

Council/Staff Planning Session

1. Meeting Date And Time

- 1.I. Meeting Date And Time – July 25, 2022 6:00 P.m., Council Chambers, 105 Milwaukee Mall Note: Mayor, Council And Staff Will Be Attending This Meeting In Person In The Council Chambers. Public Can Attend In Person Or They Can Attend The Meeting Via Zoom.com: Meeting ID 787 065 8066 Phone Number To Call To Participate Via Telephone: 312-626-6799

2. Call To Order

3. Mayor's Comments

4. Penalty For Non-Registering Mobile Food Vendors And Peddlers

Documents:

[AIS PEDD ORD CHANGE.PDF](#)

5. Changing Name Of Section Of Lane Street To Main Street

Documents:

[AIS 2022 REVIEW REVIEW CHANGES TO TRAFFIC CODE PLANNING SESSIONPDF.PDF](#)

6. Changes To The Traffic Code

7. City Administrator Report

8. Board, Commission Or Committee Reports

9. Adjourn

AGENDA ITEM SUMMARY

Subject: Adding penalties for non-registering food vendors/peddlers and increasing application fee

Background Summary:

Chapter 122 of the city code addresses mobile food vendors, peddlers and solicitors. It outlines the requirements and fees for each type of vendor to secure a permit. We continually have issues with vendors, especially mobile food vendors, not coming in to get the required permit when they conduct their business in town. To help encourage these vendors to get the required permit, we would like to implement a penalty for anyone who does not register prior to engaging in business in town. We are recommending a \$75 penalty across the board for all of these types of permits. We would also recommend increasing the application fee from \$2 to \$5. This fee has been incorporated into the cost of each permit rather than be charged separately.

If we do adopt this ordinance, we will send out letters to the businesses in town who allow these vendors to park on their premises and to all of the vendors we've had in the last two years and tell them about this change.

We spend a lot of time chasing down those who don't come in to get a permit so we are hoping this new ordinance will reduce the time spent on this.

ORDINANCE NO. 1162

AN ORDINANCE AMENDING THE CHARLES CITY CODE OF ORDINANCES SECTIONS 122.04 – APPLICATION FOR LICENSE AND 122.05 – LICENSE FEES, TO INCREASE THE LICENSE FEES FOR PEDDLERS, SOLICITORS, MERCHANTS, AND VENDORS AND TO ESTABLISH A LINCENSE FEE FOR FAILURE TO PAY THE REQUIRED LICENSE FEE BEFORE ENGAGING IN REGULATED ACTIVITY.

BE IT ENACTED by the City Council of the City of Charles City, Iowa:

SECTION 1. Amended Section. SECTION 122.04 – APPLICATION FOR LICENSE is hereby amended to read as follows:

122.04 APPLICATION FOR LICENSE. An application in writing shall be filed with the Clerk for a license under this chapter. Such application shall set forth the applicant’s name, permanent and local address and business address if any. The application shall also set forth the applicant’s employer, if any, and the employer’s address, the nature of the applicant’s business, the last three places of such business and the length of time sought to be covered by the license.

SECTION 2. Amended Section. SECTION 122.05 – LICENSE FEES is hereby amended to read as follows:

122.05 LICENSE FEES. The following license fees shall be paid to the Clerk prior to the issuance of any license.

1. Solicitors. In addition to the application fee for each person actually soliciting (principal or agent), a fee for the principal of ten dollars (\$10.00) per year.

2. Peddlers, Mobile Food Vendors, or Transient Merchants.

- A. For one day.....\$ 30.00
- B. For one week..... \$ 55.00
- C. For one month..... \$ 105.00
- D. For one year.....\$ 255.00

3. Increase in License Fee. In the event that a solicitor, peddler, merchant, and/or vendor fails to pay the required license fee prior to engaging in peddling, soliciting, mobile food vending, or in the business of a transient merchant in the City without first obtaining a license, the license fee shall be increased by \$75.00.

