



**CLINTON CITY COUNCIL
COMMITTEE OF THE WHOLE**

**September 1, 2015
7:00 P.M.**

CITY HALL COUNCIL CHAMBER

**PLEDGE
ROLL CALL:**

- 1. Vehicle for Hire Ordinance – Pat Van Loo**
- 2. Strategic Plan – Goal 3 – Jessica Kinser**
- 3. Strategic Plan – Goal 4 – Jessica Kinser**
- 4. Mayor & Council Member Updates**



City Clerk

611 South Third Street
P. O. Box 2958
Clinton, IA 52733-2958
www.cityofclintoniowa.us
Phone: 563-244-3421 Fax: 563-244-3426

To: Mayor Vulich and the City Council

From: Pat Van Loo, City Clerk

Date: September 1, 2015

RE: Vehicle for Hire Ordinance

In an effort to streamline the application process for Vehicle for Hire businesses I am proposing a few amendments to the current ordinance.

The current ordinance states that all vehicles shall be inspected by the chief of police or designee prior to any use and operation within the city to ensure that it is in a safe and proper operating condition and no license shall be issued or renewed unless the owner or operator thereof has paid an annual license fee of fifty dollars for each vehicle operated pursuant to the license, plus an inspection fee of \$75 dollars for each vehicle.

The Police Department was tasked with having to find an automobile repair shop willing to perform the inspections and if the services performed exceeded the \$75 dollars as stated in the ordinance, the City made up the difference.

In the current ordinance all vehicles which meet the safety requirements shall be issued an inspection sticker.

Most automobile repair shops which perform inspections do not issue stickers; but rather, provide a report stating whether the vehicle passed or failed the inspection.

Also, it is stated that the Clerk shall issue a business license including the name and address of the applicant, the description of the vehicles authorized to operate within the city pursuant to said business license, including the vehicle identification number, make and model of the vehicle, license plate number, date of inspection and date of issuance of the business license.

In the changes I am proposing the applicant will be responsible for having the vehicle inspection performed by an ASE Certified Inspector and the related charges, prior to delivering their paperwork to the City Clerk's Office. The business owner would also receive a Vehicle for Hire Permit card generated by the Clinton Police Department with all of the required information. The annual fee would be increased to \$60 to cover the cost of the cards, ink and time of the officer preparing the card. The driver of the vehicle will be required to keep a copy of the current inspection documents in the vehicle and must display the Vehicle for Hire Permit Card during the time the vehicle is in use.

CHAPTER

AN ORDINANCE AMENDING CHAPTER 124, LICENSING OF TAXICABS AND VEHICLES FOR HIRE, OF THE CODE OF ORDINANCES OF THE CITY OF CLINTON, IOWA

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

Section 1. Purpose. The purpose of this Ordinance is to amend Chapter 124 of the Code of Ordinances, Licensing of Taxicabs and Vehicles for Hire.

Section 2. Amendment. The Code of Ordinances of the City of Clinton, Iowa is amended by replacing the stated language in the applicable sections with the language as follows:

124.050

C. If the Clerk finds the applicant is otherwise qualified under subsection A to be issued , the Clerk shall issue a business license to the applicant, including:

- 1. the name and address of the applicant;**
- 2. the description of the vehicle(s) authorized to operate within the city pursuant to said business license;**
- 3. the vehicle identification number and license plate number of the vehicle(s);**
- 4. the vehicle inspection date from an ASE Certified Inspector; and**
- 5. the date of issuance of business license.**

124.060 Vehicle Inspections.

A. All vehicles shall be inspected annually by an ASE Certified Inspector and an inspection report shall be delivered to the City Clerk prior to issuance of a Vehicle for Hire Permit. No taxicab shall be operated unless it is equipped with operable lights, tires of adequate tread depth, horn, a complete exhaust system, rear vision mirror, windshield wipers, insignia, child restraint device and operable safety belts or safety harness in the rear passenger seat, and adequate body and interior maintenance for the comfort and convenience of passengers and which shall include paint in a uniform color, repair of all rust throughs and damage as result of a legally reportable collision or accident as defined by Iowa Code Section 321.266(2), interior seats free of rips or tears and an exterior and interior free of any dirt, grime, trash or refuse.

