



CITY OF INDIANOLA COUNCIL MEETING

May 21, 2018

7:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. May 7, 2018 Minutes
 - C. Applications
 1. A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor License and Sunday Sales Privilege for Indy 66 West - 2001 W. 2nd Avenue
 - D. Sidewalk wavier (no curb and gutter) for Lot 6 Hillcrest Industrial Park Plat 2
 - E. Resolution approving supplemental number nine to the professional services agreement with Snyder and Associates for the SRF Sponsored Projects Water Quality Improvement Project
 - F. Resolution approving supplement number ten to the professional service agreement with Snyder and Associates for the street masterplan and management services
 - G. Resolution approving supplemental number 11 to the professional services agreement with Snyder and Associates for the Indianola Drainage System Masterplan - Phase II
 - H. Scheduling of the City's annual fall cleanup for October 13, 2018
 - I. Street closure request from Downing Construction for their grand opening on June 7, 2018 from 4:00 p.m. -7:00 p.m. - will close East Scenic Valley Drive just north/outside of the Downing Building
 - J. Claims on the computer printout for May 21, 2018 and the April 2018 receipts

6. City Treasurer's Report - Doug Shull
7. Council Reports
 - A. Council Policy Amendments
 1. Resolution amending the council policy for the Board and Commissions
 2. Resolution amending the Council Policy for the Administrative Policy and Procedures and incorporates the Purchasing Policy
 3. Resolution amending the council policy for Cash Management
 4. Resolution amending the council policy by adding an Executive Session policy
 - B. Greater Des Moines Convention Report - John Parker
8. Mayor's Report - Kelly B. Shaw
 - A. Metro Advisory - Mayor Kelly B. Shaw
 - B. Community Update
9. Public Consideration
 - A. Old Business
 1. FY 18 Budget Amendment
 - a. Public hearing to amend the FY 18 Budget
 - b. Resolution approving the FY 18 budget amendment
 2. 2018 Capital Street Improvement Project
 - a. Public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost
 - b. Resolution adopting plans, specs, form of contract and estimate of costs
 - c. Resolution awarding contract
 - d. Resolution making award of construction contract and bond
 3. Resolution approving the professional service agreement with Concrete Professionals in an amount of \$79,074.30
 4. Resolution terminating the Professional Service Agreement with Triple P Lawn Care of Russell, Iowa for mowing services and approving the Professional Service Agreement with Woosley Lawn Care of Indianola, Iowa for the Parks, Memorial Aquatic Center, Library and WPC

5. Resolution authorizing internal loan to fund urban renewal project costs in accordance with the development agreement with the 360 Group in Summercrest Hills Plat 4 and 5
6. Resolution approving partial payments in accordance with the Development Agreement between the City of Indianola and I-Street Holdings, LLC of Indianola, Iowa

B. New Business

1. Presentation and direction regarding recommendations for the City's safety program
2. Resolution approving the final plat of Heritage Hills #9 (P&Z unanimously recommended approval on 5/8/18)
3. Resolution approving the preliminary plat of Deer Creek Plat 2 (P&Z unanimously recommended approval on 05/15/18)
4. Resolution approving the final plat of Deer Creek Plat 2 (P&Z unanimously recommended approval on 5/15/18)
5. Resolution approving the preliminary plat of Deer Creek Plat 3 (P&Z unanimously recommended approval 5/15/18)
6. Resolution approving the final plat of Deer Creek Plat #3 (P&Z unanimously recommended approval on 5/15/18)
7. Resolution approving salaries

10. Other Business

11. Adjourn

Information

Subject
May 7, 2018 Minutes

Information

Fiscal Impact

Attachments

Minutes

REGULAR SESSION – MAY 7, 2018

The City Council met in regular session at 6:00 p.m. on May 7, 2018 in the City Hall Council Chambers. Mayor Kelly B. Shaw called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, Bob Kling, Greg Marchant, John Parker and Greta Southall.

Bill Smith, 105 North “G” Street, spoke regarding his utility bill.

The consent agenda consisting of the following was approved on a motion by Marchant and seconded by Kling. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

Approval of agenda

April 16 and 23, 2018 Minutes

Applications

- A new Special Class "C" Liquor License, Outdoor Area and Sunday Sales Privilege for the Des Moines Metro Opera - 513 N. "D"
- A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor and Sunday Sales Privilege for Wal Mart - 1500 N. Jefferson
- A renewal refuse hauling permit for Waste Management

Final consideration of an ordinance readopting the existing City Code of Ordinances and adoption of ORDINANCE NO. 1594 entitled, “AN ORDINANCE READOPTING THE EXISTING CITY CODE OF THE CITY OF INDIANOLA, IOWA, 2000, AS AMENDED, AS THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA” (The ordinance to be effective upon publication)

Maintenance bonds (paving and storm water) in Prairie Glynn Plat 1 and authorize final payment of \$33,526.82 to Diligent Prairie Glynn, LLC and Jerry's Homes as part of the Development Agreement of the East Euclid Avenue extension project

Resolution No. 2018-66 authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of the nuisance abatement against property (sidewalk program) the complete resolution may be viewed at the City Clerk's Office

Resolution No. 2018-67 certifying banking authority (the complete resolution may be viewed at the City Clerk's Office)

Banner application from Des Moines Metro Opera - Hwy 65/69 banners from May 16, 2018 through July 16, 2018

A street usage event application from the American Legion Post 165 for the Veteran's Memorial Day Parade - May 28, 2018 from 9:00 a.m. - 11:00 p.m. - will use Buxton Street, Salem Street and Highway 65/69 to the IOOF Cemetery

Prior approval applications for urban revitalization designation

Autumn Ridge Development - 400 S. 8th Ct. Units 46 & 47 - Duplex - \$242,000

R.M. Madden Construction - 102 W. Orchard - SFD - \$121,000

Jerry's Homes - 1701 E. Detroit Place - SFD - \$142,000

Steger Construction - 605/607 E. Scenic Valley Avenue - Duplex - \$284,600

Warren Co. Habitat for Humanity - 500 W. 18th Place - SFD - \$101,200

Final approval applications for urban revitalization designation

Jerry's Homes - 1706 E. Clinton Avenue - SFD - \$154,900
Jerry's Homes - 1708 E. Clinton Avenue - SFD - \$144,10
Steger Construction - 617/619 E. Scenic Valley Avenue - Duplex - \$301,000
Jerry's Homes - 310 N. 18th Street - SFD - \$162,300
Jerry's Homes - 404 N. 18th Street - SFD - \$165,100
Jerry's Homes - 500 N. 18th Street - SFD - \$134,500
Doering Properties - 329/331 South Spruce Street - Duplex - \$318,100
Steger Construction - 621 E. Scenic Valley - Duplex - \$305,300
Autumn Ridge Development - 400 S. 8th Ct. #49 - SFD - \$132,900
Orton Homes - 1308 N. 9th Street - SFD - \$250,000

Claims on the computer printout for May 7, 2018

Council member Kling presented an update regarding the May 3, 2018 jail/courthouse meeting with the County, Cities of Carlisle, Indianola and Norwalk.

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border, the Mayor called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the City Clerk reported that no written objections had been filed.

Council Member Clark introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST" for the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border, and moved that it be adopted. Council Member Parker seconded the motion to adopt. The roll was called and the vote was, AYES: Marchant, Gezel, Southall, Parker, Kling and Clark. NAYS: None. Whereupon the Mayor declared the following resolution duly adopted:

RESOLUTION NO. 2018-68
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,
FORM OF CONTRACT AND ESTIMATE OF COST
2018 Hwy 65/69 Median Project Phase 2 – Concrete Border

(The complete resolution may be viewed at the City Clerk's Office)

The Mayor then announced that the following bids had been opened and tabulated the bids for the public improvements described in general as the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border for the City of Indianola, Indianola, Iowa, in accordance with the plans and specifications previously adopted.

The following bids were presented by the City Clerk and Finance Director:

<u>Company</u>	<u>Bid</u>
Concrete Professionals Altoona, Iowa	\$74,074.30
Sternquist Construction Indianola, Iowa	\$104,537.50

The Finance Director then recommended that the bid of Concrete Professionals in the amount of \$74,074.30 be accepted.

Council Member Parker introduced the following resolution entitled "RESOLUTION MAKING

AWARD OF CONSTRUCTION CONTRACT" to Concrete Professionals for the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border, and moved its adoption. Council Member Kling seconded the motion to adopt. The roll was called and the vote was: AYES: Kling, Clark, Marchant, Gezel, Southall and Parker. NAYS: None. Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION NO. 2018-69
RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT
For the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border

(The complete resolution may be viewed at the City Clerk's Office)

It was moved by Marchant and seconded by Parker to approve the request from IMU to waive the building permit fee of \$2,712 for the Telecommunications Utility Renovation of Existing Line Shop. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

The following resolution entitled, "RESOLUTION APPROVING PARTIAL PAYMENTS IN ACCORDANCE WITH THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF INDIANOLA AND PEOPLES COMPANY OF INDIANOLA, IOWA", was approved on a motion by Kling and seconded by Parker. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-70
RESOLUTION APPROVING PARTIAL PAYMENTS IN ACCORDANCE WITH THE
DEVELOPMENT AGREEMENT BETWEEN THE CITY OF INDIANOLA AND PEOPLES
COMPANY OF INDIANOLA, IOWA

(The complete resolution may be viewed at the City Clerk's Office)

A motion was made by Clark and seconded by Southall to approve the following resolution entitled, "A RESOLUTION APPROVING PARTIAL PAYMENTS IN ACCORDANCE WITH THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF INDIANOLA AND I-STREET HOLDINGS, LLC OF INDIANOLA, INC." On roll call the vote was, AYES: Marchant, Gezel, Southall, Parker, Kling and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-71
RESOLUTION APPROVING PARTIAL PAYMENTS IN ACCORDANCE WITH THE
DEVELOPMENT AGREEMENT BETWEEN THE CITY OF INDIANOLA AND I-STREET
HOLDINGS, LLC OF INDIANOLA, INC

(The complete resolution may be viewed at the City Clerk's Office)

Council member Marchant introduced the following resolution entitled, "RESOLUTION APPROVING A REAL ESTATE AGREEMENT WITH IOWA REALTY FOR THE DANGEROUS AND DILAPIDATED LOTS" and moved its approval. Council member Kling seconded the motion to adopt. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-72
"RESOLUTION APPROVING A REAL ESTATE AGREEMENT WITH IOWA REALTY FOR THE

DANGEROUS AND DILAPIDATED LOTS

(The complete resolution may be viewed at the City Clerk's Office)

A motion was made by Marchant and seconded by Parker to approve the following resolution entitled, "RESOLUTION AUTHORIZING REPAYMENT OF INTERNAL LOAN TO FUND URBAN RENEWAL PROJECT COSTS." On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-73 RESOLUTION AUTHORIZING REPAYMENT OF INTERNAL LOAN TO FUND URBAN RENEWAL PROJECT COSTS

(The complete resolution may be viewed at the City Clerk's Office)

The following resolution entitled, "RESOLUTION APPROVING THE MASTER AGREEMENT BETWEEN THE CITY OF INDIANOLA AND SIRSIDYNIX" for the purchase of an integrated library system and associated annual fees for a total five-year cost of \$130,724 (one-time system cost of \$26,704; maintenance fees for five years of \$104,020) was approved on a motion by Kling and seconded by Southall. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-74 RESOLUTION APPROVING THE MASTER AGREEMENT BETWEEN THE CITY OF INDIANOLA AND SIRSIDYNIX

(The complete resolution may be viewed at the City Clerk's Office)

Marchant moved and Parker seconded to approve the following resolution entitled, "RESOLUTION APPROVING THE PURCHASE OF THREE PORTABLE FLOW METERS FROM IOWA PUMP WORKS IN AN AMOUNT OF \$16,065.50." On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-75 RESOLUTION APPROVING THE PURCHASE OF THREE PORTABLE FLOW METERS FROM IOWA PUMP WORKS IN AN AMOUNT OF \$16,065.50

(The complete resolution may be viewed at the City Clerk's Office)

A motion was made by Marchant to approve the following resolution entitled, "RESOLUTION DETERMINING PROPERTY TO BE SURPLUS, AUTHORIZING SALE OF PROPERTY AND APPROVING THE PURCHASE OF AN AIRLESS LINE STRIPING SYSTEM AND ACCESSORIES FOR THE STREET DEPARTMENT FROM THE SHERWIN-WILLIAMS COMPANY IN AN AMOUNT OF \$12,623.96." Kling seconded the motion to adopt. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION O. 2018-76 RESOLUTION DETERMINING PROPERTY TO BE SURPLUS, AUTHORIZING SALE OF PROPERTY AND APPROVING THE PURCHASE OF AN AIRLESS LINE STRIPING SYSTEM AND ACCESSORIES FOR THE STREET DEPARTMENT FROM THE SHERWIN-WILLIAMS

COMPANY IN AN AMOUNT OF \$12,623.96

(The complete resolution may be viewed at the City Clerk's Office)

The following resolution entitled, "RESOLUTION REJECTING SHOTTENKIRK FORD OF INDIANOLA BID FOR PICKUP TRUCKS (Street Department) AND AWARDED THE BID TO STEW HANSEN DODGE OF DES MOINES" was approved on a motion by Marchant and seconded by Southall. Council member Gezel requested to have the motion withdrawn to allow Shottenkirk Ford one more week to check if they could find a truck. Council member Marchant and Southall stated their motion stands. On roll call the vote was, AYES: Southall, Parker, Kling and Marchant. NAYS: Gezel and Clark. Whereupon the Mayor declared the motion carried and the following resolution duly adopted.

RESOLUTION NO. 2018-77

RESOLUTION REJECTING SHOTTENKIRK FORD OF INDIANOLA BID FOR PICKUP TRUCKS
(Street Department) AND AWARDED THE BID TO STEW HANSEN DODGE OF DES MOINES

(The complete resolution may be viewed at the City Clerk's Office)

Council member Kling moved and Marchant seconded to approve the following resolution entitled, "RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF APPLICATIONS AND AGREEMENTS FOR USE OF HIGHWAY RIGHT-OF-WAY FOR UTILITIES ACCOMMODATION." On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-78

"RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF APPLICATIONS AND
AGREEMENTS FOR USE OF HIGHWAY RIGHT-OF-WAY FOR UTILITIES ACCOMMODATION

(The complete resolution may be viewed at the City Clerk's Office)

Clark moved and Marchant seconded to approve the following resolution entitled, "RESOLUTION APPROVING SALARIES." On roll call the vote was, AYES: Marchant, Gezel, Southall, Parker, Kling and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-79
RESOLUTION APPROVING SALARIES

(The complete resolution may be viewed at the City Clerk's Office)

Park and Recreation Director Doug Bylund update the Mayor and Council on the mowing contract, this will be a May 21, 2018 agenda item.

Meeting adjourned at 6:50 p.m. on a motion by Gezel and second by Parker.

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor License and Sunday Sales Privilege for Indy 66 West - 2001 W. 2nd Avenue

Information

This is a renewal of Indy 66 liquor license located at 2001 W. 2nd Avenue. All of the paperwork is in order and staff has approved. Owners are Lee Adams, Daniel Moellers and Christine Adams.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/21/2018

Information

Subject

Sidewalk wavier (no curb and gutter) for Lot 6 Hillcrest Industrial Park Plat 2

Information

The wavier request from Jonathan Roen - 1819 North 7th Street - is allowed by city code due to an absence of curb.

By signing the waiver, the property owners agrees to install the sidewalk at their expense within 120 days of city notification that curb/gutter had been installed adjacent to the property. In the packet is the map showing the sidewalk location.

Fiscal Impact

Attachments

Map



1819 North 7th Street
Hillcrest Outdoor Storage
Sidewalk Waiver Request



05/2018

Meeting Date: 05/21/2018

Information

Subject

Resolution approving supplemental number nine to the professional services agreement with Snyder and Associates for the SRF Sponsored Projects Water Quality Improvement Project

Information

In your packet is the resolution and supplemental agreement for the SRF sponsored projects water quality improvement project with Snyder and Associates. Highlights of the agreement include:

- Project administration
- Survey services
- Clinton Avenue - permeable paver design
- Prairie View - analysis and plans
- SRF Coordination
- Construction Admin.
- Public Outreach Coordination
- Complete services is \$48,000

Fiscal Impact

Attachments

Resolution
Agreement #9

RESOLUTION NO. 2018-_____

**RESOLUTION APPROVING SUPPLEMENTAL NO. 9 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH SNYDER &
ASSOCIATES FOR THE SRF SPONSORED PROJECTS WATER
QUALITY IMPROVEMENT PROJECT**

WHEREAS, the City Indianola, Iowa, is in engaged with Snyder and Associates to provide municipal engineering services for the City; and

WHEREAS, the City of Indianola, Iowa, is in need of a supplemental agreement with Snyder and Associates for the SRF Sponsored Projects Water Quality Improvements Project; and

WHEREAS, it is the determination of the City Council that the City should enter into the Supplemental No. 9 Professional Services Agreement with Snyder & Associates in the form attached as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that:

1. The Supplemental Professional Services Agreement with Snyder & Associates for the SRF Sponsored Projects Water Quality Improvements Project is in the public interest of the citizens of the City of Indianola and is hereby approved.

2. The Mayor is authorized and directed to execute the Supplemental Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



May 15, 2018

Ryan Waller
City of Indianola
110 N First Street
Indianola, IA 50125

RE: SUPPLEMENTAL AGREEMENT NO. 9
SRF SPONSORED PROJECTS WATER QUALITY IMPROVEMENTS
S & A PROJECT NO. 118.0382

Dear Mr. Waller:

Enclosed, please find two executed Supplemental Agreements for professional services related to survey, design, plans, specifications, cost opinion, bid letting, construction administration, and SRF coordination for the above referenced project. The project includes reconstruction of two alleys and a parking area on Clinton Avenue and design of water quality improvements to improve drainage of Prairie View Plat 2 near the cul-de-sacs on T Avenue and S Avenue.

If you have any questions or need additional information, please do not hesitate to call.

Respectfully,

SNYDER & ASSOCIATES, INC.



David N. Moeller, P.E.
President

DNM/vmf

Enclosure

**Supplemental Agreement No. 9
A Supplement to the
City of Indianola, IA & Snyder & Associates, Inc.
Professional Services Agreement**

Snyder & Associates, Inc. (Service Provider) agrees to provide to City of Indianola (City) the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the "Professional Services Agreement" executed by and between City and Service Provider on the 17th day of October, 2016.

PROJECT NAME:

SRF Sponsored Projects Water Quality Improvements Project.

PROJECT DESCRIPTION:

The PROJECT consists of developing a plans, specifications, cost opinion, bid letting, construction administration, and coordination with the SRF program for water quality related improvements on Clinton Avenue and Prairie View Plat 2.

SCOPE OF WORK: I. SCOPE OF WORK

Phase 1

A. Refer to attached Exhibit A, Article I

SCHEDULE:

The Clinton Avenue improvements will be incorporated into the 2018 Capital Street Improvements Project scheduled for construction in the late summer - fall of 2018. The Prairie View Plat 2 improvements will be designed and let for construction beginning in October 2018 and being completed in the spring of 2019.

Refer to attached Exhibit A, Article III for detailed schedule.

COMPENSATION:

The fee to complete services is \$48,000

Consultant is directed to proceed with the Work as set forth herein upon both parties executing this Work Order.

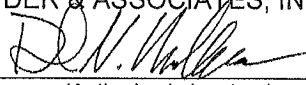
CITY OF INDIANOLA

By: _____
(Authorized signature)

(Title)

Date:

SNYDER & ASSOCIATES, INC.

By:  _____
(Authorized signature)

President
(Title)

Date:

5/15/18

SUPPLEMENTAL AGREEMENT NO. 9

EXHIBIT 'A' **SRF SPONSORED PROJECT WATER QUALITY IMPROVEMENTS PROJECT** **CITY OF INDIANOLA, IOWA**

I. SCOPE OF WORK

A. GENERAL

The PROFESSIONAL shall provide Professional Services as required to complete the preparation and assembly of the PROJECT as described hereinafter as follows:

Reconstruction of two alleys and parking area on Clinton Avenue between Buxton Street and Jefferson Avenue. Design of water quality improvements to improve drainage of Prairie View Plat 2 near the cul-de-sacs on T Avenue and S Avenue.

B. BASIC ENGINEERING SERVICES

The PROFESSIONAL will provide the Basic Engineering Services as follows. Payment shall be made as specified in Article IV of this Agreement.

1. PROJECT ADMINISTRATION

The PROFESSIONAL shall perform the following administrative services during the design of the PROJECT:

- a. Progress reports as requested to the OWNER.
- b. Monthly billing reports.
- c. Project coordination with the City departments, Indianola Municipal Utilities, private utility companies, local landowners and project stakeholders.
- d. Up to two (2) meetings to review progress, and attend Council meetings and Public Hearings.

2. SURVEY SERVICES

The PROFESSIONAL shall provide topographic survey as follows:

- a. The alley north of Clinton Ave between Jefferson Avenue and N 1st Street. Survey shall extend from Clinton Avenue to a location ½ block north, terminating in the existing asphalt parking lot.

- b. Locations in Prairie View Plat 2 along the end of S Street and T Streets including the existing detention areas, lowest adjacent elevation of the residential properties at the end of the street, profile of the existing berm, stormwater outlet structure, and cross sections of the outlet channel down to Cavitt Creek.
- c. Utilities - The utility portion of the survey shall be created using information as provided to the PROFESSIONAL from the utility owners by either existing record and or physical field locates. The PROFESSIONAL shall make a diligent attempt to make an accurate representation of underground utilities, vaults and related items but no guarantee can be made as to the condition or location horizontally or vertically between each structure. This portion of the topographic survey would constitute a level "D" utility survey as outlined by the Subsurface Utility Engineering profession.
- d. Coordinate System - The coordinate system that will be used will be based upon the State Plane Coordinate System – Iowa North Zone. Vertical Datum will be NAVD 88.
- e. Construction survey shall be provided by the contractor and is not included in this scope of services.

3. CLINTON AVENUE PERMEABLE PAVER DESIGN

- a. The PROFESSIONAL will incorporate permeable pavers and associated water quality storage elements into the 2018 Capital Street Improvements Project, already in progress.
- b. The proposed improvements will be incorporated into the project and bid as an "Add Alternate".
- c. SRF bidding and contract requirements will be added to the contract documents.

4. PRAIRIE VIEW PLAT 2 WATER QUALITY DESIGN

- a. The PROFESSIONAL will analyze the current operation of the existing detention facilities and determine whether the facilities are adequate.
- b. The PROFESSIONAL will design a system to treat the Water Quality Volume within the footprint of the existing detention facility. It is understood that the existing facility may not have adequate storage to provide both stormwater detention and treatment for the water quality volume.

- c. The PROFESSIONAL will review the detention basin outlet and gulley erosion below the basin outlet and design a system to mitigate erosion on the slope down to Cavitt Creek.
- d. The PROFESSIONAL will develop plans, specifications, and bid documents for the proposed improvements.
- e. Advertising - The PROFESSIONAL shall answer questions from potential contractors, subcontractor and suppliers, and coordinate with OWNER's staff during this phase of services.
- f. Bidding - The PROFESSIONAL shall attend the meeting at which bids are received, tabulate the bids and make recommendations to the City Council regarding the awarding of the construction contract to the lowest responsible, responsive bidder.

5. SRF COORDINATION

The PROFESSIONAL will coordinate all work with the Iowa DNR and Iowa Finance Authority to ensure the proposed improvements, plans, specifications, and bidding documents comply with funding eligibility of the SRF Sponsored Projects program.

6. CONSTRUCTION ADMINISTRATION

The PROFESSIONAL will provide general construction administration services including the following:

- a. Arrange for and attend a preconstruction conference for the Prairie View Plat 2 project each project to be attended by the successful bidder, his subcontractors, members of government agencies, utility representatives and representatives of the OWNER.
- b. Consult with and advise OWNER of any problems which arise during construction.
- c. Process routine change orders as required.
- d. Prepare routine pay applications as required.
- e. Assist in the interpretation of plans and specifications.
- f. Review drawings and data of manufacturers.

7. CONSTRUCTION OBSERVATION:

The PROFESSIONAL will provide resident review as requested by the client on an hourly basis as needed; this work will be paid for as Additional Services. Resident review is understood to include the detailed review of the work of the contractors and the review of materials for compliance with the plans and specifications.

8. PUBLIC OUTREACH COORDINATION

The PROFESSIONAL will assist with the public outreach component of the Sponsored Projects work including the following:

- a. Presentation to the City Council describing the sponsored Projects program, the public outreach component, and the planned project and the
- b. Develop and distribute an informational mailing to neighborhood residents regarding the water quality improvements planned for the neighborhood.
- c. Conduct a meeting with neighborhood residents to discuss the proposed improvements and answer questions about stormwater quality.
- d. Address questions from neighborhood residents as required.

C. ADDITIONAL SERVICES

1. Changes in Scope of Services

The CLIENT may request Additional Services from the PROFESSIONAL not included in the Scope of Services as outlined. Additional Services may include, but not be limited to, expanding the scope of the PROJECT and work to be completed; requesting the development of various documents; or requesting additional work items that increases the Engineering Services and corresponding costs. Additional Services shall be performed as requested in writing by the CLIENT on an hourly basis in accordance with the PROFESSIONAL's current fiscal year Standard Fee Schedule in affect at the time of actual performance. All services quoted on a lump sum basis shall be valid for one year from the contract date.

Additional Services that may be added at the option of the CLIENT include, but are not limited to, the following:

- Geotechnical Investigation
- Funding Applications
- Title Certificates
- Property appraisals

- Right of Way Negotiations
- Landscape Design
- Construction Staking
- Construction Observation
- Additional Public Informational Meetings
- Traffic Signal Improvements
- Sidewalk Design

II. RESPONSIBILITY OF THE CLIENT

At its own expense, the CLIENT shall have the following responsibilities regarding the execution of the Contract by the PROFESSIONAL.

A. PROJECT OFFICER

The CLIENT shall name a Project Officer to act as the CLIENT's representative with respect to the work performed under this Agreement. All correspondence with CLIENT relating to PROJECT shall be directed to the Project Officer and the Project Officer shall be invited to all progress meetings and other meetings called during the PROJECT.

B. PROMPT RESPONSE

To prevent an unreasonable delay in the PROFESSIONAL's work, the CLIENT will examine all reports, drawings, specifications, and other documents and will provide authorizations in writing to the PROFESSIONAL to proceed with subsequent work within seven (7) calendar days of PROFESSIONAL's request.

C. PROJECT REQUIREMENTS

The CLIENT shall furnish the following information for the PROJECT: Design and construction standards; PROJECT area topography and existing features and utilities; construction documents of projects within close proximity; known property locations and conditions; zoning or deed restrictions; and permission for access to private property if necessary to perform work.

III. WORK SCHEDULE

The PROJECT, from design through construction completion, shall be performed by the PROFESSIONAL in accordance with a schedule mutually developed by the CLIENT and PROFESSIONAL. Generally, the schedule for the PROJECT is described as follows:

- A. Clinton Avenue Permeable Paver Design: The design work for the Clinton Avenue Permeable Paver Project will be incorporated into the 2018 Capital Street

Improvement to facilitate letting on May 8, 2018. Additional modifications to the design may be necessary after DNR review. These modifications will be addressed via change order prior to the anticipated construction start date of August 6, 2018.

- B. Prairie View Plat 2: Complete design and SRF review process to facilitate construction beginning in October 2018 and being completed in the spring of 2019.
- C. The PROFESSIONAL shall not be responsible for delays in the schedule which are beyond the PROFESSIONAL's control.

IV. COMPENSATION AND TERMS OF PAYMENT

The CLIENT shall pay the PROFESSIONAL in accordance with the terms and conditions of this Agreement.

A. BASIC SERVICES

As set forth in Article I(B) the engineering fee shall be on the basis of a lump sum fee of \$31,900.

<u>Item</u>	<u>Lump Sum Amount</u>
1. Project Administration	\$3,500
2. Survey Services	\$6,000
3. Clinton Ave. Permeable Paver Design	\$7,500
4. Prairie View – Analysis & Plans	\$18,000
5. SRF Coordination	\$2,000
6. Construction Admin.	\$4,500
7. Public Outreach Coordination	\$6,500
	\$48,000

B. ADDITIONAL SERVICES

As set forth in Article I (C), Additional Services shall be performed as requested in writing by the CLIENT and shall be performed on an hourly basis in accordance with the current fiscal year Snyder & Associates, Inc. Standard Fee Schedule in affect at the time of actual performance. All services quoted on a lump sum basis shall be valid for one year from the contract date.

Meeting Date: 05/21/2018

Information

Subject

Resolution approving supplement number ten to the professional service agreement with Snyder and Associates for the street masterplan and management services

Information

In your packet is the resolution and professional service agreement for supplement number ten for the street masterplan and management services in an amount of \$12,000. Highlights of the agreement include:

- PCI listing for each street within the 2018 inspection group
 - Tabulation of each street distress types and distress levels through 2018 inspection group
 - PCI map of current conditions
 - Photos of pavement conditions
-

Fiscal Impact

Attachments

Resolution

Professional Service Agreement #10

RESOLUTION NO. 2018-_____

**RESOLUTION APPROVING SUPPLEMENTAL NO. 10 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH SNYDER &
ASSOCIATES FOR THE STREET MASTERPLAN AND
MANAGEMENT SERVICES**

WHEREAS, the City Indianola, Iowa, is in engaged with Snyder and Associates to provide municipal engineering services for the City; and

WHEREAS, the City of Indianola, Iowa, is in need of a supplemental agreement with Snyder and Associates for Year Two of the Street Masterplan and Management System (Services); and

WHEREAS, it is the determination of the City Council that the City should enter into the Supplemental No. 10 Professional Services Agreement with Snyder & Associates in the form attached as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that:

1. The Supplemental Professional Services Agreement with Snyder & Associates for the Street Masterplan and Management Services is in the public interest of the citizens of the City of Indianola and is hereby approved.

2. The Mayor is authorized and directed to execute the Supplemental Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Project No.: 117.0582

**Supplemental Agreement No. 10
A Supplement to the
City of Indianola, IA & Snyder & Associates, Inc.
Professional Services Agreement**

Snyder & Associates, Inc. (Service Provider) agrees to provide to City of Indianola (City) the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the "Professional Services Agreement" executed by and between City and Service Provider on the 17th day of October, 2016.

PROJECT NAME:

Street Masterplan

PROJECT DESCRIPTION:

The PROJECT consists of the development of a Street Masterplan. The work includes collection of pavement history to develop a pavement database, inspection and rating of pavements using a pavement condition index (PCI), graphical representation of conditions and establishment of condition goals. Subsequent updates to the database will be provided annually with pavement condition collection. Budgeting and multi-year work plans for the improvements of City of Indianola street network will be completed upon completion of data collection for the entire network.

SCOPE OF WORK:

Phase 1 – Pavement Condition Analysis

- A. Kickoff meeting - Snyder & Associates, Inc. will meet with staff to discuss the scope of the Year 2 of the City Indianola Street Masterplan and Management System.
- B. Updates to network database - Snyder & Associates, Inc. will update the database with work performed in 2017.
- C. Pavement inspections – Based on the pavement sections identified, representative pavement inspections will be conducted. Inspections will identify distress type, quantity and severity according to ASTM D6433-18 "Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys". The entire city road system will be inspected over a period of 4 years.
- D. Calculate PCI – Inspection data will be entered into PAVER 7 software to calculate the Pavement Condition Index (PCI). PCI is a rating from 0 to 100 with 100 being the highest quality pavement.
- E. Provide condition mapping –A meeting will be held to review each of the streets PCI value and information gathered from the inspections will be shared. A pavement condition map will be provided.

SCHEDULE:

Year 2 of the Indianola Street Masterplan and Management System shall be completed and presented to the City of Indianola by 2018.

COMPENSATION:

The fee to complete services for year 2 is \$12,000.

SPECIAL TERMS AND CONDITIONS:

The following deliverables will be provided:

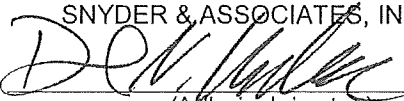
- PCI listing for each street within the 2018 inspection group.
- Tabulation of each street distress types and distress levels through 2018 inspection group.
- PCI map of current conditions
- Photos of pavement conditions

Consultant is directed to proceed with the Work as set forth herein upon both parties executing this Work Order.

CITY OF INDIANOLA

SNYDER & ASSOCIATES, INC.

By: _____
(Authorized signature)

By:  _____
(Authorized signature)

(Title)

President
(Title)

Date:

Date: May 15, 2018

Meeting Date: 05/21/2018

Information

Subject

Resolution approving supplemental number 11 to the professional services agreement with Snyder and Associates for the Indianola Drainage System Masterplan - Phase II

Information

In your packet is the resolution and supplemental agreement no. 11 for the Indianola Drainage System Masterplan - Phase II. Highlights of the agreement include:

- Coordinate with City staff to divide the city into three watershed areas
 - Compile complaints and concerns with residents and public works staff regarding drainage issues
 - Perform a field review of the drainage system within the selected watershed to investigate the drainage issues and to identify further areas of concern
 - Provide planning level engineering as required to develop recommendations and estimated costs to address the drainage concerns
 - Provide the City with a summary document prioritizing the recommended drainage improvements and costs
 - The fee to complete services for year one is \$11,000
-

Fiscal Impact

Attachments

Resolution
Agreement #11

RESOLUTION NO. 2018-_____

**RESOLUTION APPROVING SUPPLEMENTAL NO. 11 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH SNYDER &
ASSOCIATES FOR THE INDIANOLA DRAINAGE SYSTEM
MASTERPLAN – PHASE II**

WHEREAS, the City Indianola, Iowa, is in engaged with Snyder and Associates to provide municipal engineering services for the City; and

WHEREAS, the City of Indianola, Iowa, is in need of a supplemental agreement with Snyder and Associates for Indianola Drainage System Masterplan – Phase II (Services); and

WHEREAS, it is the determination of the City Council that the City should enter into the Supplemental No. 11 Professional Services Agreement with Snyder & Associates in the form attached as Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that:

1. The Supplemental Professional Services Agreement with Snyder & Associates for the Indianola Drainage System Masterplan – Phase II is in the public interest of the citizens of the City of Indianola and is hereby approved.

2. The Mayor is authorized and directed to execute the Supplemental Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



Transmittal

To: Ryan Waller
City Manager
City of Indianola
110 N First Street
Indianola, IA 50125

Date: 5/15/18

From: David N. Moeller, P.E.

Project: Supp 6 - City of Indianola Drainage Master Plan –
Phase II

Project No. 118.0039

RE: Supplemental Agreement No. 11

Sent via: Mail

Fax #

of Pages

Documents are transmitted as checked below:

☐ For Approval

☐ As Requested

☐ Review/Comment

☐ For Your Use

☒ Signature & Return

☐ Other:

Copies	Date	Description
2	5/15/18	Supplemental Agreement No. 11 to the Professional Services Agreement

Notes:

Ryan,

Attached is a supplemental agreement to continue the Stormwater Master Plan work we began last year.

Thank you.

Signed

David N. Moeller, P.E.

**Supplemental Agreement No. 11
A Supplement to the
City of Indianola, IA & Snyder & Associates, Inc.
Professional Services Agreement**

Snyder & Associates, Inc. (Service Provider) agrees to provide to City of Indianola (City) the professional services described below for the Project identified below. The professional services shall be performed in accordance with and shall be subject to the terms and conditions of the "Professional Services Agreement" executed by and between City and Service Provider on the 17th day of October, 2016.

PROJECT NAME:

Indianola Drainage System Masterplan – Phase II

PROJECT DESCRIPTION:

The PROJECT consists of developing a drainage improvement plan to provide the City of Indianola the ability to more effectively utilize funding from the stormwater utility.

SCOPE OF WORK: I. SCOPE OF WORK

Phase II

- A. Coordinate with City staff to divide the city into three watershed areas. One of these areas will be selected to be studied under this second phase of the project.
- B. Compile complaints and concerns from residents and public works staff regarding drainage issues.
- C. Perform a field review of the drainage system within the selected watershed to investigate the drainage issues and to identify further areas of concern.
- D. Provide planning level engineering as required to develop recommendations and estimated costs to address the drainage concerns.
- E. Provide the City with a summary document prioritizing the recommended drainage improvements and costs.
- F. This project does not include detailed design or construction documents.

SCHEDULE:

The project is intended to be completed in three separate phases over three years. This Scope of Services describes the services to be provided during the second phase of the project. Subsequent phases will have a similar scope of work.

COMPENSATION:

The fee to complete services for year 1 is \$11,000.

Consultant is directed to proceed with the Work as set forth herein upon both parties executing this Work Order.

CITY OF INDIANOLA

SNYDER & ASSOCIATES, INC.

By:

By:

(Authorized signature)

(Authorized signature)

(Title)

President
(Title)

Date:

Date: May 15, 2018

Meeting Date: 05/21/2018

Information

Subject

Scheduling of the City's annual fall cleanup for October 13, 2018

Information

City Clerk Diana Bowlin is recommending to hold the annual Fall Clean-up/Drop off (large, bulky items) on Saturday, October 13, 2018 from 9:00 a.m. - 4:00 p.m. at the Brush Facility. H&W Recycling will accept appliances (stove, refrigerators, water heaters, etc) free of charge from 9:00 a.m. - 1:00 p.m. Waste Management will also have a dumpster for other items including furniture, etc. A Street employee and end loader will assist residents as necessary.

Free leave and garden waste will begin October 4th and continue through Sunday November 18th at the Brush Facility (during the normal hours - Thursday noon to dusk, Saturdays 9:00 a.m. - 4:00 p.m. and Sundays noon to 4:00 p.m.).

Household Hazardous Waste Collection Event - As always, this facility will be open during the regular hours of 9:00 a.m. to 3:00 p.m.

