(1) Review council meeting agenda.
AGENDA
CITY COUNCIL MEETING
May 16, 2019
1721 Fulton Street
6:30 P.M.

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

4. Mayor’s Correspondence:

5. Citizen’s Request.

6. Consent Agenda.

- Minutes of the Council Workshop & regular City Council meeting of May 2, 2019;
- Resolution approving a Liquor License for Chintz’s, 1310 Main Street, effective May 20, 2019 – Class C Liquor License;
- Resolution approving a Liquor License for Walgreen’s #05886, 1215 Main Street, effective May 22, 2019 – Class E Liquor License with Sunday Sales;
- Resolution approving a 5-day Liquor License for Hy-Vee, Inc. for the Odd Fellows Celebration, 1720 Blondeau, effective May 30, 2019 - Class C Liquor License;
- Resolution approving a Liquor License for Keokuk Labor Fraternal Council, 301 Blondeau Street, effective June 7, 2019 – Class A Liquor License with Outdoor Service and Sunday Sales;
- Resolution approving a Liquor License for Keokuk Yacht Club, Inc., 2029 River Road, effective June 8, 2019 – Class C Liquor License with Outdoor Service and Sunday Sales;
- Sidewalk Display Permit for Rascal’s Pub & Grub, 820 Main Street;
- Motion to pay bills and transfers listed in Register No.’s 5067-5068;

7. (a) Public hearing on the proposal plans, specifications, form of contract, estimate of cost for Southeast Iowa Development Center Project. A public hearing notice was published in the Daily Gate City on May 9, 2019.

(b) Consider resolution for the Southeast Iowa Development Center Project.

8. Motion to approve the initial reading of the RAGBRAI Ordinance.

9. Consider resolution setting a date for a public hearing for the sale of City owned real estate pursuant to Iowa Code Chapter 364.7.

10. Consider resolution approving the final plat for Sunrise Ridge Private subdivision.

11. Consider resolution to set the date and time for a bid opening and public hearing on the 5th Street Pickleball courts resurfacing project.

12. Consider resolution setting a public hearing on an amendment to the fiscal year ending June 30, 2019 budget.
13. Motion for approval of a Change Order #1 for the Keokuk Municipal Bridge Project.

14. Staff Reports:

15. New Business:

16. Adjourn meeting.
1) Reviewed the agenda for the May 2 council meeting

2) Heard from Councilperson Bryant that Great River Regional Waste Authority has purchased property which will increase the life of the landfill by 40 years.

3) Adjourned at 5:55pm
The City Council of the City of Keokuk met in regular session on May 2, 2019 at 6:30 p.m. at 1721 Fulton Street. Mayor Thomas L. Richardson, called the meeting to order. There were six council members present, three absent. Mike O’Connor, Ron Payne, John Helenthal, Larry Mortimer, Michael Greenwald, and Roger Bryant were present. Devon Dade, Mike Moore and Susan Dunek were absent. Staff in attendance: City Administrator Cole O’Donnell, City Clerk Jean Ludwig and Public Works Director Mark Bousselot.

**MAYOR’S CORRESPONDENCE:** Reminder about City-Wide Clean-up days May 1 to May 18th. Vouchers are available at City Offices, 601 Main Street.

**CITIZEN’S REQUEST:** Heard from Mike Greenslaugh regarding Odd Fellows 200th anniversary celebration on June 1.

Motion made by Bryant, Second by O’Connor to approve the agenda, including the consent agenda.

- Minutes of the Civil Service Commission meeting of April 16, 2019;
- Minutes of the Council Workshop & regular City Council meeting of April 18, 2019;
- Minutes of the Safety Committee meeting of April 23, 2019;
- Sidewalk Display Permit for Watering Can Floral, 926 Main Street, Off The Rack Consignment & Boutique, 514 Main Street, Younggren Shoes, 422 Main Street;
- Motion to pay bills and transfers listed in Register No.’s 5064-5066;

Mayor Richardson opened the public hearing at 6:34 p.m. awarding a contract for the Shooting range. A public hearing notice was published in the Daily Gate City on April 19, 2019.

**COMMENTS:** Citizen Linda Wray asked about the need for the shooting range, and if the money could be better spent on street repair. O’Donnell explained about the use of General Fund money and Road Use Tax money. He hopes to meet with engineers/contractors to try and get the cost of the range reduced, closer to the budgeted amount.

No further comments were received, Mayor Richardson closed the public hearing at 6:43 p.m. and the following resolution was adopted.

Motion made by Helenthal, Second by O’Connor to approve the following proposed **RESOLUTION NO. 241-19:** “A RESOLUTION AWARDING A CONTRACT FOR THE SHOOTING RANGE.” (6) AYES, (0) NAYS. Motion carried.
Motion made by Helenthal, Second by Greenwald to approve the following proposed RESOLUTION NO. 242-19: “A RESOLUTION APPROVING CONTRACT FOR SERVICE WITH IMPACT 7G.” (6) AYES, (0) NAYS. Motion carried.

Motion made by O’Connor, Second by Helenthal to approve the following proposed RESOLUTION NO. 243-19: “A RESOLUTION APPROVING THE PRELIMINARY OFFICIAL STATEMENT, AS REVISED, FOR $1,800,000 (DOLLAR AMOUNT SUBJECT TO CHANGE) TAXABLE GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2019A. (6) AYES, (0) NAYS. Motion carried.

Motion made by Helenthal, Second by Mortimer to approve the following proposed RESOLUTION NO. 244-19: “A RESOLUTION APPROVING SALE OF BONDS.” (6) AYES, (0) NAYS. Motion carried.

Motion made by O’Connor, Second by Bryant to approve the following proposed RESOLUTION NO. 245-19: “A RESOLUTION APPROVING CONTRACT FOR SERVICE WITH SOUTHEAST IOWA REGIONAL PLANNING.” (6) AYES, (0) NAYS. Motion carried.

