

**Public Participation in a City Council Meeting:**

The Public Comment portion of the meeting is the time to address the Mayor and City Council on topics not on the agenda. If a member of the public wishes to comment on an item on the agenda, they may do so while that item is being discussed by coming to the microphone and stating your name and address. Comments should be limited to 3 minutes or less and should be addressed to the Mayor and Council as a whole and not individually. Response from elected officials or staff is at the Mayor's discretion.

**CITY OF MARSHALLTOWN COUNCIL AGENDA  
CITY HALL COUNCIL CHAMBERS  
10 WEST STATE STREET  
DECEMBER 20, 2024, 12:00 PM**

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

Fonseca, Kell, Ladehoff, Mitchell, Nichols, Schneider, Thompson

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

**1. YEARS OF SERVICE - DECEMBER**

Chris Roush - Police - Sergeant - 5 years

**F. CONSENT AGENDA**

**1. APPROVE MINUTES 12/09/24 MEETING AND BILL LIST  
\$1,450,292.67**

Documents:

[2024-12-09\\_SIGNED Council Minutes.pdf](#)  
[2024-12-20\\_BILL LIST\\_Summary.pdf](#)  
[2024-12-20\\_BILL LIST\\_Detail.pdf](#)

## **2. APPROVE ALCOHOL LICENSE RENEWALS**

- TANNIN INC, 125 E MAIN ST, UNIT B, WITH OUTDOOR SERVICE
- MARSHALLTOWN ARTS & CIVIC CENTER, 709 S CENTER ST

## **3. APPOINT BENJAMIN HARRIS-MEDINA TO THE PLAN & ZONING COMMISSION, TERM ENDING 3/31/29**

Replacing Laura Eilers

## **4. REAPPOINT DAVID SCHULZE TO THE BUILDING BOARD OF APPEALS, TERM 1/1/25-12/31/29**

## **5. REAPPOINT NEIL DALAL, JILLIAN HERINK, STEVE STORJOHANN TO PARK & RECREATION ADVISORY COMMITTEE, TERMS ENDING 1/1/27**

## **6. APPOINTMENT OF JANET WEIS TO THE PARK & RECREATION ADVISORY COMMITTEE, TERM 1/1/25-1/1/27**

## **7. APPROVE AUGUST 2024 FINANCIAL STATEMENTS**

Documents:

[Memo for August 2024 Financial Statements.pdf](#)  
[August 2024 Financial Statements.pdf](#)

## **8. RESOLUTION 2024-279 AUTHORIZING THE USE OF COUNCIL-DESIGNATED LOCAL OPTION SALES TAX FOR CIVIC PLUS IMPROVEMENTS**

Documents:

[2024-12-20\\_2024-279\\_Resolution Approving LOST for Civic Plus Enhancements.pdf](#)  
[2024-12-20\\_2024-279\\_Memo Request for Technology Solutions.pdf](#)  
[2024-12-20\\_2024-279\\_CivicPlus IA - Marshalltown - Bundle Quote - 12112024.pdf](#)  
[2024-12-20\\_2024-279\\_Municode Marshalltown, IA SPS SOW Draft 12.11.2024.pdf](#)

## **9. RESOLUTION 2024-280 APPROVING THE 2025 BOLTON AND MENK PROFESSIONAL SERVICES AGREEMENT FOR GENERAL ENGINEERING SERVICES**

Documents:

[2024-12-20\\_2024-280\\_Resolution 2025 General Engineering Services Bolton and Menk.pdf](#)

[2024-12-20\\_2024-280\\_Memo General Engineering Services Agreement 12.20.24.pdf](#)  
[2024-12-20\\_2024-280\\_Marshalltown Engineering services Agreement 2025.pdf](#)

**10. RESOLUTION 2024-281 APPROVING THE 2025 BOLTON AND MENK PROFESSIONAL SERVICES AGREEMENT FOR GEOGRAPHIC INFORMATION SYSTEM SERVICES**

Documents:

[2024-12-20\\_2024-281\\_Resolution 2025 GIS Services Bolton and Menk.pdf](#)  
[2024-12-20\\_2024-281\\_Memo GIS Services Agreement 12.20.24.pdf](#)  
[2024-12-20\\_2024-281\\_Marshalltown GIS services Agreement 2025.pdf](#)

**11. RESOLUTION 2024-282 APPROVING THE 2025 BOLTON AND MENK PROFESSIONAL SERVICES AGREEMENT FOR GENERAL PARK PLANNING AND DESIGN SERVICES**

