



AGENDA

City Council Work Session

4:00 PM - Tuesday, April 20, 2021

City Hall, 1225 6th Avenue

The meeting is being recorded. Any item listed on the agenda may be open to discussion by the City Council. Times listed are estimated.

NOTE: Based on COVID-19 guidance from Linn County Public Health and the State of Iowa to limit the size of groups gathering, this meeting is able to be viewed online. To watch, go to Zoom.com, select Join a Meeting, and enter the Meeting ID# 857 6693 6595. A link is also provided at www.cityofmarion.org. Audio only can be heard by calling 1-646-558-8656 and entering the same Meeting ID listed above.

Anyone who wishes to comment on an agenda item, including public hearings, may submit the comment to the City Clerk by 4:00 p.m. on Thursday, April 22 via email at cityclerk@cityofmarion.org. Comments can also be heard during the meeting on Thursday.

Page

CALL TO ORDER

PROCLAMATIONS/OATHS

- 1. Proclamation - Mayors' Monarch Pledge Day (April 22, 2021) 11 - 12
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-426 - Proclamation - Mayors' Monarch Pledge Day](#)
- 2. Proclamation - Arbor Day (April 30, 2021) 13 - 14
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-481 - Proclamation - Arbor Day](#)

PRESENTATIONS

This section is for presentations from external entities regarding current council action and area projects and events.

None

CONSENT AGENDA

This section includes routine items and will be enacted by one motion without separate discussion unless Council requests an item to be removed to be considered separately.

- A. Administrative Services (4:00-4:10)
 - A.1. Minutes of the April 6 and 8, 2021 City Council meetings. 15 - 31
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-441 - Minutes of the April 6 and 8](#)
 - A.2. Receive and file March 2021 Department Monthly Reports 32 - 73
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-440 - Receive and file March 2021 Department Monthly Reports - Pdf](#)

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|-------|---|-----------|
| A.3. | Receive and file correspondence from Matt Arenholz regarding resignation from Planning and Zoning Commission.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-445 - Receive and file correspondence from Matt Arenholz - Pdf | 74 - 75 |
| A.4. | Receive and file correspondence regarding Janessa Carr's resignation from the Community Equity Task Force.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-506 - Receive and file correspondence from Janessa Carr - Pdf | 76 - 77 |
| A.5. | Mayoral appointments to Community Equity Task Force: <ul style="list-style-type: none"> • Marion Alliance for Racial Equity Representative - Circe Stumbo Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-507 - Mayoral appointments to Community Equity Task Force - Pdf | 78 |
| A.6. | Motion to change the date of the Tuesday, November 2, 2021 council meeting to Monday, November 1, 2021 due to City Hall being designated as a polling location for the 2021 City/School Election.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-446 - Motion to change the date of the Nov 2, 2021 council meeting - Pdf | 79 |
| A.7. | Payments as presented in the amount of \$2,564,549.88
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-443 - Payments - Pdf | 80 - 102 |
| A.8. | Resolution adopting final assessment schedule for Fiscal Year 2021 Quarter 4 Delinquent Fees and Confirming and Levying the Assessments.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-450 - Resolution adopting final assessment schedule for Fiscal Year 2021 Quarter 4 - Pdf | 103 - 105 |
| A.9. | Resolution approving partial payment to Wells Fargo for legal fees in connection with closing on Derecho disaster recovery credit facility.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-494 - Resolution approving partial payment to Wells Fargo for legal fees | 106 - 107 |
| A.10. | Motion to receive and file the quarterly finance report for the quarter ending March 31, 2021.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-442 - Motion to receive and file the quarterly finance report for the quarter ending Mar - Pdf | 108 - 129 |

- A.11. Resolution setting a public hearing for May 20, 2021 regarding the proposed adoption of a fiscal year 2020-2021 budget amendment 130
[Agenda Memo - City Council Regular Session - Apr 20 2021 - AM-21-504 - Resolution setting a public hearing for May 20, 2021 regarding budget amendment - Pdf](#)
- B. Public Services
- B.1. Resolution approving partial payment no. 8 to Wendling Quarries, Inc. for final disposition of storm debris in the amount of \$461,171.72. 131
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-458 - Resolution approving partial payment no. 8 to Wendling Quarries - Pdf](#)
- C. Public Safety
- C.1. Resolution approving payment to Miron Construction Co, Inc. for structural damage repairs to the police station from the 2020 Derecho Storm in the amount of \$86,455. 132 - 133
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-435 - Resolution approving payment to Miron Construction Co - Pdf](#)
- D. Parks
- D.1. Resolution approving payment to Heartland Roofing, Siding, and Windows, LLC for Derecho related roof repairs to the Thomas Park Restroom in the amount of \$5,250. (ZZZ 2020 Derecho.10 29.001) 134 - 136
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-463 - Resolution approving payment to Heartland Roofing for Thomas Park Restroom - Pdf](#)
- D.2. Resolution approving payment to Heartland Roofing, Siding, and Windows, LLC for Derecho related roof repairs to the Willowood Pool Bathhouse in the amount of \$17,700.00. (ZZZ 2020 Derecho.9 23.001) 137 - 139
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-464 - Resolution approving payment to Heartland Roofing for Willowood Pool Bathhouse - Pdf](#)
- D.3. Resolution approving payment to Heartland Roofing, Siding, and Windows, LLC for Derecho related roof repairs to the Willowood Pool Pumphouse in the amount of \$7,600.00. (ZZZ 2020 Derecho.9 24.001) 140 - 142
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-482 - Resolution approving payment to Heartland Roofing for Willowood Pool Pumphouse - Pdf](#)