Motion made by O’Connor, Second by Payne to approve the following proposed RESOLUTION NO. 246-19: “A RESOLUTION APPROVING A SPECIAL EVENTS PERMIT FOR LENNIE ETTER TO BE HELD IN RAND PARK FOR THE 4TH OF JULY CELEBRATION (ACTUAL DATE JULY 5TH) CONTINGENT UPON PROOF OF $1,000,000.00 LIABILITY INSURANCE CERTIFICATE.” (6) AYES, (0) NAYS. Motion carried.

Motion made by O’Connor, Second by Mortimer to approve the following proposed RESOLUTION NO. 247-19: “A RESOLUTION SETTING THE DATE FOR A PUBLIC HEARING ON THE APPROVAL OF PROPOSALS FOR THE DISPOSAL AND DEVELOPMENT OF CERTAIN CITY OWNED REAL PROPERTY.” (6) AYES, (0) NAYS. Motion carried.

Motion made by Helenthal, Second by Mortimer to approve the following proposed RESOLUTION NO. 248-19: “A RESOLUTION ACCEPTING CONTRACT WITH KEOKUK CONTRACTORS OF KEOKUK, IOWA FOR THE KEOKUK MUNICIPAL BRIDGE PROJECT.” (6) AYES, (0) NAYS. Motion carried.

Motion made by Helenthal, Second by Bryant to approve the following proposed RESOLUTION NO. 249-19: “A RESOLUTION TO SET THE DATE AND TIME FOR A BID OPENING AND PUBLIC HEARING ON THE SOUTHEAST IOWA DEVELOPMENT CENTER PROJECT.” (6) AYES, (0) NAYS. Motion carried.

STAFF REPORTS: O’Donnell reported on the following: Asbestos removal/demolition of 415 Blondeau, flooding at Riverfront facilities, Wellmark Grant for Riverfront Trail, Budget Amendment.

There being no further business presented, the meeting adjourned at 6:54 p.m.
RESOLUTION NO.

WHEREAS, Application has been made by DDBC, Inc. for a Class C Liquor License for Chintz’s, 1310 Main Street; AND

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; AND

WHEREAS, such an investigation has been conducted.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

THAT, DDBC, Inc., has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class C Liquor License for Chintz’s, 1310 Main Street, effective May 20, 2019, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 16th day of May 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: __________________________________________
THOMAS L. RICHARDSON, MAYOR

ATTEST: ________________________________
JEAN LUDWIG, CITY CLERK
RESOLUTION NO.

WHEREAS, Application has been made by Walgreen Co. for a Class E Liquor License with Sunday Sales for Walgreens #05886, 1215 Main Street; AND

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; AND

WHEREAS, such an investigation has been conducted.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

THAT, Walgreens Co. has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class E Liquor License for Walgreens #05886, 1215 Main Street, effective May 22, 2019, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 16th day of May 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: ________________________________
   THOMAS L. RICHARDSON, MAYOR

ATTEST: ____________________________
   JEAN LUDWIG, CITY CLERK
RESOLUTION NO.

WHEREAS, Application has been made by Hy-Vee, Inc. for a Class C Liquor License for Odd Fellows Celebration, 1720 Blondeau Street; AND

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; AND

WHEREAS, such an investigation has been conducted.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

THAT, Hy-Vee, Inc. has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class C Liquor License for Odd Fellows Celebration, 1720 Blondeau Street, effective May 30, 2019 term of 5 days, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 16th day of May 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: ________________________________________
    THOMAS L. RICHARDSON, MAYOR

ATTEST: _________________________________
    JEAN LUDWIG, CITY CLERK
RESOLUTION NO.

WHEREAS, Application has been made by Keokuk Labor Fraternal Council for a Class A Liquor License for Keokuk Labor Fraternal Council, 301 Blondeau Street; AND

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; AND

WHEREAS, such an investigation has been conducted.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

THAT, Keokuk Labor Fraternal Council has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class A Liquor License for Keokuk Labor Fraternal Council, 301 Blondeau Street, effective June 7, 2019, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 16th day of May 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: _______________________________
THOMAS L. RICHARDSON, MAYOR

ATTEST: ___________________________
JEAN LUDWIG, CITY CLERK
RESOLUTION NO.

WHEREAS, Application has been made by KYC, Inc. for a Class C Liquor License with Outdoor Service and Sunday Sales for Keokuk Yacht Club Inc., 2029 River Road; AND

WHEREAS, Iowa Code Chapter 123 and Section 4.16.030 of the Keokuk Municipal Code require that the City Council conduct a formal investigation into the good moral character of the applicant; AND

WHEREAS, such an investigation has been conducted.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

THAT, KYC, Inc. has been found to be of good moral character and meets the requirements of Section 123.40 of the Code of Iowa; and that the Class C Liquor License with Outdoor Service and Sunday Sales for Keokuk Yacht Club, Inc., 2029 River Road, effective June 8, 2019, be approved and endorsed to the Iowa Alcoholic Beverage Division.

Passed this 16th day of May 2019.

CITY OF KEOKUK, LEE COUNTY, IOWA

By: ______________________________

THOMAS L. RICHARDSON, MAYOR

ATTEST: ______________________________

JEAN LUDWIG, CITY CLERK
APPLICATION FOR SIDEWALK DISPLAY PERMIT

DATE: 3/21/19

APPLICANT NAME: Rascel’s Pub + Grub, Inc.

DISPLAY ADDRESS: 820 Main St.

(1) Such permits be issued for a period of twelve months with a fee of $25.00. All permits shall be renewed on April 1st and annual fees may be prorated. A display placard issued by the City indicating approval of such permit shall be displayed so as to be visible from the street;

(2) Displays must be situated in a neat and orderly fashion and in a manner to insure public/pedestrian safety and movement and to not interfere with the normal daily operation of neighboring businesses;

(3) Location of the display is limited to the sidewalk contiguous to the front wall on Main Street of the vendor’s building and must not use more than 33% of the sidewalk area. Areas within rights-of-way on Main Street, which are not developed with paved sidewalks must have merchandise displayed at least ten (10) feet behind the back of the curb.