The fall clean-up/drop off will be advertised in the I Magazine, local paper and web page in August, September, October and inserted in the utility bill.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/21/2018

Information

Subject

Street closure request from Downing Construction for their grand opening on June 7, 2018 from 4:00 p.m. -7:00 p.m. - will close East Scenic Valley Drive just north/outside of the Downing Building

Information

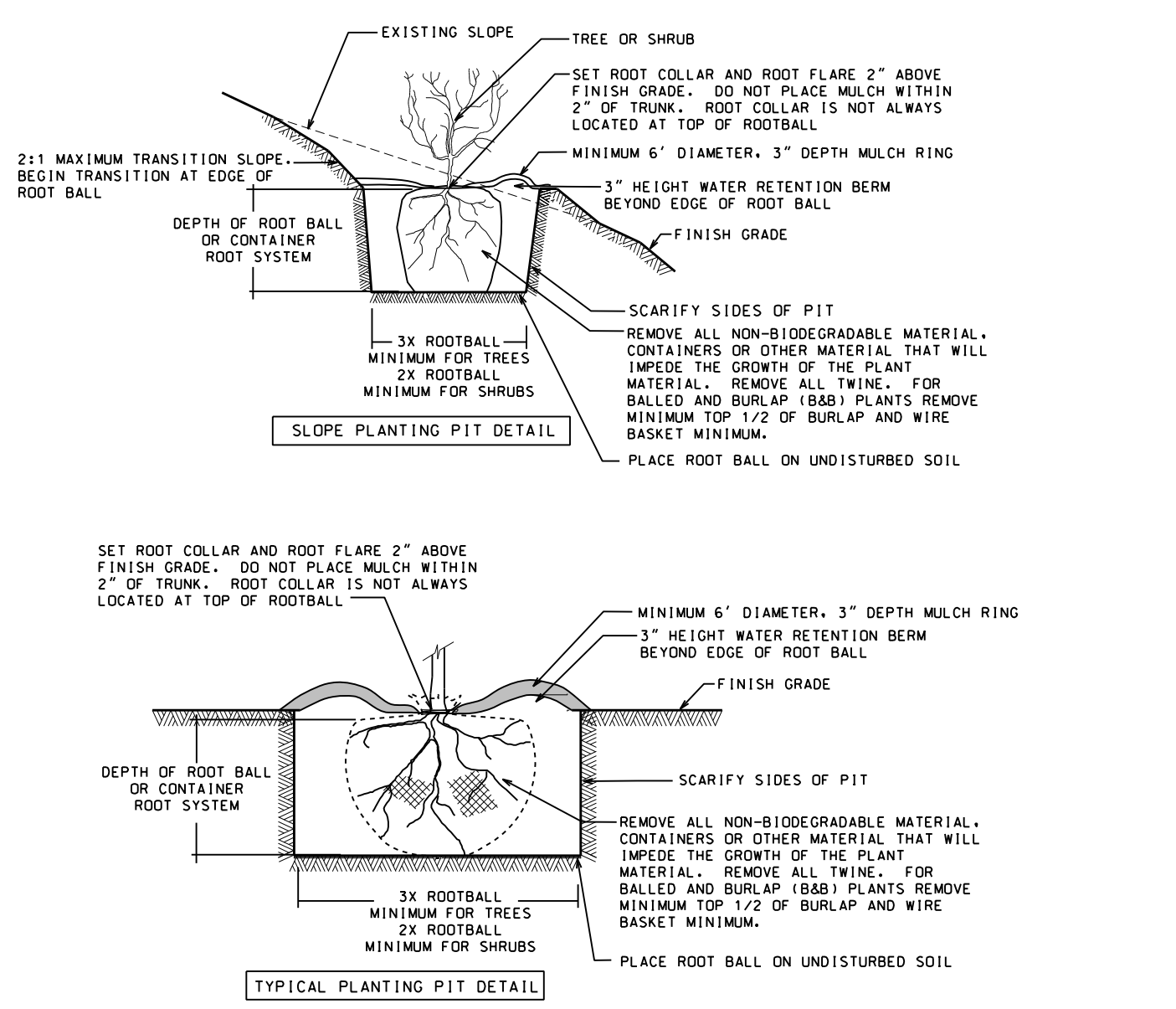
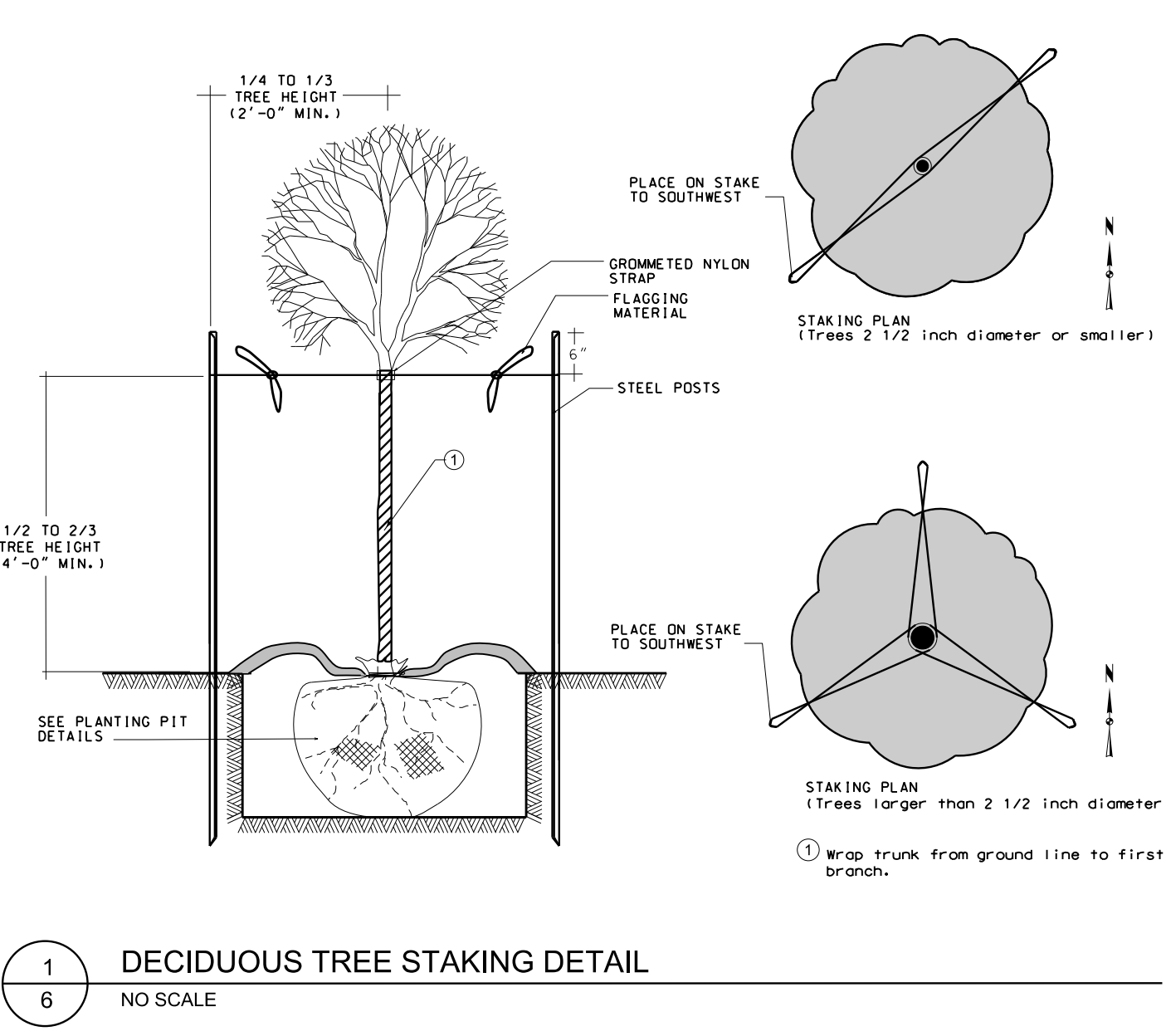
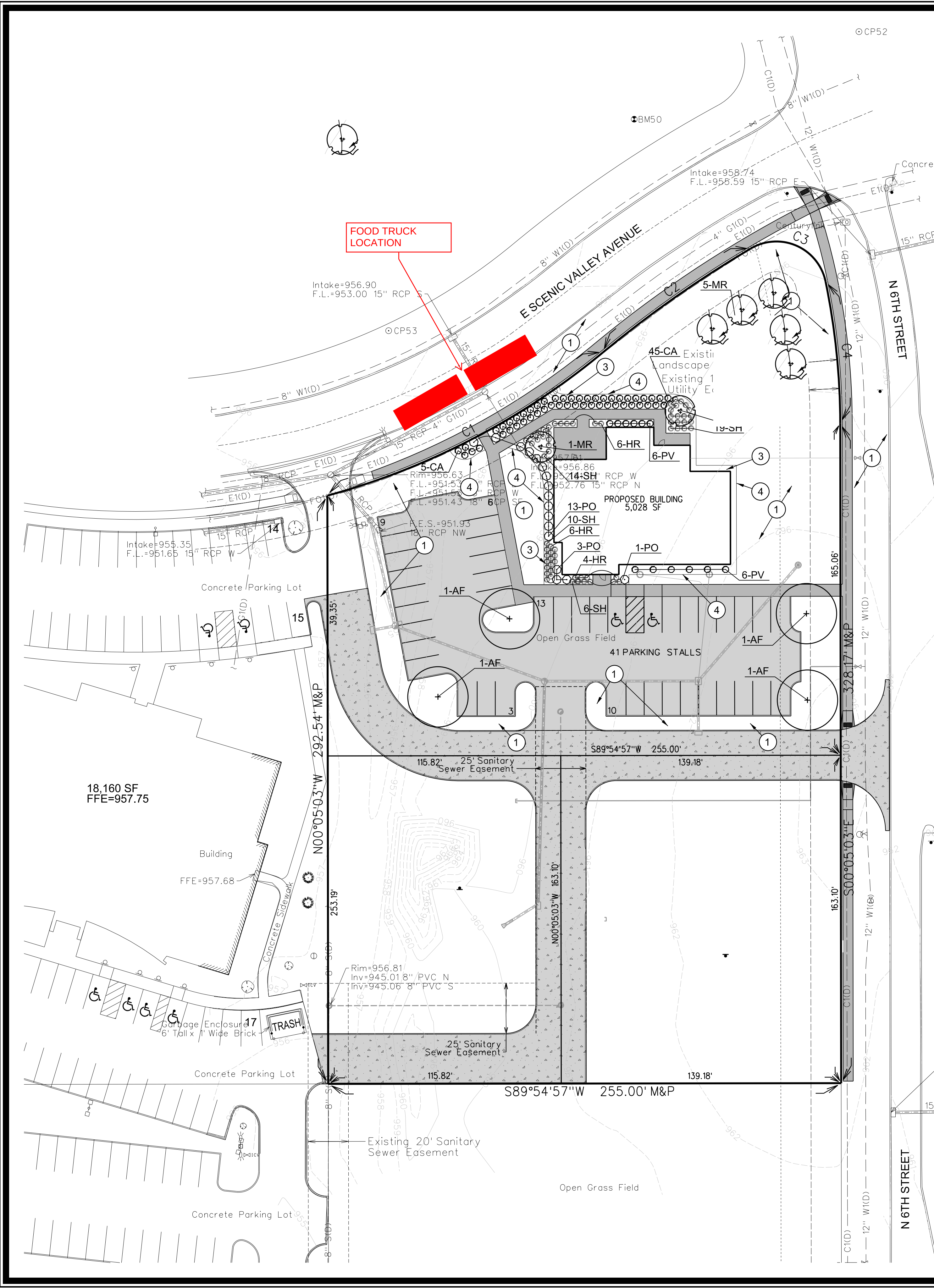
Downing Construction is requesting to close the south side of East Scenic Valley Drive (see map) - just north/outside of the Downing Building (in the back of the building) - on June 7, 2018 from 4:00 p.m. - 7:00 p.m. for their grand opening. Staff has approved and the application was received on April 30, 2018.

Fiscal Impact

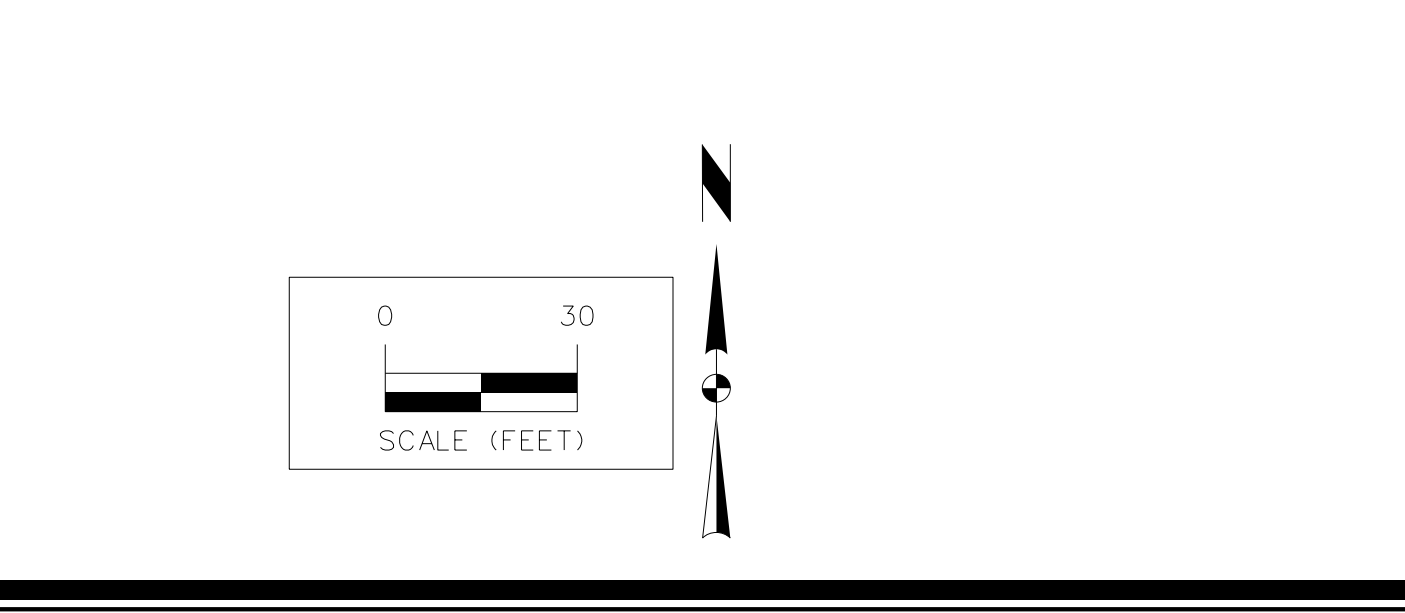
Attachments

Map

Y:\open\date.tbl
Y:\print\drivers\Black-Gray\SWFW\unf\sheetPDF.plt
Snyder
1:30
8/14/2017
4:56:04 PM
T:\S\n\Projects\2017\117.0479\01\CADD\SP06-1170479-1.DWG



PLANT SCHEDULE								
		KEY	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CAL.	COMMENTS
TREES		AF	4	Acer x freemanii 'Sienna Glen'	SIENNA GLEN MAPLE	1-1/2"		
		MR	7	Malus 'Royal Raindrops'	ROYAL RAINDROPS CRABAPPLE	1"		
SHRUBS		PO	17	Physocarpus opulifolius 'Donna Moy'	LITTLE DEVIL NINEBARK	24"	HT.	CNT.
PERENNIALS & GRASSES		CA	50	Calamagrostis x acutiflora 'Karl Foerster'	KARL FOERSTER GRASS	18"	HT.	
		HR	16	Hemerocallis 'Rocket City'	ROCKET CITY DAYLILY	12"	HT.	
		PV	12	Panicum virgatum 'Northwind'	NORTHWIND SWITCHGRASS	12"	HT.	
		SH	49	Sporobolus heterolepis	PRAIRIE DROPSEED	8"	HT.	



PLANTING PLAN GENERAL NOTES

- A. UTILITY WARNING:
THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.
- B. NOTIFY UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES AND SERVICES DURING CONSTRUCTION. ANY DAMAGE DUE TO THE CONTRACTOR'S CARELESSNESS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.
- C. ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARDS FOR NURSERY STOCK" (ANSI Z60.1-LATEST EDITION).
- D. CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.
- H. MULCH SHALL NOT BE PLACED AROUND THE COLLAR OF SHRUB OR TREE. PROVIDE A MINIMUM OF 2" BETWEEN MULCH AND COLLAR OF SHRUB OR TREE.
- I. ALL PLANT MATERIAL SHALL BE GROWN IN ZONE CAPABLE OF WITHSTANDING LOCAL CLIMATE AND GROWING CONDITIONS.
- J. TREE OR SHRUB SHALL STAND PLUMB. DO NOT ALLOW AIR POCKETS TO FORM WHEN BACK FILLING.
- K. ALL PLANT MATERIAL SHALL BE SPECIMEN QUALITY, HEALTHY, FREE OF DISEASE AND INSECTS AND SHALL HAVE HEALTHY, WELL-DEVELOPED ROOT SYSTEMS. PLANTS SHALL ALSO BE FREE FROM PHYSICAL DAMAGE OR OTHER CONDITIONS THAT WOULD PREVENT VIGOROUS GROWTH.
- L. ALL PROPOSED PLANTS SHALL BE LOCATED AS SHOWN ON PLANS. ALL TREES TO BE PLANTED A MINIMUM DISTANCE OF 5 FEET FROM PAVEMENTS AND 6 FEET FROM ALL HYDRANTS.
- M. PLANTS SHALL BE TRUE TO SPECIES, SIZE AND VARIETY SPECIFIED. SUBSTITUTIONS OF PLANT MATERIALS IS NOT PERMITTED UNLESS AUTHORIZED IN WRITING BY THE LANDSCAPE ARCHITECT.
- N. CONTRACTOR IS RESPONSIBLE FOR PLANTS AWAITING INSTALLATION AND SHALL PROTECT THEM FROM INJURY.

PLANTING PLAN CONSTRUCTION NOTES

1. SOD ALL AREAS DISTURBED BY CONSTRUCTION AS PER SUDAS SPECIFICATIONS SECTION 9020. MAINTAIN PER OWNER'S REQUIREMENTS.
2. PROVIDE 3-INCH MINIMUM DEPTH SHREDDED HARDWOOD MULCH, BLACK OR GRAY IN COLOR, ON ALL INDIVIDUAL TREES WITH A 5" DIAMETER MINIMUM MULCH RING. PROVIDE SAMPLE OF PROPOSED MULCH FOR APPROVAL BY THE OWNER PRIOR TO INSTALLATION.
3. PROVIDE 3-INCH MINIMUM DEPTH SHREDDED HARDWOOD MULCH, BLACK OR GRAY IN COLOR, IN ALL PLANTING BEDS. PROVIDE SAMPLE OF PROPOSED MULCH FOR APPROVAL BY THE OWNER PRIOR TO INSTALLATION.
4. CONTRACTOR TO PROVIDE A 3/16" BLACK STEEL EDGING AROUND MULCH BEDS, UNLESS OTHERWISE DIRECTED BY OWNER. PROVIDE A SAMPLE OF THE PROPOSED STEEL EDGING FOR APPROVAL BY THE OWNER PRIOR TO INSTALLATION.
5. INDIVIDUAL TREE PLANTING MULCH RINGS IN LAWN AREAS SHALL BE VERTICAL CUT NATURAL EDGE TO A DEPTH OF 4-INCHES.
6. IRRIGATION SYSTEM SHALL BE DESIGN BUILD BY CONTRACTOR AS PER LOCAL, STATE, AND FEDERAL REQUIREMENTS. COORDINATE IRRIGATION DESIGN AND INSTALLATION WITH GENERAL CONTRACTOR.

License Expires: June 30, 2018

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge. I am a duly licensed Professional Landscape Architect under the laws of the State of Iowa.