Documents:

[2024-12-20\\_2024-282\\_Resolution 2025 Park Planning and Design Services Bolton and Menk.pdf](#)  
[2024-12-20\\_2024-282\\_Memo Parks Planning and Design Services Agreement 12.20.24.pdf](#)  
[2024-12-20\\_2024-282\\_Marshalltown Parks services Agreement 2025.pdf](#)

**12. RESOLUTION 2024-283 TO REALLOCATE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS**

Documents:

[2024-12-20\\_2024-283\\_Resolution To Reallocate American Rescue Plan Act \(ARPA\) Funds.pdf](#)  
[2024-12-20\\_2024-283\\_Memo to reallocate use of ARPA funding.pdf](#)

**13. RESOLUTION 2024-284 APPROVING AN AMENDED CONTRACT AND SUBRECIPIENT AGREEMENT WITH YOUTH AND SHELTER SERVICES OF MARSHALL COUNTY FOR THE CONTINUATION OF THE MPACT PROGRAM**

Documents:

[2024-12-20\\_2024-284\\_Resolution Approving amended Contract and Subrecipient Agreement for MPACT.pdf](#)  
[2024-12-20\\_2024-284 Memo YSS MPACT Amended Agreement.pdf](#)  
[2024-12-20\\_2024-284 City of Marshalltown Amended](#)

## **G. REPORTS**

### **1. REVIEW OF 2025 BUDGET SCHEDULE**

Documents:

[Budget schedule for FY26.pdf](#)

## **H. RESOLUTIONS**

### **1. RESOLUTION 2024-285 SUSPENDING CIVIL SERVICE COMMISSION AND CITY COUNCIL APPROVAL OF CIVIL SERVICE POLICE OFFICER NEW HIRE LISTS**

Documents:

[2024-12-20\\_2024-285\\_Resolution Suspending Civil Service List Approval.pdf](#)  
[2024-12-20\\_2024-285\\_Memo Civil Service Changes SF2205.pdf](#)  
[2024-12-20\\_2024-285\\_SF2205\\_GovLetter.pdf](#)

### **2. RESOLUTION 2024-286 AUTHORIZING THE AWARD OF CONTRACT FOR THE RIVERVIEW PARK PLAYGROUND EQUIPMENT TO MIDWEST PLAYSCAPES**

Documents:

[2024-12-20\\_2024-286\\_Resolution Accepting Bid Riverview Park Playground Equipment.pdf](#)  
[2024-12-20\\_2024-286\\_Memo to Award Contract for Riverview Park Playground Equipment.pdf](#)  
[2024-12-20\\_2024-286\\_Request for Proposals 2024 Park Improvements\\_Riverview Park.pdf](#)  
[2024-12-20\\_2024-286\\_Midwest Playscapes Renders - Riverview Park.pdf](#)

### **3. RESOLUTION 2024-287 ACCEPTING BID, AS AMENDED BY CHANGE ORDER #0, AND AUTHORIZING THE AWARD OF CONTRACT FOR THE LINN CREEK TRAILHEAD AND BRIDGE PROJECT NO. TRL24001 AND TRL24002, IN THE CITY OF MARSHALLTOWN, IOWA IN THE AMOUNT OF \$1,895,933 TO CON-STRUCT INC.**

Documents:

[2024-12-20\\_2024-287\\_Resolution Accepting Bid Trailhead and Bridge TRL24001\\_002.pdf](#)  
[2024-12-20\\_2024-287\\_Memo Award Linn Creek Trailhead and Bridge\\_TRL24001\\_002.pdf](#)  
[2024-12-20\\_2024-287\\_Memo - Destination Iowa](#)

[Project Funding Package.pdf](#)  
[2024-12-20\\_2024-287\\_TRL 24-001\\_002 Change Order 0.pdf](#)  
[2024-12-20\\_2024-287\\_TRL24001\\_002 - Trailhead and Bridge - Bid Tabulation.pdf](#)

**4. RESOLUTION 2024-288 ACCEPTING BID, AS AMENDED BY CHANGE ORDER #0, AND AUTHORIZING THE AWARD OF CONTRACT FOR THE WATER PLAZA, PROJECT NO. PRK22004 IN THE CITY OF MARSHALLTOWN, IOWA IN THE AMOUNT OF \$1,887,325 TO EDGE COMMERCIAL, LLC**

Documents:

