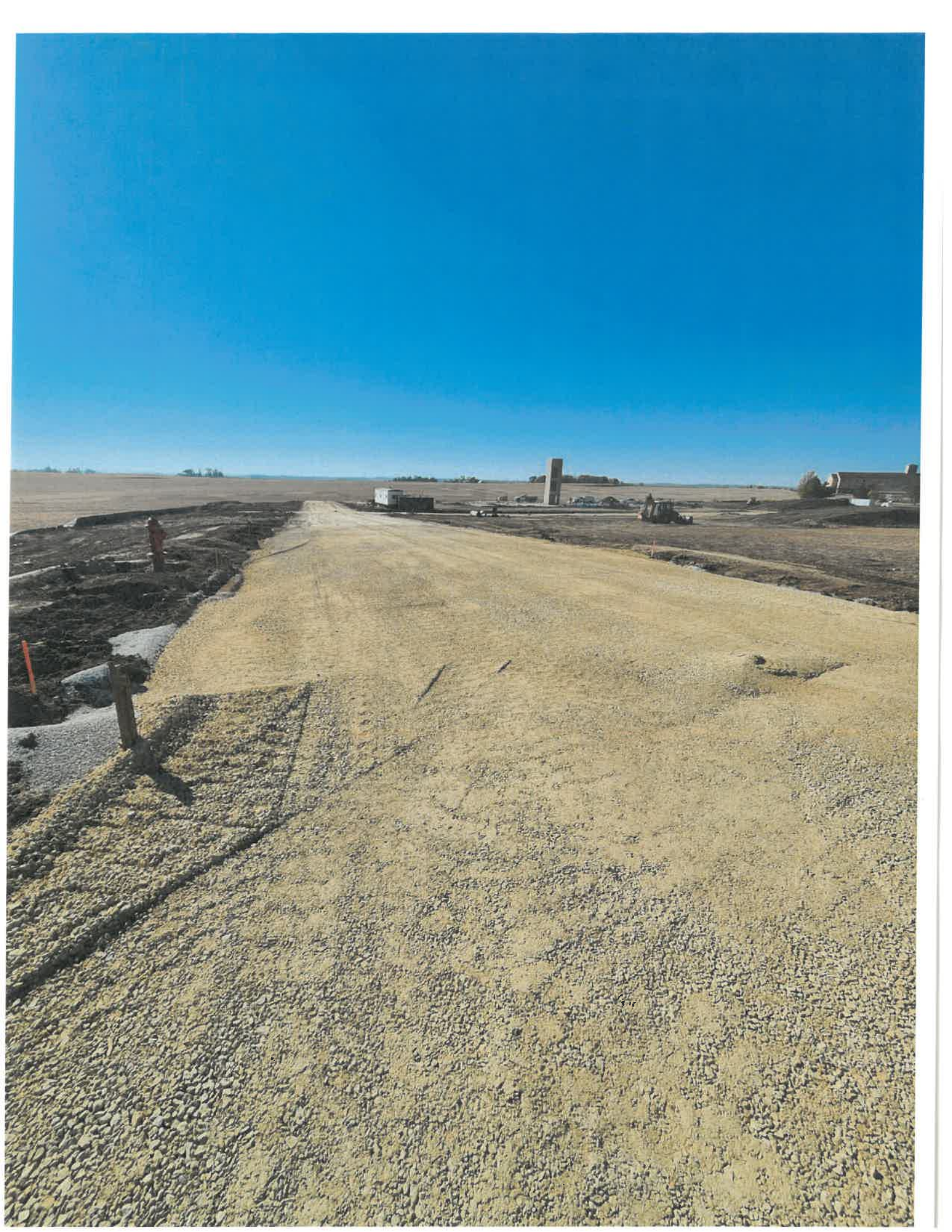


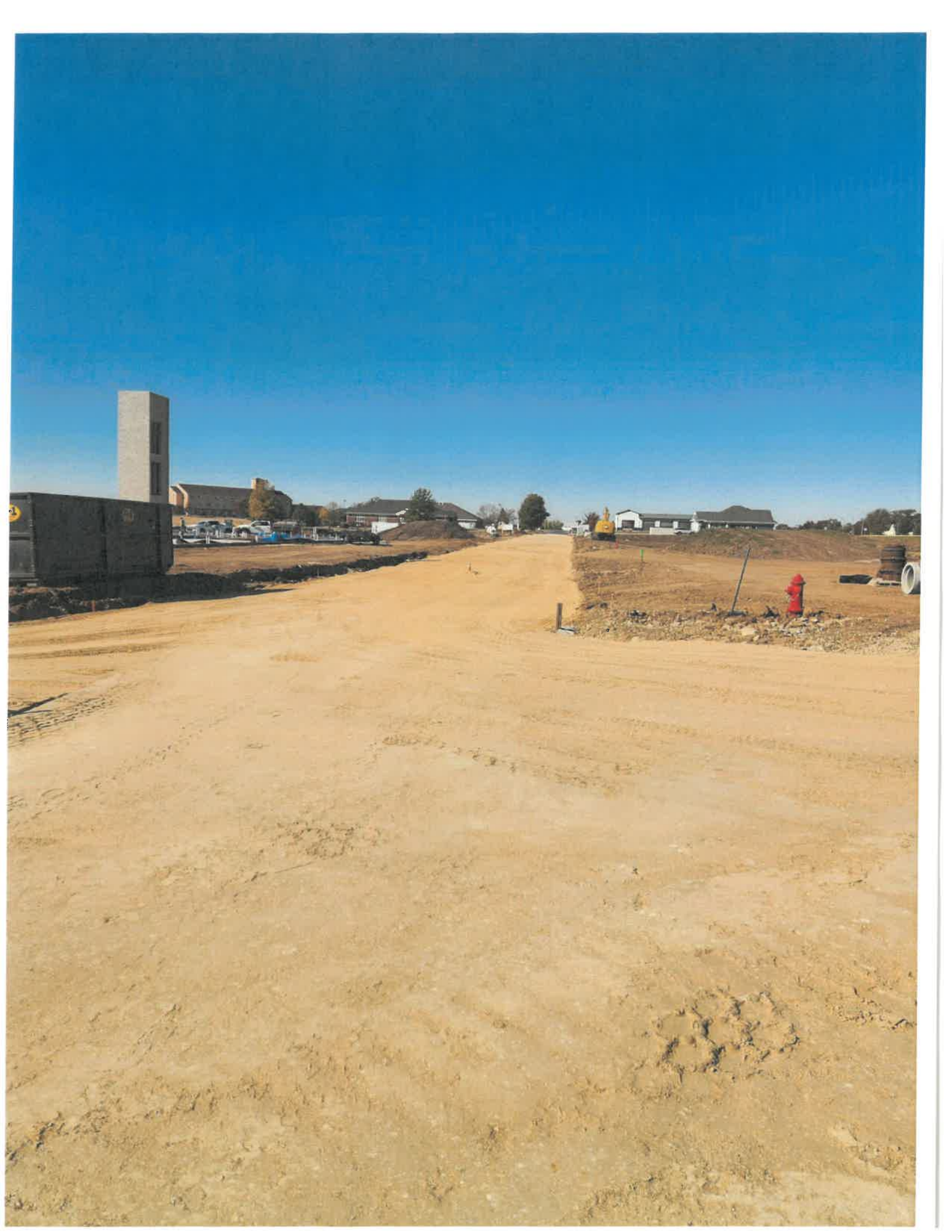






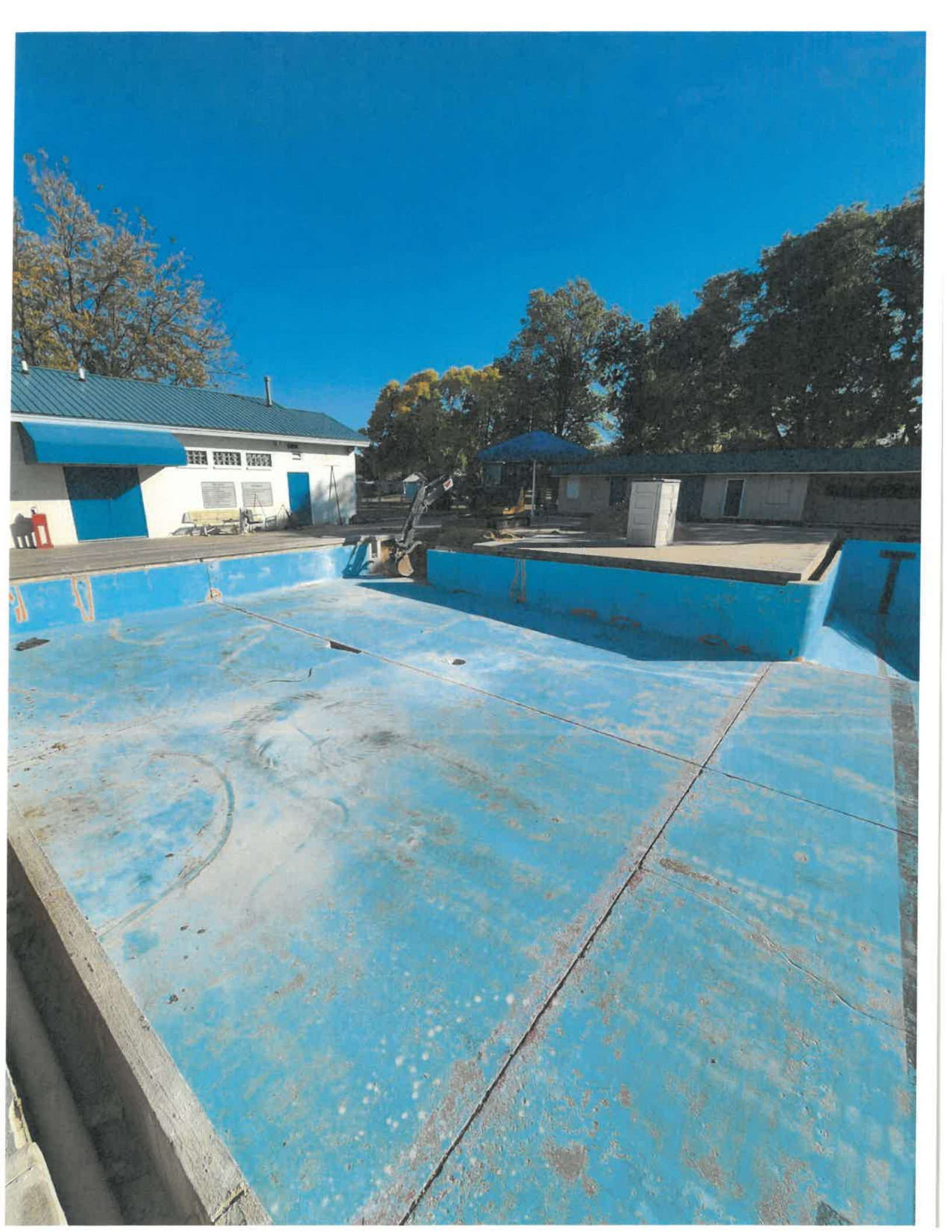






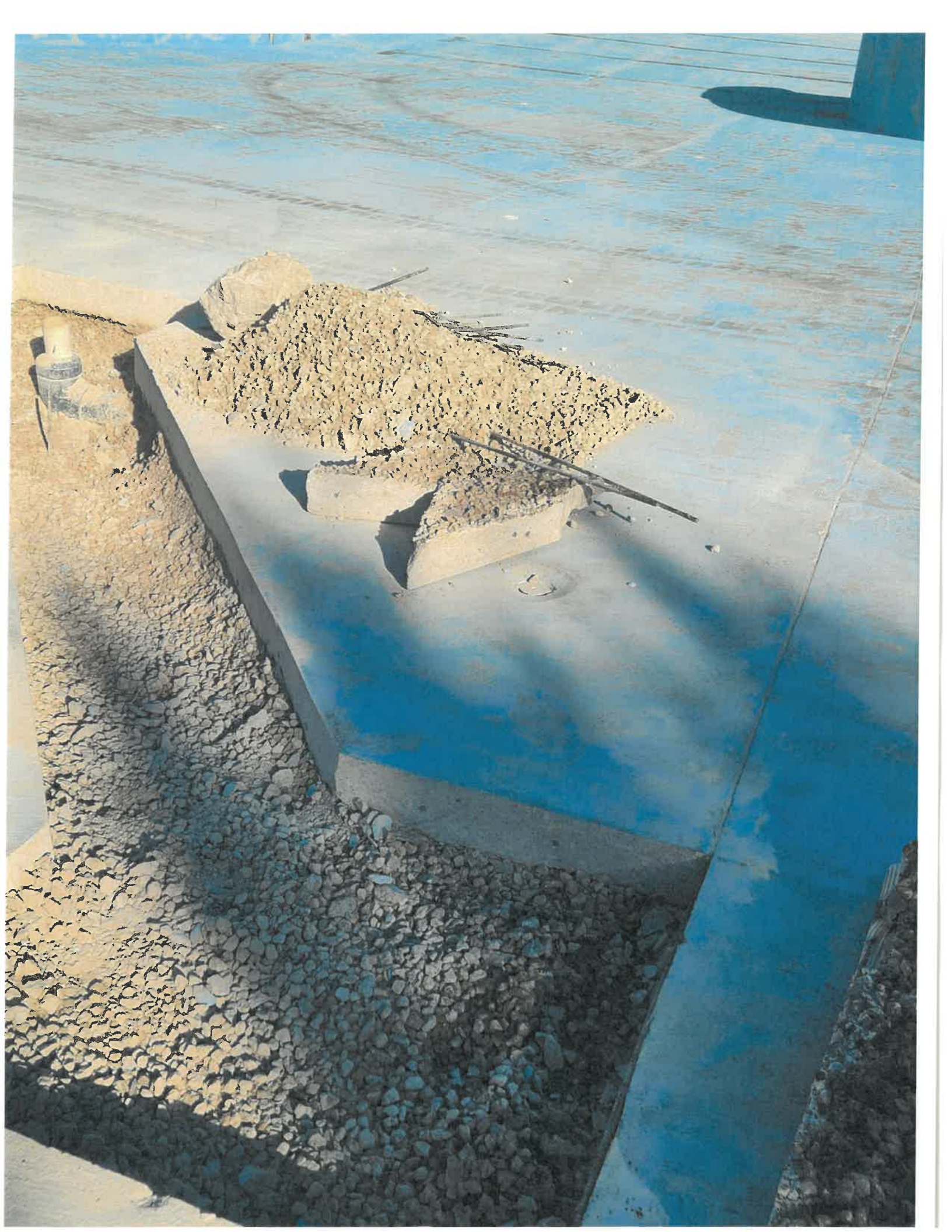








NO DIVING







NO STANDING IN THIS AREA
WHEN EQUIPMENT IS IN USE
12'



















Parks and Recreation Department
Directors Report
September 15 – October 15

Parks

- Staff will be conducting a Parks Audit on Wednesday October 23rd.**
- There have been several discussions regarding a trail loop in the Petrick Trail area to allow for more sculptures to be placed.**

Sports

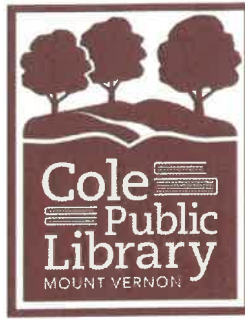
- Fall Soccer and Flag Football ended on October 12th.**
- Huge thank you to all the coaches, refs, and players for a great season.**
- Girls Basketball registration ended Oct 11. So far, we have 27 kids signed up for grades 1-6. The numbers are down dramatically from 60 two years ago. Last year we had 26 kids. This is due to MV High School basketball coaches starting a Club Basketball program for 2nd -6th Grade two years ago.**