- D.4. Resolution approving Partial Payment No. 1 to Point Builders for Derecho related repairs to the Depot in City Square Park in the amount of \$ 45,045.90. (ZZZ 2020 Derecho.11 30.001) 143 - 146
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-449 - Resolution approving Payment No. 1 to Point Builders for repairs to Depot- Pdf](#)
- E. Engineering
- E.1. Resolution approving Partial Payment No. 18 to Christner Contracting Inc. regarding the 2019 Fire Station Project in the amount of \$1,191,641.46. (FACS-18-062) 147 - 148
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-465 - Resolution approving Partial Payment No. 18 to Christner Contracting Inc - Pdf](#)
- E.2. Motion to receive and file letter from the Iowa Department of Transportation regarding their projects on Iowa 100 & Highway 151. 149 - 150
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-473 - Motion to receive and file letter from the IDOT - Pdf](#)
- F. Community Development (4:10-4:20)
- F.1. Resolution approving Rookwood Estates 3rd and 4th Addition Final Site Development Plan for property east of Highway 13 and south of Fernow Road, Marion, Iowa. (Rookwood Estates, LLC) 151 - 168
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-456 - Resolution approving Rookwood Estates 3rd and 4th Addition Final Site Development - Pdf](#)
- F.2. Resolution approving payment no. 5 to Universal Field Services, Inc for services associated with the 10th Avenue Sidepaths project (Iowa DOT Project Number: TAP-U-4775(635)—8I-57) in the amount of \$750.72. (TRL-18-110) 169 - 173
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-495 - Resolution approving payment no. 5 to Universal Field Services - Pdf](#)
- F.3. Resolution approving payment in the amount of \$7,500.00 to Rally Appraisal, LLC for appraisal report associated with the Indian Creek Trail project. (STP-U-4775(631)--70-57) (TRL-18-056) 174 - 175
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-500 - Resolution approving payment in the amount of \\$7,500.00 to Rally Appraisal, LLC fo - Pdf](#)

- F.4. Resolution approving payment no. 10 to HDR Engineering, Inc for engineering services associated with the 10th Avenue Sidepaths project (Iowa DOT Project Number: TAP-U-4775(635)—8I-57) in the amount of \$1,739.20. (TRL-18-110) 176 - 183

[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-503- Resolution approving payment no. 10 to HDR Engineering, Inc - Pdf](#)

G. Library - None

CONSENT AGENDA WITH MAYOR ABOUASSALY'S ABSTENTION

A. Administrative Services - None

B. Public Services

- B.1. Resolution approving contract change order no. 5 with Mid-States Concrete Industry regarding the Precast Concrete Package for the Public Services Maintenance Facility in the amount of \$131,400.00 (FACS-17-069). 184 - 185

[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-459 - Resolution approving contract change order no. 5 with Mid-States - Pdf](#)

- B.2. Resolution approving partial payment No. 6 to Mid-States Concrete regarding the Precast Concrete Package for the Public Service Maintenance Facility in the amount of \$131,400.00 (FACS-17-069). 186 - 187

[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-460 - Resolution approving partial payment No. 6 to Mid-States - Pdf](#)

C. Public Safety - None

D. Parks - None

E. Engineering

- E.1. Resolution accepting public improvements associated with Kwik Star to the City of Marion. (Kwik Trip #589; 962 62nd Street) 188

[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-496 - Resolution accepting public improvements associated with Kwik Star - Pdf](#)

F. Community Development - None

G. Library - None

REGULAR AGENDA

A. Administrative Services (4:20-4:45)

- A.1. Resolution approving employment agreement with Seth Staashelm as Parks Director 189 - 194

[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-439 - Resolution approving employment agreement for Parks Director - Pdf](#)

