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COUNCIL AGENDA
CITY HALL COUNCIL CHAMBERS, 10 W STATE STREET
AUGUST 9, 2010 at 5:30 PM

NOTICE TO PUBLIC: The Mayor and City Council welcome comment from the public during discussion. You are required to step to the microphone, state your name and address for the record and to limit the time used to present your remarks in order that others may be given the opportunity to speak.

CALL TO ORDER: Mayor Beach

PLEDGE OF ALLEGIANCE:

ROLL CALL: Grabenbauer, Hoop, Lamer, Maxwell, Schubert, Wenner, Wirin.

MAYOR, COUNCIL AND ADMINISTRATOR COMMENTS:

APPROVAL OF AGENDA:

CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Council votes on the motion.

1. Approve Council Minutes of July 26, 2010, and August 2, 2010.
2. Approve Bill List in the amount of \$1,139,357.87
3. Receipt of Certified Hire List, Fire Chief
4. Resolution 2010-118 to Name Depositories and Establish Maximum Deposit Amounts.
5. Resolution 2010-119 Accepting Bid and Authorizing the Purchase of Vehicles from Stivers Ford of \$38,200 for the Police Department and Authorizing Trade-ins of Vehicles declared as Surplus.
6. Resolution 2010-120 Authorizing the City Parks and Recreation Department to Submit a REAP Grant Application not to exceed \$150,000 through the Iowa Department of Natural Resources (DNR)
7. Resolution 2010-121 Approving Contract with Cessford Construction Co., for Construction of the Highland Acres Road Surface Repair Project of \$24,364.75
8. Resolution 2010-122 Approving Contract with Con-Struct, Inc., for Construction of the Highland Acres Road Base Repair Project of \$13,520.00
9. Resolution 2010-123 Authorizing the Issuance of a Special Check Run for the Purpose of Settling Advance Ticket Sales with the Carson & Barnes Circus for skatepark fundraiser

(end of consent agenda items)

REPORTS:

10. Lead Report
11. Alcohol license: New: TC's LLC, new permanent outdoor service area for west side of building and special outdoor service event for Sept 18-19, 2010, area on north side adjacent to building.

RESOLUTIONS:

12. Resolution 2010-124 Approving 28E Agreement with Iowa State University, Center for Transportation Research and Education (CTRE) for 2010 Pavement Management Services, in an amount not to exceed \$24,000.
13. Resolution 2010-125 Confirming Appointment of Steven Edwards as Fire Chief for the City of Marshalltown.

ORDINANCES:

PUBLIC HEARING

14. Ordinance 14877 to Vacate Portions of E. Quarry Road from Nevada Street to the East City Limits all in Marshalltown, Iowa, as Herein Described and to Terminate the Right of Public Use, setting public hearing date on August 9, 2010, prior to the third reading, third reading.
15. Ordinance 14878 to Amend Number of Handicap Parking Spaces, thirty minute and three hour parking near the City Hall Complex and Veterans Memorial Coliseum, second reading.

PUBLIC COMMENTS:

ADJOURNMENT:

Council Proceedings
Special Council Meeting
August 2, 2010

A Special meeting of the Marshalltown City Council was convened on August 2, 2010, following the Committee of the Whole Meeting in the Council Chambers at City Hall. Mayor Beach called the meeting to order at 6:45 PM. ROLL CALL: Present – Grabenbauer, Hoop, Maxwell, Schubert, Wenner, Wirin. Vacancy: At Large

Schubert moved to adopt Resolution for Appointment to Fill Vacant At-Large City Council Seat During Term of Office, second by Wirin. Resolution adopted 6-0.

Wirin moved to instruct the Clerk to take no actions which are inconsistent with the Council's Appointment, specifically instructing the Clerk to refuse to accept candidate affidavits and nomination papers for the November 2, 2010, General Election in absence of a Special Election petition, second by Schubert. Motion adopted 6-0.

Meeting adjourned at 6:50 PM.

Respectfully submitted,

Shari L. Coughenour, CMC, City Clerk

CITY OF MARSHALLTOWN

Gene L. Beach, Mayor

ATTEST:

Shari L. Coughenour, City Clerk



Raw

Nathan Stucky
Human Resource Director
24 North Center Street
Marshalltown, IA 50158
Tel (641) 754-5704 Fax (641) 754-5704
nstucky@ci.marshalltown.ia.us

To: Randy Wetmore, City Administrator
From: Civil Service Commission

Re: Certified Hire List

Position: Fire Chief

After reviewing all applicants and their qualifications, the following persons were interviewed and tested through a validated Fire Chief Assessment center and considered to best meet the qualifications for the above listed position and are ranked as follows:

1. Steven Edwards
2. Michael Quint

This list is good for the current hiring only.