B. Vehicle inspections are the responsibility of the applicant and a copy of the current inspection documents shall be filed with the City Clerk prior to obtaining a City Vehicle for Hire Permit. It shall be a simple misdemeanor to operate a taxicab upon the streets of the city without having a current inspection report in the vehicle.

C. All Vehicle for Hire permits shall expire the last day of the month one year after the date of issuance. All vehicles shall be re-inspected annually and reissued a new Vehicle for Hire Permit. An owner or operator may renew a Vehicle for Hire Permit one month before its expiration date.

124.070 Taxicab Business License Fees.

A. No license shall be issued or renewed unless the owner or operator thereof has paid an annual license fee of sixty (60) dollars for each vehicle operated pursuant to the license. Upon expiration of a current license each applicant must reapply for a business license subject to the provisions of this chapter. Any business license issued after the effective date of this chapter shall expire the last day of the month one year after the date of issuance. An owner or operator may renew a business license one month before its expiration date; however, the initial month of issuance will remain as its expiration date. The license fee shall be in addition to any other license fees or charges established by proper authority and applicable to said owner or operator of the vehicle, or vehicles under his/her operation or control.

Section 3. Repealer. All other sections of this Ordinance in conflict with these provisions shall be repealed.

Section 4. Severability. If any section, provisions or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall have no effect on the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 5. Effective Date. This Ordinance shall be in full force and effect from and after its adoption and publication as provided by law.

Mark S Vulich, Mayor

Attest: _____
Patricia Van Loo, City Clerk

ADOPTED: _____



City Administrator

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611 South Third Street
P. O. Box 2958
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To: Mayor Vulich and the City Council
From: Jessica Kinser, City Administrator
Date: September 1, 2015
RE: Review of Strategic Plan Goal 3

The Mayor and City Council did not get a chance to review the Strategic Plan goals and objectives at the May 21st planning session, and in order to continue the process, the goals will be presented and discussed individually at various Committees of the Whole. Goals 1 and 2 have already been discussed.

The third goal, to contribute to a healthy physical, economic, and community environment, is one where there not a great deal of attention has been focused in the last year. That said there were some accomplishments in this area to note:

- A reorganization of the Long Term Control Plan was approved by the Attorney General and Council allowing unnecessary projects to be removed and additional time to gather data for the separation of basin 6;
- Continued funding and work as part of the Pavement Management Program
- The 2012 Building Code was adopted by the Council

There is still a great deal to do however, and many of my recommendations are to continue the existing items into the next work plan with minor adjustments (noted in the far right column).

The City's partnership with Augustana College is leading to the addition of items under this goal or slightly modifying existing items:

Objective 1- Physical and environmental health and sustainability

- Add "Review Stormwater Inflow and Analysis and research on best management practices to address stormwater issues in the area north and west of Bluff Boulevard"
- Add "Implement a Senior Citizen Fire Prevention Campaign"

Objective 2- Economic health

- Add "Review and consider implementation of proposals related to small business start-up/entrepreneurial aid research"

Objective 3- Development and enhancement of the community

- Add "Review and consider recommendations related to the City's wayfinding system"
- Add "Review and adopt a formal plan for maintaining and enhancing the City's recreational trail system"
- Add "Review downtown parking recommendations"
- Add "Consider the adoption of design standards for the Central Business District Overlay Zone"
- Add "Develop and implement an ADA Transition Plan"

These are fairly minor changes that are presented, and I am looking for feedback on the goal in total, the recommendations and feedback on additions or deletions. Once feedback is received, I will recompile the goal and bring back to a future COW for further review with timeframes established for each item.