Pool

- Work continues at the Pool. If you haven't driven by you should...a lot of concrete has been removed.**

Misc

- LBC visits have remained steady at 172 patrons/day for September up from 165 last year. Facility Rentals have remained steady for Oct-Dec. Group Fitness Classes attendance has remained steady.**
- Trunk or Treat event will take place at the LBC on October 27th from 2-4pm.**
- On October 10th the LBC hosted an Open House and Health Fair to learn about changes to the Medicare Supplement plans and to show off the LBC. Many tours were given and four new memberships were sold. The event was attended by 45 people.**



October 4, 2024

Mayor Tom Wieseler and City Council Members,

September was a busy month at the library. We held 24 programs and took part in the Lincoln Highway Arts Festival. For the festival, we led an activity at the children's art tent, crafting over 50 paper butterflies with visiting children and their families. The Board of Trustees met on Tuesday, September 17th at 8:30am. They ran through upcoming library activities, reviewed the library's mission statement, and began discussions on the FY26 budget.

Moving into October, alongside our regular activities, we have a number of fall-themed programs lined up. Four Linn County Master Gardeners will present a garden program for our Master Gardener Talks series on four consecutive Monday evenings from 6:30–7:30pm in Room 108. We're teaming up with Hills Bank to host our long-standing Fall Community Book Talk luncheon on Thursday, October 17th at noon on 2nd floor. 5 community members, including a MVCSD high school student, will share books or authors they love. Our Matinee Movie and Story Time programs are getting into the Halloween spirit this month. We'll screen the classic Hitchcock horror film, *The Birds*, on Monday, October 14th, and Story Time will feature spooky themes including spiders, pumpkins, and Halloween. October is also the month we submit our FY24 operational data to the State Library of Iowa for their Public Library Annual Survey. The Board of Trustees meets on Tuesday, October 15th at 8:30am in Room 310.

Warm Regards,
Grace Chamberlain
Cole Public Library Director

M. Reports Mayor/Council/Admin.

**CITY OF MT. VERNON
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL
October 21, 2024**

- The next ECICOG Board of Directors meeting will be held on Thursday, October 31, 2024.
- Lori had a site visit with V&K Engineering and Nelson Electric to finalize pole locations and electric distribution for the Smart Street Light project.
- The Old Fire Station redevelopment project (MV Brews) was awarded a Greyfield Tax Credit in the amount of \$195,000.