(4) Please provide a drawing indicating the location of such displays and a written description of merchandise to be displayed, which can be attached: (use the reverse side)

- Plants and garden supplies
- Motorcycles and similar equipment
- Lawn/garden equipment
- Appliances
- ☑ Sandwich board sign
- Other (describe)

(5) A copy of an insurance policy or other such proof of liability insurance in the amount of one million dollars is attached.

Displays not meeting the above criteria shall be subject to a civil citation charging a municipal infraction after one warning allowing compliance within 24 hours. The permit shall immediately be cancelled upon issuance of the municipal infraction citation.

Special sidewalk events, such as Crazy Days, wherein all merchants are invited to promote sales on sidewalks, shall be exempt from this permit.

The City shall not be liable to the applicant for any interruption of any loss or damage to property or injury to or death of persons occurring or in any manner growing out of or connected with applicant’s operation, whether or not caused by the negligence or other fault of the City or City’s agents, employees, invitees, licensees or assignees. The City of Keokuk is held harmless for any and all liability associated with the issuance of this permit and shall be indemnified by the permittee from any and all damages arising from activities involved in this permit issuance.

REGISTER NO. 5067

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<td>STEVEN R LONG</td>
<td>CITY HALL JANITORIAL SERVICE</td>
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<td>AC CONTRACTING LLC</td>
<td>LABOR/MATERIALS</td>
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<td>ARABELLA KNIGHT</td>
<td>REFUND</td>
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$359,300.15
COUNCIL ACTION FORM

Date: 5/10/19
Presented By: Mark Bousselot

Subject: Southeast Iowa Development Center-Public Hear
Agenda Item: ________________

Description:
The Southeast Iowa Development Center Project has been designed. At this time I would recommend that the council approve the proposed plans, specifications, form of contract, estimate of cost.

FINANCIAL

Is this a budgeted item?  YES ☑  NO ☐

Line Item #: ________________  Title: ________________

Amount Budgeted: ________________

Actual Cost: ________________

Under/Over: ________________

Funding Sources:
________________________________________________________________________
________________________________________________________________________

Departments:
________________________________________________________________________
________________________________________________________________________

Is this item in the CIP?  YES ☑  NO ☐  CIP Project Number: ________________
COUNCIL ACTION FORM

Any previous Council actions:

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Recommendation:

Approve the proposed plans, specifications, form of contract, estimate of cost pertaining to the Southeast Iowa Development Center Project.

Required Action

☑️ ORDINANCE □ RESOLUTION □ MOTION □ NO ACTION REQUIRED □

Additional Comments:


MOTION BY: ___________________ SECONDED BY: ___________________

TO ____________________________________________________________

________________________

CITY COUNCIL VOTES

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RESOLUTION NO.

A RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND COST ESTIMATES FOR
THE SOUTHEAST IOWA DEVELOPMENT CENTER

WHEREAS, the city of Keokuk, Iowa will be soliciting bids for the Southeast Iowa Development Center; and

WHEREAS, the plans, specifications, form of contract, and cost estimates have been prepared; and

WHEREAS, a public hearing has been held to receive comments on said plans, specifications, form of contract, and cost estimates.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF KEOKUK, IOWA that it approves the plans, specifications, form of contract, and cost estimates for the Southeast Iowa Development Center.

________________________________________
Thomas L. Richardson, Mayor

ATTEST:

________________________________________
Jean Ludwig, City Clerk
Every community hosting RAGBRAI is required to pass the attached ordinance. It specifies requirements/fees for vendors, limits special event beer and liquor permits, and suspends some regulations relating to the operation of bicycles during the event. It must be noted that ANYONE wanting to set up a food/beverage stand outside of their regular place of business must obtain a vendor permit. This includes kids wanting to set up a lemonade stand. This is a requirement of RAGBRAI to help us maintain control over vendors and for health reasons. The ordinance is specific to the dates that RAGBRAI will be in town.
COUNCIL ACTION FORM

Any previous Council actions:

Action

Date

Recommendation:

Staff recommends approval.

Required Action

ORDINANCE ☑  RESOLUTION ☐  MOTION ☐  NO ACTION REQUIRED ☐

Additional Comments:

MOTION BY: ___________________  SECONDED BY: ___________________

TO ____________________________

____________________________________

CITY COUNCIL VOTES

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KEOKUK, IOWA – ORDINANCE NO. _______________

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF KEOKUK, IOWA ENACTED TO ASSIST CITY OFFICIALS AND THE RAGBRAI COMMITTEE DEAL WITH THE PUBLIC HEALTH AND SAFETY ISSUES CREATED BY THE INFUSION OF A LARGE NUMBER OF PEOPLE INTO THE CITY OF KEOKUK WHEN THE DES MOINES REGISTER’S ANNUAL GREAT BICYCLE RIDE ACROSS IOWA (RAGBRAI) ARRIVES IN KEOKUK ON JULY 27, 2019, AND DEPARTS ON JULY 28, 2019

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA:

Section I. That the Municipal Code of the City of Keokuk, Iowa be amended by the following Ordinance designated “RAGBRAI ORDINANCE”, which because of its temporary nature shall not be printed as part of the permanent Code of Ordinances. The RAGBRAI Ordinance is as follows:

“RAGBRAI ORDINANCE”

Section 1. Definitions.

A. As used herein, “food” shall include food products of all kind including food packaged for consumption off premises as well as meals prepared for consumption either on or off premises. Food shall also include beverages of every kind, including both alcoholic and nonalcoholic or entity of any kind.