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|------|---|-----------|
| A.2. | Resolution approving contract with Marion Chamber of Commerce/Uptown Marion - A Main Street Iowa District regarding business liaison services during 7th Avenue Streetscape Improvement Project.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-444 - Resolution approving contract with Marion Chamber of Commerce/Uptown Marion - Pdf | 195 - 199 |
| A.3. | Resolution amending Tidal Basin Government Consultants Task Order No. 1 to extend order timeline to December 31, 2021
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-436 - Resolution amending Tidal Basin Government Consultants Task Order No.1 - Pdf | 200 - 203 |
| A.4. | Resolution approving Memorandum of Understanding with Community Housing Initiatives, Inc. regarding tax increment financing (TIF) incentive for the development of senior housing apartments.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-452 - Resolution approving MOU with Community Housing Initiatives - Pdf | 204 - 230 |
| A.5. | Resolution approving 36 month agreement with Marco Technologies, LLC in the amount of \$429,469.76.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-462 - Resolution approving 36 month agreement with Marco Technologies - Pdf | 231 - 258 |
| A.6. | Resolution amending the non-bargaining pay schedule to adjust the salary range for Assistant to the City Manager and to include the addition of City Attorney.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-461 - Resolution amending the non-bargaining pay schedule - Pdf | 259 - 260 |
| A.7. | Resolution approving Fiscal Year 2020-2021 Capital Budget Transfers totaling \$277,985.33
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-501 - Resolution approving Fiscal Year 2020-2021 Capital Budget Transfers - Pdf | 261 - 262 |
| A.8. | Resolution approving revised Investment Policy
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-497 - Resolution approving revised Investment Policy - Pdf | 263 - 280 |
| A.9. | Motion directing staff to solicit proposals for assistance in the development of a Request for Proposal (RFP) for Banking and Investment Services.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-475 - Motion directing staff to solicit proposals for assistance in the development of a - Pdf | 281 |

- B. Public Services - None
- C. Public Safety
 - C.1. Ordinance No. 21-05 Amending Chapter 77 of the Code of Ordinances Relating to Bicycle Licensing (second consideration) 282
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-484 - Ordinance No. 21-05 Amending Chapter 77 Relating to Bicycles - Pdf](#)
 - C.2. Resolution approving purchase of a Revolve Air fill station and air compressor from Municipal Emergency Services (MES) in the amount of \$48,633.15 283 - 295
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-490 - Resolution approving purchase of a Revolve Air fill station and air compressor - Pdf](#)
- D. Parks
 - D.1. Ordinance amending Chapter 50.02(15) and Chapter 141.03 relating to removal of snow, ice and accumulations 296
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-492 - Ordinance amending Chapter 50.02\(15\) and Chapter 141.03 relating to removal of snow - Pdf](#)
- E. Engineering (4:45-5:30)
 - E.1. Public Hearing regarding the 2021 Central Corridor 7th Avenue from 8th Street to 12th Street Pavement Reconstruction and Streetscaping Project (TRANS-18-101) 297 - 301
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-447 - Public Hearing regarding the 2021 Central Corridor 7th Avenue from 8th St to 12th St - Pdf](#)
 - E.2. Resolution accepting bids and awarding contract to Rathje Construction Company regarding the 2021 Central Corridor 7th Avenue from 8th Street to 12th Street Pavement Reconstruction and Streetscaping Project in the amount of \$6,898,626.31 (TRANS-18-101) 302 - 306
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-448 - Resolution accepting bids and awarding contract to Rathje Construction - Pdf](#)
 - E.3. Resolution setting a public hearing for May 6, 2021 regarding an amendment to Chapter 176 of the Code of Ordinances regarding Flood Hazard Area Regulations and adoption of the 2021 FEMA Flood Insurance Study (FIS) and the 2021 FEMA Flood Insurance Rate Map (FIRM). 307 - 328
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-466 - Resolution setting a public hearing for May 6, 2021 regarding an amendment to Ch 176 - Pdf](#)