SECTION 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Severability. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 5. When Effective. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed by the City Council on this _____ day of _____, 2022.

Approved this ____ day of _____, 2022.

Dean Andrews, Mayor

ATTEST:

Trudy O'Donnell, City Clerk

As certified, the foregoing was published as Ordinance No. _____ on the ____ day of _____, 2022.

City Clerk

AGENDA ITEM SUMMARY

Subject: Review changing the name of a section of Lane Street to Main Street and review changes to the Traffic Code – North Main Street Realignment at North Grand Avenue

Background Summary:

Ordinance 1161 vacated the northerly portion of North Main Street and its current intersection with North Grand Avenue. To maintain a North Main Street / North Grand Avenue intersection, we are proposing changing the name of Lane Street between North Main Street to North Grand Avenue to North Main Street. It is our opinion this will help direct drivers who are not familiar with the area to Main Street and more prominently display the north end of Main Street. The City Council can change street names by resolution.

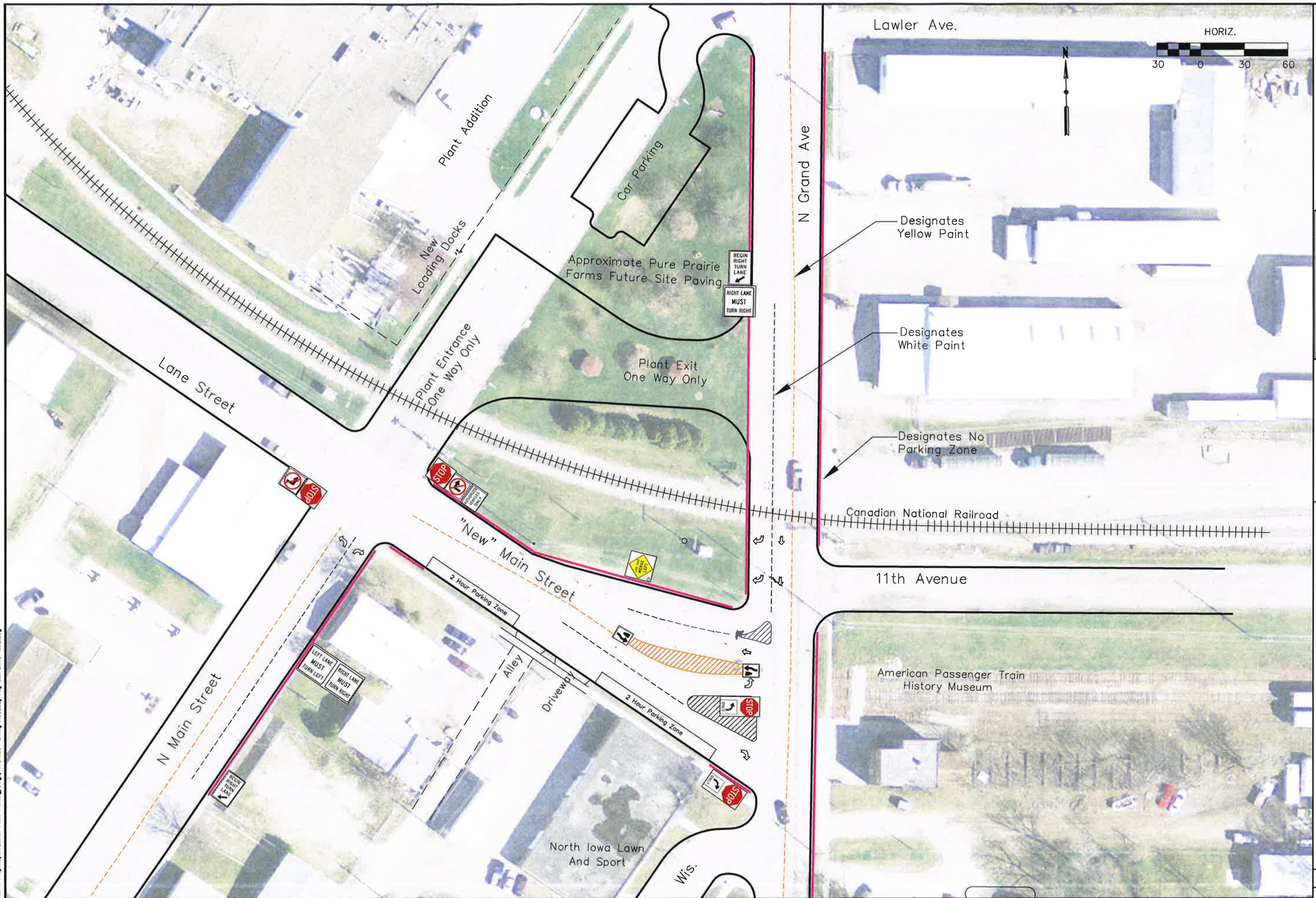
This action is directly related to the next item, changes in the traffic code, since locations in the code are called out by street names. If the Council agrees with the name change, we will want to identify the correct street names for the code changes.