Date List Certified by Civil Service Commission:

July 29, 2010

A handwritten signature in cursive script, appearing to read "Steve Kloberdanz", written over a horizontal line.

Steve Kloberdanz, Civil Service Commission Chair

Attest:

A handwritten signature in cursive script, appearing to read "Nathan Stucky", written over a horizontal line.

Nathan Stucky, Clerk of the Commission

Red

**RESOLUTION AUTHORIZING THE ISSUANCE OF A SPECIAL CHECK RUN
FOR THE PURPOSE OF SETTling ADVANCE TICKET SALES WITH THE
CARSON & BARNES CIRCUS**

WHEREAS the City of Marshalltown (hereinafter referred to as the "City"), has a check clearance policy which establishes a fixed time schedule; and

WHEREAS the City desires to allow advance ticket sales and settlement of accounts for a particular activity for the sake of convenience and efficiency which is contrary to the check writing schedule as established by policy,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, AS FOLLOWS:

Section 1. The City of Marshalltown, Iowa, authorizes and directs the City Finance Director to issue checks as needed to satisfy the required financial agreement with the Carson & Barnes Circus, including issuance of checks the amounts for which will not be known until the last day of the event, notwithstanding the fact this deviates from the established check clearance policy.

Passed this 9th day of August, 2010, and signed this _____ day of August, 2010.

CITY OF MARSHALLTOWN, IOWA

Gene L. Beach, Mayor
ATTEST:

Shari L. Coughenour, CMC, City Clerk

TW

RESOLUTION APPROVING THE 28E AGREEMENT BETWEEN THE CITY OF MARSHALLTOWN, IOWA, AND IOWA STATE UNIVERSITY, INSTITUTE OF TRANSPORTATION CENTER FOR TRANSPORTATION RESEARCH AND EDUCATION, REGARDING 2010 PAVEMENT MANAGEMENT SERVICES, NOT TO EXCEED \$24,000

WHEREAS the City of Marshalltown, Iowa, has negotiated a 28E Agreement, And Iowa State University, Institute Of Transportation Center For Transportation Research and Education, Regarding 2010 Pavement Management Services, Not To Exceed \$24,000; and

WHEREAS the City Council of Marshalltown finds that this Agreement, is in the best interest of the City.

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

Section 1. That the attached 28E Agreement, with Marshall County, Iowa, regarding 2010 Pavement Management Services is hereby approved in all respects and particulars.

Section 2. The Agreement shall remain in effect until participation in this Agreement is terminated by either party by written notice.

Section 3. That the Mayor and City Clerk are hereby authorized and directed to execute said Agreement on behalf of the City of Marshalltown, and the City Clerk is authorized and directed to file this Agreement with the Secretary of State.

Passed this 9th day of August, 2010, and signed this ___ day of August, 2010.

CITY OF MARSHALLTOWN, IOWA

Gene L. Beach, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk

IOWA STATE UNIVERSITY
Institute for Transportation

2711 S. Loop Drive, Suite 4700
Ames, IA 50010-8664
515-294-8103
FAX 515-294-0467
www.InTrans.iastate.edu

Date: July 26, 2010

To: Lynn E. Couch, P.E.
Director of Public Works/City Engineer
24 N. Center Street
Marshalltown, IA 50158

RE: 2010 Pavement Management Services (CTRE)

The Center for Transportation Research and Education (CTRE) is a unit of the Institute for Transportation (InTrans) at Iowa State University. CTRE will assist the City of Marshalltown with the development of a local agency pavement management system as part of the Iowa Pavement Management Program (IPMP).

The following are the terms for the services to be performed in this agreement.

A. The City of Marshalltown will:

1. Graphically identify pavement management section extents on maps provided by them
2. Provide literal descriptions and historical information on each pavement management section according to the instructions as provided by CTRE

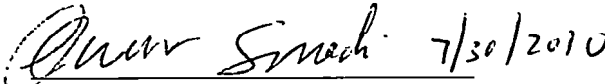
B. CTRE will:

1. Create and distribute system maps showing the federal-aid system and the rest of the pavement network
2. Add the additional network graphics and data to the IPMP GIS database (for the non-federal aid system as requested by the City of Marshalltown)
3. Add, delete, or modify the pavement history records in the IPMP GIS database to reflect the additional network
4. Contract with Roadware, Inc. for the distress data collection, video logging, and coordinate the collection process
5. Update the pavement management sections with summarized pavement condition data
6. Deliver the data to the City of Marshalltown in the required format

For data collection, and CTRE's management services, the City of Marshalltown will be billed for not more than \$24,000. An invoice, that is payable within 45 days of receipt, will be submitted when work has been completed. If these terms are in order, please sign and return one original of this letter of agreement. For questions, please contact Omar Smadi at 515 294-8103. We look forward to working with you on this project.

Approved for CTRE,

Approved for the City of Marshalltown,

 7/30/2010

Omar Smadi
Director

Date

(Signed)

Date

Printed: _____

Title: _____

Memorandum

To: Mayor and City Council

From: Randy Wetmore, City Administrator *RAW*

Date: August 9, 2010

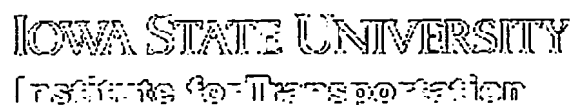
RE: Pavement Management Program

A goal of the Council this year was a Comprehensive Road Improvement Plan. Through Iowa State University Institute for Transportation we will be able to meet the goal and have a street maintenance plan called the Iowa Pavement Management Program (IPMP), developed at a cost not to exceed \$24,000. This pavement management program is used by a number of Iowa cities.

The IPMP will provide automated distress data collection, videologging of the streets as well as much of the rights of way, pavement management software to allow the development comprehensive inventory of the physical assets, perform life cycle cost analysis to determine the best maintenance action, GIS tools as well as training.

The purpose of the plan is to gather more detail than just a visual drive by of a street and declare it is in need of repair. As the paragraph above describes, the program provided by Iowa State will allow for informed investment decisions to the street system based on facts.

It is recommended to have the Mayor sign and enter into the agreement with Iowa State Center for Transportation Research and Education.



Center for Transportation Research and Education

IPMP Services

Automated distress data collection

IPMP offers automated data collection on the condition of roads, including information on cracks and the quality of the ride. A small fee is required for roads that are not part of the federal-aid system. [More](#) | [Service Request Form](#)

Videologging

In addition to distress data collection, IPMP can provide a videolog of right of ways for a visual inspection of road conditions without leaving the office. This videolog can be integrated with the data collection information. [More](#) | [Service Request Form](#)

Pavement management software

dTIMS™, the pavement management software, chosen by IPMP allows the user to develop an inventory of physical assets related by location and to perform a life cycle cost analysis to determine the best maintenance action for each asset. [More](#) | [Software Request Form](#)

GIS tools and software

IPMP provides free GIS tools to enrolled agencies. These tools assist agencies in locating, defining, and maintaining pavement sections. [More](#) | [Software Request Form](#)

Training workshops

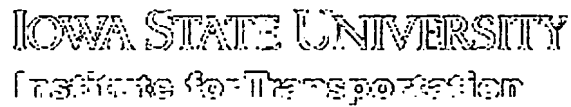
Training workshops, scheduled on a request basis, cover the basics of pavement management systems, pavement management software, and GIS databases for pavement management. [More](#) | [Training Request Form](#)



The IPMP is a program of the [Center for Transportation Research and Education](#) at Iowa State University.

CTRE is an [Iowa State University](#) center administered by the [Institute for Transportation](#).

Address: 2711 S. Loop Drive, Suite 4700, Ames, IA 50010-8664



Center for Transportation Research and Education

Automated Distress Data Collection—An IPMP Service

Service request form

IPMP can collect pavement distress data for paved highways through its contractor, Roadware Group, Inc. To obtain an estimate for roads that are not part of the federal aid system, fill out the service request form above.

Roadware collects distress information on the following:

- Cracks
- Potholes
- Rutting
- Ride

Data collection is done through a series of steps that are detailed on the data collection flow chart for local agencies.

Data Collection

Roadware uses an onboard computer to record GPS information, information from digital cameras on the truck, and information on roll, pitch, and heading.

Roadware's technology includes

- WiseCrax® a fully automated crack detection system for pavement condition rating
 - Laser SDP™ produces a longitudinal profile of the pavement surface, determines the roughness of the road, and calculates International Roughness Index (IRI) information and other indices in real time
 - Smart Rutbar calculates the transverse road profile, determines the amount and severity of rutting, and uses special software to calculate the mill and shim quantities of asphalt to restore proper crossfall
 - Right-of-Way Video uses up to six cameras for recording different perspectives of your right-of-way and provides you with a videolog of these perspectives
 - Inventory Keyboard lets technicians record pavement condition and roadside features, such as signs, bridges, culverts, guardrails, grade crossings, etc.
 - Global Position Systems (GPS) are used to determine the three-dimensional coordinates in geographic space
-

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Videologging—An IPMP Service

Service request form

IPMP now offers videologging of roadways to integrate with the data already collected. Roadware will integrate the video and the data into a single desktop application. Video data gives users the opportunity

- to view the condition of roadways without leaving the office
- to visualize the roadway integrated with other condition data collected by Roadware

Videologging and Visi-Data provide

- ability to review data synchronized with video
- 300 images per mile
- three options for data collection
- right-of-way view
- pavement-only view
- panoramic view - 2 side views

Cost

In addition to the videologging costs, there is a one-time cost of \$500 for Visi-Data software that integrates the videologged data and the distress data collected at the same time. For a better estimate of the costs, fill out the service request form above.

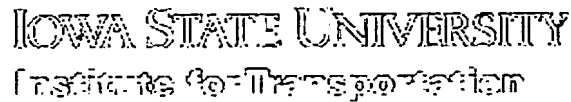
Software

Visi-Data is a multimedia data presentation and analysis tool, according to the Roadware web site. Data are presented in tabular and graphical formats. Associated right-of-way images from CD-ROM or video tape can be presented along with GPS location.

The user can display data such as roughness, rutting, and cross slope integrated with digital images by specifying a reference point.

In addition, Visi-Data offers

- location-based video playback
- map location navigation
- multiple camera images
- image playback



Center for Transportation Research and Education

GIS Tools—An IPMP Service

[Service request form](#)

IPMP members can also get help with using IPMP data sets through free GIS Tools.

GIS Section Tool

IPMP users can accurately define sections of the road that have been analyzed with the GIS section tool. The GIS section tool, developed by CTRE, defines, modifies, and maintains pavement management section locations and limits, eliminating the hard copies presently used to show roadways requiring section description.

Here is how the GIS section tool works:

1. Local agencies describe section locations and limits
2. CTRE staff interprets this information and converts it to geographic coordinate pairs

The GIS Section Tool resolves data integration challenges such as inconsistent road names or incomplete section data.

Cost

The GIS Section Tool is available free of charge to agencies enrolled in the Iowa Pavement Management Program.

GIS Software

The GIS software used by the IPMP is also available to IPMP members free of charge.

- ArcExplorer by ESRI is a free GIS data viewer. This software offers an easy way to perform basic GIS functions. ArcExplorer is used for a variety of display, query, and data retrieval applications and supports a wide variety of standard data sources, such as IPMP data sets.
- ArcView, also by ESRI, makes it easy to create maps with your own data or records from existing databases.
- [GeoMedia Viewer](#) by Intergraph, another free GIS software, provides a basic desktop viewer of geospatial data, using files across networks or on CDs.

Cost

ArcExplorer and GeoMedia Viewer are available free of charge.

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dTIMSTM—IPMP's Pavement Management Software

Service request form

The Iowa Pavement Management System uses Deighton Total Infrastructure Management System (dTIMSTM) software. dTIMSTM is produced by Deighton, a computer company specializing in asset management software.

dTIMSTM Features

dTIMSTM offers a set of tools for implementing a custom database and custom analysis models that allow the user to customize the software to their own pavement and asset management needs.

dTIMSTM allows the user to

- develop an inventory of physical assets and to relate them by location
- select between 5 different budget categories to match the budget of their agency
- enter their own performance parameters for use in their pavement management system

dTIMSTM can also perform life cycle analysis on those assets, looking into the future to determine the best maintenance action for each asset with regard to budget constraints.

The dTIMSTM generates recommended projects by year, recommended treatments by project and year, and overall summaries of condition, backlog, treatment cost, and treatment length.

Cost

The cost of dTIMSTM for local agencies in Iowa has been subsidized by the Iowa DOT and is \$1000 for the software itself and \$850 per year for maintenance and updates on the software.

The dTIMSTM generates recommended projects by year, recommended treatments by project and year, and overall summaries of condition, backlog, treatment cost, and treatment length.

For more information

See the Deighton website.

RAW

RESOLUTION CONFIRMING APPOINTMENT OF
STEVEN EDWARDS AS FIRE CHIEF FOR
THE CITY OF MARSHALLTOWN

WHEREAS, the City of Marshalltown desires to hire a Fire Chief to direct the Marshalltown Fire Department; and

WHEREAS, the City Administrator of the City of Marshalltown, the appointing authority under Section 2-34, Code of Ordinances, City of Marshalltown, has nominated Steven Edwards to serve as Fire Chief for the City of Marshalltown, Iowa; and

WHEREAS, under Section 400.15 of the Iowa Code to be effective such appointment must be approved by the City Council.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARSHALLTOWN, IOWA, AS FOLLOWS:

Section 1. The appointment of Steven Edwards as Fire Chief for the City of Marshalltown, Iowa, is hereby approved, confirmed and ratified.

Passed this 9th day of August 2010 and signed this 10th day of August 2010.

CITY OF MARSHALLTOWN, IOWA

Gene L. Beach, Mayor

ATTEST:

Shari L. Coughenour, CMC, City Clerk