- E.4. Motion directing staff to include the cumulative substantial damage definition to Ordinance 176 of the Code of Ordinances regarding Flood Hazard Area Regulations. 329
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-467 - Motion directing staff to include the cumulative substantial damage definition - Pdf](#)
- E.5. Motion directing staff to join the Community Rating System (CRS) Program through the Nation Flood Insurance Program. (NFIP) 330 - 372
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-468 - Motion directing staff to join the Community Rating System \(CRS\) Program - Pdf](#)
- E.6. Motion directing staff to implement no parking regulations for all City Streets to only one side where they currently allow on both sides. 373
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-470 - Motion directing staff to implement no parking regulations for all City Streets - Pdf](#)
- E.7. Resolution authorizing the submittal of an application for Traffic Safety Improvement Program (TSIP) funding for the intersection of Highway 100 and East Post Road to reconfigure the existing intersection with additional left and right turn lanes and to upgrade the existing signal for the new turn lanes, as well as a queue detection warning system for the westbound traffic at East Post Road. 374
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-471 - Resolution authorizing the submittal of an application for TSIP for Hwy 100 and East Post Rd - Pdf](#)
- E.8. Resolution approving Change Order 001 with Pipe Pro regarding the Marion Library Building Project BP22A Plumbing and 23A HVAC regarding a change in sinks in an amount of \$9,766.50. (FACS-17-034) 375 - 383
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-476 - Resolution approving Change Order 001 with Pipe Pro regarding the Marion Library - Pdf](#)
- E.9. Resolution approving Change Order No. 9 with Christner Contracting Inc. regarding the 2019 Fire Station Project regarding North Side Dirt, Delete Gas Lines, Fire Dampers and Generator Fuel in an amount of \$40,930.54. (FACS-18-062) 384 - 387
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-477 - Resolution approving Change Order No. 9 with Christner Contracting Inc](#)
- E.10. Resolution approving Master Short Form Agreement for Professional Services agreement with HDR. 388 - 395
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-472 - Resolution approving Master Short Form Agreement with HDR - Pdf](#)

- E.11. Resolution authorizing the execution and submittal of a grant application to the IDOT regarding funding for the Marion Airport to bury the overhead power lines on the Runway 17 approach and for the installation of PAPI (Precision Approach Path Indicator). 396 - 407
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-474 - Resolution authorizing the submittal of a grant application to the IDOT regarding Airport - Pdf](#)
- F. Community Development (5:30-5:50)
- F.1. Ordinance No. 21-06 amending to Chapter 176 related to the operation and design requirements for mini-warehouses within the B-R, Business Regional, M-1, Light Manufacturing and M-2, General Manufacturing zoning districts. (Second Consideration) 408 - 414
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-489 - Ordinance No. 21-06 amending to Chapter 176 related mini-warehouses - Pdf](#)
- F.2. Ordinance No. 21-07 amending Chapter 176.50, Central Corridor Zoning Districts. (Second Consideration) 415 - 431
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-480 - Ordinance No. 21-07 amending Chapter 176.50, Central Corridor Zoning Districts - Pdf](#)
- F.3. Resolution approving Barnes First Addition Final Plat and Memorandum of Agreement for property located west of 35th Street and north of 5th Avenue, Marion, Iowa. (Tom Barnes) 432 - 438
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-487 - Resolution approving Barnes First Addition Final Plat and MOA - Pdf](#)
- F.4. Resolution approving an encroachment agreement with Nathan Rompot for property located at 550 Central Avenue, Marion, Iowa. 439 - 444
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-483 - Resolution approving an encroachment agreement with Nathan Rompot - Pdf](#)
- F.5. Resolution approving scope of work and contract for completion of the East Marion Subarea Plan with RDG Planning and Design in an amount not to exceed \$19,000. 445 - 449
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-498 - Resolution approving scope of work and contract for East Marion Subarea - Pdf](#)
- G. Library (5:50-6:00)
- G.1. Resolution approving contract with Bilo Shelving for Library Furniture in the amount of \$291,934.22 450 - 459
[Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-499 - Resolution approving contract with Bilo Shelving for Library Furniture - Pdf](#)

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| G.2. | Resolution to approve purchase of the Mobile Library for the Marion Public Library in the amount of \$297,468.00 with the vendor Summit Bodyworks.
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-469 - Resolution to approve purchase of the Mobile Library for the Marion Public Library - Pdf | 460 - 461 |
| G.3. | Resolution approving contract with Library Furniture International (LFI) for Library Furniture in the amount of \$437,213.00
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-509 - Resolution approving contract with Library Furniture International (LFI) for Libra - Pdf | 462 - 484 |

OTHER DEPARTMENT DISCUSSION

This portion of the meeting is set aside for other department discussions, presentations, and updates not related to current council action.

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|----|--|-----------|
| 1. | FY 21 Strategic Plan Quarterly Update – Q3 (6:00-6:15)
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-505 - FY 21 Strategic Plan Quarterly Update &ndash; Q3 - Pdf | 485 |
| 2. | Discussion regarding stump removals in the right of way. (6:15-6:25)
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-493 - Discussion regarding stump removals in the right of way. - Pdf | 486 |
| 3. | Update regarding Armar Drive Condemnation Appeal (6:25-6:30)
Agenda Memo - City Council Work Session - Apr 20 2021 - AM-21-479 - Update regarding Armar Drive Condemnation Appeal - Pdf | 487 - 492 |

COUNCIL COMMENTS

During this portion of the meeting, Council members may bring forward communications, concerns and reports on various matters.

CLOSED SESSION

1. Motion to adjourn to closed session regarding land acquisition as permitted under Section 21.5(1)(j) of the Code of Iowa. (Thursday)

ADJOURN