Bret J. Balvanz, PLA _____ Date _____

License Number: 540

Pages or sheets covered by this seal: SHEET 6

Meeting Date: 05/21/2018

Information

Subject

Claims on the computer printout for May 21, 2018 and the April 2018 receipts

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ADAMS DOOR COMPANY INC.				
ADAMS DOOR COMPANY INC.	OVERHEAD DOOR REPAIR	05/02/2018	170.00	FIRE FUND
Total ADAMS DOOR COMPANY INC.:			170.00	
AGRILAND FS INC				
AGRILAND FS INC	CHALK	04/27/2018	571.20	PARK & RECREATI
AGRILAND FS INC	SEED	05/07/2018	307.50	PARK & RECREATI
AGRILAND FS INC	RAPID COVER SEED & SUPPLIES	05/08/2018	299.90	PARK & RECREATI
Total AGRILAND FS INC:			1,178.60	
AIR-CON MECHANICAL CORP.				
AIR-CON MECHANICAL CORP.	A/C IN COMMUNITY ROOM	04/27/2018	126.70	GENERAL FUND
AIR-CON MECHANICAL CORP.	QTR AGREEMENT	04/27/2018	1,228.06	GENERAL FUND
AIR-CON MECHANICAL CORP.	CHANGE UV SENSOR IN BOILER #1	04/30/2018	385.94	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			1,740.70	
AIRGAS USA LLC				
AIRGAS USA LLC	OXYGEN RENTAL	04/30/2018	6.70	AMBULANCE FUN
Total AIRGAS USA LLC:			6.70	
ALL IOWA POOL				
ALL IOWA POOL	POOL PAINT EPOXY	05/10/2018	171.85	POOL (MEMORIAL)
Total ALL IOWA POOL:			171.85	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	05/04/2018	826.11	PARK & RECREATI
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	05/11/2018	856.64	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			1,682.75	
ATLAS MASONRY & CHIMNEY				
ATLAS MASONRY & CHIMNEY	MASONRY - 102 & 104 EAST SALEM	05/02/2018	23,136.00	DOWNTOWN REV
Total ATLAS MASONRY & CHIMNEY:			23,136.00	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW 245	04/29/2018	80.00	AMBULANCE FUN
Total AUBERT'S TOWING:			80.00	
BALL, NORMA				
BALL, NORMA	REFUND FOR CANCELLED CLASS	05/14/2018	12.00	PARK & RECREATI
Total BALL, NORMA:			12.00	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	SENIOR SERVICE AWARDS	05/14/2018	80.00	GENERAL FUND
Total BOB'S CUSTOM TROPHIES:			80.00	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	MUNICIPAL ABATEMENT	04/25/2018	135.00	GENERAL FUND
BRICK GENTRY P.C.	ATTORNEY FEES	04/25/2018	90.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BRICK GENTRY P.C.	ATTORNEY FEES	04/25/2018	990.00	GENERAL FUND
BRICK GENTRY P.C.	20303.001 LEGAL SERVICES	04/25/2018	4,785.47	GENERAL FUND
BRICK GENTRY P.C.	PROSECUTIONS	04/25/2018	1,920.00	GENERAL FUND
BRICK GENTRY P.C.	WASTEWATER MATTERS	04/25/2018	495.00	SEWER FUND
BRICK GENTRY P.C.	TRUCK BID/CAPITAL PROJECT/DOT	04/25/2018	150.00	ROAD USE TAX FU
BRICK GENTRY P.C.	UNION NEGOTIATIONS	04/25/2018	90.00	POLICE FUND
Total BRICK GENTRY P.C.:			8,655.47	
BROADCAST MUSIC INC				
BROADCAST MUSIC INC	ACCT 2447593	05/02/2018	349.00	GENERAL FUND
Total BROADCAST MUSIC INC:			349.00	
BRUENING ROCK PRODUCTS				
BRUENING ROCK PRODUCTS	ROCK FOR GRAVELS	04/25/2018	6,249.41	ROAD USE TAX FU
Total BRUENING ROCK PRODUCTS:			6,249.41	
BUTTON, DAVID				
BUTTON, DAVID	WELLNESS MAR & APR	05/07/2018	30.00	POLICE FUND
Total BUTTON, DAVID:			30.00	
CAPITAL CITY EQUIPMENT				
CAPITAL CITY EQUIPMENT	KUBOTA SKID LOADER	04/26/2018	40,625.00	VEHICLE RESERV
Total CAPITAL CITY EQUIPMENT:			40,625.00	
CASEY'S GENERAL STORES				
CASEY'S GENERAL STORES	REFUND	05/10/2018	37.50	GENERAL FUND
Total CASEY'S GENERAL STORES:			37.50	
CENTURYLINK				
CENTURYLINK	PHONE	04/22/2018	48.36	GENERAL FUND
CENTURYLINK	PHONE	04/22/2018	55.32	GENERAL FUND
Total CENTURYLINK:			103.68	
CHIA, GREGORY				
CHIA, GREGORY	OSHA CFR 1910-29	04/10/2018	80.83	FIRE FUND
CHIA, GREGORY	MILEAGE FOR FLAS CLASS	05/14/2018	317.19	FIRE FUND
Total CHIA, GREGORY:			398.02	
CINTAS CORPORATION				
CINTAS CORPORATION	GLOVES	05/10/2018	180.27	ROAD USE TAX FU
CINTAS CORPORATION	RESPIRATORY FIT TESTING	04/18/2018	240.00	ROAD USE TAX FU
CINTAS CORPORATION	RESPIRATORS	04/30/2018	111.76	ROAD USE TAX FU
Total CINTAS CORPORATION:			532.03	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	BOARDS	03/28/2018	77.32	ROAD USE TAX FU
CIRCLE B CASHWAY	BOILER ROOM REPAIR	05/07/2018	76.21	GENERAL FUND
CIRCLE B CASHWAY	LUMBER FOR SIGN	05/08/2018	79.48	GENERAL FUND
CIRCLE B CASHWAY	NAILS/SCREWS	05/08/2018	105.78	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CIRCLE B CASHWAY:			338.79	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES	04/30/2018	3,855.35	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES, TOTAL N SEWER PLANT, DEMAN	04/30/2018	8,643.66	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	04/30/2018	665.56	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	POOL UTILITIES	04/30/2018	322.51	POOL (MEMORIAL)
Total CITY OF INDIANOLA - UTILITY:			13,487.08	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	CHURCH LEAGUE SB	05/08/2018	100.00	PARK & RECREATI
CRAWFORD, RICHARD L.	CHURCH LEAGUE SB	05/08/2018	100.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			200.00	
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	05/09/2018	24.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			24.00	
DES MOINES REGISTER MEDIA				
DES MOINES REGISTER MEDIA	ORD 1591	04/30/2018	34.52	GENERAL FUND
DES MOINES REGISTER MEDIA	PH NUISANCE	04/30/2018	172.68	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1592	04/30/2018	38.93	GENERAL FUND
DES MOINES REGISTER MEDIA	BD ADJ	04/30/2018	27.16	GENERAL FUND
DES MOINES REGISTER MEDIA	NOTICE TO HEARING	04/30/2018	86.50	GENERAL FUND
DES MOINES REGISTER MEDIA	CC MIN-04	04/30/2018	326.80	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1588	04/30/2018	50.21	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1593	04/30/2018	43.35	GENERAL FUND
DES MOINES REGISTER MEDIA	NOTICE OF HEARING	04/30/2018	35.50	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1589	04/30/2018	76.20	GENERAL FUND
DES MOINES REGISTER MEDIA	CC MIN-04	04/30/2018	341.02	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1590	04/30/2018	37.95	GENERAL FUND
DES MOINES REGISTER MEDIA	BD ADJ	04/30/2018	27.16	GENERAL FUND
Total DES MOINES REGISTER MEDIA:			1,297.98	
DLH GRAFX				
DLH GRAFX	POOL STAFF SHIRTS	05/08/2018	823.28	POOL (MEMORIAL)
Total DLH GRAFX:			823.28	
DOWNEY TIRE SERVICE				
DOWNEY TIRE SERVICE	WHEELER	12/28/2017	1,948.71	ROAD USE TAX FU
DOWNEY TIRE SERVICE	DUMP TRUCK TIRE	05/02/2018	20.99	ROAD USE TAX FU
Total DOWNEY TIRE SERVICE:			1,969.70	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	TOWELS - SUPPLIES	03/20/2018	75.30	FIRE FUND
DUST PROS JANITORIAL	MONTHLY CLEANING	04/20/2018	4,000.00	GENERAL FUND
DUST PROS JANITORIAL	DISINFECTANT	05/04/2018	114.52	FIRE FUND
Total DUST PROS JANITORIAL:			4,189.82	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DWYER, SCOTT				
DWYER, SCOTT	UNIFORM ALLOWANCE - DWYER	05/01/2018	202.42	POLICE FUND
Total DWYER, SCOTT:			202.42	
EASTERN IOWA TIRE - DES MOINES				
EASTERN IOWA TIRE - DES MO	BACKHOE TIRES	04/25/2018	2,898.00	ROAD USE TAX FU
Total EASTERN IOWA TIRE - DES MOINES:			2,898.00	
ELECTRONIC ENGINEERING CO				
ELECTRONIC ENGINEERING C	INSTALL 2 WAY RADIO IN NEW PICKUP	04/23/2018	512.67	VEHICLE RESERV
Total ELECTRONIC ENGINEERING CO:			512.67	
EMERGENCY SERVICES CONSULTING INT'L				
EMERGENCY SERVICES CONS	STAFFING CONSULTANT	04/30/2018	11,000.00	CAPITAL PROJECT
Total EMERGENCY SERVICES CONSULTING INT'L:			11,000.00	
FARNER-BOCKEN				
FARNER-BOCKEN	PICKARD CONCESSIONS	05/03/2018	2,026.05	PARK & RECREATI
FARNER-BOCKEN	PICKARD CONCESSIONS	05/07/2018	1,127.41	PARK & RECREATI
Total FARNER-BOCKEN:			3,153.46	
FICKES, EDWARD LEE				
FICKES, EDWARD LEE	CHURCH LEAGUE SB	05/08/2018	75.00	PARK & RECREATI
FICKES, EDWARD LEE	CHURCH LEAGUE SB	05/07/2018	100.00	PARK & RECREATI
Total FICKES, EDWARD LEE:			175.00	
FOREST SEPTIC ENV. SERVICES LLC				
FOREST SEPTIC ENV. SERVICE	2 LOADS OF SLUDGE TO DSM	04/03/2018	500.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	1 LOAD OF SLUDGE TO DSM	04/05/2018	250.00	SEWER FUND
FOREST SEPTIC ENV. SERVICE	1 LOAD OF SLUDGE FROM DSM	04/25/2018	400.00	SEWER FUND
Total FOREST SEPTIC ENV. SERVICES LLC:			1,150.00	
GALLS LLC				
GALLS LLC	UNIFORM PANTS	04/13/2018	49.99	AMBULANCE FUN
GALLS LLC	UNIFORMS	04/30/2018	275.97	POLICE FUND
Total GALLS LLC:			325.96	
GLOBAL SOFTWARE				
GLOBAL SOFTWARE	SOFTWARE MAINTENANCE 2019 - TAC10	05/09/2018	10,812.00	POLICE FUND
Total GLOBAL SOFTWARE:			10,812.00	
GRAY DIETZ, PAULA				
GRAY DIETZ, PAULA	INSTRUCTION BRICKS 4 KIDZ	05/04/2018	960.00	PARK & RECREATI
Total GRAY DIETZ, PAULA:			960.00	
GRIMES ASPHALT & PAVING				
GRIMES ASPHALT & PAVING	COLD MIX	05/02/2018	1,096.46	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total GRIMES ASPHALT & PAVING:			1,096.46	
H & W RECYCLING				
H & W RECYCLING	E-CYCLING	05/02/2018	1,515.00	GENERAL FUND
Total H & W RECYCLING:			1,515.00	
HALLIN, BRIANA				
HALLIN, BRIANA	REIMBURSEMENT FOR TEA PARTY BOOKS	03/28/2018	11.96	PARK & RECREATI
Total HALLIN, BRIANA:			11.96	
HAWKEYE ENTERPRISE				
HAWKEYE ENTERPRISE	ACTIVITY CENTER ROOF RESTORATION FI	05/10/2018	12,488.00	PARK & REC SPEC
Total HAWKEYE ENTERPRISE:			12,488.00	
HEFFRON SERVICES				
HEFFRON SERVICES	DUST CONTROL	05/01/2018	160.50	ROAD USE TAX FU
Total HEFFRON SERVICES:			160.50	
HENDERSON TRUCK EQUIPMENT				
HENDERSON TRUCK EQUIPME	TUG AXLE	04/30/2018	8,460.00	VEHICLE RESERV
HENDERSON TRUCK EQUIPME	MUD FLAPS	04/30/2018	225.00	ROAD USE TAX FU
Total HENDERSON TRUCK EQUIPMENT:			8,685.00	
HR GREEN INC				
HR GREEN INC	MORLOCK LS CPS AND FORCE MAIN	05/03/2018	10,228.55	SEWER CAPITAL P
HR GREEN INC	GRAVITY SEWER	05/03/2018	11,975.56	SEWER CAPITAL P
HR GREEN INC	PLAINVIEW AND MCCORD CONTROLS & PO	05/03/2018	6,277.00	SEWER CAPITAL P
HR GREEN INC	WASTEWATER TREATMENT PLANT	05/03/2018	132.50	SEWER CAPITAL P
HR GREEN INC	15TH STREET SEWER IMPROVEMENTS	05/03/2018	2,551.50	SEWER CAPITAL P
Total HR GREEN INC:			31,165.11	
HUTCHINSON SALT CO. INC.				
HUTCHINSON SALT CO. INC.	SALT	04/27/2018	5,794.55	ROAD USE TAX FU
Total HUTCHINSON SALT CO. INC.:			5,794.55	
INDIANOLA MEMORIAL WORKS				
INDIANOLA MEMORIAL WORKS	PAVERS/BRICKS	04/18/2018	615.00	PARK & REC SPEC
Total INDIANOLA MEMORIAL WORKS:			615.00	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	COPY CONTRACT	04/30/2018	175.85	PARK & RECREATI
INFOMAX OFFICE SYSTEMS IN	SAVIN - MP C3004, IT	05/07/2018	37.61	GENERAL FUND
Total INFOMAX OFFICE SYSTEMS INC.:			213.46	
IOWA ASSOC OF MUN UTILITIES				
IOWA ASSOC OF MUN UTILITIE	SAFETY CONSULTING - APRIL 2018	04/30/2018	91.93	SEWER FUND
IOWA ASSOC OF MUN UTILITIE	SAFETY CONSULTING - APRIL 2018	04/30/2018	91.93	ROAD USE TAX FU
IOWA ASSOC OF MUN UTILITIE	SAFETY CONSULTING - APRIL 2018	04/30/2018	91.94	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total IOWA ASSOC OF MUN UTILITIES:			275.80	
IOWA DEPT OF NATURAL RESOURCES				
IOWA DEPT OF NATURAL RES	TITLE V RENEWAL	05/11/2018	11,325.00	SEWER FUND
Total IOWA DEPT OF NATURAL RESOURCES:			11,325.00	
IOWA DEPT. OF TRANSPORTATION				
IOWA DEPT. OF TRANSPORTA	TRAFFIC PAINT	04/12/2018	2,893.40	ROAD USE TAX FU
Total IOWA DEPT. OF TRANSPORTATION:			2,893.40	
IOWA FIRE EQUIPMENT COMPANY				
IOWA FIRE EQUIPMENT COMP	DUMP FIRE INSPECTION	05/02/2018	142.50	GENERAL FUND
Total IOWA FIRE EQUIPMENT COMPANY:			142.50	
IOWA LAW ENFORCEMENT ACADEMY				
IOWA LAW ENFORCEMENT AC	UNIFORM	04/27/2018	33.92	POLICE FUND
Total IOWA LAW ENFORCEMENT ACADEMY:			33.92	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	PRINTING	04/25/2018	214.50	POLICE FUND
Total IOWA PRISON INDUSTRIES:			214.50	
JV TRUCKING LLC				
JV TRUCKING LLC	HAULING ROCK	04/18/2018	6,027.84	ROAD USE TAX FU
Total JV TRUCKING LLC:			6,027.84	
KESTER, KATHY				
KESTER, KATHY	REFUND FOR POOL PARTY	05/14/2018	325.00	POOL (MEMORIAL)
KESTER, KATHY	SENIOR TRIP EXPENSES	05/03/2018	22.62	PARK & RECREATI
Total KESTER, KATHY:			347.62	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	QUARTERLY TN TP SAMPLES	05/09/2018	127.80	SEWER FUND
Total KEYSTONE LABORATORIES INC:			127.80	
LANE, BECKY				
LANE, BECKY	SENIOR TRIP EXPENSES	05/07/2018	48.60	PARK & RECREATI
Total LANE, BECKY:			48.60	
LOGAN CONTRACTORS SUPPLY INC.				
LOGAN CONTRACTORS SUPPL	CAR CHARGER	04/24/2018	111.95	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	CAP	04/24/2018	41.37	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	HOSE/CONCRETE LEVEL	04/27/2018	227.30	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	BUCKSHOT PART	05/11/2018	56.20	ROAD USE TAX FU
Total LOGAN CONTRACTORS SUPPLY INC.:			436.82	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
LOU'S GLOVES INC				
LOU'S GLOVES INC	LATEX GLOVES	05/08/2018	304.00	SEWER FUND
Total LOU'S GLOVES INC:			304.00	
LUCAS, JEFF				
LUCAS, JEFF	CELL PHONE REIMB. APRIL - JMAY	05/04/2018	50.00	PARK & RECREATI
Total LUCAS, JEFF:			50.00	
MAHASKA COMMUNICATION GROUP				
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2018	94.85	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	05/01/2018	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2018	28.63	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2018	937.07	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	05/01/2018	250.00	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2018	30.39	GENERAL FUND
Total MAHASKA COMMUNICATION GROUP:			1,348.54	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	OXYGEN	04/30/2018	87.68	AMBULANCE FUN
MATHESON TRI-GAS INC	OXYGEN	05/11/2018	87.68	AMBULANCE FUN
MATHESON TRI-GAS INC	OXYGEN RENTAL	04/30/2018	45.00	AMBULANCE FUN
Total MATHESON TRI-GAS INC:			220.36	
MC COY HARDWARE INC				
MC COY HARDWARE INC	MANHOLE	04/27/2018	7.63	ROAD USE TAX FU
MC COY HARDWARE INC	UNIT 26 PARTS	05/03/2018	3.34	ROAD USE TAX FU
MC COY HARDWARE INC	18" BROOM	05/09/2018	10.79	SEWER FUND
MC COY HARDWARE INC	OIL FUNNEL	05/10/2018	2.51	POOL (MEMORIAL)
Total MC COY HARDWARE INC:			24.27	
MCCOY, MELISSA				
MCCOY, MELISSA	WELLNESS - APRIL	05/02/2018	21.10	GENERAL FUND
Total MCCOY, MELISSA:			21.10	
MCINTYRE, CHRIS				
MCINTYRE, CHRIS	EMS TESTING DMACC & NATIONAL	05/12/2018	225.00	AMBULANCE FUN
Total MCINTYRE, CHRIS:			225.00	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	ADULT CHURCH LEAGUE SB	05/08/2018	75.00	PARK & RECREATI
Total MCINTYRE, CRAIG:			75.00	
MEDPRO DISPOSAL LLC				
MEDPRO DISPOSAL LLC	EMS WASTE DISPOSAL	05/01/2018	131.25	AMBULANCE FUN
Total MEDPRO DISPOSAL LLC:			131.25	
MEDTRAK SERVICES				
MEDTRAK SERVICES	411 RX	05/03/2018	57.03	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MEDTRAK SERVICES:			57.03	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	05/16/2018	150.24	GENERAL FUND
MID AMERICAN ENERGY CO.	CUT GAS LINE	05/04/2018	859.54	ROAD USE TAX FU
Total MID AMERICAN ENERGY CO.:			1,009.78	
MIDWEST OFFICE TECH				
MIDWEST OFFICE TECH	MONTHLY SERVICE CONTRACT	04/30/2018	106.13	PARK & RECREATI
Total MIDWEST OFFICE TECH:			106.13	
MOTOROLA SOLUTIONS				
MOTOROLA SOLUTIONS	248 MEDIC RADIO	04/25/2018	5,008.00	VEHICLE RESERV
Total MOTOROLA SOLUTIONS:			5,008.00	
MUNICIPAL SUPPLY INC				
MUNICIPAL SUPPLY INC	WATER LINE REPAIR PARTS	04/27/2018	317.30	PARK & RECREATI
Total MUNICIPAL SUPPLY INC:			317.30	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	1015 ANGELA DRIVE	04/17/2018	2,060.25	ROAD USE TAX FU
NORWALK READY-MIXED CON	N 1ST ST	04/25/2018	2,006.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	N 1ST ST	04/26/2018	1,624.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	N 1ST ST	04/30/2018	1,770.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	N 1ST ST	05/01/2018	1,534.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	N 1ST ST	05/02/2018	1,829.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			10,823.75	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	FILTERS	04/16/2018	110.63	ROAD USE TAX FU
O'REILLY AUTO PARTS	AIR FILTER	05/01/2018	30.00	ROAD USE TAX FU
O'REILLY AUTO PARTS	SUPPLIES	05/05/2018	29.98	POLICE FUND
O'REILLY AUTO PARTS	LEADER HOSE FOR JETTER	05/09/2018	145.28	SEWER FUND
O'REILLY AUTO PARTS	TRAILER	05/11/2018	23.28	ROAD USE TAX FU
O'REILLY AUTO PARTS	JASON'S TRUCK - TAIL LIGHTS	05/14/2018	5.45	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			344.62	
PARK WHOLESale				
PARK WHOLESale	BULBS	04/13/2018	118.30	PARK & RECREATI
Total PARK WHOLESale:			118.30	
PARK, KRIS				
PARK, KRIS	CHURCH LEAGUE SB	05/08/2018	100.00	PARK & RECREATI
Total PARK, KRIS:			100.00	
PARTSMaster				
PARTSMaster	MOISTURE FLUX WELD ROD	04/27/2018	39.87	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PARTSMaster:			39.87	
PELLA PRINTING				
PELLA PRINTING	BUSINESS CARDS	03/30/2018	75.00	ROAD USE TAX FU
Total PELLA PRINTING:			75.00	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	CARDIAC MONITOR LEASE	05/06/2018	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
PHYSIO-CONTROL INC				
PHYSIO-CONTROL INC	LUCAS DEVICE	04/20/2018	230.40	AMBULANCE FUN
Total PHYSIO-CONTROL INC:			230.40	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	SUMP COVER	04/16/2018	122.00	GENERAL FUND
PIERCE BROTHERS REPAIR	UNIT 28 PINS	05/01/2018	16.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			138.00	
POWER PROCESS EQUIPMENT				
POWER PROCESS EQUIPMENT	TEFLON SEALS FOR MORLOCK PUMPS	05/09/2018	754.45	SEWER FUND
Total POWER PROCESS EQUIPMENT:			754.45	
RAY'S WINDOW CLEANING				
RAY'S WINDOW CLEANING	WINDOW CLEANING	05/10/2018	193.00	GENERAL FUND
Total RAY'S WINDOW CLEANING:			193.00	
RECORD-HERALD AD CONTRACT ACCT.				
RECORD-HERALD AD CONTRA	SPRING CLEAN UP	04/25/2018	355.00	GENERAL FUND
Total RECORD-HERALD AD CONTRACT ACCT.:			355.00	
ROTO-ROOTER PLUMBING & DRAIN SRVC				
ROTO-ROOTER PLUMBING & D	REPAIR	04/02/2018	203.00	GENERAL FUND
Total ROTO-ROOTER PLUMBING & DRAIN SRVC:			203.00	
SANDRY FIRE SUPPLY LLC				
SANDRY FIRE SUPPLY LLC	SCBA'S MSA-G1	05/01/2018	121,248.00	VEHICLE RESERV
SANDRY FIRE SUPPLY LLC	3%-6% CLASS "B" FOAM	05/01/2018	234.00	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			121,482.00	
SIRCHIE FINGERPRINT LAB				
SIRCHIE FINGERPRINT LAB	SUPPLIES	05/01/2018	111.13	POLICE FUND
Total SIRCHIE FINGERPRINT LAB:			111.13	
SITEONE LANDSCAPE SUPPLY LLC				
SITEONE LANDSCAPE SUPPLY	IRRIGATION HEADS	05/10/2018	181.73	PARK & RECREATI
SITEONE LANDSCAPE SUPPLY	IRRIGATION HEADS	05/10/2018	522.53	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SITEONE LANDSCAPE SUPPLY LLC:			704.26	
SNYDER & ASSOCIATES INC				
SNYDER & ASSOCIATES INC	HERITAGE HILLS 9 SITE REVIEW	04/16/2018	440.00	GENERAL FUND
SNYDER & ASSOCIATES INC	DMMO REVIEW	04/16/2018	214.00	GENERAL FUND
SNYDER & ASSOCIATES INC	STORMWATER DRAINAGE	04/16/2018	1,350.00	STORMWATER UTI
SNYDER & ASSOCIATES INC	MISC ENGINEERING SERVICES	04/16/2018	990.00	ROAD USE TAX FU
SNYDER & ASSOCIATES INC	2018 CAPITAL STREET IMPROVEMENT	04/16/2018	10,025.00	STREET CAPITAL
Total SNYDER & ASSOCIATES INC:			13,019.00	
SPRINGER PEST SOLUTIONS DSM				
SPRINGER PEST SOLUTIONS D	ACTIVITY CENTER - PEST CONTROL	05/11/2018	61.00	PARK & RECREATI
Total SPRINGER PEST SOLUTIONS DSM:			61.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	04/24/2018	16.00	POLICE FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	04/24/2018	80.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	04/24/2018	52.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			148.00	
THEISEN'S				
THEISEN'S	WRENCH	05/04/2018	20.99	ROAD USE TAX FU
THEISEN'S	SHOP SUPPLIES	05/08/2018	73.62	ROAD USE TAX FU
THEISEN'S	PARTS	05/10/2018	29.44	ROAD USE TAX FU
THEISEN'S	SPRAYER FOR CONCRETE CUTS	05/11/2018	49.99	ROAD USE TAX FU
Total THEISEN'S:			174.04	
THOMAS, HEATHER				
THOMAS, HEATHER	REFUND OF SHELTER RESERVATION	05/08/2018	25.00	PARK & RECREATI
Total THOMAS, HEATHER:			25.00	
THREE-SIXTY GROUP LLC				
THREE-SIXTY GROUP LLC	PAYMENT 6	05/16/2018	178,094.87	GENERAL FUND
Total THREE-SIXTY GROUP LLC:			178,094.87	
TOMPKINS INDUSTRIES INC.				
TOMPKINS INDUSTRIES INC.	SWEEPER HOSES	05/03/2018	392.76	ROAD USE TAX FU
Total TOMPKINS INDUSTRIES INC.:			392.76	
TRANS-IOWA EQUIPMENT INC				
TRANS-IOWA EQUIPMENT INC	SWEEPER PARTS	05/04/2018	105.94	ROAD USE TAX FU
TRANS-IOWA EQUIPMENT INC	SWEEPER PARTS	04/27/2018	446.92	ROAD USE TAX FU
TRANS-IOWA EQUIPMENT INC	SWEEPER PARTS	05/04/2018	105.94	ROAD USE TAX FU
Total TRANS-IOWA EQUIPMENT INC:			658.80	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	CONTRACT	04/30/2018	74.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total TRANSUNION RISK AND ALTERNATIVE:			74.00	
TRIZETTO PROVIDER SOLUTIONS				
TRIZETTO PROVIDER SOLUTIO	ELECTRONIC CLAIMS	05/01/2018	42.10	AMBULANCE FUN
Total TRIZETTO PROVIDER SOLUTIONS:			42.10	
UPHDM OCCUPATIONAL HEALTH & WELLNESS				
UPHDM OCCUPATIONAL HEAL	EMPLOYMENT PHYSICAL & TREADMILL	04/30/2018	747.00	FIRE FUND
UPHDM OCCUPATIONAL HEAL	DOT TESTING	04/30/2018	87.00	SEWER FUND
Total UPHDM OCCUPATIONAL HEALTH & WELLNESS:			834.00	
VANDERPOOL PLUMBING				
VANDERPOOL PLUMBING	SERVICE CALL - CLEANOUTS	05/08/2018	118.52	GENERAL FUND
Total VANDERPOOL PLUMBING:			118.52	
VERIZON WIRELESS				
VERIZON WIRELESS	CARDIAC MONITOR PHONES	04/22/2018	21.06	AMBULANCE FUN
VERIZON WIRELESS	WIRELESS FOR LAPTOP	04/26/2018	30.14	SEWER FUND
VERIZON WIRELESS	WIRELESS FOR SPARE LAPTOP	04/26/2018	40.01	GENERAL FUND
VERIZON WIRELESS	330 LAPTOP/330 CELL	04/26/2018	50.68	FIRE FUND
VERIZON WIRELESS	EMS CELL PHONES	04/26/2018	392.94	AMBULANCE FUN
Total VERIZON WIRELESS:			534.83	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	562.83	SEWER FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	45.10	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	2,148.49	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	433.94	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - VANS	05/02/2018	48.97	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - MISC	05/02/2018	49.01	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	1,017.12	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	681.40	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/02/2018	2,203.65	ROAD USE TAX FU
Total WARREN COUNTY ENGINEER:			7,190.51	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	REC FEES	04/30/2018	96.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			96.00	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	PRISONER FEES 2/7/18 - 3/30/18	04/26/2018	1,980.00	POLICE FUND
WARREN COUNTY SHERIFF	PRISONER FEES 4/2018	05/02/2018	1,350.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			3,330.00	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING APT 10-13031-73000	04/26/2018	2,510.76	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 10-13079-23004	04/26/2018	10.48	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 10-13076-93002	04/26/2018	10.24	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING RES 10-13011-73004	04/30/2018	13,915.23	RECYCLING FUND
WASTE MANAGEMENT OF IOW	PULL/RETURN	05/01/2018	3,852.38	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WASTE MANAGEMENT OF IOWA:			20,299.09	
WELLS FARGO CCER				
WELLS FARGO CCER	UPS 1ZJ73T230320005410send in for repair da	04/02/2018	29.15	POLICE FUND
WELLS FARGO CCER	ADOBE SYSTEMS, INC.software subscription	04/02/2018	49.99	PARK & RECREATI
WELLS FARGO CCER	USCC IVRCcell phone charges	04/05/2018	45.86	GENERAL FUND
WELLS FARGO CCER	AGRILAND FS 10014381813-13-13 Fertilizer f	04/06/2018	408.00	PARK & RECREATI
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPITACPR Cards	04/09/2018	422.00	AMBULANCE FUN
WELLS FARGO CCER	PROIMAGE SIGN & LIGHTINGActivity Center fl	04/11/2018	134.14	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUEGreenhouse supplies	04/02/2018	59.13	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491Sustainability Fair	04/04/2018	23.33	GENERAL FUND
WELLS FARGO CCER	OREILLY AUTO #0337Fuse for F150 receipt in	04/06/2018	3.73	SEWER FUND
WELLS FARGO CCER	HY VEE 1271Teen program supplies	04/09/2018	23.62	LIBRARY FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS	04/11/2018	126.55	POLICE FUND
WELLS FARGO CCER	GOTPRINT.COMPickard banners	04/12/2018	214.41	PARK & RECREATI
WELLS FARGO CCER	UPS 295313N1DF5send in for repair data 911-	04/02/2018	6.90	POLICE FUND
WELLS FARGO CCER	WAL-MART #1491Pickard concessions contain	04/02/2018	2.97	PARK & RECREATI
WELLS FARGO CCER	PARTY CITYSustainability Fair Supplies	04/05/2018	47.76	GENERAL FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Zone supplies and	04/06/2018	19.78	PARK & RECREATI
WELLS FARGO CCER	THE GREATER DES MOINESParking for Great	04/09/2018	6.25	GENERAL FUND
WELLS FARGO CCER	MCCOY TRUE VALUEActivity Center flagpole h	04/11/2018	13.64	PARK & RECREATI
WELLS FARGO CCER	MARRIOTT CORAVLE CONFIPRA conference	04/02/2018	409.68	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Miscellaneous supplies recei	04/03/2018	113.61	SEWER FUND
WELLS FARGO CCER	OREILLY AUTO #0337Absorbant for cleanup	04/05/2018	7.49	SEWER FUND
WELLS FARGO CCER	HY VEE 1271Sustainability Fair Supplies	04/09/2018	8.00	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491Rubbermaid container and bi	04/10/2018	34.55	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Egg hunt supplies	04/02/2018	20.57	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUEmoats shed	04/03/2018	8.24	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUEPickard drinking fountain	04/05/2018	26.99	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491SRP18 prizes, materials.	04/09/2018	54.70	LIBRARY SPECIAL
WELLS FARGO CCER	JIFFY EXPRESS 921Egg Hunt supplies	04/02/2018	12.81	PARK & RECREATI
WELLS FARGO CCER	THEISENS #21moats shed repair	04/03/2018	25.92	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491Pickard Concessio	04/05/2018	31.39	PARK & RECREATI
WELLS FARGO CCER	HOBBY-LOBBY #797Tea Party	04/09/2018	13.68	PARK & RECREATI
WELLS FARGO CCER	AMAZON MKTPLACE PMTSpaper rolls for print	04/10/2018	119.20	POLICE FUND
WELLS FARGO CCER	WAL-MART #1491office supplies	04/12/2018	98.45	POLICE FUND
WELLS FARGO CCER	HY VEE 1271senior potluck food	04/16/2018	37.44	PARK & RECREATI
WELLS FARGO CCER	THEISENS #21JD 6110 oil	04/17/2018	41.97	PARK & RECREATI
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQMedical S	04/20/2018	53.08	AMBULANCE FUN
WELLS FARGO CCER	WAL-MART #1491Grass seed for old Morlock a	04/20/2018	8.97	SEWER FUND
WELLS FARGO CCER	UNITED STATES SENATEU. S. Flags - 6	04/24/2018	139.00	GENERAL FUND
WELLS FARGO CCER	CIRCLE B CASHWAY OF INDIAx2 5 Gal wate	04/25/2018	45.98	FIRE FUND
WELLS FARGO CCER	FREDDYS FROZEN CUSTARD WALunch for J	04/25/2018	36.41	ROAD USE TAX FU
WELLS FARGO CCER	WAL-MART #1491Plant Sale	04/27/2018	22.38	PARK & RECREATI
WELLS FARGO CCER	PP STUDIOFUSCOLLCTea party laminationoin	04/30/2018	23.80	PARK & RECREATI
WELLS FARGO CCER	FACEBK DSBADFNQU2Facebook ad - Pool E	04/02/2018	76.16	POOL (MEMORIAL)
WELLS FARGO CCER	INDOFF INCORPORATEDPaper	04/04/2018	35.10	LIBRARY FUND
WELLS FARGO CCER	PICKLEBALLCENTRALPickleball balls	04/05/2018	18.96	PARK & RECREATI
WELLS FARGO CCER	HOBBY-LOBBY #797Tea Party	04/09/2018	4.18	PARK & RECREATI
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQMedical S	04/10/2018	152.00	AMBULANCE FUN
WELLS FARGO CCER	AMAZON MKTPLACE PMTS	04/12/2018	88.60	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491SRP18.	04/02/2018	2.91	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM2 DVDs	04/03/2018	45.95	LIBRARY FUND
WELLS FARGO CCER	INDOFF INCORPORATEDOffice supplies	04/05/2018	14.20	LIBRARY FUND
WELLS FARGO CCER	CNM OUTDOOR EQUIPMENTRepair chain sa	04/06/2018	166.37	FIRE FUND
WELLS FARGO CCER	OREILLY AUTO #0337Misc supplies for vehicle	04/10/2018	107.45	SEWER FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTSsupplies	04/11/2018	4.17	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	SP AMERICAN BUTTON MTeen program sup	04/12/2018	80.29	LIBRARY FUND
WELLS FARGO CCER	BRICK GENTRY PCBrick gentry invoice	04/16/2018	250.00	GENERAL FUND
WELLS FARGO CCER	SAMS CLUB #6344Senior Center supplies, tea	04/17/2018	139.98	PARK & RECREATI
WELLS FARGO CCER	AMAZON MKTPLACE PMTS2 book	04/20/2018	6.97	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491Thermal Pouches Card stoc	04/20/2018	44.57	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDOffice supplies	04/24/2018	103.57	LIBRARY FUND
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQMedical S	04/25/2018	3,765.99	AMBULANCE FUN
WELLS FARGO CCER	INDOFF INCORPORATEDOffice supplies	04/25/2018	11.09	GENERAL FUND
WELLS FARGO CCER	IN ROTARY CLUB OF INDIANRoary - per cont	04/27/2018	140.00	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491senior supplies	04/30/2018	10.20	PARK & RECREATI
WELLS FARGO CCER	THEISENS #21greenhouse supplies	04/11/2018	52.96	PARK & RECREATI
WELLS FARGO CCER	STAPLES DIRECT4 drawer file cabinet	04/13/2018	196.19	SEWER FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS WWW.1 DVD	04/17/2018	14.96	LIBRARY FUND
WELLS FARGO CCER	DMAACCControl Panels Class at DMAACC	04/18/2018	90.00	SEWER FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTSSRP supplies	04/20/2018	92.31	LIBRARY SPECIAL
WELLS FARGO CCER	PAYMENT SERVICE NETWORK IEnrich Iowa	04/23/2018	250.00	LIBRARY SPECIAL
WELLS FARGO CCER	WM SUPERCENTER #1491Concession stand	04/24/2018	38.99	PARK & RECREATI
WELLS FARGO CCER	SQ CR SERVICEStoilet paper	04/25/2018	67.11	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491tea party returns	04/26/2018	17.15-	PARK & RECREATI
WELLS FARGO CCER	IOWA SECRETARY OF STATEpats notary ren	04/30/2018	30.00	POLICE FUND
WELLS FARGO CCER	STAPLES 00115501Office Supplies	04/30/2018	97.03	GENERAL FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS WWW.Silicone S	04/02/2018	45.40	FIRE FUND
WELLS FARGO CCER	CASEYS GEN STORE 2894Egg hunt - batterie	04/02/2018	6.20	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491Sustainability Fair	04/05/2018	11.88	GENERAL FUND
WELLS FARGO CCER	BRICK GENTRY PCBrick Gentry - invest.	04/06/2018	2,000.00	GENERAL FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS WWW.1 DVD	04/10/2018	27.99	LIBRARY FUND
WELLS FARGO CCER	MENARDS DES MOINES IAPickard banners	04/11/2018	39.92	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491Tea party and seni	04/13/2018	24.96	PARK & RECREATI
WELLS FARGO CCER	DMAACCControl Panels class at DMAACC	04/17/2018	90.00	SEWER FUND
WELLS FARGO CCER	DMAACCControl Panels Class at DMAACC	04/18/2018	90.00	SEWER FUND
WELLS FARGO CCER	THE HOME DEPOT #2107Vacuum Cleaner an	04/20/2018	160.24	SEWER FUND
WELLS FARGO CCER	FOOD CONCEPTS INC1 Hot dog roller, sneeze	04/23/2018	1,078.71	POOL (MEMORIAL)
WELLS FARGO CCER	BP#8852089EZ PICKENSDelivering trucks to M	04/24/2018	64.75	ROAD USE TAX FU
WELLS FARGO CCER	PRAIRIE MEADOWS - RESTAURsenior trip buf	04/25/2018	73.83	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUEWire ends for lights.	04/27/2018	2.06	SEWER FUND
WELLS FARGO CCER	ULINE SHIP SUPPLIESFIRE Line tape being r	04/30/2018	377.69	FIRE FUND
WELLS FARGO CCER	IN BURRIS COMPUTER FORMSDoor hangers	04/10/2018	118.46	ROAD USE TAX FU
WELLS FARGO CCER	WALMART.COM 8009666546Office fan	04/11/2018	46.99	PARK & RECREATI
WELLS FARGO CCER	IOWA GROCERY INDUSTRYBuild with Bags r	04/13/2018	60.00	POOL (MEMORIAL)
WELLS FARGO CCER	WAL-MART #1491Program supplies.	04/17/2018	21.46	LIBRARY FUND
WELLS FARGO CCER	BUSINESS PUBLICATIONSBusiness Record R	04/18/2018	154.95	GENERAL FUND
WELLS FARGO CCER	NPI/RAM MOUNTSComputer mount for new pic	04/20/2018	66.50	SEWER FUND
WELLS FARGO CCER	FOOD CONCEPTS INC1 Hot dog roller, sneeze	04/23/2018	1,078.71	PARK & RECREATI
WELLS FARGO CCER	BP#8852089EZ PICKENSDelivering trucks to M	04/24/2018	56.32	ROAD USE TAX FU
WELLS FARGO CCER	SQ CR SERVICESsafety vest	04/25/2018	39.38	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUECLR remover- Per Capta	04/27/2018	9.89	FIRE FUND
WELLS FARGO CCER	POSITIVE PROMOTIONS INCpromotional item	04/30/2018	941.98	POLICE FUND
WELLS FARGO CCER	MCCOY TRUE VALUEOffice supplies	04/30/2018	12.38	GENERAL FUND
WELLS FARGO CCER	GET AIR DES MOINES LLCSummer Reading	04/12/2018	30.00	LIBRARY SPECIAL
WELLS FARGO CCER	MCCOY TRUE VALUEKeys for dump shed 001	04/16/2018	18.58	ROAD USE TAX FU
WELLS FARGO CCER	WAL-MART #1491Batteries	04/17/2018	34.35	PARK & RECREATI
WELLS FARGO CCER	AMAZON MKTPLACE PMTS2 DVDs	04/20/2018	24.99	LIBRARY FUND
WELLS FARGO CCER	WALGREENS #5943mistake.. used wrong card	04/23/2018	103.23	POLICE FUND
WELLS FARGO CCER	AMAZON VIDEO ON DEMAND AMAccidental o	04/24/2018	34.99	LIBRARY FUND
WELLS FARGO CCER	MCCOY TRUE VALUEPVC for marking manhol	04/25/2018	21.56	SEWER FUND
WELLS FARGO CCER	EZREGISTERFLSA 3 day class in Blaine Mn. T	04/25/2018	550.00	FIRE FUND
WELLS FARGO CCER	INDOFF INCORPORATEDOffice supplies	04/27/2018	9.85	GENERAL FUND
WELLS FARGO CCER	PARTY CITYtea party	04/30/2018	9.99	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	CHUMBLEYS AUTO CAREFuel for gas cans in	04/16/2018	26.37	FIRE FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTSBreaker Box for po	04/17/2018	75.47	SEWER FUND
WELLS FARGO CCER	WAL-MART #1491Returned unused program s	04/19/2018	7.89	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491adult softball score	04/20/2018	23.76	PARK & RECREATI
WELLS FARGO CCER	GOTPRINT.COMPickard banners	04/23/2018	156.46	PARK & RECREATI
WELLS FARGO CCER	FLAGS USA LLCIowa Flags - 5	04/25/2018	104.00	GENERAL FUND
WELLS FARGO CCER	THE LOCAL VINESummer Reading Program E	04/25/2018	50.00	LIBRARY SPECIAL
WELLS FARGO CCER	NORTHERN TOOL EQUIPMNTPower washer,	04/27/2018	841.96	POOL (MEMORIAL)
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQMedical S	04/30/2018	413.19	AMBULANCE FUN
WELLS FARGO CCER	WALMART.COM 8009666546Ice packs	04/02/2018	55.64	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDPaper	04/04/2018	89.22	GENERAL FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTSACLS materials in	04/06/2018	46.88	AMBULANCE FUN
WELLS FARGO CCER	HOBBY-LOBBY #258Tea Party	04/09/2018	17.24	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM4 DVDs	04/10/2018	68.84	LIBRARY FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTSgloves/ watering w	04/12/2018	42.01	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDLabels	04/13/2018	38.00	LIBRARY SPECIAL
WELLS FARGO CCER	NAPA PARTS 0000514Filters and oil command	04/16/2018	41.98	FIRE FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS WWW.recorders f	04/18/2018	59.76	POLICE FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTSSRP 18	04/20/2018	76.20	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM AMZN.COM/BILLSRP18	04/23/2018	90.15	LIBRARY SPECIAL
WELLS FARGO CCER	MCCOY TRUE VALUELight sockets for Morlock	04/24/2018	8.88	SEWER FUND
WELLS FARGO CCER	THEISENS #21T posts for marking manholes	04/25/2018	36.90	SEWER FUND
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASAnnual IAW	04/26/2018	220.00	SEWER FUND
WELLS FARGO CCER	MOOD PANDORAMonthly Hold Music	04/27/2018	26.95	GENERAL FUND
WELLS FARGO CCER	HOBBY-LOBBY #258tea party	04/30/2018	20.90	PARK & RECREATI
WELLS FARGO CCER	OREILLY AUTO #0337water truck battery	04/16/2018	34.36	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491adult softball league binders	04/17/2018	31.07	PARK & RECREATI
WELLS FARGO CCER	BLUEBIRD NURSERYPlant Sale	04/19/2018	1,524.88	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491zone snacks	04/20/2018	24.46	PARK & RECREATI
WELLS FARGO CCER	CASEYS GEN STORE 2894zone pizza snacks	04/23/2018	100.00	PARK & RECREATI
WELLS FARGO CCER	USPS PO 1843650625Postage - Overnight Che	04/25/2018	24.70	GENERAL FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Program supplies f	04/25/2018	73.05	LIBRARY FUND
WELLS FARGO CCER	THEISENS #21cypress mulch	04/27/2018	997.50	PARK & RECREATI
WELLS FARGO CCER	GOTPRINT.COMPickard signage	04/30/2018	31.86	PARK & RECREATI
WELLS FARGO CCER	WARREN COUNTY OILLP for North Plant	04/13/2018	1,962.65	SEWER FUND
WELLS FARGO CCER	NAPA PARTS 0000514Roll pins Ambulance ba	04/16/2018	1.38	FIRE FUND
WELLS FARGO CCER	DMACCControl Panels Class at DMACC	04/18/2018	90.00	SEWER FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS3 DVDs	04/20/2018	48.43	LIBRARY FUND
WELLS FARGO CCER	AMAZON MKTPLACE PMTS3 DVDs	04/23/2018	45.89	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491tea party	04/24/2018	35.72	PARK & RECREATI
WELLS FARGO CCER	BEACON ATHLETICSHomeplates, Pitching Mo	04/25/2018	1,599.42	PARK & RECREATI
WELLS FARGO CCER	LOWES #0264814 lounge chairs	04/26/2018	629.72	PARK & REC SPEC
WELLS FARGO CCER	IN EMCASA WEST, LLCcell slips for confiscate	04/30/2018	364.00	POLICE FUND
WELLS FARGO CCER	JGS OLD FURNITURE SYSTEMLateral Filing	04/30/2018	425.00	GENERAL FUND
Total WELLS FARGO CCER:			27,417.78	
WEST SAFETY SERVICES INC				
WEST SAFETY SERVICES INC	MONTHLY 911 ACCESS	05/03/2018	100.00	GENERAL FUND
Total WEST SAFETY SERVICES INC:			100.00	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	DUMPSTER - SOFTBALL	05/01/2018	125.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - MAC	05/01/2018	35.00	POOL (MEMORIAL)
WIEGERT DISPOSAL CO.	DUMPSTER - PARKS	05/01/2018	185.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - ACTIVITY CENTER	05/01/2018	25.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WIEGERT DISPOSAL CO.:			370.00	
WRIGHT, SONDRA L.				
WRIGHT, SONDRA L.	REFUND TIME OF SALE - 221 S SPRUCE	05/04/2018	50.00	SEWER FUND
Total WRIGHT, SONDRA L.:			50.00	
Grand Totals:			621,326.66	

City Council: _____

City Council Regular 2nd Mtg

6.

Meeting Date: 05/21/2018

Information

Subject

City Treasurer's Report - Doug Shull

Information

Fiscal Impact

Attachments

April 2018 Treasurer Report

April 2017 Treasurer Report

FINANCIAL REPORT
MONTH OF APRIL, 2018

Page 1

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	1,593,099.00	87,624.26	150,703.65	128,259.74	8,127.92	1,650,151.43	
011 Police	863,842.64	605,629.10	178,255.26	416,394.69	4,084.70	1,703,526.47	
015 Fire	522,530.71	163,071.94	37,322.29	70,067.34	627.72	717,719.98	
016 Ambulance	35,904.20	167,389.29	97,634.81	36,994.51	3,546.07	139,107.12	
041 Library	33,541.30	117,790.51	33,285.46	73,792.94	2,396.33	189,442.96	
042 Park & Recreation	424,229.72	349,282.26	83,605.63	83,597.14	3,139.06	770,364.43	
045 Memorial Pool	64,106.05	63,583.84	1,961.45	0.00	0.00	125,728.44	
071 General Fund Debt Service	99,731.78	29,469.59	0.00	0.00	0.00	129,201.37	
099 Franchise Fees-MEC	668,240.40	67,849.30	0.00	0.00	0.00	736,089.70	
GENERAL FUND SUB-TOTAL	4,305,225.80	1,651,690.09	582,768.55	809,106.36	21,921.80	6,161,331.90	
110 Road Use Tax (Streets)	2,257,096.64	83,873.69	113,629.38	0.00	15,462.82	2,211,878.13	
112 Trust & Agency	0.00	653,613.28	0.00	0.00	653,613.28	0.00	
115 YMCA Maintenance Obligations	266,154.46	0.00	4,700.00	0.00	0.00	261,454.46	
121 Local Option Sales Tax	3,042,991.75	131,382.63	0.00	0.00	0.00	3,174,374.38	
125 TIF--Downtown	2,078,686.82	776,214.51	0.00	0.00	0.00	2,854,901.33	
141 Library Special Revenue	37,196.89	784.37	4,552.55	0.00	0.00	33,428.71	
142 Park & Rec Special Revenue	114,977.74	276.95	0.00	0.00	0.00	115,254.69	
160 Downtown Revolving Loan	172,621.22	125,000.00	0.00	0.00	0.00	297,621.22	
161 Downtown Business Inc Program	57,308.04	0.00	0.00	0.00	0.00	57,308.04	
177 Police Forfeiture	19,830.07	0.00	0.00	0.00	0.00	19,830.07	
190 Vehicle Reserve	630,997.98	86,832.86	27,518.00	2,333.33	0.00	692,646.17	
199 Police Retirement	70,046.75	45.34	0.00	0.00	1,041.67	69,050.42	
SPECIAL REVENUES SUB-TOTAL	8,747,908.36	1,858,023.63	150,399.93	2,333.33	670,117.77	9,787,747.62	
200 DEBT SERVICE (SUB-TOTAL)	2,031,547.72	275,819.22	0.00	12,333.33	0.00	2,319,700.27	
301 Capital Projects (General)	107,955.41	113,896.18	-91,465.95	0.00	0.00	313,317.54	
321 Capital Projects (Streets)	-168,931.05	1,815.15	36.74	0.00	0.00	-167,152.64	
344 Community Athletic Facility	-2,580.22	0.00	0.00	0.00	0.00	-2,580.22	
353 Community ReDevelopment (D&D)	-47,007.35	11.00	0.00	2,222.22	0.00	-44,774.13	
CAPITAL PROJECTS SUB-TOTAL	-110,563.21	115,722.33	-91,429.21	2,222.22	0.00	98,810.55	
610 Sewer	1,055,427.08	0.00	132,969.85	140,097.45	29,627.64	1,032,927.04	
650 Stormwater Utility	538,098.30	17,370.38	0.00	0.00	5,408.33	550,060.35	
670 Recycling	111,203.41	20,303.13	13,987.82	0.00	1,305.69	116,213.03	
710 Sewer Capital Projects	1,153,630.55	1,101,450.43	408,031.68	0.00	201,322.44	1,645,726.86	
771 Sewer Reserve	114,238.70	0.00	0.00	0.00	0.00	114,238.70	
781 Sewer Plant Improvement	411,322.40	0.00	0.00	2,083.33	0.00	413,405.73	
791 Sewer Revenue Bonds	752,639.14	0.00	0.00	56,708.33	0.00	809,347.47	
820 Health Insurance	839,566.95	119,394.51	147,791.27	0.00	0.00	811,170.19	
830 Health Reimbursement Account	198,055.64	0.00	4,851.33	0.00	0.00	193,204.31	
840 Flex/STD	196,682.83	815.38	876.58	285.00	0.00	196,906.63	
850 Liability Insurance Reserve--City	23,283.99	15.12	10,000.00	0.00	0.00	13,299.11	
CITY UTILITY & IS SUB-TOTAL	5,394,148.99	1,259,348.95	718,508.53	199,174.11	237,664.10	5,896,499.42	
TOTAL CITY FUNDS	20,368,267.66	5,160,604.22	1,360,247.80	1,025,169.35	929,703.67	24,264,089.76	64%
TOTAL IMU FUNDS	14,353,647.94	2,210,315.53	3,076,141.18	184,746.42	280,212.10	13,392,356.61	36%
GRAND TOTAL CITY & IMU	34,721,915.60	7,370,919.75	4,436,388.98	1,209,915.77	1,209,915.77	37,656,446.37	
Cross Check Total						37,656,446.37	

Investments				Clerk's Balance	37,656,446.37
Bankers Trust	\$	20,927,788.96	1.99%		
Bankers Trust IMU Elec Fiber Project	\$	7,014,686.29	1.29%		
Bankers Trust Debt Reserve - Peoples Bank	\$	867,471.32	1.53%		
Iowa Public Agency Inv. Trust	\$	112,191.71	1.41%	Plus Outstanding Checks	119,438.42
Payroll Account, City State Bank	\$	-	Earnings Credit		
Checking Account, City State Bank	\$	243,081.25	Earnings Credit	Oustanding Deposit	-16,206.46
Sweep Account, City State Bank	\$	593,533.03	0.86%		
Indianola Police Dept, City State Bank	\$	37,826.54			
Payroll Account, TruBank	\$	-			
Checking Account, TruBank	\$	110,015.78	0.15%		
Sweep Account, TruBank	\$	7,400,323.74	1.90%		
City USDA Funds - TruBank	\$	75,000.00			
IMU USDA Funds - TruBank	\$	375,000.00			
Wells Fargo	\$	2,759.71			
BANK BALANCE		37,759,678.33			37,759,678.33

600 Water	510,383.99	204,592.83	89,974.25	0.00	97,701.49	527,301.08
620 IMU Administration	-21,513.74	0.00	34,319.17	32,754.75	12.00	-23,090.16
625 Revolving Economic Development	109,713.73	69.07	0.00	0.00	0.00	109,782.80
626 USDA RLF	375,000.00	0.00	0.00	0.00	0.00	375,000.00
630 Electric	3,064,664.43	1,184,473.87	995,912.50	22,566.67	161,102.92	3,114,689.55
640 Fiber/Communications	131,317.25	38,351.94	38,617.21	0.00	21,395.69	109,656.29
700 Water Capital Projects	1,402,940.75	0.00	20,276.27	49,000.00	0.00	1,431,664.48
730 Electric Capital Projects	7,842,839.61	68,631.57	338,681.13	0.00	0.00	7,572,790.05
740 Fiber/Comm Capital Projects	-55,929.12	714,187.61	768,106.65	0.00	0.00	-109,848.16
770 Water Reserve	0.00	0.00	0.00	0.00	0.00	0.00
773 Electric Reserve	0.00	0.00	0.00	0.00	0.00	0.00
780 Water Capital Improvement	75,000.00	0.00	0.00	0.00	0.00	75,000.00
783 Electric Improvement	0.00	0.00	0.00	0.00	0.00	0.00
790 Water Revenue Bonds	76,875.03	0.00	0.00	8,541.67	0.00	85,416.70
793 Electric Revenue Bonds	828,811.15	0.00	790,254.00	71,883.33	0.00	110,440.48
855 Liability Insurance Reserve--IMU	13,544.86	8.64	0.00	0.00	0.00	13,553.50
IMU SUB-TOTAL	14,353,647.94	2,210,315.53	3,076,141.18	184,746.42	280,212.10	13,392,356.61

INTEREST DISTRIBUTION

	INTEREST		CALYTD		FYTD
	INCOME	% OF TOTAL			
Electric Funds	\$ 7,808.30	36.17%	\$ 62,890.13	\$	141,406.78
Water Funds	\$ 1,265.04	5.86%	\$ 10,232.94	\$	23,937.84
Sewer Funds	\$ 1,908.37	8.84%	\$ 15,038.42	\$	35,488.29
Police Retirement	\$ 45.34	0.21%	\$ 359.19	\$	956.28
Community Redevelopment	\$ -	0.00%	\$ -		
All other	\$ 10,560.80	48.92%	\$ 82,527.10	\$	204,041.62
TOTAL	\$ 21,587.85	100.00%	\$ 171,047.78	\$	405,830.81