[2024-12-20\\_2024-288\\_Resolution Accepting Bid Water Plaza PRK22004.pdf](#)  
[2024-12-20\\_2024-288\\_Memo Award Linn Creek Water Plaza PRK22004.pdf](#)  
[2024-12-20\\_2024-288\\_Memo - Destination Iowa Project Funding Package.pdf](#)  
[2024-12-20\\_2024-288\\_PRK22004 Change Order 0.pdf](#)  
[2024-12-20\\_2024-288\\_PRK22004 Tabulation of Bids.pdf](#)

**5. RESOLUTION 2024-289 APPROVING SNYDER AND ASSOCIATES PROFESSIONAL SERVICE AGREEMENT AMENDMENT NO. 3 FOR DESIGN AND CONSTRUCTION FOR THE LINN CREEK TRAILHEAD AND BRIDGE PROJECTS, IN THE AMOUNT OF \$85,000**

Documents:

[2024-12-20\\_2024-289\\_Resolution to Amend Trailhead and Bridge Contract Snyder and Associates.pdf](#)  
[2024-12-20\\_2024-289\\_Memo - Snyder Construction Phase Services - TrailheadBridge.pdf](#)  
[2024-12-20\\_2024-289\\_Memo - Destination Iowa Project Funding Package.pdf](#)  
[2024-12-20\\_2024-289\\_Snyder Amendment 3 for Trailhead and Bridge.pdf](#)

**6. RESOLUTION 2024-290 APPROVING BOLTON AND MENK PROFESSIONAL SERVICE AGREEMENT AMENDMENT NO. 3 FOR DESIGN AND CONSTRUCTION FOR THE LINN CREEK WATER PLAZA, IN THE AMOUNT OF \$190,185**

Documents:

[2024-12-20\\_2024-290\\_Resolution Amend Bolton Menk Contract for Water Plaza.pdf](#)  
[2024-12-20\\_2024-290\\_Memo - B and M Construction Phase Services - Water Plaza.pdf](#)  
[2024-12-20\\_2024-290\\_Memo - Destination Iowa Project Funding Package.pdf](#)

## **I. ORDINANCES**

### **1. PUBLIC HEARING AND SECOND READING ORDINANCE 15097 TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA, CHAPTER 156: ZONING**

Documents:

2024-12-20\_ORD 15097\_Zoning Text Amendment  
(SCL 11.20.24).pdf  
2024-12-20\_ORD 15097\_Memo for Chapter 156  
Amendments.pdf

#### **1.1. MOTION TO WAIVE THE 3RD READING OF ORDINANCE 15097 TO AMEND THE CODE OF ORDINANCES, CITY OF MARSHALLTOWN, IOWA, CHAPTER 156: ZONING**

## **J. DISCUSSION**

### **1. REQUEST FOR ADDITIONAL LOST FUNDS FOR ADMINISTRATION OF AN EMPLOYEE SURVEY**

Documents:

2024-12-20\_DISCUSSION1\_Memo National Employee  
Survey 12.20.24.pdf  
2024-12-20\_DISCUSSION1\_Summary Results of last  
Employee Survey.pdf  
2024-12-20\_DISCUSSION1\_Polco - The National  
Employee Survey \_ Marshalltown IA.pdf  
2024-12-20\_DISCUSSION1\_Polco Software and  
Services Agreement.pdf

### **2. REQUEST FOR LOST FUNDS FOR A COMMUNITY SOLID WASTE STUDY**

Documents:

2024-12-20\_DISCUSSION2\_Memo Solid Waste Study  
12.20.24.pdf  
2024-12-20\_DISCUSSION2\_Marshalltown Waste  
Management SOW 12.24.pdf  
2024-12-20\_DISCUSSION2\_Marshalltown Waste  
Management Budget Proposal\_12 11 2024.pdf  
2024-12-20\_DISCUSSION2\_Solid Waste Study  
Timeline.pdf

## **K. CLOSED SESSION - PERSONNEL**

Closed session pursuant to Section 21.5, Subsection (1) Paragraph  
(i) OF THE CODE OF IOWA to evaluate the professional

competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. 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.

**1. RESOLUTION 2024-291 APPOINTING  
\_\_\_\_\_ AS THE CITY OF MARSHALLTOWN  
PARK & RECREATION DIRECTOR**

Documents:

[2024-12-20\\_2024-291\\_Resolution Appointing Parks  
and Recreation Director.pdf](#)

**L. 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**