

**Council Packet Memo
November 3, 2016**

MAYOR'S APPOINTMENTS

Each year the Mayor will make a number of appointment's for a variety of boards and commissions. Some appointments must be approved by the City Council. Attached is an updated list of her appointments. No action is required of Council for those she has updated.

CONSENT AGENDA

- C. Contract Renewal with Windsor Heights Living:** It is the time of year for our annual contract renewal. Windsor Heights Living has created a magazine for 20 metro communities for the past ten (10) years in our community. The total contract for a year is \$8,316. The increase from last year's contract (\$7,927.20) is \$388.80. Staff recommends continuing use of this communications tool.
- D. Right Of Way Application for American Traffic Solutions Cameras:** Attached you shall find the Right of Way Application from American Traffic Solutions and Speed Enforcement Program Plans.
- E. Approve Solid Waste Permit for Aspen Waste Systems of Iowa, Inc.:** Attached is the completed solid waste permit.
- F. Accept Fiscal Year '16 Annual Finance Report:** Attached is the Annual Finance Report which is due to the State Auditor by December 1, 2016.
- G. Accept Traffic Analysis from MSA:** Attached is a copy of the Traffic Analysis from MSA.

OLD BUSINESS

- A. Ordinance amending the Urban Renewal Area:** Attached you shall find the draft ordinance prepare by Bond Counsel Alhers & Cooney amending the TIF area to ensure that Hickman is place under one district. Currently Hickman is in two taxing areas. Staff recommends approval.
- B. Tobacco License:** Attached is a copy of the Iowa Retail Permit Application for Cigarette/Tobacco/Nicotine/Vapor from Alsharqi Inc./Mediterranean Market for approval.

NEW BUSINESS

- A. DART Presentation:** Attached you shall find a packet of information from Chief Engagement and Communications Officer Amanda Wanke. Ms. Wanke will be in attendance at the meeting to present the Forward 2035 Plan and answer any questions. The attached email and spreadsheet from DART came after the letter we received from the City of Mitchellville.
- B. Replacement Light Fixtures at the Community Center:** Attached you shall find a prepared action form, which includes history, options and a staff recommendation. Staff recommends accepting the quote from 3E Electric for the purchase of 25 new down light fixtures and upgrade of dimmer and smart bridge for remote control function in the amount of \$16,835.00, plus installation.

CLOSED SESSION

- A. Pending Litigation:** City Attorney Clanton or Brick will update the City Council on the pending litigation.