FINANCIAL REPORT
MONTH OF APRIL, 2017

Page 1

FUND	Beginning Balance	Monies Received	Monies Disbursed	Transfer In	Transfer Out	Clerk's Balance	% of Total
001 General Government	1,681,437.19	53,212.36	118,683.64	123,318.85	2,369.33	1,736,915.43	
011 Police	482,372.24	631,445.34	168,697.26	37,794.25	63.00	982,851.57	
015 Fire	500,176.28	175,349.10	25,292.41	3,283.13	4.80	653,511.30	
016 Ambulance	207,334.92	246,165.02	69,818.07	1,733.44	19,388.84	366,026.47	
041 Library	-23,365.47	160,570.53	35,941.48	3,457.69	12.00	104,709.27	
042 Park & Recreation	404,084.69	361,640.31	91,070.88	3,917.09	24.00	678,547.21	
045 Memorial Pool	-135,154.94	67,882.05	-8,805.38	0.00	0.00	-58,467.51	
071 General Fund Debt Service	97,994.65	33,040.76	0.00	0.00	0.00	131,035.41	
099 Franchise Fees-MEC	542,641.18	54,414.91	0.00	0.00	0.00	597,056.09	
GENERAL FUND SUB-TOTAL	3,757,520.74	1,783,720.38	500,698.36	173,504.45	21,861.97	5,192,185.24	
110 Road Use Tax (Streets)	1,651,733.11	106,091.81	74,703.12	0.00	16,362.67	1,666,759.13	
112 Trust & Agency	0.00	587,012.97	0.00	0.00	30,626.17	556,386.80	
115 YMCA Maintenance Obligations	279,991.46	0.00	1,135.00	0.00	0.00	278,856.46	
121 Local Option Sales Tax	1,148,925.00	143,759.13	0.00	0.00	0.00	1,292,684.13	
125 TIF--Downtown	1,290,247.63	678,014.06	0.00	0.00	0.00	1,968,261.69	
141 Library Special Revenue	39,188.43	1,638.15	4,798.34	0.00	0.00	36,028.24	
142 Park & Rec Special Revenue	143,965.81	594.17	0.00	0.00	0.00	144,559.98	
160 Downtown Revolving Loan	163,547.57	0.00	0.00	0.00	0.00	163,547.57	
161 Downtown Business Inc Program	13,583.69	0.00	0.00	0.00	0.00	13,583.69	
177 Police Forfeiture	19,830.07	0.00	0.00	0.00	0.00	19,830.07	
190 Vehicle Reserve	1,171,653.86	0.00	42,791.20	12,333.33	0.00	1,141,195.99	
199 Police Retirement	81,322.69	63.86	0.00	0.00	1,041.67	80,344.88	
SPECIAL REVENUES SUB-TOTAL	6,003,989.32	1,517,174.15	123,427.66	12,333.33	48,030.51	7,362,038.63	
200 DEBT SERVICE (SUB-TOTAL)	2,147,751.85	364,471.00	0.00	39,074.97	0.00	2,551,297.82	
301 Capital Projects (General)	639,267.23	194,053.94	21,483.76	0.00	0.00	811,837.41	
321 Capital Projects (Streets)	100,353.62	325.00	8,435.58	0.00	0.00	92,243.04	
344 Community Athletic Facility	210.28	0.21	48.00	0.00	0.00	162.49	
353 Community ReDevelopment (D&D)	-57,470.89	0.00	0.00	0.00	0.00	-57,470.89	
CAPITAL PROJECTS SUB-TOTAL	682,360.24	194,379.15	29,967.34	0.00	0.00	846,772.05	
610 Sewer	777,421.07	0.00	101,658.68	137,800.00	37,040.01	776,522.38	
650 Stormwater Utility	593,318.08	16,995.32	390.00	0.00	5,050.00	604,873.40	
670 Recycling	97,389.18	19,251.07	16,059.41	0.00	1,541.67	99,039.17	
710 Sewer Capital Projects	882,057.01	248,261.86	12,969.25	0.00	209,616.66	907,732.96	
771 Sewer Reserve	114,238.70	0.00	0.00	0.00	0.00	114,238.70	
781 Sewer Plant Improvement	386,322.44	0.00	0.00	2,083.33	0.00	388,405.77	
791 Sewer Revenue Bonds	687,703.16	0.00	0.00	58,250.00	0.00	745,953.16	
820 Health Insurance	630,370.69	119,166.58	115,529.51	0.00	0.00	634,007.76	
830 Health Reimbursement Account	273,496.07	0.00	6,291.36	0.00	0.00	267,204.71	
840 Flex/STD	222,975.02	3,643.38	6,346.40	273.00	0.00	220,545.00	
850 Liability Insurance Reserve--City	22,153.63	20.60	0.00	0.00	0.00	22,174.23	
CITY UTILITY & IS SUB-TOTAL	4,687,445.05	407,338.81	259,244.61	198,406.33	253,248.34	4,780,697.24	
TOTAL CITY FUNDS	17,279,067.21	4,267,083.49	913,337.97	423,319.08	323,140.82	20,732,990.99	70%
TOTAL IMU FUNDS	9,552,089.26	1,375,803.88	2,035,548.91	130,458.34	230,636.60	8,792,165.97	30%
GRAND TOTAL CITY & IMU	26,831,156.46	5,642,887.37	2,948,886.88	553,777.42	553,777.42	29,525,156.95	
Cross Check Total						29,525,156.95	
Investments						Clerk's Balance	29,525,156.95
Bankers Trust	\$ 21,407,536.31	1.83%					
Iowa Public Agency Inv. Trust	\$ 111,288.70	0.444%				Plus Outstanding Checks	85,885.31
Payroll Account, City State Bank	\$ -	Earnings Credit					
Checking Account, City State Bank	\$ 248,809.64	Earnings Credit				Oustanding Deposit	-40,459.41
Sweep Account, City State Bank	\$ 7,765,197.59	0.65%					
Indianola Police Dept, City State Bank	\$ 35,275.36						
Wells Fargo	\$ 2,475.25						
BANK BALANCE	29,570,582.85						29,570,582.85

600 Water	201,982.27	193,562.13	91,990.04	0.00	82,909.10	220,645.26
620 IMU Administration	-6,562.76	0.00	24,635.99	0.00	0.00	-31,198.75
625 Revolving Economic Development	107,984.98	84.45	0.00	0.00	0.00	108,069.43
626 USDA RLF	375,000.00	0.00	0.00	0.00	0.00	375,000.00
630 Electric	2,542,599.24	1,029,930.64	930,799.66	22,566.67	144,654.02	2,519,642.87
640 Fiber/Communications	261,382.75	35,000.28	26,399.94	0.00	3,073.48	266,909.61
700 Water Capital Projects	1,314,591.67	0.00	114,040.45	35,991.67	0.00	1,236,542.89
730 Electric Capital Projects	3,844,896.44	117,214.02	63,640.83	0.00	0.00	3,898,469.63
740 Fiber/Comm Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00
770 Water Reserve	0.00	0.00	0.00	0.00	0.00	0.00
773 Electric Reserve	0.00	0.00	0.00	0.00	0.00	0.00
780 Water Capital Improvement	75,000.00	0.00	0.00	0.00	0.00	75,000.00
783 Electric Improvement	0.00	0.00	0.00	0.00	0.00	0.00
790 Water Revenue Bonds	0.00	0.00	0.00	0.00	0.00	0.00
793 Electric Revenue Bonds	820,213.07	0.00	782,354.00	71,900.00	0.00	109,759.07
855 Liability Insurance Reserve--IMU	15,001.60	12.36	1,688.00	0.00	0.00	13,325.96
IMU SUB-TOTAL	9,552,089.26	1,375,803.88	2,035,548.91	130,458.34	230,636.60	8,792,165.97

<u>INTEREST DISTRIBUTION</u>	<u>INTEREST</u>		<u>CALYTD</u>	<u>FYTD</u>
	<u>INCOME</u>	<u>% OF TOTAL</u>		
Electric Funds	\$ 6,064.65	29.44%	\$ 38,768.31	\$ 72,311.92
Water Funds	\$ 1,314.32	6.38%	\$ 8,441.24	\$ 15,973.61
Sewer Funds	\$ 1,831.40	8.89%	\$ 11,332.12	\$ 19,733.90
Police Retirement	\$ 63.86	0.31%	\$ 440.56	\$ 935.90
Community Redevelopment	\$ -	0.00%	\$ -	\$ -
All other	\$ 11,326.51	54.98%	\$ 76,162.21	\$ 132,985.57
TOTAL	\$ 20,600.74	100.00%	\$ 135,144.44	\$ 241,940.90

Meeting Date: 05/21/2018

Information

Subject

Council Policy Amendments

Information

The City Council Administrative and Policy Committee of Council members Greg Marchant, John Parker and Greta Southall have meet three times, reviewed and recommend amendments to the following Council Policies:

- Board and Commission and application
- Administrative Policy and Procedures Financial Policy- Purchasing
- Cash Management Policy
- Purchase Policy
- Executive Session Policy

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/21/2018

Information

Subject

Resolution amending the council policy for the Board and Commissions

Information

In your packet is the resolution amending the council policy for the Board and Commissions and application. Changes include:

- Specifies the Mayor and City Council appointments - what appointments are open to citizens and designated governmental appointees
- Procedures for appointing/reappointing a citizen
- Factors that may be considered when recommending appointments

Also attached is the volunteer application form to serve on a City Board and Commission. This form will be available on the City's web site as a fillable form.

Roll call approving the amended policy and application is in order.

Fiscal Impact

Attachments

Boards and Commission Policy

Application

Resolution

Boards and Commissions Membership

The intent of this policy is to provide a process for selecting citizens interested in serving on a City board and/or commission. The City of Indianola desires to have diverse representation on its boards and commissions to reflect the age, race/ethnicity and gender (in accordance with Iowa Code 69.16A) of the Indianola community.

The Mayor makes the following appointments with the approval of the City Council:

- *IMU Board of Trustees (6 years)*
- *Veterans Memorial Building Commission (3 Years)*
- *Park and Recreation Commission (3 years)*
- *Civil Service Commission (4 years)*
- *Library Board of Trustees (6 years)*
- Greater Des Moines Convention Center Representative

The City Council makes the following appointments:

- *Board of Adjustment/Appeals (5 years)*
- Landfill Board
- YMCA Steering Committee
- Sustainability Committee
- BRAVO Greater Des Moines Representative
- City Council Administrative & Policy Committee
- *Planning and Zoning Commission (5 years)*
- CIRTPA/MPO Representative
- City Investment Committee
- Hometown Pride Committee
- Metro Advisory Committee
- WCEDC Board

Those appointments in *italics* are open to citizens. Others are a designated governmental appointee.

The following are procedures for appointing/reappointing a citizen:

- Boards and Commission openings will be listed six months in advance of a vacancy on the City's web site by the City Clerk.
- Interested citizens should complete a volunteer application form by the posted deadline. The City will keep applications on file until December 31st of each year.
- The names of the citizens who express interest in serving on the Boards and Commissions appointed by the Mayor will be forwarded by the City Clerk to the Mayor for his/her review. The Mayor will consider the information provided on the application and make his/her recommendation to the City Council Administrative & Policy Committee for their consideration and recommendation to the Mayor and City Clerk.
- The names of citizens who express interest in serving on the Boards and Commissions appointed by the City Council will be forwarded by the City Clerk to the City Council Administrative & Policy Committee for their review.
- The name of the citizen recommended for the Board or Commission will be placed on the agenda for Council approval.

The City Council Administrative & Policy Committee will also bring forward appointments to the Landfill Board, CIRTPA, MPO, YMCA, Investment Committee, Sustainability Committee, Hometown Pride, BRAVO, Metro Advisory, WCEDC.

Factors that may be consider when recommending appointments include:

- What is the current gender balance of the Board/Commission?
- The area of town in which a candidate resides, are all areas represented?
- Are there too many members with similar occupations, should other occupations be represented?
- Are there potential conflicts of interests if a certain candidate were chosen to serve?
- What expertise and/or experience does the candidate bring to the Board/Commission?
- Does the candidate serve on more than one board/commission?
- How long has the person served on the board/commission?
- If they are currently serving on a board/commission how effective have they been in serving on the board/commission?
- If they are currently serving on a board/commission, has their attendance been acceptable?
- Only one member of an immediate family i.e. husband, wife, father, mother, son, daughter, brother, sister, may be on the same board or commission at a time.

- City employees may serve as members on City boards and commissions that are established by ordinance. However, City employees shall not serve on boards/commissions that govern their respective departments. City employees will be subject to the normal selection procedure which provides mayoral appointment and council approval. The council reserves the right to approve all appointments and shall not approve City employees when potential conflicts of interest may be present.

Attendance: Attendance is critical to the successful functioning of a board/commission. Staff shall monitor attendance to assure members are participating to an acceptable level. If attendance problems occur, staff shall inform the board/commission chair and/or the Mayor and City Council to consider action to assure the board/commission has active/participating members.

Adopted by City Council on February 4, 1974, amended August 3, 1987; amended August 1, 1988; amended May 21, 2018.



CITY OF INDIANOLA
VOLUNTEER APPLICATION FORM
TO SERVE ON A CITY BOARD AND COMMISSION

There are numerous Boards and Commission to advise the City Council. Appointments are approved at a Council meeting when terms have expired or vacancies occur. Interested residents must complete this form and submit it to the City Clerk at 110 N. 1st Street.

To be considered, interested individuals must be Indianola residents. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interest citizens. The City of Indianola desires to have diverse representation on the Boards and Commissions to reflect the age, race/ethnicity and gender of the Indianola community. All appointments are made during the City Council meetings that take place on the first and third Monday.

Name:			
Street Address:	City:	State:	Zip:
E-Mail:			
Phone Home:	Cell:	Work:	
Gender:	Age (Optional):	Race (Optional):	

Please attach a Resume or Bio

☐ - **Board of Adjustment/Appeals** – meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.

☐ - **IMU Board of Trustees** – meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.

☐ - **Park and Recreation Commission** – meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The commission consist of six members serving 3-year terms.

☐ - **Civil Service Commission** – meets on call. The commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The commission consists of three members that serve 4-year terms.

☐ - **Library Board of Trustees** – meets the first Tuesday of the month at 5:30 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures and rooms and personnel. The Board consists of seven members serving 6-year terms.

☐ - **Planning & Zoning Commission** – meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The commission consists of 10 members who serve 5-year terms. This Commission is appointed by the City Council.

☐ - **Veterans Memorial Building Commission** – meets quarterly at 5:30 p.m. at the Activity Center. The commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran’s Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.

Please submit this form along with your resume or bio to: Indianola City Hall, Attn: Diana Bowlin, City Clerk, 110 N. 1st Street, Indianola, Iowa 50125

RESOLUTION NO. 2018-_____

**RESOLUTION APPROVING REVISED BOARDS AND COMMISSIONS
MEMBERSHIP POLICY**

WHEREAS, the Indianola City Council in reviewing its policies believes it is in the best interest of the citizens of Indianola for the Council to revisit and revise the Boards and Commissions Membership Policy.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of Indianola that the existing policy is hereby replaced with the attached Boards and Commissions Membership Policy.

DATED this 21st day of May 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

Resolution amending the Council Policy for the Administrative Policy and Procedures and incorporates the Purchasing Policy

Information

In your packet is the resolution amending the Administrative Policy and Procedures Financial Policy. This resolution also eliminates the purchasing policy which is incorporated in the Administrative Policy and Procedures Financial Policy. This amended policy reflects changes as referenced in the Iowa State Code and defines goods, services and public improvements.

Roll call is in order.

Fiscal Impact

Attachments

Admin Policy & Procedures
Purchasing Policy
Resolution

ADMINISTRATIVE POLICY AND PROCEDURES FINANCIAL POLICY—PURCHASING

Part I: General Policy

- The City’s purchasing system is decentralized with certain exceptions at the discretion of the City Manager.
- No purchase made by an employee shall bind the City to receive and/or pay for the goods or services procured unless authorized by the methods described herein.
- Purchases made without following the City’s policies and procedures may result in the return of documents, nonpayment of vendor invoices, cancellation of purchase orders or purchasing privileges, or other sanctions as determined necessary after consultation with the department head or City Manager.
- Transactions should not be split into smaller parts to circumvent the dollar limitations and requirements of this policy.

Part II: Purchasing Limitations; Bidding¹

- **Informal Quotations**
 - The purchaser may seek up to three quotations, but is not required, of any goods (materials, merchandise, supplies, etc.) or services (activities provided by other people) with a total value between \$1,000 and \$4,999. If quotations are received they do not need to be in writing, but should be documented for reference.
 - The purchase of any goods or services with a total value between \$5,000 and \$39,999 shall require written quotations from at least three suppliers.
 - Purchases for public improvements (infrastructure projects, construction of street, sidewalk, curb, traffic control, sewer projects, etc.) qualifying under Iowa Code Chapter 26 that are less than \$47,000 for highway, bridge, or culvert work, less than \$55,000 for buildings, utilities, sidewalks, trails, etc., or that have been declared “emergency repair work” qualify for informal quotations under this subsection.
 - The contractor must provide a performance and payment bond for a public improvement project of more than \$25,000 in accordance with Iowa Code Chapter 573
 - Council approval is required for any contracts over \$25,000
- **Semi-formal Competitive Quotations**
 - The purchase of any goods (materials, merchandise, supplies, etc.) or services (activities provided by other people) with an estimated value of \$40,000 or more shall require competitive quotes based on written specifications with the cooperation of the Finance Director.
 - Council approval is required for all semi-formal bids, contracts, and purchases.
 - State law requires that purchases for public improvements qualifying under Chapter 26 of the Iowa Code that are ~~\$36,000 and \$49,000~~ \$47,000 for horizontal infrastructure (roads, highways, bridges, culverts, trails, etc.) and between ~~\$50,000 and \$130,000~~ \$55,000 and \$135,000 for vertical infrastructure (buildings),² and are not within one of the specified exceptions provided in Iowa Code section 26.1 qualify for semi-formal competitive quotations. The contractor must provide a performance and payment bond.

¹ See Appendix A for a reference matrix of Bidding Requirements

² January 1, 2018 figures are \$47,000 for horizontal competitive quote thresholds and \$55,000 to \$135,000 for vertical competitive bid thresholds.

- **Formal Competitive Bidding**

- Purchases for public improvements (infrastructure projects, construction of street, sidewalk, curb, traffic control, sewer projects, etc.) qualifying under Iowa Code Chapter 26.3 in excess of \$135,000 or are for highway, bridge, or culvert work in excess of \$47,000 must use formal bidding as defined by Iowa Code Chapter 26 unless the improvements are “emergency repair work.”
- Formal bids are taken in the following manner:
 - Detailed written plans and specifications along with a detailed cost estimate are prepared for the project and placed on file with the City Clerk
 - Notice to bidders must be posted by the City Clerk in a relevant contractor plan room with statewide circulation and a relevant construction lead generating service with statewide circulation and on the internet site sponsored by either the City of Indianola or a statewide association that represents the City of Indianola. Posting shall not be less than not less than thirteen days and not more than forty-five days before the date for filing bids. Notices must include:
 - Time and place for filing sealed proposals
 - Time and place sealed proposals will be opened and considered on behalf of the governing body
 - The general nature of the public improvements on which bids are being requested
 - In general terms, when the work must be commenced and when it must be completed
 - Bid security and bid bond requirements
 - Notice of public hearing on plans, specifications, form of contract, and cost estimate must be published by the City Clerk not less than four days and not more than twenty days before the public hearing.
 - A formal opening and announcement of sealed bids on published date by City Clerk; review, consideration, and recommendation of bid award by staff for Council review
 - A public hearing on plans, specifications, form of contract and cost estimate before Council on the published date
 - Council passes or rejects resolutions to adopt plans, specifications, form of contract, and estimate of cost, to award construction contract, and to approve construction contract and bond with the lowest responsive, responsible bidder who has met all bid security and bid bond requirements following the public hearing
- **Exceptions to Competitive Bidding**
 - Professional services: Contracting for professional services or ongoing technical services may be done on a negotiated basis. Architectural, landscape architectural, or engineering design services procured for a public improvement are also excluded.
 - Other governmental agency bidding: Bids solicited by the United States of America or any agency thereof, the State of Iowa, Warren County, or another governmental unit may be used as a replacement to the bidding requirements unless bidding is required by the Code of Iowa, City Council, or City Manager. The availability of a bid from another government agency does not preclude the City from seeking and obtaining bides in a manner provided through this policy.

- **Grants:** All purchases funded through a State or Federal grant must follow all additional procedures required by the grantor. Contractor bids must be evaluated on the ability to meet the State or Federal requirements.
 - **Conflicts of interest:** Purchase transactions for goods and services with a City employee, employee's spouse, or employee's business are limited to \$1,500 per fiscal year per employee in total, per state law. Any transactions with an employee that will exceed this limit are required to go through formal bidding procedures. Any project that is formally bid is also an exception to a conflict of interest with that employee or officer of the City.
 - **"Emergency Repair Work":** is declared by resolution of the City Council and a certificate from an external, registered, professional engineer verifying that the emergency repairs are necessary.
 - Urban renewal demolition or low-rent housing projects
 - Repair or maintenance work performed by city employees
 - Annual contracts with multiple contractors for structure demolition projects for projects each having an estimated cost of \$100,000 or less
- **Contract Administration**
 - **Oversight of bidding:** The City Clerk or her designee will advertise, bid, and oversee the receipt, opening and announcing of all formal bids.
 - **Execution of Contracts:** Formal bid contracts shall be executed by the Mayor and attested to by the City Clerk. All other contracts may be executed by the City Manager as permitted by state law.
 - **Change Orders:** The City Manager will administer all contracts on the authority of the City Council and will approve all change orders for contracts. Change orders on contracts that were bid using formal bidding procedures must have Council Approval.
 - **Contract Payments:** Contractual payments on formally bid contracts must be approved, individually, by City Council action. Other contractual payments must be approved by the City Manager and listed on the formal claims list presented to Council.
 - **Retainage:** Retainage shall be withheld on contracts for public improvements as provided for by State law or on other contracts as deemed appropriate or necessary. Retainage on a contract may not exceed 5% of the cost of the public improvement. An application by a contractor for early release of a retainage requires City Council consideration and approval.
 - **Completion of Contract:** The following items need to have Council approval: (1) final acceptance of project; (2) final contractor payment; and (3) release of retainage authorization (unless application was previously made for early release of retainage).

Part III: Purchasing Methods

1. **Petty Cash:** petty cash may be used to make purchases under \$100. A receipt is required for all petty cash purchases.
2. **Exceptions:** exceptions to the above purchasing method policies, including the necessity for a purchase order for all purchases over \$500, are as follows:
 - a. Annual dues renewals
 - b. Subscription renewals
 - c. Recording fees
 - d. Budgeted rents and leases
 - e. Maintenance agreement and service contract renewals
 - f. Travel and training

g. Contracts and purchases approved by the City Council

APPENDIX A
BIDDING REQUIREMENTS
(under \$1,000—no quote or bid)

	Supplies/Equipment	Services*	
\$1,000 - \$4,999	Up to Three quotations are preferred but is not required	Three quotations are preferred but is not necessary	Informal Quotation
\$5,000 - \$39,999	Three quotations (written)	Three quotations (written)	
Greater than \$40,000	Competitive Quotation Council Approval Required	Competitive Quotation Council Approval Required	Semi-formal Quotation

Public Improvements/Construction** Horizontal Infrastructure (highways, bridges, culverts)	
Less than \$36,000	Informal Quotation Three written quotations
\$36,000 to \$47,000	Competitive Quotation
Greater than \$47,000	Competitive Bidding

Public Improvements/Construction** Vertical Infrastructure (buildings, utilities, sidewalks, trails, etc.)	
Less than \$55,000	Informal Quotation Three written quotations
Between \$55,000 and \$135,000	Competitive Quotation Semi-Formal (Council Consent)
Greater than \$135,000	Competitive Bidding

* Contracts for professional or technical services may be done on a negotiated basis rather than on a competitive basis

** Public Improvements greater than \$25,000 require City Council consent and performance bonds

Purchases

~~The City Council recognizes the importance of approving purchases on a timely basis, which are recommended by the City Manager and included in the departmental operating budget. In addition, the City recognizes the added importance of approving the purchase of such recommendations as efficiently as possible.~~

~~A. — Staff Approved Purchases:~~

~~The City Manager may approve the purchase of items valued at \$10,000 or less which are included in the annual budget adopted by the City Council and do not exceed the amount budgeted.~~

~~Any proposed purchases of items in excess of \$10,000 shall be brought to the City Council for approval.~~

~~*Adopted by City Council on June 8, 1998.*~~

RESOLUTION NO. 2018-_____

**RESOLUTION APPROVING REVISED ADMINISTRATIVE POLICY
AND PROCEDURE AND INCORPORATES THE PURCHASING POLICY**

WHEREAS, the Indianola City Council in reviewing its policies believes it is in the best interest of the citizens of Indianola for the Council to revisit and revise the Administrative Policy and Procedure.

WHEREAS, this policy has incorporated the Purchasing Policy which by this resolution is being eliminated as a separate policy.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of Indianola that the existing policy is hereby replaced with the attached Administrative Policy and Procedure.

DATED this 21st day of May 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

Resolution amending the council policy for Cash Management

Information

The amendment to the Cash Management policy deletes wording which is already addressed in the Administrative Policy and Procedures Financial Policy.

Roll call approving the resolution (packet) is in order.

Fiscal Impact

Attachments

Cash Management Policy
Resolution

Cash Management Policy

The purpose of the cash management policy is to provide an efficient, cost-effective method of processing cash transactions. Therefore, it shall be the policy of the City of Indianola to:

1. Annually adopt a resolution naming depositories for all institutions that can be utilized for deposit accounts.
2. Annually adopt an investment policy for delegating the responsibility of investing cash balances to the appropriate parties and providing guidelines for the investment of funds.
3. Designate the City Treasurer as responsible for the safe custody of all city funds (as per Chapter 19 of the Code of Ordinances).
4. Designate the City Manager as responsible for supervising and directing the official conduct of all officers of the city under the management and control of the City Council, including the City Clerk (as per Chapter 21 of the Code of Ordinances). The City Manager shall implement procedures to delegate fiscal responsibilities while maintaining effective internal controls. As such, the Director of Finance is designated as the Chief Accounting Officer and has the authority to implement accounting procedures needed to maintain effective internal controls over city funds.
5. Approve all expenditures at meetings open to the public and provide for the publication of the expenditure report (as per Iowa Code). Annually, the City Clerk shall provide for the publication of all actual salaries and wages for all personnel under the management and control of the City Council.
6. Approve a summary report of all receipts by fund at meetings open to the public and provide for the publication of the said report (as per Iowa Code).
7. Annually adopt a Salary Resolution setting compensation rates and benefits for all employees under the management and control of the City Council at the beginning of each fiscal year. Increases in compensation throughout the year shall be approved by roll call of the City Council.
8. Reconcile the Director of Finance accounting of deposits, withdrawals, and fund balances as described in the Accounting System Policy to the account balances attested to by the City Treasurer. The City Council shall review and approve the reconciliation report on a monthly basis.

Procedures

The following procedures have been approved by the governing body to implement the Cash Management Policy. As part of these procedures, the City Clerk may segregate duties between or delegate responsibilities to the Payroll/Utility Billing Clerk, Accounts Payable Clerk, Cashier, and other part-time employees.

Account Maintenance:

1. The Director of Finance is the designated official authorized to sign checks.
2. Bank statements are to be reconciled on a monthly basis by the Accounts Payable Clerk with oversight by the Director of Finance.
3. Blank checks shall be safeguarded and stored in a vault or other non-public areas not accessible by non-administrative personnel.
4. No checks are to be issued without prior approval by the City Council.

Deposits:

1. The Cashier or designee shall be provided information pertaining to all amounts owed to the City of Indianola.
2. All checks or cash to be deposited shall be delivered to the Cashier or designee as soon as practical from the time collected by any city employee or official. Each department that receives checks or cash shall deliver to the Cashier or designee information showing that amounts actually received balance, within reasonable variance, what was delivered to the Cashier or designee.
3. The Cashier or designee shall provide, and retain a copy of, receipts for all amounts collected.
4. The Cashier or designee shall prepare a daily receipt report totaling all deposits into city accounts. The report shall balance, within reasonable variance, the actual amount deposited for the period covering that report.
5. The Director of Finance, or designee, shall request funds for projects funded by federal or state awards in accordance with the appropriate rules and regulations. All requests shall be provided to the Cashier for receipt purposes as soon as practical from the time requested. All requests for funds shall be timed in accordance with the actual immediate cash requirement of carrying out the approved project. Requests are not to be made to cover future expenditures, unless explicitly allowed by the appropriate funding authority for that specific project.

Purchasing:

All expenditures by any board, commission, or employee shall be reasonable in nature and necessary to attain the public purposes set forth in the annual budget as adopted by the City Council. In all purchasing decisions, the goal is to use the lowest responsive/responsible supplier using cost and any other factors deemed prudent by the board, commission, or employee. These procedures may be waived during bona-fide emergencies. The following procedures shall apply:

- ~~1. Competitive quotes from at least 2 sources shall be sought for all one-time purchases for items or services costing more than \$1,000 for each item or unit of service. For routine purchases, competitive quotes shall be sought at least once every 2 years for items or services costing more than \$1,000 for each item or unit of service. This requirement may be waived when purchasing under an agreement or consortium where competitive quotes have previously been obtained. This requirement may also be waived when purchasing proprietary replacement items or services for which there are no comparable suppliers.~~
- ~~2. Public improvement projects less than \$40,000 shall be procured using semi-formal competitive quotation procedures set forth in Iowa law.~~
- ~~3. Public improvement projects more than \$40,000 but less than \$100,000 shall be procured using informal contracting procedures set forth in Iowa law.~~
- ~~4. Public improvement projects in excess of \$100,000 shall be procured using competitive bidding procedures set forth in Iowa law.~~
- ~~5. Bidding procedures may be waived during bona fide emergencies with procedures set forth in Iowa law.~~
- ~~6. Mileage rates, vehicle, and travel allowances shall be determined by policies adopted by the City Council.~~
- ~~7. The lowest responsive/responsible quote or bid should be used unless the city's Local Purchase Policy is followed.~~
- ~~8. All contracts must be approved by the City Council unless otherwise approved by a board or commission with such statutory authority.~~
1. Where authority is granted in the Code of Ordinances, boards and commissions are authorized to approve the purchase of budgeted items by a majority or quorum vote. Documentation of this shall consist of a listing of claims accompanied by the minutes.

2. The City Manager is authorized to purchase budgeted items, non-budgeted items up to ~~\$5,000~~ \$25,000, and other items as authorized by the City Council and to delegate purchasing authorities as appropriate. As such, each Department Head is authorized to purchase budgeted items, or as otherwise authorized by the City Manager, for the individual fund for which they have supervisory authority. Department Heads are authorized to reasonably substitute individual items from those budgeted but must obtain approval from the City Manager before exceeding total budgeted expenditures for the funds for which they have supervisory authority.
3. Each Department Head or the Director of Finance shall attest to the authorization to disburse funds to pay for their department's approved purchases (henceforth called a claim). This authorization may be delegated at the discretion of the Department Head. The Director of Finance shall attest to the claims directly approved by the City Council, any official board or commission action in the absence of any other employee authorized by the official board or commission, and to reimburse the City Manager or any other employee of the city. The City Manager shall attest to the claims to pay for reimbursements to the Director of Finance.
4. Purchasing of items for projects funded by federal or state grant awards shall be limited to the minimum amounts needed to cover allowable project costs.

Disbursements:

1. All approved claims shall be submitted to the Accounts Payable Clerk or designee as soon as practical from the time received by any city employee or official.
2. The Accounts Payable Clerk or designee shall review all claims for appropriate approval and consistency with policies and procedures prior to processing disbursements.
3. The Accounts Payable Clerk shall provide a report of all non-payroll associated claims to the Director of Finance, who shall in turn submit it to the City Council for approval.
4. The Payroll/Utility Billing Clerk shall maintain the payroll system in accordance to the Salary Resolution and other policies adopted by the City Council.
5. The Payroll/Utility Billing Clerk shall prepare a bi-weekly payroll and any associated claims for deductions, taxes, or other benefits.
6. The Payroll/Utility Billing Clerk shall provide a report of all payroll-associated claims to the Director of Finance, who shall in turn submit it to the City Council for approval.
7. Checks shall be approved and signed by the Director of Finance, or as otherwise authorized by the City Council.
8. The Director of Finance is expressly authorized to make disbursements using electronic means for the following items:
 - Payment of debt, or interest on debt, previously approved by resolution of the City Council or any authorized board or commission.
 - Payment of payroll-associated claims including voluntary deductions, remittance of taxes, or other benefits as described in resolutions and policies adopted by the City Council.
 - Payment of credit card and bank account fees under agreements previously approved by the City Council.
 - Remittance of sales and use taxes to the State of Iowa.
 - Payment of self-funded health insurance and flex spending claims as approved by a third-party administrator under contracts approved by the City Council.
 - Payment to settle contracts with specifically identified and scheduled payments previously approved by the City Council.

Adopted by City Council on April 18, 2005; amended August 4, 2008.

RESOLUTION NO. 2018-_____

RESOLUTION APPROVING REVISED CASH MANAGEMENT POLICY

WHEREAS, the Indianola City Council in reviewing its policies believes it is in the best interest of the citizens of Indianola for the Council to revisit and revise the Cash Management Policy.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of Indianola that the existing policy is hereby replaced with the attached Cash Management Policy.

DATED this 21st day of May 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

Resolution amending the council policy by adding an Executive Session policy

Information

In your packet is the resolution approving the addition of the Executive Session to the council policy. Highlights of the policy include:

- A closed session will be placed on the agenda and a minimum of two-thirds of the City Council, or all of the City Council members present, must vote in favor of the motion on a roll call vote.
- Any action on matters discussed in closed session will be taken in an open meeting.
- The audio recordings and the written minutes will be kept for one year from the date of the meeting.
- The detailed minutes and audio recording will be secured (via appropriate means including electronic) and will not be public records open to public inspection.
- The minutes and audio recording will only be available to City Council members, other City officials who were entitled to be at the Executive Session, or opened upon court order in an action to enforce the requirements of the open meeting law.
- Procedure for City Council members to listen/view of closed session:
 - Submit a request to the City Clerk, City Attorney and City Manager
 - Arrangements will be made to review the minutes and audio recording; and
 - A log will be maintained of access to minutes and audio recording

Roll call is in order.

Fiscal Impact

Attachments

Executive Session Policy
Resolution

EXECUTIVE SESSION POLICY

City Council meetings will be open meetings unless a closed session or exempt meeting is allowed by law. The City Council may hold a closed session or exempt meeting in the situations stated below.

Exceptions to the Open Meetings Law

Closed sessions take place as part of an open meeting. The item for discussion in the closed session will be listed as part of the tentative agenda on the public notice. The motion for a closed session, stating the purpose for the closed session, will be made and seconded during the open meeting. A minimum of two-thirds of the City Council, or all of the City Council members present, must vote in favor of the motion on a roll call vote. Closed sessions will be recorded and have detailed written minutes maintained by the City Clerk and/or City Manager. Any action on matters discussed in the closed session will be taken in an open meeting.

The minutes and the audio recording will restate the motion made in the open meeting, the roll call vote, the members present, and the time the closed session began and ended. The audio recordings and the written minutes will be kept for one year from the date of the meeting. Real estate related minutes and tapes shall be made public after the real estate transaction is completed.

The detailed minutes and audio recordings will be secured (via appropriate means including electronic) and will not be public records open to public inspection. The minutes and audio recording will only be available to the City Council members, other City officials who were entitled to be at the Executive Session, or opened upon court order in an action to enforce the requirements of the open meetings law.

Procedure for City Council members to listen/view of closed session:

- Submit a request to the City Clerk, City Attorney and City Manager;
- Arrangements will be made to review the minutes and audio recording; and
- A log will be maintained of access to minutes and audio recording.

RESOLUTION NO. 2018-_____

RESOLUTION APPROVING AN EXECUTIVE SESSION POLICY

WHEREAS, the Indianola City Council in reviewing its policies believes it is in the best interest of the citizens of Indianola for the Council to approve and add the Executive Session Policy.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of Indianola that the existing policy is hereby approved with the attached Executive Session Policy.