B. As used herein, “person” shall include any individual person, club, group, organization, partnership, corporation or entity of any kind.

C. The RAGBRAI Committee for purposes herein shall be defined as the Advisory Board and the Executive Committee as designated by the City and the Keokuk Tourism Board.

Section 2. Commercial Vendor Booth – Permit Required.
No for-profit person, shall provide or sell food or goods to the public in Keokuk, Iowa on July 27, 2019 or July 28, 2019 at a location other than their regularly-established place of business unless said person shall first obtain a Commercial Vendor Booth Permit from the Keokuk RAGBRAI Committee through the Keokuk Tourism office located at 428 Main Street, Keokuk, Iowa. The City of Keokuk shall approve all permits.

Section 3. Commercial Vendor Booth Fees.
The fee for a Commercial Food Booth Permit shall be $250.00.

Section 4. Commercial Vendor Booth Location.
A vendor who has been granted a Keokuk Commercial Vendor Booth Permit shall locate its temporary sale facility at a location, and only at that location, to be determined by the Official Keokuk RAGBRAI Committee.

Section 5. Non-Profit Vendor Booth – Permit Required.
No non-profit person of any kind shall provide or sell food or goods to the public in Keokuk on July 27, 2019 or July 28, 2019, at a location other than their regularly-established place of business unless said person or entity shall first obtain a Non-Profit Vendor Booth permit from the Keokuk RAGBRAI
Committee through the Keokuk Tourism located at 428 Main Street, Keokuk, Iowa. The City of Keokuk shall approve all permits.

Section 6. Non-Profit Vendor Booth Fees.
The fee for a local Non-Profit Vendor Booth Permit shall be $100.00.

Section 7. Non-Profit Vendor Booth Location.
A vendor who has been granted a Keokuk Non-Profit Vendor Booth Permit shall locate its temporary facility at a location, and only at that location, to be determined by the official Keokuk RAGBRAI Committee.

Section 8. Health Regulations.
A person issued a commercial or non-profit food booth permit pursuant to this Ordinance shall comply with the Iowa Department of Health and Lee County Department of Health rules and regulations, including obtaining appropriate permits, pertaining to the sale and dispensing of food for consumption on its premises.

Section 10. Declining Permit.
The Keokuk RAGBRAI Committee shall make recommendations to the City of Keokuk. The City of Keokuk shall approve all permits and have sole discretion to issue a permit for any reason, provided, however, that no applicant for a permit shall be denied based upon the race, creed, color, sex, age, or country of origin of the applicant.

Section 11. Application Deadline.
All applications for permits must be received by June 1, 2019.

Section 12. Electrical Service.
The fee for providing electrical service to each booth shall be $25.00 per booth.

Section 13. Outdoor Alcoholic Beverage Garden.
The presence of 20,000 to 25,000 extra people in Keokuk on July 27, 2019, many of whom may be consuming alcoholic beverages, has the potential to overwhelm local law enforcement personnel. Therefore, in order to ensure public safety and to facilitate police protection, the Council determines that there may be no more than one applicant permitted to operate an outdoor alcoholic beverage garden from a temporary location with a five day or fourteen day beer permit and/or five day or fourteen day liquor license. To help support the cost incurred by the Keokuk RAGBRAI Committee to host RAGBRAI as an overnight stop, the Keokuk RAGBRAI Committee, or its designee, shall have the first option to apply for the necessary permits or licenses to operate such alcoholic beverage garden at such location, but if the Committee does not secure such a permit and/or license before July 1, 2019, the Council shall have the option to consider applications from other vendors. Businesses that have an existing liquor license for an outdoor beverage garden as of the date of approval of this Ordinance shall be permitted to operate such within the space defined in their license.

The use of motorized vehicles such as scooters, golf carts, ATV’s, etc. are prohibited in event venue areas, as designated by the Keokuk RAGBRAI Committee, unless specifically authorized by the Committee or Keokuk Public Safety.

Section 15. Nuisance.
The sale of food or the erection of a temporary facility for the sale of food or other merchandise without a commercial or non-profit vendor permit on July 27, 2019 and July 28, 2019 is in violation of this Chapter shall be considered in violation of Municipal Code Section 4.04. If a violation is determined to exist by the Director of Public Safety, said Director is hereby authorized to dismantle and remove the vendor without notice, and said order, may be executed by any peace officer or those acting at their discretion.

Section 16. Violations – Penalties.
Selling or supplying food or goods to the public without a Keokuk Commercial/Non-Profit Vendor Booth Permit on July 27, 2019 or July 28, 2019 when such a permit is required, is in violation of this Ordinance. The City of Keokuk at its sole discretion could issue a permit, subject to receipt of booth fee, regular late fee, and an additional late fee of $250.00.

Section 17. Street Closings.
During the Effective dates of this ordinance and without prior Council approval regarding the blocking of any city streets, any Keokuk police officer, or those at their direction, may place barricades or roadblocks in any City street, alley or roadway to redirect vehicular traffic in order to enhance the proper and safe flow of bicycle and vehicular traffic within the City limits of the City of Keokuk.

Section 18. Effective.
The provisions of this Ordinance shall be in effect upon passage by the Keokuk City Council and remain in effect until 5:00 p.m. on July 28, 2019.

Section 19. Certain Ordinance Suspended.
Effective July 27, 2019 6:00 a.m. to July 27, 2019 5:00 p.m., the following portions of Chapter 9.68 as related to bicycles, of the City Municipal Code shall be suspended and shall not be enforced:

- 9.68.090
- 9.68.100
- 9.68.130

Section 20. Authority.
Any and all issues and appeals regarding this ordinance will be brought to the Local Keokuk RAGBRAI Committee and the City of Keokuk for resolution.

Section II. All previous ordinances or parts of such ordinances in conflict with provisions of this Ordinance are hereby repealed.
Section III. If any section, provision or part of this Ordinance shall be adjusted to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole, or any section thereof, or part thereof, not adjudged invalid or unconstitutional.

