

**CITY OF MARSHALLTOWN COUNCIL AGENDA  
CITY HALL COUNCIL CHAMBERS  
10 WEST STATE STREET  
JANUARY 23, 2023, 5:30 PM**

**A. CALL TO ORDER**

NOTICE TO THE PUBLIC: The Mayor and City Council welcome comments from the public during the discussion of any of the agenda items. You are required to step to the microphone, state your name and address for the record and limit the time used to present your remarks to 3 minutes or less in order for others to be given the opportunity to speak. All speakers shall speak clearly and direct their comments to the Mayor and City Council and not to any Councilor specifically. It is at the discretion of the Mayor and Council to respond to specific questions and comments or to have staff respond during the meeting.

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

Hoop, Isom, Kell, Ladehoff, Schneider, Thompson, Walker

**D. PUBLIC COMMENT**

Members of the public may make comments on any item which was not on the agenda during this time. The speaker shall approach the microphone, and state his or her name and address. Comments shall be limited to three minutes unless a longer comment is authorized by the Mayor. The speaker shall direct comments to the Mayor and to the Council as a whole. The Mayor and Councilors shall not engage in discussion or debate on items raised by members of the public, and no action may be taken on items raised in public comments in order to comply with open meeting laws.

**E. MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS**

1. YEARS OF SERVICE - JANUARY

- o Jerri Frye - Sewer - 20 years

- o LoRae Porter - Library - 20 years

## F. CONSENT AGENDA

1. APPROVE MINUTES 01/09/23 MEETING AND BILL LIST  
\$1,564,073.05

Documents:

[2023-01-09 SIGNED Council Minutes.pdf](#)  
[2023-01-23\\_BILL LIST Summary.pdf](#)  
[2023-01-23\\_BILL LIST Detail.pdf](#)

2. APPROVE LIQUOR LICENSE RENEWALS

- o Grocery Store & Tortilleria La Vecindad, 505 N  
3rd Ave
- o Kwik Star #706, 810 S 3rd Ave
- o Fareway Stores, Inc. #467, 102 W Anson St
- o Abarrotes La Salud, 17 N 1st St

3. RESOLUTION 2023-008 ADOPTING PERSONNEL POLICY 2.20  
SEAT BELT USAGE

Documents:

[2023-01-23\\_2023-008\\_Resolution Adopting Seat Belt  
Usage Policy.pdf](#)  
[2023-01-23\\_2023-008\\_Council Memo Re Seat Belt  
Usage Policy.pdf](#)  
[2023-01-23\\_2023-008\\_Policy 2.20 Seat Belt  
Usage.pdf](#)

4. RESOLUTION 2023-009 SETTING A PUBLIC HEARING FOR THE  
STATUS OF FUNDING UPDATE FOR THE IOWA ECONOMIC  
DEVELOPMENT AUTHORITY COMMUNITY DEVELOPMENT  
BLOCK GRANT (CDBG) COVID GRANT PROGRAM FOR THE  
MARSHALLTOWN FOOD PANTRY

Documents:

[2023-01-23\\_2023-009\\_Resolution Setting PH Status  
of Funding Update CDBG Grant Food Pantry.pdf](#)  
[2023-01-23\\_2023-009\\_Notice of Public Hearing  
Funding Status Food Pantry Project.pdf](#)

5. RESOLUTION 2023-010 APPROVING CONTRACT CHANGE  
ORDER #6 FOR THE BOX CULVERT REPAIRS PROJECT  
#SMW20003, A DECREASE OF \$1,512.80

Documents:

2023-01-23\_2023-010\_Resolution Approving CO6  
Decrease Box Culvert SMW20003.pdf  
2023-01-23\_2023-010\_SDW20-003 Memo for Final  
Change Order 6.pdf  
2023-01-23\_2023-010\_Change Order No. 6 Box  
Culvert.pdf

6. RESOLUTION 2023-011 APPROVING CONTRACT CHANGE  
ORDER #1 FOR THE COLISEUM GENERATOR ADDITION  
PROJECT #COL22001

Documents:

2023-01-23\_2023-011\_Resolution Approving CO1  
VMC Generator Time Ext.pdf  
2023-01-23\_2023-011\_Memo CO1 VMC Generator  
COL 22-001.pdf  
2023-01-23\_2023-011\_COL 22-001 Change Order  
1\_to Council.pdf

7. RESOLUTION 2023-012 APPROVING COMMUNITY  
DEVELOPMENT BLOCK GRANT UPPER STORY RENTAL  
HOUSING CONVERSION PROGRAM DEVELOPMENT  
AGREEMENT FOR CONTRACT 21-HSGU-006, WILLARD  
BUILDING

Documents:

2023-01-23\_2023-012\_Resolution Approving CDBG  
Upper Story Housing Willards DA.pdf  
2023-01-23\_2023-012\_Developer Agreement (GG).pdf  
2023-01-23\_2023-012\_Agreement for Covenants and  
Restrictions (GG).pdf  
2023-01-23\_2023-012\_Assignment of Leases and  
Rents (GG).pdf  
2023-01-23\_2023-012\_Mortgage Form (GG).pdf  
2023-01-23\_2023-012\_Promissory Note (GG).pdf  
2023-01-23\_2023-012\_UCC and Addendum.pdf

8. RESOLUTION 2023-013 APPROVING AN AGREEMENT FOR  
SERVICES WITH FOTH INFRASTRUCTURE & ENVIRONMENT  
LLC TO COMPLETE THE STEP 3 OF SITE CERTIFICATION  
STUDIES AND AUTHORIZING COUNCIL-DESIGNATED LOCAL  
OPTION SALES TAX AS THE FUNDING SOURCE

Documents:

2023-01-23\_2023-013\_Resolution Approving Contract  
Foth Site Certification.pdf  
2023-01-23\_2023-013\_Memo Foth Contract for Site  
Certification.pdf  
2023-01-23\_2023-013\_Foth Agreement for  
Services.pdf

9. RESOLUTION 2023-014 AUTHORIZING PUBLIC WORKS TO SUBMIT TWO STRUCTURES TO THE IOWA DEPARTMENT OF TRANSPORTATION HIGHWAY BRIDGE PROGRAM

Documents:

[2023-01-23\\_2023-014\\_Resolution Authorizing Submittal to Highway Bridge Program.pdf](#)  
[2023-01-23\\_2023-014\\_Memo City Bridge Funding Submittal.pdf](#)

10. RESOLUTION 2023-015 APPROVING CITY FEE SCHEDULE

Documents:

[2023-01-23\\_2023-015\\_Resolution Approving City Fee Schedule.pdf](#)  
[2023-01-23\\_2023-015\\_Memo City Fees - Longitudinal Utility Permit\\_23 01 23.pdf](#)  
[2023-01-23\\_2023-015\\_MASTER Fee Schedule.pdf](#)

11. RESOLUTION 2023-016 DECLARING CERTAIN PROPERTY SURPLUS PROPERTY AND AUTHORIZING DISPOSAL THEREOF FROM THE POLICE DEPARTMENT

Documents:

[2023-01-23\\_2023-016\\_Resolution Declaring Speed Trailer Surplus.pdf](#)  
[2023-01-23\\_2023-016\\_Memo Declaring Speed Trailer Surplus Property.pdf](#)

## **G. MOTIONS**

1. MOTION TO APPROVE NEW CLASS C RETAIL ALCOHOL LICENSE WITH OUTDOOR SERVICE AREA FOR HALEY'S DELI BARBECUE & CATERING, 501 N 3RD AVE

## **H. ORDINANCES**

1. ORDINANCE 15056 TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA, CHAPTER 53: STORM WATER TO ESTABLISH A STORM WATER ADVISORY COMMITTEE  
3RD READING

Documents:

[2023-01-23\\_ORD 15056\\_CH 53 Storm Water Advisory Committee.pdf](#)  
[2023-01-23\\_ORD 15056\\_Memo Storm Water Advisory Committee.pdf](#)

## I. DISCUSSION

### 1. CENTER STREET VIADUCT PROJECT

Documents:

[2023-01-23\\_DISCUSSION1\\_Memo Center St Viaduct\\_23 01 23.pdf](#)

### 2. 2023 COMPOST HOURS OF OPERATION

Documents:

[2023-01-23\\_DISCUSSION2\\_Memo Compost Hours - 2023\\_23 01 23.pdf](#)

### 3. DISCUSSION - 2023 RAISE GRANT APPLICATION

### 4. BUDGET ITEMS

#### 4.1. TAXABLE VALUATIONS

Documents:

[2023-01-23\\_DISCUSSION4.1\\_Memo Taxable Valuations Comparison FY20 to FY24.pdf](#)  
[2023-01-23\\_DISCUSSION4.1\\_Taxable valuations comparison FY20 to FY24.pdf](#)  
[2023-01-23\\_DISCUSSION4.1\\_Valuations and levy history FY19-24 and relationship to 8.10 reg general levy and .27 emer levy.pdf](#)

#### 4.2. FY24 GENERAL FUND BUDGET

Documents:

[2023-01-23\\_DISCUSSION4.2\\_Memo General Fund FY23 Amendment and FY24 Proposed.pdf](#)  
[2023-01-23\\_DISCUSSION4.2\\_Budget Comparison Report for General Fund.pdf](#)  
[2023-01-23\\_DISCUSSION4.2\\_FY24 GF Deficit Memo.pdf](#)  
[2023-01-23\\_DISCUSSION4.2\\_FY24 General Fund 1.20.23.pdf](#)

#### 4.3. EMPLOYEE BENEFIT FUND

Documents:

[2023-01-23\\_DISCUSSION4.3\\_Memo FY23 Amendment and FY24 Proposed Funds 112 117 119.pdf](#)  
[2023-01-23\\_DISCUSSION4.3\\_Budget Comparison Report for Funds 112 117 119.pdf](#)

#### 4.4. ROAD USE TAX FUND

Documents:

[2023-01-23\\_DISCUSSION4.4\\_Memo Road Use Tax Fund.pdf](#)  
[2023-01-23\\_DISCUSSION4.4\\_Budget Comparison Fund 110 RUT.pdf](#)

#### 4.5. TRANSIT FUND

Documents:

[2023-01-23\\_DISCUSSION4.5\\_Memo FY23 Amendment and FY24 Proposed Transit Budget.pdf](#)  
[2023-01-23\\_DISCUSSION4.5\\_Transit Budget Comparison Report FY22 to FY24.pdf](#)

#### 4.6. MAXIMUM PROPERTY TAX LEVY

Documents:

[2023-01-23\\_DISCUSSION4.6\\_Memo Set PH for Maximum Property Tax Levy Dollars.pdf](#)  
[2023-01-23\\_DISCUSSION4.6\\_DRAFT OVERALL PROPERTY TAX LEVY.pdf](#)  
[2023-01-23\\_DISCUSSION4.6\\_Maximum property tax levy for FY24.pdf](#)

#### 4.7. SECOND DRAFT REVIEW OF FY23-27 CAPITAL IMPROVEMENT PLAN (CIP)

Documents:

[CIP Memo 1.18.23.pdf](#)  
[1.18.23 CIP FY23.27 Draft 2 Projects By Fund.pdf](#)  
[1.18.23 CIP FY23.27 Project Detail for ALL Projects.pdf](#)

#### 4.8. DEBT CAPACITY OVERVIEW FY24 TO FY27

Documents:

[Memo - Debt Capacity Projections.pdf](#)  
[Debt Capacity Project Workbook.pdf](#)

### **J. CLOSED SESSION - REAL ESTATE**

Closed session pursuant to Section 21.5 subsection (1) paragraph (j) OF THE CODE OF IOWA to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or

reduce the price the governmental body would receive for that property. The City of Marshalltown has an attorney-client relationship with Lynch Dallas P.C., by Council Resolution 2022-161, approved 06/13/22. There may be council action by motion following the closed session if directed by the city's attorney.

## K. ADJOURNMENT

### **MISSION STATEMENT**

**The City of Marshalltown collaborates to provide a welcoming, safe, vibrant, and growing community.**

Please visit the City's website for the complete agenda packet and to subscribe to agenda notices and department news at [www.marshalltown-ia.gov](http://www.marshalltown-ia.gov).



**MARSHALLTOWN  
MORE THAN EVER**