During the process of vacating North Main Street, we discussed using signage and pavement markings to direct traffic in the interim period until street improvements can be constructed. A signage / pavement marking plan is attached that is very comparable to our previous discussions.

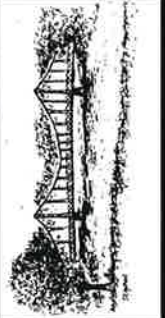
By offsetting the existing North Grand Avenue centerline and eliminating parking along North Grand and along the easterly side North Main Street, we will create separate turning lanes for North Grand to North Main Street traffic. Signage will be placed to direct vehicles to the proper lanes. Pavement markings (painted islands and arrows) will also be placed at the North Main Street and North Grand Avenue intersections to direct traffic and minimize conflict areas. We will review the plan at Monday's planning session.

To ensure enforcement, the additional no parking zones and regulatory signage have to be added to the Traffic Code by resolution. A summary of the proposed changes is also attached and will be reviewed during the planning session.

D:\2018 Projects\McQuillan Plaza Parking\Design\Riverside Parking Floodway Plg with Drive-Thru.dwg



Charles City, Iowa
 Engineering Department
 105 Milwaukee Mall
 Charles City, Iowa 50616



REVISIONS	
NO.	DATE

**NORTH MAIN STREET REALIGNMENT
 INTERIM PAVEMENT MARKING CONCEPT PLAN
 CHARLES CITY, IOWA**

Proposed changes to the Traffic Code for additional regulatory signs for the North Main Street realignment at North Grand Avenue:

Turning Regulations

No Turns Permitted

3. **North Main Street.** Vehicles traveling west on North Main Street shall not turn right unless authorized at North Main Street.
4. **Lane Street.** Vehicles traveling east on Lane Street shall not turn left at North Main Street.

No Through Traffic

2. **North Main Street.** Vehicles traveling northerly on North Main Street shall not make a through movement in the Lane Street/North Main Street intersection.

Parking Regulations

No Parking Zones

Delete Number 33 and replace with the following:

33. **North Grand Avenue**, on the west side from North Main Street to Lawler Avenue.

Delete Number 35 and replace with the following:

35. **North Main Street**, on the east side, from the North Main Street/Lane Street intersection to 210 feet south.

Delete Number 36 and replace with the following:

36. **North Main Street**, on the north side, from the North Main Street / Lane Street intersection to North Grand Avenue.

Add the following:

62. **North Grand Avenue**, on the east side, from 10th Avenue to Lawler Avenue.
63. **North Main Street**, on the south side, from the North Main Street / Lane Street intersection to 38 feet east and from North Grand Avenue to 40 feet west.

Two Hour Parking, 7:00 A.M. to 5:00 P.M. Monday Through Friday

Delete Number 1 and replace with the following:

1. **North Main Street**, on the south side, from the North Main Street / Lane Street intersection to North Grand Avenue except the westerly 38 feet and the easterly 40 feet.