Section IV. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of ______________, 2019.

_______________________________________
Thomas L. Richardson, Mayor

ATTEST:

________________________________________
Jean Ludwig, City Clerk
COUNCIL ACTION FORM

Date: May 6, 2019  
Presented By: Pam Broomhall

Subject: Set public hearing to dispose of property  
Agenda Item: 

Description:
In the course of reducing the number of dilapidated structures in our community, the City of Keokuk acquired several lots. The reasoning behind acquiring the properties was that the City would have some control of what happened to the lots once the structures were demolished. Many of the lots are non-conforming due to size, so this could provide a neighboring property owner an opportunity to increase their lot size; neighboring property owners have all received a bid form.

FINANCIAL

Is this a budgeted item? YES □ NO □

Line Item #: 
Title: 

Amount Budgeted: 

Actual Cost: 

Under/Over: 

Funding Sources:

Departments:

Is this item in the CIP? YES □ NO □  CIP Project Number:
COUNCIL ACTION FORM

Any previous Council actions:

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Recommendation:

Approve setting public hearing

Required Action

☐ ORDINANCE ☑ RESOLUTION ☐ MOTION ☐ NO ACTION REQUIRED ☐

Additional Comments:

Successful bidder will pay fees associated with preparing quit claim deed and filing at the county recorders.

MOTION BY: ______________________  SECONDED BY: ______________________

TO

____________________________

____________________________

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CITY COUNCIL VOTES

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RESOLUTION NO. __________________

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA, SETTING DATE FOR A PUBLIC HEARING FOR THE SALE OF CITY OWNED REAL ESTATE PURSUANT TO IOWA CODE CHAPTER 364.7

WHEREAS, a public hearing is required by state law in order that the City Council of the City of Keokuk to sale city-owned real property; and

WHEREAS, The City of Keokuk, owns properties known as:

Two story brick single family dwelling
827 Bank, Original City, Front 95’ of Lot 7, Blk 122 (50’ x 95’)

Vacant lots
311 Blondeau, Original City, Lot 10, Block 49 (50’ x 140’)
707 Blondeau, Original City, Lot 11, Block 105 (50’ x 140’)
1722 Carroll Street, Kilbourne Addition, West 37 ½ feet of lot 5, Block 37 (37.5 x 140)
602 Concert, Original City, Front 91.5’ of Lot 1, Block 95 (59’ x 92’)
606 Concert, Original City, east part of Lot 2, Block 95, (irregular lot 3,321 sq. ft.)
608 Concert, Original City, east 3’ of Lot 3 and west 25.05 of lot 2, Block 95 (irregular lot 4,050 sq. ft)
811 Exchange, Original City, east 36’ of Lot 10, Block 123 (36’ x 140’)
1108 Franklin, Original City, Lot 2, Block 163 (50’ x 140’)
604 Grand, Mason’s Upper, Lot 1 & 1/2 of Lot 2, Block 3 (75’ x 140’)
1901 Main, 125’ x 150’ of E. SD main, SD North of 19th SW 24-65-5
617 Palean, Original City, Lot 9 Block 88 (50’ x 140’)
317 S 5th, Original City, rear 50’ of Lot 7, Block 33 (50’ x 50’)
120 S. 7th, Original City, 3.7’ x 35.12’ in SE PT of Lot 10, Block 108
227 S. 7th, Original City, Front 100.33’ of Lot 7, Block 91 (100.33’ x 46.5)
517 S. 7th, Original City, Rear 50’ of lot 7 and 8, Block 88 (50’ x 96.50’)


WHEREAS, it is the intent of the City of Keokuk to dispose of said property for sale to the highest responsible bidder; now, therefore,

BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA;

THAT, a public hearing date be set at 6:30 p.m., June 6, 2019, Torrence Elementary School, 1721 Fulton Street, Keokuk, Iowa for said disposal with receipt of sealed bids no later than 3:00 p.m., Friday, May 31, 2019, to be opened upon that date at 3:01 p.m. in the conference room at City Hall, 601 Main Street, 3rd Floor, Keokuk, Iowa. It is intended that award of the sale of the property be made following the public hearing. The City Council reserves the right to reject any and all bids it deems inappropriate.

BE IT FURTHER RESOLVED that the City Clerk is directed and is hereby authorized to publish notice of the public hearing in conformance with state law.

Passed this 16th day of May, 2019.

_______________________________________
Thomas L. Richardson, Mayor

Attest: ________________________________
Jean Ludwig, City Clerk
COUNCIL ACTION FORM

Date:        May 6, 2019
Presented By:  Broomhall

Subject:  Final Plat - Sunrise Ridge Private Subdivision
Agenda Item:  

Description:

Richard Aicher & Kell Ann Redhead own 7.49 acres located at 10-12 Sunrise Ridge Lane, they have requested that the property be subdivided into 4 parcels. The request is for a private subdivision in accordance with Chapter 19. The City Planning Commission reviewed and approved the request on October 22, 2019.

FINANCIAL

Is this a budgeted item?  YES □  NO □

Line Item #:  __________________________  Title:  __________________________

Amount Budgeted:  __________________________

Actual Cost:  __________________________

Under/Over:  __________________________

Funding Sources:

________________________________________

________________________________________

Departments:

Housing
t

Is this item in the CIP?  YES □  NO □  CIP Project Number:  __________________________
COUNCIL ACTION FORM

Any previous Council actions:

Action

Date

Recommendation:

Approve final plat for private subdivision

Required Action

ORDINANCE ☐ RESOLUTION ☑ MOTION ☐ NO ACTION REQUIRED ☐

Additional Comments:

MOTION BY: ______________________ SECONDED BY: ______________________

TO ______________________

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RESOLUTION NO. ______________

A RESOLUTION APPROVING THE FINAL PLAT FOR SUNRISE RIDGE PRIVATE SUBDIVISION

WHEREAS, an application has been made pursuant to the provisions of Chapter 19 of the City of Keokuk’s Municipal Code for the approval of a Final Plat to 7.94 acres located at 10-12 Sunrise Ridge Lane; and

WHEREAS, notice had been given and a public hearing before the Planning Commission on October 22, 2018 regarding review of the preliminary plat and that the City Planning Commission has recommended approval of the private subdivision; and

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA;

THAT, the final plat Sunrise Ridge Private Subdivision is hereby approved and shall be recorded with the Lee County Recorder’s office.