City of Clinton
2014-2015 Strategic Plan Annual Review
Projected
Completion

Update

Recommendation

Goal 3: Contribute to a Healthy Physical, Economic, and Community Environment	Projected Completion	Update	Recommendation
Objective 1: Consider initiatives that contribute to the physical and environmental health and sustainability of the City and its' residents.			
Council considers a Sustainability Plan.	12/15/15	No action has taken place on this project due to time constraints.	Continue in 2015.16 Strategic Plan
Council considers policy recommendations from Let's Live Healthy Clinton.	Ongoing	No policy recommendations have been forthcoming from Let's Live Healthy Clinton as the group's focus has changed.	Remove from 2015.16 Strategic Plan
Pavement Management Program funding continues.	Ongoing	The Council approved a FY16 budget that funded the PMP at \$2.8 million as requested.	Continue in 2015.16 Strategic Plan
Request for review of the Long Term Control Plan from State officials.	Ongoing	The Council approved an amendment to the Long Term Control Plan on 12/18/14 to reorganize and restate projects.	Rephrase to the following: "Continue to pursue funding alternatives for the Long Term Control Plan for 2019 and beyond"
Council reviews a Stormwater Utility.	6/30/14	The Council heard an initial Stormwater Utility study from a consultant on 7/8/14; no action came from this. Complete.	Remove from 2015.16 Strategic Plan
Objective 2: Consider initiatives that contribute to the economic health of the City.			
Council meets to formulate plan for future of Railpark.	6/30/14	The Council held a work session on 7/23/14; received a Water Study from McClure Engineering on 12/9/14 and has another Water Study underway by HDR Engineering; jointly issued an RFP for a broker with CRDC.	Continue in 2015.16 Strategic Plan
Council considers urban renewal projects for the Lyons Tech Park.	11/30/14	No urban renewal projects were presented for the Lyons Business and Tech Park, but a proposal from the Business Park Board is anticipated this summer/fall.	Continue in 2015.16 Strategic Plan
Thompson Prison Consortium meets regularly.	Ongoing	The Chamber of Commerce took on coordinating local meetings for the Thomson Prison, with City staff participating; Mayor Vulich is on the Warden's Advisory Board.	Rephrase to the following: "Continue to work with existing groups to promote Clinton as the community of choice for Thomson Prison employees"
Council considers a development strategy for Liberty Square.	8/31/14	Work session held on 8/14/14; IDOT is proceeding with platting with possible purchases likely by 2016.	Continue in 2015.16 Strategic Plan
Council reviews the Clinton Urban Revitalization Plan.	7/31/14	Information has been compiled but has not been reviewed or recommendations brought to Council.	Continue in 2015.16 Strategic Plan
Council reviews Urban Renewal Plans for multiple areas.	9/30/14	2 new residential Urban Renewal areas were approved on 5/12/15; the South Clinton UR area was dissolved on 12/9/14 in order to prepare for a new urban renewal plan. Additional areas need to be reviewed and updated.	Continue in 2015.16 Strategic Plan
Council reviews joint marketing materials with CRDC.	12/31/15	The City and CRDC have issued a joint RFP for a broker to provide marketing for the Railpark. Materials to be proposed upon selection of a broker.	Continue in 2015.16 Strategic Plan

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Completion

	Projected Completion	Update	Recommendation
Council considers an economic incentive policy.	9/30/14	Feedback from other cities has been not to develop a formal policy, so very few examples exist in Iowa. Recommend refining economic development tools before setting forth a policy.	Remove from 2015.16 Strategic Plan
Objective 3: Consider initiatives that contribute to the development and enhancement of the community.			
Council considers a plan for the utilization of TIF-LMI dollars.	3/31/15	The Council considered using TIF-LMI dollars to support subsidized units in the Wilson Building. No other requests have come forward at this time.	Continue in 2015.16 Strategic Plan
Council considers a housing study.	1/31/15	This is not complete. Following development and private entities paying for housing studies, this should be removed as the private market seems to have recognized housing needs.	Remove from 2015.16 Strategic Plan.
Staff continues to maintain communications with the Downtown Alliance and Lyons Professionals groups.	Ongoing	City Administrator continues to serve as Ex-Officio on Downtown Clinton Alliance board; Council and staff attending Lyons meetings as notified.	Continue in 2015.16 Strategic Plan
Continue to engage realtors, banks, insurance agents, and other stakeholders in occupancy process	Ongoing	BNS staff continues to hold one-on-one meetings with stakeholders, but more is planned in the future.	Continue in 2015.16 Strategic Plan
Building codes are updated to align with current version used by the State.	2/28/15	The Council adopted an amended 2012 Building Code on 12/9/14. Complete.	Remove from 2015.16 Strategic Plan.
Communicate with Alliant Energy regarding the future of their property on the Riverfront.	12/31/14	No conversations have been had, but interest still remains.	Continue in 2015.16 Strategic Plan
Develop a plan for addressing the emerald ash borer.	12/31/14	RFP for Tree Inventory being released soon; AUGUSTANA to use tree inventory to develop an Urban Forest Management Plan.	Continue in 2015.16 Strategic Plan



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To: Mayor Vulich and the City Council
From: Jessica Kinser, City Administrator
Date: September 1, 2015
RE: Review of Strategic Plan Goal 4

The Mayor and City Council did not get a chance to review the Strategic Plan goals and objectives at the May 21st planning session, and in order to continue the process, the goals will be presented and discussed individually at various Committees of the Whole. Goals 1 and 2 have already been discussed.

The fourth goal, to continually improve the City's organization and services, has had areas of success achievement over the last year:

- Board and commission training was provided in March, and changes were made to the structures of boards and commissions;
- Council committees were eliminated and a new COW meeting was scheduled, creating efficiencies for both Council and staff;
- Safety goals are being used in personnel evaluations;
- A whistleblower policy was adopted and the purchasing policy was updated.

Many of my recommendations are to continue the existing items into the next work plan with minor adjustments (noted in the far right column). This is a goal where a number of items can come off as completed, but others need to be reprioritized and assigned new completion dates.

The City's partnership with Augustana College is leading to the addition of items under this goal:

Objective 2- Improve the efficiency of the organization

- Add "Utilize report from Augustana on transit to assess feasibility of providing transit services to Camanche and Fulton"
- Modify solid waste objective to state "Implement route efficiency recommendations for solid waste and recycling services"
- Add "Utilize data mapping of nuisances to enhance nuisance enforcement efforts"

These are fairly minor changes that are presented, and I am looking for feedback on the goal in total, the recommendations and feedback on additions or deletions. Once feedback is received, I will recompile the goal and bring back to a future COW for further review with timeframes established for each item.

This goal also represents the final individual discussion on the goals. With the feedback of the City Council, I will incorporate additions and deletions into a draft and come back to a future Committee of the Whole for further discussion.

City of Clinton
2014-2015 Strategic Plan Annual Review
Projected
Completion

Update

Recommendation

Goal 4: To Continually Improve the City's Organization and Services.	Projected Completion	Update	Recommendation
Objective 1: Provide professional development and training for employees and volunteers.			
Council considers a training program for appointed boards and commissions	6/30/14	U of Iowa Board/Commission training was hosted in Clinton on 3/30/15 and was well-received. This training will continue until all Board/Commission members have completed the training.	Rephrase to the following: "All board and commission members receive U of Iowa training prior to the end of their first year in their appointed position."
Council considers an annual training program for employees	6/30/14	Some trainings have been held but a comprehensive training program has not been developed.	Continue in 2015.16 Strategic Plan
Elected officials and staff hold leadership positions within state/national organizations.	Ongoing	The Mayor continues on the Board of Mississippi River Mayors group.	Continue in 2015.16 Strategic Plan
Objective 2: Identify opportunities for improving the efficiency of the organization.			
Council considers a proposal for the reorganizing and/or elimination for Council committees.	4/30/14	Council eliminated committee system on 4/8/14 and is utilizing a third COW meeting. Complete.	Remove from 2015.16 Strategic Plan.
Council reviews purposes for appointed boards and commissions and appointment process.	6/30/14	Boards and Commissions were reviewed and changes were made in September 2014. Complete.	Remove from 2015.16 Strategic Plan.
Staff develops a revised site plan review process.	6/30/14	Engineering and BNS have reviewed the process and updated forms which will be available on the new website. Complete.	Remove from 2015.16 Strategic Plan.
Council reviews IT needs and services to address needs.	6/30/15	Staff is moving forward with getting IT audit consultant recommended by Police Staffing consultant to bring forward to the Council to consider.	Continue in 2015.16 Strategic Plan
Council reviews a report on software use and needs.	10/15/14	This report has not been compiled but will be assigned to the shared IT staff person to complete ahead of the FY17 budget process.	Continue in 2015.16 Strategic Plan
Council considers a study of EMS services.	11/30/15	This was not funded as part of the FY16 budget process. Council did express a willingness to consider a business plan for the City to provide EMS transfer services.	Continue in 2015.16 Strategic Plan
Council considers the implementation of a grant-related position.	3/15/15	New positions were not considered in FY16 budget process; most grants with admin costs are administered by ECLIA. Proposal will be forthcoming with FY17 budget process.	Continue in 2015.16 Strategic Plan
Budget is adopted with performance measurements incorporated.	3/15/15	This did not happen for FY16, but departments have identified key measures of service, which need refinement.	Continue in 2015.16 Strategic Plan
Council considers responses for privatizing solid waste services.	8/31/14	Council considered options at 4/7/15 COW and directed staff to work with rate structure to continue to provide service in-house. Info has been to multiple COW meetings in last few months.	Continue in 2015.16 Strategic Plan
Council reviews the Police staffing study.	12/31/14	The Police Staffing Study was reviewed in a work session on 4/9/15. Follow-up to come in June.	Rephrase to the following: "Council considers ways to implement the results of the Police Staffing Study."
Council considers a proposal for re-creating a Public Works Department.	12/15/14	A proposal recreating a PW Director position/department was proposed on 1/13/15 with a proposal to come back as part of the FY17 budget process.	Continue in 2015.16 Strategic Plan
Objective 3: Complete labor negotiations with collective bargaining units.			

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Update

Recommendation

Collective bargaining agreements are approved during the budget process.	3/15/15	While contracts starting 7/1/14 were not settled in a timely manner, as of 5/12/15 two of three contracts have been settled for 3 years.	Continue in 2015.16 Strategic Plan
Objective 4: Continue to build a safety-oriented culture.			
Safety Committee continues to meet monthly.	Ongoing	The Safety Committee has continued to meet;	Continue in 2015.16 Strategic Plan
Council considers an employee wellness program.	3/30/15	No work has taken place on this project.	Continue in 2015.16 Strategic Plan
Staff develops overall and departmental safety goals and targets	6/30/15	Safety targets are being used in the evaluations of department heads for the first time, which can be taken to a departmental level. Complete.	Remove from 2015.16 Strategic Plan
Objective 5: Review policies and procedures			
Council considers a whistleblower policy.	5/31/14	Whistleblower Policy was adopted on 7/8/14. Complete.	Remove from 2015.16 Strategic Plan
Council reviews a revised purchasing policy and procedure.	9/30/14	Purchasing Policy was adopted on 10/28/14. Complete.	Remove from 2015.16 Strategic Plan
Council considers amendments to Administration-related ordinances.	8/31/14	Council considered amendments to ordinances on duties of City Administrator, but did not approve. Complete.	Remove from 2015.16 Strategic Plan
Council considers technology policies.	4/30/15	Technology policies are being developed by current shared IT employee	Continue in 2015.16 Strategic Plan
Departments develop emergency response plans	6/30/15	This work is ongoing and has not been completed.	Continue in 2015.16 Strategic Plan