DATED this 21st day of May 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

FY 18 Budget Amendment

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/21/2018

Information

Subject

Public hearing to amend the FY 18 Budget

Information

The first order of business is to hold a public hearing on the FY 18 budget amendment. In your packet is a memo from Finance Director Andy Lent which list the following amendments/increases:

- City - revenue amendments/increases
 - IEDA Loan for Downtown Improvements - \$125,000
 - SRF Loan for Morlock Lift Station & Gravity Sewer - \$3,267,000
 - City - Expenditures
 - Public Works - \$25,000 for street lighting and \$17,422 for Brush Dump
 - Community and Economic Development - \$125,000 for Downtown Improvements
 - General Administration - Electric Utilities - \$19,029, Legal Fees - \$42,851, Election Costs - \$10,147
 - IMU - Revenue amendments/increases
 - Fiber Optic Bond - \$10,706,500
 - Electric Rate Increase - \$271,200
 - Sales Tax - \$13,650
 - Communication Utility and Dark Fiber Rental - \$152,600
 - IMU - Expenditures
 - Fiber Optic Buildout - \$11,418,205
-

Fiscal Impact

Attachments

Memo

Budget Amendment

PH Budget Amendment



To: Mayor and City Council
CC: Ryan Waller, City Manager
From: Andrew J. Lent, Director of Finance
Date: May 1, 2018
Re: FY 2018 Budget Amendment

Attached to this memo is the prepared budget amendment for the FY 2017-2018 fiscal year for the City of Indianola and Indianola Municipal Utilities. Ending fund balances exceed those required by the city's finance policy. This memo Lists the amended amounts below:

Revenue Amendments/ Increases:

<u>City</u>	<u>IMU</u>
• IEDA Loan for Downtown Improvements: \$125,000 • SRF Loan for Morlock Lift Station and Gravity Sewer: \$3,267,000	• Fiber Optic Bond: \$10,706,500 • Electric Rate Increase: \$271,200 • Sales Tax: \$13,650 • Communication Utility and Dark Fiber Rental: \$152,600

Expenditures:

City:

- Public Works: \$25,000 for street lighting and \$17,422 for Brush Dump
- Community and Economic Development: \$125,000 for Downtown Improvements
- General Administration: Electric Utilities: \$19,029, Legal Fees: \$42,851; election costs: \$10,147
- Morlock Lift Station and Gravity Sewer: \$3,229,355

IMU

- Fiber Optic Buildout: \$11,418,205:

CITY OF

indianola

Department of Management

ADOPTED BUDGET SUMMARY

YEAR ENDED JUNE 30, 2019

Fiscal Years

(A)	(B)	GENERAL (C)	SPECIAL REVENUES (D)	TIF SPECIAL REVENUES (E)	DEBT SERVICE (F)	CAPITAL PROJECTS (G)	PERMANENT (H)	PROPRIETARY (I)	BUDGET 2019 (J)	RE-ESTIMATED 2018 (K)	ACTUAL 2017 (L)
Revenues & Other Financing Sources											
Taxes Levied on Property	1	4,228,935	1,863,359		611,557	0			6,703,851	6,326,908	6,227,175
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	4,228,935	1,863,359		611,557	0			6,703,851	6,326,908	6,227,175
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			2,285,759					2,285,759	2,077,145	1,924,197
Other City Taxes	6	274,686	1,137,797		1,626	0			1,414,109	1,276,405	1,984,012
Licenses & Permits	7	222,905	0					0	222,905	107,375	154,991
Use of Money and Property	8	464,285	0	0	0	0	0	680,300	1,144,585	508,733	1,109,866
Intergovernmental	9	333,202	1,842,012	0	15,388	501,000		0	2,691,602	2,449,626	2,319,051
Charges for Fees & Service	10	970,234	0		0	0	0	24,757,431	25,727,665	21,564,007	22,090,576
Special Assessments	11	0	0		0	0		19,750	19,750	2,000	189,737
Miscellaneous	12	573,989	4,000		0	0	0	1,280,035	1,858,024	2,941,983	3,369,443
Sub-Total Revenues	13	7,068,236	4,847,168	2,285,759	628,571	501,000	0	26,737,516	42,068,250	37,254,182	39,369,048
Other Financing Sources:											
Total Transfers In	14	4,971,437	200,911	0	1,173,623	1,598,360	0	4,613,577	12,557,908	12,471,016	11,069,571
Proceeds of Debt	15	0	0	0	0	0		3,251,622	3,251,622	0	0
Proceeds of Capital Asset Sales	16	20,670	0	0	0	0	0	0	20,670	17,000	1,180,074
Total Revenues and Other Sources	17	12,060,343	5,048,079	2,285,759	1,802,194	2,099,360	0	34,602,715	57,898,450	49,742,198	51,618,693
Expenditures & Other Financing Uses											
Public Safety	18	5,174,635	0	0			0		5,174,635	4,746,851	4,973,101
Public Works	19	247,127	1,293,449	0			0		1,540,576	1,502,213	1,474,419
Health and Social Services	20	0	0	0			0		0	0	0
Culture and Recreation	21	2,098,946	0	0			0		2,098,946	2,088,474	2,123,236
Community and Economic Development	22	457,537	0	20,000			0		477,537	985,300	935,587
General Government	23	1,446,845	0	0			0		1,446,845	1,436,572	1,449,136
Debt Service	24	10,000	0	0	2,066,545		0		2,076,545	2,433,150	2,655,685
Capital Projects	25	884,013	0	0		2,054,360	0		2,938,373	2,823,067	400,334
Total Government Activities Expenditures	26	10,319,103	1,293,449	20,000	2,066,545	2,054,360	0		15,753,457	16,015,627	14,011,498
Business Type Proprietary: Enterprise & ISF	27							31,026,361	31,026,361	23,246,238	20,085,447
Total Gov & Bus Type Expenditures	28	10,319,103	1,293,449	20,000	2,066,545	2,054,360	0	31,026,361	46,779,818	39,261,865	34,096,945
Total Transfers Out	29	1,413,422	2,511,095	1,314,523	0	0	0	7,318,868	12,557,908	12,471,016	11,069,571
Total ALL Expenditures/Fund Transfers Out	30	11,732,525	3,804,544	1,334,523	2,066,545	2,054,360	0	38,345,229	59,337,726	51,732,881	45,166,516
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	31										
	32	327,818	1,243,535	951,236	-264,351	45,000	0	-3,742,514	-1,439,276	-1,990,683	6,452,177
Beginning Fund Balance July 1	33	6,925,040	5,211,548	1,330,762	1,115,589	-1,287,878	0	11,132,040	24,427,101	26,417,784	19,965,607
Ending Fund Balance June 30	34	7,252,858	6,455,083	2,281,998	851,238	-1,242,878	0	7,389,526	22,987,825	24,427,101	26,417,784

NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2017-2018 CITY BUDGET

The City Council of Indianola in WARREN County, Iowa
 will meet at Indianola City Hall, 110 W 1st Street, Indianola, IA 50125
 at 7:00 PM on 5/21/2018
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2018
(year)
 by changing estimates of revenue and expenditure appropriations in the following functions for the reasons given.
 Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	6,326,908		6,326,908
Less: Uncollected Property Taxes-Levy Year	2	0		0
Net Current Property Taxes	3	6,326,908	0	6,326,908
Delinquent Property Taxes	4	0		0
TIF Revenues	5	2,077,145		2,077,145
Other City Taxes	6	1,276,435		1,276,435
Licenses & Permits	7	137,670		137,670
Use of Money and Property	8	508,733	152,600	661,333
Intergovernmental	9	2,295,248	125,000	2,420,248
Charges for Services	10	21,552,651	271,200	21,823,851
Special Assessments	11	2,000		2,000
Miscellaneous	12	3,106,890	13,650	3,120,540
Other Financing Sources	13	17,000	13,973,500	13,990,500
Transfers In	14	12,471,016		12,471,016
Total Revenues and Other Sources	15	49,771,696	14,535,950	64,307,646
Expenditures & Other Financing Uses				
Public Safety	16	4,705,541		4,705,541
Public Works	17	1,465,254	42,422	1,507,676
Health and Social Services	18	0		0
Culture and Recreation	19	2,101,634		2,101,634
Community and Economic Development	20	985,300	125,000	1,110,300
General Government	21	1,436,572	72,027	1,508,599
Debt Service	22	2,433,150		2,433,150
Capital Projects	23	2,823,067		2,823,067
Total Government Activities Expenditures	24	15,950,518	239,449	16,189,967
Business Type / Enterprises	25	23,246,238	14,647,560	37,893,798
Total Gov Activities & Business Expenditures	26	39,196,756	14,887,009	54,083,765
Transfers Out	27	12,471,016		12,471,016
Total Expenditures/Transfers Out	28	51,667,772	14,887,009	66,554,781
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out Fiscal Year	29	-1,896,076	-351,059	-2,247,135
Beginning Fund Balance July 1	30	20,921,137		20,921,137
Ending Fund Balance June 30	31	19,025,061	-351,059	18,674,002

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Revenue: Intergovernmental-IEDA Loan: \$125,000 Other financing sources fiber build-out: \$10,706,500, SRF for Morlock: \$3,267,000; Increased utility charges: \$271,200; lease revenue \$152,600; increase sales tax \$13,650
 Expenses: Public Works: streetlight cost \$25,000; solid waste brush dump: \$17,422, Community Development: downtown improvements; \$125,000; city hall utilities: \$19,029, legal fees: \$42,851, election cost: \$10,147, Morlock lift station gravity sewer: \$3,229,355; Fiber Optic build out: \$11,418,205.

There will be no increase in tax levies to be paid in the current fiscal year named above related to the proposed budget amendment. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget.

Diana Bowlin

City Clerk/ Finance Officer Name

Meeting Date: 05/21/2018

Information

Subject

Resolution approving the FY 18 budget amendment

Information

The final item to consider is the resolution approving the FY 18 budget amendment (packet).

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION 2018-_____

RESOLUTION AMENDING THE ANNUAL BUDGET
FOR FISCAL YEAR ENDING JUNE 30, 2018

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA,
IOWA:

The annual budget for the fiscal year ending June 30, 2018 as set forth in the Budget Summary Certificate and in the detail budget in support thereof showing the revenue estimates and appropriations expenditures and allocations to program and activities for said fiscal year is hereby amended, the Finance Director is directed to make the filings required by law and set up his/her books in accordance with the summary and details as adopted.

Passed and approved on 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

2018 Capital Street Improvement Project

Information

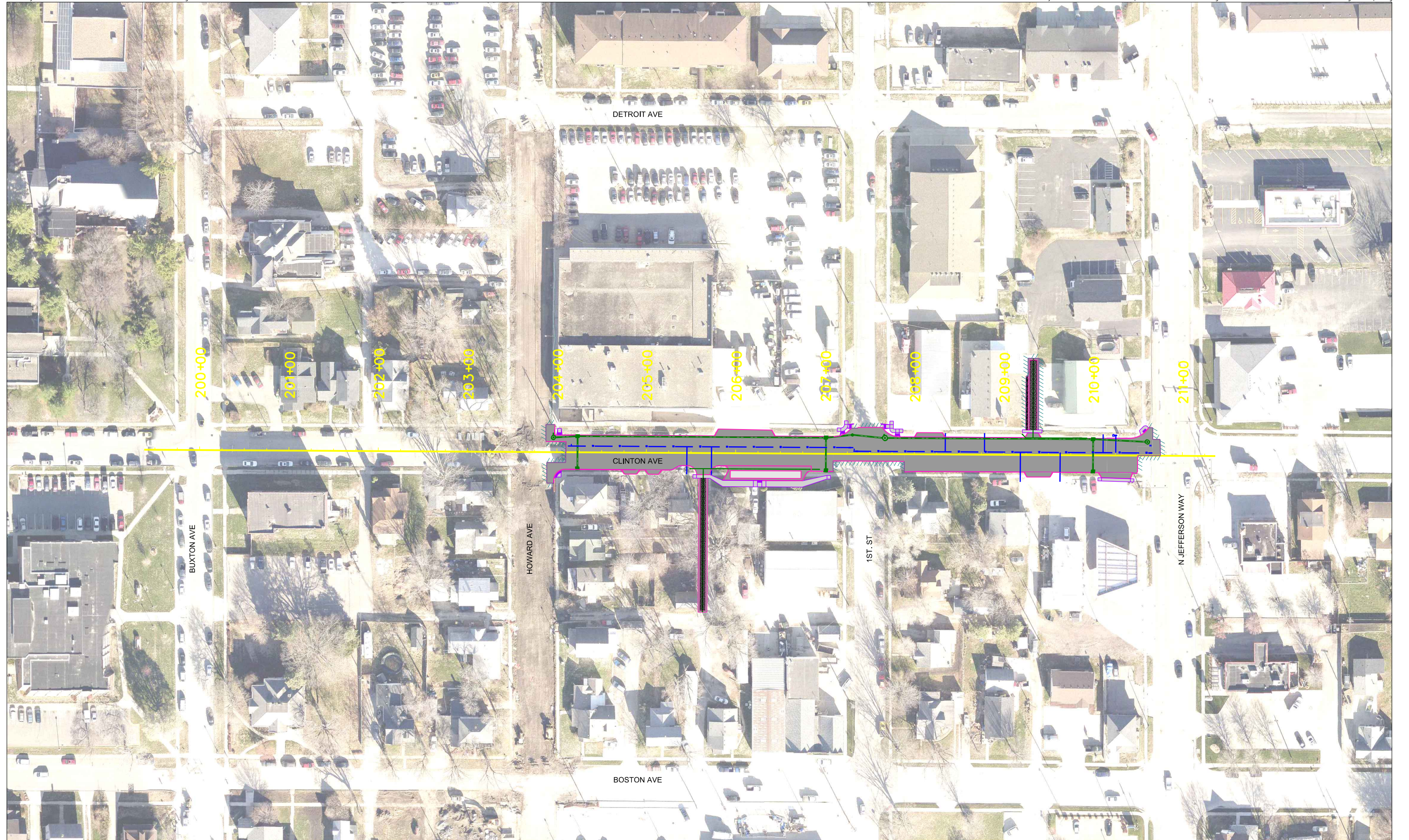
Council will need to consider the following items for the 2018 Capital Street Improvement Project (map).

- Public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost
 - Resolution adopting plans specs, form of contract and estimate of costs
 - Resolution awarding contract
 - Resolution approving the contract and bond
-

Fiscal Impact

Attachments

Map



Meeting Date: 05/21/2018

Information

Subject

Public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost

Information

The first item is to hold the public hearing on the adoption of plans, specs, form of contract and estimate of cost.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/21/2018

Information

Subject

Resolution adopting plans, specs, form of contract and estimate of costs

Information

The next item to consider is the resolution (packet) adopting the plans, specs, form of contract and estimate of costs. The estimated project cost is approximately \$569,383.00.

The extent of work on this project includes all materials, equipment, transportation, and labor necessary to complete the improvements generally described as follows: Construction including roadway paving, water main installation, driveway replacement, sidewalk replacement, storm sewer installation, and surface restoration along Clinton Avenue from North Howard Street west to North Jefferson Way / US 69. Project includes approximately 2487 SY of 8" PCC, 813 LF of 15" RCP storm sewer, 660 LF of 8" DIP water main, 2650 SY of pavement removal, 280 SY of permeable pavers, driveway replacement, sidewalk construction, erosion control, and miscellaneous associated work, including cleanup. Add-Alternate constructions including construction of permeable paver alleyways and parking, excavation, side walk replacement and miscellaneous associated work.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

The Meeting was called to order by Mayor Kelly B. Shaw, and on roll call the following Council Members were

Present:

Absent:

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2018 Capital Street Improvement Project, the Mayor called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the City Clerk reported that no written objections had been filed.

Council Member _____ introduced the following Resolution entitled "RESOLUTION ADOPTING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATE OF COST", and moved that it be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was, AYES: . NAYS: ABSENT: Whereupon the Mayor declared the following resolution duly adopted:

RESOLUTION NO. 2018-_____
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,
FORM OF CONTRACT AND ESTIMATE OF COST

WHEREAS, on the ____ day of____, 2018, plans, specifications, form of contract estimate of cost were filed with the City Clerk for the City of Indianola, for certain public improvements described in general as the 2018 Capital Street Improvement Project, for the City of Indianola, Iowa, and

WHEREAS, notice of hearing on plans, specifications, form of contract and estimate of costs of the public improvements was published as required by law.

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

Section 1. The plans, specifications, form of contract and estimate of cost are approved as the plans, specifications, form of contract and estimate of cost for the public improvements described in the preamble of this Resolution.

PASSED AND APPROVED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

DIANA BOWLIN, City Clerk

Meeting Date: 05/21/2018

Information**Subject**

Resolution awarding contract

Information

The next item to consider is the resolution (packet) awarding the contract to Sternquest Construction of Indianola, Iowa in an amount of \$472,079.50 (\$365,565.55 for street portion and \$106,513.95 for water main). The bid documents were posted on the City's web site, Iowa League of Cities Web Site, Facebook and Master Builders Plan Room.

The following bids were received on May 8, 2018:

Company	Base Bid	Alternate Bid	Total
Absolute Concrete Des Moines, Iowa	\$499,953.45	\$70,989.15	\$570,942.60
Kingston Services Des Moines, Iowa	\$511,740.00	\$78,020.00	\$589,760.00
Sternquist Construction Indianola, Iowa	\$472,079.50	\$67,306.80	\$539,386.30
Synergy Contracting Bondurant, Iowa	\$574,653.20	\$86,408.65	\$661,061.85

Snyder and Associates is recommending (memo) awarding the contract to Sternquest Construction in an amount of \$472,079.50

The engineer's estimate was \$569,383.00 (\$506,703.00=base bid and \$62,680.00=alternate bid).

Roll call is in order.

Fiscal Impact**Attachments**

Resolution

Snyder & Assoc Letter

Bid Tab

The Mayor then announced that the following bids had been opened and tabulated the bids for the public improvements described in general as the 2018 Capital Street Improvement Project for the City of Indianola, Indianola, Iowa, in accordance with the plans and specifications previously adopted.

The following bids were presented by the City Clerk and Finance Director:

Company

Bid

The Finance Director then recommended that the bid of _____ in the amount of \$_____ be accepted.

Council Member _____ introduced the following resolution entitled "RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT", and moved its adoption. Council Member _____ seconded the motion to adopt. The roll was called and the vote was:

AYES:

NAYS:

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION NO. 2018-____
RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA IOWA:

Section 1. The bid of _____ in the amount of \$_____ for the 2018 Capital Street Improvement Project for the City of Indianola and the Indianola Municipal Utilities, Indianola, Iowa, described in the plans and specifications previously adopted by the City Council on the 21st day of May, 2018, is accepted, it being the lowest responsible bid for the work and materials.

Section 2. The Mayor and the City Clerk are directed to execute a contract with the contractor for the construction of the public improvement. The contract not to be binding on the City Council and Board of Trustees until approved by the City and the Board.

PASSED AND APPROVED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

DIANA BOWLIN, City Clerk



May 16, 2018

Diana Bowlin
City Clerk
City of Indianola
110 N. 1st St. P.O. Box 299
Indianola, IA 50125

RE: RECOMMENDATION OF AWARD
2018 CAPITAL STREET IMPROVEMENTS PROJECT
INDIANOLA, IOWA
PROJECT #118.0129

Dear Ms. Bowlin:

At 2:00 pm on Tuesday, May 8, 2018, bids were received for the 2018 Capital Street Improvements project. The proposed project includes reconstruction of Clinton Street from Howard Street to N. Jefferson Way (U.S. Highway 69). The project includes reconstruction of the water main, storm sewer, and pavement in the corridor as well as the addition of permeable pavers in parking areas and alleys to control storm water runoff.

Four bids were received and opened. The base bid for the street and water main reconstruction ranged from \$472,079.50 to \$574,653.20. A bid tabulation is included. Our opinion of probable construction costs for the base bid was \$506,153.00. The contract called for the award of the project to the bidder submitting the lowest base bid. The low base bid was submitted by Sternquist Construction of Indianola. Due to the separate DNR sponsored project funding for the permeable pavers, the paver construction was segregated as a bid alternate. Sternquist Construction submitted a bid of \$67,306.80 for the permeable paver bid alternate.

Due to the time it takes to obtain concurrence of award for the paver bid alternate from the Iowa DNR, our recommendation at this time is to award the contract for the base bid to the low bidder, Sternquist Construction of Indianola. Sternquist Construction is a local company with significant experience on similar types of projects. I believe Sternquist Construction is fully capable of successfully carrying out the requirements of the contract.

Once we receive concurrence from the Iowa DNR for award of the bid alternate, we will recommend the City Council add the permeable paver bid alternate by change order at a cost of \$67,306.80. The total cost of the project will be \$539,386.30.

Ms. Diana Bowlin
City of Indianola
May 16, 2018
Page 2 of 2

Please let me know if you have any questions regarding our recommendation of award.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'Gabriel A. Nelson', is written over the company name.

Gabriel A. Nelson, P.E.
Project Engineer

TABULATION OF BIDS

2018 Capital Street Improvements Project

City of Indianola

Project No. 118.0129

Bid Date/Time: May 8, 2018 at 2:00 PM

ITEM	DESCRIPTION	UNIT	QUANTITY	ENGINEER'S ESTIMATE		1		2	
				UNIT PRICE	TOTAL PRICE	STERNQUIST CONSTRUCTION INDIANOLA, IA		ABSOLUTE CONCRETE SLATER, IA	
						UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID									
	EARTHWORK								
2.1	TOPSOIL, ON-SITE	CY	110	\$ 10.00	\$ 1,100.00	\$ 48.70	\$ 5,357.00	\$ 10.25	\$ 1,127.50
2.2	TOPSOIL, OFF-SITE	CY	70	\$ 40.00	\$ 2,800.00	\$ 124.50	\$ 8,715.00	\$ 20.50	\$ 1,435.00
2.3	EXCAVATION, CLASS 10	CY	170	\$ 20.00	\$ 3,400.00	\$ 56.25	\$ 9,562.50	\$ 10.25	\$ 1,742.50
2.4	SUBGRADE PREPARATION	SY	2750	\$ 3.00	\$ 8,250.00	\$ 4.05	\$ 11,137.50	\$ 2.55	\$ 7,012.50
2.5	COMPACTION TESTING	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
	SEWERS AND DRAINS								
4.1	STORM SEWER, TRENCHED, RCP, 15"	LF	813	\$ 55.00	\$ 44,715.00	\$ 59.70	\$ 48,536.10	\$ 56.40	\$ 45,853.20
4.2	REMOVAL OF STORM SEWER	LF	665	\$ 12.00	\$ 7,980.00	\$ 11.75	\$ 7,813.75	\$ 41.00	\$ 27,265.00
	WATER MAIN AND APPURTENANCES								
5.1	WATER MAIN, TRENCHED, DIP, 8"	LF	660	\$ 85.00	\$ 56,100.00	\$ 61.65	\$ 40,689.00	\$ 47.15	\$ 31,119.00
5.2	FITTING, MJ SLEEVE, 8"	EA	1	\$ 650.00	\$ 650.00	\$ 1,957.00	\$ 1,957.00	\$ 307.50	\$ 307.50
5.3	WATER SERVICE STUB, NEAR	EA	7	\$ 2,250.00	\$ 15,750.00	\$ 1,369.90	\$ 9,589.30	\$ 1,537.50	\$ 10,762.50
5.4	TAPPING VALVE ASSEMBLY	EA	3	\$ 4,600.00	\$ 13,800.00	\$ 4,207.55	\$ 12,622.65	\$ 4,100.00	\$ 12,300.00
5.5	FIRE HYDRANT ASSEMBLY	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 4,990.35	\$ 4,990.35	\$ 6,666.00	\$ 6,666.00
5.6	VALVE BOX EXTENSION	EA	1	\$ 300.00	\$ 300.00	\$ 440.00	\$ 440.00	\$ 512.50	\$ 512.50
5.7	FIRE HYDRANT ASSEMBLY REMOVAL	EA	1	\$ 1,200.00	\$ 1,200.00	\$ 1,174.20	\$ 1,174.20	\$ 1,025.00	\$ 1,025.00
5.8	VALVE BOX REMOVAL	EA	1	\$ 600.00	\$ 600.00	\$ 293.55	\$ 293.55	\$ 256.25	\$ 256.25
5.9	CUT AND CAP EXISTING WATER MAIN	EA	4	\$ 850.00	\$ 3,400.00	\$ 1,467.75	\$ 5,871.00	\$ 1,537.50	\$ 6,150.00
	STRUCTURES FOR SANITARY AND STORM								
6.1	MANHOLE, SW-401, 48"	EA	3	\$ 4,000.00	\$ 12,000.00	\$ 3,131.20	\$ 9,393.60	\$ 3,587.50	\$ 10,762.50
6.2	INTAKE, SW-501	EA	6	\$ 3,400.00	\$ 20,400.00	\$ 2,152.70	\$ 12,916.20	\$ 307.50	\$ 1,845.00
6.3	MANHOLE ADJUSTMENT, MINOR	EA	2	\$ 1,600.00	\$ 3,200.00	\$ 1,369.90	\$ 2,739.80	\$ 1,640.00	\$ 3,280.00
6.4	REMOVE MANHOLE	EA	2	\$ 700.00	\$ 1,400.00	\$ 1,174.20	\$ 2,348.40	\$ 1,025.00	\$ 2,050.00
6.5	REMOVE INTAKE	EA	3	\$ 700.00	\$ 2,100.00	\$ 1,174.20	\$ 3,522.60	\$ 1,025.00	\$ 3,075.00
6.6	INTAKE, 48" SW-401 WITH TYPE 4B CASTING	EA	1	\$ 4,000.00	\$ 4,000.00	\$ 2,641.95	\$ 2,641.95	\$ 2,562.50	\$ 2,562.50
	STREETS AND RELATED WORK								
7.1	PAVEMENT, PCC 8"	SY	2487	\$ 52.00	\$ 129,324.00	\$ 60.75	\$ 151,085.25	\$ 58.00	\$ 144,246.00
7.2	PCC PAVEMENT SAMPLES AND TESTING	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 2,200.00	\$ 2,200.00	\$ 5,000.00	\$ 5,000.00
7.3	REMOVAL OF SIDEWALK	SY	109	\$ 8.00	\$ 872.00	\$ 8.80	\$ 959.20	\$ 15.40	\$ 1,678.60
7.4	REMOVAL OF DRIVEWAY	SY	144	\$ 8.00	\$ 1,152.00	\$ 10.10	\$ 1,454.40	\$ 15.40	\$ 2,217.60
7.5	SIDEWALK, PCC, 4"	SY	118	\$ 50.00	\$ 5,900.00	\$ 38.00	\$ 4,484.00	\$ 34.35	\$ 4,053.30
7.6	SIDEWALK, PCC, 6"	SY	50	\$ 70.00	\$ 3,500.00	\$ 70.00	\$ 3,500.00	\$ 164.25	\$ 8,212.50
7.7	DETECTABLE WARNING	SF	72	\$ 35.00	\$ 2,520.00	\$ 30.00	\$ 2,160.00	\$ 46.25	\$ 3,330.00
7.8	DRIVEWAY, PAVED, PCC, 6"	SY	22	\$ 45.00	\$ 990.00	\$ 63.25	\$ 1,391.50	\$ 46.25	\$ 1,017.50
7.9	DRIVEWAY, PAVED, PCC, 7"	SY	176	\$ 55.00	\$ 9,680.00	\$ 63.32	\$ 11,144.32	\$ 48.25	\$ 8,492.00
7.10	FULL DEPTH PATCHES, 8" PCC	SY	420	\$ 100.00	\$ 42,000.00	\$ 80.00	\$ 33,600.00	\$ 123.00	\$ 51,660.00
7.11	FULL DEPTH PATCHES, 9" PCC	SY	96	\$ 105.00	\$ 10,080.00	\$ 105.00	\$ 10,080.00	\$ 159.00	\$ 15,264.00
7.12	PAVEMENT REMOVAL	SY	2650	\$ 7.00	\$ 18,550.00	\$ 8.65	\$ 22,922.50	\$ 10.25	\$ 27,162.50
	TRAFFIC CONTROL								
8.1	TEMPORARY TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 8,652.00	\$ 8,652.00	\$ 8,610.00	\$ 8,610.00

TABULATION OF BIDS

2018 Capital Street Improvements Project

City of Indianola

Project No. 118.0129

Bid Date/Time: May 8, 2018 at 2:00 PM

						1		2	
				ENGINEER'S ESTIMATE		STERNQUIST CONSTRUCTION INDIANOLA, IA		ABSOLUTE CONCRETE SLATER, IA	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	SITE WORK AND LANDSCAPING								
9.1	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	AC	0.12	\$ 12,000.00	\$ 1,440.00	\$ 21,424.00	\$ 2,570.88	\$ 7,500.00	\$ 900.00
9.2	FILTER SOCK, 8"	LF	2000	\$ 2.00	\$ 4,000.00	\$ 1.55	\$ 3,100.00	\$ 3.75	\$ 7,500.00
9.3	FILTER SOCK, REMOVAL	LF	2000	\$ 0.50	\$ 1,000.00	\$ 0.25	\$ 500.00	\$ 0.50	\$ 1,000.00
	MISCELLANEOUS								
11.1	CONSTRUCTION SURVEY	LS	1	\$ 7,000.00	\$ 7,000.00	\$ 3,914.00	\$ 3,914.00	\$ 5,000.00	\$ 5,000.00
11.2	MOBILIZATION	LS	1	\$ 45,000.00	\$ 45,000.00	\$ 3,550.00	\$ 3,550.00	\$ 25,000.00	\$ 25,000.00
TOTAL BASE BID¹:					\$ 506,153.00		\$ 472,079.50		\$ 499,953.45
ADD-ALTERNATE									
	EARTHWORK								
ADD-2.1	EXCAVATION, CLASS 10	CY	346	\$ 20.00	\$ 6,920.00	\$ 36.75	\$ 12,715.50	\$ 10.25	\$ 3,546.50
	SEWERS AND DRAINS								
ADD-4.1	SUBDRAIN CLEANOUT, TYPE A-1, 6"	EA	2	\$ 500.00	\$ 1,000.00	\$ 630.00	\$ 1,260.00	\$ 512.50	\$ 1,025.00
ADD-4.2	SUBDRAIN CLEANOUT, TYPE A-2, 6"	EA	2	\$ 500.00	\$ 1,000.00	\$ 472.50	\$ 945.00	\$ 512.50	\$ 1,025.00
	STREETS AND RELATED WORK								
ADD-7.1	PAVEMENT, PCC 7"	SY	121	\$ 55.00	\$ 6,655.00	\$ 49.35	\$ 5,971.35	\$ 126.00	\$ 15,246.00
ADD-7.2	REMOVAL OF SIDEWALK	SY	10	\$ 8.00	\$ 80.00	\$ 23.10	\$ 231.00	\$ 30.75	\$ 307.50
ADD-7.3	PAVEMENT REMOVAL	SY	135	\$ 7.00	\$ 945.00	\$ 5.25	\$ 708.75	\$ 15.40	\$ 2,079.00
ADD-7.4	ENGINEERING FABRIC	SY	658	\$ 2.50	\$ 1,645.00	\$ 3.00	\$ 1,974.00	\$ 6.15	\$ 4,046.70
ADD-7.5	UNDERDRAIN, PVC, 6"	LF	475	\$ 12.00	\$ 5,700.00	\$ 27.30	\$ 12,967.50	\$ 17.45	\$ 8,288.75
ADD-7.6	STORAGE AGGREGATE	TON	331	\$ 35.00	\$ 11,585.00	\$ 33.60	\$ 11,121.60	\$ 28.70	\$ 9,499.70
ADD-7.7	FILTER AGGREGATE	TON	60	\$ 35.00	\$ 2,100.00	\$ 40.00	\$ 2,400.00	\$ 55.00	\$ 3,300.00
ADD-7.8	PERMEABLE INTERLOCKING PAVERS	SY	280	\$ 60.00	\$ 16,800.00	\$ 52.00	\$ 14,560.00	\$ 50.00	\$ 14,000.00
	TRAFFIC CONTROL								
ADD-8.1	TEMPORARY TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 1.05	\$ 1.05	\$ 2,000.00	\$ 2,000.00
	SITE WORK AND LANDSCAPING								
ADD-9.1	FILTER SOCK, 8"	LF	500	\$ 2.00	\$ 1,000.00	\$ 1.50	\$ 750.00	\$ 3.75	\$ 1,875.00
ADD-9.2	FILTER SOCK, REMOVAL	LF	500	\$ 0.50	\$ 250.00	\$ 0.25	\$ 125.00	\$ 0.50	\$ 250.00
	MISCELLANEOUS								
ADD-11.1	CONSTRUCTION SURVEY	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 1,575.00	\$ 1,575.00	\$ 2,000.00	\$ 2,000.00
ADD-11.2	MOBILIZATION	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 1.05	\$ 1.05	\$ 2,500.00	\$ 2,500.00
TOTAL ADD ALTERNATE:					\$ 72,680.00		\$ 67,306.80		\$ 70,989.15
BID SECURITY:					10%		10%		10%

Notes

(1) Award based on lowest total base bid

TABULATION OF BIDS

2018 Capital Street Improvements Project

City of Indianola

Project No. 118.0129

Bid Date/Time: May 8, 2018 at 2:00 PM

				ENGINEER'S ESTIMATE		3 KINGSTON SERVICES, PC DES MOINES, IA		4 SYNERGY CONTRACTING, LLC BONDURANT, IA	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BASE BID									
	EARTHWORK								
2.1	TOPSOIL, ON-SITE	CY	110	\$ 10.00	\$ 1,100.00	\$ 4.50	\$ 495.00	\$ 19.50	\$ 2,145.00
2.2	TOPSOIL, OFF-SITE	CY	70	\$ 40.00	\$ 2,800.00	\$ 29.00	\$ 2,030.00	\$ 65.00	\$ 4,550.00
2.3	EXCAVATION, CLASS 10	CY	170	\$ 20.00	\$ 3,400.00	\$ 18.00	\$ 3,060.00	\$ 19.50	\$ 3,315.00
2.4	SUBGRADE PREPARATION	SY	2750	\$ 3.00	\$ 8,250.00	\$ 5.50	\$ 15,125.00	\$ 5.20	\$ 14,300.00
2.5	COMPACTION TESTING	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 2,500.00	\$ 2,600.00	\$ 2,600.00
	SEWERS AND DRAINS								
4.1	STORM SEWER, TRENCHED, RCP, 15"	LF	813	\$ 55.00	\$ 44,715.00	\$ 55.00	\$ 44,715.00	\$ 83.20	\$ 67,641.60
4.2	REMOVAL OF STORM SEWER	LF	665	\$ 12.00	\$ 7,980.00	\$ 30.00	\$ 19,950.00	\$ 15.60	\$ 10,374.00
	WATER MAIN AND APPURTENANCES								
5.1	WATER MAIN, TRENCHED, DIP, 8"	LF	660	\$ 85.00	\$ 56,100.00	\$ 62.00	\$ 40,920.00	\$ 58.50	\$ 38,610.00
5.2	FITTING, MJ SLEEVE, 8"	EA	1	\$ 650.00	\$ 650.00	\$ 275.00	\$ 275.00	\$ 650.00	\$ 650.00
5.3	WATER SERVICE STUB, NEAR	EA	7	\$ 2,250.00	\$ 15,750.00	\$ 975.00	\$ 6,825.00	\$ 2,470.00	\$ 17,290.00
5.4	TAPPING VALVE ASSEMBLY	EA	3	\$ 4,600.00	\$ 13,800.00	\$ 4,350.00	\$ 13,050.00	\$ 6,370.00	\$ 19,110.00
5.5	FIRE HYDRANT ASSEMBLY	EA	1	\$ 5,500.00	\$ 5,500.00	\$ 6,000.00	\$ 6,000.00	\$ 6,890.00	\$ 6,890.00
5.6	VALVE BOX EXTENSION	EA	1	\$ 300.00	\$ 300.00	\$ 150.00	\$ 150.00	\$ 130.00	\$ 130.00
5.7	FIRE HYDRANT ASSEMBLY REMOVAL	EA	1	\$ 1,200.00	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00	\$ 780.00	\$ 780.00
5.8	VALVE BOX REMOVAL	EA	1	\$ 600.00	\$ 600.00	\$ 550.00	\$ 550.00	\$ 130.00	\$ 130.00
5.9	CUT AND CAP EXISTING WATER MAIN	EA	4	\$ 850.00	\$ 3,400.00	\$ 950.00	\$ 3,800.00	\$ 2,860.00	\$ 11,440.00
	STRUCTURES FOR SANITARY AND STORM								
6.1	MANHOLE, SW-401, 48"	EA	3	\$ 4,000.00	\$ 12,000.00	\$ 3,950.00	\$ 11,850.00	\$ 4,160.00	\$ 12,480.00
6.2	INTAKE, SW-501	EA	6	\$ 3,400.00	\$ 20,400.00	\$ 3,550.00	\$ 21,300.00	\$ 3,250.00	\$ 19,500.00
6.3	MANHOLE ADJUSTMENT, MINOR	EA	2	\$ 1,600.00	\$ 3,200.00	\$ 900.00	\$ 1,800.00	\$ 1,820.00	\$ 3,640.00
6.4	REMOVE MANHOLE	EA	2	\$ 700.00	\$ 1,400.00	\$ 1,500.00	\$ 3,000.00	\$ 520.00	\$ 1,040.00
6.5	REMOVE INTAKE	EA	3	\$ 700.00	\$ 2,100.00	\$ 1,500.00	\$ 4,500.00	\$ 390.00	\$ 1,170.00
6.6	INTAKE, 48" SW-401 WITH TYPE 4B CASTING	EA	1	\$ 4,000.00	\$ 4,000.00	\$ 3,950.00	\$ 3,950.00	\$ 2,730.00	\$ 2,730.00
	STREETS AND RELATED WORK								
7.1	PAVEMENT, PCC 8"	SY	2487	\$ 52.00	\$ 129,324.00	\$ 54.25	\$ 134,919.75	\$ 58.80	\$ 146,235.60
7.2	PCC PAVEMENT SAMPLES AND TESTING	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 1,145.00	\$ 1,145.00	\$ 3,600.00	\$ 3,600.00
7.3	REMOVAL OF SIDEWALK	SY	109	\$ 8.00	\$ 872.00	\$ 8.00	\$ 872.00	\$ 10.40	\$ 1,133.60
7.4	REMOVAL OF DRIVEWAY	SY	144	\$ 8.00	\$ 1,152.00	\$ 8.00	\$ 1,152.00	\$ 10.40	\$ 1,497.60
7.5	SIDEWALK, PCC, 4"	SY	118	\$ 50.00	\$ 5,900.00	\$ 52.00	\$ 6,136.00	\$ 40.80	\$ 4,814.40
7.6	SIDEWALK, PCC, 6"	SY	50	\$ 70.00	\$ 3,500.00	\$ 78.00	\$ 3,900.00	\$ 192.00	\$ 9,600.00
7.7	DETECTABLE WARNING	SF	72	\$ 35.00	\$ 2,520.00	\$ 36.00	\$ 2,592.00	\$ 54.00	\$ 3,888.00
7.8	DRIVEWAY, PAVED, PCC, 6"	SY	22	\$ 45.00	\$ 990.00	\$ 44.00	\$ 968.00	\$ 54.00	\$ 1,188.00
7.9	DRIVEWAY, PAVED, PCC, 7"	SY	176	\$ 55.00	\$ 9,680.00	\$ 46.00	\$ 8,096.00	\$ 56.40	\$ 9,926.40
7.10	FULL DEPTH PATCHES, 8" PCC	SY	420	\$ 100.00	\$ 42,000.00	\$ 78.00	\$ 32,760.00	\$ 144.00	\$ 60,480.00
7.11	FULL DEPTH PATCHES, 9" PCC	SY	96	\$ 105.00	\$ 10,080.00	\$ 112.00	\$ 10,752.00	\$ 186.00	\$ 17,856.00
7.12	PAVEMENT REMOVAL	SY	2650	\$ 7.00	\$ 18,550.00	\$ 11.00	\$ 29,150.00	\$ 10.40	\$ 27,560.00
	TRAFFIC CONTROL								
8.1	TEMPORARY TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 8,500.00	\$ 8,500.00	\$ 10,920.00	\$ 10,920.00

TABULATION OF BIDS

2018 Capital Street Improvements Project

City of Indianola

Project No. 118.0129

Bid Date/Time: May 8, 2018 at 2:00 PM

				ENGINEER'S ESTIMATE		3 KINGSTON SERVICES, PC DES MOINES, IA		4 SYNERGY CONTRACTING, LLC BONDURANT, IA	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	SITE WORK AND LANDSCAPING								
9.1	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	AC	0.12	\$ 12,000.00	\$ 1,440.00	\$ 12,000.00	\$ 1,440.00	\$ 650.00	\$ 78.00
9.2	FILTER SOCK, 8"	LF	2000	\$ 2.00	\$ 4,000.00	\$ 1.75	\$ 3,500.00	\$ 2.60	\$ 5,200.00
9.3	FILTER SOCK, REMOVAL	LF	2000	\$ 0.50	\$ 1,000.00	\$ 0.25	\$ 500.00	\$ 0.13	\$ 260.00
	MISCELLANEOUS								
11.1	CONSTRUCTION SURVEY	LS	1	\$ 7,000.00	\$ 7,000.00	\$ 6,400.00	\$ 6,400.00	\$ 3,900.00	\$ 3,900.00
11.2	MOBILIZATION	LS	1	\$ 45,000.00	\$ 45,000.00	\$ 51,612.25	\$ 51,612.25	\$ 26,000.00	\$ 26,000.00
TOTAL BASE BID¹:					\$ 506,153.00		\$ 511,740.00		\$ 574,653.20
ADD-ALTERNATE									
	EARTHWORK								
ADD-2.1	EXCAVATION, CLASS 10	CY	346	\$ 20.00	\$ 6,920.00	\$ 18.00	\$ 6,228.00	\$ 19.50	\$ 6,747.00
	SEWERS AND DRAINS								
ADD-4.1	SUBDRAIN CLEANOUT, TYPE A-1, 6"	EA	2	\$ 500.00	\$ 1,000.00	\$ 475.00	\$ 950.00	\$ 520.00	\$ 1,040.00
ADD-4.2	SUBDRAIN CLEANOUT, TYPE A-2, 6"	EA	2	\$ 500.00	\$ 1,000.00	\$ 250.00	\$ 500.00	\$ 195.00	\$ 390.00
	STREETS AND RELATED WORK								
ADD-7.1	PAVEMENT, PCC 7"	SY	121	\$ 55.00	\$ 6,655.00	\$ 54.00	\$ 6,534.00	\$ 55.20	\$ 6,679.20
ADD-7.2	REMOVAL OF SIDEWALK	SY	10	\$ 8.00	\$ 80.00	\$ 8.00	\$ 80.00	\$ 10.40	\$ 104.00
ADD-7.3	PAVEMENT REMOVAL	SY	135	\$ 7.00	\$ 945.00	\$ 11.00	\$ 1,485.00	\$ 10.40	\$ 1,404.00
ADD-7.4	ENGINEERING FABRIC	SY	658	\$ 2.50	\$ 1,645.00	\$ 2.25	\$ 1,480.50	\$ 3.90	\$ 2,566.20
ADD-7.5	UNDERDRAIN, PVC, 6"	LF	475	\$ 12.00	\$ 5,700.00	\$ 15.00	\$ 7,125.00	\$ 29.25	\$ 13,893.75
ADD-7.6	STORAGE AGGREGATE	TON	331	\$ 35.00	\$ 11,585.00	\$ 28.00	\$ 9,268.00	\$ 58.50	\$ 19,363.50
ADD-7.7	FILTER AGGREGATE	TON	60	\$ 35.00	\$ 2,100.00	\$ 32.00	\$ 1,920.00	\$ 71.50	\$ 4,290.00
ADD-7.8	PERMEABLE INTERLOCKING PAVERS	SY	280	\$ 60.00	\$ 16,800.00	\$ 90.00	\$ 25,200.00	\$ 67.20	\$ 18,816.00
	TRAFFIC CONTROL								
ADD-8.1	TEMPORARY TRAFFIC CONTROL	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 3,100.00	\$ 3,100.00	\$ 650.00	\$ 650.00
	SITE WORK AND LANDSCAPING								
ADD-9.1	FILTER SOCK, 8"	LF	500	\$ 2.00	\$ 1,000.00	\$ 1.25	\$ 625.00	\$ 2.60	\$ 1,300.00
ADD-9.2	FILTER SOCK, REMOVAL	LF	500	\$ 0.50	\$ 250.00	\$ 0.25	\$ 125.00	\$ 0.13	\$ 65.00
	MISCELLANEOUS								
ADD-11.1	CONSTRUCTION SURVEY	LS	1	\$ 2,000.00	\$ 2,000.00	\$ 3,200.00	\$ 3,200.00	\$ 2,600.00	\$ 2,600.00
ADD-11.2	MOBILIZATION	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 10,199.50	\$ 10,199.50	\$ 6,500.00	\$ 6,500.00
TOTAL ADD ALTERNATE:					\$ 72,680.00		\$ 78,020.00		\$ 86,408.65
BID SECURITY:					10%		10%		10%

Notes

(1) Award based on lowest total base bid

Meeting Date: 05/21/2018

Information

Subject

Resolution making award of construction contract and bond

Information

The final item to consider is the resolution (packet) awarding the construction contract and bond to Sternquist Construction in an amount of \$472,079.50.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Contract & Bond

RESOLUTION NO. 2018-__

RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT AND BOND

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA:

Section 1. The bid of Sternquest Construction in the amount of \$472,079.50 for the 2018 Capital Street Improvement Project for the City of Indianola, Iowa, and IMU Board of Trustees described in the plans and specifications previously adopted by this City Council on the 21st day of May, 2018, is accepted, it being the lowest responsible bid for the work and materials.