Passed this 16th day of May, 2019.

_________________________________
Thomas L. Richardson, Mayor

Attest: _________________________________
Jean Ludwig, City Clerk
SUNRISE RIDGE
PRIVATE SUBDIVISION
NW 1/4 SEC 13-65-5, KEOKUK, IOWA

LEGAL DESCRIPTION - SUNRISE RIDGE PRIVATE SUBDIVISION
A portion of Parcel "K", as recorded in Bk. 09S - Pg. 1339, Lee County Recorder's Office, located within the NW1/4, Section 13, T.65N., R.05W., of the Fifth P.M., in the City of Keokuk, IA., described as follows:

Commencing at the NW corner of said section 13;
Thence S 00° 37' 25" E - 728.96 ft. (recorded) to MRP monument #107;
Thence N 89° 16' 58" E - 1151.17 ft. (recorded) to the SW corner of said Parcel "K", which is the Point of Beginning;
Thence N 30° 05' 14" W - 420.24 ft. (recorded) along the easterly ROW line of Middle Road, to the NW corner of said Parcel "K";
Thence N 89° 12' 40" E - 1036.26 ft. to the NE corner of said Parcel "K";
Thence S 03° 41' 01" E - 368.02 ft. to the SE corner of said Parcel "K";
Thence S 89° 16' 58" W - 849.20 ft. to the Point of Beginning.
Said Parcel contains 7.94 acres, which includes 0.25 acre of Public Road Easement along the east boundary as recorded in Bk. 77 - Pg. 173.

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.
Council Action Form

Date: 5/7/19
Presented By: Mark Bousselot

Subject: 5th Street Pickleball Courts
Agenda Item: _____________

Description:
The 5th Street Pickleball Courts project is ready for bidding. At this time I would recommend that the council consider the attached resolution setting Friday, May 31, 2019 at 4:00 p.m. as the date and time for opening bids. I would also recommend that the council set Thursday, June 6, 2019 at 6:30 p.m. as the date and time for the public hearing on the proposed plans, specifications, form of contract, estimate of cost.

Financial

Is this a budgeted item? YES □ NO ✓

Line Item #: _______________ Title: _______________

Amount Budgeted: ____________________________

Actual Cost: ________________________________

Under/Over: ________________________________

Funding Sources:
________________________________________________________________________
________________________________________________________________________

Departments:
________________________________________________________________________
________________________________________________________________________

Is this item in the CIP? YES □ NO ✓ CIP Project Number: ________________
COUNCIL ACTION FORM

Any previous Council actions:

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Recommendation:

Set date and time for bid opening and public hearing pertaining to the 5th Street Pickleball Courts Project.

Required Action

ORDINANCE □ RESOLUTION ☑ MOTION □ NO ACTION REQUIRED □

Additional Comments:

MOTION BY: ___________________  SECONDED BY: ___________________

TO ____________________________

CITY COUNCIL VOTES

<table>
<thead>
<tr>
<th>VOTES</th>
<th>Bryant</th>
<th>Dade</th>
<th>Dunek</th>
<th>Greenwald</th>
<th>Helenthal</th>
<th>Moore</th>
<th>Mortimer</th>
<th>O’Conner</th>
<th>Payne</th>
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</thead>
<tbody>
<tr>
<td>YES</td>
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</tbody>
</table>
RESOLUTION NO. _____

A RESOLUTION TO SET THE DATE AND TIME FOR A BID OPENING AND PUBLIC HEARING ON THE 5TH STREET PICKLEBALL COURTS RESURFACING PROJECT

WHEREAS, funding has been secured by donations, grants, county and city funding and the project is ready for bid;

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA, that Friday, May 31, 2019 at 4:00 p.m. be set as a date and time to receive bids for the 5th Street Pickleball Courts Resurfacing Project, and that Thursday, June 6, 2019 at 6:30 p.m. be set as a date and time for the public hearing on the proposed plans, specifications, form of contract, estimate of cost.

_________________________
Mayor – Thomas L. Richardson

_________________________
Attest – Jean Ludwig
Our annual budget that is filed with the Iowa Department of Management place all expenditures into different function areas. If we exceed the projections in any function area we must file a budget amendment. Prior to filing the amendment, we must hold a public hearing. An amendment has been prepared by staff for your consideration and we are requesting the Council set June 6, 2019, 6:30 PM, 1721 Fulton St. for the public hearing on the amendment.
COUNCIL ACTION FORM

Any previous Council actions:

Action

Date

Recommendation:

Staff recommends approval, and setting June 6, 2019, 6:30 PM, 1721 Fulton St as the time and place for a public hearing on the amendment to the FY 18/19 Annual Budget.

