

MARSHALLTOWN

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24 N Center Street
Marshalltown, IA 50158

May 10, 2019

To: Mayor Joel Greer
Members of the City Council

From: Shari L. Coughenour, CMC, City Clerk

Re: 2019 City Code recodification

Policy Issue: State law requires cities perform annual code supplements or five year recodification, per Iowa Code section 380.8. The last recodification was August 2013.

Recommendation: Staff recommends approval of the Recodification Ordinance following a public hearing on June 10, 2019, or at the May 28, 2019, council meeting, should the council desire to waive a reading. Staff asks that no changes be made to the code, as presented, at this time. Staff asks that council continue review of the code and submit changes to the clerk. If there are any changes, they will be adopted following the adoption of the 2016 International Fire and Building Code, which will be the first amendment to this code by ordinance.

The new code is available online through the publisher's website and updated as ordinances pass.

Background: The City of Marshalltown entered into a contractual agreement with American Legal Publishing Corporation for review of the city's code of ordinances by Resolution 2018-024, on February 26, 2018. American Legal Publishing revised the code sections to fit their standard indexing for their efficiency, and returned the proposed code in August, 2018, for review by Department Heads and the City Administrator, with the final draft released in late March 2019. While there were no substantial changes to the code, staff recommends holding a public hearing on June 10, 2019, due to reorganization of the city code sections. Administrative changes include inclusion of the zoning ordinance and council manual, reorganization of references relating to insurance requirements, garbage, recycle and yard waste licenses. The council manual was included as a reference, updated by Resolution. The City will be working closely with the District Clerk of Court to facilitate the code section changes during the next few weeks.

Please contact me regarding questions. I have a hard copy of the code available for inspection.

Budget Impact: This contract is for five years, the base contract price was \$17,100, plus \$450 per year for hosting the city code on their website. Supplements cost \$19 per reprinted page. The base contract price was for 900 pages; with \$16 per page for each page over 900. The final page count was 1,000 pages. The base contract included 10 printed books and binders in addition to their legal expertise. The publisher provides a subscribers service for other entities desiring books.

Attachment: link to code: www.marshalltown-ia.gov/CityCode

cc: Jessica Kinser, City Administrator

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