Section 2. The Mayor and the City Clerk are directed to execute a contract with the contractor for the construction of the public improvement. The contract not to be binding on the City Council until approved by the City Council.

PASSED AND APPROVED this 21st day of May, 2018.

KELLY B. SHAW, MAYOR

ATTEST:

DIANA BOWLIN, City Clerk

CONTRACT NO. 118.0129

DATE _____

CONTRACT

THIS CONTRACT, made and entered into at Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa this 21st day of May, 2018, by and between the City of Indianola by its Mayor, upon order of its City Council hereinafter called the "Jurisdiction," and Sternquist Construction, 1110 North 14th Street, Indianola, IA 50125 hereinafter called the "Contractor."

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the below referenced improvement as specified in the contract documents, which are officially on file with the Jurisdiction, in the office of the City Administrator. This contract includes all contract documents. The work under this contract shall be constructed in accordance with the SUDAS Standard Specifications, 2018 Edition, and as further modified by the special provisions included in said contract documents, and the Contract Attachment - Item 1: General, which is attached hereto. The Contractor further agrees to complete the work in strict accordance with said contract documents, and to guarantee the work as required by law, for the time required in said contract documents, after its acceptance by the Jurisdiction.

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices shown on the Contract Attachment - Item 2: Bid Items, Quantities, and Prices, which were proposed by the Contractor in its proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvements:

The extent of work on this project includes all materials, equipment, transportation, and labor necessary to complete the improvements generally described as follows: Construction including roadway paving, water main installation, driveway replacement, sidewalk replacement, storm sewer installation, and surface restoration along Clinton Avenue from North Howard Street west to North Jefferson Way / US 69. Project includes approximately 2487 SY of 8" PCC, 813 LF of 15" RCP storm sewer, 660 LF of 8" DIP water main, 2650 SY of pavement removal, 280 SY of permeable pavers, driveway replacement, sidewalk construction, erosion control, and miscellaneous associated work, including cleanup. Add-Alternate constructions including construction of permeable paver alleyways and parking, excavation, side walk replacement and miscellaneous associated work.

The Contractor agrees to perform said work for and in consideration of the Jurisdiction's payment of the bid amount of FOUR HUNDRED SEVENTY-TWO THOUSAND SEVENTY-NINE AND 50/100 DOLLARS (\$472,079.50) which amount shall constitute the required amount of the performance, maintenance, and payment bond. The Contractor hereby agrees to commence work under this contract on or before a date to be specified in a written notice to proceed by the Jurisdiction and to fully complete the 2018 Capital Street Improvements Project by October 31, 2018; and to pay liquidated damages for noncompliance with said completion provisions at the rate of One Thousand dollars (\$1,000.00) for each calendar day thereafter that the work remains incomplete.

IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

JURISDICTION

By _____

(Seal)

ATTEST:

FORM APPROVED BY:

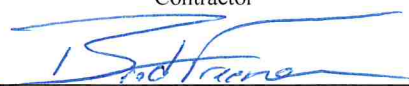
Attorney for Jurisdiction

CONTRACTOR

Sternquist Construction

Contractor

By



Signature

GM

Title

1110 North 14th Street

Street Address

Indianola, Iowa 50125

City, State, Zip Code

515-961-8127

Telephone

CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:

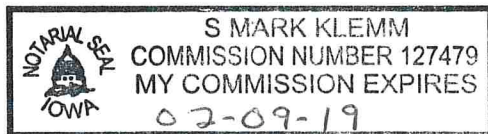
1. All Contractors: The Contractor shall enter its Public Registration Number C 0 9 4 6 - 7 1 issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.
2. Out-of-State Contractors:
 - A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the division of labor services of the department of workforce development. It is the contractor's responsibility to comply with said Section 91C.7 before commencing this work.
 - B. Prior to entering into contract, the designated low bidder, if it is a corporation organized under the laws of a state other than Iowa, shall file with the Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all the provisions of Chapter 490 of the Iowa Code, or as amended, governing foreign corporations.

NOTE: All signatures on this contract must be original signatures in ink; copies, facsimile, or electronic signatures will not be accepted.

CORPORATE ACKNOWLEDGMENT

State of Iowa)
) SS
Warren County)

On this 15th day of May, 2018, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Brad Freeman and _____, to me known, who, being by me duly sworn, did say that they are the General Manager and _____, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that Brad Freeman and _____ acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.



S Mark Klemm
Notary Public in and for the State of Iowa
My commission expires February 9th, 20 19

PARTNERSHIP ACKNOWLEDGMENT

State of _____)
) SS
_____ County)

On this ____ day of _____, 20 __, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ to me personally known, who being by me duly sworn, did say that the person is one of the partners of _____, a partnership, and that the instrument was signed on behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

Notary Public in and for the State of _____
My commission expires _____, 20____

INDIVIDUAL ACKNOWLEDGMENT

State of _____)
) SS
_____ County)

On this ____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of _____, personally appeared _____ and _____, to me known to be the identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed the instrument as (his) (her) (their) voluntary act and deed.

Notary Public in and for the State of _____
My commission expires _____, 20____

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of _____)
) SS
_____ County)

On this ____ day of _____, 20____, before me a Notary Public in and for said county, personally appeared _____, to me personally known, who being by me duly sworn did say that person is _____ of said _____, that (the seal affixed to said instrument is the seal of said OR no seal has been procured by the said) _____, and that said instrument was signed and sealed on behalf of the said _____, by authority of its managers and the said _____ acknowledged the execution of said instrument to be the voluntary act and deed of said _____, by it voluntarily executed.

Notary Public in and for the State of _____
My commission expires _____, 20____

CONTRACT ATTACHMENT: ITEM 1 - BID ITEMS AND QUANTITIES

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices tabulated below as proposed by the Contractor in its proposal submitted in accordance with notice to bidders and notice of public hearing. All quantities are subject to revision by the Jurisdiction. Quantity changes that amount to 20% or less of the amount bid shall not affect the unit bid price.

ITEM	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE
BASE BID					
	EARTHWORK				
2.1	TOPSOIL, ON-SITE	CY	110	\$ 48.70	\$ 5,357.00
2.2	TOPSOIL, OFF-SITE	CY	70	\$ 124.50	\$ 8,715.00
2.3	EXCAVATION, CLASS 10	CY	170	\$ 56.25	\$ 9,562.50
2.4	SUBGRADE PREPARATION	SY	2750	\$ 4.05	\$ 11,137.50
2.5	COMPACTION TESTING	LS	1	\$ 2,500.00	\$ 2,500.00
	SEWERS AND DRAINS				
4.1	STORM SEWER, TRENCHED, RCP, 15"	LF	813	\$ 59.70	\$ 48,536.10
4.2	REMOVAL OF STORM SEWER	LF	665	\$ 11.75	\$ 7,813.75
	WATER MAIN AND APPURTENANCES				
5.1	WATER MAIN, TRENCHED, DIP, 8"	LF	660	\$ 61.65	\$ 40,689.00
5.2	FITTING, MJ SLEEVE, 8"	EA	1	\$ 1,957.00	\$ 1,957.00
5.3	WATER SERVICE STUB	EA	7	\$ 1,369.90	\$ 9,589.30
5.4	TAPPING VALVE ASSEMBLY	EA	3	\$ 4,207.55	\$ 12,622.65
5.5	FIRE HYDRANT ASSEMBLY	EA	1	\$ 4,990.35	\$ 4,990.35
5.6	VALVE BOX EXTENSION	EA	1	\$ 440.00	\$ 440.00
5.7	FIRE HYDRANT ASSEMBLY REMOVAL	EA	1	\$ 1,174.20	\$ 1,174.20
5.8	VALVE BOX REMOVAL	EA	1	\$ 293.55	\$ 293.55
5.9	CUT AND CAP EXISTING WATER MAIN	EA	4	\$ 1,467.75	\$ 5,871.00

	STRUCTURES FOR SANITARY AND STORM				
6.1	MANHOLE, SW-401, 48"	EA	3	\$ 3,131.20	\$ 9,393.60
6.2	INTAKE, SW-501	EA	6	\$ 2,152.70	\$ 12,916.20
6.3	MANHOLE ADJUSTMENT, MINOR	EA	2	\$ 1,369.90	\$ 2,739.80
6.4	REMOVE MANHOLE	EA	2	\$ 1,174.20	\$ 2,348.40
6.5	REMOVE INTAKE	EA	3	\$ 1,174.20	\$ 3,522.60
6.6	INTAKE, SW-401 WITH TYPE 4B CASTING	EA	1	\$ 2,641.95	\$ 2,641.95
	STREETS AND RELATED WORK				
7.1	PAVEMENT, PCC 8"	SY	2487	\$ 60.75	\$ 151,085.25
7.2	PCC PAVEMENT SAMPLES AND TESTING	LS	1	\$ 2,200.00	\$ 2,200.00
7.3	REMOVAL OF SIDEWALK	SY	109	\$ 8.80	\$ 959.20
7.4	REMOVAL OF DRIVEWAY	SY	144	\$ 10.10	\$ 1,454.40
7.5	SIDEWALK, PCC, 4"	SY	118	\$ 38.00	\$ 4,484.00
7.6	SIDEWALK, PCC, 6"	SY	50	\$ 70.00	\$ 3,500.00
7.7	DETECTABLE WARNING	SF	72	\$ 30.00	\$ 2,160.00
7.8	DRIVEWAY, PAVED, PCC, 6"	SY	22	\$ 63.25	\$ 1,391.50
7.9	DRIVEWAY, PAVED, PCC, 7"	SY	176	\$ 63.32	\$ 11,144.32
7.10	FULL DEPTH PATCHES, 8" PCC	SY	420	\$ 80.00	\$ 33,600.00
7.11	FULL DEPTH PATCHES, 9" PCC	SY	96	\$ 105.00	\$ 10,080.00
7.12	PAVEMENT REMOVAL	SY	2650	\$ 8.65	\$ 22,922.50
	TRAFFIC CONTROL				
8.1	TEMPORARY TRAFFIC CONTROL	LS	1	\$ 8,652.00	\$ 8,652.00
	SITE WORK AND LANDSCAPING				
9.1	HYDRAULIC SEEDING, FERTILIZING, AND MULCHING	ACRE	0.12	\$ 21,424.00	\$ 2,570.88
9.2	FILTER SOCK, 8"	LF	2000	\$ 1.55	\$ 3,100.00
9.3	FILTER SOCK, REMOVAL	LF	2000	\$ 0.25	\$ 500.00

	MISCELLANEOUS				
11.1	CONSTRUCTION SURVEY	LS	1	\$ 3,914.00	\$ 3,914.00
11.2	MOBILIZATION	LS	1	\$ 3,550.00	\$ 3,550.00
BASE BID CONSTRUCTION COST					\$ 472,079.50



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/15/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Holmes Murphy & Assoc - WDM PO Box 9207 Des Moines, IA 50306-9207 Steve Probst	1-800-247-7756	CONTACT NAME: Lisa Johnson PHONE (A/C, No, Ext): E-MAIL ADDRESS: ljohnson@holmesmurphy.com	FAX (A/C, No): 515-221-8765
INSURED Sternquist Construction, Inc 1110 N 14th Street Indianola, IA 50125		INSURER(S) AFFORDING COVERAGE INSURER A: UNITED FIRE & CAS CO INSURER B: LAFAYETTE INS CO INSURER C: NAVIGATORS SPECIALTY INS CO INSURER D: INSURER E: INSURER F:	
		NAIC # 13021 18295 36056	

COVERAGES

CERTIFICATE NUMBER: 52833452

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☒ LOC			60429025	04/01/18	04/01/19	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			60429025	04/01/18	04/01/19	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$			60429025	04/01/18	04/01/19	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	30303590	04/01/18	04/01/19	☒ WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Pollution			NY18ECPX00013NC	04/01/18	04/01/19	Limit Liability 1,000,000
A	Inland Marine			60429025	04/01/18	04/01/19	Leased/Rented Equi 175,000
A	Property			60429025	04/01/18	04/01/19	Building & PP 1,089,800

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Street Project
City of Indianola and Snyder & Associates Inc are additional insured on the general liability and automobile policies on a primary and non-contributory basis if required by written contract.
Governmental Immunities Endorsement applies in favor of the City of Indianola.
Waiver of subrogation applies in favor of the additional insureds on the general liability, automobile and workers compensation policies if required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

City of Indianola PO Box 299 Indianola, IA 50125 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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SURETY BOND NO. IAC587733

PERFORMANCE, PAYMENT, AND MAINTENANCE BOND

KNOW ALL BY THESE PRESENTS:

That we, Sternquist Construction Inc., as Principal (hereinafter the "Contractor" or "Principal" and Merchants Bonding Company (Mutual), as Surety are held and firmly bound unto The City of Indianola, as Oblige (hereinafter referred to as "the Jurisdiction"), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of FOUR HUNDRED SEVENTY-TWO THOUSAND SEVENTY-NINE AND 50/100 DOLLARS (\$472,079.50), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the 21st day of May, 2018, hereinafter the "Contract") wherein said Contractor undertakes and agrees to construct the following described improvements:

The extent of work on this project includes all materials, equipment, transportation, and labor necessary to complete the improvements generally described as follows: Construction including roadway paving, water main installation, driveway replacement, sidewalk replacement, storm sewer installation, and surface restoration along Clinton Avenue from North Howard Street west to North Jefferson Way / US 69. Project includes approximately 2487 SY of 8" PCC, 813 LF of 15" RCP storm sewer, 660 LF of 8" DIP water main, 2650 SY of pavement removal, 280 SY of permeable pavers, driveway replacement, sidewalk construction, erosion control, and miscellaneous associated work, including cleanup. Add-Alternate constructions including construction of permeable paver alleyways and parking, excavation, side walk replacement and miscellaneous associated work.

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents. Provided, however, that one year after the date of acceptance as complete of the work under the above referenced Contract, the maintenance portion of this Bond shall continue in force but the penal sum for maintenance shall be reduced to the sum of FOUR HUNDRED SEVENTY-TWO THOUSAND SEVENTY-NINE AND 50/100 DOLLARS (\$472,079.50), which is the cost associated with those items shown on the proposal and in the Contract that require a maintenance bond period in excess of one year.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

1. **PERFORMANCE:** The Contractor shall well and faithfully observe, perform, fulfill, and abide by each and every covenant, condition, and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor's default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.
2. **PAYMENT:** The Contractor and the Surety on this Bond hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on

machinery, equipment, and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573 of the Iowa Code, which by this reference is made a part hereof as though fully set out herein.

3. MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:
 - A. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the period of four (4) years from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;
 - B. To keep all work in continuous good repair; and
 - C. To pay the Jurisdiction's reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Jurisdiction all outlay and expense incurred as a result of Contractor's and Surety's failure to remedy any defect as required by this section.
4. GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:
 - A. To consent without notice to any extension of time to the Contractor in which to perform the Contract;
 - B. To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than 20% of the total contract price, and that this bond shall then be released as to such excess increase; and
 - C. To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.
 - D. That no provision of this Bond or of any other contract shall be valid that limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.
 - E. That as used herein, the phrase "all outlay and expense" is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits, and overhead where applicable. Accordingly, "all outlay and expense" would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the Jurisdiction's staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor's failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the

Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any "outlay and expense" in defending itself against any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety's obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated regarding this Bond, the parties agree that the venue thereof shall be Warren County, State of Iowa. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly, and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers, and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action(s) or not.

NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a work, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.

Witness our hands, in triplicate, this 21st day of May, 2018.

Surety Countersigned By:

PRINCIPAL:

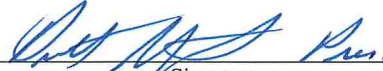
Not Required

Signature of Agent

Sternquist Construction Inc.

Contractor

By:



Signature

PRESIDENT

Title

Printed Name of Agent

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

SURETY:

Merchants Bonding Company (Mutual)

Surety Company

By:



Anne Crowner, Attorney in Fact & IA Resident Agent

Printed Name of Attorney-in-Fact Officer

Holmes, Murphy and Associates, LLC

Company Name

PO Box 9207

Company Address

Des Moines, IA 50306-9207

City, State, Zip Code

800-247-7756

Company Telephone Number

FORM APPROVED BY:

Attorney for Jurisdiction

NOTE:

1. All signatures on this performance, payment, and maintenance bond must be original signatures in ink; copies, facsimile, or electronic signatures will not be accepted.
2. This bond must be sealed with the Surety's raised, embossing seal.
3. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal.
4. The name and signature of the Surety's Attorney-in-Fact/Officer entered on this bond must be exactly as listed on the Certificate or Power of Attorney accompanying this bond.

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Anne Crowner; Brian M Deimerly; Cameron M Burt; Cindy Bennett; Craig E Hansen; Dana Wiebers; Dione R Young; Jay D Freiermuth; Jody Decker; Kami Brower; Kathleen Brewer; Kevin J Knutson; Michelle R Gruis; Seth D Rooker; Shirley S Bartenhagen; Stacy Venn; Tim McCulloh;
Wendy A Casey

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 23rd day of April, 2018.



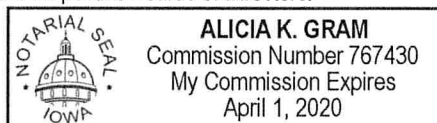
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 23rd day of April, 2018, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Alicia K. Gram

Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 21st day of May, 2018.



William Warner Jr.
Secretary

Meeting Date: 05/21/2018

Information

Subject

Resolution approving the professional service agreement with Concrete Professionals in an amount of \$79,074.30

Information

In your packet is the resolution approving the professional service agreement with Concrete Professionals in an amount of \$79,074.30 for the 2018 Hwy 65/69 Median Project Phase 2 - Concrete Border.

Roll call is in order.

Fiscal Impact

Attachments

Resolution
Agreement

RESOLUTION NO. 2018-____

**RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH CONCRETE PROFESSIONALS FOR THE 2018
HWY 65/69 MEDIAN PROJECT PHASE 2 – CONCRETE BORDER**

WHEREAS, the City Indianola, Iowa, is in need of engaging a company to provide for the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border for the City (hereinafter referred to as “Services”); and

WHEREAS, the City of Indianola, Iowa, has solicited proposals for said Services; and

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Concrete Professionals of Altoona, Iowa for the 2018 Hwy 65/69 Median Project Phase 2 – Concrete Border; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Concrete Professionals of Altoona, Iowa in the form attached as Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that:

1. The Professional Services Agreement with Concrete Professionals of Altoona, Iowa for the Services is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Professional Services Agreements on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 21st day of May, 2018, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and **Concrete Professionals, PO Box 7, Altoona, Iowa 50009**, hereinafter referred to as "SERVICE PROVIDER."

WHEREAS, the CITY is in need of installation of concrete in two Highway 65/69 Medians, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

WHEREAS, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall be paid for the Highway 65/69 Median Concrete Installation in an amount not to exceed seventy-nine thousand, seventy-four dollars and 30 cents Dollars (\$ 79,074.30) for said Services. SERVICE PROVIDER acknowledges and agrees that the CITY shall not issue payment until such time as CITY staff determines Services have been provided in accordance with Exhibit "A".

2. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of

negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

3. SERVICE PROVIDER and CITY shall discuss and mutually agree upon a schedule for the Services. SERVICE PROVIDER and CITY shall continue to discuss and review progress of the Services and make necessary adjustments as required by the CITY. Further, SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set out on Exhibit "B".

4. SERVICE PROVIDER shall comply with all applicable State, Federal and local laws and regulations and shall obtain or cause to be obtained all required permits to perform the Services.

5. This Agreement may be terminated immediately by either party for cause, or by the CITY for convenience upon fourteen (14) days' written notice to SERVICE PROVIDER, in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this

Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

6. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understanding concerning the subject matter of this Agreement that are not contained in this document.

IN WITNESS WHEREOF, the parties to this Agreement have set their hands on the day and year first written above.

"CITY":

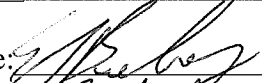
CITY OF INDIANOLA

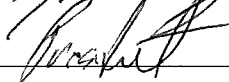
By: _____
Kelly B. Shaw, Mayor

Attest: _____
Diana Bowlin, City Clerk

"SERVICE PROVIDER":

By: Concrete Professionals

Name: 

Title: 



AIA Document A312™ – 2010

SY94066

Performance Bond

CONTRACTOR:

(Name, legal status and address)

Berkey Homebuilders Inc dba Concrete Professionals

8538 NE 54th Avenue, PO Box 7
Altoona, IA 50009

OWNER:

(Name, legal status and address)

City of Indianola
110 N 1st PO Box 299
Indianola, IA 50125-0299

SURETY:

(Name, legal status and principal place of business)

IMT Insurance Company

PO Box 1336
Des Moines, IA 50306

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

AIA Document A312–2010 combines two separate bonds, a Performance Bond and a Payment Bond, into one form. This is not a single combined Performance and Payment Bond.

CONSTRUCTION CONTRACT

Date: May 21, 2018

Amount: Seventy Nine Thousand Seventy Four Dollars & 30/100 (\$79,074.30)

Description: Highway 65/69 Median
(Name and location)

BOND

Date: May 21, 2018

(Not earlier than Construction Contract Date)

Amount: Seventy Nine Thousand Seventy Four Dollars & 30/100 (\$79,074.30)

Modifications to this Bond: ☒ None ☐ See Section 16

CONTRACTOR AS PRINCIPAL

Company: (Corporate Seal)

Berkey Homebuilders Inc dba Concrete

Signature:

Name

and Title:

(Any additional signatures appear on the last page of this Performance Bond.)

SURETY

Company: (Corporate Seal)

IMT Insurance Company

Signature:

Name

and Title:

Jill Shaffer, Attorney-in-fact

(FOR INFORMATION ONLY — Name, address and telephone)

AGENT or BROKER:

LMC Insurance & Risk Management
4200 University Avenue #200
West Des Moines IA 50266

OWNER'S REPRESENTATIVE:

(Architect, Engineer or other party:)

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

§ 2 If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Section 3.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after

- .1 the Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Section 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;
- .2 the Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and
- .3 the Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

§ 4 Failure on the part of the Owner to comply with the notice requirement in Section 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

§ 5 When the Owner has satisfied the conditions of Section 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

§ 5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

§ 5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

§ 5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Section 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

§ 5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

- .1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or
- .2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

§ 6 If the Surety does not proceed as provided in Section 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Section 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

§ 7 If the Surety elects to act under Section 5.1, 5.2 or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication, for

- .1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;
- .2 additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Section 5; and
- .3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

§ 8 If the Surety elects to act under Section 5.1, 5.3 or 5.4, the Surety's liability is limited to the amount of this Bond.

§ 9 The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors and assigns.

§ 10 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 11 Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 12 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

§ 13 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 14 Definitions

§ 14.1 **Balance of the Contract Price.** The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

§ 14.2 **Construction Contract.** The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

§ 14.3 **Contractor Default.** Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

§ 14.4 **Owner Default.** Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 14.5 **Contract Documents.** All the documents that comprise the agreement between the Owner and Contractor.

§ 15 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 16 Modifications to this bond are as follows:

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL

SURETY

Company: _____
(Corporate Seal)

Company: _____
(Corporate Seal)

Signature: _____

Name and Title: _____

Address _____

Signature: _____

Name and Title: _____

Address _____

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Meeting Date: 05/21/2018

Information

Subject

Resolution terminating the Professional Service Agreement with Triple P Lawn Care of Russell, Iowa for mowing services and approving the Professional Service Agreement with Woosley Lawn Care of Indianola, Iowa for the Parks, Memorial Aquatic Center, Library and WPC

Information

At the March 19th meeting, the City Council unanimously approved the professional service agreement with Triple P Lawn Care for mowing services for the Parks, Library, Memorial Aquatic Center and Water Pollution Control Department. On May 7th the Parks Department was notified by Triple P Lawn Care that they would not be able to continue with their contract. Due to the two week notice we received from Triple P Lawn Care, the Park staff is recommending the City proceed to the next lowest bid from Woosley Lawn Care for the Parks, Memorial Aquatic Center, Library and WPC.

The resolution (packet) will terminate Triple P Lawn Care professional service agreement and accept the professional service agreement with Woosley Lawn Care.

Roll call is in order.

Fiscal Impact

Attachments

Memo
Resolution
Agreement
Insurance Requirement



PARKS AND RECREATION

May 14, 2018

To: Mayor and City Council

Cc: Ryan Waller, City Manager, Andy Lent, Rick Graves, Michelle Patrick

From: Doug Bylund, Parks and Recreation Director

Re: Mowing Contract Cancellation and New Service Agreements

As you are aware, the mowing contractor Triple P Lawn Care has notified city staff on Friday, May 4 that they can not fulfill the requirements of the contract. As a result, staff from the Parks, WPC and IMU made contacts with the next best bidders from the RFP's that were received March 7, 2018. Below is a summary of the bids.

Parks Areas, City Hall, Aquatic Center, Library (cost per mowing)	2018	2019	2020
Triple P Lawn Care - Russell	\$1,450	\$1,450	\$1,450
Woosley Landscaping - Indianola	\$2,230	\$2,325	\$2,420
Wright Outdoor Solutions – West Des Moines	\$5,498	\$5,655	\$5,740
JMK Lawn Care – Indianola	Did not bid on Parks		
Born Again Lawn Care – Indianola	Incomplete Bid		
CCD Yard Services – Ogden	Incomplete Bid		
Derig Services – Gilman	Incomplete Bid		

Water Pollution Control (cost per mowing)

Triple P Lawn Care - Russell	\$ 295	\$ 295	\$ 295
Woosley Landscaping - Indianola	\$ 580	\$ 615	\$ 655
Wright Outdoor Solutions – West Des Moines	Did not bid on WPC		
JMK Lawn Care – Indianola	\$ 375	\$ 375	\$ 375
Born Again Lawn Care – Indianola	Incomplete Bid		
CCD Yard Services – Ogden	\$ 845	\$ 900	\$ 920
Derig Services – Gilman	\$1,042	\$1,146	\$1,259

Park Staff is recommending entering into a contract with Woosley Landscaping for the Parks, City Hall, Aquatic Center, Library and WPC mowing at the rates above. Rick Graves contacted JMK and they declined as they can not take on the work now. Rick then contacted Woosley and they agreed to mow those facilities. With an average mowing year being 27 mowings, the total cost for Woosley Landscaping would be \$75,870 for 2018, \$79,380 in 2019 and \$83,025 for 2020. IMU Electric and Water has already contacted and agreed to work with JMK Lawn Care for their contract mowing.

RESOLUTION NO. 2018-_____

**RESOLUTION TERMINATING THE PROFESSIONAL SERVICE
AGREEMENT WITH TRIPLE P LAWN CARE OF RUSSELL, IOWA
FOR MOWING SERVICES OF THE PARKS, MEMORIAL AQUATIC
CENTER, LIBRARY, WPC AND APPROVING THE PROFESSIONAL
SERVICE AGREEMENT WITH
WOOSLEY LAWN CARE OF INDIANOLA IOWA**

WHEREAS, the City Council of the City of Indianola approved the Professional Service Agreement with Triple P Lawn Care of Russell, Iowa for mowing services of the Parks, Memorial Aquatic Center, Library and WPC; and

WHEREAS, the City has been advised that the Triple P Lawn Care cannot continue their mowing contract with the City of Indianola and has given their two-week notice; and

WHEREAS, the Council believes it to be in the best interest of the City to terminate this Professional Service Agreement with Triple P Lawn Care of Russell, Iowa and accept the next lowest bidder; and

WHEREAS, the Council believes it to be in the best interest of the City to enter into a Professional Service Agreement with Woosley Lawn Care of Indianola, Iowa in the form attached as Exhibit "A" for the Parks, Memorial Aquatic Center, Library and WPC.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that:

1. The Professional Service Agreement with Triple P Lawn Care of Russell, Iowa is hereby terminated.
2. The Professional Service Agreement with Woosley Lawn Care of Indianola, Iowa is in the public interest of the citizens of the City of Indianola and is hereby approved.
3. The Mayor is authorized and directed to execute the Professional Service Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

APPROVED AND ADOPTED this 21st day of May 2018.

Kelly B. Shaw, Mayor

Attest:

Diana Bowlin, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 21st day of May 2018, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and Woosley Lawn Care of Indianola, Iowa hereinafter referred to as "SERVICE PROVIDER" for the Parks, Memorial Aquatic Center, Library and WPC.

WHEREAS, the CITY is in need of a Mowing Service, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

WHEREAS, the SERVICE PROVIDER was determined by the City Council to be the best suited to meet the CITY's needs for the Services.

NOW, THEREFORE, THE PARTIES HEREBY MUTUALLY AGREE AS FOLLOWS:

The parties hereby agree to be bound by the terms and conditions and all promises contained in the proposal submitted by the SERVICE PROVIDER to the CITY, a copy of which is attached hereto as Exhibit "B" and incorporated herein by reference as if set out in full. In addition, the parties agree as follows:

1. SERVICE PROVIDER shall indemnify and save harmless CITY, its agents, servants and employees from and against any claim, demand or cause of action arising out of negligent or intentional act or error or omission of SERVICE PROVIDER, its agents, servants or employees in the performance of services under this agreement, whether direct or indirect, except that SERVICE PROVIDER shall not be liable under this section for damages arising out

of injury or damage to persons or property directly caused or resulting from the sole negligence of CITY or any of its officers, agents or employees.

The execution of the agreement by SERVICE PROVIDER shall obligate SERVICE PROVIDER to comply with the foregoing indemnification provision, however, the collateral obligation of insuring this indemnity must be complied with as set forth below.

2. SERVICE PROVIDER shall not commence operations and/or labor pursuant to the terms of this Agreement until certification of proof of insurance detailing terms and provisions of coverage has been received and approved by the CITY. Minimum insurance coverage shall be required as set forth in Exhibit "C."

3. This Agreement may be terminated by either party for cause or by CITY for convenience upon fourteen (14) days' written notice by the terminating party to the other party of such termination in which event SERVICE PROVIDER will be paid its compensation for services actually performed to termination date. "Cause" is defined to be, but not limited to, violation of any of the covenants, duties or terms of this Agreement. In the event that SERVICE PROVIDER abandons this Agreement or causes it to be terminated, SERVICE PROVIDER shall indemnify CITY against any loss resulting from this termination.

4. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements, or understanding applicable to the matters contained herein, and the parties agree that there are no commitments, agreements or understanding concerning the subject matter of this Agreement that are not contained in this document.

IN WITNESS WHEREOF, the parties to this Agreement have set their hands on the day and year first written above.

"CITY":

CITY OF INDIANOLA

By: _____
Kelly B. Shaw, Mayor

Attest: _____
Diana Bowlin, City Clerk

"SERVICE PROVIDER":

By: _____
Name: _____
Title: _____

ATTACHMENT C

STANDARD INSURANCE REQUIREMENTS

1. GENERAL

The SERVICE PROVIDER shall protect itself and the CITY OF INDIANOLA throughout the duration of the Agreement by purchasing and maintaining insurance, as indicated below. Said insurance shall be provided by an insurance company(ies), “admitted” and “nonadmitted” to do business in the State of Iowa, having no less than an A. M. Best Rating of “B+.” All policies shall be written on a per occurrence basis, not a claims-made basis. SERVICE PROVIDER shall submit Certificates of Insurance or other evidence of coverage, as provided in paragraph 2.F below, confirming coverage prior to the Agreement execution or commencement of work and/or services included in this Agreement.

2. INSURANCE REQUIREMENTS

A. WORKER’S COMPENSATION & EMPLOYER’S LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Worker’s Compensation Insurance, including *Employer’s Liability Coverage*, in accordance with all applicable statutes of the State of Iowa. The coverage limits shall include \$500,000 each accident for Bodily Injury by Accident, \$500,000 each accident for Bodily Injury by Disease, and \$500,000 policy limit for Bodily Injury by Disease.

B. COMMERCIAL GENERAL LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Commercial General Liability insurance on a per occurrence basis with limits of liability not less than \$2,000,000 per occurrence and aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (a) Contractual Liability, (b) Premises and Operations, (c) Products and Completed Operations, (d) Independent Contractors Coverage, (e) Personal and Advertising Injury and (f) deletion of Explosion, Collapse and Underground (XCU), where applicable.

Coverage shall be no less comprehensive and no more restrictive than the coverage provided by a standard form Commercial General Liability Policy (ISO CG 0001, Ed 07/98 with standard exclusions “a” through “o” or any subsequent ISO equivalent or a non-ISO equivalent form).

C. AUTOMOBILE LIABILITY INSURANCE: The SERVICE PROVIDER shall procure and maintain during the life of this Agreement, Automobile Liability Insurance with limits of liability of not less than \$2,000,000 per occurrence combined

single limit including Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

- D. UMBRELLA/EXCESS INSURANCE: The General Liability and Automobile Liability Insurance requirements above may be satisfied with a combination of primary and Umbrella/Excess Insurance. The Umbrella/Excess Insurance shall also be written on a per occurrence basis.
- E. SUBCONTRACTORS: The SERVICE PROVIDER shall require that any of its agents and subcontractors who perform work and/or services pursuant to the provisions of this Agreement meet the same insurance requirements as are required of the Party. The option of self-insurance is not extended to subcontractors.
- F. PROOF OF INSURANCE: The SERVICE PROVIDER shall provide to the CITY OF INDIANOLA proof that all required insurance or coverage is in force by submitting to the CITY OF INDIANOLA a Certificate(s) of Insurance utilizing the latest version of the ACORD form. The form(s) of proof of insurance or coverage shall specify the title of the Agreement.