Required Action

ORDINANCE ☐ RESOLUTION ☑ MOTION ☐ NO ACTION REQUIRED ☐

Additional Comments:

MOTION BY: ______________________  SECONDED BY: ______________________
TO ____________________________________________

CITY COUNCIL VOTES

<table>
<thead>
<tr>
<th>VOTES</th>
<th>Bryant</th>
<th>Dade</th>
<th>Dunek</th>
<th>Greenwald</th>
<th>Helenthal</th>
<th>Moore</th>
<th>Mortimer</th>
<th>O’Conner</th>
<th>Payne</th>
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<tbody>
<tr>
<td>YES</td>
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</tr>
</tbody>
</table>
RESOLUTION NO. __________

A RESOLUTION SETTING PUBLIC HEARING ON AN AMENDMENT TO THE FISCAL YEAR ENDING JUNE 30, 2019 BUDGET

WHEREAS, the City of Keokuk, Iowa adopted an annual operating budget for Fiscal Year Ending June 30, 2019; and

WHEREAS, it has become necessary to amend said budget; and

WHEREAS, prior to approving said amendment, a public hearing must be held to receive comments.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEOKUK, IOWA, a public hearing shall be held on June 6, 2019 at 6:30 PM in the Keokuk Community Schools Board Room, 1721 Fulton St, Keokuk, Iowa.

BE IT FURTHER RESOLVED that the City clerk shall publish notice of said public hearing in a newspaper of general circulation.

PASSED, APPROVED, AND ADOPTED this 16th day of May, 2019.

______________________________
Mayor – Thomas L. Richardson

ATTEST:

______________________________
Jean Ludwig
NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2018-2019 CITY BUDGET

The City Council of Keokuk in LEE County, Iowa will meet at 1721 Fulton St, Keokuk, IA at 6:30 PM on 6/6/2019, for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2019 by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.

Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

<table>
<thead>
<tr>
<th>Revenues &amp; Other Financing Sources</th>
<th>Total Budget as certified or last amended</th>
<th>Current Amendment</th>
<th>Total Budget after Current Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes Levied on Property</td>
<td>4,712,918</td>
<td>0</td>
<td>4,712,918</td>
</tr>
<tr>
<td>Less: Uncollected Property Taxes-Levy Year</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Net Current Property Taxes</td>
<td>4,712,918</td>
<td>0</td>
<td>4,712,918</td>
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<tr>
<td>Delinquent Property Taxes</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>TIF Revenues</td>
<td>1,269,916</td>
<td>0</td>
<td>1,269,916</td>
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<tr>
<td>Other City Taxes</td>
<td>3,142,403</td>
<td>-507,282</td>
<td>2,635,121</td>
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<tr>
<td>Licenses &amp; Permits</td>
<td>150,600</td>
<td>1,450</td>
<td>152,050</td>
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<tr>
<td>Use of Money and Property</td>
<td>189,400</td>
<td>14,000</td>
<td>203,400</td>
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<tr>
<td>Intergovernmental</td>
<td>3,649,012</td>
<td>431,200</td>
<td>4,080,212</td>
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<tr>
<td>Charges for Services</td>
<td>5,969,600</td>
<td>-62,500</td>
<td>5,907,100</td>
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<tr>
<td>Special Assessments</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Miscellaneous</td>
<td>197,000</td>
<td>1,581,607</td>
<td>1,778,607</td>
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<td>Other Financing Sources</td>
<td>15,750,000</td>
<td>-13,491,827</td>
<td>2,258,173</td>
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<tr>
<td>Transfers In</td>
<td>6,337,916</td>
<td>955,000</td>
<td>7,292,916</td>
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<tr>
<td><strong>Total Revenues and Other Sources</strong></td>
<td>41,368,765</td>
<td>-11,078,352</td>
<td>30,290,413</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures &amp; Other Financing Uses</th>
<th>Total Budget as certified or last amended</th>
<th>Current Amendment</th>
<th>Total Budget after Current Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety</td>
<td>5,613,936</td>
<td>185,614</td>
<td>5,799,550</td>
</tr>
<tr>
<td>Public Works</td>
<td>1,834,506</td>
<td>233,569</td>
<td>2,068,075</td>
</tr>
<tr>
<td>Health and Social Services</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>Culture and Recreation</td>
<td>1,542,994</td>
<td>110,904</td>
<td>1,653,898</td>
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<tr>
<td>Community and Economic Development</td>
<td>129,716</td>
<td>138,159</td>
<td>267,875</td>
</tr>
<tr>
<td>General Government</td>
<td>803,783</td>
<td>259,541</td>
<td>1,063,324</td>
</tr>
<tr>
<td>Debt Service</td>
<td>1,603,246</td>
<td>10,000</td>
<td>1,613,246</td>
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<tr>
<td>Capital Projects</td>
<td>2,477,500</td>
<td>1,006,360</td>
<td>3,483,860</td>
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<tr>
<td>Total Government Activities Expenditures</td>
<td>14,005,681</td>
<td>1,944,147</td>
<td>15,949,828</td>
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<tr>
<td>Business Type / Enterprises</td>
<td>21,144,636</td>
<td>-11,914,968</td>
<td>9,229,668</td>
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<tr>
<td>Total Gov Activities &amp; Business Expenditures</td>
<td>35,150,317</td>
<td>-9,707,821</td>
<td>25,179,496</td>
</tr>
<tr>
<td>Transfers Out</td>
<td>6,337,916</td>
<td>955,000</td>
<td>7,292,916</td>
</tr>
<tr>
<td><strong>Total Expenditures/Transfers Out</strong></td>
<td>41,486,233</td>
<td>-9,015,821</td>
<td>32,470,412</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Excess Revenues &amp; Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year</th>
<th>Total Budget as certified or last amended</th>
<th>Current Amendment</th>
<th>Total Budget after Current Amendment</th>
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</thead>
<tbody>
<tr>
<td>Beginning Fund Balance July 1</td>
<td>11,808,084</td>
<td>1,446,462</td>
<td>13,254,546</td>
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<tr>
<td>Ending Fund Balance June 30</td>
<td>11,688,616</td>
<td>-616,069</td>
<td>11,072,547</td>
</tr>
</tbody>
</table>