3. WAIVER OF SUBROGATION

- A. WAIVER OF SUBROGATION: To the fullest extent permitted by law, SERVICE PROVIDER hereby releases the CITY OF INDIANOLA including its elected and appointed officials, agents, employees and volunteers and others working on their behalf from and against any and all liability or responsibility to the SERVICE PROVIDER or anyone claiming through or under the SERVICE PROVIDER by way of subrogation or otherwise, for any loss for which the SERVICE PROVIDER has agreed to defend, indemnify and hold harmless the CITY OF INDIANOLA as provided in the Agreement to which this Attachment A is included and made part thereof. This provision shall be applicable and in full force and effect only with respect to loss or damage occurring during the time of this Agreement. The SERVICE PROVIDER policies of insurance shall contain a clause or endorsement to the effect that such releases shall not adversely affect or impair such policies or prejudice the right of the SERVICE PROVIDER to recover thereunder.

Meeting Date: 05/21/2018

Information

Subject

Resolution authorizing internal loan to fund urban renewal project costs in accordance with the development agreement with the 360 Group in Summercrest Hills Plat 4 and 5

Information

In your packet is the resolution authorizing an internal loan to fund urban renewal project costs. The City entered into a Development Agreement with the 360 Group for the construction of infrastructure improvements in Summercrest Hills Plat 4 and 5 as an urban renewal project in order to facilitate economic development in the Urban Renewal Area.

Under the terms of the Development Agreement, the Group is to develop the property to include a hotel, convenience store and multi-family complex with a combined assessed valuation of \$10 million to receive the full payments of the economic development grants of \$137,500.

The development has increased in valuation now with the completed construction of the Country Inn & Suites, Casey's Convenience Store and the Calamar 116-unit Apartment building.

According to the agreement, if the valuation is above \$10 Million as of January 1, the City shall add the pro rata amounts reduced from Payments 4 and 5 to Grants 6 and 7 in equal amounts. The total reduced amount in Grants 4 and 5 was \$81,189.74, which means that Grant Payments 6 and 7 would both be \$178,094.87.

Finance Director Andy Lent recommends payment #6 to the Three-Sixty Group LLC of \$178,094.87 (memo).

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Memo

RESOLUTION NO. 2018-____

AUTHORIZING INTERNAL LOAN TO FUND URBAN RENEWAL PROJECT COSTS

WHEREAS, the City Council of City of Indianola, Iowa (the “City”), has established the City of Indianola Economic Development Urban Renewal Area (the “Urban Renewal Area”) and has established the City of Indianola Economic Development Urban Renewal Area Tax Increment Revenue Fund (the “Tax Increment Fund”) in connection therewith; and

WHEREAS, the City has entered into a Development Agreement with the 360 Group for the construction of infrastructure improvements in Summercrest Hills Plat 4 and 5 as an urban renewal project (the “Project”) in the Urban Renewal Area in order to facilitate economic development in the Urban Renewal Area; and

WHEREAS, it has been proposed that the City facilitate an internal loan of funds in the amount of \$178,094.87 (the “Loan”) in order to pay the costs of the Project, and the City desires to make the Loan eligible to be repaid from future incremental property tax revenues to be derived from the Urban Renewal Area;

NOW, THEREFORE, IT IS RESOLVED by the City Council, as follows:

Section 1. It is hereby directed that the Loan in the amount of One Hundred Seventy-Eight Thousand, Ninety-Four Dollars and eighty-seven cents (\$178,094.87) be loaned for the funding of the Project from the General Fund. The Loan shall be repaid to the General Fund without interest, out of future incremental property tax revenues received into the Tax Increment Fund.

It is intended that the Loan shall be repaid by Tax Increment Financing, provided however that repayment of the Loan is subject to the determination of the City Council that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Fund relative to the Loan, and the City Council reserves the right to appropriate funds, or to withhold such appropriation, at its discretion.

Section 2. A copy of this Resolution shall be filed in the office of the Auditor of Warren County, Iowa to evidence the Loan. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify, no later than December 1, 2018, the original amount of the Loan plus projected accrued interest as provided for herein.

Section 3. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 21st day of May, 2018.

Kelly B. Shaw, Mayor

Attest:

Diana Bowlin, City Clerk



To: Mayor and Council
From: Andrew J. Lent, Director of Finance
CC: Ryan Waller, City Manager
Chuck Burgin, Director of Community Development
Date: 16 May 2018
Re: Summercrest Economic Development Grant Payment

On May 10, 2018, we received the Developer Certification that was due on April 1, from the Three-Sixty Group, LLC who are the developers of the Summercrest Hills, Plats 4 and 5. Under the terms of the Development Agreement, the Group is to develop the property to include a hotel, convenience store, and multi-family complex with a combined assessed valuation of \$10 Million to receive the full payments of the economic development grants of \$137,500. Last year, the Council agreed to make reduced payments of \$96,250 in the spring of 2017 and \$97,576.26 in the fall of 2017 since the combined valuation did not equal \$10 million. These payments were Grant Payments 4 and 5 respectively.

The development has increased in valuation now with the completed construction of the Country Inn & Suites, Casey's Convenience Store and the Calamar 116-unit Apartment building. The agreement does not clearly indicate whether to use full assessment values or net assessment values following tax abatement. In either case, the developers have met the valuation criteria.

<u>Net Values Following Abatement</u>		<u>Full Assessment</u>	
Calamar	\$ 8,457,100	Calamar	\$ 8,457,100
Casey's	\$ 716,700	Casey's	\$ 1,646,000
Country Inn	\$ 1,521,800	Country Inn	\$ 4,291,500
	\$ 10,695,600	Total	\$ 14,394,600

Further, in section 10.2 (f and g) of the agreement, if the valuation is above \$10 Million as of January 1, the City shall add the pro rata amounts reduced from Payments 4 and 5 to Grants 6 and 7 in equal amounts. The total reduced amounts in Grants 4 and 5 was \$81,189.74, which means that Grant Payments 6 and 7 would both be \$178,094.87.

Payment 6 is due now, therefore I would recommend Payment 6 to the Three-Sixty Group, LLC of \$178,094.87.

Meeting Date: 05/21/2018

Information

Subject

Resolution approving partial payments in accordance with the Development Agreement between the City of Indianola and I-Street Holdings, LLC of Indianola, Iowa

Information

At the February 5 meeting the City Council approved an agreement between I-Street Holding and the City of Indianola for substantial repair to the exterior of their building located at 102/104 1/2 East Salem. I-Street's architecture is requesting \$23,136.00 for services performed in the re-design of the store front. Community Development Department has reviewed and recommends approval.

In your packet is a resolution approving a partial payment to I-Street Holdings LLC in accordance with the Development Agreement. Highlights of the resolution include:

- I-Street Holdings, LLC and the City of Indianola entered into a Development Agreement to facilitate a loan from the Iowa Economic Development Authority Nuisance/Abandoned Property Remediation Fund Program to provide partial project funding for repairs
- The City has received the loan funds for the Project
- The Project is progressing and the contractor for the Project is entitled to payment for materials and services
- The City Council approves partial payment to be made to the Project contractor for materials received and work performed in an amount of \$23,136.00

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2018-_____
A RESOLUTION APPROVING PARTIAL PAYMENTS IN ACCORDANCE
WITH THE DEVELOPMENT AGREEMENT BETWEEN THE CITY OF
INDIANOLA AND I-STREET HOLDINGS, LLC

WHEREAS, I-Street Holdings, LLC is the owner of real property locally known as 102 E. Salem and 104 ½ E. Salem (the “Property”); and

WHEREAS, I-Street Holdings, LLC and the City of Indianola entered into a Development Agreement to facilitate a loan from the Iowa Economic Development Authority Nuisance/Abandoned Property Remediation Fund Program to provide partial project funding for the repairs (the “Project”); and

WHEREAS, the City has received the loan funds for the Project; and

WHEREAS, the Project is progressing and the contractor for the Project is entitled to payment for materials and services provided for the Project; and

WHEREAS, the City Council believes it to be in the best interest of the City for partial payments to be made as materials are received and work is completed for the Project.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Indianola, Iowa, hereby approves partial payments to be made to the Masonry Company for the materials received and work performed in accordance with the Development Agreement between the City of Indianola and I-Street Holdings, LLC and authorizes the City staff to do all things necessary to make said payments.

PASSED AND APPROVED this 21st day of May 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/21/2018

Information

Subject

Presentation and direction regarding recommendations for the City's safety program

Information

In your packet is a memo from Melissa McCoy, HR Director, regarding the Safety Program. The City of Indianola and IMU currently partner with a third-party vendor for safety program and training services. The safety committee and management are requesting a change in the safety program as follows:

- Hire safety consultant, TrueNorth, to assist in managing the safety program and training and insure we are meeting all OSHA, state and federal guidelines in regards to monthly committee meetings, trainings, programs/policies and audits/inspections. We would commit to a one-year contract.
- Utilize free online training resources through our workers compensation insurance carrier, IMWCA, and our property/vehicle/liability insurance carrier, ICAP.
- Utilize the department heads and the safety consultant, to assist in some on-site, hands-on training.

The City of Indianola and IMU are currently spending up to \$28,000/year for safety program services. Safety consultant, TrueNorth, services would be approximately \$6,300-\$15,000/year. This would allow an estimated annual savings of \$13,000-\$21,700.

The safety committee has reviewed and tested the online-training and agree that this training with some onsite, hands-on training would be beneficial and meet their needs.

Fiscal Impact

Attachments

Memo



— HUMAN RESOURCES —

Date: May 14, 2018

To: Mayor and Council & Board of Trustees

From: Melissa McCoy, Human Resources Director

CC: Ryan Waller, City Manager & Tom Gaffigan, General Manager

RE: Safety Program

The City of Indianola & IMU currently partner with a third-party vendor for safety program and training services. This partnership has been in place for many years and has been effective for many years up until recently. Within the past few months, I have received comments from the safety committee members as well as members of management on how ineffective our current safety program is. In monitoring the safety program, myself over the past year, I had to agree. The committee agrees that the committee meetings are unproductive and the safety training is stale. Therefore, the safety committee and management is requesting a change in the safety program.

The safety program proposal is as follows:

- Hire safety consultant, TrueNorth, to assist in managing the safety program and training and ensure we are meeting all OSHA, state and federal guidelines in regards to monthly committee meetings, trainings, programs/policies and audits/inspections. We would commit to a 1-year contract.
- Utilize free online training resources through our workers compensation insurance carrier, IMWCA, and our property/vehicle/liability insurance carrier, ICAP.
- Utilize the department heads and the safety consultant, to assist in some on-site, hands-on training.

The City of Indianola & IMU is currently spending up to \$28,000/year for safety program services. Safety consultant, TrueNorth, services would be approximately \$6,300-\$15,000/year. This would allow an estimated annual savings of \$13,000-\$21,700.

The safety committee has reviewed and tested the online training and agree that this training with some onsite, hands-on training would be beneficial and meet their needs.

This type of training will also allow the department heads and employees to plan their days and projects more accordingly instead of around pre-scheduled monthly safety training.

The safety committee has also reviewed proposals from three different safety consultants. The proposal review consisted of services provided, contract terms, cost of services, qualifications and reference checks. The committee agrees that TrueNorth would be the best consultant to help the City of Indianola and IMU improve our safety program.

The City of Indianola and IMU are currently in two different contracts with our safety program vendor. One contract will end on June 30, 2018; we will plan on finishing out that contract. The other contract requires a 120-day written cancellation notice.

The safety committee is recommending your approval to proceed with the hiring of a new safety consultant to help bring our safety program to the next level.

Meeting Date: 05/21/2018

Information

Subject

Resolution approving the final plat of Heritage Hills #9 (P&Z unanimously recommended approval on 5/8/18)

Information

Council will need to consider the resolution (packet) approving the final plat of Heritage Hills #9. This plat consists of 17 single family dwelling lots and extends West Orchard Avenue to the west approximately 996', North G Street to the north 382' and North F Street north 215'.

The preliminary plat for this area was approved by Planning and Zoning and City Council late in 2017. The final plat in comparison to the preliminary plat approved is substantially the same as far as street and utility extensions. The only change from the preliminary plat approval is three additional lots have been added to the final plat. Lots 13 and 14 have been added by reducing the size of two large lots in the same area and the third lot (#17) has been added with an additional street extension of North F Street.

Listed below are the changes that have been completed prior to action by the City Council.

1. Identify the width of the overland drainage easement for lots 3-6 at each property line.
2. Identify the width of the proposed sanitary sewer easement at 100' intervals on lot #10.
3. Certification by registered land surveyor of the State of Iowa to be placed on the plat.
4. Language regarding restrictions relating to the overland drainage easements will be provided by the City of Indianola.

Chuck Burgin, Community Development Director, and P&Z unanimously recommended approval of the plat including the amendment to change North "F" Street to Scenic Valley.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

PZ Memo

PZ Minutes

Heritage Hills Plat

Preparer Information: City of Indianola, PO Box 299, Indianola, Iowa 50125

Return Address: City of Indianola, PO Box 299, Indianola, Iowa 50125

RESOLUTION NO. 2018--____

WHEREAS, Civil Engineering has submitted a final plat for Heritage Hills Plat 9 to the City of Indianola, and

WHEREAS, the City of Indianola has jurisdiction of such plats pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances, and

WHEREAS, the Indianola Planning and Zoning Commission has submitted a recommendation to the City Council which approves the plat, and

WHEREAS, pursuant to Indianola Code of Ordinance Section 170.05(5), the Council must pass a resolution approving or rejecting the final plat, and

WHEREAS, the Council finds that all the requirements of the Indianola Code of Ordinances regarding subdivision regulations and the final plat for Heritage Hills Plat 3 have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council as follows:

The final plat for Heritage Hills Plat 9 submitted to the City of Indianola by Civil Engineering is hereby approved.

Passed and approved at Indianola, Iowa this 21st day of May, 2018.

Kelly B. Shaw, Mayor

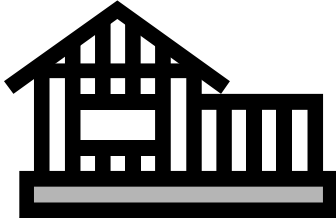
ATTEST:

Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY, SS:

On this 22nd day of May, 2018 before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Diana Bowlin, to me personally know, who being by my duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Diana Bowlin as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

Notary Public In And For The State of Iowa



To: Planning and Zoning Commission
From: Chuck Burgin, Director of Community Development
Subject: May 8, 2018 Meeting

Item # 4 Consider Final Plat of Heritage Hills # 9.

Attached is the Final Plat of Heritage Hills Plat #9. This plat consists of 17 single family dwelling lots and extends West Orchard Avenue to the west approximately 996', North G Street to the north 382' and North F Street north 215'.

The preliminary plat for this area was approved by Planning and Zoning and City Council late in 2017. The final plat in comparison to the preliminary plat approved is substantially the same as far as street and utility extensions. The only change from the preliminary plat approval is three additional lots have been added to the final plat. Lots 13 and 14 have been added by reducing the size of two large lots in the same area and the third lot (#17) has been added with an additional street extension of North F Street.

Listed below are the changes recommended prior to action by the City Council.

1. Identify the width of the overland drainage easement for lots 3-6 at each property line.
2. Identify the width of the proposed sanitary sewer easement at 100' intervals on lot #10.
3. Certification by registered land surveyor of the State of Iowa to be placed on the plat.
4. Language regarding restrictions relating to the overland drainage easements will be provided by the City of Indianola.

Street Names

After the approval of the preliminary platting process Fire Chief Greg Chia, Police Chief Dave Button and I have been working with the owner regarding changing the street names of both North F Street and North G Street within the plat. I have enclosed a map indicating the extensions of all the streets when the area is fully developed. As you can see from the map, North F Street will eventually connect to the extension of Scenic Valley. The owners are requesting that the name of Scenic Valley continue to the intersection of Orchard Avenue. Because there is not a logical place to transition the name change such as an intersection, we do not have an objection to this request.

As for changing the name of North G Street north of Orchard Avenue to Greenwood, we feel the most appropriate change in street name would be at the intersection of Scott Felton Rd. Section 139.01 (1) States *“Extension of Existing Street. Streets added to the City that are natural extension of existing streets shall be assigned the name of the existing street.”*

It is our recommendation the developer or City contact the three current property owners on the portion of G Street south Orchard Avenue to determine if there is interest to change their address to Greenwood. Even though Council will have final say, street naming requires action from Planning and Zoning Commission.

I recommend approval of the plat subject to the conditions listed above including changing the name of North F Street to Scenic Valley Drive. The North G Street request can be considered at a future meeting after input is received from existing property owners.

Item #5 Other Business

Council Follow Up

- Council approved final reading to rezone the Robin McCord Eyberg Et Al property from A-1 to M-2 zoning.
- Council approved rezoning request from Missouri Valley Line from A-1 to M-1 and amended M-1 zoning to allow student housing and school and training facilities for contractor and industrial trades.
- TRM Disposal withdrew their rezoning request.
- Council approved the alternate method of approval of the site plan ordinance for St. Thomas Aquinas Catholic Church.

Site Plan / Building Permit staff approvals included the following:

- 110 South B Street – IMU for a 2,144 square foot fiber line shop remodel
- 106 West Boston Avenue – DMMO for a 7,412 square foot alteration/addition
- 210 R-63 Hwy. – St. Thomas Catholic Church – for a church addition

INDIANOLA PLANNING AND ZONING COMMISSION
REGULAR MEETING
MAY 8, 2018
6:00 P.M.

The meeting was called to order by Vice Chairperson Josh Rabe and on roll call the following members were present:

Al Farris
Becky Needles
Josh Rabe
Sarah Ritchie
Misty Soldwisch

Also present: Ed Arp, Bob Downing, Karey Bishop, Keith Bishop, Mindi Robinson and Chuck Burgin.

The minutes of the April 10, 2018 meeting were approved on a motion made by Farris and seconded by Needles. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried unanimously.

Consider Final Plat of Heritage Hills # 9.

Chuck provided the background stating the preliminary plat was approved in late 2017. The final plat extends West Orchard Avenue to the west, North G Street to the north and North F Street to the north. The only change from the preliminary plat to the final plat is the three additional lots.

Chuck recommended the following changes prior to action by City Council.

1. Identify the width of the overland drainage easement for lots 3-6 at each property line.
2. Identify the width of the proposed sanitary sewer easement at 100' intervals on lot #10.
3. Certification by registered land surveyor of the State of Iowa to be placed on the plat.
4. Language regarding restrictions relating to the overland drainage easements will be provided by the City of Indianola.

Chuck stated he has been working with the Fire Chief and Police Chief regarding street names changes. The owners are requesting the name of Scenic Valley continue to the intersection of Orchard Avenue. A request to change North G Street to Greenwood will be addressed at a future Planning and Zoning Commission meeting after residents on existing North G Street are contacted.

Keith Bishop of 1000 Sunset Circle questioned the timeframe for development. Mr. Downing stated he would like to begin grading early June 2018 and have basements poured in September 2018.

Motion was made by Soldwisch and seconded by Ritchie to approve the final plat of Heritage Hills Plat 9 including the amendment to change North F Street to Scenic Valley and staff's four recommended changes. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried.

Meeting adjourned on a motion by Needles and seconded by Farris.

Josh Rabe, Vice Chairperson

Mindi Robinson

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PLOT BY: CARL MCCANN AND/ OR FULL BLED D (B400 X 2200 INCHES) 2018-05-10 11:11 AUTOCAD PDF (GENERAL DOCUMENTATION)PC3 q:\AFILES\A1700A\1700A_c3d.drawing\PlotPP 01 Cover.dwg

INDEX LEGEND					
COUNTY: WARREN					
ALQUOT PART:	SECTION	TOWNSHIP	RANGE	1/4 1/4	1/4
	24	76	24	NW	NW
	24	76	24	NE	NW
	24	76	24	SE	NW
	24	76	24	SW	NW
CITY: INDIANOLA					
LOT: OUTLOT 'Z'					
SUBDIVISION: HERITAGE HILLS PLAT 4					
PROPRIETOR (S): DOWNING FAMILY INVESTMENTS, INC.					
REQUESTED BY: DOWNING FAMILY INVESTMENTS, INC.					
PROFESSIONAL LAND SURVEYOR: JEFFREY A. GADDIS, PLS					
CIVIL ENGINEERING CONSULTANTS, INC					
ATTN: JEFFREY A. GADDIS, PLS					
2400 86TH STREET, SUITE 12					
URBANDALE, IA 50322					
PHONE: 515-276-4884					

FINAL PLAT
OF
HERITAGE HILLS PLAT 4
INDIANOLA, IOWA

ZONING

RESTRICTED R-5 PLANNED
RESIDENTIAL (JAN 24, 2002)
SETBACKS:
FRONT - 25' (30'
PROVIDED)
SIDE - 8' MINIMUM
REAR - 30'

FLOOD ZONE

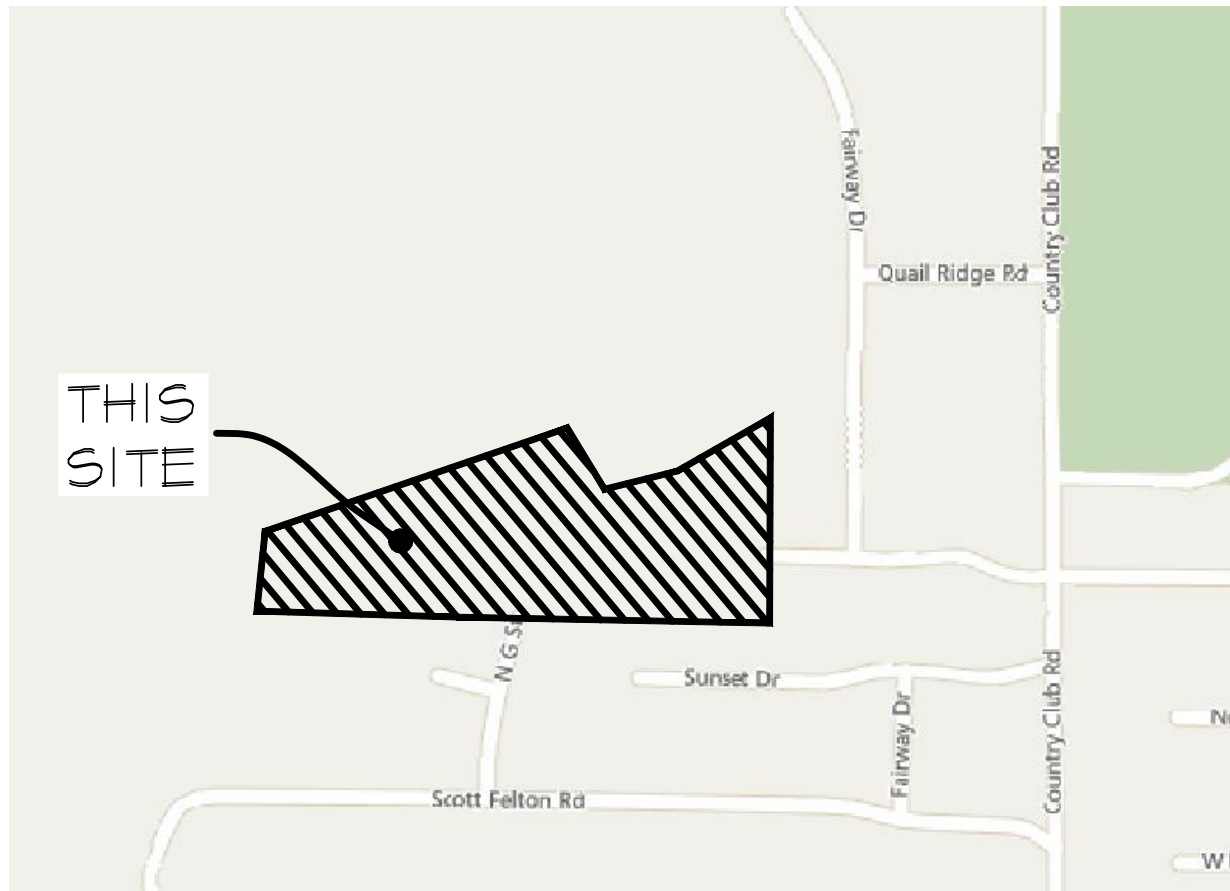
ZONE 'X'
FEMA FIRM FLOOD INSURANCE RATE MAP NUMBER
1418C0164E, REVISED MARCH 2, 2004.

LEGEND

- ▲ FOUND SECTION CORNER
- △ SET SECTION CORNER
- FOUND PROPERTY CORNER (5/8" I.R. W/ ORANGE CAP #12265 UNLESS OTHERWISE NOTED)
- SET PROPERTY CORNER (5/8" I.R. W/ BLUE CAP #18381 UNLESS OTHERWISE NOTED)
- PLAT BOUNDARY
- - - EXISTING PROPERTY LINES
- - - SECTION LINES
- PROPOSED LOTS
- EASEMENT LINES
- BUILDING SETBACK LINES (B.S.L.)
- - - CENTERLINE STREET
- BK. XXX, PG. XXX COUNTY RECORDER'S INDEXING BOOK
- P. PREVIOUSLY RECORDED BEARING & DISTANCE
- D. DEEDED BEARING & DISTANCE
- M. MEASURED BEARING & DISTANCE
- P.U.E. PUBLIC UTILITY EASEMENT
- P.O.B. POINT OF BEGINNING
- I.R. IRON ROD
- R.O.W. RIGHT-OF-WAY
- SDK SIDEWALK
- 177 ADDRESS

DRAWING INDEX

PAGE #	SHEET TITLE
1	COVER
2	FINAL PLAT



VICINITY SKETCH

NORTH
NO SCALE



PROPERTY OWNER:

DOWNING FAMILY INVESTMENTS, INC.
POST OFFICE BOX 196
INDIANOLA, IOWA 50125
ATTN: BOB DOWNING (515-461-5386)

PREPARED FOR:

DOWNING FAMILY INVESTMENTS, INC.
POST OFFICE BOX 196
INDIANOLA, IOWA 50125
ATTN: BOB DOWNING (515-461-5386)

PROFESSIONAL LAND SURVEYOR:

JEFFREY A. GADDIS, PLS
2400 86TH STREET, SUITE 12
URBANDALE, IA 50322
PHONE: 515-276-4884
FAX: 515-276-1084
EMAIL: GADDIS@CECLAC.COM

LEGAL DESCRIPTION

A PARCEL OF LAND IN OUTLOT 'Z' HERITAGE HILLS PLAT 4, AN OFFICIAL PLAT RECORDED IN BOOK 10, PAGE 164 AT THE WARREN COUNTY RECORDER'S OFFICE, AND IN THE NW/4 OF SECTION 24, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH P.M. CITY OF INDIANOLA, WARREN COUNTY, IOWA THAT IS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SW CORNER OF HERITAGE HILLS PLAT 6, AN OFFICIAL PLAT RECORDED IN BOOK 2002, PAGE 1406 AT THE WARREN COUNTY RECORDER'S OFFICE; SAID POINT ALSO BEING ON THE NORTH LINE OF MAPLE RIDGE, AN OFFICIAL PLAT RECORDED IN BOOK 10, PAGE 197-206 AT THE WARREN COUNTY RECORDER'S OFFICE; THENCE N84°08'24"W, 361.32 FEET ALONG SAID NORTH LINE, SAID NORTH LINE ALSO COINCIDING WITH THE NORTH LINE OF SUNSET GLEN, AN OFFICIAL PLAT RECORDED IN BOOK 10, PAGE 342-354 AT THE WARREN COUNTY RECORDER'S OFFICE, TO THE NW CORNER OF LOT 12 OF SAID SUNSET GLEN; THENCE N84°09'34"W, 618.75 FEET ALONG SAID NORTH LINE OF SUNSET GLEN TO THE NW CORNER OF LOT 3 OF SAID SUNSET GLEN; THENCE N88°24'51"W, 21.39 FEET ALONG THE PROPERTY DESCRIBED IN BOOK 208, PAGE 619 AT THE WARREN COUNTY RECORDER'S OFFICE TO A POINT; THENCE N01°34'54"E, 206.22 FEET TO A POINT; THENCE N18°28'14"W, 74.41 FEET TO A POINT; THENCE N11°31'48"E, 304.81 FEET TO A POINT; THENCE N61°17'49"E, 232.38 FEET TO A POINT; THENCE S34°51'31"E, 52.15 FEET TO A POINT; THENCE S31°41'54"E, 140.55 FEET TO A POINT; THENCE N14°34'56"E, 171.43 FEET TO A POINT; THENCE N68°12'32"E, 264.95 FEET TO A POINT ON THE WEST LINE OF SAID HERITAGE HILLS PLAT 6; THENCE S00°10'21"E, 148.24 FEET ALONG SAID WEST LINE TO THE NW CORNER OF LOT 11 OF SAID HERITAGE HILLS PLAT 6; THENCE S00°12'53"E, 337.83 FEET ALONG THE WEST LINE OF HERITAGE HILLS PLAT 6 TO THE POINT OF BEGINNING AND CONTAINING 9.00 ACRES MORE OR LESS.

LAND SURVEYOR NOTES:

- THE ALLOWABLE ERROR OF CLOSURE FOR THE BOUNDARY IS 1:10,000 AND THE ALLOWABLE ERROR OF CLOSURE FOR EACH LOT IS 1:5,000.
- THIS PARCEL MAY BE SUBJECT TO EASEMENTS OF RECORD. NO TITLE WORK WAS PERFORMED BY THIS SURVEYOR.
- MONUMENTS TO BE SET WITHIN 1 YEAR OF RECORDING DATE.

CERTIFICATION

	I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A FULLY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA. May 10, 2018 JEFFREY A. GADDIS, IOWA LICENSE NO. 18361 DATE MY LICENSE RENEWAL DATE IS DECEMBER 31, 2018 PAGES OR SHEETS COVERED BY THIS SEAL: SHEETS 1-2
--	---

NORTH



HERITAGE HILLS PLAT 4

INDIANOLA, IOWA

COVER

SHEET
OF 2

A1760

DATE:	MAY 10, 2018
DATE OF SURVEY:	SEPT. 10, 2015
DESIGNED BY:	MHH
DRAWN BY:	JAG

Civil Engineering Consultants, Inc.



2400 86th Street, Unit 12, Des Moines, Iowa 50322
515-276-4884 . Fax: 515-276-7084 . mail@cecinc.com

Q:\FILES\A\1700\1700_33.dwg, 5/10/2018 8:57:57 AM, c:\arcswt...

PLT BY: CARL MCCANN ANS FULL BLEED D (8400 X 2200 INCHES) 2018-05-10 11:00:40 PDF (GENERAL DOCUMENTATION)P3.q1\A-FILES\A-100\A1700_33.dwg\PlotVP 02 Dm.dwg



CURVE DATA						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C1	90°26'24"	25.00'	34.46'	25.19'	35.44'	N46°20'19"E
C2	84°33'31"	25.00'	34.08'	24.81'	35.22'	N43°31'40"W
C3	99°04'18"	25.00'	43.23'	29.31'	38.04'	S42°01'25"W
C4	21°11'27"	420.00'	155.34'	18.57'	154.45'	N18°06'27"W
C5	11°23'41"	480.00'	95.46'	47.84'	45.30'	S23°00'20"E
C6	11°47'01"	480.00'	98.72'	49.53'	48.54'	S11°24'59"E

CURVE DATA						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C7	82°54'54"	25.00'	36.18'	22.09'	33.10'	S46°58'58"E
C8	90°00'00"	25.00'	39.27'	25.00'	35.36'	N46°33'34"E
C9	23°21'02"	370.00'	150.79'	76.46'	149.75'	N10°06'57"W
C10	13°21'32"	430.00'	100.26'	50.36'	100.03'	N15°06'42"W
C11	9°54'30"	430.00'	74.99'	37.59'	74.84'	N03°26'11"W
C12	90°00'00"	25.00'	39.27'	25.00'	35.36'	S43°26'26"E

CENTERLINE CURVE DATA						
CURVE	DELTA	RADIUS	LENGTH	TANGENT	CHORD	CH. BEARING
C100	23°21'02"	400.00'	163.02'	82.66'	161.84'	N10°06'57"W
C101	29°44'16"	450.00'	234.21'	119.82'	231.58'	N13°47'33"W
C102	0°29'08"	450.00'	3.81'	1.91'	3.81'	N00°52'31"E
C103	29°20'08"	450.00'	230.40'	117.78'	227.84'	N14°02'07"W

HERITAGE HILLS PLAT 9
INDIANOLA, IOWA

FINAL PLAT

SHEET
2
OF 2

AIT60

Civil Engineering Consultants, Inc.

2400 86th Street, Unit 12, Des Moines, Iowa 50322
515.276.4884 · Fax: 515.276.7884 · mail@cecinc.com

DATE: MAY 10, 2018

DATE OF SURVEY: SEPT. 10, 2015

DESIGNED BY: MMH

DRAWN BY: JAG

Information

Subject

Resolution approving the preliminary plat of Deer Creek Plat 2 (P&Z unanimously recommended approval on 05/15/18)

Information

Council will need to consider approval of the preliminary plat of Deer Creek Plat 2 (resolution in packet). Two preliminary plats of this area have been approved by Planning and Zoning Commission and Council. The first was approved in the preliminary plat for the entire area in September of 2005 as part of Deer Creek Plat 1. Subsequently the final plat was approved and the housing that is present today is Deer Creek Plat 1. The ownership of the development, as well as the engineer, has changed since the first approval process in 2005.

Planning and Zoning and Council approved the preliminary plat for the area currently under consideration in May of 2016. The plat consists of 23 additional lots, nine lots with the extension of South L Court, and fourteen lots with the extension of South O Street to the north and the 11th street cul-de-sac. The site contains 24.58 acres.

The plat has an existing sanitary sewer main running parallel or cutting across the following lots, 5, 6, 7, 8, 9, 10, 11, 19, 20, 21, 22 and 23. Community Development Director Chuck Burgin has discussed concern with the proximation of the easement with future building sites with the engineer and the engineer has added width to the easement which elevated our concerns. Listed below are the notations to the plat or changes that have been made prior to Council action.

1. Subdivision standards for lot sizes states lot widths shall not exceed 2.5 times their width. Variances were granted in the 2016 prior approval for lots 2, 3, 19, 20 and 21 for exceeding this requirement.

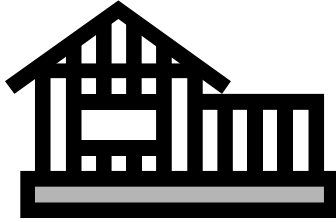
All other changes that were noted in the previous approval in 2016 have been added. Notifications to the adjoining property owners have been sent. Chuck Burgin, Community Development Director and P&Z unanimously recommended approval on May 15, 2018.

Roll call is in order.

Fiscal Impact

Attachments

PZ Memo
PZ Minutes
Resolution



To: Planning and Zoning Commission
From: Chuck Burgin, Director of Community Development
Subject: May 15, 2018 Meeting

Item # 4 Consider the Preliminary Plat of Deer Creek Plat 2.

I appreciate everyone's attendance for this special meeting. This meeting is held in an effort not to delay the work that has already begun in both Deer Creek Plat 2 and Plat 3. The developer's engineer was not aware of the time limit requirement of six months between submitting the final plat after the approval of the preliminary plat. This department did not inform the engineer until after the submittal deadline of the regular meeting in May.

Two preliminary plats of this area have been approved by Planning and Zoning Commission and Council. The first was approved in the preliminary plat for the entire area in September of 2005 as part of Deer Creek Plat 1. Subsequently the final plat was approved and the housing that is present today is Deer Creek Plat 1. The ownership of the development, as well as the engineer, has changed since the first approval process in 2005.

Planning and Zoning and Council approved the preliminary plat for the area currently under consideration in May of 2016. The plat consists of 23 additional lots, nine lots with the extension of South L Court, and fourteen lots with the extension of South O Street to the north and the 11th street cul-de-sac. The site contains 24.58 acres.

The plat has an existing sanitary sewer main running parallel or cutting across the following lots, 5, 6, 7, 8, 9, 10, 11, 19, 20, 21, 22 and 23. I have discussed our concern with the proximation of the easement with future building sites with the engineer and the engineer has added width to the easement which alleviated our concerns. Listed below are the notations to the plat or changes recommended prior to Council action.

1. Subdivision standards for lot sizes states lot widths shall not exceed 2.5 times their width. Variances were granted in the 2016 prior approval for lots 2, 3, 19, 20 and 21 for exceeding this requirement.

All other changes that were noted in the previous approval in 2016 have been added. Notifications to the adjoining property owners have been sent. I recommend approval of the plat.

Item # 5 Consider Final Plat of Deer Creek Plat 2.

Again, this plat consists of 23 lots and extends both South L Street and North O Street to the north. Listed below are the changes recommended prior to Council action. The flood areas, as designated by FEMA, are shown as outlots. This is typical to split the flood zone away from the building lot as to eliminate flood insurance requirements.

1. Location and dimension of public sidewalks are to be shown on the plat.
2. A note stating compliance with IDNR standards for soil erosion techniques will be met.
3. Flood areas should be shown as overland drainage easements.

Notifications to the adjoining property owners have been sent. I recommend approval of the plat.

Item # 6 Consider the Preliminary Plat of Deer Creek Plat 3.

This plat was approved by Planning and Zoning Commission and Council in March of 2017. The plat consists of six lots and one outlot extending West 13th Place west of South K Street and consists of 6.35 acres.

Listed below are the recommended changes requested prior to Council action.

1. Property to the north (Tyler Till), has recently changed ownership. The Plat should be updated to reflect this change. Notification of the Planning and Zoning meeting was sent to the current owner.

All other changes to the plat were made in 2017.

In the 2011 Comprehensive Plan, South K Street was designated as a thoroughfare. Subsequently in May of 2012, Planning and Zoning Commission recommended and Council approved an ordinance creating minimum access spacing requirement of 600' between intersections for thoroughfares.

Both Planning and Zoning Commission and City Council granted a variance for this requirement in 2017 for the following reasons.

1. The sight distance to both the north and south of the proposed West 13th Place exceeds the minimum requirement for the posted speed limit.
2. With the limited number of lots proposed on West 13th Place, traffic will be minimal.
3. The preliminary plat approved in 2005 indicated this street at this location prior to the amendment regulating distances between intersections in 2012.