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

EXPENSES: New Jobs and Income pass throughs not budgeted in FY19; Expenditures related to City Hall Fire; Mill and Fill Street Project not budgeted; KEDC funding not budgeted; WPC Plant Capital Expense; lift station replacements; REVENUES: Hotel/Motel reduction; LOST reduction; New Jobs and Income reimbursements not budgeted; Receipt of insurance settlement for City Hall; Other insurance refunds; Health insurance reimbursements (WW, KHA); Proceeds of debt;

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Jean Ludwig
City Clerk/ Finance Officer Name
**COUNCIL ACTION FORM**

**Date:** 5/10/19  
**Presented By:** Mark Bousselot

**Subject:** Keokuk Municipal Bridge Project  
**Agenda Item:**

**Description:**

The Keokuk Municipal Bridge Project has been awarded to Keokuk Contractors of Keokuk, Iowa. The City has decided to add Transverse Wall #1 & #3 to the project. Change Order #1 to add Transverse Wall #1 & #3 will increase the project by $34,006.76. This Change will place the amount over budget and the rest of the budget will be able to absorb this overrun.

**FINANCIAL**

<table>
<thead>
<tr>
<th>Is this a budgeted item?</th>
<th>YES □ NO □</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Line Item #:</strong> 690 - 8051 - 6710</td>
<td><strong>Title:</strong> Capital - Reserve Municipal Bridge</td>
</tr>
<tr>
<td><strong>Amount Budgeted:</strong> $24,049.86</td>
<td><strong>Actual Cost:</strong> $34,006.76</td>
</tr>
<tr>
<td><strong>Under/Over:</strong> Over - $9,956.90</td>
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</tbody>
</table>

**Funding Sources:**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**Departments:**

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

<table>
<thead>
<tr>
<th>Is this item in the CIP?</th>
<th>YES □ NO □</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CIP Project Number:</strong></td>
<td></td>
</tr>
</tbody>
</table>

COUNCIL ACTION FORM

Any previous Council actions:

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
</tr>
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</tbody>
</table>

Recommendation:

approve Change order #1 for Traverse wall #1 and #3 on the keokuk Municipal Bridge Project.

Required Action

ORDINANCE ☐  RESOLUTION ☑  MOTION ☐  NO ACTION REQUIRED ☐

Additional Comments:

MOTION BY: ____________________  SECONDED BY: ____________________

TO ______________________________________________________________

<table>
<thead>
<tr>
<th>CITY COUNCIL VOTES</th>
</tr>
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<tbody>
<tr>
<td>VOTES</td>
</tr>
<tr>
<td>YES</td>
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<tr>
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</tr>
<tr>
<td>ABSENT</td>
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<tr>
<td>ABSTAIN</td>
</tr>
</tbody>
</table>
## KEOKUK CONTRACTORS, INC.
853 Johnson Street Road  
Keokuk, IA 52632  
PH. 319-524-7343  
Fax 319-524-4238

TO  
City of Keokuk  
415 Blondeau Street  
P.O. Box 400  
Keokuk, IA 52632  

### QUOTE DATE   VALID THRU   FOR   PAGE
5/9/2019   6/7/2019   Keokuk Municipal Bridge

<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>EXTENDED</th>
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<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Pier TW1</td>
<td>14,154.58</td>
<td>14,154.58*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Granular 0.8 cy</td>
<td>$1,000.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Excavation 6.0 cy</td>
<td>$880.36</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Structural concrete 7.4 cy</td>
<td>$9,355.22</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Steel reinforcement 973.0 lb</td>
<td>$2,919.00</td>
<td></td>
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<tr>
<td>1</td>
<td>1</td>
<td>Lock &amp; Dam Access Roadway</td>
<td>4,850.00</td>
<td>4,850.00*</td>
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<tr>
<td></td>
<td></td>
<td>Remove and replace</td>
<td>$4,850.00</td>
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<tr>
<td>1</td>
<td>1</td>
<td>Move Roadway Gates</td>
<td>2,150.00</td>
<td>2,150.00*</td>
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<tr>
<td></td>
<td></td>
<td>Granular 0.8 cy</td>
<td>$1,000.00</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Excavation 6.0 cy</td>
<td>$880.36</td>
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<td></td>
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<td>Structural concrete 6.85 cy</td>
<td>$8,659.69</td>
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<td></td>
<td></td>
<td>Steel reinforcement 770.71 lb</td>
<td>2,312.13</td>
<td></td>
</tr>
</tbody>
</table>

* means item is non-taxable

Payment to be made as follows: UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Property owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen’s Compensation Insurance.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above

| Signature:                        |  
| Print:                           |  
| Date:                            |  


TO: Mayor and City Council

FROM: Cole S. O’Donnell

DATE: May 13, 2019

RE: Administrator’s Report

1. Flooding: The water has started to recede. We have received some damage to fences, shoreline, and levy. Additionally, the swing span for the bridge had a substantial amount of debris blocking its mechanisms. There is also a large amount of driftwood to be cleared. Staff is looking at alternatives for clearing the wood as it will take significant man hours and our storage area is full.

2. New Business Prospect: Mayor Richardson, community members, and I met with the owners of a trailer manufacturing company looking to expand into our area. They are looking at Lee county and we met with them to showcase Keokuk. The large turnout and welcoming made an impression on the owners. A tour of possible sites was conducted. We have not received any information back as of yet.

3. City Hall Committee: The Committee conducted tours of possible locations this week and will meet next Thursday to discuss. Four locations were toured.

4. Barge: I continue to work on the RFP for salvage and disposal. The Mayor had been contacted by a salvage firm that was to supply information that could have helped with the RFP development, but the firm never followed through. I hope to have the RFP out this week with a three week turnaround.

5. Wage and Salary Study: I will be preparing the RFP for the wage and salary study. Fairfield has indicated they would like to make this a joint venture and split the costs. One aspect of the study is the comparable demographics. We cannot go on population alone. We need to factor in valuations, median incomes, housing costs, and location to name a few.

6. Out of Office: I will be out all next week on vacation.