Notifications to the adjoining property owners have been sent. I recommend approval of the plat.

Item # 7 Consider Final Plat of Deer Creek Plat 3.

This plat consists of six lots. Outlots B, C, D are for separating flood plain from building lots. Listed below are the changes recommended prior to Council action.

1. A note to be placed on the preliminary plat indicating Outlot A will be set aside for future development. This note should be added to this plat or combine ownership with lot 6.
2. All areas designated as flood plain should be identified as overland drainage easement.
3. Location and dimension of public sidewalks are to be shown on the plat.

Notifications to the adjoining property owners have been sent. I recommend approval of the plat.

Item # 8 Other Business

Council Follow Up

Council will meet to discuss the Final Plat of Heritage Hills Plat 9 on 05/21/18.

INDIANOLA PLANNING AND ZONING COMMISSION
SPECIAL MEETING
MAY 15, 2018
6:00 P.M.

The meeting was called to order by Vice Chairperson Josh Rabe and on roll call the following members were present:

Al Farris
Ron Fridley
Becky Needles
Doug Opie
Josh Rabe
Sarah Ritchie
Misty Soldwisch

Also present: Marjorie Leeper, Barb Yearous, Chris Thompson of Cooper Crawford and Associates, Rich Parker, Mindi Robinson and Chuck Burgin.

The minutes of the May 8, 2018 meeting were approved on a motion made by Farris and seconded by Soldwisch. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried unanimously.

Consider the Preliminary Plat of Deer Creek Plat 2

Chuck provided the background stating the plat extends South L Court and South O Street of Deer Creek Plat 1 with 23 additional lots. The plat contains 24.58 acres. Chuck further explained that if the preliminary plat is approved, the motion should include a notation that a variance was granted in 2016 for approval of lots 2, 3, 19, 20 and 21 for exceeding the lot size depth requirement.

Marjorie Leeper of 1313 South L Court questioned the extension of South L Court and South O Street and how far north those streets would be extended. Chuck stated South L Court would end in a cul de sac and South O Street will dead end at the north property line.

Barb Yearous of 1301 South K Street shared concerns for the future of her bed and breakfast business with the zoning requirement that requires the future sale of her business to have notification to property owners within 200', soil erosion and old farm equipment that has been dumped on the property.

Chris Thompson of Cooper Crawford addressed the soil erosion control plans stating the IDNR has strict mandates which will require soil erosion including daily checks, silt fencing and silt socks.

Chuck stated that the Community Development department will work with the City Attorney to remove the bed and breakfast zoning requirement if the property were to

change hands. He further stated that the city now has soil erosion requirements that require erosion control measures for individual lot development.

Motion was made by Farris and seconded by Needles to approve the Preliminary Plat of Deer Creek Plat 2 including notation that a variance was granted in 2016 for approval of lots 2, 3, 19, 20 and 21 for exceeding the lot size depth requirement. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried.

Consider Final Plat of Deer Creek Plat 2

Chuck shared that if the final plat was to be approved the motion should include the following notes:

1. Location and dimension of public sidewalks are to be shown on the plat.
2. A note stating compliance with IDNR standards for soil erosion techniques will be met.
3. Flood areas should be shown as overland drainage easements.

Chris Thompson of Cooper Crawford is in agreement of the requested changes.

Farris questioned the use of outlots. Chuck stated the outlots within this plat are used to split the flood zone away from the building lot to eliminate the flood insurance requirements. The outlots in this plat include overland drainage easements which will restrict construction, fencing, etc. from being built upon the easement.

Motion was made by Opie and seconded by Fridley to approve the Final Plat of Deer Creek Plat 2 including notation that a variance was granted in 2016 for approval of lots 2, 3, 19, 20 and 21 for exceeding the lot size depth requirement. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried.

Consider the Preliminary Plat of Deer Creek Plat 3

Barb Yearous questioned who would be responsible for maintaining Outlot A of Deer Creek Plat 3. Chuck explained it would be Outlot A's property owner who would be responsible for the maintenance.

Chuck explained that a change needs to be made to the preliminary plat prior to Council approval that includes the new owner of Lot 35, Deer Creek Plat 1 (Tyler Till to Barbara J Yearous Rev Tst).

Motion was made by Soldwisch and seconded by Ritchie to approve the Preliminary Plat of Deer Creek Plat 3 including Chuck's recommendation that Outlot A property owner name be updated. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried.

Consider Final Plat of Deer Creek Plat 3

Chuck explained that the following changes need to be made to the plat prior to Council approval.

1. A note to be placed on the preliminary plat indicating Outlot A will be set aside for future development. This note should be added to this plat or combine ownership with lot 6.
2. All areas designated as flood plain should be identified as overland drainage easement.
3. Location and dimension of public sidewalks are to be shown on the plat.

Barbara Yearous questioned the potential purchase of Lot 6 and the outlot would she be required by the City to install sidewalk. Chuck stated that the Council would have to approve a resolution of necessity requiring sidewalk installation. Barbara Yearous also shared concerns regarding dust control from South K Street.

Marjorie Leeper also shared concerns regarding dust control and the removal of top soil during the excavation. Ms. Leeper also questioned the thoroughfare language being used to describe South K Street.

Chuck stated that the City has put forth more attention to the dust control measures along South K Street and will continue to do so. Chuck also explained that South K Street is termed a thoroughfare, much like Hillcrest Avenue and South 15th Street. He stated thoroughfares are outlining streets that bring people from the county into the city limits. The City has regulations regarding clearances for driveway accesses and intersections along thoroughfares.

Motion was made by Farris and seconded by Fridley to approve the Final Plat of Deer Creek Plat 3 including 1) A note to be placed on the preliminary plat indicating Outlot A will be set aside for future development. This note should be added to this plat or combine ownership with lot 6, 2) That all areas designated as flood plain should be identified as overland drainage easement and 3) Location and dimension of public sidewalks are to be shown on the plat. Question was called for and on voice vote Vice Chairperson Rabe declared the motion carried.

Meeting adjourned on a motion by Needles and seconded by Ritchie.

Josh Rabe, Vice Chairperson

Mindi Robinson

Preparer Information: City of Indianola, PO Box 299, Indianola, Iowa 50125
Return Address: City of Indianola, PO Box 299, Indianola, Iowa 50125

RESOLUTION NO. 2018-_____

WHEREAS, Diligent Deer Creek has submitted a preliminary plat for Deer Creek Plat 2 to the City of Indianola, and

WHEREAS, the City of Indianola has jurisdiction of such plats pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances, and

WHEREAS, the Indianola Planning and Zoning Commission has submitted a recommendation to the City Council which approves the plat, and

WHEREAS, pursuant to Indianola Code of Ordinance Section 170.05(5), the Council must pass a resolution approving or rejecting the preliminary plat, and

WHEREAS, the Council finds that all the requirements of the Indianola Code of Ordinances regarding subdivision regulations and the preliminary plat for Deer Creek Plat 2 have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council as follows:

The preliminary plat for Deer Creek Plat 2 submitted to the City of Indianola by Diligent Deer Creek is hereby approved.

Passed and approved at Indianola, Iowa this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY, SS:

On this 22nd day of May, 2018 before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Diana Bowlin, to me personally know, who being by my duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Diana Bowlin as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

Notary Public In And For The State of Iowa

Information

Subject

Resolution approving the final plat of Deer Creek Plat 2 (P&Z unanimously recommended approval on 5/15/18)

Information

Council will need to consider the resolution (packet) approving the final plat of Deer Creek Plat 2. Again, this plat consists of 23 lots and extends both South L Street and North O Street to the north. Listed below are the changes that have been made prior to Council action. The flood areas, as designated by FEMA, are shown as outlots. This is typical to split the flood zone away from the building lot as to eliminate flood insurance requirements.

1. Location and dimension of public sidewalks are to be shown on the plat.
2. A note stating compliance with IDNR standards for soil erosion techniques will be met.
3. Flood areas should be shown as overland drainage easements.

Notifications to the adjoining property owners have been sent. Chuck Burgin, Community Development Director, and P&Z unanimously recommended approval on May 15, 2018.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Deer Creek Plat

Preparer Information: City of Indianola, PO Box 299, Indianola, Iowa 50125
Return Address: City of Indianola, PO Box 299, Indianola, Iowa 50125

RESOLUTION NO. 2018-_____

WHEREAS, Diligent Deer Creek has submitted a final plat for Deer Creek Plat 2 to the City of Indianola, and

WHEREAS, the City of Indianola has jurisdiction of such plats pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances, and

WHEREAS, the Indianola Planning and Zoning Commission has submitted a recommendation to the City Council which approves the plat, and

WHEREAS, pursuant to Indianola Code of Ordinance Section 170.05(5), the Council must pass a resolution approving or rejecting the final plat, and

WHEREAS, the Council finds that all the requirements of the Indianola Code of Ordinances regarding subdivision regulations and the final plat for Deer Creek Plat 2 have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council as follows:

The final plat for Deer Creek Plat 2 submitted to the City of Indianola by Diligent Deer Creek is hereby approved.

Passed and approved at Indianola, Iowa this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

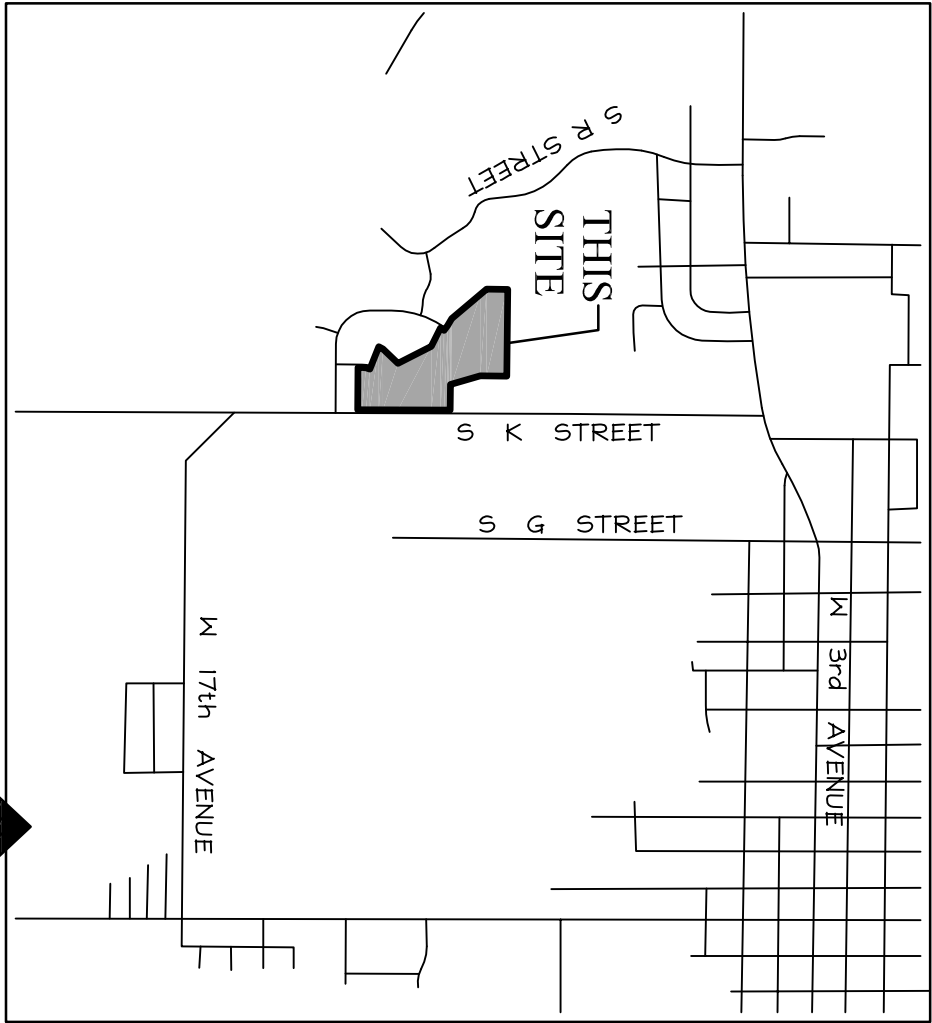
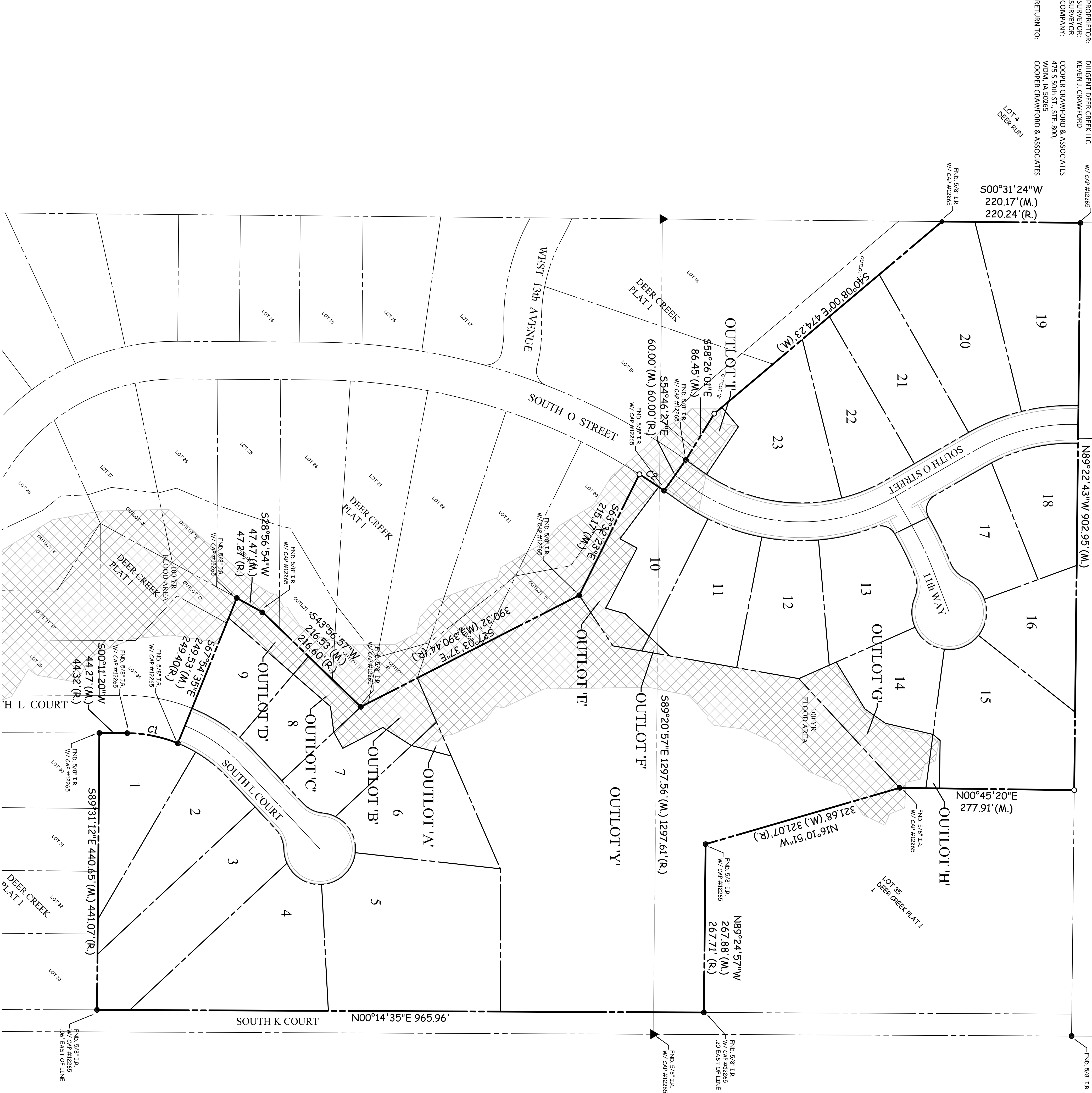
STATE OF IOWA, WARREN COUNTY, SS:

On this 22nd day of May, 2018 before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Diana Bowlin, to me personally know, who being by my duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Diana Bowlin as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

Notary Public In And For The State of Iowa

INDEX LEGEND

LOCATION: E 1/2 NE 1/4 SECTION 35-76-24
REQUESTOR: DILIGENT DEER CREEK LLC
PROPRIETOR: DILIGENT DEER CREEK LLC
SURVEYOR: KEVEN J. CRAWFORD
COMPANY: COOPER CRAWFORD & ASSOCIATES
475 S 50th STREET, SUITE 800,
WARREN, INDIANOLA 50325
RETURN TO: COOPER CRAWFORD & ASSOCIATES



FINAL PLAT
DEER CREEK

PLAT 2

OWNER / DEVELOPER
DILIGENT DEER CREEK, LLC
12119 STRATFORD DR.
CLIVE, IA 50325
515-309-0705

ZONING
R1 SINGLE FAMILY DWELLING
SETBACKS
FRONT YARD: 30'
REAR YARD: 10'
SIDE YARD: 10'
25' SIDE STREET CORNER LOT

UTILITIES

SANITARY SEWER - CITY OF INDIANOLA
WATER - INDIANOLA MUNICIPAL UTILITIES

LEGAL DESCRIPTION

OUTLOT 2, DEER CREEK PLAT 1, AN OFFICIAL PLAT, CITY OF INDIANOLA, WARREN COUNTY, IOWA.

SAID TRACT OF LAND CONTAINS 24.58 ACRES MORE OR LESS.

SAID TRACT OF LAND BEING SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

FLOOD HAZARD INFORMATION

MAP #19181C 0285 E DATED: 3/02/2009

ZONE 'A' - SPECIAL HAZARD AREA WITHOUT BASE FLOOD ELEVATION

REVISED FLOOD ZONE BASED ON CLOW-F, CASE # 17-07-0716C

NOTES

1. LOT A, LOT B, AND LOT C TO BE DEDICATED TO THE CITY FOR USE AS PUBLIC STREETS AFTER PLAT APPROVAL AND IN CONJUNCTION WITH PLAT RECORDING.
2. INSTALLATION OF PUBLIC SIDEWALK TO OCCUR AT THE TIME OF INDIVIDUAL LOT DEVELOPMENT. SIDEWALKS ARE REQUIRED ON BOTH SIDES OF THE STREET.
3. THIS PLAT HAS AN ERROR OF CLOSURE OF LESS THAN 1 IN 10,000.
4. EACH LOT IN THIS PLAT HAS AN ERROR OF CLOSURE OF LESS THAN 1 IN 5,000.
5. ALL LOT CORNERS SHALL BE SET WITHIN ONE YEAR OF RECORDING.
6. BEARINGS BASED ON AN ASSUMED BEARING.
7. COMPLIANCE WITH INDR STANDARDS FOR SOIL EROSION TECHNIQUES WILL BE MET.

LEGEND

- ▲ PLAT BOUNDARY
- FOUND CORNER, AS NOTED
- SET CORNER 5/8" I.R. W/ YELLOW CAP #13156
- IRON ROD
- 6.P. GAS PIPE
- D. MEASURED DISTANCE
- M. PREVIOUSLY RECORDED DISTANCE
- P.E. PUBLIC UTILITY EASEMENT
- 3333 ADDRESS
- B.S.L. BUILDING SETBACK LINE
- M.O.E. MINIMUM OPENING ELEVATION
- M.P.E. MINIMUM PROTECTION ELEVATION
- N.R. NOT RADIAL

CERTIFICATIONS

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

SEAL

KEVEN J. CRAWFORD
13156

REGISTERED PROFESSIONAL LAND SURVEYOR
IOWA

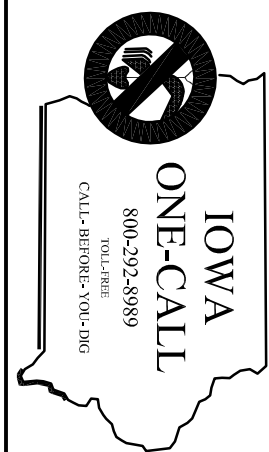
COOPER CRAWFORD & ASSOCIATES, L.L.C.
CIVIL ENGINEERS

COOPER CRAWFORD & ASSOCIATES, L.L.C.
CIVIL ENGINEERS

REGISTERED PROFESSIONAL LAND SURVEYOR NO. 13156
IOWA LICENSE RENEWAL DATE 15 DECEMBER 31, 2018
PAGES OR SHEETS COVERED BY THIS SEAL:
SHEETS 1-3

COOPER CRAWFORD & ASSOCIATES, L.L.C.
CIVIL ENGINEERS

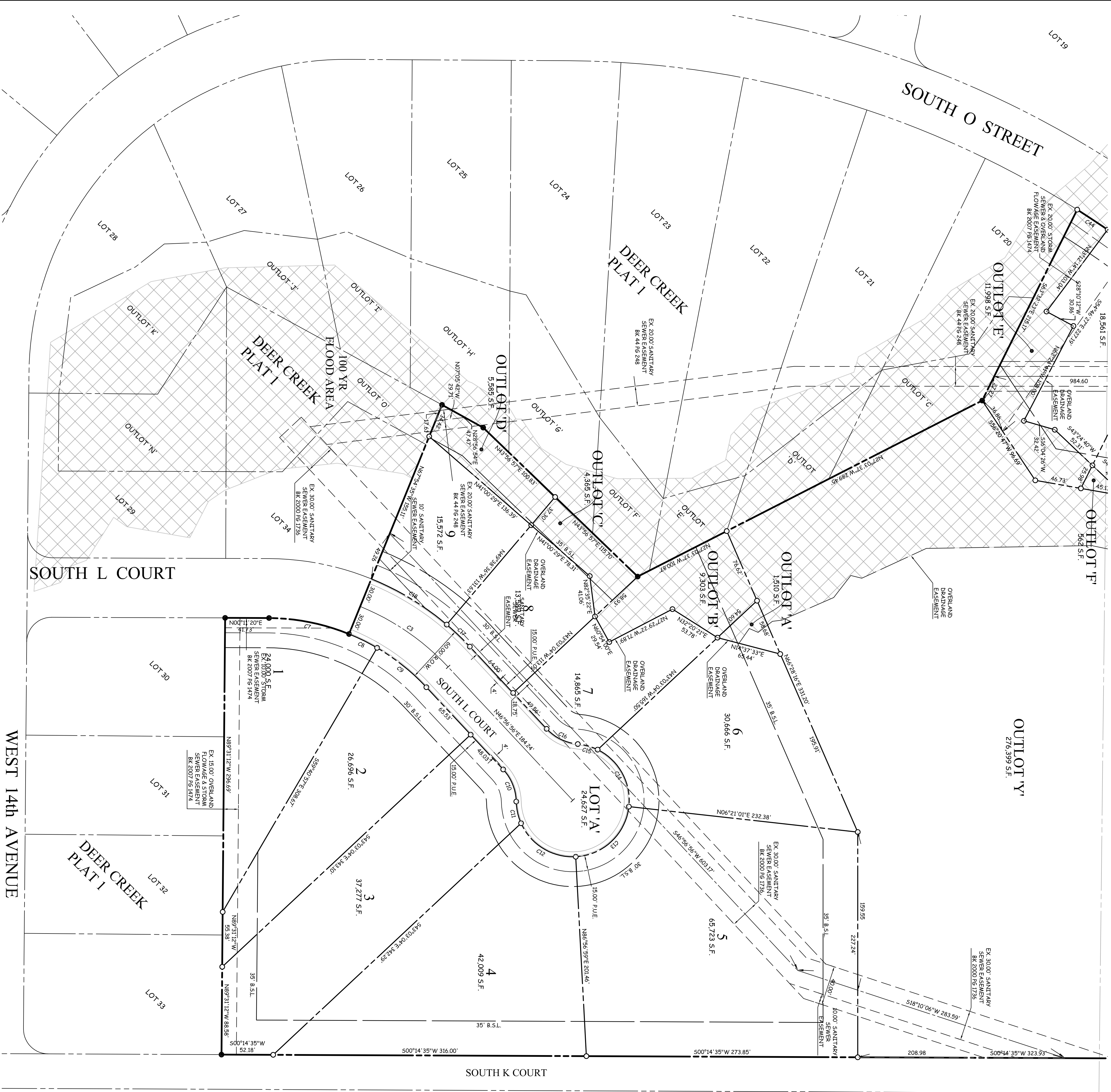
475 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50365
PHONE: (515) 224-1344 FAX: (515) 224-1345
DATE: 4-16-2018
REVISIONS:
JOB NUMBER
1873
SHEET 1 OF 3



0 40 80
SCALE: 1"=80'
APPROVED: (X-X-2003) INITIAL ED: XXX AS-BUILT: (X-X-2003)
DEER CREEK PLAT 2

DATE: 4-16-2018
REVISIONS:
JOB NUMBER
1873
SHEET 1 OF 3

FINAL PLAT
DEER CREEK
PLAT 2



LEGEND

- PLAT BOUNDARY
- SECTION CORNER
- FOUND CORNER, AS NOTED
- SET CORNER 5/8" I.R. W/ YELLOW CAP #13156
- IRON ROD
- 6/4S TYPE
- DEBEDED DISTANCE
- MEASURED DISTANCE
- PREVIOUSLY RECORDED DISTANCE
- PUBLIC UTILITY EASEMENT
- ADDRESS
- BUILDING SETBACK LINE
- B.S.L.
- M.C.E.
- M.P.E.
- MINIMUM PROTECTION ELEVATION
- NOT RADIAL

COOPER CRAWFORD
& ASSOCIATES, L.L.C.
CIVIL ENGINEERS

4175 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 4-16-2018

REVISIONS:

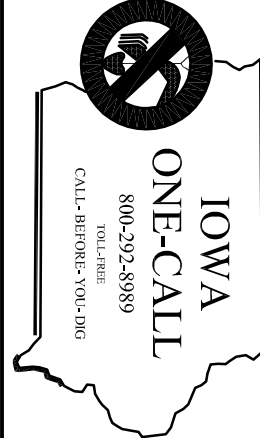
JOB NUMBER



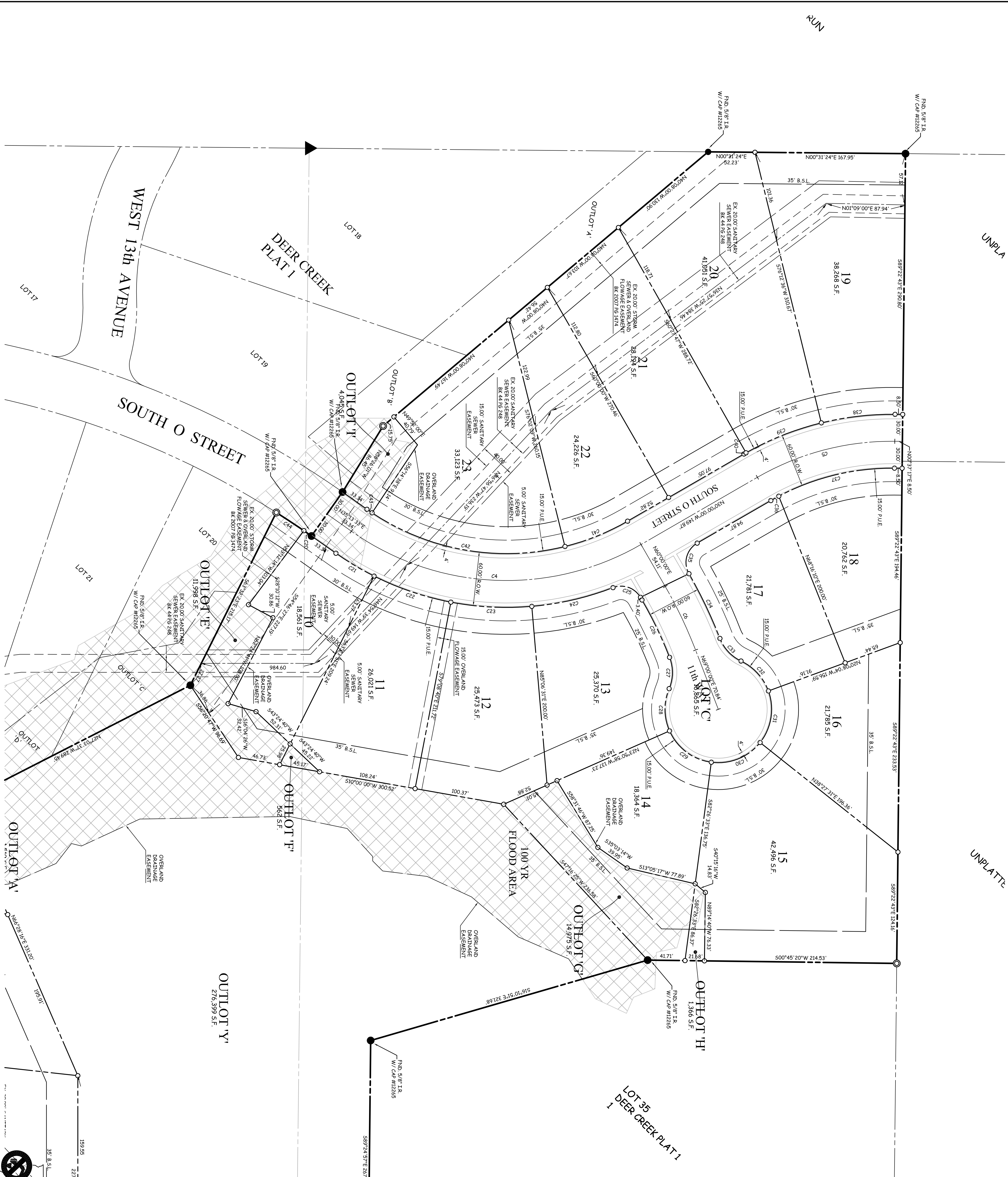
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DEER CREEK PLAT 2

CC
1873
SHEET
2 OF 3



FINAL PLAT
DEER CREEK
PLAT 2



LEGEND

- PLAT BOUNDARY
- SECTION CORNER
- FOUND CORNER, AS NOTED
- SET CORNER 5/8" I.R. W/ YELLOW CAP #13156
- IRON ROD
- 6/4S TYPE
- D, DEEDED DISTANCE
- M, MEASURED DISTANCE
- R, PREVIOUSLY RECORDED DISTANCE
- P.U.E., PUBLIC UTILITY EASEMENT
- 3333, ADDRESS
- B.S.L., BUILDING SETBACK LINE
- M.O.E., MINIMUM OPENING ELEVATION
- M.P.E., MINIMUM PROTECTION ELEVATION
- N.R., NOT RADIAL

COOPER CRAWFORD
& ASSOCIATES, L.L.C.
CIVIL ENGINEERS

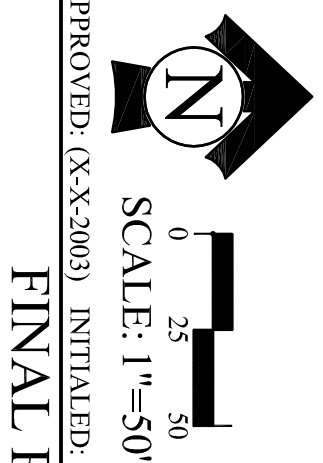
4715 S. 50th STREET, SUITE 800, WEST DES MOINES, IOWA 50265
PHONE: (515) 224-1344 FAX: (515) 224-1345

DATE: 4-16-2018

REVISIONS:

JOB NUMBER

1873



APPROVED: (X-X-2003) INITIAL:ED: XXX AS-BUILT: (X-X-2003)

FINAL PLAT

SHEET 3 OF 3

DEER CREEK PLAT 2



Meeting Date: 05/21/2018

Information

Subject

Resolution approving the preliminary plat of Deer Creek Plat 3 (P&Z unanimously recommended approval 5/15/18)

Information

Council will need to consider the resolution (packet) approving the preliminary plat of Deer Creek Plat 3. This plat was approved by Planning and Zoning Commission and Council in March of 2017. The plat consists of six lots and one outlot extending West 13th Place west of South K Street and consists of 6.35 acres.

Listed below are the changes that have been made prior to Council action.

1. Property to the north (Tyler Till), has recently changed ownership. The Plat should be updated to reflect this change. Notification of the Planning and Zoning meeting was sent to the current owner.

All other changes to the plat were made in 2017.

In the 2011 Comprehensive Plan, South K Street was designated as a thoroughfare. Subsequently in May of 2012, Planning and Zoning Commission recommended and Council approved an ordinance creating minimum access spacing requirement of 600' between intersections for thoroughfares.

Both Planning and Zoning Commission and City Council granted a variance for this requirement in 2017 for the following reasons.

1. The sight distance to both the north and south of the proposed West 13th Place exceeds the minimum requirement for the posted speed limit.
2. With the limited number of lots proposed on West 13th Place, traffic will be minimal.
3. The preliminary plat approved in 2005 indicated this street at this location prior to the amendment regulating distances between intersections in 2012.

Notifications to the adjoining property owners have been sent. Community Development Director Chuck Burgin and P&Z unanimously recommended approval.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Preparer Information: City of Indianola, PO Box 299, Indianola, Iowa 50125

Return Address: City of Indianola, PO Box 299, Indianola, Iowa 50125

RESOLUTION NO. 2018-_____

WHEREAS, Diligent Deer Creek has submitted a preliminary plat for Deer Creek Plat 3 to the City of Indianola, and

WHEREAS, the City of Indianola has jurisdiction of such plats pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances, and

WHEREAS, the Indianola Planning and Zoning Commission has submitted a recommendation to the City Council which approves the plat, and

WHEREAS, pursuant to Indianola Code of Ordinance Section 170.05(5), the Council must pass a resolution approving or rejecting the preliminary plat, and

WHEREAS, the Council finds that all the requirements of the Indianola Code of Ordinances regarding subdivision regulations and the preliminary plat for Deer Creek Plat 3 have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council as follows:

The preliminary plat for Deer Creek Plat 3 submitted to the City of Indianola by Diligent Deer Creek is hereby approved.

Passed and approved at Indianola, Iowa this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY, SS:

On this 22nd day of May, 2018 before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Diana Bowlin, to me personally know, who being by my duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Diana Bowlin as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

Notary Public In And For The State of Iowa

Meeting Date: 05/21/2018

Information

Subject

Resolution approving the final plat of Deer Creek Plat #3 (P&Z unanimously recommended approval on 5/15/18)

Information

Council will need to consider the final plat of Deer Creek Plat 3 (packet). This plat consists of six lots. Outlots B, C, D are for separating flood plain from building lots. Listed below are the changes that have been made prior to Council action.

1. A note to be placed on the preliminary plat indicating Outlot A will be set aside for future development. This note should be added to this plat or combine ownership with lot 6.
2. All areas designated as flood plain should be identified as overland drainage easement.
3. Location and dimension of public sidewalks are to be shown on the plat.

Notifications to the adjoining property owners have been sent. Community Development Director Chuck Burgin recommended approval and P&Z unanimously recommended approval.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Deer Creek Plat

Preparer Information: City of Indianola, PO Box 299, Indianola, Iowa 50125

Return Address: City of Indianola, PO Box 299, Indianola, Iowa 50125

RESOLUTION NO. 2018-_____

WHEREAS, Diligent Deer Creek has submitted a final plat for Deer Creek Plat 3 to the City of Indianola, and

WHEREAS, the City of Indianola has jurisdiction of such plats pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances, and

WHEREAS, the Indianola Planning and Zoning Commission has submitted a recommendation to the City Council which approves the plat, and

WHEREAS, pursuant to Indianola Code of Ordinance Section 170.05(5), the Council must pass a resolution approving or rejecting the final plat, and

WHEREAS, the Council finds that all the requirements of the Indianola Code of Ordinances regarding subdivision regulations and the final plat for Deer Creek Plat 3 have been met.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council as follows:

The final plat for Deer Creek Plat 3 submitted to the City of Indianola by Diligent Deer Creek is hereby approved.

Passed and approved at Indianola, Iowa this 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY, SS:

On this 22nd day of May, 2018 before me, the undersigned, a Notary Public in the State of Iowa personally appeared Kelly B. Shaw and Diana Bowlin, to me personally know, who being by my duly sworn, did say that they are the Mayor and City Clerk respectively of the City of Indianola, which executed the foregoing instrument to which this is attached, that the seal affixed to it is the seal of the City; that the instrument was signed and sealed on behalf of the City by authority of its Council; and that Kelly B. Shaw and Diana Bowlin as such officers acknowledged the execution of the instrument to be the voluntary act of the City.

Notary Public In And For The State of Iowa

Meeting Date: 05/21/2018

Information

Subject

Resolution approving salaries

Information

This action sets salaries per the personnel management guide, union contract and seasonal salaries:

Mindi Robinson, Office Manager, from CE 5-5 \$45,375/year (includes longevity) to CE 5-5 \$47,628.75/year (includes longevity) - effective May 27, 2018 (temporary 5% increase for additional duties in the absence of a Community Development Director

Rich Parker, Building Official, from CE 8-5 \$61,606/year (includes longevity) to CE 8-5 \$64,668.80/year (includes longevity) - effective May 27, 2018 (temporary 5% increase for additional duties in the absence of a Community Development Director

Reagan Bishop, Seasonal Pickard Park Concessions - \$8.00/hour effective May 22, 2018-first year employee

Alexandra Smith, Buxton Flower Worker - \$10.00/hour effective June 4, 2018-first year employee

Brandon Gavin, Seasonal Manager Pickard Sports Complex, \$11.00/hour effective May 20, 2018-first year employee

Jaden Schurman, Seasonal Summer Street Labor - \$10.50/hour effective May 22, 2018 - first year employee

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION 2018-____
APPROVING SALARIES

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDIANOLA, IOWA:

This action sets salaries per the personnel management guide, union contract and seasonal salaries:

Mindi Robinson, Office Manager, from CE 5-5 \$45,375/year (includes longevity) to CE 5-5 \$47,628.75/year (includes longevity) - effective May 27, 2018 (temporary 5% increase for additional duties in the absence of a Community Development Director

Rich Parker, Building Official, from CE 8-5 \$61,606/year (includes longevity) to CE 8-5 \$64,668.80/year (includes longevity) - effective May 27, 2018 (temporary 5% increase for additional duties in the absence of a Community Development Director

Reagan Bishop, Seasonal Pickard Park Concessions - \$8.00/hour effective May 22, 2018

Alexandra Smith, Buxton Flower Worker - \$10.00/hour effective June 4, 2018

Jaden Schurman, Seasonal Summer Street Labor - \$10.50/hour effective May 22, 2018

Passed and approved on the 21st day of May, 2018.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk