CITY OF INDIANOLA COUNCIL MEETING
March 6, 2017
6:00 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. February 21, 2017 Minutes

    C. Applications

        1. A new Class "C" Beer Permit and Outdoor Area for The Square Bar Association - Indianola Town Square

        2. A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor and Sunday Sales Privilege for Indy 66 - 1201 N. Jefferson

        3. A renewal of a refuse hauling permit for Waste Connections of Iowa

    D. Noise permit for Mike Murphy - Indianola Classic Car & Truck Show & Shine

    E. Claims on the computer printout for March 6, 2017

6. Council Reports

    A. Presentation of the P&Z 2016 Annual Report

    B. Acceptance of the FY 16 BRAVO Greater Des Moines Audit

7. Mayor's Report - Kelly B. Shaw

A. Discussion regarding the request from the YMCA to appoint representatives to the YMCA Steering Committee

B. Community Update

8. Public Consideration

A. Old Business

1. 2017/18 Budget

a. Public hearing for the 2017/18 Budget

b. Resolution adopting the City's FY 17/18 fee schedule

c. Resolution adopting the FY 2017/18 budget with a proposed tax rate of $12.70

2. Public hearing and first consideration to amend Chapter 170 Subdivision ordinance (P&Z approved unanimously February 14, 2017)

3. Second consideration of a final industrial tax abatement - 1820 N. 7th Street

4. Final consideration of an ordinance amending the Municipal Code of the City of Indianola, Iowa, Chapter 165 to allow a new zoning classification as A-2 (mixed agriculture) and removing tourist campgrounds as permitted principal use in C-2 (highway commercial) (P&Z approved unanimously 1/10/17)

B. New Business

1. Resolution determining property to be surplus and authorize the sale of a vehicle from the Street Department

2. Discussion and input regarding a proposal from Jeff Schott of the Institute of Public Affairs

9. Other Business

10. Adjourn

City Council Regular **5.B.**

Meeting Date: 03/06/2017

Subject

February 21, 2017 Minutes

Information

Fiscal Impact

Attachments

Minutes

REGULAR SESSION – FEBRUARY 21, 2017

The City Council met in regular session at 7:00 p.m. on February 21, 2017. Mayor Pro Tem Brad Ross called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, John Parker, Pam Pepper, Brad Ross and Greta Southall. Absent: Mayor Kelly Shaw.

The consent agenda consisting of the following was approved on a motion by Clark and seconded by Parker. Question was called for and upon the council member votes, the Mayor Pro Tem declared the motion carried unanimously.

Approval of agenda

February 6 and 13, 2017 Minutes

Applications

- A renewal Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for Thorn Tree Development dba Deer Run Golf Club - 2305 W. 2nd Avenue
- A new Class "B" Native Wine, Class "C" Beer, Class "C" Liquor, Sunday Sales Privilege and cigarette permit for Casey's - 301 E. Trailridge Avenue-subject to the Fire Department's final inspection

Resolution No. 2017-18 setting March 6, 2017 as the public hearing and first consideration to amend Chapter 170 Subdivision ordinance (The complete resolution may be viewed at the City Clerk's Office)

Final approval of applications for urban revitalization designation
Autumn Ridge Development – 1509 W. Kentucky – SFD - $143,800
New Era Homes – 105 N. 20th Street – SFD - $195,750
Marc Kris Modern Homes – 1315 S. "O" Street – SFD - $403,710
New Era Homes -108 N. 20th Street- SFD - $150,000
Giovanti Homes LLC – 1010 S. "Y" Street – SFD - $192,000

Claims on the computer printout for February 21, 2017 and the January 2017 receipts

Parker moved and Pepper seconded to approve the January 2017 Treasurer's Report. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Council member Ross presented the WCEDC report.

A public hearing was held to consider a final industrial tax abatement at 1820 N. 7th Street. There were no objections either oral or written. Parker moved and Southall seconded to approve the first consideration of this request. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

The second consideration of an ordinance amending the Municipal Code of the City of Indianola, Iowa, Chapter 165 to allow a new zoning classification as A-2 (mixed agriculture) and removing tourist campgrounds as permitted principal use in C-2 (highway commercial) was approved on a motion by Southall and seconded by Pepper. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Dave Moeller, President/CEO of Snyder and Associates, presented the 2017 Capital Street

Improvement Project. Council member Council Member Southall introduced the following Resolution entitled "RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS (2017 Capital Street Improvement Project) AND FIXING A DATE FOR HEARING (March 20, 2017) AND TAKING OF BIDS (March 14, 2017)", and moved that it be adopted. Council Member Parker seconded the motion to adopt. The roll was called and the vote was, AYES: Parker, Clark, Ross, Pepper, Gezel and Southall. NAYS: None. Whereupon, the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted:

RESOLUTION NO. 2017-19
RESOLUTION ORDERING CONSTRUCTION OF
CERTAIN PUBLIC IMPROVEMENTS (2017 Capital Street Improvement Project)
AND FIXING A DATE FOR HEARING (March 20, 2017)
AND TAKING OF BIDS (March 14, 2017)

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

Jim Rasmussen, HR Green, spoke regarding the Morlock Sanitary Sewer Improvements Project. It was moved by Southall and seconded by Parker to approve the following resolution entitled, "RESOLUTION APPROVING AN ENGINEERING SERVICE AGREEMENT WITH HR GREEN." On roll call the vote was, AYES: Parker, Clark, Ross, Pepper, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2017-20
RESOLUTION APPROVING AN ENGINEERING SERVICES
AGREEMENT WITH HR GREEN
For the Morlock Sanitary Sewer Improvements Project

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

A motion was made by Gezel and seconded by Pepper to approve the Home Base Iowa Initiative Application from John Goode and authorized a handwritten warrant in an amount of $1,500. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

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

RESOLUTION NO. 2017-21 APPROVING SALARIES

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

It was the consensus of the Council to hold a retreat to set priorities; this will be discussed at the next council meeting.

Meeting adjourned at 7:30 p.m. on a motion by Parker and seconded by Clark.

Brad Ross, Mayor Pro Tem   Diana Bowlin, City Clerk

City Council Regular **5.C.1.**

Meeting Date: 03/06/2017

Subject

A new Class "C" Beer Permit and Outdoor Area for The Square Bar Association - Indianola Town Square

Information

This is a new liquor license for The Square Bar Association for Bike Night on the Indianola Town Square. All of the paperwork is in order and staff has approved. Owners include: Randy Gathers, Darrel Auguston and Aaron Kennedy.

Fiscal Impact

Attachments

Square Bar Assoc Permit

February 21, 2017

NAME OF APPLICANT: Square Bar Association – Indianola Town Square

TYPE OF LICENSE/PERMIT: Class "C" Beer Permit and Outdoor Area

	Approve	Disapprove*
Police Chief	X	
Fire Chief	X	
B&Z Official	X	
Sign Compliance	X	

*Reasons for disapproval

Applicant **License Application (** **)**

Name of Applicant:	Square Bar Association		
Name of Business (DBA):	Square Bar Association		
Address of Premises:	Indianola Town Square		
City Indianola	**County:** Warren	**Zip:** 50125	
Business	(515) 240-4188		
Mailing	411 E Second Ave		
City Indianoa	**State** IA	**Zip:** 50125	

Contact Person

Name Aaron Kennedy

Phone: (515) 240-4188 **Email** aaronandjannelle@aol.com

Classification Class B Beer (BB) (Includes Wine Coolers)

Term: 6 months

Effective Date: 04/20/2017

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

BusinessType: Limited Partnership

Corporate ID Number: [redacted] **Federal Employer ID** [redacted]

Ownership

Randy Gathers

First Name:	Randy	**Last Name:**	Gathers		
City:	Indianoa	**State:**	Iowa	**Zip:**	50125
Position:	President				
% of Ownership:	33.34%	**U.S. Citizen:** Yes			

Darrel Auguston

First Name:	Darrel	**Last Name:**	Auguston		
City:	Indianola	**State:**	Iowa	**Zip:**	50125
Position:	Vice President				
% of Ownership:	33.33%	**U.S. Citizen:** Yes			

Aaron Kennedy

First Name:	Aaron	**Last Name:**	Kennedy		
City:	Indianola	**State:**	Iowa	**Zip:**	50125
Position:	Secretary/Treasurer				

% of Ownership: 33.33% **U.S. Citizen: Yes**

Insurance Company Information

Insurance Company: Founders Insurance Company	
Policy Effective Date:	**Policy Expiration**
Bond Effective	**Dram Cancel Date:**
Outdoor Service Effective	**Outdoor Service Expiration**
Temp Transfer Effective	**Temp Transfer Expiration Date:**

City Council Regular **5.C.2.**

Meeting Date: 03/06/2017

Subject

A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor and Sunday Sales Privilege for Indy 66 - 1201 N. Jefferson

Information

This is a renewal of Indy 66 liquor license located at 1201 N. Jefferson. All of the paperwork is in order and staff has approved. Owners include: Lee Adams, Christine Adams and Daniel Moellers.

Fiscal Impact

Attachments

Indy 66 Permit

February 21, 2017

NAME OF APPLICANT: Indy 66 – 1201 N. Jefferson

TYPE OF LICENSE/PERMIT: Class "B" Wine, Class "C" Beer, Class "E" Liquor & Sunday Sales Privilege

	Approve	Disapprove*
Police Chief	Y	
Fire Chief	✓	
B&Z Official	✓	
Sign Compliance	✓	

*Reasons for disapproval

Applicant **License Application (LE0002131)**

Name of Applicant: DANLEE CORP

Name of Business (DBA): INDY 66 # 928

Address of Premises: 1201 NORTH JEFFERSON

City Indianola **County:** Warren **Zip:** 50125

Business (515) 961-6470

Mailing 101 SOUTH JEFFERSON

City INDIANOLA **State** IA **Zip:** 50125

Contact Person

Name CHRISTINE ADAMS

Phone: (515) 961-6470 **Email** CCLLDD@MSN.COM

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 05/01/2017

Expiration Date: 04/30/2018

Privileges:

- Class B Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

BusinessType: Privately Held Corporation

Corporate ID Number: [redacted] **Federal Employer ID** [redacted]

Ownership

LEE ADAMS

First Name: LEE **Last Name:** ADAMS

City: INDIANOLA **State:** Iowa **Zip:** 50125

Position: SEC

% of Ownership: 40.00% **U.S. Citizen:** Yes

DANIEL MOELLERS

First Name: DANIEL **Last Name:** MOELLERS

City: MARSHALLTOWN **State:** Iowa **Zip:** 50158

Position: PRES

% of Ownership: 50.00% **U.S. Citizen:** Yes

CHRISTINE ADAMS

First Name: CHRISTINE **Last Name:** ADAMS

City:	INDIANOLA	**State:**	Iowa	**Zip:**	50125
Position:	DIRECTOR				
% of Ownership:	10.00%	**U.S. Citizen:**	Yes		

Insurance Company Information

Insurance Company:	IMT Insurance Co		
Policy Effective Date:	05/01/2017	**Policy Expiration**	01/01/1900
Bond Effective	2	**Dram Cancel Date:**	
Outdoor Service Effective		**Outdoor Service Expiration**	
Temp Transfer Effective		**Temp Transfer Expiration Date:**	

City Council Regular **5.C.3.**
Meeting Date: 03/06/2017

Subject
A renewal of a refuse hauling permit for Waste Connections of Iowa

Information
This is a renewal of Waste Connections of Iowa refuse hauling permit. All of the paperwork is in order.

Fiscal Impact

Attachments
Refuse Permit

CITY OF INDIANOLA

APPLICATION FOR A PERMIT

I (or We) hereby make application for a refuse hauling permit.

NAME AND TITLE OF BUSINESS Waste Connections of Iowa Inc
NATURE OF BUSINESS Solid waste Hauler
MAIL ADDRESS 4705 NE 22nd St DSM Ia 50313
INDIVIDUAL ______ PARTNERSHIP ______ CORPORATION X
NAME OF OWNER(S) Waste Connections Inc
RESIDENT STREET ADDRESS OF OWNER(S) 10001 Woodlands Forester Dr St 400 The Woodlands Tx 77380

Provide a complete and accurate listing of the number and type of collection & transportation equipment to be used.

	License No.	Type of Collection	Transportation Equipment
#25	8122XB	Res / Com	1M2AV02C4DM007531
#44	169YXQ	Res/Com	1HTWGAZR67J464417

Provide a statement as to the precise location and method of disposal or processing facilities to be used.

Solid waste is hauled to South Central Iowa landfill located on Hy 92 [illegible] Ia

Provide a complete description of the frequency, routes and methods of collection and transportation to be used and time of pick up.

City of Indianola is serviced on Tuesday for Residential and Commercial refuse subscription customers with Rearload and Asl[illegible] trucks

A copy of your public liability insurance must be filed along with this application stating coverage of all operations of your business and all equipment and vehicles to be operated.

Signature of Owner [signature]

Subscribed and sworn to before me, (a Notary Public) (City Clerk) in and for the City of Indianola this 22 day of February 2017

NOTARIAL SEAL IOWA
PAULA CRUEA
Commission Number 726230
My Commission Expires
January 02, 2019

[signature]
Notary Public City Clerk

City Council Regular **5.D.**

Meeting Date: 03/06/2017

Subject

Noise permit for Mike Murphy - Indianola Classic Car & Truck Show & Shine

Information

In your packet is a noise permit application for the Indianola Classic Car-Truck Show and Shine event which will be held every third Saturday of the month starting April 15, 2017 through September 16, 2017 from 4:00 p.m. - 9:00 p.m. This event will again be held in the Community Bank Parking Lot located at 1401 N. Jefferson and they will be using a CD player. Council approval is necessary since this permit is for multiple days. Staff has reviewed and approved. No complaints were received during last year's event.

Fiscal Impact

Attachments

Noise Permit

Date: 2/23/17

Noise Permit Application

For Indianola Classic Car & Truck Show & Shine

Event Date: April 15, 2017 - September 16, 2017 (4:00 p.m. - 9:00 p.m.) Every 3rd Saturday of the month at the Community Bank's Parking Lot

Staff Recommendation

Attached is an noise permit application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request. Initial and date under either approval or disapproval.

	Approve	**Disapprove**
Police Department – Dave Button	DB 2/23/17	
City Manager – Ryan Waller	RW 2/24/17	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: **Indianola Classic Car and Truck Show and Shine**

Date/Time of Event: **April 15, 2017 – September 16, 2017**

Location of Event: **Community Bank – 1401 N. Jefferson**

Event Sponsor(s): **Lots**

Contact Information:

Organization: ______________________________

Contact Name: Mike Murphy

Address: 19995 80th

Telephone Number: 515-771-8966

Cell Phone Number: Same

Fax Number: ______________________________

Email Address: Mikespontiac@hotmail.com

Today's Date: 2/17/2017

Anticipated Attendance: 75___Per Day ________Total

Event Information:

Event Starts	Date: _April 15,	Time 4	Day of Week Saturday
Event Ends	Date: Sept 16	Time 9	Day of Week Saturday

~~Previous Event Information~~

Date of Event: _______ Time of Event: __________

Please provide a map showing the event location and location of band/music, please specify: ______ Band ___x___ DJ ______Other (please specify)

RETURN NOISE APPLICATION TO:
110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com

APPLICANT SIGNATURE: Mike Murphy

Late Fee: Cash:_______ Check:_______ Received By: _________

OFFICE USE ONLY

DATE RECEIVED:				
	Signature	**Date**	**Approved**	**Denied**
Police Department:				
City Manager:				

RETURN NOISE APPLICATION TO:
110 North First Street, PO Box 299
Indianola, Iowa 50125
Phone: 515-961-9410 Fax: 515-961-9402
www.indianolaiowa.gov
E-Mail: dbowlin@cityofindianola.com

DJ's - on west side of Bldg
speakers go on grass located on the northside and southside of Bldg facing to the east towards Hwy 65/69

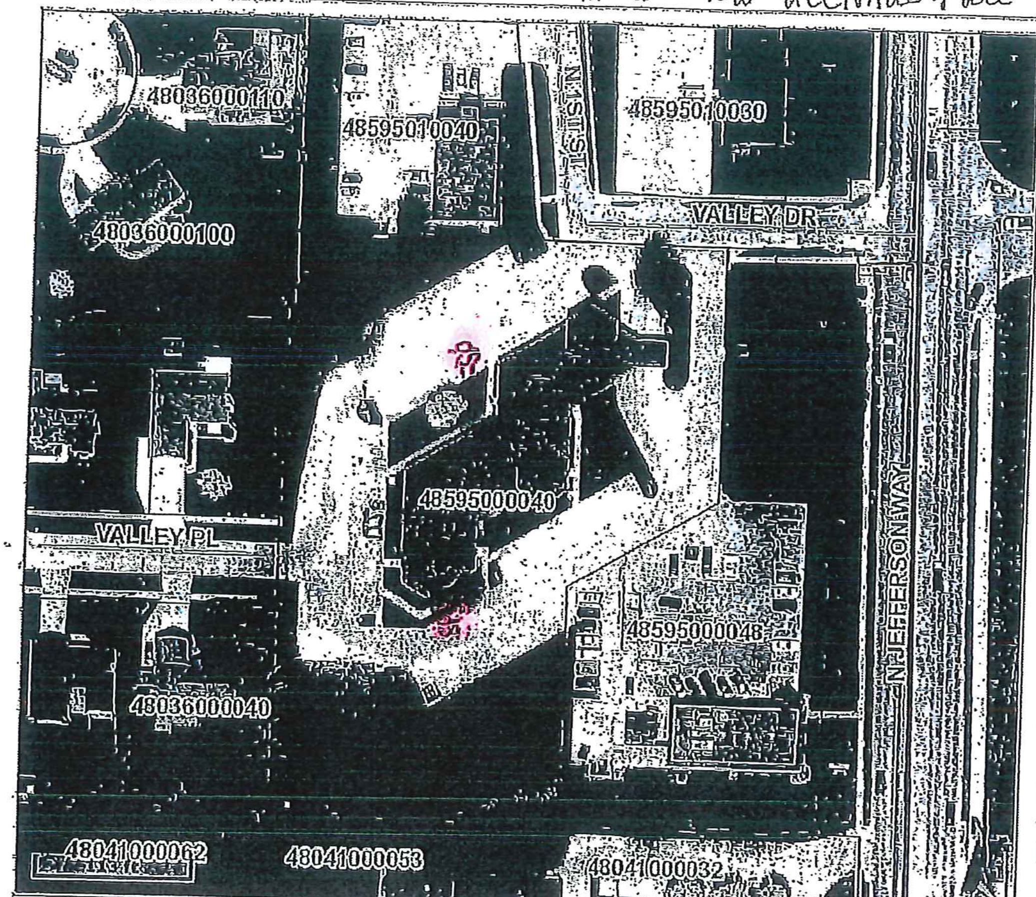
Warren County, IA

SP = speakers

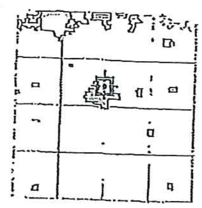
beacon™

* at low decimal rate

Date Created: 4/3/2012



Overview



Legend

Roads

- Freeway
- US Highway
- State Highway
- County Highway
- Seal Coated Road
- Gravel Road
- Level B Road
- City Street
- Level C Road
- City Gravel Road
- Private Road

- ☐ **Corporate Limits**
- ☐ **Parcels**
- ☐ **Political Townships**
- ☐ **Sections**
- **Major Roads**
- ■ **Water**

Parcel ID	48036000340	**Alternate ID**	n/a	**Owner Address**	TORMEY, EDMUND J/CONNIE L 101 APPLE CIR DR INDIANOLA, IA 50125
Sec/Twp/Rng	24-76-24	**Class**	R - RESIDENTIAL		
Property Address	101 APPLE CIR DR INDIANOLA	**Acreage**	n/a		

District 48300 - INDIANOLA CITY/INDIANOLA SCH

Brief Tax Description APPLE VALLEY ESTATES PLAT 2 LOT 34
(Note: Not to be used on legal documents)

Last Data Upload: 4/3/2012 1:32:34 AM

Disclaimer:

The maps included in this website do not represent a survey and are compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contain information required for government purposes. No warranties, expressed or implied, are provided for the data herein, its use or its interpretation. Warren County assumes no responsibility for use or interpretation of the data. Any person that relies on any information obtained from this site does so at his or her own risk. All critical information should be independently verified.

The 2,000 Foot Buffers layer is for law enforcement guidance only, and is based on the best information available at the time it was prepared. This layer should not be considered to be a complete and accurate representation of the locations of every school or child care facility, and will be changed as new information is available. The registered offender is responsible for ensuring that proposed residence is in compliance with the law, and may not rely solely on this layer. The registered offender should seek legal advice from a licensed attorney if needed.

Schneider developed by The Schneider Corporation www.schneidercorp.com

Indianola Classic Car & Truck Show and Shine

https://www.facebook.com/IndianolaClassicCarAndTruckShowAndShine

No Entry FEE

Door Prizes & 50/50 Prizes

4-9pm

All proceeds go to various local charities
Music/Home Made Food/ Pop/Water

3rd Saturday of the Month

April 15, 2017 - Sept. 16, 2017

in TruBank Parking Lot

(1401 North Jefferson - across from Walmart/old Community Bank parking lot)

Warren County Oil

Iowa Metal Fabrication

Soaring Crane Acupuncture & Herbal Medicine

FAREWAY

THEISEN'S More For You! HOME • FARM • AUTO

TruBank

DOWNEY TIRE PROS Installing peace of mind

SUBWAY eat fresh.

BURGER KING

JIFFY X XPRESS

Indy 66 North & West

KELLER DESIGNS & SCREEN PRINTING

All Plan Insurance Inc.

CASEY'S GENERAL STORE

INDIANOLA Window Tint

HyVee

STATE FARM INSURANCE

Southtown You drive. We listen.

O'Reilly AUTO PARTS PROFESSIONAL PARTS PEOPLE

HyVee GAS

Chumbley's AUTO CARE

the YMCA

DETAILS Plus COLLISION CENTER

For More Info call Mike Murphy 515-771-8966

City Council Regular **5.E.**

Meeting Date: 03/06/2017

Subject

Claims on the computer printout for March 6, 2017

Information

Fiscal Impact

Attachments

Claims

Vendor Report

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
GENERAL FUND				
AHLERS & COONEY P.C.	001-6250-62300	GENERAL LEGAL SERVICES	02/21/2017	95.00
BRICK GENTRY P.C.	001-6500-64110	REVIEW/TRAVEL FOR CITY COUNCIL MEETING	01/25/2017	555.00
BRICK GENTRY P.C.	001-6500-64110	P&R SEASONAL OVERTIME REGULATIONS	01/25/2017	225.00
CDW GOVERNMENT INC	001-6210-67240	NETMOTION LICENSE	01/30/2017	72.00
CITY OF INDIANOLA - UTILITY	001-6500-63710	UTILITIES	03/01/2017	2,926.61
CITY OF INDIANOLA - UTILITY	001-2300-63710	STREETLIGHTS	03/01/2017	16,412.70
CIVIC SYSTEMS LLC	001-6200-64190	SEMI-ANNUAL SUPPORT FEES	01/09/2017	6,357.00
CRAIG'S AUTOMOTIVE	001-6210-63400	VEHICLE REPAIR	02/07/2017	197.57
DES MOINES WATER WORKS	001-6200-65080	DECEMBER BILLING	02/17/2017	3,094.11
DUST PROS JANITORIAL	001-6500-64090	MONTHLY CLEANING	02/19/2017	4,000.00
GOODE, JOHN D.	001-5200-65070	HOME BASE IOWA INCENTIVE PROGRAM	02/21/2017	1,500.00
IBM CORPORATION	001-6210-67240	MAAS 360 LICENSING	02/02/2017	540.00
INDIANOLA MUNICIPAL UTILITI	001-6500-65990	FIRE PROT - SPRINKLER SYS 1/17	02/23/2017	55.00
INFOGROUP	001-6500-65060	CITY DIRECTORY	02/13/2017	365.00
INFOMAX OFFICE SYSTEMS IN	001-6150-63400	FEB/MARCH COPIER CONTRACT	02/13/2017	17.96
INFOMAX OFFICE SYSTEMS IN	001-1700-63410	FEB/MARCH COPIER CONTRACT	02/13/2017	9.05
INFOMAX OFFICE SYSTEMS IN	001-6200-63400	FEB/MARCH COPIER CONTRACT	02/13/2017	1,975.40
INFOMAX OFFICE SYSTEMS IN	001-1700-64990	PRINTER/COPIER CHARGES	02/20/2017	196.95
INTEGRIVAULT	001-6500-64990	OFFSITE BACKUP - FEBRUARY	03/01/2017	250.00
IOWA ASSOC OF MUN UTILITIE	001-6500-64990	FEBRUARY 2017, CHAIN SAW, BACKHOE, WORK ZONE, FLAGG	02/28/2017	339.52
IOWA ASSOC OF MUN UTILITIE	001-6500-64990	SAFETY CONSULTATION - FEBRUARY 2017	02/28/2017	285.53
IOWA CODIFICATION INC	001-6500-64990	SUPPLEMENTS	02/23/2017	360.00
IOWA WATER MANAGEMENT C	001-6500-63100	WATER MGR - MUN BLDG	03/01/2017	150.00
MID AMERICAN ENERGY CO.	001-6500-63710	74080-22010 FUEL HEAT	01/25/2017	1,448.88
MID AMERICAN ENERGY CO.	001-6500-63710	05931-25003 N HWY ENTRANCE SIGN	02/17/2017	19.81
MID AMERICAN ENERGY CO.	001-2300-63710	26321-30003 ST LIGHTING	02/17/2017	152.91
O'KEEFE ELEVATOR CO.	001-6500-63100	MAINTENANCE	03/01/2017	306.06
SHULL, DOUG	001-6500-64990	TREASURER CONTRACT	02/24/2017	83.33
T.R.M. DISPOSAL LLC	001-6500-64090	ACCT #857 (WASTE PICK UP)	02/14/2017	50.00
T.R.M. DISPOSAL LLC	001-6500-64090	ACCT#1506	02/24/2017	83.00
UNUM LIFE INSURANCE CO OF	001-6150-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	33.62
UNUM LIFE INSURANCE CO OF	001-6200-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	133.11
UNUM LIFE INSURANCE CO OF	001-1700-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	90.47
UNUM LIFE INSURANCE CO OF	001-0000-21206	LIFE, AD&D AND LTD INSURANCE	02/28/2017	1,132.23
UNUM LIFE INSURANCE CO OF	001-6210-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	43.91
UNUM LIFE INSURANCE CO OF	001-6250-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	29.75
Total GENERAL FUND:				43,586.48
POLICE FUND				
AUBERT'S TOWING	011-1100-64860	TOW - ABANDONED	01/10/2017	170.00
BRICK GENTRY P.C.	011-1100-64110	UNION NEGOTIATIONS	01/25/2017	238.84
CARPENTER UNIFORM CO	011-1100-61810	UNIFORM - STANSBERRY	02/09/2017	563.60
CARPENTER UNIFORM CO	011-1100-61810	UNIFORM - TEMPLE	02/09/2017	845.99
DES MOINES STAMP MFG	011-1100-61810	UNIFORMS	02/08/2017	28.50
JESS' LOCK AND KEY	011-1100-64900	SERVICE	02/10/2017	110.00
KIYA KODA HUMANE SOCIETY	011-1100-64137	HUMANE SOCIETY CONTRACT - MAR 2017	02/24/2017	2,412.74
LARGESSE, RICK	011-1100-61810	ACC/UNIFORM ALLOWANCE	02/27/2017	300.00
MEDTRAK SERVICES	011-1100-64120	411 RX	11/30/2016	82.77
MEDTRAK SERVICES	011-1100-64120	411 RX	01/31/2017	34.08
MEDTRAK SERVICES	011-1100-64120	411 RX	02/15/2017	20.61
METHODIST OCCUPATIONAL H	011-1100-64120	PRE-EMPLOYMENT TESTING - BOOZELL	01/31/2017	2,056.54
MID AMERICAN ENERGY CO.	011-1100-67260	HEAT - BUILDING	02/20/2017	292.06
NORTH IA DOMESTIC/SEXUAL	011-1100-62100	TRAINING	02/27/2017	10.00
PRECISION INTELLIGENCE CO	011-1100-62300	TRAINING	02/27/2017	199.00
STOP STICK LTD	011-1100-63410	FIX EQUIPMENT	01/31/2017	42.00
TOMIN'S TOWING	011-1100-64860	TOW - ABANDONED	02/02/2017	155.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
UNUM LIFE INSURANCE CO OF	011-1100-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	623.08
VERIZON WIRELESS	011-1100-63730	DATA	02/15/2017	318.59
Total POLICE FUND:				8,503.40
FIRE FUND				
CARPENTER UNIFORM CO	015-1500-61810	UNIFORM PARTS	02/08/2017	49.99
CARPENTER UNIFORM CO	015-1500-65500	PPE - JACKETS	02/20/2017	3,347.64
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES 110 N 1ST	02/28/2017	30.44
CITY OF INDIANOLA - UTILITY	015-1500-63710	RENEWABLE	03/01/2017	231.00
CITY OF INDIANOLA - UTILITY	015-1500-63710	UTILITIES 410 N JEFFERSON	02/28/2017	147.20
DINGES FIRE COMPANY	015-1500-65500	PPE HELMET SHIELDS	02/20/2017	331.91
EVAC SYSTEMS	015-1500-65070	RESCUE ROPES	02/17/2017	275.47
EVAC SYSTEMS	015-1500-65070	ROPE RESCUE EQUIPMENT - CARRABINER WEBBING	02/23/2017	253.00
INFOMAX OFFICE SYSTEMS IN	015-1500-64990	FEB/MARCH COPIER CONTRACT	02/13/2017	72.51
IOWA FIRE CHIEFS ASSOC.	015-1500-62100	ANNUAL DUES	02/27/2017	25.00
MID AMERICAN ENERGY CO.	015-1500-63710	UTILITIES	02/20/2017	144.42
MID AMERICAN ENERGY CO.	015-1500-63710	UTILITIES	02/20/2017	10.39
NORTHERN STAR TECHNOLOG	015-1500-63100	ELECTRICAL OUTLET VICKI'S OFFICE	02/17/2017	125.00
SANDRY FIRE SUPPLY LLC	015-1500-65500	PPE - FIRE BOOTS	02/07/2017	428.05
TRAMONTINA, MICHAEL LOUIS	015-1500-64990	SAFER GRANT WRITER	02/13/2017	840.00
U.S. CELLULAR	015-1500-63730	CELL PHONE	02/12/2017	19.77
UNUM LIFE INSURANCE CO OF	015-1500-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	42.97
Total FIRE FUND:				6,374.76
AMBULANCE FUND				
CARPENTER UNIFORM CO	016-1600-61810	UNIFORMS FOR MEMBERS	02/21/2017	357.52
INFOMAX OFFICE SYSTEMS IN	016-1600-63400	FEB/MARCH COPIER CONTRACT	02/13/2017	77.93
METHODIST OCCUPATIONAL H	016-1600-64120	IMMUNIZATIONS	01/31/2017	87.00
NITE OWL PRINTING	016-1600-64140	IFD-HIPPA FORMS	02/18/2017	868.98
PHILIPS MEDICAL CAPITAL	016-1600-67245	EMS MONITORS/CARDIAC	02/11/2017	1,348.11
UNUM LIFE INSURANCE CO OF	016-1600-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	188.12
WPS GHA	016-1600-66990	REFUND	02/17/2017	560.21
Total AMBULANCE FUND:				3,487.87
LIBRARY FUND				
IOWA WATER MANAGEMENT C	041-4100-63100	WATER MGR - LIBRARY	03/01/2017	40.00
UNUM LIFE INSURANCE CO OF	041-4100-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	72.75
Total LIBRARY FUND:				112.75
PARK & RECREATION FUND				
BRICK GENTRY P.C.	042-4200-64110	UNION NEGOTIATIONS	01/25/2017	90.33
BYLUND, JOEY	042-4200-64250	YOUTH BB OFFICIAL	02/23/2017	24.00
CANOE SPORT OUTFITTERS	042-4200-64205	INSTRUCTION BIKE MAINTENANCE	02/21/2017	100.00
DUST PROS JANITORIAL	042-4200-64090	MONTHLY CLEANING CONTRACT	02/19/2017	1,462.00
FLOWERS, JAVARIS	042-4200-64250	YOUTH BB OFFICIAL	02/23/2017	48.00
HY-VEE	042-4200-64205	FEB 21 COOKING CLASS	02/22/2017	50.00
IA DEPT OF INSPECTIONS/APP	042-4200-64200	FOOD PERMIT - PICKARD CONCESSIONS	02/22/2017	236.25
INFOMAX OFFICE SYSTEMS IN	042-4200-65060	COPIES	02/14/2017	61.78
MC COY HARDWARE INC	042-4300-65070	HARDWARE	01/31/2017	1.67
MID AMERICAN ENERGY CO.	042-4300-63710	GAS - SHOP	02/20/2017	318.10
MID AMERICAN ENERGY CO.	042-4200-63710	ACTIVITY CENTER UTILITIES	02/20/2017	363.22
PARK, KRIS	042-4200-64250	YOUTH BB OFFICIAL	02/23/2017	72.00
SIMPSON COLLEGE	042-4200-64205	ZONE STAFF WAGES	02/14/2017	538.32
U.S. CELLULAR	042-4300-63730	CELL PHONES - 2	02/12/2017	66.11

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
UNUM LIFE INSURANCE CO OF	042-4400-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	21.40
UNUM LIFE INSURANCE CO OF	042-4200-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	58.71
UNUM LIFE INSURANCE CO OF	042-4300-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	86.49
VOLTMER, BETH	042-4200-64205	INSTRUCTION PERSONAL JOURNAL	02/25/2017	125.00
WARREN COUNTY EXTENSION	042-4200-64205	INSTRUCTION ROBOTICS LAB	02/24/2017	225.00
WHIPPLE, JEFF	042-4200-66990	REFUND BUXTON ROOM FEE	02/22/2014	100.00
Total PARK & RECREATION FUND:				4,048.38
POOL (MEMORIAL) FUND				
IA DEPT OF PUBLIC HEALTH	045-4500-64200	2017 FACILITY REGISTRATION RENEWAL	02/28/2017	140.00
NORWALK READY-MIXED CON	045-4500-65070	FRONT ENTRY CONCRETE - 3.75 YDS	02/02/2017	395.63
Total POOL (MEMORIAL) FUND:				535.63
ROAD USE TAX FUND				
AG BELT	110-2100-63320	BELTING	02/23/2017	100.00
BRICK GENTRY P.C.	110-2100-64110	UNION NEGOTIATIONS	01/25/2017	90.34
BRUENING ROCK PRODUCTS	110-2100-65073	ROAD STONE	02/20/2017	1,218.36
BRUENING ROCK PRODUCTS	110-2100-65073	ROAD STONE	02/27/2017	1,103.62
BUSSANMAS TOWING	110-2100-63320	TOWING	02/14/2017	325.00
CENTURYLINK	110-2100-63730	TRAFFIC SIGNALS	02/22/2017	48.09
CITY OF INDIANOLA - UTILITY	110-2100-63710	UTILITIES	02/28/2017	625.21
CONTINENTAL RESEARCH CR	110-2100-65076	OIL	02/23/2017	241.00
CR SERVICES	110-2100-65500	SAFETY GLASSES	02/21/2017	93.89
ELECTRONIC ENGINEERING C	110-2100-63320	INSTALL RADIO	02/28/2017	346.80
HENDERSON TRUCK EQUIPME	110-2100-63320	PARTS	02/16/2017	19.23
IOWA ASSOC OF MUN UTILITIE	110-2100-64990	FEBRUARY 2017, CHAIN SAW, BACKHOE, WORK ZONE, FLAGG	02/28/2017	339.52
IOWA ASSOC OF MUN UTILITIE	110-2100-64990	SAFETY CONSULTATION - FEBRUARY 2017	02/28/2017	285.53
JESS' LOCK AND KEY	110-2100-65076	PADLOCK/KEYS	02/25/2017	124.00
LOGAN CONTRACTORS SUPPL	110-2100-65073	CONCRETE TOOLS	02/23/2017	195.01
LOGAN CONTRACTORS SUPPL	110-2100-65073	TOOLS	03/01/2017	336.71
MID AMERICAN ENERGY CO.	110-2100-63710	FUEL HEAT	02/20/2017	374.79
O'HALLORAN INTERNATIONAL	110-2100-63320	REPAIRS	02/13/2017	599.34
O'REILLY AUTO PARTS	110-2100-63320	FILTERS	02/22/2017	66.44
PAINT PUMP PROS	110-2100-63320	PAINT TIPS/CLAMP	02/09/2017	104.91
TRUCK EQUIPMENT INC	110-2100-63320	LED BAR LIGHT	02/16/2017	225.71
U.S. CELLULAR	110-2100-63730	CELL PHONES -3	02/12/2017	150.64
UNUM LIFE INSURANCE CO OF	110-2100-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	133.05
WASTE MANAGEMENT OF IOW	110-2100-64090	TRASH - MAR 17	02/23/2017	32.00
Total ROAD USE TAX FUND:				7,179.19
VEHICLE RESERVE FUND				
NORTHERN STAR TECHNOLOG	190-1500-67100	ELECTRICAL PANEL & OUTLETS	02/17/2017	650.00
WREEVES AND ASSOCIATES I	190-1500-67100	EMERGENCY LIGHTING 338	02/21/2017	5,509.93
Total VEHICLE RESERVE FUND:				6,159.93
CAPITAL PROJECTS FUND				
CDW GOVERNMENT INC	301-6210-67900	EXCHANGE SERVER LICENSE	01/26/2017	587.16
HAWKEYE TRUCK EQUIPMENT	301-8000-64990	SERVICE TRUCK BODY	02/16/2017	7,610.00
Total CAPITAL PROJECTS FUND:				8,197.16
CP--CAF FUND				
CITY OF INDIANOLA - UTILITY	344-4400-67805	UTILITIES	02/28/2017	48.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
Total CP--CAF FUND:				48.00
SEWER FUND				
BALDWIN SUPPLY CO.	610-8325-63410	BEARINGS FOR MORLOCK PUMP	02/27/2017	649.92
BALDWIN SUPPLY CO.	610-8325-63410	SEALS FOR MORLOCK PUMP	02/28/2017	28.21
BRICK GENTRY P.C.	610-8300-64110	UNION NEGOTIATIONS	01/25/2017	75.49
CINTAS CORPORATION	610-8350-64990	RESTOCK MEDICINE CABINET	02/20/2017	65.70
CITY OF INDIANOLA - UTILITY	610-8350-63710	UTILITIES, TOTAL N SEWER PLANT	02/28/2017	9,394.84
CITY OF INDIANOLA - UTILITY	610-8325-63710	UTILITIES	02/28/2017	3,997.35
CRYSTAL CLEAR WATER CO	610-8350-65012	DI WATER FOR LAB	02/16/2017	15.00
INFOMAX OFFICE SYSTEMS IN	610-8300-64990	COPIER	02/20/2017	12.85
IOWA ASSOC OF MUN UTILITIE	610-8300-64990	FEBRUARY 2017, CHAIN SAW, BACKHOE, WORK ZONE, FLAGG	02/28/2017	339.52
IOWA ASSOC OF MUN UTILITIE	610-8300-64990	SAFETY CONSULTATION - FEBRUARY 2017	02/28/2017	285.55
IOWA ONE CALL	610-8300-64990	LOCATES	02/14/2017	57.60
JETCO INC	610-8325-63410	NEW TRANSDUCER FOR SOUTH PLANT LIFT	02/17/2017	1,585.77
MC COY HARDWARE INC	610-8325-65070	ANCHORS AND BOLTS	02/15/2017	12.51
MID AMERICAN ENERGY CO.	610-8325-63710	07741-18004 65/69 LIFT	02/17/2017	75.79
MID AMERICAN ENERGY CO.	610-8325-63710	08701-24006 QUAIL MDWS LIFT	02/20/2017	58.69
MID AMERICAN ENERGY CO.	610-8325-63710	09750-87035 WESLEY LIFT	02/17/2017	86.23
NORTH CENTRAL LABS OF WIS	610-8350-65012	LAB SUPPLIES	02/20/2017	299.88
NORTH CENTRAL LABS OF WIS	610-8350-65012	LAB SUPPLIES	02/22/2017	41.00
T.R.M. DISPOSAL LLC	610-8325-64990	ACCT #583 - TRASH - SOUTH PLANT	02/24/2017	52.00
T.R.M. DISPOSAL LLC	610-8350-64990	ACCT #583 - TRASH - NORTH PLANT	02/24/2017	80.00
TRANS-IOWA EQUIPMENT INC	610-8300-63320	MAINTENANCE/INSPECTION ON JETTER	02/22/2017	2,265.56
U.S. CELLULAR	610-8300-63730	CELL PHONES - 2	02/12/2017	39.54
UNUM LIFE INSURANCE CO OF	610-8300-61550	LIFE, AD&D AND LTD INSURANCE	02/28/2017	111.08
USA BLUE BOOK	610-8350-65012	SLUDGE JUDGE FOR CLARIFIES	02/21/2017	203.62
VANDERPOOL CONSTRUCTIO	610-8325-63453	4 TON CLEAN LIMESTONE	02/14/2017	136.45
Total SEWER FUND:				19,970.15
RECYCLING FUND				
WASTE MANAGEMENT OF IOW	670-8400-64701	RECYCLING APT 10-13031-73000	02/23/2017	2,560.76
WASTE MANAGEMENT OF IOW	670-8400-64702	RECYCLING TOTES 10-13076-93002	02/23/2017	10.00
WASTE MANAGEMENT OF IOW	670-8400-64702	RECYCLING TOTES 10-13079-23004	02/27/2017	10.00
Total RECYCLING FUND:				2,580.76
CITY LIAB INS RESERVE FUND				
IA COMMUNITIES ASSURANCE	850-1100-64089	INSURANCE SETTLEMENT DEDUCTIBLE	02/27/2017	3,000.00
Total CITY LIAB INS RESERVE FUND:				3,000.00
Grand Totals:				113,784.46

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount

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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AG BELT				
AG BELT	BELTING	02/23/2017	100.00	ROAD USE TAX FU
Total AG BELT:			100.00	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	GENERAL LEGAL SERVICES	02/21/2017	95.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			95.00	
AUBERT'S TOWING				
AUBERT'S TOWING	TOW - ABANDONED	01/10/2017	170.00	POLICE FUND
Total AUBERT'S TOWING:			170.00	
BALDWIN SUPPLY CO.				
BALDWIN SUPPLY CO.	BEARINGS FOR MORLOCK PUMP	02/27/2017	649.92	SEWER FUND
BALDWIN SUPPLY CO.	SEALS FOR MORLOCK PUMP	02/28/2017	28.21	SEWER FUND
Total BALDWIN SUPPLY CO.:			678.13	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	REVIEW/TRAVEL FOR CITY COUNCIL MEETI	01/25/2017	555.00	GENERAL FUND
BRICK GENTRY P.C.	P&R SEASONAL OVERTIME REGULATIONS	01/25/2017	225.00	GENERAL FUND
BRICK GENTRY P.C.	UNION NEGOTIATIONS	01/25/2017	90.34	ROAD USE TAX FU
BRICK GENTRY P.C.	UNION NEGOTIATIONS	01/25/2017	90.33	PARK & RECREATI
BRICK GENTRY P.C.	UNION NEGOTIATIONS	01/25/2017	75.49	SEWER FUND
BRICK GENTRY P.C.	UNION NEGOTIATIONS	01/25/2017	238.84	POLICE FUND
Total BRICK GENTRY P.C.:			1,275.00	
BRUENING ROCK PRODUCTS				
BRUENING ROCK PRODUCTS	ROAD STONE	02/20/2017	1,218.36	ROAD USE TAX FU
BRUENING ROCK PRODUCTS	ROAD STONE	02/27/2017	1,103.62	ROAD USE TAX FU
Total BRUENING ROCK PRODUCTS:			2,321.98	
BUSSANMAS TOWING				
BUSSANMAS TOWING	TOWING	02/14/2017	325.00	ROAD USE TAX FU
Total BUSSANMAS TOWING:			325.00	
BYLUND, JOEY				
BYLUND, JOEY	YOUTH BB OFFICIAL	02/23/2017	24.00	PARK & RECREATI
Total BYLUND, JOEY:			24.00	
CANOE SPORT OUTFITTERS				
CANOE SPORT OUTFITTERS	INSTRUCTION BIKE MAINTENANCE	02/21/2017	100.00	PARK & RECREATI
Total CANOE SPORT OUTFITTERS:			100.00	
CARPENTER UNIFORM CO				
CARPENTER UNIFORM CO	UNIFORM PARTS	02/08/2017	49.99	FIRE FUND
CARPENTER UNIFORM CO	UNIFORM - STANSBERRY	02/09/2017	563.60	POLICE FUND
CARPENTER UNIFORM CO	UNIFORM - TEMPLE	02/09/2017	845.99	POLICE FUND
CARPENTER UNIFORM CO	PPE - JACKETS	02/20/2017	3,347.64	FIRE FUND
CARPENTER UNIFORM CO	UNIFORMS FOR MEMBERS	02/21/2017	357.52	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CARPENTER UNIFORM CO:			5,164.74	
CDW GOVERNMENT INC				
CDW GOVERNMENT INC	EXCHANGE SERVER LICENSE	01/26/2017	587.16	CAPITAL PROJECT
CDW GOVERNMENT INC	NETMOTION LICENSE	01/30/2017	72.00	GENERAL FUND
Total CDW GOVERNMENT INC:			659.16	
CENTURYLINK				
CENTURYLINK	TRAFFIC SIGNALS	02/22/2017	48.09	ROAD USE TAX FU
Total CENTURYLINK:			48.09	
CINTAS CORPORATION				
CINTAS CORPORATION	RESTOCK MEDICINE CABINET	02/20/2017	65.70	SEWER FUND
Total CINTAS CORPORATION:			65.70	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES	02/28/2017	48.00	CP--CAF FUND
CITY OF INDIANOLA - UTILITY	UTILITIES 110 N 1ST	02/28/2017	30.44	FIRE FUND
CITY OF INDIANOLA - UTILITY	STREETLIGHTS	03/01/2017	16,412.70	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	03/01/2017	2,926.61	GENERAL FUND
CITY OF INDIANOLA - UTILITY	RENEWABLE	03/01/2017	231.00	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES, TOTAL N SEWER PLANT	02/28/2017	9,394.84	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	02/28/2017	3,997.35	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	02/28/2017	625.21	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES 410 N JEFFERSON	02/28/2017	147.20	FIRE FUND
Total CITY OF INDIANOLA - UTILITY:			33,813.35	
CIVIC SYSTEMS LLC				
CIVIC SYSTEMS LLC	SEMI-ANNUAL SUPPORT FEES	01/09/2017	6,357.00	GENERAL FUND
Total CIVIC SYSTEMS LLC:			6,357.00	
CONTINENTAL RESEARCH CRP				
CONTINENTAL RESEARCH CR	OIL	02/23/2017	241.00	ROAD USE TAX FU
Total CONTINENTAL RESEARCH CRP:			241.00	
CR SERVICES				
CR SERVICES	SAFETY GLASSES	02/21/2017	93.89	ROAD USE TAX FU
Total CR SERVICES:			93.89	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	02/07/2017	197.57	GENERAL FUND
Total CRAIG'S AUTOMOTIVE:			197.57	
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	02/16/2017	15.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			15.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DES MOINES STAMP MFG				
DES MOINES STAMP MFG	UNIFORMS	02/08/2017	28.50	POLICE FUND
Total DES MOINES STAMP MFG:			28.50	
DES MOINES WATER WORKS				
DES MOINES WATER WORKS	DECEMBER BILLING	02/17/2017	3,094.11	GENERAL FUND
Total DES MOINES WATER WORKS:			3,094.11	
DINGES FIRE COMPANY				
DINGES FIRE COMPANY	PPE HELMET SHIELDS	02/20/2017	331.91	FIRE FUND
Total DINGES FIRE COMPANY:			331.91	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	MONTHLY CLEANING	02/19/2017	4,000.00	GENERAL FUND
DUST PROS JANITORIAL	MONTHLY CLEANING CONTRACT	02/19/2017	1,462.00	PARK & RECREATI
Total DUST PROS JANITORIAL:			5,462.00	
ELECTRONIC ENGINEERING CO				
ELECTRONIC ENGINEERING C	INSTALL RADIO	02/28/2017	346.80	ROAD USE TAX FU
Total ELECTRONIC ENGINEERING CO:			346.80	
EVAC SYSTEMS				
EVAC SYSTEMS	RESCUE ROPES	02/17/2017	275.47	FIRE FUND
EVAC SYSTEMS	ROPE RESCUE EQUIPMENT - CARRABINER	02/23/2017	253.00	FIRE FUND
Total EVAC SYSTEMS:			528.47	
FLOWERS, JAVARIS				
FLOWERS, JAVARIS	YOUTH BB OFFICIAL	02/23/2017	48.00	PARK & RECREATI
Total FLOWERS, JAVARIS:			48.00	
GOODE, JOHN D.				
GOODE, JOHN D.	HOME BASE IOWA INCENTIVE PROGRAM	02/21/2017	1,500.00	GENERAL FUND
Total GOODE, JOHN D.:			1,500.00	
HAWKEYE TRUCK EQUIPMENT				
HAWKEYE TRUCK EQUIPMENT	SERVICE TRUCK BODY	02/16/2017	7,610.00	CAPITAL PROJECT
Total HAWKEYE TRUCK EQUIPMENT:			7,610.00	
HENDERSON TRUCK EQUIPMENT				
HENDERSON TRUCK EQUIPME	PARTS	02/16/2017	19.23	ROAD USE TAX FU
Total HENDERSON TRUCK EQUIPMENT:			19.23	
HY-VEE				
HY-VEE	FEB 21 COOKING CLASS	02/22/2017	50.00	PARK & RECREATI
Total HY-VEE:			50.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IA COMMUNITIES ASSURANCE POOL				
IA COMMUNITIES ASSURANCE	INSURANCE SETTLEMENT DEDUCTIBLE	02/27/2017	3,000.00	CITY LIAB INS RES
Total IA COMMUNITIES ASSURANCE POOL:			3,000.00	
IA DEPT OF INSPECTIONS/APPEALS				
IA DEPT OF INSPECTIONS/APP	FOOD PERMIT - PICKARD CONCESSIONS	02/22/2017	236.25	PARK & RECREATI
Total IA DEPT OF INSPECTIONS/APPEALS:			236.25	
IA DEPT OF PUBLIC HEALTH				
IA DEPT OF PUBLIC HEALTH	2017 FACILITY REGISTRATION RENEWAL	02/28/2017	140.00	POOL (MEMORIAL)
Total IA DEPT OF PUBLIC HEALTH:			140.00	
IBM CORPORATION				
IBM CORPORATION	MAAS 360 LICENSING	02/02/2017	540.00	GENERAL FUND
Total IBM CORPORATION:			540.00	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITI	FIRE PROT - SPRINKLER SYS 1/17	02/23/2017	55.00	GENERAL FUND
Total INDIANOLA MUNICIPAL UTILITIES:			55.00	
INFOGROUP				
INFOGROUP	CITY DIRECTORY	02/13/2017	365.00	GENERAL FUND
Total INFOGROUP:			365.00	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	FEB/MARCH COPIER CONTRACT	02/13/2017	77.93	AMBULANCE FUN
INFOMAX OFFICE SYSTEMS IN	FEB/MARCH COPIER CONTRACT	02/13/2017	72.51	FIRE FUND
INFOMAX OFFICE SYSTEMS IN	FEB/MARCH COPIER CONTRACT	02/13/2017	9.05	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	FEB/MARCH COPIER CONTRACT	02/13/2017	1,975.40	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	FEB/MARCH COPIER CONTRACT	02/13/2017	17.96	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIES	02/14/2017	61.78	PARK & RECREATI
INFOMAX OFFICE SYSTEMS IN	PRINTER/COPIER CHARGES	02/20/2017	196.95	GENERAL FUND
INFOMAX OFFICE SYSTEMS IN	COPIER	02/20/2017	12.85	SEWER FUND
Total INFOMAX OFFICE SYSTEMS INC.:			2,424.43	
INTEGRIVAULT				
INTEGRIVAULT	OFFSITE BACKUP - FEBRUARY	03/01/2017	250.00	GENERAL FUND
Total INTEGRIVAULT:			250.00	
IOWA ASSOC OF MUN UTILITIES				
IOWA ASSOC OF MUN UTILITIE	FEBRUARY 2017, CHAIN SAW, BACKHOE, W	02/28/2017	339.52	ROAD USE TAX FU
IOWA ASSOC OF MUN UTILITIE	FEBRUARY 2017, CHAIN SAW, BACKHOE, W	02/28/2017	339.52	GENERAL FUND
IOWA ASSOC OF MUN UTILITIE	FEBRUARY 2017, CHAIN SAW, BACKHOE, W	02/28/2017	339.52	SEWER FUND
IOWA ASSOC OF MUN UTILITIE	SAFETY CONSULTATION - FEBRUARY 2017	02/28/2017	285.53	GENERAL FUND
IOWA ASSOC OF MUN UTILITIE	SAFETY CONSULTATION - FEBRUARY 2017	02/28/2017	285.55	SEWER FUND
IOWA ASSOC OF MUN UTILITIE	SAFETY CONSULTATION - FEBRUARY 2017	02/28/2017	285.53	ROAD USE TAX FU
Total IOWA ASSOC OF MUN UTILITIES:			1,875.17	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IOWA CODIFICATION INC				
IOWA CODIFICATION INC	SUPPLEMENTS	02/23/2017	360.00	GENERAL FUND
Total IOWA CODIFICATION INC:			360.00	
IOWA FIRE CHIEFS ASSOC.				
IOWA FIRE CHIEFS ASSOC.	ANNUAL DUES	02/27/2017	25.00	FIRE FUND
Total IOWA FIRE CHIEFS ASSOC.:			25.00	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	02/14/2017	57.60	SEWER FUND
Total IOWA ONE CALL:			57.60	
IOWA WATER MANAGEMENT CO.				
IOWA WATER MANAGEMENT C	WATER MGR - MUN BLDG	03/01/2017	150.00	GENERAL FUND
IOWA WATER MANAGEMENT C	WATER MGR - LIBRARY	03/01/2017	40.00	LIBRARY FUND
Total IOWA WATER MANAGEMENT CO.:			190.00	
JESS' LOCK AND KEY				
JESS' LOCK AND KEY	SERVICE	02/10/2017	110.00	POLICE FUND
JESS' LOCK AND KEY	PADLOCK/KEYS	02/25/2017	124.00	ROAD USE TAX FU
Total JESS' LOCK AND KEY:			234.00	
JETCO INC				
JETCO INC	NEW TRANSDUCER FOR SOUTH PLANT LIF	02/17/2017	1,585.77	SEWER FUND
Total JETCO INC:			1,585.77	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - MAR 2017	02/24/2017	2,412.74	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,412.74	
LARGESSE, RICK				
LARGESSE, RICK	ACC/UNIFORM ALLOWANCE	02/27/2017	300.00	POLICE FUND
Total LARGESSE, RICK:			300.00	
LOGAN CONTRACTORS SUPPLY INC.				
LOGAN CONTRACTORS SUPPL	CONCRETE TOOLS	02/23/2017	195.01	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	TOOLS	03/01/2017	336.71	ROAD USE TAX FU
Total LOGAN CONTRACTORS SUPPLY INC.:			531.72	
MC COY HARDWARE INC				
MC COY HARDWARE INC	HARDWARE	01/31/2017	1.67	PARK & RECREATI
MC COY HARDWARE INC	ANCHORS AND BOLTS	02/15/2017	12.51	SEWER FUND
Total MC COY HARDWARE INC:			14.18	
MEDTRAK SERVICES				
MEDTRAK SERVICES	411 RX	11/30/2016	82.77	POLICE FUND
MEDTRAK SERVICES	411 RX	01/31/2017	34.08	POLICE FUND
MEDTRAK SERVICES	411 RX	02/15/2017	20.61	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MEDTRAK SERVICES:			137.46	
METHODIST OCCUPATIONAL HEALTH & WELLNESS				
METHODIST OCCUPATIONAL H	IMMUNIZATIONS	01/31/2017	87.00	AMBULANCE FUN
METHODIST OCCUPATIONAL H	PRE-EMPLOYMENT TESTING - BOOZELL	01/31/2017	2,056.54	POLICE FUND
Total METHODIST OCCUPATIONAL HEALTH & WELLNESS:			2,143.54	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	02/17/2017	75.79	SEWER FUND
MID AMERICAN ENERGY CO.	FUEL HEAT	02/20/2017	374.79	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	GAS - SHOP	02/20/2017	318.10	PARK & RECREATI
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	01/25/2017	1,448.88	GENERAL FUND
MID AMERICAN ENERGY CO.	UTILITIES	02/20/2017	144.42	FIRE FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	02/20/2017	58.69	SEWER FUND
MID AMERICAN ENERGY CO.	05931-25003 N HWY ENTRANCE SIGN	02/17/2017	19.81	GENERAL FUND
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	02/17/2017	152.91	GENERAL FUND
MID AMERICAN ENERGY CO.	UTILITIES	02/20/2017	10.39	FIRE FUND
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	02/20/2017	363.22	PARK & RECREATI
MID AMERICAN ENERGY CO.	HEAT - BUILDING	02/20/2017	292.06	POLICE FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	02/17/2017	86.23	SEWER FUND
Total MID AMERICAN ENERGY CO.:			3,345.29	
NITE OWL PRINTING				
NITE OWL PRINTING	IFD-HIPPA FORMS	02/18/2017	868.98	AMBULANCE FUN
Total NITE OWL PRINTING:			868.98	
NORTH CENTRAL LABS OF WISCONSIN				
NORTH CENTRAL LABS OF WIS	LAB SUPPLIES	02/20/2017	299.88	SEWER FUND
NORTH CENTRAL LABS OF WIS	LAB SUPPLIES	02/22/2017	41.00	SEWER FUND
Total NORTH CENTRAL LABS OF WISCONSIN:			340.88	
NORTH IA DOMESTIC/SEXUAL ABUSE COM				
NORTH IA DOMESTIC/SEXUAL	TRAINING	02/27/2017	10.00	POLICE FUND
Total NORTH IA DOMESTIC/SEXUAL ABUSE COM:			10.00	
NORTHERN STAR TECHNOLOGIES				
NORTHERN STAR TECHNOLOG	ELECTRICAL PANEL & OUTLETS	02/17/2017	650.00	VEHICLE RESERV
NORTHERN STAR TECHNOLOG	ELECTRICAL OUTLET VICKI'S OFFICE	02/17/2017	125.00	FIRE FUND
Total NORTHERN STAR TECHNOLOGIES:			775.00	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	FRONT ENTRY CONCRETE - 3.75 YDS	02/02/2017	395.63	POOL (MEMORIAL)
Total NORWALK READY-MIXED CONCRETE:			395.63	
O'HALLORAN INTERNATIONAL				
O'HALLORAN INTERNATIONAL	REPAIRS	02/13/2017	599.34	ROAD USE TAX FU
Total O'HALLORAN INTERNATIONAL:			599.34	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
O'KEEFE ELEVATOR CO.				
O'KEEFE ELEVATOR CO.	MAINTENANCE	03/01/2017	306.06	GENERAL FUND
Total O'KEEFE ELEVATOR CO.:			306.06	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	FILTERS	02/22/2017	66.44	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			66.44	
PAINT PUMP PROS				
PAINT PUMP PROS	PAINT TIPS/CLAMP	02/09/2017	104.91	ROAD USE TAX FU
Total PAINT PUMP PROS:			104.91	
PARK, KRIS				
PARK, KRIS	YOUTH BB OFFICIAL	02/23/2017	72.00	PARK & RECREATI
Total PARK, KRIS:			72.00	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	EMS MONITORS/CARDIAC	02/11/2017	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
PRECISION INTELLIGENCE CONSULTING				
PRECISION INTELLIGENCE CO	TRAINING	02/27/2017	199.00	POLICE FUND
Total PRECISION INTELLIGENCE CONSULTING:			199.00	
SANDRY FIRE SUPPLY LLC				
SANDRY FIRE SUPPLY LLC	PPE - FIRE BOOTS	02/07/2017	428.05	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			428.05	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	02/24/2017	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SIMPSON COLLEGE				
SIMPSON COLLEGE	ZONE STAFF WAGES	02/14/2017	538.32	PARK & RECREATI
Total SIMPSON COLLEGE:			538.32	
STOP STICK LTD				
STOP STICK LTD	FIX EQUIPMENT	01/31/2017	42.00	POLICE FUND
Total STOP STICK LTD:			42.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT #857 (WASTE PICK UP)	02/14/2017	50.00	GENERAL FUND
T.R.M. DISPOSAL LLC	ACCT#1506	02/24/2017	83.00	GENERAL FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	02/24/2017	80.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	02/24/2017	52.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			265.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
TOMIN'S TOWING				
TOMIN'S TOWING	TOW - ABANDONED	02/02/2017	155.00	POLICE FUND
Total TOMIN'S TOWING:			155.00	
TRAMONTINA, MICHAEL LOUIS				
TRAMONTINA, MICHAEL LOUIS	SAFER GRANT WRITER	02/13/2017	840.00	FIRE FUND
Total TRAMONTINA, MICHAEL LOUIS:			840.00	
TRANS-IOWA EQUIPMENT INC				
TRANS-IOWA EQUIPMENT INC	MAINTENANCE/INSPECTION ON JETTER	02/22/2017	2,265.56	SEWER FUND
Total TRANS-IOWA EQUIPMENT INC:			2,265.56	
TRUCK EQUIPMENT INC				
TRUCK EQUIPMENT INC	LED BAR LIGHT	02/16/2017	225.71	ROAD USE TAX FU
Total TRUCK EQUIPMENT INC:			225.71	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES - 2	02/12/2017	39.54	SEWER FUND
U.S. CELLULAR	CELL PHONES -3	02/12/2017	150.64	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONES - 2	02/12/2017	66.11	PARK & RECREATI
U.S. CELLULAR	CELL PHONE	02/12/2017	19.77	FIRE FUND
Total U.S. CELLULAR:			276.06	
UNUM LIFE INSURANCE CO OF AMERICA				
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	90.47	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	1,132.23	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	188.12	AMBULANCE FUN
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	623.08	POLICE FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	133.05	ROAD USE TAX FU
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	42.97	FIRE FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	58.71	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	43.91	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	72.75	LIBRARY FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	133.11	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	111.08	SEWER FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	33.62	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	21.40	PARK & RECREATI
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	29.75	GENERAL FUND
UNUM LIFE INSURANCE CO OF	LIFE, AD&D AND LTD INSURANCE	02/28/2017	86.49	PARK & RECREATI
Total UNUM LIFE INSURANCE CO OF AMERICA:			2,800.74	
USA BLUE BOOK				
USA BLUE BOOK	SLUDGE JUDGE FOR CLARIFIES	02/21/2017	203.62	SEWER FUND
Total USA BLUE BOOK:			203.62	
VANDERPOOL CONSTRUCTION				
VANDERPOOL CONSTRUCTIO	4 TON CLEAN LIMESTONE	02/14/2017	136.45	SEWER FUND
Total VANDERPOOL CONSTRUCTION:			136.45	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	02/15/2017	318.59	POLICE FUND
Total VERIZON WIRELESS:			318.59	
VOLTMER, BETH				
VOLTMER, BETH	INSTRUCTION PERSONAL JOURNAL	02/25/2017	125.00	PARK & RECREATI
Total VOLTMER, BETH:			125.00	
WARREN COUNTY EXTENSION				
WARREN COUNTY EXTENSION	INSTRUCTION ROBOTICS LAB	02/24/2017	225.00	PARK & RECREATI
Total WARREN COUNTY EXTENSION:			225.00	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING APT 10-13031-73000	02/23/2017	2,560.76	RECYCLING FUND
WASTE MANAGEMENT OF IOW	TRASH - MAR 17	02/23/2017	32.00	ROAD USE TAX FU
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 10-13076-93002	02/23/2017	10.00	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 10-13079-23004	02/27/2017	10.00	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			2,612.76	
WHIPPLE, JEFF				
WHIPPLE, JEFF	REFUND BUXTON ROOM FEE	02/22/2014	100.00	PARK & RECREATI
Total WHIPPLE, JEFF:			100.00	
WPS GHA				
WPS GHA	REFUND	02/17/2017	560.21	AMBULANCE FUN
Total WPS GHA:			560.21	
WREEVES AND ASSOCIATES INC				
WREEVES AND ASSOCIATES I	EMERGENCY LIGHTING 338	02/21/2017	5,509.93	VEHICLE RESERV
Total WREEVES AND ASSOCIATES INC:			5,509.93	
Grand Totals:			113,784.46	

City Council: ______________________________

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City Council Regular **6.A.**

Meeting Date: 03/06/2017

Subject

Presentation of the P&Z 2016 Annual Report

Information

Pursuant to City Code Section 23.05(9) the Commission shall each year make a report to the Mayor and Council of its proceedings. The 2016 Annual Report is in your packet.

Fiscal Impact

Attachments

Annual Report

PLANNING AND ZONING COMMISSION
Annual Report – 2016
Authority: Indianola Ordinance Chapter 23
Code of Iowa Chapter 392.1

Commission Members:

Name	Present	Absent	Term Expires
Joe Butler	9	1	02/01/18
Tiffany Coleman	10	0	02/01/17
Al Farris	8	2	02/01/19
Ron Fridley	7	2	02/01/21
Cindy Johnson	6	4	02/01/20
Becky Needles	8	1	02/01/21
Doug Opie	9	1	02/01/20
Bob Ormsby	9	1	02/01/18
Josh Rabe	8	2	02/01/17
Misty Soldwisch	5	5	02/01/19

The Planning and Zoning Commission held ten meetings in 2016 and sent 14 recommendations to City Council. The recommendations included: five preliminary plats, one final plat, two alley closing requests, two requests for alternate method of approval of the site plan ordinance, one street name change, two zoning amendments and one amend to the zoning, site plan and subdivision ordinances.

A brief review of each meeting follows:

January 12, 2016

Preliminary Plat

Consider Preliminary Plat of Prairie Glynn.
P&Z tabled request 01/12/16

February 9, 2016

Preliminary Plat

Consider Preliminary Plat of Prairie Glynn.
P&Z approved unanimously 02/09/16
Council approved unanimously 02/16/16

Alley Closing

Consider request from Greg Johansen and Mike Ohnemus to vacate and purchase W ½ of E/W Alley within Blk 36 College Add.
P&Z approved unanimously 02/09/16
Council approved unanimously 04/04/16

March 8, 2016

Election of Officers

Doug Opie, Chairperson
Joe Butler, Vice Chairperson

Amend Ordinances

Consider Ordinance Amending Chapter 165 Zoning, Chapter 166 Site Plan and Chapter 170 Subdivision Ordinances
P&Z approved unanimously 03/08/16
Council approved unanimously 05/02/16

April 12, 2016

Preliminary Plat

Consider Preliminary Plat of Inga Subdivision within the Two Mile Boundary of the City of Indianola.
P&Z approved unanimously 04/12/16
Council approved unanimously 04/18/16

Alternate Method of Approval – Site Plan Ordinance

Consider request from VanWall Group to Seek an Alternate Method of Approval of the Site Plan Ordinance at 1306 South Jefferson Way.
P&Z approved unanimously 04/12/16
Council approved unanimously 04/18/16

May 10, 2016

Final Plat

Consider Final Plat of Inga Subdivision.
P&Z approved unanimously 05/10/16
Council approved unanimously 05/16/16

Preliminary Plat

Consider Preliminary Plat of Deer Creek Plat 2.
P&Z approved unanimously 05/10/16
Council approved unanimously 05/16/16

Street Name Change

Consider request from Erin Freeberg to change the name of County Highway R-63 south of Highway 92 within the city limits.
P&Z tabled request 05/10/16

June 2016

No meeting held in June.

July 12, 2016

Street Name Change

Consider request from Erin Freeberg to change the name of County Highway R-63 south of Highway 92 within the city limits.
P&Z denied unanimously 07/12/16
Council denied 07/18/16

August 9, 2016

Preliminary Plat

Consider Preliminary Plat of Prairie Glynn Plat 2.
P&Z approved unanimously 08/09/16
Council approved unanimously 08/15/16

September 13, 2016

Preliminary Plat

Consider Preliminary Plat of Ashton Park Plat 6.
P&Z approved unanimously 09/13/16
Council approved unanimously 09/19/16

October 11, 2016

Alley Closing

Consider request from Bob Bash and Michael Patterson to purchase the S ½ of the N/S Alley lying between Lots3 and Lot 4, Blk 5 Berry's Addition.
P&Z approved unanimously 10/11/16
Council approved unanimously 11/21/16

Zoning Amendment Request

Consider request from Jon Roen to amend M-2 zoning to allow outdoor storage facilities for boats, campers and other types of vehicles.
P&Z approved staff to draft ordinance for review.

Zoning Amendment Request

Consider request from Dan and Stacey Crow to amend A-1 zoning to allow private campgrounds.
P&Z approved staff to draft ordinance for review.

<u>November 8, 2016</u>

<u>Alternate Method of Approval – Site Plan Ordinance</u>

Consider request from Brian Poindexter of Poindexter Flooring, 2913 North Jefferson Way, to seek an Alternate Method of Approval of the Architectural Design Standard of the Site Plan Ordinance.
P&Z approved unanimously 11/08/16
Council approved unanimously 11/21/16

<u>Zoning Amendment Request</u>

Consider request from Jon Roen to amend M-2 zoning to allow outdoor storage facilities for boats, campers and other types of vehicles.
P&Z approved unanimously 11/08/16
Council approved unanimously 01/03/17

<u>Zoning Amendment Request</u>

Consider request from Dan and Stacey Crow to amend A-1 zoning to allow private campgrounds.
P&Z approved unanimously 11/08/16
Council denied 12/5/16

<u>December 2016</u>

No meeting held in December.

City Council Regular **6.B.**

Meeting Date: 03/06/2017

Subject

Acceptance of the FY 16 BRAVO Greater Des Moines Audit

Information

In your packet is the FY 2016 BRAVO Greater Des Moines Audit and Finance Director Chris DesPlanques memo regarding the audit.

Simple motion accepting the audit is in order.

Fiscal Impact

Attachments

BRAVO Audit

BRAVO Memo

BRAVO GREATER DES MOINES, INC.

FINANCIAL STATEMENTS
(With Independent Auditor's Report Thereon)

June 30, 2016 and 2015

BRAVO GREATER DES MOINES, INC.

TABLE OF CONTENTS

PITTMAN & COMPANY, LLP
Certified Public Accountants

James D. Pittman, CPA
John D. Pittman, CPA

Independent Auditor's Report

Board of Directors
Bravo Greater Des Moines, Inc.

We have audited the accompanying financial statements of Bravo Greater Des Moines, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2016, and 2015, and the related statements of activities, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Bravo Greater Des Moines as of June 30, 2016, and 2015 and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

We have previously audited Bravo Greater Des Moines, Inc. 2015 financial statements, and we expressed an unmodified audit opinion on those financial statements in our report dated January 7, 2016. These financial statements have been restated due to a prior period adjustment as referenced in Note 7.

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information included in Schedules 1-2 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements.

40 Omega Place • 8525 Douglas Ave. • Des Moines, IA 50322
Phone (515) 276-2727 • Fax (515) 276-9611 • Toll Free (866) 276-2727
www.pittmancpa.com

Other Matters (cont.)

The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statement or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Pitman & Company, LLP

December 20, 2016

BRAVO GREATER DES MOINES, INC.

Statements of Financial Position
June 30, 2016 and 2015

ASSETS		2016		2015- Restated
Current Assets				
Beneficial interest in assets held by				
Greater Des Moines Community Foundation	$	1,994,441	$	1,883,698
Government agencies receivables		2,066,135		1,842,662
Investment- Endow Iowa		55,801		56,349
Prepaid expenses		20,863		14,910
Total Current Assets		4,137,240		3,797,619
Total Assets	$	4,137,240	$	3,797,619
LIABILITIES AND NET ASSETS				
Current Liabilities				
Accounts payable	$	4,048	$	4,516
Grants payable		62,500		-
Accrued vacation		6,652		2,424
Accrued expenses		509		185
Deferred Revenue		5,000		8,000
Total Current Liabilities and Total Liabilities		78,709		15,125
Net Assets				
Unrestricted		3,852,730		3,426,145
Temporarily restricted		150,000		300,000
Permanently restricted		55,801		56,349
Total Net Assets		4,058,531		3,782,494
Total Liabilities and Net Assets	$	4,137,240	$	3,797,619

See accompanying notes to financial statements.

BRAVO GREATER DES MOINES, INC.

Statements of Activities
For the Years Ended June 30, 2016 and 2015

	2016			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Public Support and Revenue:				
Contributions	$ 121,264	$ -	$ -	121,264
Funding from government agencies	3,827,551	300,000	-	4,127,551
Special event, net of direct costs of				-
$447,123 and $383,225, respectively	141,396	-	-	141,396
Investment return	(7,664)	-	(548)	(8,212)
Net assets released from restrictions	450,000	(450,000)	-	-
Total Public Support and Revenue	4,532,547	(150,000)	(548)	4,381,999
Expenses				
Program service				
Grants	3,079,580	-	-	3,079,580
Capital	450,000	-	-	450,000
Other	167,500	-	-	167,500
Management and General				
Salary, payroll taxes and benefits	246,133	-	-	246,133
Administrative services	37,658	-	-	37,658
Professional fees	23,100	-	-	23,100
Information technology support	15,909	-	-	15,909
Other expenses	86,082	-	-	86,082
Total Expenses	4,105,962	-	-	4,105,962
Change in Net Assets	426,585	(150,000)	(548)	276,037
Net Assets - Beginning of Year	3,426,145	300,000	56,349	3,782,494
Net Assets - End of Year	$3,852,730	$ 150,000	$ 55,801	$4,058,531

See accompanying notes to financial statements.

2015- Restated			
Unrestricted	Temporarily Restricted	Permanently Restricted	Total
$ 152,468	$ -	$ -	152,468
3,618,618	300,000	-	3,918,618
			-
176,958	-	-	176,958
4,669	-	(113)	4,556
450,000	(450,000)	-	-
4,402,713	(150,000)	(113)	4,252,600
2,872,695	-	-	2,872,695
450,000	-	-	450,000
88,860	-	-	88,860
204,961	-	-	204,961
31,902	-	-	31,902
22,552	-	-	22,552
6,371	-	-	6,371
95,013	-	-	95,013
3,772,354	-	-	3,772,354
630,359	(150,000)	(113)	480,246
2,795,786	450,000	56,462	3,302,248
$ 3,426,145	$ 300,000	$ 56,349	$ 3,782,494

BRAVO GREATER DES MOINES, INC.

Statements of Cash Flows
For the Year Ended June 30, 2016 and 2015

	2016	2015- Restated
Cash Flows from Operating Activities		
Change in Net Assets	$ 276,037	$ 480,246
Adjustments to Reconcile Changes in Net Assets to Net Cash Provided by Operating Activities:		
(Increase) Decrease in beneficial interest in assets held by Greater Des Moines Community Foundation	(110,195)	(99,384)
(Increase) Decrease in receivables	(223,473)	(389,015)
(Increase) Decrease in prepaid expenses	(5,953)	3,295
Increase (Decrease) in accounts payable	(468)	1,122
Increase (Decrease) in grants payable	62,500	-
Increase (Decrease) in accrued vacation	4,228	(2,632)
Increase (Decrease) in accrued expenses	324	(1,632)
Increase (Decrease) in deferred revenue	(3,000)	8,000
Net Cash Provided by Operating Activities	$ -	$ -
Net Increase in Cash & Cash Equivalents	-	-
Cash & Cash Equivalents - Beginning of Year	-	-
Cash & Cash Equivalents - End of Year	$ -	$ -

See accompanying notes to financial statements.

BRAVO GREATER DES MOINES, INC.

Notes to the Financial Statements
For the Years Ended June 30, 2016 and 2015

Note 1. The Organization and its Significant Accounting Policies

Nature of Organization

Bravo Greater Des Moines, Inc. ("Bravo"), located in Des Moines, Iowa, began operations in July 2004 as a nonprofit organization assisting the cultural community of the Greater Des Moines area by increasing awareness, advocacy, and funding, as well as fostering collaboration among cultural organizations (See Note 3). Bravo's mission is to provide funding and support that strengthens art organizations in Central Iowa. On an annual basis, Bravo, as directed by its Board of Directors, distributes available grants in support of various cultural organizations based on submitted grant applications for funds.

Basis of Accounting

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in FASB ASC 958-205, *Financial Statements for Not-for-Profit Organizations*. Under FASB ASC 958-205, Bravo is required to report information regarding its financial position and activities according to three classes of net assets:

Unrestricted - assets that are neither permanently restricted nor temporarily restricted by donor-imposed stipulations. Bravo's governing board may earmark portions of its unrestricted net assets as board-designated for various purposes.

Temporarily restricted - assets resulting from contributions and other inflows of assets whose use by the Foundation is limited to donor-imposed stipulations that either expire by passage of time or can be fulfilled by actions of Bravo meeting the purpose of the restriction.

Permanently restricted - assets resulting from contributions which are permanently restricted by donors. Although such assets may not be expended, the investment income earned on them is to be expended for operating purposes, unless otherwise specified by the donor.

Beneficial Interest in Assets Held by Greater Des Moines Community Foundation

On September 30, 2005, Bravo entered into a non-interest bearing pass-through fund agreement with the Greater Des Moines Community Foundation ("Foundation") and established the Bravo Greater Des Moines Fund ("Fund"). The agreement allows for Bravo to make contributions to the Fund at any time. Distributions from the Fund require a written request from Bravo's Executive Director and Board president or treasurer. The funds held by the Foundation are pooled with funds of other nonprofit agencies and invested in a money market fund. Assets are measured at fair market value on the date of the financial statements and any resulting unrealized gain or loss is recognized on the Statement of Activities during the current period.

Note 1. The Organization and its Significant Accounting Policies (continued)

Government Agencies Receivables
Government agencies receivables are recorded at the amount Bravo expects to collect on balances outstanding at year-end. An allowance for doubtful accounts is recorded when accounts are deemed uncollectible. Bravo considers all accounts fully collectible and, therefore, an allowance for doubtful accounts has not been recorded.

Property, Equipment, and Depreciation
Property and equipment consist of computer equipment and a website and are stated at cost and depreciated using the straight-line method over an estimated useful life of three years. Property and equipment contributed to Bravo is recorded at the fair market value on the date of contribution. Maintenance costs are expensed when incurred. As of June 30, 2016 and 2015, all assets were fully depreciated.

Donated Assets and Services
Bravo receives donated services from volunteers who assist in fundraising and special projects. During the years ended June 30, 2016 and 2015, Bravo recorded $44,330 and $11,603, respectively, of in-kind contributions for entertainment and printing costs related to the annual gala.

Income Taxes
Bravo is exempt from income taxes under the provisions of Section 501(c)(3) of the Internal Revenue Code. No unrelated business income was earned by the Organization.

Bravo has adopted the provisions of FASB ACS 740-10, which requires that a tax position be recognized or derecognized based on a "more-likely-than-not" threshold. This applies to positions taken or expected to be taken in a tax return. Bravo does not believe its financial statements include (or reflect) any uncertain tax positions. The Organization is no longer subject to examinations by federal or state authorities for years ending before June 30, 2012 nor has the Organization been notified of any impending examinations and no examinations are currently in process.

Support and Expenses
Contributions received and unconditional promises to give are recognized when collection is probable and upon commitment and are reported as an increase in net assets. Bravo reports gifts of cash and other assets as temporarily restricted support if they are received with donor stipulations that limit the use of the donated assets, or if they are designated as support for future periods (See Note 4). When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activity as net assets released from restrictions. All donor-restricted contributions are reported as temporarily restricted support. In addition, amounts allocated to the Capital Fund as required by the 28E agreements, are reported as temporarily restricted until such time they are paid.

Expenses are recorded when incurred in accordance with the accrual basis of accounting. Expenses paid to satisfy donor-imposed restrictions are reported as temporarily restricted expenses.

Note 1. The Organization and its Significant Accounting Policies (continued)

Allocation of Functional Expenses
The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities.

Estimates
The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Note 2. Fair Value Measurements

The Organization has adopted the provisions of Financial Accounting Standards Board Accounting Standards Codification 820, *Fair Value Measurements and Disclosure* (ASC 820), which defines fair value to be the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date and emphasizes that fair value hierarchy and expands disclosures about fair value measurements in both interim and annual periods.

ASC 820 establishes a framework for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (level 1 measurements) and the lowest priority to unobservable inputs (level 3 measurements).

The three levels of the fair value hierarchy are described below:

Level 1 – quoted prices in active markets for identical assets or liabilities.

Level 2 – quoted prices for similar assets or liabilities in active markets; quoted prices for identical or similar assets or liabilities in markets that are not active; modeling with inputs that have observable inputs (i.e. interest rates observable at commonly quoted intervals).

Level 3 – valuation is generated from model-based techniques that use significant assumptions not observable in the market.

Note 2. Fair Value Measurements (continued)

The level in the fair value hierarchy within which a fair value measurement in its entirety falls is based on the lowest level input that is significant to the fair value measurement in its entirety.

The beneficial interest is valued based on the estimated credit risk of the Foundation and the crediting interest rate of similar securities.

The following table presents financial instruments that are measured at fair value on a recurring basis as of June 30, 2016:

	Fair Value	Level 1	Level 2	Level 3
Beneficial interest in Community Foundation and Indexed Growth Portfolio	$ 2,050,042	$ -	$ -	$ 2,050,042

Changes in assets are measured at fair value on a recurring basis using significant unobservable inputs (Level 3) as follows:

	Beneficial Interest in Community Foundation
Fair value – June 30, 2015	$ 1,940,047
Interest, gains, losses, issuances, maturities, fees- net	109,995
Fair value – June 30, 2016	$ 2,050,042

The following table presents financial instruments that are measured at fair value on a recurring basis as of June 30, 2015:

	Fair Value	Level 1	Level 2	Level 3
Beneficial interest in Community Foundation and Indexed Growth Portfolio	$ 1,940,047	$ -	$ -	$ 1,940,047

Changes in assets are measured at fair value on a recurring basis using significant unobservable inputs (Level 3) as follows:

	Beneficial Interest in Community Foundation
Fair value – June 30, 2014	$ 1,840,663
Interest, gains, losses, issuances, maturities, fees- net	99,384
Fair value – June 30, 2015	$ 1,940,047

Note 3. Funding Agreements and Commitments

Bravo receives its funding primarily from fifteen municipalities and one county in the Greater Des Moines area through Iowa Code Chapter 28E agreements (the "Agreements") entered into with each local government agency. The Agreements primarily require two sevenths of the hotel/motel sales tax by provided to Bravo for grant making. The municipalities and county have renewed the Agreements, which continue through the later date of July 1, 2016 or eighteen months after the local government agency provides a notice of termination. Bravo's ability to continue its sustained level of grant making is dependent upon continued support from these entities. Under the Agreements, Bravo recorded funding of $4,127,551 and $3,918,618 for the years ended June 30, 2016 and 2015, respectively, and receivables of $2,066,135 and $1,842,662 as of June 30, 2016 and 2015, respectively.

Note 4. Temporarily Restricted Net Assets

The Agreements require Bravo to restrict at least $150,000 per year, and maintain a balance of at least $150,000 at the commencement of each fiscal year, to maintain the Capital Campaign and Projects Fund. Not-for-profit organizations within participating communities may apply for grant funding in the form of matching funds as part of a cultural improvements capital campaign.

Temporarily restricted net assets consisted of the following at June 30, 2016:

	Balance 6/30/15	Additional Revenue	Released from Restriction	Balance 6/30/16
Capital Campaign and Projects Fund	$ 300,000	$ 300,000	$ 450,000	$ 150,000

Temporarily restricted net assets consisted of the following at June 30, 2015:

	Balance 6/30/14	Additional Revenue	Released from Restriction	Balance 6/30/15
Capital Campaign and Projects Fund	$ 450,000	$ 300,000	$ 450,000	$ 300,000

Note 5. Permanently Restricted Net Assets

Permanently restricted net assets represent donor endowment funds that the organization must hold in perpetuity. These permanently restricted endowment funds are for the long-term benefit of Bravo Greater Des Moines and provide funding for general operations.

In November 2012 Bravo Greater Des Moines contributed $25,497 in funds to Endow Iowa. Another $25,000 was contributed in February 2014. These funds, by choice, were invested into an Indexed Growth Portfolio. Under the Endow Iowa program, up to 5% of the funds are available to Bravo each year. At June 30, 2016 and 2015 the Indexed Growth Portfolio was valued at $55,801 and 56,349.

Permanently restricted net assets consisted of the following at June 30, 2016:

	Balance 6/30/15	Investment Return	Released from Restriction	Balance 6/30/16
Endow Iowa	$ 56,349	$ (548)	$ -	$ 55,801

Permanently restricted net assets consisted of the following at June 30, 2015:

	Balance 6/30/14	Investment Return	Released from Restriction	Balance 6/30/15
Endow Iowa	$ 56,462	$ (113)	$ -	$ 56,349

Note 6. Related Party Transactions

Bravo receives administrative services from the Foundation. The Foundation administers and supports Bravo's grant program, serves as a contact with the public, and performs various clerical and accounting duties, including producing annual reports required by government units. Payments to the Foundation for administrative services were $18,000 and $18,000 for the years ended June 30, 2016 and 2015, respectively.

Certain members of the Board of Directors of Bravo are also members of the board of directors of organizations receiving grants. The Organization's by-laws require these members abstain from votes which represent a conflict of interest.

Note 7. Restatement of Prior Period Financial Statements

It has been the organization's historical practice to recognize funding from government agencies based on cash collected while limiting such amounts to four quarterly payments per year and per government agency. This has led to inconsistencies in recognition between fiscal years due to variations in the timing and number of payments received from each respective government agency. During fiscal 2016, the organization became aware of access to information from the State of Iowa that will permit us to better estimate annual revenues from the government agencies. As a result, we have re-evaluated amounts recognized previously and are restating the prior period financial statements to enhance comparability and consistency. The changes resulted in a reduction of funding from government agencies of $523,948 for the year ended June 30. 2015. In addition, opening net assets were reduced by the same amount.

Note 8. Subsequent Events

Management has reviewed and evaluated material subsequent events from the balance sheet date of June 30, 2016 through the financial statements issue date of December 20, 2016. All appropriate subsequent event disclosures have been made to the financial statements.

BRAVO GREATER DES MOINES, INC.

Schedules of Program Services - Grants & Capital
For the Years Ended June 30, 2016 and 2015

	2016	2015
Program Service Grants:		
Blank Park Zoo Foundation	$ 150,000	$ 225,000
Science Center of Iowa	403,000	300,000
Edmundson Art Foundation	365,000	280,000
Greater Des Moines Botanical Garden	245,000	320,000
Living History Farms	150,000	162,000
Des Moines Community Playhouse	150,000	175,000
Des Moines Symphony and Academy	215,000	165,000
Salisbury House Foundation	68,000	76,000
State Historical Museum of Iowa	75,000	74,000
Des Moines Metro Opera, Inc.	160,000	150,000
Hoyt Sherman Place Foundation	50,000	50,000
Iowa Hall of Pride	52,000	52,000
Des Moines Arts Festival, Inc.	103,000	65,000
West Des Moines Public Art Advisory Commission	3,500	-
World Food Prize Foundation	-	25,000
Metro Arts Alliance of Greater Des Moines	10,000	15,000
Historic Valley Junction Foundation	25,000	25,000
Ballet Des Moines	35,000	35,000
Greater Des Moines Music Coalition	55,000	40,000
Greater Des Moines Public Arts Foundation	120,000	18,000
Gateway Dance Theatre, Inc.	5,000	12,500
Civic Music Association of Des Moines	17,500	13,000
I'll Make Me A World In Iowa, Inc.	10,000	12,500
Iowa Asian Alliance	20,000	17,500
The Iowa Shakespeare Experience	25,000	26,000
Latino Resources, Inc.	12,500	12,500
StageWest Theatre Company	12,500	12,500
Des Moines Social Club	141,000	55,000
Iowa Gold Star Military Museum	40,000	62,300
Ankeny Art Center	8,000	-
West Des Moines Historical Society	65,000	30,000
Clive Public Arts Commission	9,000	6,000
World of Difference d.b.a. CultureAll	15,000	12,000
Heartland Youth Choir	10,000	10,500

BRAVO GREATER DES MOINES, INC.

Schedules of Program Services, continued
For the Years Ended June 30, 2016 and 2015

	2016	2015
Program Service Grants:		
Iowa Youth Chorus	$ 10,000	$ 10,500
Urbandale Historical Society	7,500	10,000
Clive Historical Society	7,500	8,000
Music Under the Stars	2,000	5,000
Repertory Theater of Iowa	11,000	10,000
Waukee Area Arts Council	3,000	4,000
After School Arts Program	6,000	5,000
Des Moines Choral Society	3,500	3,000
Des Moines Gay Men's Chorus	3,750	3,750
Des Moines Vocal Arts Ensemble	1,500	1,500
Tallgrass Theatre Company	1,500	2,000
Des Moines Community Orchestra	900	1,370
Des Moines Diversity Chorus	-	500
Ankeny Community Theatre	2,330	3,500
Des Moines Arts, Inc.	-	75,000
Ankeny Area Historical Society	7,500	4,000
Ankeny Community Chorus	1,250	1,000
City of Urbandale	23,000	-
Ankeny Community Band	250	1,300
Central Iowa Wind Ensemble	1,000	750
Des Moines Performing Arts	575,000	579,000
Downtown Events Group	12,000	6,000
Iowa Architectural Foundation	3,500	4,000
Altoona Area Historical Society	900	7,150
City Voices	4,000	3,200
Global Arts Therapy	-	500
Jewish Federation of Greater Des Moines	-	10,000
Polk County Heritage Gallery	1,000	1,000
Pride of Iowa Barbershop Chorus	2,200	1,500
VSA Iowa	-	875
City of Waukee	-	25,000
Italian-American Cultural Center of Iowa	12,500	-
	$ 3,529,580	$ 3,322,695

BRAVO GREATER DES MOINES, INC.

Schedules of Gala Revenues and Expenses
For the Years Ended June 30, 2016 and 2015

	2016	2015
Gala Revenue		
Tables sales, sponsorships and contributions	$ 544,189	$ 548,580
In-kind contributions	44,330	11,603
	588,519	560,183
Gala Expenses		
Administrative	40,001	38,578
Advertising	6,199	1,997
Decorations	42,847	43,659
Postage and printing	14,467	15,067
Entertainment	90,511	43,631
Venue	253,098	240,293
Total Gala Expenes	447,123	383,225
	$ 141,396	$ 176,958

CLERK'S OFFICE

TO: Mayor and Council of City of Indianola

FR: Chris DesPlanques, Director of Finance

RE: Bravo Greater Des Moines

Attached you will find the audit report from Pittman and Company, LLP. This report is for Bravo Greater Des Moines, Inc for the 12 months ended June 30, 2016. Bravo's fund balances are at 95% of expenditures for the year, giving them flexibility should a great opportunity arise. Their largest expenses are grants to organizations in the community and have an otherwise minimal expense structure. The audit expressed an unqualified opinion, meaning no material misstatements were noted. The prior period statements were adjusted for corrected revenue estimates.

City Council Regular **7.A.**

Meeting Date: 03/06/2017

Subject

Discussion regarding the request from the YMCA to appoint representatives to the YMCA Steering Committee

Information

Council needs to discuss the letter (packet) from Executive Director Scott Kruthoff requesting the City appoint three representatives to a Steering Committee as outlined in the 28E Agreement (packet). The Steering Committee is to be:

- Comprised of three representatives appointed by the YMCA and three representatives appointed by the City Council of the City of Indianola - each representative shall have one vote.
- The Committee will meet quarterly to make decision, solve disputes related to the 28E Agreement, facilitate communication and cooperation between the City of Indianola and the Indianola YMCA

The Indianola YMCA Board of Managers (John Sirianni, Nate Fehl and Kevin Halterman) recommend the following to serve on the committee:

- City Manager - (Ryan Waller)
- Parks and Recreation Director - (Doug Bylund)
- City Council Representative - (To be determined by the Council)

Fiscal Impact

Attachments

YMCA Information

the YMCA

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

OFFICE OF CITY CLERK

FEB 27 2017

INDIANOLA, IOWA

February 24, 2017

Indianola City Council
Council Chambers of City Council
110 North 1st Street
Indianola, IA 50125

Dear Indianola City Council:

The Indianola YMCA is seeking to establish the Steering Committee outlined in the 28E Agreement between the City of Indianola and the YMCA of Greater Des Moines. This Steering Committee is to be comprised of three representatives appointed by the YMCA and three representatives appointed by the City Council of the City of Indianola. This Steering Committee will meet quarterly, not only to make decisions and solve disputes related to the 28E agreement, but also to facilitate communication and cooperation between the City of Indianola and the Indianola YMCA. It is our goal that the first of these Steering Committee meetings be held within 30 days of the City Council identifying its appointees.

While we recognize it is up to the City Council to appoint three representatives of its choice, the Executive Committee of the Indianola YMCA Board of Managers would make the following recommendations for your consideration to serve on the committee:

1. City Manager
2. Parks and Recreation Director
3. City Council Representative

Thank you for your attention so that we can move forward with this Steering Committee. Please do not hesitate to contact any of the Executive Committee volunteers, named below, or Scott Kruthoff, Executive Director of the Indianola YMCA, with questions.

Sincerely,

Scott Kruthoff, Executive Director, Indianola YMCA
Executive Committee of the Indianola YMCA Board of Managers: John Sirianni (Chair), Nate Fehl (Chair – Elect), and Kevin Halterman

CC: Kelly Shaw, Mayor
Ryan Waller, City Manager

INDIANOLA YMCA
306 East Scenic Valley Ave., Indianola IA 50125
P 515 777 7746
WWW.DMYMCA.ORG

17. Waiver of Subrogation Rights. Each of the parties hereby releases the other from any claim for recovery for any loss or damage to any of its property or for any liability which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance. It is further agreed that this waiver applies only when permitted by the applicable policy of insurance.

18. Non-Assignment of Interest Under this Agreement. YMCA shall not assign its interests under this Agreement without the prior written consent of City in each instance.

19. Steering Committee. A Steering Committee shall be established which includes six (6) members. The Steering Committee shall be comprised of three (3) representatives appointed by YMCA and three (3) representatives appointed by the City Council of City. Each representative shall have one vote. Quorum shall exist with four members, but no action shall be taken or approved by the Steering Committee without the affirmative vote of at least four (4) members of the Steering Committee. In the event of a stalemate of the Steering Committee, representatives of City and YMCA agree to attempt, in good faith, to negotiate a resolution of the stalemate, and if after the expiration of thirty (30) days, the parties have not negotiated a resolution of the stalemate, then the parties agree to engage in mediation of the dispute within thirty (30) days with a mediator selected by mutual agreement of the parties. In the event mediation is unsuccessful, the parties may exercise their remaining rights under this Agreement, including termination in accordance with its terms.

20. Steering Committee Powers. The Steering Committee shall be empowered to do the following:

A. Resolve disputes arising under this Agreement. Decision of the Steering Committee shall be binding so long as this Agreement remains in force.

B. Make decisions specifically delegated to the Steering Committee under this Agreement.

C. Meet regularly, but no less than quarterly, to facilitate communication and cooperation between City and YMCA in the performance of the parties under this Agreement.

D. Meet regularly during planning, construction, and furnishing of the Facility to facilitate communication and cooperation between City and YMCA.

21. Non-Liability of Members of the Steering Committee. No member of the Steering Committee shall be personally liable for a claim based upon an act or omission of the person performed in the discharge of the person's duties, except for acts or omissions which involve intentional misconduct or knowing violation of the law, or in a transaction from which the person draws an improper personal benefit. Provided, however, that nothing in this Agreement shall be construed as constituting the waiver of any immunity from liability available to the parties, the Steering committee members, or their officer, employees, agents, members, or volunteers pursuant to any applicable provision of law.,

22. Indemnification. To the extent authorized by law, City and YMCA shall defend, indemnify and hold harmless any of their own respective representatives on the Steering Committee from any and all claims, demands, causes of action, suits, settlements, and any other claimed damages, to include reasonable attorney fees, investigative costs, suit fees and other costs associated therewith, arising out of implementation of this Agreement except those resulting directly from intentional misconduct or knowing violation of the law in a transaction for which the Steering Committee member derives an improper personal benefit.

23. Branch Board of Managers. The YMCA shall, in accordance with its bylaws, establish a Branch Board of Managers which shall be representative of the geographic and

City Council Regular **8.A.1.**

Meeting Date: 03/06/2017

Subject

2017/18 Budget

Information

Fiscal Impact

Attachments

No file(s) attached.

City Council Regular **8.A.1.a.**

Meeting Date: 03/06/2017

Subject

Public hearing for the 2017/18 Budget

Information

The first order of business is to conduct a public hearing on the FY 2017/18 budget including the "advertised" $12.70 tax rate. No written comments have been received to date

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 03/06/2017

Subject

Resolution adopting the City's FY 17/18 fee schedule

Information

In your packet is the resolution and fee schedule for various municipal functions that are paid for by customers. The City's draft budget incorporates the proposed fees in the fee schedule.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Fee Schedule

RESOLUTION NO. 2017-____

RESOLUTION ADOPTING THE CITY'S FY 17/18 FEE SCHEDULE

WHEREAS, annually the City Council approves a fee schedule; and,

WHEREAS, the fee schedule sets for charges for various municipal functions that are paid for by customers; and,

WHEREAS, the City's draft budget incorporates the proposed fees in the fee schedule; and,

WHEREAS, the City Council of the City of Indianola, Iowa deems it in the best interest of the City of Indianola, Iowa to approve and adopt said Fee Schedule as attached; and,

NOW, THEREFORE, be it resolved by the City Council of the City of Indianola, Iowa, that said Fee Schedule is hereby approved and adopted.

PASSED AND APPROVED this 6th day of March, 2017.

____
Kelly B. Shaw, Mayor

ATTEST:

____
Diana Bowlin, City Clerk

CITY OF
INDIANOLA
EST. 1849

Fee Schedule

FISCAL YEAR
2017-18

BUDGET DOCUMENT

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
City Clerk	Cigarette Permit	$75.00	Per Year	
City Clerk	Refuse Hauling Permit	$150.00	Per Packer	
City Clerk	Refuse Hauling Permit	$100.00	Units Other than Packer	
City Clerk	Bike Night Fee	$750.00	Per Event to Lease Squre (April-September)	
City Clerk	Bike Night Fee	$80.00	Per Event to Sweep the Square	
City Clerk	Solicitors	$100.00	Per Year	
City Clerk	Peddlers or Transient Merchant	$50.00	For one day	
City Clerk	Peddlers or Transient Merchant	$100.00	For one week	
City Clerk	Peddlers or Transient Merchant	$200.00	For up to six (6) months	
City Clerk	Peddlers or Transient Merchant	$300.00	For one year or any major part thereof	
City Clerk	Ice Cream Vendors	$20.00	One Day	
City Clerk	Ice Cream Vendors	$30.00	One Week	
City Clerk	Ice Cream Vendors	$50.00	One Month	
City Clerk	Ice Cream Vendors	$100.00	One Month to six months	
City Clerk	Deck Fees	$0.50	Per square foot	
City Clerk	Brush Facility	$5.00 Bundle; $15 pickup; $20 trailer; $30 small truck; $45 large truck	Anything that is 1/2" or more in diameter. Items may be loose or in paper bags only	
City Clerk	Brush Facility	$15.00 monitors/televisions $30 console/projection	Per item	
City Clerk	Miscellaneous Fees	$30 return check fee, returned online check, debit/credit card	Per item	
Community Dev.	Electrical Permit Fee	$80.00	Basic Overhead Fee with New Service Connection	Additional Fees based on # of meters, circuits, openings, fixed appliances, motors, etc.
Community Dev.	Electrical Permit Fee	$120.00	Basic Underground Fee with New Service Connection	
Community Dev.	Mechanical Permit Fee	$25.00	Basic Fee	Additional Fees based on installation, relocation or replacement of furnances, appliances, cooling units, boiler, air handling unit, ventilation fan, and gas piping
Community Dev.	Plumbing Permit Fee	$25.00	Basic Fee	Additional Fees based on each plumbing fixture.
Community Dev.	Administration Fees - Nuisance Compliance	$20.00-$50.00		
Community Dev.	Banner Application	$25.00	Additional $2.00 per banner	
Community Dev.	Board of Adjustment Hearing	$100.00		
Community Dev.	Driveway Permit	$20.00		
Community Dev.	Final Plat Review	$100.00	Additional $10.00 for each lot in excess of 10	
Community Dev.	Planting in Parking Permit	$5.00		
Community Dev.	Plat of Survey	$25.00		
Community Dev.	Preliminary Plat Review	$150.00	Additional $10.00 for each lot in excess of 10	
Community Dev.	Property Pin Locate Fee	$50.00		
Community Dev.	Rezoning Request	$200.00		
Community Dev.	Sewer Permit	$20.00		
Community Dev.	Sign Permit (24 sq. ft. or less)	$25.00		
Community Dev.	Sign Permit (25-100 sq. ft.)	$50.00		
Community Dev.	Sign Permit (100+ sq. ft.)	$75.00	Additional $0.20 per sq. ft. over 100	
Community Dev.	Sign Permit - Temporary Sign	$25.00-$30.00		
Community Dev.	Sign Fee Exemption Request	$30.00		
Community Dev.	Sign Code Appeal Procedure	$30.00		
Community Dev.	Site Plan Review (one acre or less)	$50.00		
Community Dev.	Site Plan Review (more than one acre)	$100.00		
Community Dev.	Water Inspection	$40.00		
Community Dev.	Water Permit	$15.00		
Community Dev.	Alley Closing Fee	$200.00-$400.00	Per 1/2 block	
Community Dev.	Complaint Abatement Fee Receipts	Contractor Fee		
Community Dev.	Street Bond Permit	$10.00	Per square foot	
Community Dev.	Electric Service Fees	$60.00	Overhead	
Community Dev.	Electric Service Fees	$100.00	Underground	
Community Dev.	Electric Service Fees	$35.00	Temporary Construction	
Community Dev.	Electric Meter	$100.00		
Community Dev.	Water Connection	$150.00		

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
Community Dev.	Meter Connection	$50.00	Additional $270.00 - 5/8 meter and $360.00 - 3/4 meter	
Community Dev.	Construction Water	$35.00		
Community Dev.	Sewer Inspection	$100.00-$200.00		
Community Dev.	Sewer Tap Fee	TBD	Dependent upon sewer connection fee	
Community Dev.	Building Permit Fees	$30.00		Total valuation of $1.00 - $500.00
Community Dev.	Building Permit Fees	$30.00	for the 1st $500.00 plus $1.75 for each additional $100.00 or fraction thereof, to and including $2000.00	Total valuation of $501.00 - $2,000.00
Community Dev.	Building Permit Fees	$50.00	for the 1st $2,000.00 plus $9.00 for each additional $1,000.00 or fraction thereof to and including $25,000.00	Total valuation of $2,001.00 - $25,000.00
Community Dev.	Building Permit Fees	$276.00	for the 1st $25,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof, to and including $50,000.00	Total valuation of $25,001.00 - $50,000.00
Community Dev.	Building Permit Fees	$457.00	for the 1st $50,000.00 plus $6.25 for each additional $1,000.00 or fraction thereof, to and including $100,000.00	Total valuation of $50,001.00 - $100,000.00
Community Dev.	Building Permit Fees	$738.00	for the 1st $100,000.00 plus $5.25 for each additional $1,000.00 or fraction thereof, to and including $500,000.00	Total valuation of $100,001.00 - $500,000.00
Community Dev.	Building Permit Fees	$2,703.00	for the 1st $500,000.00 plus $4.00 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00	Total valuation of $500,001.00 - $1,000,000.00
Community Dev.	Building Permit Fees	$4,546.00	for the 1st $1,000,000.00 plus $3.00 for each additional $1,000.00 or fraction thereof	Total valuation of $1,000,001.00 and up
Community Dev.	Inspections outside of normal business hours (minimus charge, two hours)	$20.00	Per hour	
Community Dev.	Re-inspection fees assessed under provisions of Section 305(g)	$20.00	Per hour	
Community Dev.	Inspections for which no fee is specifically indicated (minimum charge, one-half hour)	$20.00	Per hour	
Community Dev.	Additional plan review required by changes, additions or revisions to approved plans (minimum charge, one-half hour)	$20.00	Per hour	
Community Dev.	Temporary Sign Permit	$25.00	For the first 10 day period, $5.00 additional for 10 additional days (must be consecutive)	
Community Dev.	Temporary Sign Permit	$25.00	For a 3 day period	
Police Department	Report Fee	$5.00	Per copy	
Police Department	Trip Sheets	$0.50	Per page	
Police Department	Color Photos	$5.00	Per sheet	
Police Department	Color Photos on Compact Disc	$20.00	Per disc	
Police Department	Videos & Recordings on CD	$20.00	Per disc	
Fire Department	EMS Billing Fee	$35.00/Report	(Billings for other agencies)	
Fire Department	Transport Fee	$575.00	BLS Care	
Fire Department	Transport Fee	$682.00	ALS Care	
Fire Department	Transport Fee	$988.00	ALS 2 Care	
Fire Department	Treatment Fee	$200.00	Does not include transport (treatment only)	
Fire Department	Treatment Fee	$200.00	ALS Tier	
Fire Department	Loaded Mileage Transport Fee	$12.00	Per loaded mile	
Fire Department	Burn Permit	$35.00		
Fire Department	Construction Permit for Fire Alarm	$35.00		
Fire Department	Construction Permit for Fire Pump	$35.00		
Fire Department	Above Ground Installation of Flammable Liquids/Flammable Gas Tanks	$50.00		
Fire Department	Firefighter/Paramedic	32.71/hour	Special Events	
Fire Department	Firefighter/EMT	28.26/hour	Special Events	
Fire Department	Firefighter/Paramedic/Full Time	$38.21-$51.61/hour	Special Events	
Fire Department	Fire Works Display/Pyotechnics Special Effects Permit	150/event		
Library	Lost or Damaged Materials	$1.00	Missing barcode	
Library	Lost or Damaged Materials	$2.50-$9.00	Missing/Damaged cases for audio or audiobooks	
Library	Lost or Damaged Materials	$1.50-$3.00	DVD & music CD's	
Library	Lost or Damaged Materials	$3.00	Lost inserts	
Library	Lost or Damaged Materials	TBD	Check with Library Director	
Library	Lost or Damaged Materials	$2.00	Lost library card	
Library	Lost or Damaged Materials	$2.00	Torn page	

CITY OF INDIANOLA EST. 1849

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
Library	Photocopies	$0.15	Per page	
Library	Computer Printouts	$0.15	Per page	
Library	Processing Fee	$7.50		
Library	Fines	$0.15	Per day for printed materials - max of $7.50	
Library	Fines	$0.50	Per day for DVD's - max of $7.50	
Library	Meeting room reservation	$25.00	For 4 hours, $5.00/hour thereafter	
Library	Used Books	$2.00	Hardcover	
Library	Used Books	$1.00	Paperback	
Memorial Pool	Daily Pool Admission (half off after 5pm)	$5.00	All ages	
Memorial Pool	Tot Splash Time	$2.00	Per person	
Memorial Pool	Adult Lap Swim	$2.00	Per person or free w/season pass	
Memorial Pool	Open Nigh Swim	$2.00	Per person or free w/season pass	
Memorial Pool	Doggie Dive	$8.00	For residents	Non-resident - $10.00
Memorial Pool	Mighty Minnows Swim Lessons (Ages 9 months - 5 years)	$21.50	Per resident	Non-resident - $26.50
Memorial Pool	Red Cross Swim Lessons (Ages 5+)	$35.00	Per resident	Non-resident - $40.00
Memorial Pool	Punch Card Passes	$40.00	Per resident - 10 swims	Non-resident - 10 swims - $50.00
Memorial Pool	Punch Card Passes	$80.00	Per resident - 20 swims	Non-resident - 20 swims - $100.00
Memorial Pool	Season Pool Passes	$76.00	1 person - Indianola resident (20% discount for early bird - April 4-29)	$88.00 - 1 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$134	2 person - Indianola resident (20% discount for early bird - April 4-29)	$154 - 2 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$144	3 person - Indianola resident (20% discount for early bird - April 4-29)	$166 - 3 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$154	4 person - Indianola resident (20% discount for early bird - April 4-29)	$178 - 4 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$164	5 person - Indianola resident (20% discount for early bird - April 4-29)	$190 - 5 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$10.00	Each additional resident	$12.00 each additional non-resident
Memorial Pool	Pool Party Rental	$325.00	Entire pool	
Memorial Pool	Pool Party Rental	$240.00	Large pool only	
Memorial Pool	Pool Party Rental	$150.00	Shallow pool only	
Memorial Pool	Mermaid, Princess & Superhero Pool Party	$15.00	Includes 1 child & 1 adult	
Memorial Pool	Red Cross Basic Lifeguarding	$150.00	Non-resident-$172.50	
Parks & Recreation	Special Needs Dances	$3.00		
Parks & Recreation	Daddy Daughter Date Night	$10.00	Non-resident - $12.50	
Parks & Recreation	Indoor Playdates	$1.00		
Parks & Recreation	Flashlight Easter Egg Hunt	$6.00	Non-resident - $7.50	
Parks & Recreation	Mad Science Workshops	$29.00	Non-resident - $34.00	
Parks & Recreation	Mad Science Camps	$79.00-$139.00	Non-resident - $84.00-$144.00	
Parks & Recreation	Bricks 4 Kidz Workshops	$18.00	Non-resident - $22.50	
Parks & Recreation	Bricks 4 Kidz Academy	$119.00	Non-resident - $124.00	
Parks & Recreation	Lego Robotics Lab	$36.00-$40.00	Non-resident - $41.00-$45.00	
Parks & Recreation	Nature Explorers	$35.00	Non-resident - $40.00	
Parks & Recreation	Horseback Rides	$26.50	Non-resident - $31.50	
Parks & Recreation	Junior Police Academy	$23.00	Non-resident - $28.00	
Parks & Recreation	Junior Fire Academy	$17.50	Non-resident - $22.00	
Parks & Recreation	Go! For Launch Rocket Camp	$99.00	Non-resident - $104.00	
Parks & Recreation	Magicamp	$30.00	Non-resident - $35.00	
Parks & Recreation	Rounded Minds Art	$70.00	Non-resident - $75.00	
Parks & Recreation	Rounded Minds Soccer	$40.00-$65.00	Non-resident - $45.00-$70.00	
Parks & Recreation	Kids Cooking	$15.00	Non-resident - $18.75	
Parks & Recreation	Babysitting Clinic	$26.00	Non-resident - $31.00	
Parks & Recreation	Adult Dance Classes	$44.00	Non-resident - $49.00	
Parks & Recreation	Car Care Clinic	$10.00	Non-resident - $12.50	
Parks & Recreation	iPad Workshops	$10.00	Non-resident - $12.50	
Parks & Recreation	Adult Painting Workshop	$20.00-$30.00	Non-resident - $25.00-$35.00	
Parks & Recreation	Beginning Vegetable Gardening	$9.00	Non-resident - $11.25	
Parks & Recreation	Starting Plants from Seeds	$5.00	Non-resident - $6.25	
Parks & Recreation	Composting 101	$5.00	Non-resident - $6.25	
Parks & Recreation	Think Spring Garden Seminar	$45.00		
Parks & Recreation	Garden Art	$20.00-$40.00		
Parks & Recreation	Senior Trips	$8.00-$25.00	Non-resident - $10.00-$30.00	
Parks & Recreation	Youth Softball Leagues	$52.00-$73.00	Non-resident - $57.00-$78.00	
Parks & Recreation	Adult Slowpitch Leagues	$400-$470/team		
Parks & Recreation	T-Ball Instruction	$22.00	Non-resident - $27.00	

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
Parks & Recreation	T-Ball League	$33.00	Non-resident - $38.00	
Parks & Recreation	British Soccer Camp	$135.00		
Parks & Recreation	Youth Soccer Leagues	$54.00-$65.00	Non-resident - $59.00-$70.00	
Parks & Recreation	Youth Tennis Lessons	$29.00	Non-resident - $34.00	
Parks & Recreation	Youth Volleyball League	$48.00	Non-resident - $53.00	
Parks & Recreation	Pee Wee Nerf Football	$23.00	Non-resident - $28.00	
Parks & Recreation	Youth Flag Football League	$44.00	Non-resident - $49.00	
Parks & Recreation	Youth Basketball League	$52.00	Non-resident - $57.00	
Parks & Recreation	Adult Basketball League	$165.00/team		
Parks & Recreation	Chicometrics	$36.00	Non-resident - $41.00	
Parks & Recreation	Tae Kwon Do	$37.00-$44.00	Non-resident - $42.00-$49.00	
Parks & Recreation	Little Dragons Tae Kwon Do	$25.00	Non-resident - $30.00	
Parks & Recreation	Buxton Room Rental - Weekend/Holiday	$200.00/day		
Parks & Recreation	Buxton Room Rental - Weekday	$30.00/hr		
Parks & Recreation	Conf & Arts/Craft Room - Non-Profits	$5.50/hr	Non-resident - $9.00/hr	
Parks & Recreation	Park Shelters	$5.00/hr	Non-resident - $6.00/hr	
Parks & Recreation	Pickard Camping	$12.00/day		
Parks & Recreation	Buxton Gazebo	$35.00/day		
Parks & Recreation	Amphitheater - General Public	$65.00-$100.00	Non-resident - $95.00-$130.00	
Parks & Recreation	Amphitheater - Church/Non-Profits	$50.00-$85.00	Non-resident - $70.00-$105.00	
Parks & Recreation	Softball Field Practice	$10.00/75 minutes		
Parks & Recreation	Adult Softball Field	$75.00/day		
Parks & Recreation	Youth Softball Field	$60.00/day		
Parks & Recreation	Dog Park Pass	$25.00/year		
Parks & Recreation	Recreation Equipment	$0.50-$10.00/day		
Parks & Recreation	Cross Country Course	$100.00/day		
Sewer	Wastewater Sample	$35.00/day		
Sewer	Normal Cleaning of Sewer Lines	$1.25/foot		
Sewer	Televise Lines with DVD Report	$1.25/foot		
Sewer	Jet/Vac Lines with 2 Laborers	$225.00/hour	Minimum 1 hour per call	
Sewer	Jet/Vac Lines with 2 Laborers Overtime	$260.00/hour	Minimum 1 hour per call	
Sewer	Camera Van	$195.00/hour	Minimum 1 hour per call	
Sewer	Camera Van Overtime	$230.00/hour	Minimum 1 hour per call	
Sewer	Service Truck	$175.00/hour	Minimum 1 hour per call	
Sewer	Labor	$40.00/hour	Minimum 1 hour per call	
Sewer	Labor Overtime	$60.00/hour	Minimum 1 hour per call	
Sewer	Time of Sale Inspection Fee	$50.00		
Sewer	Time of Sale Re-inspection Fee	$25.00		
Sewer	Administration Fee	5%	A one time late payment penalty of 5% of the amount due shall be added to each delinquent bill	

City Council Regular **8.A.1.c.**

Meeting Date: 03/06/2017

Subject

Resolution adopting the FY 2017/18 budget with a proposed tax rate of $12.70

Information

After the hearing, council needs to consider the budget resolution (packet) adopting the FY 17/18 budget and the accompanying tax rate.

Roll call is in order.

Fiscal Impact

Attachments

Resolution
Budget Certification
Budget Document

RESOLUTION No. 2017-____
RESOLUTION ADOPTING 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 adopted, the Finance Director is directed to make the filings required by law and set up his books in accordance with the summary and details as adopted.

____
Kelly B. Shaw, Mayor

ATTEST:

____
Diana Bowlin, City Clerk

91-873

Adoption of Budget and Certification of City Taxes

FISCAL YEAR BEGINNING JULY 1, 2017 - ENDING JUNE 30, 2018

Resolution No.: ______

The City of: Indianola County Name: WARREN Date Budget Adopted: ______ (Date) xx/xx/xx

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages. Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

Telephone Number ______ Signature ______

County Auditor Date Stamp

January 1, 2016 Property Valuations

		With Gas & Electric		Without Gas & Electric	Last Official Census
Regular	2a	494,070,591	2b	492,227,369	14,782
DEBT SERVICE	3a	560,751,721	3b	558,908,499	
Ag Land	4a	1,446,343			

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose		(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	8.10000	Regular General levy	5	4,001,972	3,987,042	43	8.10000
(384)		Non-Voted Other Permissible Levies					
12(8)	0.67500	Contract for use of Bridge	6		0	44	0
12(10)	0.95000	Opr & Maint publicly owned Transit	7		0	45	0
12(11)	Amt Nec	Rent, Ins. Maint of Civic Center	8		0	46	0
12(12)	0.13500	Opr & Maint of City owned Civic Center	9		0	47	0
12(13)	0.06750	Planning a Sanitary Disposal Project	10		0	48	0
12(14)	0.27000	Aviation Authority (under sec.330A.15)	11		0	49	0
12(15)	0.06750	Levee Impr. fund in special charter city	13		0	51	0
12(17)	Amt Nec	Liability, property & self insurance costs	14		0	52	0
12(21)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.	462		0	465	0
(384)		Voted Other Permissible Levies					
12(1)	0.13500	Instrumental/Vocal Music Groups	15		0	53	0
12(2)	0.81000	Memorial Building	16		0	54	0
12(3)	0.13500	Symphony Orchestra	17		0	55	0
12(4)	0.27000	Cultural & Scientific Facilities	18		0	56	0
12(5)	As Voted	County Bridge	19		0	57	0
12(6)	1.35000	Missi or Missouri River Bridge Const.	20		0	58	0
12(9)	0.03375	Aid to a Transit Company	21		0	59	0
12(16)	0.20500	Maintain Institution received by gift/devise	22		0	60	0
12(18)	1.00000	City Emergency Medical District	463		0	466	0
12(20)	0.27000	Support Public Library	23		0	61	0
28E.22	1.50000	Unified Law Enforcement	24		0	62	0
		Total General Fund Regular Levies (5 thru 24)	25	4,001,972	3,987,042		
384.1	3.00375	Ag Land	26	4,344	4,344	63	3.00375
		Total General Fund Tax Levies (25 + 26)	27	4,006,316	3,991,386		Do Not Add
		Special Revenue Levies					
384.8	0.27000	Emergency (if general fund at levy limit)	28		0	64	0
384.6	Amt Nec	Police & Fire Retirement	29	337,100	335,842		0.68229
	Amt Nec	FICA & IPERS (if general fund at levy limit)	30	444,207	442,552		0.89908
Rules	Amt Nec	Other Employee Benefits	31	873,500	870,243		1.76797
		Total Employee Benefit Levies (29,30,31)	32	1,654,807	1,648,637	65	3.34934
		Sub Total Special Revenue Levies (28+32)	33	1,654,807	1,648,637		

Code Sec.	Dollar Limit	Valuation With Gas & Elec	Valuation Without Gas & Elec		(A)	(B)		(C) Rate
386	As Req							
	SSMID 1	(A)	(B)	34		0	66	0
	SSMID 2	(A)	(B)	35		0	67	0
	SSMID 3	(A)	(B)	36		0	68	0
	SSMID 4	(A)	(B)	37		0	69	0
	SSMID 5	(A)	(B)	555		0	565	0
	SSMID 6	(A)	(B)	556		0	566	0
	SSMID 7	(A)	(B)	1177		0	###	0
	SSMID 8	(A)	(B)	1185		0	###	0
		Total Special Revenue Levies		39	1,654,807	1,648,637		
384.4	Amt Nec	**Debt Service Levy**	**76.10(6)**	40	701,318	40 699,010	70	1.25067
384.7	0.67500	**Capital Projects**	**(Capital Improv. Reserve)**	41		41 0	71	0
		Total Property Taxes	**(27+39+40+41)**	42	6,362,441	42 6,339,033	72	12.70001

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following:

Budgets that **DO NOT** meet **ALL** the criteria below are not statutorily compliant & must be returned to the city for correction.

______ 1) The prescribed Notice of Public Hearing Budget Estimate (Form 631.1) was lawfully published, or posted if applicable, and notarized, filed proof was evidenced.
______ 2) Budget hearing notices were published or posted not less than 10 days, nor more than 20 days, prior to the budget hearing.
______ 3) Adopted property taxes do not exceed published or posted amounts.
______ 4) Adopted expenditures do not exceed published or posted amounts in each of the nine program areas, or in total.
______ 5) Number of the resolution adopting the budget has been included at the top of this form.
______ 6) The budget file uploaded to the SUBMIT Area matched the paper copy certified by the city to this office.
______ 7) The long term debt schedule (Form 703) shows sufficient payment amounts to pay the G.O. debt certified by the city to this office.

______ (County Auditor)

CITY OF

INDIANOLA

EST. 1849

FISCAL YEAR 2017-18

Draft Budget

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CITY OF
INDIANOLA
EST. 1849

City Information

FISCAL YEAR

2017-18

BUDGET DOCUMENT

CITY OF INDIANOLA EST. 1849

Mayor
Kelly B. Shaw - 962-5300
kshaw@cityofindianola.com

1st Ward Council Member
John Parker Jr. - 961-8117
jparker@cityofindianola.com

2nd Ward Council Member
Brad Ross - 962-6772
bross@cityofindianola.com

3rd Ward Council Member
Joe Gezel - 961-0569
jgezel@cityofindianola.com

4th Ward Council Member
Greta Southall - 961-9410
gsouthall@cityofindianola.com

At Large Council Member
Pam Pepper - 962-1294
ppepper@cityofindianola.com

At Large Council Member
Shirley Clark - 961-6553
sclark@cityofindianola.com

City Meetings

City Council
First Monday at 6:00 p.m.
Third Monday at 7:00 p.m.
City Hall Council Chambers

Park and Recreation Commission
Second Wednesday at 5:00 p.m.
Location Varies - Please Check
Agenda for Location Details

Council Study Committee
Third Monday at 6:00 p.m.
City Hall Council Chambers

Library Board
Second Tuesday at 5:30 p.m.
Public Library

Planning and Zoning
Second Tuesday at 6:00 p.m.
City Hall Council Chambers

IMU Board of Trustees
Second and Fourth Mondays at 5:30 p.m.
City Hall Council Chambers

Board of Adjustment
First Wednesday at 6:00 p.m.
City Hall Council Chambers

CITY OF INDIANOLA EST. 1849

Demographics

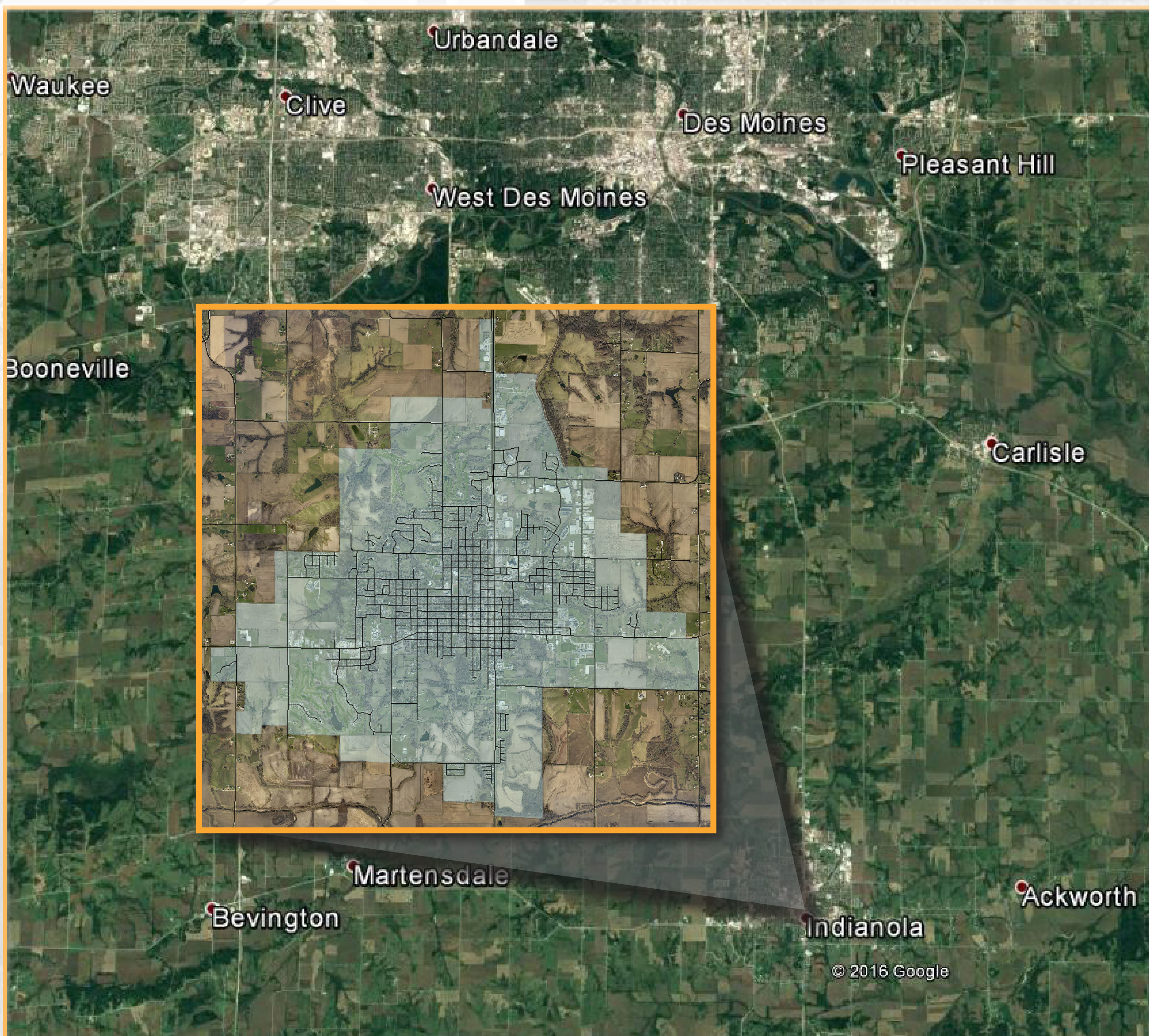
Population: 14,782 (2010 Census)
Geographical Area: 11.25 sq mi

Ethnicity

96.9%	White/Caucasian
0.5%	Black/African American
0.7%	Asian
1.5%	Hispanic/Latino
0.4%	Other

Age

	Median Age: 36
6.6%	Persons under 5 years
23.9%	Persons under 18 years
15.2%	Persons 65 years and over



CITY OF INDIANOLA EST. 1849

History of Indianola

The first official government of the City of Indianola took office April 1, 1864; It had its beginnings when 90 tax-payers of Indianola in October 1863, petitioned the county court as follows:

To the Honorable County Court of Warren County, Iowa:

"Your petitioners, citizens of the town of Indianola, County of Warren and State of Iowa, would respectfully pray your honor that the following described territory be incorporated under the name and style of the City of Indianola, which said territory embraces the aforesaid town of Indianola, together with all its additions, to-wit:

"commencing at the half mile stake on the north side of section twenty-five township seventy-six, north of range twenty-four west, thence running due east two hundred and thirty-six rods, thence due south sixty-eight rods, thence due east eighty-four rods to the half mile line in section thirty, township seventy-six, north of range twenty-three west, thence south to the center of said section thirty, thence due west to the north end of Walnut Street in Haworth's Addition to said town of Indianola, thence due south one hundred sixty rods, thence due west to the southwest corner of said section thirty, thence still due west fifty-five rods and twenty-one links, thence north eighty rods, thence west sixty-five rods and twenty-nine links, thence north eighty rods, thence west to the center of section twenty-five, township seventy-six, range twenty-four, which will more fully appear from an accurate plat of said described territory herewith attached and made part of this petition.

"Your petitioners further represent that they have selected and duly empowered Maxwell & McNeil to act as attorneys on behalf of petitioners in prosecuting the passage of this petition to a final termination."

The courts granted this petition just 60 years after the Louisiana Purchase in 1802. The one million square miles embraced in the purchase was unexplored and inhabited by Indians. Probably not over one thousand whites were in this vast territory. After the exploration of Lewis and Clark, it generally was believed the land never would be settled by civilized people, except along the principal streams.

Territorial government was set up and settlement was so rapid that states were formed. The Iowa territory was admitted as a state in 1846. The Virginia form of organization by counties was followed and Warren County was created by legislative act, being names in memory of Brig. General Joseph Warren who lost his life in the Battle of Bunker Hill. A commission was appointed to locate the county seat of government.

The settlers did not feel the need for county government with sheriff and judge. They were industrious, frugal and not inclined to meddle in each other's affairs. Justice was being administered satisfactorily by a vigilante committee, but they did realize the need for taxes to fund schools and roads. The commissioners selected the site for the seat of government on June 4, 1849, and gave it the name "Indianola". Col. P. P. Henderson said several years later the name "Indianola" was taken from a news item about Indianola, Texas, which was in a copy of the New York Sun that had been wrapped around his lunch. Eighty acres, in the form of a square, were purchased for $100 for the town site.

Warren County was never plagued by Indian conflicts. Prior to white settlements, the Fox and Sac Indians ceded their lands in Iowa to the United States Government through treaties.

In the horse and buggy days, the court house in Indianola was surrounded by a hitchrack for horses. Pumps for watering horses were located on each corner of the square. By order of the city council, cows were restrained from running at large after November 20, 1887. According to the Record and Tribune history of Warren County, the Indianola Journal had this item about the coming of the Rock Island Railroad to Indianola, "Think of it! The iron horse, dragging cars of progress, at 20 miles an hour, snorting into our city, a telegraph bringing us news with a speed that out strides the lightning's flashing level best, and a grain elevator likewise. Out of the woods at last!"

And Indianola continued to get out of the woods. It was one of the first towns in Iowa to have a municipal electric plant which was constructed in 1890. This was a steam plant which burned coal that had to be hauled. D.C. current was generated and was available only mornings and evenings until midnight. Day current began in 1911. Customers were charged according to the number of lamps used. The location of the plant was determined by the fact that the city owned the ground and not by economy.

By 1928 the cost was so high that a change was necessary. Fairbanks, Morse diesel-powered generators producing A.C. current were installed. The diesels burned fuel oil which then was very cheap. The oil came to Indianola by rail and was conveyed by pipeline from the railroad to the electric plant. Financing was arranged by paying Fairbanks, Morse & Company pledge orders payable only from the earnings of the plant. The pledge orders were not a debt of the city. This was before the day of revenue bonds and lease purchasing which are the modern ways of such financing. The pledge orders were all paid before due while the cost of electricity to the people of Indianola dropped from 12c per KW to 5c per KW.

In 1905 the city contracted for the construction of a water plant in the amount of $40,000 to be paid by sale of $40,000 bonds. A suit intervened and the city was enjoined against issuing the bonds. So the plant was not paid for and was operated privately. The water supply was South River, a bend of which then came near the present residence. A dam was built at this bend a steam pumping plant was constructed to pump the water from the river to a stand pipe where the present water tower now stands. Later, the river cut a new channel a half mile south leaving the dam and pumping plant dry. Eventually the city bought the plant and mains for $15,000. Wells were constructed and equipped with electric pumps. However, the water was hard and contained iron which stained everything in which the water stood.

With the help of electric plant funding, an iron removal and softening plant was constructed in 1933 at a cost of $30,130. The 400,000 gallon, 115 foot water tower was built in 1932 and 2525 foot deep well was drilled and equipped in 1955. Indianola was one of 12 cities taking part in cooperation with the State Board of Health to test the effectiveness of fluoride in the water supply in 1952. The deep well produce fluorinated water and therefore ended the need to add fluoride. The original mains laid in 1905 are still in service today and have since been extended over the years to include approximately 50 miles. Another water tower, with a capacity of 750,000 gallons, was constructed in 1967 and two more deep wells have since been added to the system. A new plant was constructed in 1973 at a cost of over $600,000 bringing the total plant value including mains, equipment, wells and inventory to over $4,000,000.

The first paving was asphalt laid around the square in 1903. It was then removed in 1949 and replaced with concrete. The next paving used wooden blocks which were placed on clock each way from the square and to the Rock Island Depot on Howard Street, which consisted of 10 ½ blocks in all. Paving has continued throughout the city and today very few streets remain unpaved. There are approximately 77 miles of paved streets in Indianola.

The first sewers were constructed in 1910 in the south part of town and emptied into a septic tank about six blocks southwest of the square. Sewers in the north part of town were constructed in 1911 and emptied into a septic tank in the Moats Park region. These were gravity sewers and the two systems were necessary because the divide ran east and west through the center of the square. By 1953 the two systems were outgrown and a modern disposal plant was constructed north of the Country Club with truck lines from Jefferson Highway and the northwest part of town. The lay of the land has been overcome by lift stations and force mains. In 1972, the council contracted with an engineer to perform a study of the entire treatment and collection facilities. The report indicated that the existing system could not meet EPA pollution standards. The recommendation approved by council was to build a new north plant, improve the south plant and to develop a comprehensive system of interceptor sewers. Construction began in September 1976, and was completed in October 1979. In addition to an entirely new north plant and improved south plant, the contracts included 16 miles of clay, concrete, iron and plastic pipe, 250 manholes and 30,000 square yards of street pavement. Currently, the plan is in full operation, producing an effluent quality that surpasses the most stringent standards set by regulatory agencies. It has won awards and been the object of an advertising film. The process is two-stage activated sludge with an additional stage of tertiary treatment. Total value of plant, equipment, mains and inventory is over $12,000,000.

Ahquabi State Park exists because Indianola purchased, with the help of electric plant funds, some 560 acres of land and deeded it to the state for construction of a lake and park. The city reserved the right to use water from the lake as a part of its water supply. The name "Ahquabi", a Sac and Fox Indian name for place of rest, was submitted by Miss Mary Louise Brownrigg of Norwalk in a contest. She obtained the name from Jonas Poweshiek, a Mesquakee Indian. The Mesquakees were a tribe of the Sac and a Fox Indians. The name is appropriate because arrow heads found on the land indicate it was a favorite Indian camping ground.

Beside the many recreational opportunities at Ahquabi, Richard Downey Memorial Park at the water plant is equipped for picnics and "cookouts". The log cabin on the grounds, by advance reservation, is available for indoor parties. In 1974, the city purchased 160 acres of land located just east of town on Highway 92. Clarence and Mildred Pickard sold the property, which is now a park named after them, for $128,000. A shelter house, playground equipment, restrooms, pond and newly established lighted softball diamonds are available for the public's use. It is an excellent family facility.

The National Hot Air Balloon Championships came to Indianola in 1973 and have been here ever since. A very beautiful and elegant sight, the balloons fill air each August with every color of the rainbow. A museum dedicated to the history and future of ballooning will be located on Highway 65/69 on the north side of town sometime in 1987. This event has become a very big part of the community and its character.

Sources: Martin's History of Warren County
Record & Tribune's History of Warren County
City Records

CITY OF INDIANOLA EST. 1849

Budget Memorandum

FISCAL YEAR

2017-18

BUDGET DOCUMENT

CITY OF INDIANOLA EST. 1849

TO: Mayor and City Council
FROM: Ryan J. Waller, City Manager
Christopher G. DesPlanques, Finance Director

DATE: January 17, 2017

SUBJECT: Fiscal Year 2017-18 Recommended Budget

INTRODUCTION

On behalf of the entire City of Indianola team, we are pleased to present you with the proposed FY18 (July 1, 2017 – June 30, 2018) Annual Operating and Capital Budget totaling $28,424,826. The proposed FY18 budget is balanced with all operating expenditures covered from current revenues, and capital expenditures coming from current revenues and reserves in excess of the City Council's Financial Policy.

The operating expenditures in the proposed budget are aligned with available revenues and prepared consistent with the City Council's Strategic Plan, Financial Policy, legislative directives, and our recent zero-based budgeting process. The total City budget reflects a $4.5 million increase compared to the FY17 estimated actual due primarily to capital expenses (especially for public safety) and technology. The following provides an overview of the City's proposed budget and financial outlook.

FINANCIAL POLICY

The City Council adopted a Financial Policy in July 2016. This guiding document assisted in the preparation of the FY 17/18 budget. Below are a few of the key requirements of this policy, which may be found in its entirety on page 13:

- A reserve of 25% of budgeted operational expenditures will be maintained in the general fund. This reserve will better allow for Indianola to operate should economic conditions deteriorate, unexpected repairs are required or even help maintain operations should something like a natural disaster occur.
- A reserve of 100% of budgeted operational expenditures will be maintained for proprietary (business) type fund, such as Water Pollution Control Department, due to its complexity and cost of repairs to the waste water treatment plant and collection system.
- Indianola uses the cash basis of accounting, for budgeting, reporting and annual financial statements. This method records income when received and expenditures when paid. This accounting method is non-GAAP and considered an "other comprehensive basis of accounting".
- The City seeks a balanced budget; the annual budget will be considered balanced when revenues are collected sufficient to cover the City's expenditures.
- An annual audit will be performed by an independent public accounting firm.
- The City will seek diversity in revenues, including local option sales tax, and franchise fees, and fees for service where appropriate, decreasing reliance on property taxes.
- Fees for services are utilized when appropriate, and are reviewed annually.

PROCESS

Following the City Council's adoption of a Strategic Plan (found as Exhibit A), Financial Policy and budget calendar, City Staff began a comprehensive process utilizing zero based budgeting. A copy of the approved budget calendar may be found on page 22.

New to this year's budget process is the development of a multi-year forecasting model. This tool assists in demonstrating the long-term impacts of current budgetary decisions and project fund balance levels over time given current financial trends. Forecasting ensures that the City takes a long-term approach to its financial planning and can proactively address issues on the horizon. The forecasting model uses various assumptions as part of the budget process to ensure that the City is prepared in the event financial trends change.

A public hearing and adoption of the budget document will take place at the March 6, 2017 City Council Meeting. An adopted budget must be submitted to the State of Iowa's Department of Management by March 15, 2017.

FY17 BUDGET IN REVIEW

FY17 has been an extremely productive year for the City of Indianola. The following is a list of just a few of the major accomplishments:

- The City's first ever Financial Policy was adopted and utilized in the preparation of this recommended budget.
- The City partnered with Indianola Municipal Utilities (IMU) to restructure and a co-locate staff to not only improve the financial performance of both organizations, but to also enhance our customers' experience.
- The City sold several underutilized vehicles and developed a plan to replace the equipment with more efficient vehicles that are less costly to operate, maintain and replace.
- An initial five year Capital Budget was developed and is presented with this recommended budget.
- An initial five year Vehicle and Equipment Replacement Plan was developed and is presented with this recommended budget.
- An economic development marketing video was produced and marketed throughout the Des Moines metropolitan area.
- An inspection program aimed at reducing operational costs at the wastewater treatment facility was adopted.
- A beautification plan for the highly visible northern 65/69 corridor was prepared and approved.

General Fund revenues are projected to exceed budget estimates by $900,00, due primarily to sale of equipment. General Fund expenses are estimated to be $250,000 more than budget.

FY18 PRIORITIES AND INITIATIVES

With the adoption of a strategic plan and progress well underway on implementation of various components of the plan, there is every reason to believe that FY18 will be equally exciting. The following are several key strategic initiatives planned for FY18:

- Replace antiquated portable and mobile radios used by public safety personnel
- Study the current staffing models for public safety in order to better understand and plan for future needs as a result of community growth, changing demographics and calls for service.
- Purchase of new breathing apparatus in order to comply with a 2018 mandate for fire department personnel.
- Implementation of a replacement schedule for departmental technology needs
- Conduct a comprehensive review of the City's residential and commercial abatement program.
- Conduct a comprehensive review of the City's property maintenance code.

FY18 CAPITAL INITIATIVES

As noted previously, the City developed an initial five year Capital Budget. Accordingly, the City will be better positioned to plan and budget for vital projects. Obviously, many of these projects are long term that have and will affect the City's budget. The following are several key strategic initiatives planned for FY18:

- Implementation of the beautification plan for the highly visible northern 65/69 corridor.
- Pursue construction of a new storage and concession facility at Pickard Park, which is one of the City's most visible and heavily utilized parks.
- Study and evaluate options for the renovation of the existing City Hall and Public Safety facility.
- Implement a multi-year program to systematically remove Ash trees throughout the City
- Work with City Engineer to begin the process to analyze City streets and storm sewers in order to development a comprehensive reconstruction and rehabilitation program.
- Continue to aggressively inspect and clean approximately 70,000 feet of sanitary sewer lines.
- Perform needed upgrades to the Morlock Lift Station.
- Continue to work on the permitting process for a new, state-of-the-art wastewater treatment facility.

BUDGET IMPACTS

There are several significant impacts to the budget in FY 17/18. When the State of Iowa passed Commercial Property Tax rollback, they funded a backfill for the amounts that cities would be losing that year in property tax revenues, for the City of Indianola, that amount is approximately $214,000. This amount does not increase in the future; however, if the State of Iowa would pass legislation to reduce or eliminate the backfill, the City would need to increase property tax rates by $0.44/$1,000, to offset lost revenues, as of FY2018.

Other budget items of significance are include personnel costs of $7,479,000 (including health insurance), utility costs of $788,000 (including IMU), required debt service payments of $3,036,150 and aging municipal facilities. Health Insurance costs are estimated to increase 18% this year. Together, these costs account for approximately half of the overall budget.

General Fund Departments are funded primarily though property taxes, and user fees. Other sources of revenue include PILOT payments, rents and interest earned. Tax revenues are estimated using taxable valuation at the budgeted tax rate, and non-tax revenues are estimate using a trend analysis, which rely heavily on prior experience, or in the case of road use tax, State of Iowa estimated per capital revenues. General fund balances are expected to decrease by 4% year over year. Public Safety Departments, Police and Fire, will decrease by amounts greater than 10% due to capital transfers. These capital transfers are for equipment and will not adversely affect operational budgets in the future.

Outstanding debt is now a little more than $33 million, including scheduled interest payments. The State of Iowa limits General Obligation Debt to 5% of valuation. For FY 2018, with just over 18 million in GO bonds, the City of Indianola is well under its statutory limit of 42 million. This positive movement is the result of key decisions made by the City Council during the last two years. The following is a breakout of all City debt.

City of Indianola Outstanding Debt as of January 2017 follows:

Debt Service	Issue Date	Original Principal	Purpose	Final Maturity	P&I Outstanding	FY 2018 Payments
2011A	January 2011	$3,915,000	Advance Refunding (2002B, 2003, 2006A)	June 2018	$285,550	$102,500
2011C	October 2011	$850,000	Street, Utility Improvements, Park Equip	June 2021	$605,370	$119,350
2012B	May 2012	$3,875,000	Street Improvements, Various	June 2025	$3,158,243	$364,585
2013A	January 2013	$1,865,000	Fire Truck, Dump Trucks, Park Improvements	June 2023	$1,823,328	$273,780
2013C	July 2013	$2,070,000	Refunding of 2008 & 2009A GO Bonds	June 2020	$1,487,975	$462,500
2011E	December 2011	$2,410,000	TIF-YMCA	June 2031	$2,574,650	$150,800
2012A	May 2012	$4,580,000	TIF-YMCA	June 2029	$4,665,730	$462,670
2013B	January 2013	$5,510,000	TIF-YMCA	June 2029	$5,241,511	$399,430
2009 - I&I Phase 1-3	May 2009	$8,226,153	Sewer Improvements	June 2041	$10,119,969	$441,470
2013 - I&I Phase 4	April 2013	$4,036,000	Sewer Improvements	June 2033	$3,100,585	$239,000
Total (Without IMU)		**$33,422,153**			**$32,828,451**	**$3,016,085**

Rollback

Rollback is a term and calculation used to reduce taxable value of residential, commercial, industrial and agricultural properties. The rollback percentage is determined by the State of Iowa on a yearly basis. Residential is the category most affected by rollback. Commercial rollbacks reduced commercial taxable values by 10% in FY16. Residential rollbacks increased by 1.31% for the current fiscal year. In FY16 multi-residential rollback was introduced, which reduced valuations in this category by 3.75% and will continue at that rate over the next few years.

Originally, the purpose of the rollbacks were to keep residential property value consistent with agricultural property in order to prevent agriculture from assuming too much of the tax burden. When rollback percentages decrease, revenues decline because the taxable base is reduced. This can lead to decreases in revenue.

Rollbacks for the categories over the last five years follow:

	17/18	16/17	15/16	14/15	13/14	12/13	11/12
Residential	56.94%	55.63%	55.73%	54.40%	52.81%	50.75%	48.52%
Multi-Res	82.50%	86.25%	90.00%	95.00%	100%	100%	100%
Commercial	90.00%	90.00%	90.00%	95.00%	100%	100%	100%
Industrial	90.00%	90.00%	90.00%	95.00%	100%	100%	100%
Agricultural	47.50%	46.11%	44.70%	43.40%	59.93%	57.50%	69.11%

Taxable Valuation

The City's taxable valuations are the amounts the City applies its tax rate to, which results in the total tax revenue. For FY 17/18 the taxable valuation increased, by which results in the $10,916,807 (2.25%) to $494,070,591 (from $483,153,784) due to commercial growth, residential rollback increase and offset partially by the Multi-Residential rollback. The goal of assessed value is to represent market value.

Economic development efforts also have an influence on the City's tax base. By attracting commercial, industrial and residential development, the tax base grows, which helps to spread the cost of municipal operations over a larger base, resulting in a lower per capita cost.

Property Tax Rate

Tax related expenses and revenues are divided into three categories: Debt Service, General Fund and Trust & Agency (i.e. liability premiums and employee benefits). Debt Service has a separate tax rate designated solely to retire General Obligation Debt incurred by issuing bonds and other debt instruments. The General Fund tax rate has a statutory limit of $8.10 and pays for operations and maintenance of police, fire, parks and recreation, library and administration, etc. Trust and Agency funds provide tax revenue alternatives outside the General Fund and are used for liability premiums and employee benefits when the General Fund $8.10 limit is met.

In FY 16/17, the three tax rates totaled $12.70 and consisted of $8.10 (general fund), $1.65 (debt service) and $2.95 (trust & agency). The rate for 17/18 is $12.70 with a breakdown of $8.10 general fund, $3.35 trust & agency and $1.25 debt service. The total tax rate has been maintained at $12.70 since FY 14/15.

Tax Increment Finance Value
The City uses Tax Increment Finance (TIF) as an economic tool to provide incentives for growth and development. TIF is derived by freezing the existing taxable value in an area and then capturing City, County and School tax revenue (excludes debt service) from the newly created value (increment). TIF funds are used to fund infrastructure, including: streets, water and sewer, as well as forgivable and/or low interest loans to industrial and business prospects that expand or develop in Indianola. Summercrest Hills, located at the NE portion of the City, is a good example. This area is in a TIF district and TIF revenues generated have been utilized to improve infrastructure and public facilities.

Taxable TIF value of $66,681,130 in 17/18 is an increase from the FY 16/17 amount of $59,727,678. Taxes from these amounts are used for economic development projects as noted above.

PILOT
Payment In Lieu of Taxes (PILOT) is a revenue source from non-tax paying entities (electric, water & sewer departments) that receive City services. PILOT contributions for FY 17/18 are based on a percentage of revenues and are shown in the following table:

Electric	$670,100
Water	$64,200
Sewer	$138,800

Road Use Tax (RUT)
RUT funds are revenues to the City; paid at a State estimated $121 per capita and result in projected revenues of $1,788,600 for Indianola in FY 17/18. This pays for the street department's operations & maintenance budget including snow removal, street repair/patching and street sweeping.

Sewer Utility
The Sewer department is an enterprise fund and is not supported by property taxes. Due to the age of the facility, and an increase in utilities, the costs continue to increase for the Wastewater Treatment Plant. Construction for a new facility is being pursued and is estimated to cost approximately $35 million*. The City will continue to invest in repairs to the facility to keep it operational during the planning and eventual construction of the new plant.
* This is an estimate and is subject to change base upon requirements of the EPA and final construction costs.

Reserves
The total FY 17/18 general fund balances are projected to end at $3,662,249. These funds are important as they provide the City the ability to continue to provide services in the event of financial constraints due to unforeseen events. Additionally, maintaining an adequate fund balance helps maintain lower interest rates when needing to borrow. The financial policy was formalized in FY 2016 and reserves are in compliance with the created policy.

Amendments to Budget

Amendments occur to the budget when needed, and in accordance with all applicable State of Iowa statutes. Following formal adoption of the budget, staff continues to monitor revenues and expenditures for potential amendments to the budget. There are two types of budget amendments. The first type, an internal budget transfer, does not change the "bottom line" total for a department and is only required to be approved by the department director and the finance director.

The second type is a formal budget amendment. Expenditures are classified by nine State-defined programs comprising the functions of the City. If any of these nine programs' combined expenditures will exceed the adopted budget, an amendment is required.

Attempts are made to limited formal budget amendments per Section 384.18 of the Iowa Code, budgets can be amended for the following reasons:

- To permit the appropriation and expenditure of unexpended unencumbered cash balances on hand at the end of the preceding fiscal year which had not been anticipated in the budget.
- To permit the appropriation and expenditure of amounts anticipated to be available from sources other than property taxation and which had not been anticipated in the budget.
- To permit transfers from the debt service fund, the capital improvements reserve fund, the emergency fund, or other funds established by state law, to any other City fund unless specifically prohibited by state law.
- To permit transfers between programs within the general fund.

Any amendments must be submitted to the State of Iowa in the same manner as the original budget, and are subject to Iowa Code Section 384.16. Protests to amendments are governed by Iowa Code Section 384.19, and allow for a protest hearing.

GOVERNMENTAL FUND TYPES

General Fund is the City's primary operating fund. The General Fund includes all financial resources of the City, except those required to be accounted for in another fund.

Special Revenue Funds report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Debt Service Fund is maintained to pay for general long-term debt not being financed by proprietary funds.

Capital Projects Fund includes financial resources that are restricted, committed, or assigned to expenditures for capital outlay including the acquisition or construction of capital facilities and other capital assets.

Enterprise Funds are used to account for operations and activities that are financed and operated in a manner similar to a private business, where costs of providing the service are expected to be financed through user charges. Examples include Water Pollution Control Department

Internal Service Funds are used to finance and account for services and commodities furnished by designated departments to other departments of the City.

STAFF ASSISTANCE

It is important to recognize the efforts of the staff of Indianola in preparation of this budget. The staff takes great pride in the work they do for the community and their commitment to being fiscally responsible is to be commended.

CITY OF INDIANOLA EST. 1849

Financial Policy

FISCAL YEAR

2017-18

BUDGET DOCUMENT

Financial Policy

Section 1- General Policy

It is the expectation and the general understanding of the City Council and the citizens of Indianola that the City conducts its financial affairs in a thoughtful and prudent manner. The following policies provide the framework within which the City conducts its financial affairs. The policies are divided into the following categories: Revenue Policies, Reserves and Contingencies, Operating Expenditure Policies, Capital Improvements Planning, Debt Management, Financial Reporting, and Investment Policies. Most of these policies represent long-standing principles, traditions, and practices which have guided the City in the past and have helped maintain financial stability. There may be times in which the City Council deviates from policy based on sound decisions and public interest. These deviations will be noted in the City Council minutes.

Section 2 - Revenue Policies

The City of Indianola revenue policies are intended to provide guidelines for determining the revenues and revenue sources necessary to provide basic municipal services to the community. It is the City's goal to create and maintain a diversified, yet stable, revenue system to protect it from possible short-term fluctuations in any of its various revenue sources. An integral factor in the City's ability to maintain a strong revenue supply is the diversity of its tax base and the health of the area economy. Therefore, the City resolutely encourages economic development through the implementation of financial policies that create a favorable tax climate, while meeting service demands of businesses and residents.

<u>General Revenue Policies</u>

1. A diversified, yet stable, revenue system will be utilized by the City to protect it from possible short-term fluctuations in any of its revenue sources.
2. In situations in which the City has determined that a fee may be a more appropriate method of funding a government program or service than property taxes, the City may explore the possibility of using fees instead of property taxes as the appropriate revenue source to fund the program or service. As much as practical fees should be established at a level that supports the entire cost of providing the program or service.
3. Through community and economic development, a broader tax base will be pursued to increase tax revenue and help reduce annual fluctuation in the property tax rate.
4. Revenue projections should be developed on an annual basis. Existing and potential revenue sources should be reviewed annually.

Property Taxes

1. The City's total property tax levy rate and tax revenues shall be reviewed annually and evaluated taking into consideration current and forecasted economic conditions, proposed service level changes, State and Federal mandates, changes in the property tax rollback, amendments to the property tax law, and any other factors that affect the City's ability to provide basic City services or maintain sufficient cash reserves.
2. Stability and consistency in the property tax levy rate from one year to the next is desired. Adjustments to the levy are appropriate and may be made when tax revenues are projected to fall short. If revenues are expected to exceed the funding for basic services, the city council will review available options, which may include, but are not limited to infrastructure improvements, equipment or economic development projects.

Urban Renewal - Tax Increment Financing Policy

Purpose

The City creates urban renewal districts to:

1. Enhance areas in the city for the purpose of stimulating private investment in commercial, industrial, residential development/redevelopment and investment in public facilities through public action and commitments.
2. Increase commercial, industrial development, residential redevelopment and investment in public facilities in the City which will improve the economic and social environment of the community and sustain a desired balance between the non-residential and residential tax revenues.
3. Provide adequate public infrastructure of sanitary sewer, storm water management, potable water, streets, and pedestrian walkways to ensure the public health, safety and welfare.
4. Provide assistance and economic incentives for commercial, industrial development and residential redevelopment which may not otherwise occur without such assistance and incentives.

Guidelines

The City shall adhere to Chapter 403 of the Code of Iowa, in the creation of urban renewal plans and subsequent implementation of those plans. The powers granted in this chapter constitute the performance of essential public purposes for the State of Iowa and the City of Indianola, Iowa. The powers conferred by this chapter are for public uses and purposes for which public money may be expended and for which the power of eminent domain and police power may be exercised; and that the necessity in the public interest for these provisions is declared as a matter of legislative determination.

The assessed value of property within each urban renewal district, which is subject to a division of revenue from taxation - tax increment financing (TIF), is determined by the Warren County Assessor each year. The City uses TIF to leverage economic activity, offset taxpayer burden, build public improvements and finance public investment in infrastructure deemed necessary for community growth.

Process

1. The amount of value reservation required for the next fiscal year is due annually by December 1st. And, upon written request from a taxing jurisdiction, meet and confer with that jurisdiction on the intended reservation.
2. Taxable valuation reservation will be based upon the debt and contractual obligations certified with the Warren County Auditor.
3. Prepare and distribute exhibits, including formulas and calculations of TIF dollars.

Restrictions

1. Distribution of Incremental Property Taxes The City of Indianola attempts to release to all taxing jurisdictions any additional valuation in the TIF districts when the funds generated by the valuation exceed the amount needed to retire the annual TIF debt in that district or anticipated for future debt.
2. Sunsets The City establishes sunset dates for all TIF districts as provided in Chapter 403.17(10), Code of Iowa, as follows: in an urban renewal area designated an economic development area in which no part contains slum or blighted conditions, the plan shall be limited to twenty years from the calendar year following the calendar year in which the city first certifies to the county auditor the amount of any loans, advances, indebtedness, or bonds which qualify for payment from the division of revenue provided in the Code of Iowa, Chapter 403.19.
3. Powers of Municipality The City shall have all the powers necessary or convenient to carry out and effectuate the purposes and provisions of Chapter 403.6 and the additional powers granted in Chapter 403.12 of the Code of Iowa.
4. Fluctuation/Reserves Tax increment reserves will be established to help offset major fluctuations in debt reservation requirements. Funds held in reserves will be specifically identified and held for a future debt or contractual obligation.

Municipal Enterprises

1. User charges and fees should be set at a level related to the cost of providing services. Determination of such costs should include the costs of providing the actual service as well as all other related expenses, such as maintenance and replacement of equipment, personnel costs, and all other operating and administrative costs.

   At least annually or user fees and charges should be reviewed. When necessary, user fees and charges should be re-calculated and revised to reflect the actual cost of activities.

Section 3 - Reserves and Contingencies

The maintenance of adequate cash reserves provides the City with flexibility and security and is an important factor considered by rating agencies and the underwriting community when reviewing City debt issuance. Along with maintaining the City's credit worthiness, such cash reserves provide the means to handle economic uncertainties, local disasters and other unanticipated financial hardships, as well as, meeting debt cash flow requirements. In addition to the designations noted below, fund balance levels will be sufficient to meet funding requirements for projects approved in prior years that are carried forward into the new year, debt service reserve requirements, reserves for encumbrances and other reserves or designations required by contractual obligations or generally accepted accounting principles. Deviation from the following general policies by Council may occur based on sound decisions and public interest. When such deviations are made, it shall be specifically noted and included within Council minutes.

General Policies

1. General Fund cash reserves (fund balance) should be maintained at a level sufficient to provide funding for general governmental operations. It is the City's goal to have a unrestricted minimum balance at fiscal year end of not less than 25% of general fund expenditures. However, the balance may be higher, if deemed prudent, due to the uncertainty of future revenues or anticipated expenditures.
2. Enterprise Fund unrestricted cash reserves (fund balances) should be maintained at a level sufficient to provide funding to meet 100% of the fiscal year expenditures.
3. Cash reserves should not be used to finance routine operating expenses, which exceed budget levels. Routine operating expenses shall be defined as reasonably anticipated reoccurring annual expenditures.
4. Cash reserves may be used to finance capital improvement projects only when cash reserves have been specifically identified in the budget to finance such project, and do not bring the fund balance below the required level.
5. Excess cash reserves may be used to balance revenues and expenditures as long as the minimum cash reserve requirements of this policy are met, provided that said cash reserves may only be used to offset non-reoccurring expenditures.
6. Revenues will equal or exceed expenditures for each budget year unless there are funds available in excess of the cash reserves requirements of this policy.
7. The City's annual budget is considered balanced if the cash reserve requirements, the working capital requirements and the revenue and expenditure requirements of this policy have been met.

Working Capital

1. The City will maintain sufficient cash reserves in operating funds for working capital so that short term cash flow financing is not required. The cash reserve will be no less than 25% of the next year's operating budgeted expenditures, the same level as required for the general fund. Operating funds are defined as the general, road use tax, employee benefits and enterprise funds. The cash reserve may be higher than 25% if deemed prudent due to the uncertainty of future revenues or anticipated expenditures.

2. The use of short-term borrowing, such as with tax anticipation notes, in order to meet the preceding working capital requirements should be avoided.

Equipment Replacement Reserve Fund

The City may establish and maintain an equipment replacement reserve fund to provide for the scheduled purchase of vehicles and equipment, and will consider annually appropriating funds to it to provide for the timely upgrading and replacement of vehicles and equipment. The amount added to this fund by annual appropriation should be the amount required to maintain the fund at the approved level after credit for the sale of surplus equipment and interest earned by the fund. It is the City's intent that the reserve fund replaces the City's need to borrow funds for vehicle and equipment acquisitions. A minimum fund balance of 5% of the current year expenditures will be maintained to ensure proper funding, and to accommodate price volatility.

Capital Project Reserve Fund

The Council may designate specific fund balance levels for future development of capital projects that individually do not exceed $500,000 in total project costs and that do not require bond financing. In order to help maintain the fund at approved levels, the Council may annually transfer to the fund any balance from operating funds in excess of the cash reserve requirements within this policy.

GASB 54

GASB 54 establishes the following five fund balance classifications: Nonspendable, Restricted, Committed, Assigned, and Unassigned. Fund Balance classifications assigned, unassigned, and committed are considered "unrestricted" fund balances. The order of spending will be as follows: restricted, committed, assigned and unassigned. Restricted funds shall be spent according to the purpose for which they were received. Unassigned funds shall always be spent after Committed and Assigned funds have been exhausted. The City Administrator and/or the Finance Director are authorized to assign fund balances according to specific factors involved. The City Council will have authority to commit fund balance.

Section 4 – Operating Expenditure Policies

Operating expenditures must meet the City's requirements to provide services within the framework of available revenues. Fiscal control and long range financial planning is necessary to guarantee that the City's current and future finances will remain sound. The following operating expenditure policies guide the evaluation and control of the City's appropriations and expenditures.

General Policies

1. Expenditure projections will be developed on an annual basis, and will be reviewed quarterly. Projections should include estimates of anticipated operating costs for programmed capital improvement projects, and for equipment and capital facilities replacement and maintenance schedules.
2. Current expenditures should be paid, in accordance of Council directives, with current revenues or excess cash reserves.
3. Current expenditures should not be balanced by postponing needed expenditures, accruing future revenues, issuing short term debt, or paying for routine operating costs out of minimum cash reserves.
4. The operating budget should provide for adequate maintenance of fixed assets and equipment and provide for their orderly replacement.
5. The City will encourage the provision of services through the private sector and other public agencies whenever and wherever greater efficiency and effectiveness can be achieved.
6. The City shall consider annually, funding requests from local service organizations. These funding requests are due, in writing, annually to the council, by December 1, for consideration in the upcoming budget process. Submissions should include amounts requested, as well as planned usage of the funds. These community betterment funds shall only be made with operating funds in excess of cash reserve targets.
7. The City will maintain risk management and safety programs to reduce costs and minimize losses.

Section 5 - Capital Improvements Planning

Policies for the capital improvements program are intended to encourage planning for future growth and infrastructure repair within the framework of the City's financial policies.

General Policies

1. The City should develop and annually update a five-year capital improvements program (CIP). This program should identify future capital project expenditures made necessary by anticipated changes in population, infrastructure replacement and extension, economic base and/or land use.
2. The operating and maintenance cost of a proposed capital improvement shall be calculated to determine a "true cost" of each improvement and assist in programming of future overall revenue requirements of the City.
3. The capital improvements plan will include the costs, timing and sources of funding and the estimated impact of future revenue requirements for each project. These calculations shall reflect adjustments for inflation.
4. The capital improvements plan should maintain the City's assets at a level adequate to protect the City's capital investments, minimize future maintenance and replacement costs, and provide for an adequate level of service.
5. The City's annual capital improvements budget should be based on the five-year CIP. The budget will include final calculations of revenue sources and related impacts on future availability of revenue for additional projects.
6. The annual expenditures identified in the CIP should be fully funded from financial resources that are anticipated to be current and available.
7. Grants and similar forms of intergovernmental assistance should be used to finance only those projects identified in the CIP or other planning documents as the community needs.
8. A fiscal impact analysis should be performed on all projects for which the City's financial participation is requested by the private sector. This analysis should identify anticipated direct and indirect public costs and revenues associated with the proposed project.

Section 6 - Debt Management Policies

The issuance of debt is a necessity for the financing of many major capital improvements. Determining the method and timing for financing is subject to numerous considerations. The City's debt policies are intended to encourage conservative debt management while maintaining the flexibility to use the various financing mechanisms that are available to the City.

The City's overall tax levy must be reflective of the impact of debt issuance. Alternative revenue sources will be used when practicable to maintain an overall tax rate consistent with the general philosophy of municipal service determined by the City Council.

The cost of financing through the issuance of debt is also affected by the strength of the City's financial position. Bond ratings and investor's interest are influenced by the City's debt management policies, as well as, by the overall financial policies of the City. It is the City's goal to maintain debt management policies that keep outstanding debt within manageable levels and which maintains the City's flexibility to issue debt in the case of unusual circumstances of those beyond the City's control.

General Policies

1. Long-term borrowing shall be limited to capital improvements projects that cannot be financed from current revenues, have estimated life span of greater than the term of borrowing and generally to capital projects with an aggregate project cost of $250,000 or greater. Principal and interest will be scheduled to be within the revenues available for debt service. Long-term debt shall not be used for current operations.
2. Any capital improvement projects or capital equipment financed through bonds should be financed for a period not to exceed the expected useful life of the asset being financed.
3. Total outstanding debt, including overlapping debt, will be considered when planning additional debt issuance.

General Policies (*cont'd*)

4. Consideration should be made for the City's share of utility projects, including the cost of over-sizing of water, sewer and storm water mains, -being financed with current utility funds and other revenues when funds are appropriate and available.
5. The use of general obligation bonds for projects does not dismiss the potential of pro rata payment for debt service by specifically benefited funds such as water, sewer, storm water, or road use tax.
6. The City will consider refunding outstanding debt in order to achieve interest cost savings, restructure principal and/or eliminate burdensome covenants with bondholders. Refundings undertaken to achieve interest cost savings in advance of their call date should strive to achieve a new present value savings benefit equal to a minimum of 3% of the present value of the refunded par amount.
7. Financing requirements will be reviewed annually. The timing for financing will be based upon the City's need for funds, market conditions and debt management policies.
8. The City will follow a policy of full disclosure on every financial report and bond prospectus with bond rating agencies about its financial condition.
9. The City will follow applicable laws, regulations and bond covenants relative to arbitrage and rebate compliance requirements.

Debt Limitations

1. The average maturity of general obligation debt should not exceed the useful life of the asset being finances and/or state law limitations.
2. Bond issues should be structured so that the debt service schedule is within the revenues available for debt service.
3. Total general obligation indebtedness should not exceed 80% of the City's statutory debt limit.
4. Self imposed debt limitations may not take into account debt issued as a consequence of voter approved bond referendums

Section 7 - Financial Reporting and Accounting

General Policies

1. The City will maintain a high standard of accounting practices. To that end, the City will continue to use the latest edition of Governmental Accounting, Auditing, and Financial Reporting (GAAFR) as its source of generally accepted accounting principles (GAAP).
2. The City's relationship with its independent public accounting firm will be reviewed at a minimum every five years.
3. The City will maintain its budget and accounting system on a cash basis which will be the basis for all interim, internal, and state reporting.
4. The City will adhere to a policy of full and open public disclosure of all financial activity and information.

Reports

1. The City will maintain a budgetary control system and will produce interim financial reports that measure actual revenues and expenditures compared to budgeted revenues and expenditures.
   (a) Monthly and annual reports should present a summary of financial information by major fund and activity type.
   (b) Monthly reports should be provided presenting actual cash position and investment performance.
   (c) Each year, the City shall retain either an independent public accounting firm or the State Auditor to perform the annual audit and will make the audit available to all interested parties.
   (d) The City will comply with all federal and state audit and review regulations, including OMB A-133 single audit and Single Point of Contact (SPOC) review requirements.

Section 8 - Investment Policies

Scope of Investment Policy

The Investment Policy of the City of Indianola shall be governed by Iowa Code Chapters 12B and 12C and shall apply to all operating funds, bond proceeds and other funds and all investment transactions involving operating funds, bond proceeds and other funds accounted for in the financial statements of the City of Indianola.

The investment of bond funds or sinking funds shall also comply with the provisions of any bond resolutions.

This written investment policy, required by Iowa Code Section 12B.10B, shall be delivered to all the following:

1. The governing body or officer of the public entity to which this policy applies.
2. All depository institutions or fiduciaries for public funds of the public entity.
3. The auditor of the public entity.
4. Every fiduciary or third party assisting with or facilitating investments for the public entity.

Delegation of Authority

In accordance with Section 12B.10, the responsibility for conducting investment transactions resides with the Treasurer of the City of Indianola. For purposes of this Investment Policy the Finance Director is designated the Treasurer. Only the Treasurer and those authorized by resolution may invest public funds. A copy of any empowering resolution shall be attached to this Investment Policy.

All contracts or agreements with outside persons investing public funds, advising on the investment of public funds, directing the deposit or investment of public funds or acting in a fiduciary capacity for the City of Indianola shall require the outside person to notify in writing the Treasurer of the City of Indianola within thirty days of receipt of all communication from the Auditor of the outside person or any regulatory authority of the existence of a material weakness in the internal control structure of the outside person or regulatory orders or sanctions regarding the type of services being provided to the City of Indianola by the outside person.

The records of investment transactions made by or on behalf of the City of Indianola are public records and are the property of the City of Indianola whether in the custody of the City of Indianola or in the custody of a fiduciary or other third party.

The Treasurer shall establish a written system of internal controls and investment practices. The controls shall be designed to prevent the loss of public funds, to document those officers and employees of the City of Indianola responsible for elements of the investment process and to address the capability of investment management. The controls shall provide for receipt and review of the audited financial statement and related report on internal control structure of all outside persons performing any of the following for this public body.

1. Investment of public funds.
2. Advising on the investment of public funds.
3. Directing the deposit or investment of public funds.
4. Acting in a fiduciary capacity for this public body.

The Treasurer of the City of Indianola shall be bonded in the amount of $300,000. The amount of this bond shall be reviewed annually to determine its appropriateness and will be amended by the City Council if deemed necessary.

Objectives of Investment Policy

The primary objectives, in order of priority, of all investment activities involving the financial assets of the City of Indianola shall be the following:

1. Safety: Safety and preservation of principal in the overall portfolio.
2. Liquidity: Maintaining the necessary liquidity to match expected liabilities.
3. Return: Obtaining a reasonable return in compliance with Iowa Code Section 12C.6.

Prudence

The Treasurer of the City of Indianola, when investing or depositing public funds, shall exercise the care, skill, prudence and diligence under the circumstances then prevailing that a person acting in a like capacity and familiar with such matters would use to attain the Section 8 investment objectives. This standard requires that when making investment decisions, the Treasurer shall consider the role that the investment or deposit plays within the portfolio of the assets of the City of Indianola and the investment objectives stated in Section 8.

When investing assets of the City of Indianola for a period longer than six months or in an amount greater than $300,000 per investment, the Treasurer shall request competitive investment proposals for comparable credit and terms investment from a minimum of three investment providers.

Instruments Eligible for Investment

Assets of the City of Indianola shall be invested in financial institutions properly declared by Resolution of the City Council of the City of Indianola. Deposits in any financial institution shall not exceed the amount stated in the Resolution. Assets of the City of Indianola may be invested in the following:

1. Demand Deposit Accounts (DDA)
2. Negotiable Orders of Withdrawal (NOW) Accounts
3. Certificates of Deposit.
4. Obligations of the United States Government, its agencies and instrumentalities.

Prohibited Investments and Investment Practices

Assets of the City of Indianola shall not be invested in the following:

1. Reverse repurchase agreements.
2. Futures and options contracts.

Assets of the City of Indianola shall not be invested in the following:

1. Trading of securities for speculation or the realization of short-term trading gains.
2. Pursuant to a contract providing for the compensation of an agent or fiduciary based upon the performance of the invested assets.
3. If a fiduciary or other third party with custody of public investment transaction records of the City of Indianola fails to produce requested records when requested by this public body within a reasonable time, the City of Indianola shall make no new investment with or through the fiduciary or third party and shall not renew maturing investments with or through the fiduciary or third party.

Investment Limitations

Operating Funds: Operating funds means those funds which are reasonably expected to be expended during a current budget year or within fifteen months of receipt. Operating funds must be identified and distinguished from all other funds available for investment. Operating funds may only be invested in investments which mature within three hundred ninety-seven (397) days or less.

Other than Operating Funds: The Treasurer may invest funds of the City of Indianola that are not identified as Operating Funds in investments with a maturity longer than three hundred ninety-seven (397) days. However, all investments of Project Funds and other non-operating funds shall have a maturity that is consistent with the needs and use as specified for these funds, and no maturity shall be longer than three (3) years for any funds unless specifically authorized by the City Council

Safekeeping and Custody

All invested assets of the City of Indianola involving the use of a public funds custodial agreement, as defined in Iowa Code Section 12B.10C, shall comply with all rules adopted and in accordance with the laws of the State of Iowa.

Ethics and Conflict of Interest

The Treasurer and all officers, employees and committees of the City of Indianola involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions.

Safekeeping and Custody

The Treasurer shall submit monthly with the Bank Reconciliation a list of investments making up the current investment portfolio.

CITY OF
INDIANOLA
EST. 1849

Budget Processes Calendar

FISCAL YEAR
2017-18

BUDGET DOCUMENT

CITY OF INDIANOLA EST. 1849

CITY & IMU BUDGET PROCESSES

Date	Action Item	City Manager	Finance	Staff	Council	IMU
April 18, 2016	Council Meeting: Publish Budget Amendment	X	X		X	
May 1-15, 2016	Environmental Scan for FY 2018 budget		X			
May 16, 2016	Council Meeting: Amend PY budget if needed	X	X		X	
June 20, 2016	Council Study Session: Presentation of fees, environmental scan to Council to get direction regarding tax rate & fee schedule for FY 2018 budget	X	X		X	
June 30, 2016	Capital Improvement requests due to Finance	X	X	X		X
July 5, 2016	Council Meeting: Approve Budget Policy	X	X		X	
July 1-10, 2016	Prepare draft CIP budget	X	X			X
July 11, 2016	IMU Board Mtg: Receive direction from Council regarding CIP budget		X			X
July 18, 2016	Council Study Session: Receive direction from Council regarding CIP budget	X	X		X	
August 1-12, 2016	Initial budget targets for FY 2018 operating budget	X	X			X
August 8, 2016	IMU Board Mtg: Discuss 5 year CIP		X			X
August 15, 2016	Council Study Session: Discuss 5 year CIP	X	X		X	
August 15-31, 2016	Five year projections complete; Review CIP	X	X	X		
November 1, 2016	Letter to Agencies that received PY funding due		X			
November 1-15, 2016	Analysis of budget requests & review of department operational plans & funding requirements	X	X			X
November 14, 2016	IMU Board Mtg: budget update, revenues, operating impacts of capial projects, and related topics		X			X
November 21, 2016	Council Study Session: budget update, revenues, operating impacts of capital projects, and related topics	X	X		X	
December 1, 2016	Budget Request from Other Agencies Due to Finance		X			
December 2016	Valuation Data from County		X			
January 16-20, 2017	Draft FY 2018 budgets to department heads & council		X			X
January 23-31, 2017	Individual Council budget discussions	X	X		X	
January 31, 2017	Deadline to receive feedback regarding FY 2018 budget	X	X	X	X	X
February 6, 2017	Council Meeting: Set public hearing for FY 2018 budget for March 6, 2017	X	X		X	
February 13, 2017	IMU Board Mtg: Set public hearing for FY 2018 budget for February 27, 2017		X			
February 27, 2017	IMU Board Mtg: Hold public hearing for FY 2018 budget & Adoption of budget		X			
March 6, 2017	Council Meeting: Hold public hearing for FY 2018 budget & Adoption of budget	X	X		X	
March 15, 2017	DEADLINE to file budget with the State/County		X			X
April 10, 2017	IMU Board Mtg: Publish Budget Amendment		X			X
April 17, 2017	Council Meeting: Publish Budget Amendment	X	X		X	

CITY OF
INDIANOLA
EST. 1849

City Budget Estimates

FISCAL YEAR

2017-18

BUDGET DOCUMENT

CITY BUDGET ESTIMATES

Re-estimated FY17 & FY18 Projections

	DEPTS	7/1/2016 BEGIN BALANCE	RE-EST NON-TAX REVENUE	FY17 TAXES	RE-EST EXPENSES	7/1/2017 ENDING BALANCE	FY18 NON-TAX REVENUE	FY18 TAXES	FY18 EXPENSES	PROJECTED ENDING BALANCE
001	GOVERNMENT	1,605,783	2,964,600		2,985,900	1,584,483	2,903,479		2,830,946	1,657,016
011	POLICE	828,321	413,600	2,357,200	2,732,000	867,121	396,550	2,523,551	2,992,401	794,821
015	FIRE	533,886	93,000	492,400	648,000	471,286	125,071	510,337	787,969	318,726
016	AMBULANCE	320,187	771,600	447,500	1,233,800	305,487	770,849	472,874	1,238,708	310,503
041	LIBRARY	43,603	97,200	445,400	537,700	48,503	94,112	482,568	573,957	51,226
042	PARK & REC	478,555	372,700	940,800	1,330,400	461,655	359,744	989,451	1,388,331	422,518
045	POOL	25,744	291,200	90,000	361,700	45,244	153,761	93,411	237,013	55,404
071	GENERAL FUND DEBT	54,750	-	80,000	79,900	54,850	-	74,686	77,500	52,036
	SUBTOTAL	**3,890,829**	**5,003,900**	**4,853,300**	**9,909,400**	**3,838,629**	**4,803,566**	**5,146,879**	**10,126,824**	**3,662,249**

	Tax Valuation	Gen'l Rate	Total Asking	Total
General Fund (Regular)	494,070,591	11.45	5,657,108	$ 12.70067
General Fund (Ag)	1,446,343		4,344	
Debt Service	560,751,721	1.25	701,318	
TOTAL			6,362,770	

	DEPTS	7/1/2016 BEGIN BALANCE	FY17 NON-TAX REVENUE	FY17 TAXES	RE-EST EXPENSES	7/1/2017 ENDING BALANCE	FY18 NON-TAX REVENUE	FY18 TAXES	FY18 EXPENSES	PROJECTED ENDING BALANCE
99	FRANCHISE FEES-MEC	476,911	90,000			566,911	95,000			661,911
110	ROAD USE TAX	1,225,218	1,882,700		1,802,000	1,305,918	1,800,422		2,037,972	1,068,368
115	YMCA MAINTENANCE OBLIGATIONS	185,566	100,000		40,000	245,566	100,000		20,000	325,566
121	LOCAL OPTION SALES TAX	-	1,400,000			1,400,000	1,000,000			2,400,000
125	TIF--DOWNTOWN/HILLCREST	949,928		1,845,000	1,635,400	1,159,528		2,077,145	1,532,900	1,703,773
141	LIBRARY SPECIAL REVENUE	37,192	16,700		22,000	31,892	18,000		18,325	31,567
142	PARK & REC SPECIAL REV	140,752	25,000		75,000	90,752	25,000		24,000	91,752
160	DOWNTOWN REVOLVING LOAN	149,711				149,711				149,711
161	DOWNTOWN BIZ PLAN	32,715	60,000		60,000	32,715	30,000		60,000	2,715
177	POLICE FORFEITURE	19,830	20,000		20,000	19,830	20,000		20,000	19,830
190	VEHICLE RESERVE FUND	67,352	1,425,000		566,100	926,252	963,707	220,000	1,603,707	506,252
199	POLICE RETIREMENT	89,871	1,500		12,500	78,871	1,800		12,500	68,171
200	DEBT SERVICE	1,209,910	1,593,200	893,400	2,591,800	1,104,710	1,169,300	701,318	2,355,650	619,678
301	GEN FUND CAPITAL PROJECTS	406,192	3,421,000	470,000	2,333,933	1,963,259	442,000	289,900	2,252,000	443,159
321	STREET CAPITAL PROJECTS	126,164	468,933		468,933	126,164	421,067		491,067	56,164
344	COMMUNITY ATHLETIC FACILITY	2,601	5,000		5,000	2,601	5,000		5,000	2,601
353	COMMUNITY RE-DEVELOPMENT	(52,195)	75,000		75,000	(52,195)	75,000		75,000	(52,195)
650	STORMWATER UTILITY	502,133	200,000		183,600	518,533	205,000		197,900	525,633
670	RECYCLING	90,333	217,200		218,500	89,033	215,500		211,680	92,853
820	HEALTH INSURANCE	690,402	1,623,700		1,595,000	719,102	2,016,291		1,868,060	867,333
830	HRA	243,539	107,600		100,000	251,139	108,000		91,000	268,139
840	FLEX/SHORT TERM DISABILITY	204,708	53,200		55,500	202,408	53,100		51,600	203,908
850	LIABILITY INSURANCE RESERVE	27,796	20,000		20,000	27,796	7,400		12,400	22,796
		6,826,629	12,805,733	3,208,400	11,880,267	10,960,496	8,771,587	3,288,363	12,940,761	10,079,684
						-				-
610	SEWER O & M	589,695	1,653,600		1,655,600	587,695	1,681,169		1,681,169	587,695
710	SEWER CAPITAL PROJECTS	414,560	3,124,100		2,920,400	618,260	3,157,535		2,987,869	787,925
771	SEWER RESERVE	114,239				114,239				114,239
781	SEWER PLANT IMP	367,572	25,000		25,000	367,572	25,000		25,000	367,572
791	SEWER REVENUE BONDS	301,863	699,000		699,000	301,863	680,500		680,500	301,863
	SUB-TOTAL SEWER	1,787,929	5,501,700	-	5,300,000	1,989,629	5,544,204	-	5,374,539	2,159,294
										-
	SUBTOTAL (THIS PAGE)	**8,614,558**	**18,307,433**	**3,208,400**	**17,180,267**	**12,950,125**	**14,315,791**	**3,288,363**	**18,315,300**	**12,238,978**
	GRAND TOTAL	**12,505,387**	**23,311,333**	**8,061,700**	**27,089,667**	**16,788,754**	**19,119,357**	**8,435,241**	**28,442,124**	**15,901,227**

CITY OF INDIANOLA EST. 1849

Statewide Total Tax Rate Survey

FISCAL YEAR

2017-18

BUDGET DOCUMENT

STATEWIDE CITY TAX RATE SURVEY 2016/17
(Population 6,500 + Grimes, Polk City, Adel and Bondurant)

City	Population	Taxable Valuation	Gen. Fund	Debt Service	Tax Rate	Rank
POLK CITY	3,418	187,695,962	7.90000		7.90000	1
URBANDALE	39,463	2,629,574,805	7.17000	2.18000	9.92000	2
ALTOONA	14,541	595,368,910	*8.10000	0.39142	9.94369	3
CLEAR LAKE	7,777	477,106,239	7.88073	0.53304	10.04870	4
CLIVE	15,447	1,246,855,308	7.07172	1.48295	10.14499	5
PELLA	10,352	466,398,334	*8.10000		10.20000	6
AMES	58,965	2,603,065,698	5.60071	3.41087	10.37327	7
NORTH LIBERTY	13,374	757,979,781	*8.10000	1.12753	11.03264	8
DUBUQUE	57,637	2,358,056,508	*8.10000	0.11400	11.16739	9
CEDAR FALLS	39,260	1,574,489,248	*8.10000	0.57527	11.21967	10
JOHNSTON	17,278	1,205,068,053	7.73983	3.66017	11.40000	11
CARROLL	10,103	473,025,129	*8.10000	1.28762	11.57672	12
PLEASANT HILL	8,785	465,589,247	*8.10000	1.37572	11.65000	13
ANKENY	45,582	2,667,877,529	6.79000	4.25000	11.75000	14
SPENCER	11,233	460,899,195	*8.10000	1.08545	11.99170	15
WEST DES MOINES	56,609	4,324,075,301	*8.10000	1.95000	12.00000	16
MOUNT PLEASANT	8,668	273,164,970	8.09998	3.15464	12.18072	17
BETTENDORF	33,217	2,101,207,268	5.07449	5.00000	12.55000	18
INDIANOLA	14,782	481,746,187	*8.10000	1.65013	12.70023	19
GRIMES	8,246	566,992,253	*8.10000	2.30338	12.91473	20
LE MARS	9,826	353,188,229	*8.10000	1.03644	13.49999	21
WAUKEE	13,790	704,992,568	*8.10000	3.32000	13.50000	22
CORALVILLE	18,907	923,017,916	*8.10000	2.12539	13.52779	23
CRESTON	7,834	206,491,304	*8.10000		13.69612	24
MASON CITY	28,079	1,032,560,178	*8.10000	2.74350	13.71268	25
MARION	34,768	1,393,433,278	*8.10000	2.13362	13.82108	26
BONDURANT	3,860	154,087,155	*8.10000	3.27695	13.88621	27
OSKALOOSA	11,463	327,548,798	*8.10000	2.25257	13.98707	28
WAVERLY	9,874	384,809,730	*8.10000	2.40560	14.02702	29
DECORAH	8,127	317,209,118	*8.10000	2.03158	14.09419	30
ADEL	3,682	115,478,273	*8.10000	2.29792	14.34877	31
GRINNELL	9,218	251,269,304	*8.10000	1.43113	14.42076	32
STORM LAKE	10,600	295,259,870	*8.10000	1.60803	14.58995	33
NEVADA	6,798	187,573,462	*8.10000	1.84568	14.61800	34
CEDAR RAPIDS	126,326	6,012,512,982	*8.10000	2.68605	15.21621	35
MARSHALLTOWN	27,552	783,206,162	*8.10000	3.63269	15.28158	36
BOONE	12,661	351,052,696	*8.10000	0.97130	15.62578	37
MUSCATINE	22,886	826,763,643	*8.10000	2.78470	15.67209	38
NORWALK	8,945	338,046,136	*8.10000	4.10313	15.69499	39
CHARLES CITY	7,652	237,030,233	*8.10000	1.42505	15.78563	40
WASHINGTON	7,266	218,503,491	*8.10000	3.94471	15.82079	41
CLINTON	26,885	951,478,815	*8.10000	2.60002	15.88101	42
FORT MADISON	11,051	268,998,742	*8.10000	1.77472	15.91050	43
BURLINGTON	25,663	682,266,063	*8.10000	3.79790	15.93632	44
KEOKUK	10,780	319,711,676	*8.10000	1.44347	16.00803	45
SIOUX CITY	82,684	2,495,210,550	*8.10000	3.58873	16.06708	46
FAIRFIELD	9,464	343,624,274	*8.10000	4.17408	16.14983	47
ESTHERVILLE	6,360	151,088,396	*8.10000	2.18169	16.50000	48
IOWA CITY	67,862	3,347,028,340	*8.10000	3.82846	16.58305	49
WEBSTER CITY	8,070	208,600,452	*8.10000	2.31957	16.62843	50
ATLANTIC	7,112	215,956,545	*8.10000	4.03386	16.72957	51
DAVENPORT	99,685	4,022,766,219	*8.10000	2.15000	16.78000	52
KNOXVILLE	7,313	192,715,658	*8.10000	3.70805	16.81075	53
DES MOINES	203,433	6,840,954,151	*8.10000	4.01000	16.92000	54
NEWTON	15,254	430,884,204	*8.10000	2.30968	17.15000	55
WATERLOO	68,406	2,253,084,844	*8.10000	3.16104	17.60522	56
COUNCIL BLUFFS	62,230	2,547,695,493	*8.10000	2.20716	17.75000	57
PERRY	7,702	149,048,916	*8.10000	2.85514	17.89144	58
OELWEIN	6,415	131,025,560	*8.10000	1.88017	18.12362	59
DENISON	8,298	187,291,392	*8.10000	4.21208	18.60482	60
FORT DODGE	25,206	662,434,271	*8.10000	4.47022	20.42200	61
OTTUMWA	25,023	628,367,444	*8.10000	3.43886	20.72679	62

CITY OF INDIANOLA EST. 1849

Fee Schedule

FISCAL YEAR
2017-18

BUDGET DOCUMENT

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
City Clerk	Cigarette Permit	$75.00	Per Year	
City Clerk	Refuse Hauling Permit	$150.00	Per Packer	
City Clerk	Refuse Hauling Permit	$100.00	Units Other than Packer	
City Clerk	Bike Night Fee	$750.00	Per Event to Lease Squre (April-September)	
City Clerk	Bike Night Fee	$80.00	Per Event to Sweep the Square	
City Clerk	Solicitors	$100.00	Per Year	
City Clerk	Peddlers or Transient Merchant	$50.00	For one day	
City Clerk	Peddlers or Transient Merchant	$100.00	For one week	
City Clerk	Peddlers or Transient Merchant	$200.00	For up to six (6) months	
City Clerk	Peddlers or Transient Merchant	$300.00	For one year or any major part thereof	
City Clerk	Ice Cream Vendors	$20.00	One Day	
City Clerk	Ice Cream Vendors	$30.00	One Week	
City Clerk	Ice Cream Vendors	$50.00	One Month	
City Clerk	Ice Cream Vendors	$100.00	One Month to six months	
City Clerk	Deck Fees	$0.50	Per square foot	
City Clerk	Brush Facility	$5.00 Bundle; $15 pickup; $20 trailer; $30 small truck; $45 large truck	Anything that is 1/2" or more in diameter. Items may be loose or in paper bags only	
City Clerk	Brush Facility	$15.00 monitors/televisions $30 console/projection	Per item	
City Clerk	Miscellaneous Fees	$30 return check fee, returned online check, debit/credit card	Per item	
Community Dev.	Electrical Permit Fee	$80.00	Basic Overhead Fee with New Service Connection	Additional Fees based on # of meters, circuits, openings, fixed appliances, motors, etc.
Community Dev.	Electrical Permit Fee	$120.00	Basic Underground Fee with New Service Connection	
Community Dev.	Mechanical Permit Fee	$25.00	Basic Fee	Additional Fees based on installation, relocation or replacement of furnances, appliances, cooling units, boiler, air handling unit, ventilation fan, and gas piping
Community Dev.	Plumbing Permit Fee	$25.00	Basic Fee	Additional Fees based on each plumbing fixture.
Community Dev.	Administration Fees - Nuisance Compliance	$20.00-$50.00		
Community Dev.	Banner Application	$25.00	Additional $2.00 per banner	
Community Dev.	Board of Adjustment Hearing	$100.00		
Community Dev.	Driveway Permit	$20.00		
Community Dev.	Final Plat Review	$100.00	Additional $10.00 for each lot in excess of 10	
Community Dev.	Planting in Parking Permit	$5.00		
Community Dev.	Plat of Survey	$25.00		
Community Dev.	Preliminary Plat Review	$150.00	Additional $10.00 for each lot in excess of 10	
Community Dev.	Property Pin Locate Fee	$50.00		
Community Dev.	Rezoning Request	$200.00		
Community Dev.	Sewer Permit	$20.00		
Community Dev.	Sign Permit (24 sq. ft. or less)	$25.00		
Community Dev.	Sign Permit (25-100 sq. ft.)	$50.00		
Community Dev.	Sign Permit (100+ sq. ft.)	$75.00	Additional $0.20 per sq. ft. over 100	
Community Dev.	Sign Permit - Temporary Sign	$25.00-$30.00		
Community Dev.	Sign Fee Exemption Request	$30.00		
Community Dev.	Sign Code Appeal Procedure	$30.00		
Community Dev.	Site Plan Review (one acre or less)	$50.00		
Community Dev.	Site Plan Review (more than one acre)	$100.00		
Community Dev.	Water Inspection	$40.00		
Community Dev.	Water Permit	$15.00		
Community Dev.	Alley Closing Fee	$200.00-$400.00	Per 1/2 block	
Community Dev.	Complaint Abatement Fee Receipts	Contractor Fee		
Community Dev.	Street Bond Permit	$10.00	Per square foot	
Community Dev.	Electric Service Fees	$60.00	Overhead	
Community Dev.	Electric Service Fees	$100.00	Underground	
Community Dev.	Electric Service Fees	$35.00	Temporary Construction	
Community Dev.	Electric Meter	$100.00		
Community Dev.	Water Connection	$150.00		

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
Community Dev.	Meter Connection	$50.00	Additional $270.00 - 5/8 meter and $360.00 - 3/4 meter	
Community Dev.	Construction Water	$35.00		
Community Dev.	Sewer Inspection	$100.00-$200.00		
Community Dev.	Sewer Tap Fee	TBD	Dependent upon sewer connection fee	
Community Dev.	Building Permit Fees	$30.00		Total valuation of $1.00 - $500.00
Community Dev.	Building Permit Fees	$30.00	for the 1st $500.00 plus $1.75 for each additional $100.00 or fraction thereof, to and including $2000.00	Total valuation of $501.00 - $2,000.00
Community Dev.	Building Permit Fees	$50.00	for the 1st $2,000.00 plus $9.00 for each additional $1,000.00 or fraction thereof to and including $25,000.00	Total valuation of $2,001.00 - $25,000.00
Community Dev.	Building Permit Fees	$276.00	for the 1st $25,000.00 plus $8.00 for each additional $1,000.00 or fraction thereof, to and including $50,000.00	Total valuation of $25,001.00 - $50,000.00
Community Dev.	Building Permit Fees	$457.00	for the 1st $50,000.00 plus $6.25 for each additional $1,000.00 or fraction thereof, to and including $100,000.00	Total valuation of $50,001.00 - $100,000.00
Community Dev.	Building Permit Fees	$738.00	for the 1st $100,000.00 plus $5.25 for each additional $1,000.00 or fraction thereof, to and including $500,000.00	Total valuation of $100,001.00 - $500,000.00
Community Dev.	Building Permit Fees	$2,703.00	for the 1st $500,000.00 plus $4.00 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00	Total valuation of $500,001.00 - $1,000,000.00
Community Dev.	Building Permit Fees	$4,546.00	for the 1st $1,000,000.00 plus $3.00 for each additional $1,000.00 or fraction thereof	Total valuation of $1,000,001.00 and up
Community Dev.	Inspections outside of normal business hours (minimus charge, two hours)	$20.00	Per hour	
Community Dev.	Re-inspection fees assessed under provisions of Section 305(g)	$20.00	Per hour	
Community Dev.	Inspections for which no fee is specifically indicated (minimum charge, one-half hour)	$20.00	Per hour	
Community Dev.	Additional plan review required by changes, additions or revisions to approved plans (minimum charge, one-half hour)	$20.00	Per hour	
Community Dev.	Temporary Sign Permit	$25.00	For the first 10 day period, $5.00 additional for 10 additional days (must be consecutive)	
Community Dev.	Temporary Sign Permit	$25.00	For a 3 day period	
Police Department	Report Fee	$5.00	Per copy	
Police Department	Trip Sheets	$0.50	Per page	
Police Department	Color Photos	$5.00	Per sheet	
Police Department	Color Photos on Compact Disc	$20.00	Per disc	
Police Department	Videos & Recordings on CD	$20.00	Per disc	
Fire Department	EMS Billing Fee	$35.00/Report	(Billings for other agencies)	
Fire Department	Transport Fee	$575.00	BLS Care	
Fire Department	Transport Fee	$682.00	ALS Care	
Fire Department	Transport Fee	$988.00	ALS 2 Care	
Fire Department	Treatment Fee	$200.00	Does not include transport (treatment only)	
Fire Department	Treatment Fee	$200.00	ALS Tier	
Fire Department	Loaded Mileage Transport Fee	$12.00	Per loaded mile	
Fire Department	Burn Permit	$35.00		
Fire Department	Construction Permit for Fire Alarm	$35.00		
Fire Department	Construction Permit for Fire Pump	$35.00		
Fire Department	Above Ground Installation of Flammable Liquids/Flammable Gas Tanks	$50.00		
Fire Department	Firefighter/Paramedic	32.71/hour	Special Events	
Fire Department	Firefighter/EMT	28.26/hour	Special Events	
Fire Department	Firefighter/Paramedic/Full Time	$38.21-$51.61/hour	Special Events	
Fire Department	Fire Works Display/Pyotechnics Special Effects Permit	150/event		
Library	Lost or Damaged Materials	$1.00	Missing barcode	
Library	Lost or Damaged Materials	$2.50-$9.00	Missing/Damaged cases for audio or audiobooks	
Library	Lost or Damaged Materials	$1.50-$3.00	DVD & music CD's	
Library	Lost or Damaged Materials	$3.00	Lost inserts	
Library	Lost or Damaged Materials	TBD	Check with Library Director	
Library	Lost or Damaged Materials	$2.00	Lost library card	
Library	Lost or Damaged Materials	$2.00	Torn page	

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
Library	Photocopies	$0.15	Per page	
Library	Computer Printouts	$0.15	Per page	
Library	Processing Fee	$7.50		
Library	Fines	$0.15	Per day for printed materials - max of $7.50	
Library	Fines	$0.50	Per day for DVD's - max of $7.50	
Library	Meeting room reservation	$25.00	For 4 hours, $5.00/hour thereafter	
Library	Used Books	$2.00	Hardcover	
Library	Used Books	$1.00	Paperback	
Memorial Pool	Daily Pool Admission (half off after 5pm)	$5.00	All ages	
Memorial Pool	Tot Splash Time	$2.00	Per person	
Memorial Pool	Adult Lap Swim	$2.00	Per person or free w/season pass	
Memorial Pool	Open Nigh Swim	$2.00	Per person or free w/season pass	
Memorial Pool	Doggie Dive	$8.00	For residents	Non-resident - $10.00
Memorial Pool	Mighty Minnows Swim Lessons (Ages 9 months - 5 years)	$21.50	Per resident	Non-resident - $26.50
Memorial Pool	Red Cross Swim Lessons (Ages 5+)	$35.00	Per resident	Non-resident - $40.00
Memorial Pool	Punch Card Passes	$40.00	Per resident - 10 swims	Non-resident - 10 swims - $50.00
Memorial Pool	Punch Card Passes	$80.00	Per resident - 20 swims	Non-resident - 20 swims - $100.00
Memorial Pool	Season Pool Passes	$76.00	1 person - Indianola resident (20% discount for early bird - April 4-29)	$88.00 - 1 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$134	2 person - Indianola resident (20% discount for early bird - April 4-29)	$154 - 2 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$144	3 person - Indianola resident (20% discount for early bird - April 4-29)	$166 - 3 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$154	4 person - Indianola resident (20% discount for early bird - April 4-29)	$178 - 4 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$164	5 person - Indianola resident (20% discount for early bird - April 4-29)	$190 - 5 person - non-resident (20% discount for early bird - April 4-29)
Memorial Pool	Season Pool Passes	$10.00	Each additional resident	$12.00 each additional non-resident
Memorial Pool	Pool Party Rental	$325.00	Entire pool	
Memorial Pool	Pool Party Rental	$240.00	Large pool only	
Memorial Pool	Pool Party Rental	$150.00	Shallow pool only	
Memorial Pool	Mermaid, Princess & Superhero Pool Party	$15.00	Includes 1 child & 1 adult	
Memorial Pool	Red Cross Basic Lifeguarding	$150.00	Non-resident-$172.50	
Parks & Recreation	Special Needs Dances	$3.00		
Parks & Recreation	Daddy Daughter Date Night	$10.00	Non-resident - $12.50	
Parks & Recreation	Indoor Playdates	$1.00		
Parks & Recreation	Flashlight Easter Egg Hunt	$6.00	Non-resident - $7.50	
Parks & Recreation	Mad Science Workshops	$29.00	Non-resident - $34.00	
Parks & Recreation	Mad Science Camps	$79.00-$139.00	Non-resident - $84.00-$144.00	
Parks & Recreation	Bricks 4 Kidz Workshops	$18.00	Non-resident - $22.50	
Parks & Recreation	Bricks 4 Kidz Academy	$119.00	Non-resident - $124.00	
Parks & Recreation	Lego Robotics Lab	$36.00-$40.00	Non-resident - $41.00-$45.00	
Parks & Recreation	Nature Explorers	$35.00	Non-resident - $40.00	
Parks & Recreation	Horseback Rides	$26.50	Non-resident - $31.50	
Parks & Recreation	Junior Police Academy	$23.00	Non-resident - $28.00	
Parks & Recreation	Junior Fire Academy	$17.50	Non-resident - $22.00	
Parks & Recreation	Go! For Launch Rocket Camp	$99.00	Non-resident - $104.00	
Parks & Recreation	Magicamp	$30.00	Non-resident - $35.00	
Parks & Recreation	Rounded Minds Art	$70.00	Non-resident - $75.00	
Parks & Recreation	Rounded Minds Soccer	$40.00-$65.00	Non-resident - $45.00-$70.00	
Parks & Recreation	Kids Cooking	$15.00	Non-resident - $18.75	
Parks & Recreation	Babysitting Clinic	$26.00	Non-resident - $31.00	
Parks & Recreation	Adult Dance Classes	$44.00	Non-resident - $49.00	
Parks & Recreation	Car Care Clinic	$10.00	Non-resident - $12.50	
Parks & Recreation	iPad Workshops	$10.00	Non-resident - $12.50	
Parks & Recreation	Adult Painting Workshop	$20.00-$30.00	Non-resident - $25.00-$35.00	
Parks & Recreation	Beginning Vegetable Gardening	$9.00	Non-resident - $11.25	
Parks & Recreation	Starting Plants from Seeds	$5.00	Non-resident - $6.25	
Parks & Recreation	Composting 101	$5.00	Non-resident - $6.25	
Parks & Recreation	Think Spring Garden Seminar	$45.00		
Parks & Recreation	Garden Art	$20.00-$40.00		
Parks & Recreation	Senior Trips	$8.00-$25.00	Non-resident - $10.00-$30.00	
Parks & Recreation	Youth Softball Leagues	$52.00-$73.00	Non-resident - $57.00-$78.00	
Parks & Recreation	Adult Slowpitch Leagues	$400-$470/team		
Parks & Recreation	T-Ball Instruction	$22.00	Non-resident - $27.00	

City of Indianola Fee Schedule

Department	Fee Description	Cost	Cost Description	Additional Fees Description
Parks & Recreation	T-Ball League	$33.00	Non-resident - $38.00	
Parks & Recreation	British Soccer Camp	$135.00		
Parks & Recreation	Youth Soccer Leagues	$54.00-$65.00	Non-resident - $59.00-$70.00	
Parks & Recreation	Youth Tennis Lessons	$29.00	Non-resident - $34.00	
Parks & Recreation	Youth Volleyball League	$48.00	Non-resident - $53.00	
Parks & Recreation	Pee Wee Nerf Football	$23.00	Non-resident - $28.00	
Parks & Recreation	Youth Flag Football League	$44.00	Non-resident - $49.00	
Parks & Recreation	Youth Basketball League	$52.00	Non-resident - $57.00	
Parks & Recreation	Adult Basketball League	$165.00/team		
Parks & Recreation	Chicometrics	$36.00	Non-resident - $41.00	
Parks & Recreation	Tae Kwon Do	$37.00-$44.00	Non-resident - $42.00-$49.00	
Parks & Recreation	Little Dragons Tae Kwon Do	$25.00	Non-resident - $30.00	
Parks & Recreation	Buxton Room Rental - Weekend/Holiday	$200.00/day		
Parks & Recreation	Buxton Room Rental - Weekday	$30.00/hr		
Parks & Recreation	Conf & Arts/Craft Room - Non-Profits	$5.50/hr	Non-resident - $9.00/hr	
Parks & Recreation	Park Shelters	$5.00/hr	Non-resident - $6.00/hr	
Parks & Recreation	Pickard Camping	$12.00/day		
Parks & Recreation	Buxton Gazebo	$35.00/day		
Parks & Recreation	Amphitheater - General Public	$65.00-$100.00	Non-resident - $95.00-$130.00	
Parks & Recreation	Amphitheater - Church/Non-Profits	$50.00-$85.00	Non-resident - $70.00-$105.00	
Parks & Recreation	Softball Field Practice	$10.00/75 minutes		
Parks & Recreation	Adult Softball Field	$75.00/day		
Parks & Recreation	Youth Softball Field	$60.00/day		
Parks & Recreation	Dog Park Pass	$25.00/year		
Parks & Recreation	Recreation Equipment	$0.50-$10.00/day		
Parks & Recreation	Cross Country Course	$100.00/day		
Sewer	Wastewater Sample	$35.00/day		
Sewer	Normal Cleaning of Sewer Lines	$1.25/foot		
Sewer	Televise Lines with DVD Report	$1.25/foot		
Sewer	Jet/Vac Lines with 2 Laborers	$225.00/hour	Minimum 1 hour per call	
Sewer	Jet/Vac Lines with 2 Laborers Overtime	$260.00/hour	Minimum 1 hour per call	
Sewer	Camera Van	$195.00/hour	Minimum 1 hour per call	
Sewer	Camera Van Overtime	$230.00/hour	Minimum 1 hour per call	
Sewer	Service Truck	$175.00/hour	Minimum 1 hour per call	
Sewer	Labor	$40.00/hour	Minimum 1 hour per call	
Sewer	Labor Overtime	$60.00/hour	Minimum 1 hour per call	
Sewer	Time of Sale Inspection Fee	$50.00		
Sewer	Time of Sale Re-inspection Fee	$25.00		
Sewer	Administration Fee	5%	A one time late payment penalty of 5% of the amount due shall be added to each delinquent bill	

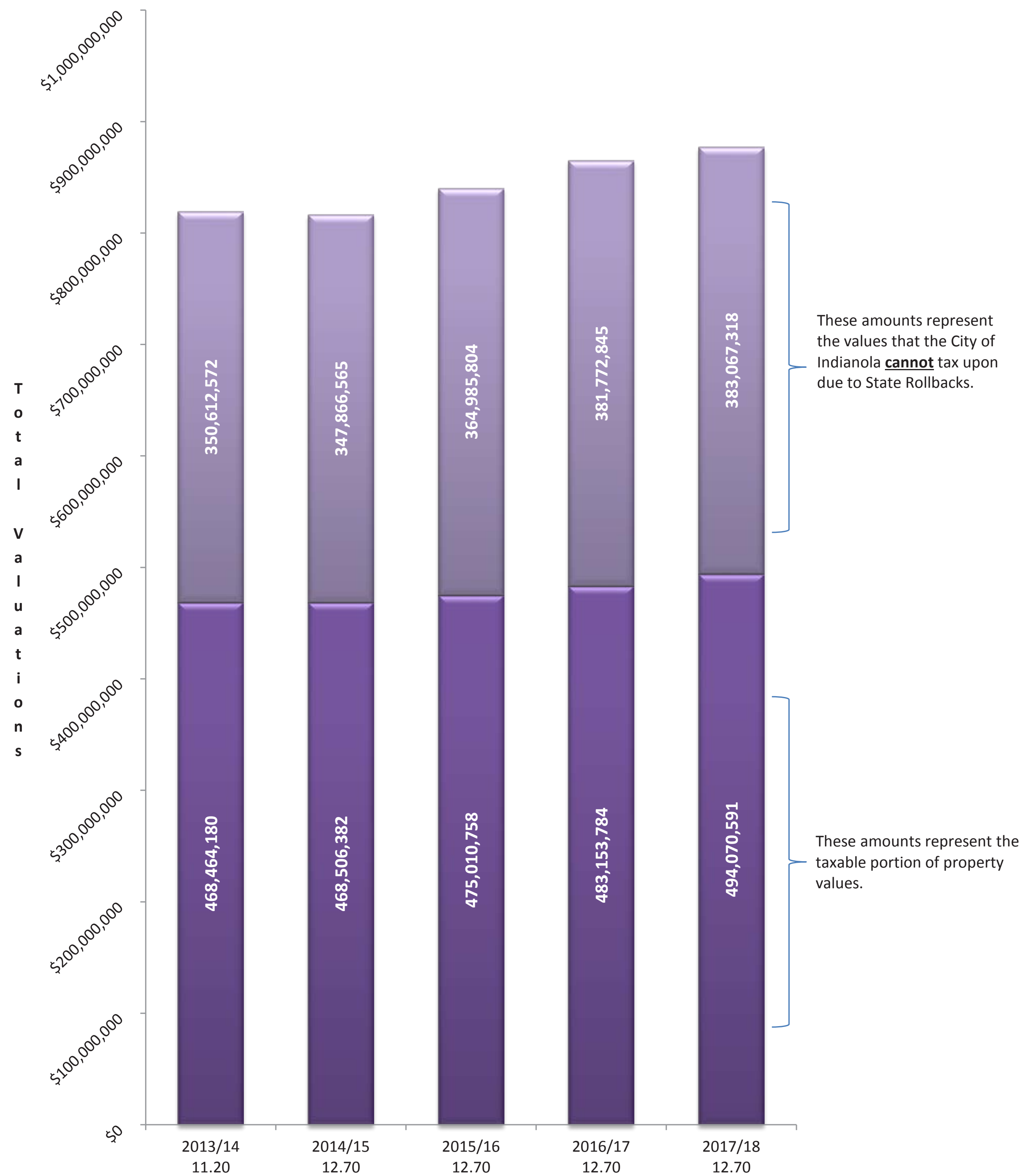
CITY OF
INDIANOLA
EST. 1849

Taxable Valuations

FISCAL YEAR
2017-18

BUDGET
DOCUMENT

Taxable Valuations



CITY OF
INDIANOLA
EST. 1849

Tax Rate Comparisons

FISCAL YEAR
2017-18
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$14
$12
$10
$8
$6
$4
$2
$0
Levy Rate
1.95
9.25
2.00
10.70
1.75
10.95
1.65
11.05
1.25
11.45
2013/14
11.20
2014/15
12.70
2015/16
12.70
2016/17
12.70
2017/18
12.70

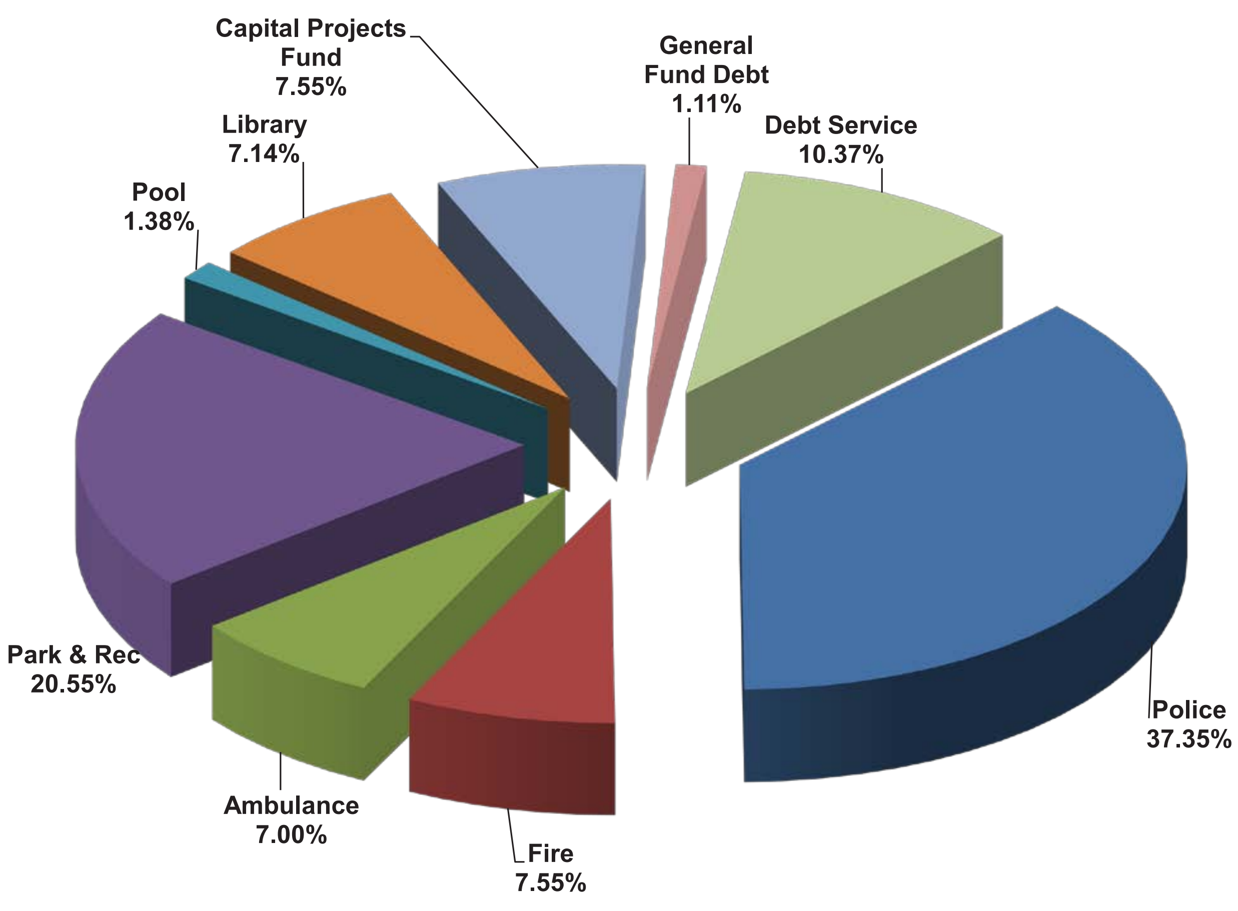
CITY OF
INDIANOLA
EST. 1849

General Fund & Debt Service Tax Distribution

FISCAL YEAR
2017-18

BUDGET DOCUMENT

FY 2017/18 General Fund & Debt Service Revenue Tax Distribution (Non-Enterprise Funds)

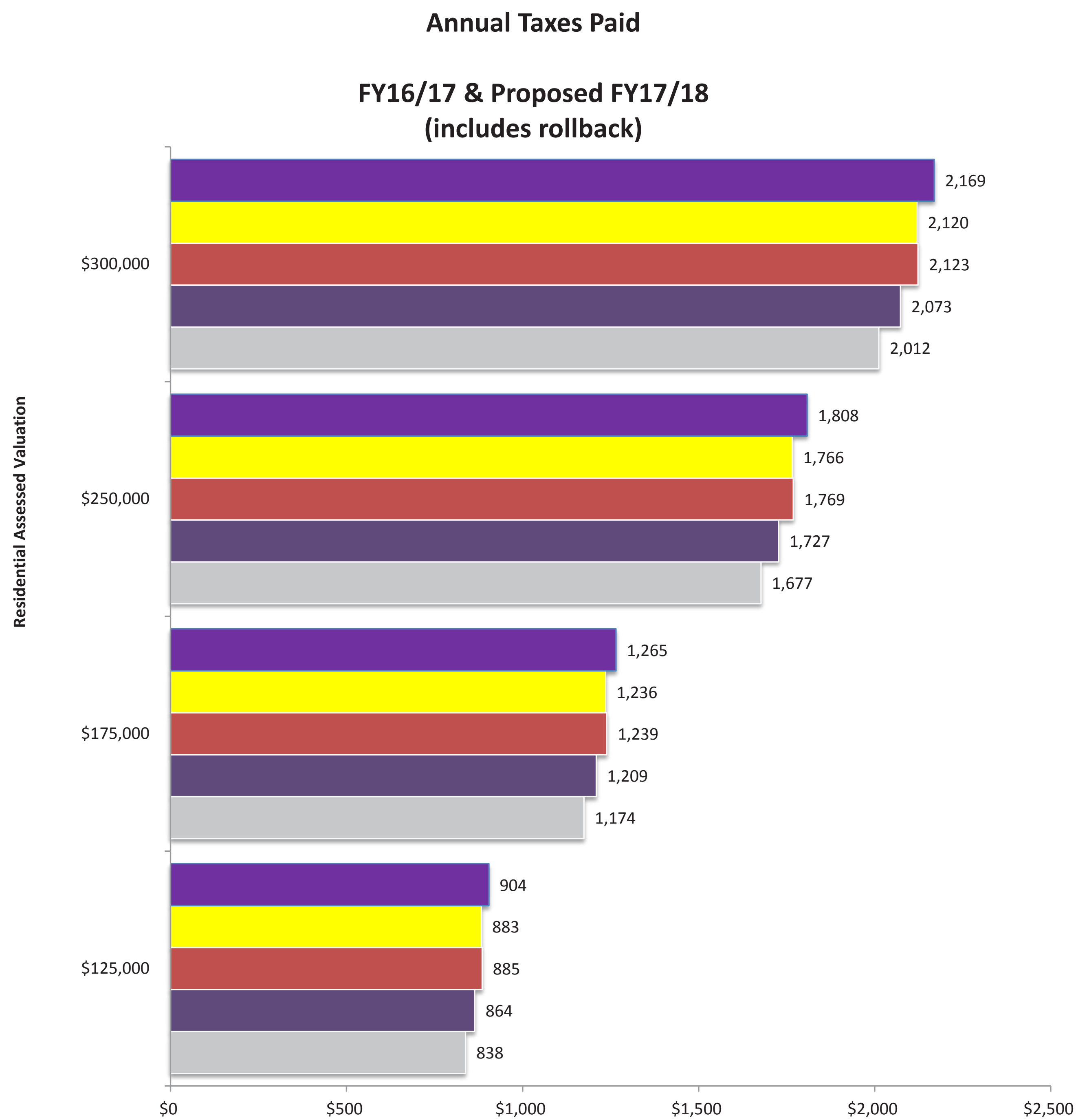


CITY OF
INDIANOLA
EST. 1849

Five Year Residential Annual Taxes Paid

FISCAL YEAR
2017-18

BUDGET DOCUMENT


Annual Taxes Paid
FY16/17 & Proposed FY17/18
(includes rollback)
Residential Assessed Valuation
$300,000
2,169
2,120
2,123
2,073
2,012
$250,000
1,808
1,766
1,769
1,727
1,677
$175,000
1,265
1,236
1,239
1,209
1,174
$125,000
904
883
885
864
838
$0
$500
$1,000
$1,500
$2,000
$2,500

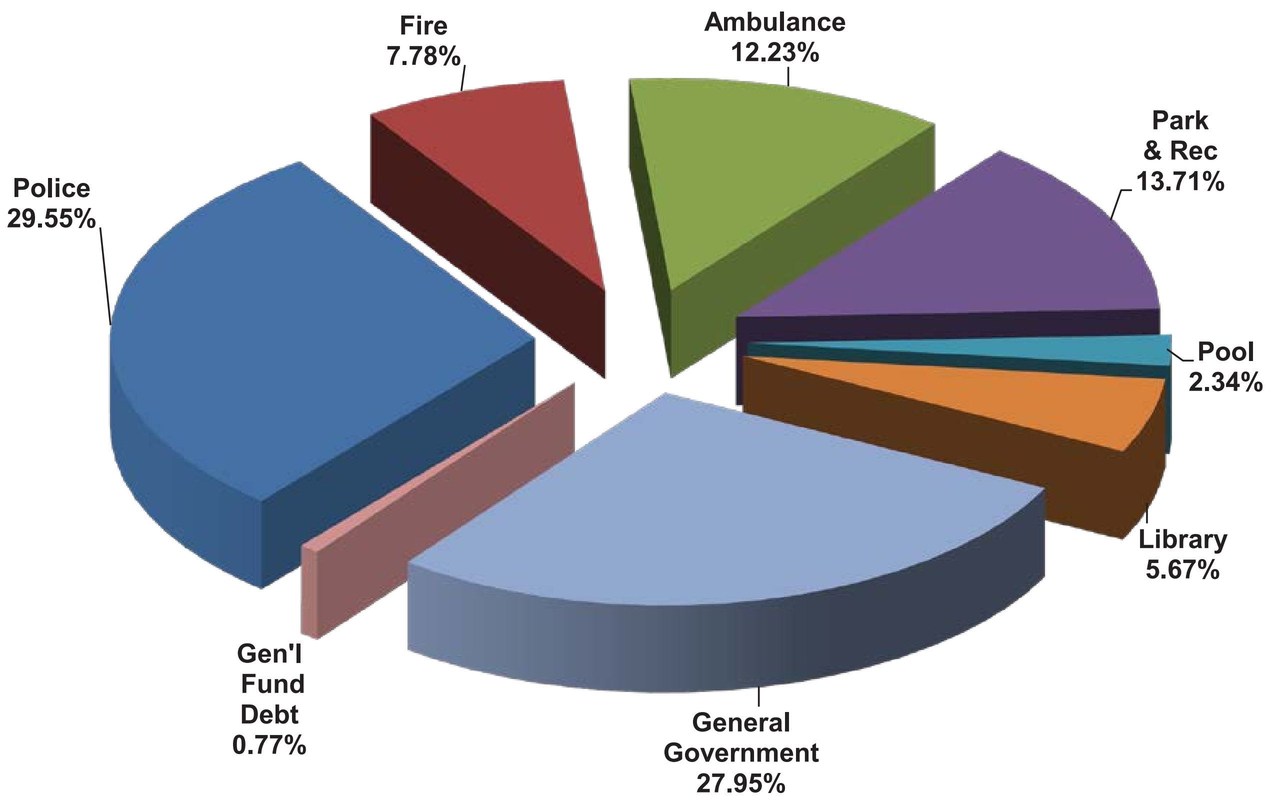
CITY OF
INDIANOLA
EST. 1849

General Fund Department Expenditure Budgets

FISCAL YEAR
2017-18

BUDGET DOCUMENT

FY 2017/18 General Fund
Department Expenditure Budgets



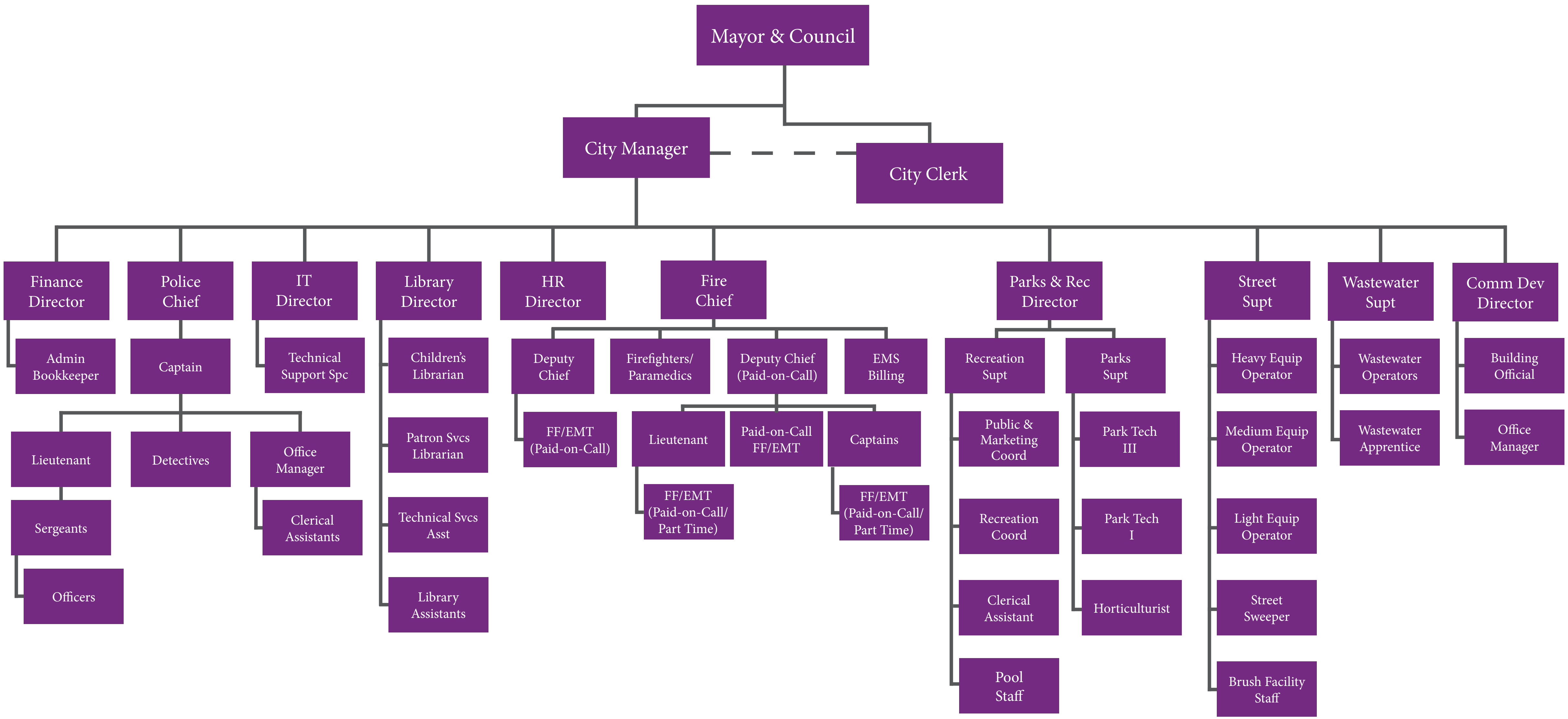
CITY OF INDIANOLA EST. 1849

City Organizational Chart

FISCAL YEAR

2017-18

BUDGET DOCUMENT


Mayor & Council
City Manager
City Clerk
Finance Director
Police Chief
IT Director
Library Director
HR Director
Fire Chief
Parks & Rec Director
Street Supt
Wastewater Supt
Comm Dev Director
Admin Bookkeeper
Captain
Lieutenant
Detectives
Office Manager
Sergeants
Clerical Assistants
Officers
Technical Support Spc
Children's Librarian
Patron Svcs Librarian
Technical Svcs Asst
Library Assistants
Deputy Chief
Firefighters/ Paramedics
Deputy Chief (Paid-on-Call)
EMS Billing
FF/EMT (Paid-on-Call)
Lieutenant
Paid-on-Call FF/EMT
Captains
FF/EMT (Paid-on-Call/ Part Time)
FF/EMT (Paid-on-Call/ Part Time)
Recreation Supt
Parks Supt
Public & Marketing Coord
Recreation Coord
Clerical Assistant
Pool Staff
Park Tech III
Park Tech I
Horticulturist
Heavy Equip Operator
Medium Equip Operator
Light Equip Operator
Street Sweeper
Brush Facility Staff
Wastewater Operators
Wastewater Apprentice
Building Official
Office Manager

CITY OF INDIANOLA EST. 1849

Employee Salaries

FISCAL YEAR

2017-18

BUDGET DOCUMENT

City of Indianola 2016-17 Employee Salaries

Position	Base Salary Minimum	Base Salary Maximum	
Full-Time			
Accountant	47,405	62,270	
Accounts Payable	37,462	45,536	per CBA
Accounts Receivable	37,462	45,536	per CBA
Childrens Services Librarian	38,609	49,843	
City Clerk	61,920	83,106	
City Manager	110,000	150,000	per contract
Community Dev. Office Manager	38,609	49,843	
Deputy Chief of Training	63,538	73,292	
Director of Community Development	74,403	95,742	
Director of Finance & Admin.	94,937	110,059	
Director of Human Resources	61,920	83,106	
Director of Information Technology	68,027	87,602	
EMS Billing Clerk	29,159	37,846	
Fire Chief	94,937	110,059	
Firefighter/Paramedic	47,943	60,920	per CBA
Heavy Equipment Operator	50,723	55,922	per CBA
Horticulturist	45,670	50,351	per CBA
Inspector	52,642	67,794	
IT Technical Services Assistant	38,609	49,843	
Library Director	68,027	87,602	
Library Technical Services Asst.	31,798	41,235	
Library Teen/Adult Services	38,609	49,843	
Light Equipment Operator	41,374	45,617	per CBA
Medium Equipment Operator	45,670	50,351	per CBA
Park Technician I	41,374	45,617	per CBA
Park Technician III	45,670	50,351	per CBA
Parks & Recreation Director	73,570	83,106	
Parks Superintendent	47,405	62,270	
Police Captain	78,523	91,287	
Police Chief	81,499	105,604	
Police Clerical (full-time)	30,806	35,662	per CBA
Police Detective	47,943	60,920	per CBA
Police Lieutenant	74,110	83,715	
Police Office Manager	38,609	49,843	
Police Officer	47,943	60,920	per CBA
Police Sergeant	63,538	73,292	
Recreation Coordinator	37,462	45,536	per CBA
Recreation Public Marketing Coord.	35,630	46,193	
Recreation Superintendent	47,405	62,270	
Street Superintendent	68,027	87,602	
Wastewater Operator - Grade I	47,671	55,022	per CBA
Wastewater Operator - Grade II	52,437	60,538	per CBA
Wastewater Operator - Grade III	55,006	63,511	per CBA
Wastewater Superintendent	74,403	95,742	
Part-Time			
Library Assistants (part-time)	12.046/hr	15.590/hr	
Police Clerical (part-time)	14.015/hr	16.929/hr	per CBA
Recreation Clerical Asst. (part-time)	12.042/hr.	14.626/hr.	per CBA

CITY OF
INDIANOLA
EST. 1849

General Government
Budget

FISCAL YEAR
2017-18

BUDGET
DOCUMENT

General Government

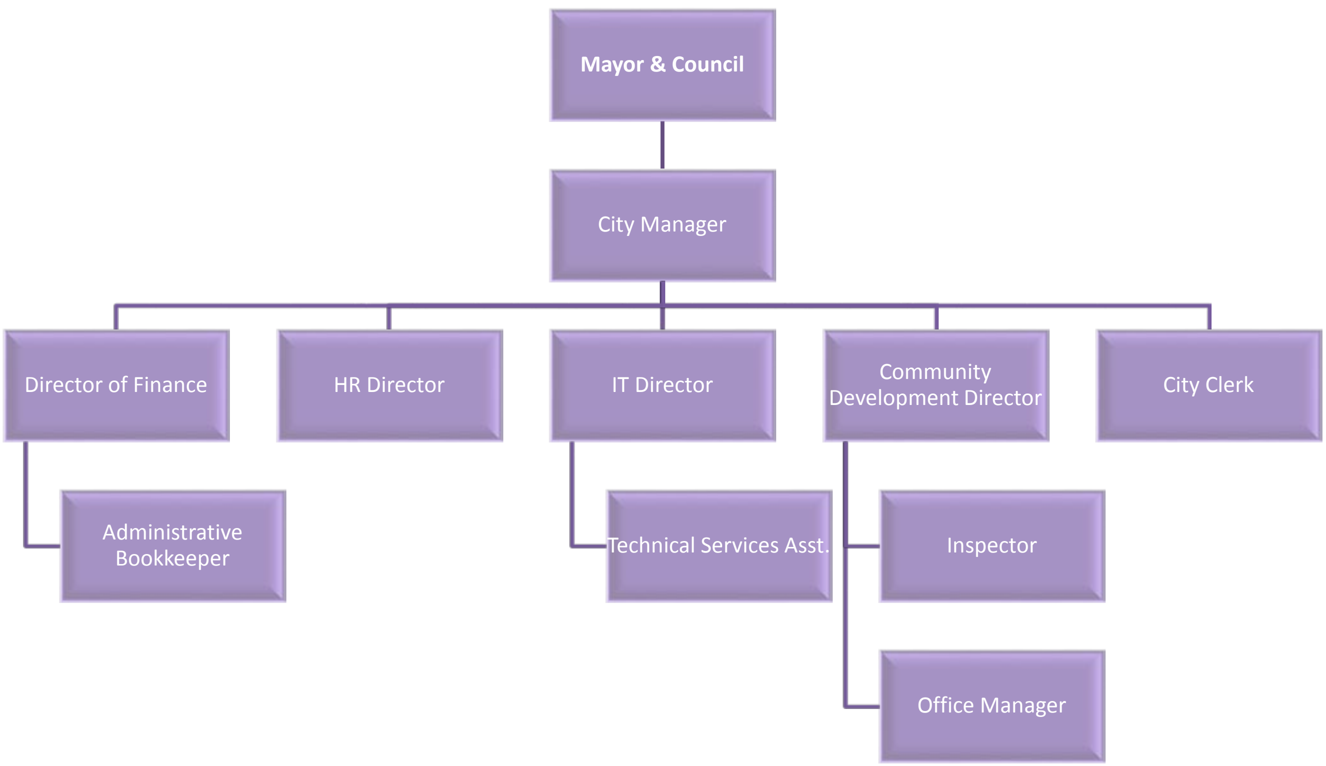
This fund consists of several departments including: Community Development, Mayor & Council, City Manager, City Clerk/Finance, Public Information & Technology, Human Resources and General Government/City Hall. This budget also funds the activities of Economic Development, Brush Facility, Community Betterment and Street Lighting.

General Government consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	10	10		0
Part-Time	0	0		0

General Government

Organizational Chart



General Government Department Highlights

FY 17 Accomplishments

- City/IMU restructure which led to a reduced head count
- Development of capital improvement plan & vehicle/equipment replacement schedule
- Development of financial policy
- Selection of city engineer
- Selection of new health insurance broker
- Implemented exit interview process
- Developed city marketing video

FY 18 Strategic Priorities

- Evaluate renovation options of City Hall/Public Safety
- Replacement schedule for departmental technology needs
- Continue work with health insurance committee
- Continue funding of Home Base Iowa
- Review personnel manual

Community Development Department Highlights

FY 17 Accomplishments

- Presented a property maintenance code assessment to City Council for direction
- Conducted permit reviews/inspections for major community projects including new hotel, Casey's, and senior apartments
- Increased maintenance code enforcement and reconciled 190 complaints (as of December 2016)
- Assisted in the development of the 2017 street replacement project

FY 18 Strategic Priorities

- Budget includes funding for services needed to conduct review of City's abatement program
- Conduct review of property maintenance code

General Government

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Community Development - Dept. 1700						
Expenses						
	Salaries	185,472	193,562	205,300	205,300	209,270
	Benefits	76,238	82,087	91,700	91,700	100,815
	Education/Dues/Memberships	560	1,264	4,800	4,800	3,635
	Repair/Maintenance/Utilities	1,116	1,054	1,600	1,600	760
	Contractual Services	14,587	12,915	14,200	14,200	43,940
	Materials/Supplies/Miscellaneous	3,047	3,706	4,900	4,900	5,675
	Transfer Out	0	0	0	0	7,047
	Capital Outlay	1,079	270	1,700	1,700	0
Total Expenses		**282,099**	**294,858**	**324,200**	**324,200**	**371,143**
Community Development - Dept. 1700						
Revenues						
	Permits	110,633	173,746	132,000	137,300	118,520
	Fees/Fines/Reimbursements	11,555	11,168	8,800	13,300	7,539
	Miscellaneous	1	0	100	100	0
	Transfer In	0	0	0	0	0
	Road Use Tax Fund	58,200	61,000	64,800	64,800	74,229
	Sewer Fund	58,200	61,000	64,800	64,800	74,229
Total Revenues		**238,589**	**306,914**	**270,500**	**280,300**	**274,516**

Community Development conducts all building related inspections; reviews site plans; administers the zoning code; assists with plans/specs for city projects; negotiates/obtains easements; negotiates D&D (Dangerous & Dilapidated) property purchases, and nuisance abatements.

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Street Lighting - Dept. 2300						
Expenses						
	Utilities	156,783	175,995	168,000	168,000	171,831
Total Expenses		**156,783**	**175,995**	**168,000**	**168,000**	**171,831**

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended
Brush Facility - Dept. 2900						
Expenses						
	Salaries	12,144	7,924	13,700	13,700	13,079
	Benefits	2,226	1,440	3,300	2,400	3,399
	Education/Dues/Memberships	245	70	200	200	100
	Repair/Maintenance/Utilities	17,358	16,984	15,000	15,850	0
	Materials/Supplies/Miscellaneous	1,417	730	700	800	16,000
Total Expenses		**33,390**	**27,148**	**32,900**	**32,950**	**32,578**
Brush Facility - Dept. 2900						
Revenues						
	Brush Facility Fees	20,740	15,371	21,000	21,000	16,000
Total Revenues		**20,740**	**15,371**	**21,000**	**21,000**	**16,000**

The brush facility is where residents can take their yard waste for a minimal fee. Revenues are generated by gate fees.

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Community Betterment and Economic Development - Dept. 5100 & 5200						
Expenses						
	Payments to other agencies	105,247	54,479	79,000	79,000	105,300
	City Clean Up	750	0	0	0	0
	Economic Development	29,456	16,085	600,000	600,000	500,000
Total Expenses		**135,453**	**70,564**	**679,000**	**679,000**	**605,300**
Community Betterment and Economic Development - Dept. 5100 & 5200						
Revenues						
	Property Taxes	0	214,101	226,000	226,000	205,440
	Hotel/Motel Tax-5200	37,502	39,574	55,000	55,000	45,000
	TIF Transfer & Loan Reimbursement	0	0	425,000	425,000	300,000
	Hotel/Motel Tax-5100	18,751	19,787	22,000	22,000	20,000
	Bike Night Revenues	3,750	3,750	3,000	3,000	3,750
Total Revenues		**60,003**	**277,212**	**731,000**	**731,000**	**574,190**

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Mayor & Council - Dept. 6100						
Expenses						
	Salaries	16,800	16,800	16,800	16,800	17,300
	Benefits	1,592	1,752	2,700	2,700	2,240
	Education/Dues/Memberships	2,773	529	2,800	2,800	3,000
	Contractual Services	154	0	600	600	300
	Materials/Supplies/Miscellaneous	273	880	700	700	440
	Transfer Out	0	0	0	0	3,670
	Capital Outlay	0	1,334	700	700	0
Total Expenses		**21,592**	**21,295**	**24,300**	**24,300**	**26,950**
Mayor & Council - Dept. 6100						
Revenues						
Total Revenues		**20**	**0**		**0**	**0**

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
City Manager - Dept. 6150						
Expenses						
	Salaries	143,560	103,437	153,900	153,900	152,731
	Benefits	46,369	33,994	53,000	52,100	56,107
	Education/Dues/Memberships	5,456	3,374	2,500	3,400	5,150
	Repair/Maintenance/Utilities	18	474	200	1,300	900
	Contractual Services	84	43	300	300	100
	Materials/Supplies/Miscellaneous	450	7,120	600	600	100
	Transfer Out	0	0	0	0	5,748
Total Expenses		**195,937**	**148,442**	**210,500**	**211,600**	**220,837**
City Manager - Dept. 6150						
Revenues						
	Transfer In	129,000	136,000	140,400	140,400	147,223
Total Revenues		**129,000**	**136,000**	**140,400**	**140,400**	**147,223**

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
City Clerk/Finance Department - Dept. 6200						
Expenses						
	Salaries	324,236	333,871	359,800	326,500	242,818
	Benefits	148,668	159,376	164,900	149,500	115,353
	Education/Dues/Memberships	2,749	3,187	4,300	7,800	4,571
	Repair/Maintenance/Utilities	18,453	11,096	12,000	9,000	2,200
	Contractual Services	37,609	38,368	18,500	24,500	26,141
	Materials/Supplies/Miscellaneous	29,440	40,780	42,100	31,100	3,001
	Capital Outlay	0	4,435	15,000	15,000	0
	Transfer Out	0	0	0	0	21,857
Total Expenses		**561,155**	**591,112**	**616,600**	**563,400**	**415,941**
City Clerk/Finance Department - Dept. 6200						
Revenues						
	Transfer In	439,100	458,000	468,600	468,600	311,956
Total Revenues		**439,100**	**458,000**	**468,600**	**468,600**	**311,956**

This department's duties include budgeting/finance, record keeping, payroll, accounts payable and other general administrative functions (i.e. recycling, issuing licenses and permits). Following a restructure by the City and IMU, utility billing was moved to IMU.

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Public Information & Technology - Dept. 6210						
Expenses						
	Salaries	63,943	84,828	117,100	117,100	120,292
	Benefits	20,435	32,980	51,500	51,500	56,773
	Education/Dues/Memberships	1,829	853	3,450	3,450	4,156
	Repair/Maintenance/Utilities	494	222	1,400	1,400	9,975
	Contractual Services	7,052	7,949	5,600	7,850	25,660
	Newsletter	19,218	22,187	26,000	26,000	24,075
	Materials/Supplies/Miscellaneous	6,628	10,268	4,450	4,450	10,090
	Capital Outlay	16,722	18,725	20,000	20,000	148,746
Total Expenses		**136,321**	**178,012**	**229,500**	**231,750**	**399,768**
Public Information & Technology - Dept. 6210						
Revenues						
	Cable Franchise Fees	75,872	77,552	75,000	75,000	75,000
	Transfer In	58,300	59,100	96,500	96,500	324,768
Total Revenues		**134,172**	**136,652**	**171,500**	**171,500**	**399,768**

For the 2017/18 budget IT now includes a schedule for computer replacement. The plan will be to replace approximately 25% of user desktops each year. This will allow for a refresh of user desktops once every 4 years. The schedule will make it easier to budget on a yearly basis while allowing the City to keep up with ever changing technology demands. The City and IMU will also be moving to a subscription based Office product for most users. This allows users to keep up to date with the latest Office releases and eliminate the need for a large capital expenditure every few years when updates are needed.

In addition, IT has also assumed the financial responsibility for email hosting, internet access, website maintenance, phone system, long distance calling, cable station maintenance, VPN licensing and website citizen request portals. In the past these items had been budgeted from different sources or charged back to departments. Incorporating these items under IT will reduce the amount of labor needed to process monthly billing and will allow for a more concise view of potential financial saving in future budgets.

General Government

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Human Resources/Risk Management - Dept. 6250						
Expenses						
	Salaries	75,794	78,727	84,900	75,000	67,721
	Benefits	30,731	33,091	36,300	37,400	36,723
	Education/Dues/Memberships	3,196	2,225	2,600	2,600	2,595
	Materials/Supplies/Miscellaneous	197	161	700	700	2,146
	Transfer Out	0	0	0	0	4,222
Total Expenses		**109,918**	**114,203**	**124,500**	**115,700**	**113,407**
Human Resources/Risk Management - Dept. 6250						
Revenues						
	Transfer In	81,900	85,800	93,300	93,300	85,055
Total Revenues		**81,900**	**85,800**	**93,300**	**93,300**	**85,055**

All HR issues (including labor negotiations, discipline, health insurance, employee surveys, etc.) are conducted by this department. Risk Management includes all auto, property, and liability claims, renewals and inventory.

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
General Government/Municipal Building - Dept. 6500 & 9100						
Expenses						
	Repair/Maintenance/Utilities	48,251	78,633	70,000	81,000	73,342
	Includes:					
	CH Repair/Maintenance	8,190	21,628	27,000	33,000	34,000
	CH Utilities	40,061	36,769	43,000	48,000	39,342
	Contractual Services	254,208	224,476	232,200	274,200	236,000
	Includes by not limited to:					
	Audit Fees	9,325	15,000	15,000	15,000	20,000
	Publishing Costs	10,076	15,000	15,000	15,000	12,550
	Liability Insurance	9,384	30,200	30,200	32,200	28,700
	Janitorial Services	52,878	53,000	53,000	53,000	49,600
	Legal Fees (Bonds/City Attorney)	90,839	76,100	58,000	103,000	81,800
	Membership Dues/Fees	9,667	5,000	5,000	5,000	5,350
	Misc. Contractual	53,271	57,000	56,000	56,000	0
	Materials/Supplies/Miscellaneous	37,569	20,120	12,800	17,800	35,850
	Capital Outlay	20,798	21,106	30,000	30,000	28,000
	Transfer Out	26,000	28,000	36,000	36,000	0
Total Expenses		**386,826**	**372,335**	**381,000**	**439,000**	**373,192**
General Government/Municipal Building - Dept. 6500 & 9100						
Revenues						
	Miscellaneous	24,698	28,658	7,000	7,000	4,271
	Transfer In - PILOT water/electric	370,900	389,592	477,300	477,300	471,180
	Transfer In - Sewer	138,800	138,800	90,200	90,200	90,220
	Transfer In - IMU Franchise Fees	6,228	8,532	10,000	10,000	4,000
Total Revenues		**540,626**	**565,582**	**584,500**	**584,500**	**569,671**

General Government

Fund 001 - General Government		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Government Property - Dept. 9500						
Expenses						
	Transfer Out	73,333	100,000	196,000	196,000	100,000
Total Expenses		**73,333**	**100,000**	**196,000**	**196,000**	**100,000**
Government Property - Dept. 9500						
Revenues						
	Licenses/Permits	21,691	18,270	18,400	18,400	19,500
	Interest	141,351	155,407	150,000	150,000	200,000
	YMCA Rent	193,403	238,000	245,600	245,600	245,600
	Court Fines/Miscellaneous	64,541	31,679	60,000	60,000	60,000
Total Revenues		**420,986**	**443,357**	**474,000**	**474,000**	**525,100**

Fund #001 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**1,605,783**	**1,584,483**
	Total Departmental Revenues				**2,964,600**	**2,903,479**
	Total Departmental Expenses				**(2,985,900)**	**(2,830,946)**
	Ending Fund Balance				**1,584,483**	**1,657,016**

CITY OF

INDIANOLA

EST. 1849

Police Department Budget

FISCAL YEAR

2017-18

BUDGET DOCUMENT

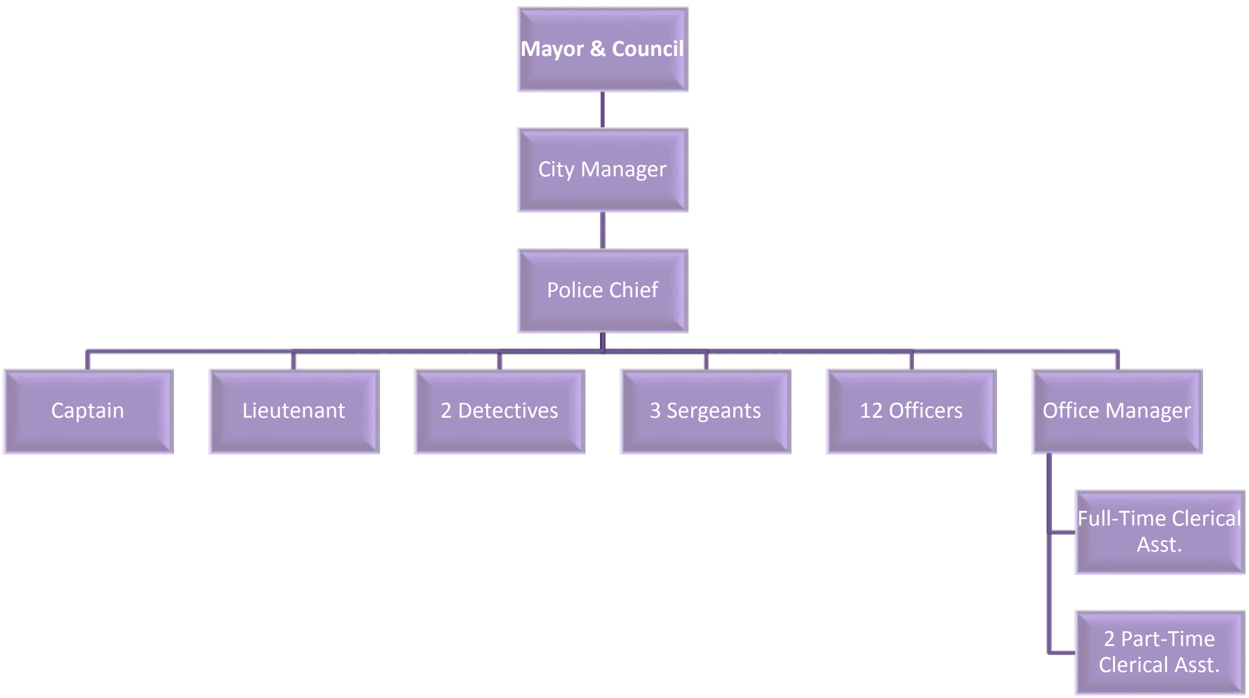
Police Department

The Police Department consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	22	22		0
Part-Time	2	2		0

Police Department

Organizational Chart



Police Department Highlights

FY 17 Accomplishments

- On boarded 2 officers
- Vacant Sergeant position filled via promotion
- IPD COP program expanded to ICOPS and ICUBS outing

FY 18 Strategic Priorities

- Purchase of replacement portable and mobile radios
- Add third detective
- Scheduled replacement of one vehicle
- Partnering with fire department on a public safety staffing study

Police Department

Fund 011 - Police Department		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Police - Dept. 1100						
Expenses						
	Salaries	1,350,980	1,372,845	1,547,100	1,547,100	1,535,061
	Benefits	752,205	729,352	809,500	809,500	927,572
	Education/Dues/Memberships	18,570	13,411	16,600	30,600	37,791
	Repair/Maintenance/Utilities	17,588	29,120	34,100	34,100	29,340
	Contractual Services	100,601	81,992	103,600	96,600	92,464
	Included but not limited to:					
	Liability Insurance	19,178	16,867	20,500	20,500	17,900
	Animal Control/Humane Society	28,953	28,953	36,000	29,000	35,000
	Materials/Supplies/Miscellaneous	41,952	35,769	74,000	52,000	76,374
	Includes Vehicle Operating Supplies	27,711	20,850	50,000	35,000	40,640
	Capital Outlay	15,998	24,512	55,000	62,000	162,338
	Transfer Out					48,260
Total Expenses		**2,309,607**	**2,283,339**	**2,639,900**	**2,631,900**	**2,909,201**
Police - Dept. 1100						
Revenues						
	Property Taxes	2,299,719	2,379,564	2,357,200	2,357,200	2,523,551
	PILOT	274,500	286,000	305,600	305,600	311,700
	Grants/Reimbursements	9,785	201	64,500	64,500	64,500
	Charges for Service	1,909	1,433	1,000	1,000	2,150
	Fees/Fines/Reimbursements/Misc.	11,549	12,783	5,000	30,000	5,700
	Transfer In	12,500	12,500	12,500	12,500	12,500
Total Revenues		**2,609,962**	**2,692,481**	**2,745,800**	**2,770,800**	**2,920,101**

Fund 011 - Police Department		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Police - Dispatch/Radio - Dept. 1111						
Expenses						
	Repair/Maintenance/Utilities	3,715	2,308	8,000	4,000	3,200
	Contractual Services (County)	79,600	79,600	81,400	81,400	80,000
	Materials/Supplies/Miscellaneous	1,230	0	1,700	1,700	0
	Capital Outlay	10,850	0	13,000	13,000	0
Total Expenses		**95,395**	**81,908**	**104,100**	**100,100**	**83,200**

Fund #011 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**828,321**	**867,121**
	Total Departmental Revenues				**2,770,800**	**2,920,101**
	Total Departmental Expenses				**(2,732,000)**	**(2,992,401)**
	Ending Fund Balance				**867,121**	**794,821**

CITY OF
INDIANOLA
EST. 1849

Fire Department Budget

FISCAL YEAR
2017-18

BUDGET DOCUMENT

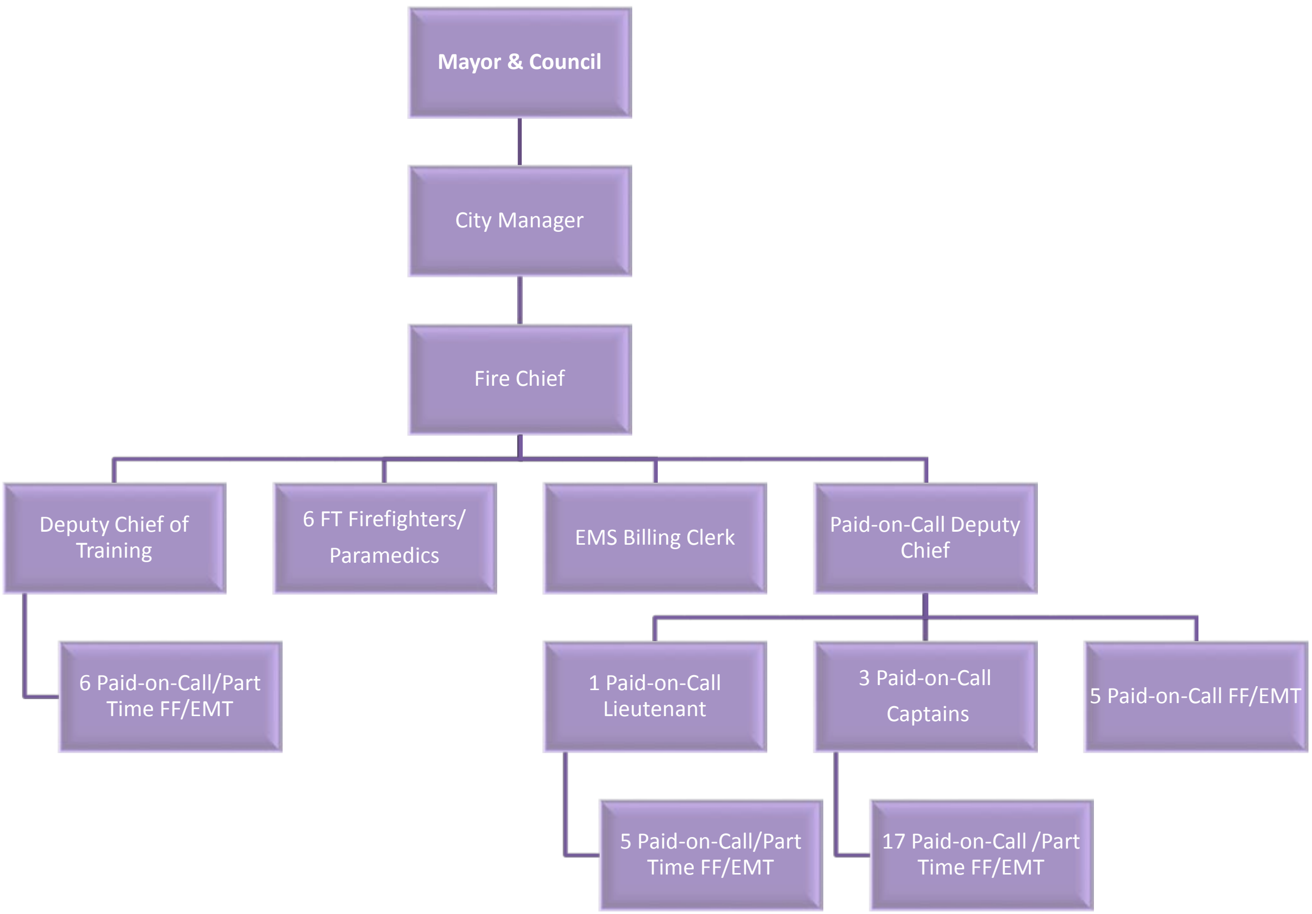
Fire Department

The Fire & Ambulance Departments consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	9	9		0
Part-Time	17	17		0
Paid-on-Call	19	21		2

Fire & Ambulance Departments

Organizational Chart



Fire Department Highlights

FY 17 Accomplishments

- In the process of upgrading fleet as a result of the sale of underutilized equipment to better serve the city
- Established a maintenance schedule for departmental apparatus
- Applied for grants totaling $792,281 for staffing and equipment
- Closed out a FEMA disaster project as a result of flooding in 2015

FY 18 Strategic Priorities

- Use reserves to fund purchase of SCBAs (mandate requires compliance by 2018)
- Budget for "pager pay" to allow for flexibility in scheduling personnel to assist in responding to calls for service during over night hours
- Partnering with police department on a public safety staffing study
- Purchase of a new ambulance

Fire Department

Fund 015 - Fire Department		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Fire Department						
Expenses						
	Salaries	194,230	198,070	252,600	204,000	174,382
	Benefits	106,296	112,119	121,000	135,000	123,302
	Education/Dues/Memberships	5,707	8,980	13,600	13,600	40,469
	Repair/Maintenance/Utilities	32,491	23,434	45,000	41,000	27,200
	Contractual Services	24,135	26,981	25,200	28,600	42,623
	Included but not limited to:					
	Liability Insurance	16,434	15,060	16,900	20,300	17,200
	Materials/Supplies/Miscellaneous	69,086	94,187	99,800	99,800	78,091
	Includes Vehicle Operating Supplies	18,231	21,070	16,000	16,000	15,636
	Personal Protective Equipment	19,365	27,102	35,000	35,000	34,400
	Capital Outlay	17,085	12,158	21,000	121,000	289,449
	Transfer Out	0	0	0	0	7,453
	Storm Sirens	187	500	5,000	5,000	5,000
Total Expenses		**449,217**	**476,429**	**583,200**	**648,000**	**787,969**
Fire Department						
Revenues						
	Property Taxes	524,307	571,540	496,600	496,600	514,682
	Permits/License Fees	200	470	0	0	350
	Charges for Service	8,938	12,923	7,600	7,600	20,095
	Township Fire Service Fees	82,841	86,167	80,300	80,300	84,282
	Fees/Fine/Reimbursements/Misc.	142	11,915	900	900	3,000
	Sale of Vehicles	1,320	4,142	0	0	13,000
Total Revenues		**617,748**	**687,157**	**585,400**	**585,400**	**635,409**

Fund #015 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**533,886**	**471,286**
	Total Departmental Revenues				**585,400**	**635,409**
	Total Departmental Expenses				**(648,000)**	**(787,969)**
	Ending Fund Balance				**471,286**	**318,726**

85% of Fire and EMS salaries are paid with ambulance revenues due to calls for service.

Calls for Service	2012	2013	2014	2015	2016
Fire	295	234	271	260	280
Ambulance	1460	1733	1782	1839	1,821
Total	1755	1967	2053	2099	2,101

CITY OF INDIANOLA EST. 1849

Ambulance Budget

FISCAL YEAR

2017-18

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Ambulance Department

Fund 016 - Ambulance		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Ambulance						
Expenses						
	Salaries	561,381	611,333	686,600	741,600	682,020
	Benefits	221,915	237,641	268,500	268,500	271,946
	Education/Dues/Memberships	3,644	6,194	11,200	11,200	15,600
	Repair/Maintenance/Utilities	4,941	6,907	8,300	29,800	11,160
	Contractual Services	12,573	15,503	17,300	20,700	18,698
	Included but not limited to:					
	Liability Insurance	3,304	3,868	5,900	5,900	5,100
	Medical/Physicals	2,600	5,238	4,800	4,800	5,280
	Materials/Supplies/Miscellaneous	73,356	58,883	78,100	113,700	79,621
	Includes					
	Vehicle Operating Supplies	24,639	15,287	21,000	21,000	26,800
	Capital Outlay	16,185	19,032	14,000	14,000	117,428
	Transfer Out	65,500	65,500	34,300	34,300	42,236
Total Expenses		**959,495**	**1,020,993**	**1,118,300**	**1,233,800**	**1,238,708**
Ambulance						
Revenues						
	Property Taxes	275,618	253,763	447,500	447,500	472,875
	Charges for Service	578	0	12,000	12,000	4,625
	Township Fire Service Fees	41,453	44,677	44,600	44,600	45,044
	Ambulance Fees	758,021	694,641	715,000	715,000	721,180
	Refunds/Reimbursements/Misc.	4,000	0	0	0	0
Total Revenues		**1,079,670**	**993,081**	**1,219,100**	**1,219,100**	**1,243,724**

Fund #016 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**320,187**	**305,487**
	Total Departmental Revenues				**1,219,100**	**1,243,724**
	Total Departmental Expenses				**(1,233,800)**	**(1,238,708)**
	Ending Fund Balance				**305,487**	**310,503**

The Ambulance Department pays 85% of the Paramedic/Firefighter salaries & benefits due to call volume. Also, the department handles the ambulance billing for Carlisle, Norwalk, Martensdale and Melcher Dallas. The annual revenue from these communities offsets some of the staff costs. Ambulance fees provide most of this budget's revenue.

CITY OF INDIANOLA EST. 1849

Library Budget

FISCAL YEAR

2017-18

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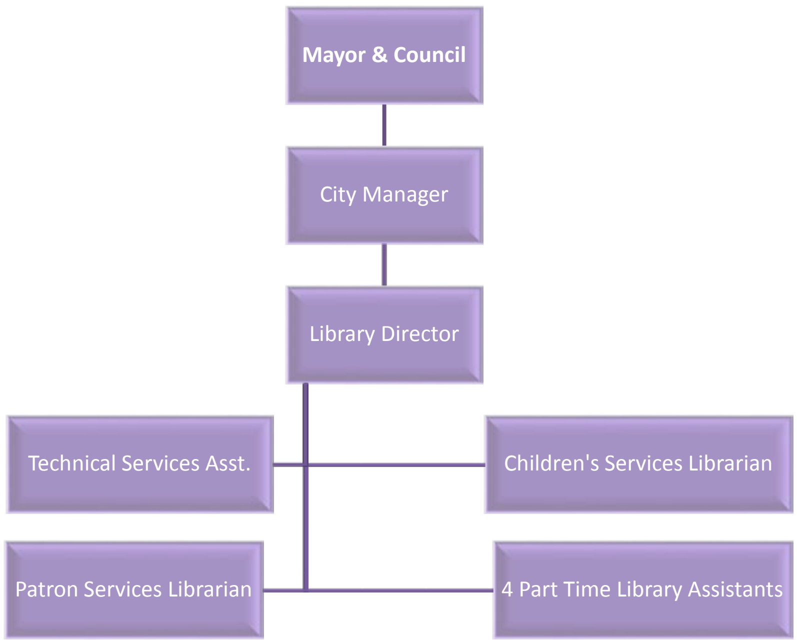
Library Department

The Library department consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	4	4		0
Part-Time	4	4		0

Library Department

Organizational Chart



Library Department Highlights

FY 17 Accomplishments

- Reworked security contract for annual savings of $495/year
- Reduce printing costs by $1,150
- Received grants from the following:
  - WCCP - $5,752 for children's storytime room renovation
  - NSF Rural Gateways - $3,500 for science education
  - WC Master Gardeners - $1,200 to beautify main entrance

FY 18 Strategic Priorities

- Budgeted funds for transfer to reserves in order to have departmental budget meet 25% reserve goal
- Prioritize an increase in funding of electronic resources
- Seek outside funding to add AV equipment in meeting room

Library Department

Fund 041 - Library		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Library						
Expenses						
	Salaries	252,257	255,496	270,200	270,200	251,330
	Benefits	103,211	109,273	116,100	116,100	126,326
	Education/Dues/Memberships	670	578	900	900	2,551
	Repair/Maintenance/Utilities	29,926	26,236	33,400	33,400	28,740
	Contractual Services	47,618	47,862	46,800	47,800	26,453
	Included but not limited to:					
	Liability Insurance	4,093	4,849	5,400	5,400	7,150
	Janitorial Services	13,848	15,161	15,200	15,200	17,928
	Materials/Supplies/Miscellaneous	68,105	62,890	70,300	69,300	82,269
	Includes					
	Library Books/Periodicals	42,555	47,320	50,000	49,000	57,110
	Audio/Visual Materials	5,151	4,954	11,000	11,000	17,900
	Transfer Out	0	0	0	0	28,612
	Capital Outlay	0	0	0	0	27,675
Total Expenses		**501,787**	**502,335**	**537,700**	**537,700**	**573,956**
Library						
Revenues						
	Property Taxes	397,526	435,563	445,400	445,400	482,568
	Use of Money & Property - Rent	5,845	450	200	200	275
	County Payments	78,814	83,110	80,000	80,000	80,000
	Fees/Fines/Reimbursements/Misc.	19,100	15,312	17,000	17,000	13,836
Total Revenues		**501,285**	**534,435**	**542,600**	**542,600**	**576,679**

Fund #041 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**43,603**	**48,503**
	Total Departmental Revenues				**542,600**	**576,679**
	Total Departmental Expenses				**(537,700)**	**(573,956)**
	Ending Fund Balance				**48,503**	**51,226**

CITY OF

INDIANOLA

EST. 1849

Parks & Recreation Budget

FISCAL YEAR

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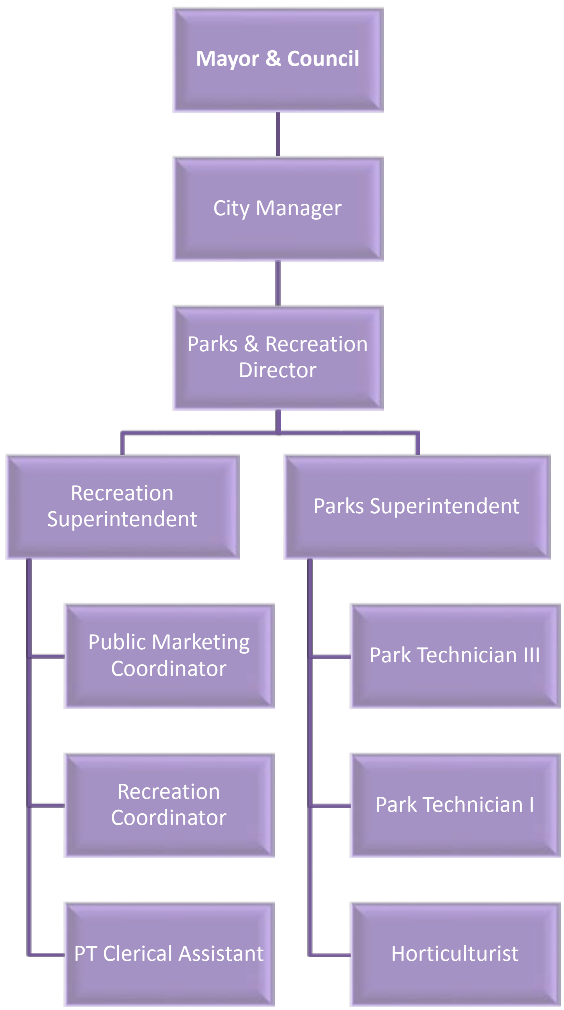
The Parks & Recreation Departments consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	8	8		0
Part-Time	1	1		0

Parks & Recreation Departments

Organizational Chart



Parks and Recreation Department Highlights

FY 17 Accomplishments

- Staff realignment resulting in savings of $50,000
- Increased Pickard softball complex revenues by $24,500
- Highway 65/69 median plan designed - planned for Spring 2018
- Aquatic center improvements - shallow pool reconstruction, pool heater installation, repainted bathhouse and refinished slides

FY 18 Strategic Priorities

- Update park master plan
- Ash tree removal
- New greenhouse
- Pickard complex storage and concession building
- Highway 65/69 median installation
- Proactive pump maintenance and evaluation

Parks & Recreation

Fund 042 - Parks & Recreation		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Parks & Recreation - Dept. 4200						
Expenses						
	Salaries	197,503	201,453	345,100	345,100	307,622
	Benefits	120,522	122,932	141,900	141,900	123,829
	Education/Dues/Memberships	6,459	6,588	3,100	3,100	7,335
	Repair/Maintenance/Utilities	41,244	42,069	32,500	32,500	61,435
	Contractual Services	107,270	109,415	110,700	110,700	98,180
	Materials/Supplies/Miscellaneous	127,536	130,087	84,700	84,700	97,355
	Transfer Out	0	0	0	0	32,639
	Capital Outlay	18,466	18,835	13,900	13,900	38,850
Total Expenses		**619,000**	**631,380**	**731,900**	**731,900**	**767,245**
Parks & Recreation - Dept. 4200						
Revenues						
	Property Taxes	864,902	882,200	940,800	940,800	989,451
	Hotel/Motel Tax	18,751	19,126	18,000	18,000	18,000
	Use of Money & Property - Rent	42,524	43,374	46,300	46,300	47,300
	Charges for Services	136,848	139,585	148,600	148,600	84,093
	Miscellaneous	12,574	12,825	20,300	25,300	48,391
	Sale of Merchandise	101,478	103,508	100,400	100,400	115,160
	Non-Revenue Sources (sales tax)	1,914	1,952	3,900	3,900	4,358
	Transfer in from Pool	0	0	0	0	11,042
Total Revenues		**1,178,991**	**1,202,571**	**1,278,300**	**1,283,300**	**1,317,795**

Fund 042 - Parks & Recreation		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Parks - Dept. 4300						
Expenses						
	Salaries	222,348	226,795	240,200	240,200	241,655
	Benefits	100,495	102,505	121,600	121,600	131,247
	Education/Dues/Memberships	3,366	3,433	4,500	4,500	6,100
	Repair/Maintenance/Utilities	20,200	20,604	34,800	34,800	46,120
	Contractual Services	49,920	50,918	72,400	72,400	53,930
	Materials/Supplies/Miscellaneous	66,751	68,086	47,800	47,800	52,775
	Capital Outlay	1,500	1,530	5,500	30,500	20,000
	Transfer Out	0	0	0	0	4,742
Total Expenses		**464,580**	**473,872**	**526,800**	**551,800**	**556,569**

Parks & Recreation

Fund 042 - Parks & Recreation		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Horticulture - Dept. 4320						
Expenses						
	Salaries	0	16,036	21,500	21,500	33,086
	Benefits	0	609	4,300	4,300	4,931
	Education/Dues/Memberships	0	0	0	0	0
	Repair/Maintenance/Utilities	0	0	0	0	0
	Contractual Services	0	0	0	0	0
	Materials/Supplies/Miscellaneous	0	13,112	20,900	20,900	26,500
	Capital Outlay	0	0	0	0	0
Total Expenses		**0**	**29,757**	**46,700**	**46,700**	**64,517**
Parks - Dept. 4300						
Revenues						
	Use of Money & Property - Rent	10,819	11,290	19,200	19,200	22,500
	Charges for Services	3,131	4,219	3,000	3,000	0
	Miscellaneous	14,908	17,972	8,000	8,000	8,900
Total Revenues		**28,858**	**33,481**	**30,200**	**30,200**	**31,400**

Fund #042 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**478,555**	**461,655**
	Total Departmental Revenues				**1,313,500**	**1,349,195**
	Total Departmental Expenses				**(1,330,400)**	**(1,388,331)**
	Ending Fund Balance				**461,655**	**422,518**

The Recreation budget consists of athletic/recreation activities for the community including: youth football, basketball and softball; holiday and senior center programs. Instructors, referees, materials, supplies, uniforms and equipment are part of the budget as well.

The Parks Department maintains all park and trail areas in the City. The Parks budget includes improvements to parks and staff also provide maintenance for the Activity Center, City Hall grounds, Library, D&D properties & the Heliport.

Memorial Pool Budget

FISCAL YEAR
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Memorial Pool

Fund 045 - Pool		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Pool						
Expenses						
	Salaries	58,200	55,868	87,000	87,000	86,862
	Benefits	6,778	5,758	10,500	10,500	9,909
	Education/Dues/Memberships	542	1,066	2,600	2,600	3,255
	Repair/Maintenance/Utilities	102,815	89,421	57,200	207,200	55,764
	Contractual Services	13,277	24,404	14,200	14,200	25,573
	Materials/Supplies/Miscellaneous	42,097	30,813	38,900	38,900	27,550
	Capital Outlay	170	6,913	1,300	1,300	28,100
Total Expenses		**223,879**	**214,243**	**211,700**	**361,700**	**237,013**
Pool						
Revenues						
	Property Taxes	90,124	94,618	90,000	90,000	93,411
	Pool/Locker Rental	2,757	11,784	3,700	3,700	3,908
	Pool Passes/Admissions/Program	120,425	139,606	116,500	116,500	121,998
	Loan from P&R and GF	0	0	0	150,000	0
	Concessions	17,631	24,334	21,000	21,000	27,855
Total Revenues		**230,937**	**270,342**	**231,200**	**381,200**	**247,172**

Fund #045 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**25,744**	**45,244**
	Total Departmental Revenues				**381,200**	**247,172**
	Total Departmental Expenses				**(361,700)**	**(237,013)**
	Ending Fund Balance				**45,244**	**55,404**

CITY OF

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General Fund Debt Service Budget

FISCAL YEAR

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General Fund Debt Service

Fund 071 - General Fund Debt Service		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
General Fund Debt Service						
Expenses						
	Principal/Interest Payments	78,795	75,998	79,900	79,900	77,500
Total Expenses		**78,795**	**75,998**	**79,900**	**79,900**	**77,500**
General Fund Debt Service						
Revenues						
	Property Taxes	96,209	76,835	80,000	80,000	74,686
Total Revenues		**96,209**	**76,835**	**80,000**	**80,000**	**74,686**
Fund #071 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**54,750**	**54,850**
	Total Departmental Revenues				**80,000**	**74,686**
	Total Departmental Expenses				**(79,900)**	**(77,500)**
	Ending Fund Balance				**54,850**	**52,036**

CITY OF
INDIANOLA
EST. 1849

Gas Franchise Budget

FISCAL YEAR
2017-18

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Gas Franchise Fees

Fund #099 - Franchise Fees - MEC Summary					FY 2017	FY 2018
	Beginning Fund Balance				476,911	566,911
	Total Departmental Revenues				90,000	95,000
	Total Departmental Expenses				0	
	Ending Fund Balance				566,911	661,911

CITY OF
INDIANOLA
EST. 1849

Street Department Budget

FISCAL YEAR
2017-18

BUDGET DOCUMENT

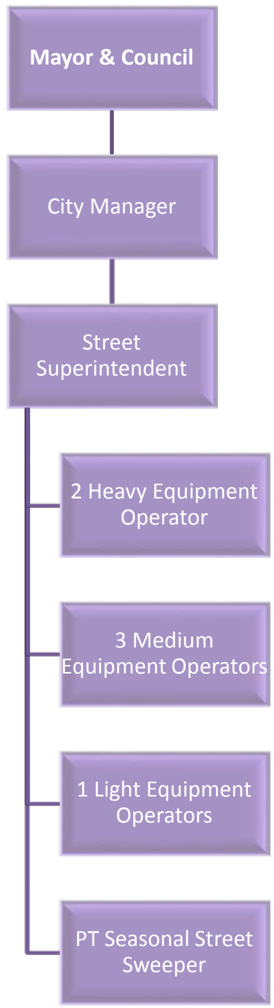
Street Department

The Street Department consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	7	7		0
Part-Time	1	1		0

Street Department

Organizational Chart



Street Department Highlights

FY 17 Accomplishments

- Put into service a multi-function truck including plow, salt/sander, dump box, and cement truck
- Poured 1,364 yards of roadway concrete and 274 tons of hot mix asphalt
- Implementation of roadway projects in CIP

FY 18 Strategic Priorities

- Continue to train on and utilize multi-function truck
- Review and establish schedules for stormwater cleaning, crack sealing, and crosswalk painting
- Work with city engineer to continue development of road reconstruction and rehabilitation program as part of CIP

Street Department

Fund 110 - Street		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Street - Dept. 2100						
Expenses						
	Salaries	372,864	393,266	433,700	433,700	433,395
	Benefits	211,869	198,567	237,400	237,400	255,982
	Education/Dues/Memberships	4,264	1,347	3,900	3,900	4,592
	Repair/Maintenance/Utilities	68,849	64,653	90,200	116,900	83,862
	Contractual Services	29,681	33,258	34,600	42,500	29,495
	Materials/Supplies/Miscellaneous	318,385	291,318	364,900	414,400	347,400
	Capital Outlay	3,000	336,137	221,000	221,000	162,000
	Department Contributions To:					
	Community Development	58,200	61,000	64,800	64,800	74,229
	Street Capital Fund	0	160,000	0	0	421,067
	City Manager	64,500	68,000	70,200	70,200	73,612
	City Clerk's Office	17,300	18,100	18,500	18,500	12,478
	Info & Technology	7,300	7,400	11,500	11,500	5,391
	Human Resources	27,300	28,600	31,100	31,100	28,352
	Safety Program	6,000	6,000	6,000	6,000	
Total Expenses		**1,189,512**	**1,667,646**	**1,587,800**	**1,671,900**	**1,931,854**
Street - Dept. 2100						
Revenues						
	Road Use Taxes	1,537,069	1,826,749	1,781,200	1,881,200	1,788,622
	Miscellaneous	12,720	44,697	1,000	1,000	11,800
Total Revenues		**1,549,789**	**1,871,446**	**1,782,200**	**1,882,200**	**1,800,422**

Fund 110 - Street		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Snow Removal/Ice Control - Dept. 2500						
Expenses						
	Salaries	14,958	14,987	30,100	30,100	24,720
	Benefits	0	279	0	0	4,099
	Repair/Maintenance/Utilities	13,094	9,000	9,000	9,000	7,500
	Materials/Supplies/Miscellaneous	27,769	18,084	30,000	40,000	30,000
Total Expenses		**55,821**	**42,350**	**69,100**	**79,100**	**66,319**

Street Department

Fund 110 - Street		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Street Cleaning/Sweeping - Dept. 2700 & 2900						
Expenses						
	Salaries	29,220	28,692	30,800	30,800	31,137
	Benefits	4,228	4,757	5,200	5,200	5,163
	Materials/Supplies/Miscellaneous	5,011	174	15,000	15,000	3,500
Total Expenses		**38,459**	**33,623**	**51,000**	**51,000**	**39,800**
Street Cleaning/Sweeping - Dept. 2700 & 2900						
Revenues						
	Refunds/Reimbursements	1,765	400	500	500	0
Total Revenues		**1,765**	**400**	**500**	**500**	**0**
Fund #110 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**1,225,218**	**1,305,918**
	Total Departmental Revenues				**1,882,700.00**	**1,800,422**
	Total Departmental Expenses				**(1,802,000)**	**(2,037,973)**
	Ending Fund Balance				**1,305,918.00**	**1,068,367**

Fund 110 consists of street operations and maintenance expenses and is funded from Road Use Tax (RUT). Property taxes are not used. Included in the FY 17/18 expenditures is $72,000 to purchase two new 2017 trucks, $75,000 to purchase a new skidloader, $15,000 to purchase new paint equipment

* Total amount for infrastructure is $421,000

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Special Revenues & Restricted Funds Budget

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YMCA Maintenance Fund

Fund 115 - YMCA Maintenance Obligations		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
YMCA Maintenance Obligations						
Expenses						
	YMCA Maintenance	8,310	7,515	40,000	40,000	20,000
Total Expenses		**8,310**	**7,515**	**40,000**	**40,000**	**20,000**
YMCA Maintenance Obligations						
Revenues						
	Transfers In - YMCA Maintenance	73,333	100,000	100,000	100,000	100,000
Total Revenues		**73,333**	**100,000**	**100,000**	**100,000**	**100,000**
Fund #115 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**185,566**	**245,566**
	Total Departmental Revenues				**100,000**	**100,000**
	Total Departmental Expenses				**(40,000)**	**(20,000)**
	Ending Fund Balance				**245,566**	**325,566**

Local Option Sales Tax Fund

Fund 121 -Local Option Sales Tax		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Local Option Sales Tax						
Expenses						
	LOST Expenses	0	0	0	0	0
Total Expenses		**0**	**0**	**0**	**0**	**0**
Local Option Sales Tax						
Revenues						
	LOST Revenue	0	0	0	1,400,000	1,000,000
Total Revenues		**0**	**0**	**0**	**1,400,000**	**1,000,000**
Fund #115 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**0**	**1,400,000**
	Total Departmental Revenues				**1,400,000**	**1,000,000**
	Total Departmental Expenses				**0**	**0**
	Ending Fund Balance				**1,400,000**	**2,400,000**

Tax Increment Financing (TIF)

Fund 125 Downtown/Hillcrest TIF		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Downtown/Hillcrest TIF						
Expenses						
	TIF Expenses	0	0	20,000	20,000	0
	TIF Obligations	0	0	425,000	425,000	0
	Transfer Out - WCEDC	0	0	25,000	25,000	0
	Transfer Out - TIF Projects	290,468	1,063,002	1,165,400	1,165,400	1,532,900
Total Expenses		**290,468**	**1,063,002**	**1,635,400**	**1,635,400**	**1,532,900**
Downtown/Hillcrest TIF						
Revenues						
	Property Taxes - TIF	309,518	354,317	1,845,000	1,845,000	2,077,145
Total Revenues		**309,518**	**354,317**	**1,845,000**	**1,845,000**	**2,077,145**
Fund #125 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**949,928**	**1,159,528**
	Total Departmental Revenues				**1,845,000**	**2,077,145**
	Total Departmental Expenses				**(1,635,400)**	**(1,532,900)**
	Ending Fund Balance				**1,159,528**	**1,703,773**

In December 2015, City Council unified the downtown and Hillcrest Tax Increment Financing (TIF) districts. The revenue generated in the new combined TIF area is used to fund future developments.

Library Department

Fund 141 - Library Special Revenue		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Library Special Revenue						
Expenses						
	Library Books & Periodicals	9,140	8,505	5,000	5,000	4,000
	Summer Reading Program	5,034	3,347	5,000	5,000	6,000
	Friends of the Library Expense	2,375	1,632	5,000	5,000	1,000
	Enrich Iowa	7,662	7,108	7,000	7,000	7,325
Total Expenses		**24,211**	**20,592**	**22,000**	**22,000**	**18,325**
Library Special Revenue						
Revenues						
	Interest	592	0	0	0	0
	Enrich Iowa	7,662	7,108	7,000	7,000	7,000
	Program Fees - Summer Reading	3,149	3,300	700	700	7,000
	Donations/Contributions	15,384	10,718	9,000	9,000	4,000
Total Revenues		**26,787**	**21,126**	**16,700**	**16,700**	**18,000**

Fund #141 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**37,192**	**31,892**
	Total Departmental Revenues				**16,700**	**18,000**
	Total Departmental Expenses				**(22,000)**	**(18,325)**
	Ending Fund Balance				**31,892**	**31,567**

All revenue for the Library Special Revenue fund is from private donations and contributions. Tax dollars are not used to support this budget. Typical expenses include library books and summer reading programs.

Fund 142 - Park & Recreation Special Revenue		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Park & Rec Special Revenue						
Expenses						
	Consignment Tickets	3,098	2,992	25,000	25,000	4,000
	Specialized Equipment	0	0	50,000	50,000	0
	Materials/Supplies/Miscellaneous	20,890	0	0	0	20,000
Total Expenses		**23,988**	**2,992**	**75,000**	**75,000**	**24,000**
Park & Rec Special Revenue						
Revenues						
	Misc Sales (Copies/Scrap/Etc.)	2,032	0	25,000	25,000	5,000
	Miscellaneous	40,653	10,871	0	0	20,000
Total Revenues		**42,685**	**10,871**	**25,000**	**25,000**	**25,000**

Fund #142 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**140,752**	**90,752**
	Total Departmental Revenues				**25,000**	**25,000**
	Total Departmental Expenses				**(75,000)**	**(24,000)**
	Ending Fund Balance				**90,752**	**91,752**

All revenue for Fund 142 is from fundraising and private donations, grants and other contributions. Tax dollars are not used to support this budget. Typical expenses include consignment tickets, key card program and specialized equipment.

Downtown Loan Fund Summary

Fund #160 - Downtown Loan Fund Summary					FY 2017	FY 2018
	Beginning Fund Balance				149,711	149,711
	Total Departmental Revenues					
	Total Departmental Expenses					
	Ending Fund Balance				149,711	149,711

Downtown Business Incentive Program

Fund 161 - Downtown Business Incentive Program		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Downtown BIZ Plan						
Expenses						
	Loan	86,770	25,000	25,000	25,000	25,000
	Grant	74,160	25,000	25,000	25,000	25,000
	Interest	8,445	7,660	10,000	10,000	10,000
Total Expenses		169,375	57,660	60,000	60,000	60,000
Downtown BIZ Plan						
Revenues						
	Loan Payment	63,809	111,641	60,000	60,000	30,000
	Transfer In - TIF	200,000	0	0	0	0
Total Revenues		263,809	111,641	60,000	60,000	30,000
Fund #161 Summary					FY 2017	FY 2018
	Beginning Fund Balance				32,715	32,715
	Total Departmental Revenues				60,000	30,000
	Total Departmental Expenses				(60,000)	(60,000)
	Ending Fund Balance				32,715	2,715

Police Department

Fund 177 Police Forfeiture Fund		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Police Forfeiture Fund						
Expenses						
	Specialized Equipment	0	0	20,000	20,000	20,000
Total Expenses		**0**	**0**	**20,000**	**20,000**	**20,000**
Police Forfeiture Fund						
Revenues						
	Refunds/Reimbursements	1,432	0	20,000	20,000	20,000
Total Revenues		**1,432**	**0**	**20,000**	**20,000**	**20,000**

Fund #177 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**19,830**	**19,830**
	Total Departmental Revenues				**20,000**	**20,000**
	Total Departmental Expenses				**(20,000)**	**(20,000)**
	Ending Fund Balance				**19,830**	**19,830**

This fund contains forfeiture proceeds from seizures, etc. Under state law, funds cannot be used for general operating expenses.

Vehicle Reserve Fund

Fund #190 - Vehicle Reserve Fund Summary					FY 2017	FY 2018
	Beginning Fund Balance				**67,352**	**926,252**
	Total Departmental Revenues				**1,425,000**	**1,183,707**
	Total Departmental Expenses				**(566,100)**	**(1,603,707)**
	Ending Fund Balance				**926,252**	**506,252**

Fund 199 Police Retirement Fund		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018
Police Retirement Fund						
Expenses						
	Transfer Out	12,500	12,500	12,500	12,500	12,500
Total Expenses		**12,500**	**12,500**	**12,500**	**12,500**	**12,500**
Police Retirement Fund						
Revenues						
	Interest	1,634	1,508	1,500	1,500	1,800
Total Revenues		**1,634**	**1,508**	**1,500**	**1,500**	**1,800**

Fund #199 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**89,871**	**78,871**
	Total Departmental Revenues				**1,500**	**1,800**
	Total Departmental Expenses				**(12,500)**	**(12,500)**
	Ending Fund Balance				**78,871**	**68,171**

Debt Service

Fund 200 - Debt Service		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Debt Service						
Expenses						
	Principal Payments	1,710,000	2,405,000	2,250,000	2,250,000	2,045,000
	Interest Payments	439,312	355,800	321,800	321,800	290,650
	Fees	350	0	20,000	20,000	20,000
Total Expenses		**2,149,662**	**2,760,800**	**2,591,800**	**2,591,800**	**2,355,650**
Debt Service						
Revenues						
	Street Assessments	105,446	107,644	37,000	37,000	0
	Property Taxes	998,030	917,495	893,400	893,400	701,318
	Transfer In	0	65,000	94,900	94,900	0
	Transfer In - TIF	838,878	1,051,723	1,165,400	1,165,400	1,012,900
	Transfer In - Debt Service	729,300	619,200	295,900	295,900	156,400
	Miscellaneous	15,399	0	0	0	0
Total Revenues		**2,687,053**	**2,761,062**	**2,486,600**	**2,486,600**	**1,870,618**
Fund #200 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**1,209,910**	**1,104,710**
	Total Departmental Revenues				**2,486,600**	**1,870,618**
	Total Departmental Expenses				**(2,591,800)**	**(2,355,650)**
	Ending Fund Balance				**1,104,710**	**619,678**

General Fund Capital Projects

Fund 301 General Fund Capital Projects		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
General Fund Capital Projects						
Expenses						
	Vehicles	163,000	0	0	0	0
	CIP	0	225,269	0	2,333,933	2,252,000
	Transfer Out GF Capital Projects	900,000	0	0	0	0
	Misc Contractual	255	500,000	500,000	0	0
	Wellness Center Project	14,452	0	0	0	0
	Other	1,987	0	0	0	0
Total Expenses		**1,079,694**	**725,269**	**500,000**	**2,333,933**	**2,252,000**
General Fund Capital Projects						
Revenues						
	Property Taxes	608,784	490,570	470,000	470,000	289,900
	Donations/Contributions	10,000	20,000	0	0	0
	Transfer In/Sales	0	0	96,000	3,421,000	442,000
Total Revenues		**618,784**	**510,570**	**566,000**	**3,891,000**	**731,900**
Fund #301 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**406,192**	**1,963,259**
	Total Departmental Revenues				**3,891,000**	**731,900**
	Total Departmental Expenses				**(2,333,933)**	**(2,252,000)**
	Ending Fund Balance				**1,963,259**	**443,159**

Capital funds are used to fund large projects such buildings, roads, sidewalks and other infrastruture needs. Additionally, long-lifed vehicles and equipment used in the performance of City services may be purchased with these funds.

Street Fund Capital Projects

Fund 321 - Street Capital Projects		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Street Capital Projects						
Expenses						
	Nuisance & Abatement Expense	6,184	0	10,000	0	0
	Sidewalk Construction/Repairs	0	0	15,000	0	0
	Street CIP	4,885,454	12,551	35,000	468,933	491,067
	2011-12 Street Paving	79,623	0	0	0	0
Total Expenses		**4,971,261**	**12,551**	**60,000**	**468,933**	**491,067**
Street Capital Projects						
Revenues						
	State Grants	2,828,145	118,105	0	0	0
	Assessments	11,218	24,443	19,000	0	0
	Transfers In	900,000	160,000	0	468,933	421,067
	Refunds/Reimbursements/Misc.	3,175	0	31,000	0	0
Total Revenues		**3,742,538**	**302,548**	**50,000**	**468,933**	**421,067**
Fund #321 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**126,164**	**126,164**
	Total Departmental Revenues				**468,933**	**421,067**
	Total Departmental Expenses				**(468,933)**	**(491,067)**
	Ending Fund Balance				**126,164**	**56,164**

Community Athletic Facility

Fund #344 - Community Athletic Facility Summary					FY 2017	FY 2018
	Beginning Fund Balance				**2,601.00**	**2,601**
	Total Departmental Revenues				**5,000.00**	**5,000**
	Total Departmental Expenses				**(5,000)**	**(5,000)**
	Ending Fund Balance				**2,601.00**	**2,601**

Community Re-Development

Fund 353 Community Re-Development		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Community Re-Development						
Expenses						
	Property Purchase	64,520	8,605	75,000	75,000	75,000
Total Expenses		**64,520**	**8,605**	**75,000**	**75,000**	**75,000**
Community Re-Development						
Revenues						
	Sale of Property	75,000	0	75,000	75,000	75,000
Total Revenues		**75,000**	**0**	**75,000**	**75,000**	**75,000**
Fund #353 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**(52,192)**	**(52,192)**
	Total Departmental Revenues				**75,000**	**75,000**
	Total Departmental Expenses				**(75,000)**	**(75,000)**
	Ending Fund Balance				**(52,192)**	**(52,192)**

Stormwater Utility

Fund 650 - Stormwater Utility		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Stormwater Utility						
Expenses						
	Repair/Maintenance	0	0	120,000	120,000	120,000
	Materials/Supplies	0	0	3,000	3,000	3,000
	Transfer Out - Debt Service	61,900	68,365	60,600	60,600	74,900
Total Expenses		**61,900**	**68,365**	**183,600**	**183,600**	**197,900**
Stormwater Utility						
Revenues						
	SWU Service Fees	202,715	203,090	200,000	200,000	205,000
Total Revenues		**202,715**	**203,090**	**200,000**	**200,000**	**205,000**
Fund #650 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**502,133**	**518,533**
	Total Departmental Revenues				**200,000**	**205,000**
	Total Departmental Expenses				**(183,600)**	**(197,900)**
	Ending Fund Balance				**518,533**	**525,633**

Recycling Fund

Fund 670 - Recycling		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Recycling						
Expenses						
	Recycling	184,323	189,583	197,000	200,000	195,500
	Transfer Out - City Clerk's Office	17,300	18,100	18,500	18,500	16,180
Total Expenses		**201,623**	**207,683**	**215,500**	**218,500**	**211,680**
Recycling						
Revenues						
	Recycling Service Fees	215,938	220,586	217,200	217,200	215,500
Total Revenues		**215,938**	**220,586**	**217,200**	**217,200**	**215,500**
Fund #670 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**90,333**	**89,033**
	Total Departmental Revenues				**217,200**	**215,500**
	Total Departmental Expenses				**(218,500)**	**(211,680)**
	Ending Fund Balance				**89,033**	**92,853**

Insurance Funds

Fund 820 - Health Insurance (Self-funded)		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Health Insurance						
Expenses						
	Insurance	1,400,047	1,558,615	1,517,000	1,517,000	1,790,060
	Misc. Contractual	32,415	23,317	27,000	27,000	27,000
	Dental Insurance	0	0	45,400	45,400	45,400
	Vision Insurance	0	0	5,600	5,600	5,600
Total Expenses		**1,432,462**	**1,581,932**	**1,595,000**	**1,595,000**	**1,868,060**
Health Insurance						
Revenues						
	Employee Co-Pays	76,164	108,488	72,900	72,900	126,673
	COBRA Health Insurance	0	0	50,300	50,300	50,300
	Health Insurance Premiums	1,161,844	1,211,423	1,418,000	1,418,000	1,789,318
	Refunds/Reimbursements	70,714	23,317	0	0	50,000
	Dental Insurance Premiums	0	804	75,100	75,100	0
	Vision Insurance Premiums	0	24	7,400	7,400	0
Total Revenues		**1,308,722**	**1,344,056**	**1,623,700**	**1,623,700**	**2,016,291**
Fund #820 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**690,402**	**719,102**
	Total Departmental Revenues				**1,623,700**	**2,016,291**
	Total Departmental Expenses				**(1,595,000)**	**(1,868,060)**
	Ending Fund Balance				**719,102**	**867,333**

This is a self-funded pool where premiums are paid in and claims/administrative fees are paid out. Maintaining a fund balance is critical to ensure claims can be paid.

Fund 830 - Health Reimbursement Account		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
HRA						
Expenses						
	HRA - Department Contributions	7,489	8,588	100,000	100,000	91,000
	HRA - Claims	99,200	0	0	0	0
Total Expenses		**106,689**	**8,588**	**100,000**	**100,000**	**91,000**
HRA						
Revenues						
	Transfer In - HRA	106,450	108,158	107,600	107,600	108,000
Total Revenues		**106,450**	**108,158**	**107,600**	**107,600**	**108,000**
Fund #830 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**243,539**	**251,139**
	Total Departmental Revenues				**107,600**	**108,000**
	Total Departmental Expenses				**(100,000)**	**(91,000)**
	Ending Fund Balance				**251,139**	**268,139**

These funds represent a City liability of unspent HRA funds for employees.

Insurance Funds

Fund 840 - Flex/Short Term Disability		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Flex/Short Term						
Expenses						
	Flex - Medical	32,681	21,833	40,000	40,000	35,000
	Flex - Short Term	21,563	33,778	15,500	15,500	16,600
Total Expenses		**54,244**	**55,611**	**55,500**	**55,500**	**51,600**
Flex/Short Term						
Revenues						
	Transfer In	16,732	16,253	18,200	18,200	18,100
	Refunds/Reimbursements	28,215	29,375	35,000	35,000	35,000
Total Revenues		**44,947**	**45,628**	**53,200**	**53,200**	**53,100**
Fund #840 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**204,708**	**202,408**
	Total Departmental Revenues				**53,200**	**53,100**
	Total Departmental Expenses				**(55,500)**	**(51,600)**
	Ending Fund Balance				**202,408**	**203,908**

Fund 840 is the City's self-funded short-term disability fund.

Fund 850 - Liability Insurance Reserves		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Liability Insurance Reserves						
Expenses						
	Insurance Claims/Deductibles	108,440	9,624	20,000	20,000	12,400
Total Expenses		**108,440**	**9,624**	**20,000**	**20,000**	**12,400**
Liability Insurance Reserves						
Revenues						
	Refunds/Reimbursements	0	0	18,800	0	
	Claims/Settlements/Misc.	171,543	287	1,200	20,000	7,400
Total Revenues		**171,543**	**287**	**20,000**	**20,000**	**7,400**
Fund #850 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**27,796**	**27,796**
	Total Departmental Revenues				**20,000**	**7,400**
	Total Departmental Expenses				**(20,000)**	**(12,400)**
	Ending Fund Balance				**27,796**	**22,796**

CITY OF INDIANOLA EST. 1849

Sewer Department Budget

FISCAL YEAR 2017-18

BUDGET DOCUMENT

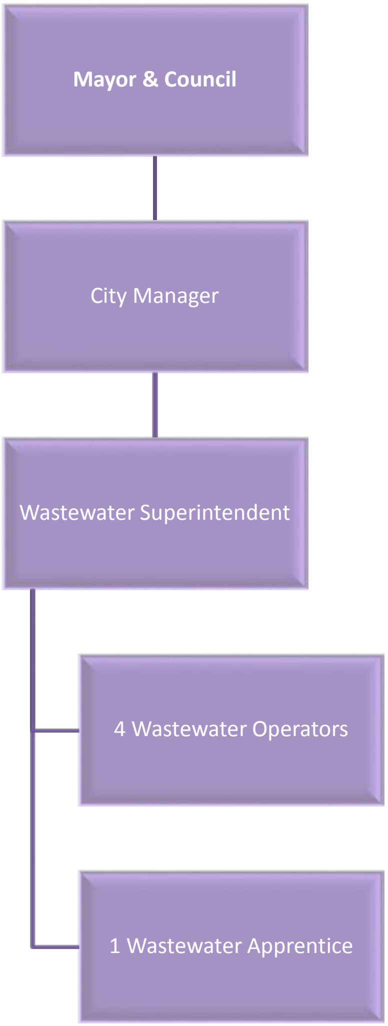
Sewer Department

The Sewer Department consists of the following positions:

	Filled	Authorized		Vacant
Full-Time	6	6		0

Sewer Department

Organizational Chart



Sewer Department Highlights

FY 17 Accomplishments

- Televised and cleaned over 51,000 feet of sewer lines and tested an additional 24,000 feet
- Implemented time of sale ordinance
- Rebid generator maintenance contract resulting in savings of $40,000

FY 18 Strategic Priorities

- Continue maintenance of collection system (televising/cleaning and smoke testing)
- Continue progress with new waste water treatment plant
- Upgrades to Morlock lift station

Sewer Department

Fund 610 - Sewer		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer - Dept. 8300						
Expenses						
	Salaries	396,193	345,575	381,300	381,300	388,594
	Benefits	197,998	148,771	195,300	195,300	218,652
	Education/Dues/Memberships	4,581	6,530	7,300	7,300	6,948
	Repair/Maintenance/Utilities	9,162	6,240	8,200	8,200	7,334
	Contractual Services	60,545	88,446	52,000	54,000	78,212
	Materials/Supplies/Miscellaneous	11,585	6,266	19,900	19,900	9,937
	I&I Reimbursement	9,637	3,834	30,000	30,000	10,000
	Sales & Use Tax	32,620	31,532	38,900	38,900	40,834
	Department Contributions To:					
	PILOT	138,800	138,800	138,800	138,800	138,800
	Community Development	58,200	61,000	64,800	64,800	74,229
	City Manager	64,500	68,000	70,200	70,200	73,612
	City Clerk's Office	115,600	120,500	123,300	123,300	88,761
	Info & Technology	7,300	7,400	16,100	16,100	12,081
	Human Resources	27,300	28,600	31,100	31,100	28,352
	Safety Program	6,000	6,000	6,000	6,000	
Total Expenses		**1,140,021**	**1,067,494**	**1,183,200**	**1,185,200**	**1,176,344**

Fund 610 - Sewer		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer Collections/Distribution - Dept. 8325						
Expenses						
	Repair/Maintenance/Utilities	74,478	128,685	141,000	141,000	128,755
	Contractual Services	5,984	5,921	10,000	10,000	27,453
	Materials/Supplies/Miscellaneous	6,704	19,230	12,000	12,000	8,500
Total Expenses		**87,166**	**153,836**	**163,000**	**163,000**	**164,708**

Sewer Department

Fund 610 - Sewer		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer Plant - Dept. 8350						
Expenses						
	Membership Dues/Subscriptions	1,809	1,425	1,700	1,700	880
	Repair/Maintenance/Utilities	200,756	176,182	230,000	230,000	210,943
	Contractual Services	86,063	38,874	37,600	37,600	66,931
	Materials/Supplies/Miscellaneous	36,454	18,974	35,600	35,600	59,063
	Capital Outlay	949	0	2,500	2,500	2,300
Total Expenses		**326,031**	**235,455**	**307,400**	**307,400**	**340,117**
Sewer - Dept. 8300						
Revenues						
	Transfer In - Sewer	1,687,200	1,724,700	1,653,600	1,653,600	1,681,169
Total Revenues		**1,687,200**	**1,724,700**	**1,653,600**	**1,653,600**	**1,681,169**

Fund #610 Summary					FY 2017	FY 2018
	Beginning Fund Balance				**589,695**	**587,695**
	Total Departmental Revenues				**1,653,600**	**1,681,169**
	Total Departmental Expenses				**(1,655,600)**	**(1,681,169)**
	Ending Fund Balance				**587,695**	**587,695**

Fund 610 is an enterprise fund and therefore is not funded by property taxes. This fund covers the general operation and maintenance of the Wastewater Treatment Plant, seven lift stations, and over 90 miles of sewer main.

Sewer Department

Fund 710 - Sewer Capital Projects		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer Capital						
Expenses						
	I&I Phase I-IV	154,866	0	0	0	0
	Wastewater Treatment Plant	507,479	232,705	175,000	175,000	50,000
	Sewer Mains/Lift Stations	0	137,803	230,000	230,000	0
	North Plant Projects	1,778	0	0	0	0
	Vehicles	25,325	0	0	0	0
	Transfer to CIP	5,638	0	0	0	522,000
	Transfer Out to Sewer O&M	1,687,200	1,724,700	1,653,600	1,653,600	1,681,169
	Transfer Out to Sewer Equipment	25,000	25,000	25,000	25,000	25,000
	Transfer Out to Debt Service/Bonds	1,161,600	1,027,900	836,800	836,800	709,700
Total Expenses		**3,568,886**	**3,148,108**	**2,920,400**	**2,920,400**	**2,987,869**
Sewer Capital						
Revenues						
	Use of $ & Prop. (Interest & Land Rent)	77,575	77,682	52,000	52,000	70,200
	Charges for Service	2,912,146	2,877,855	2,963,000	2,963,000	2,943,000
	Special Assessments	156,060	19,828	37,900	37,900	0
	Miscellaneous/Sales Tax/Etc.	250,260	237,436	68,000	68,000	94,335
	Administrative Fees/Inspections/Misc.	32,107	34,944	3,200	3,200	50,000
Total Revenues		**3,428,148**	**3,247,745**	**3,124,100**	**3,124,100**	**3,157,535**
Fund #710 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**414,560**	**618,260**
	Total Departmental Revenues				**3,124,100**	**3,157,535**
	Total Departmental Expenses				**(2,920,400)**	**(2,987,869)**
	Ending Fund Balance				**618,260**	**787,925**

Fund 710 is an enterprise fund and therefore is not funded by property taxes. Revenues to this fund are provided by user fees. This fund receives the sewer revenue fees, special assessments and miscellaneous fees which then fund O&M and revenue bond retirement. Sewer Capital Projects are also funded by this fund. Included in the FY 16/17 expenditures is $125,000 to replace the bio tower and the wastewater plant and $200,000 for sewer main repairs.

Sewer Department

Fund 771 - Sewer Reserve		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer Reserve						
Fund #771 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**114,239**	**114,239**
	Total Departmental Revenues				**0**	**0**
	Total Departmental Expenses				**0**	**0**
	Ending Fund Balance				**114,239**	**114,239**

Fund 781 - Sewer Equipment Reserve Fund		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer Equipment						
Expenses						
	Equipment	0	0	25,000	25,000	25,000
Total Expenses		**0**	**0**	**25,000**	**25,000**	**25,000**
Sewer Equipment						
Revenues						
	Transfer In - Sewer Equipment Reserve	25,000	25,000	25,000	25,000	25,000
Total Revenues		**25,000**	**25,000**	**25,000**	**25,000**	**25,000**
Fund #781 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**367,572**	**367,572**
	Total Departmental Revenues				**25,000**	**25,000**
	Total Departmental Expenses				**(25,000)**	**(25,000)**
	Ending Fund Balance				**367,572**	**367,572**

Fund 791 - Sewer Revenue Bonds		FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Re-Estimated	FY 2018 Recommended Budget
Sewer Bonds						
Expenses						
	Bonds Payments	694,596	668,881	699,000	699,000	680,500
Total Expenses		**694,596**	**668,881**	**699,000**	**699,000**	**680,500**
Sewer Bonds						
Revenues						
	Transfer In - Sewer Rev. Bonds	732,200	705,500	699,000	699,000	680,500
Total Revenues		**732,200**	**705,500**	**699,000**	**699,000**	**680,500**
Fund #791 Summary					**FY 2017**	**FY 2018**
	Beginning Fund Balance				**301,863**	**301,863**
	Total Departmental Revenues				**699,000**	**680,500**
	Total Departmental Expenses				**(699,000)**	**(680,500)**
	Ending Fund Balance				**301,863**	**301,863**

CITY OF INDIANOLA EST. 1849

Grand Totals

FISCAL YEAR

2017-18

BUDGET DOCUMENT

FISCAL YEAR 17/18 GRAND TOTALS

GRAND TOTAL					FY 2017	FY 2018
	Beginning Fund Balance				12,505,387	16,788,754
	Total Departmental Revenues				31,373,033	27,554,599
	Total Departmental Expenses				(27,089,666)	(28,442,124)
	Ending Fund Balance				16,788,754	15,901,229

CITY OF
INDIANOLA
EST. 1849

Capital Improvement Plan Budgets

FISCAL YEAR
2017-18

BUDGET DOCUMENT

VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	Current FY17	FY18	FY19	FY20	FY21	FY22	Future	TOTAL
STREETS								
2014 Elgin Street Sweeper						225,000		**225,000**
2001 Dodge 2500 4x4		27,000						**27,000**
2002 Dodge 2500 4x2	32,000							**32,000**
2016 Ford 4x4 Exten Cab/Plow							47,000	**47,000**
2001 Dodge 3500 Dual Wheel Crew		45,000						**45,000**
2000 Ford F450 Crew Cab			45,000					**45,000**
2016 Freightliner Tandem Dump/Plow							325,000	**325,000**
2011 Case TR 320 Track Loader							80,000	**80,000**
2007 Freightliner							100,000	**100,000**
2006 International Dump/Plow Equipment			172,000					**172,000**
2007 International Dump/Plow Equipment					177,000			**177,000**
2007 International Dump/Plow Equipment				175,000				**175,000**
2014 International Dump/Plow Equipment							170,000	**170,000**
2014 International Dump/Plow Equipment							170,000	**170,000**
1998 Bobcat Skid Loader (Case Track Loader to replace)		75,000						**75,000**
2002 310 John Deere Backhoe	125,000							**125,000**
2007 310 John Deere Backhoe				125,000				**125,000**
1994 Ingersall Rand Air Comp.	22,000							**22,000**
1999 Crafco Sealmaster	42,000							**42,000**
2010 Snow Go Snow Blower							83,000	**83,000**
2003 Case Maintainer							250,000	**250,000**
Paint Machines (2)		15,000						**15,000**
Large Concrete Saw							16,000	**16,000**
Concrete Breakers							9,000	**9,000**
Concrete Drill							10,000	**10,000**
Concrete Grinder							6,000	**6,000**
Cold Patch Heater							23,000	**23,000**
Asphalt Paver							450,000	**450,000**
Large Trailer							8,000	**8,000**
Small Saw Trailer							5,000	**5,000**
Shop Pressure Washer							7,500	**7,500**
COMMUNITY DEVELOPMENT								
Ford F150				25,000				**25,000**
POLICE								
Car 35 2013 Ford Taurus	28,000							**28,000**
Car 36 2013 Ford Taurus	28,000							**28,000**
Handheld and Vehicle Radios (Digital Upgrade)		134,338						**134,338**
PD Camera System			26,000					**26,000**
SUV 141 2014 Ford Explorer		28,000						**28,000**
SUV 151 2015 Ford Explorer			28,000					**28,000**
Car 161 2016 Ford Taurus			28,000					**28,000**
SUV 171 2017 Ford Explorer				28,000				**28,000**
Car or SUV 172 replacment					28,000			**28,000**
Additional Unit					28,000			**28,000**
Car 21 2010 Dodge Avenger						25,000		**25,000**
Car 45 2012 Dodge Avenger				25,000				**25,000**
Car 49 2008 Ford Expedition			25,000					**25,000**
In Car Computers (2015)							18,600	**18,600**
In Car Computers (2016)							12,400	**12,400**

VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	Current FY17	FY18	FY19	FY20	FY21	FY22	Future	TOTAL
WPC								
2014 F250 4x4 w/ Snow Plow							35,000	**35,000**
Camera Van 1996 w/camera equip					145,000			**145,000**
Ford F-150 2012					25,000			**25,000**
Vactor Jet Vac 2011							397,300	**397,300**
Ford F-350 4X4 2004 w/plow		32,000						**32,000**
Ford F-550 2007 W/ Service Body						88,800		**88,800**
BOBCAT UTV(replacing Kubota and IH Tractor)		30,000						**30,000**
Lift Station Generator		85,000						
Push Camera		13,000						**13,000**
PARKS								
1998 F150		15,000						**15,000**
2003 Ford F-350 (dump box)			40,000					**40,000**
2006 F-250 4x4							28,000	**28,000**
2007 F150 (downtown beautifcation)					15,000			**15,000**
2009 F150 4x2					25,000			**25,000**
2014 F250 (w/ plow)							35,000	**35,000**
1998 Stiener Power Unit (Backup Unit)								**0**
2000 JD 6110 w/loader				60,000				**60,000**
2000 Land-Pride				10,000				**10,000**
2005 Kubota L4630				35,000				**35,000**
2007 Bobcat 2200S				18,000				**18,000**
2004 Toro 328D							25,000	**25,000**
1996 Toro 325D (Backup)							0	**0**
2015 VenTrac							40,000	**40,000**
2010 Kubota 3680 Mower		27,000						**27,000**
FIRE								
50 Portable Radios for P25						100,000		**100,000**
Command Vehicle (with Equipment)							42,000	**42,000**
Engine #333		525,000						**525,000**
Engine #332					475,000			**475,000**
Engine #331						475,000		**475,000**
Truck #334			750,000					**750,000**
Tender #335						275,000		**275,000**
Speciality #337-Replace with F550 4x4	183,000							**183,000**
Grass Truck #338-Replace with F450 4x4	52,000							**52,000**
Trailer for Rescue Equipment	7,500							**7,500**
Hydraulic Extraction Tools	15,000		15,000					**30,000**
SCBA/Masks		277,344						**277,344**
Air System SCBA			35,000					**35,000**
AMBULANCE								
2016 Ford Chassis Ambulance						208,000		**208,000**
2012 Ford Chassis Ambulance		205,000						**205,000**
2014 Ford Chassis Ambulance				207,000				**207,000**
RECREATION								
1998 Ford Cargo Van			27,000					**27,000**
2005 Dodge Caravan					25,000			**25,000**
2009 Ford Passenger Van (Replace with Caravan)							28,000	**28,000**
John Deere 1200A Field Finisher							15,000	**15,000**
John Deere 4320							25,000	**25,000**

VEHICLES & EQUIPMENT CAPITAL IMPROVEMENT PLAN - FUND 190

	Current FY17	FY18	FY19	FY20	FY21	FY22	Future	TOTAL
IT								
Email Exchange Server - In House	31,600	15,775	11,063	17,366	9,185			**84,989**
Main Switch Stack		20,000	3,000					**23,000**
Firewall Upgrade		9,500						
Disaster Recovery Blade Replacement		12,000	30,000	12,000	12,000	8,000		**74,000**
Network Security Drive			10,000			6,500		**16,500**
Mobile Unit Replacement (Fire & IMU) 4 Units/yr		8,000	8,400	8,800	9,300	7,300		**41,800**
Phone System Upgrade/Maintenance		4,750	1,500	1,500	25,000			**32,750**
2013 Ford Taurus - Car 32						4,000		**4,000**
LIBRARY								
Microfilm Scanner							7,000	**7,000**
Circulation System							50,000	**50,000**
TOTAL	**566,100**	**1,603,707**	**1,254,963**	**747,666**	**998,485**	**1,422,600**	**2,467,800**	**9,061,321**

FUNDING SOURCE TOTALS	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	Future
Fund 190 Beginning Balance	67,352	926,252	506,252	-86,901	-63,890	-533,375	-1,484,175
Transfer from Ambulance (016)	100,000	100,000	103,000	103,000	106,000	106,000	110,000
Transfer from Fire (015)		277,344	20,000	20,000	20,000	20,000	
Transfer from Police (011)	28,000	162,338	28,000	25,000	28,000	0	28,000
Transfer from General Gov. (001)	28,000	28,000	28,000	28,000	28,000	28,000	28,000
Transfer from RUT (110) (Restricted) - at time of purcha	221,000	162,000	217,000	325,000	177,000	225,000	
Transfer from WWTP		160,000			170,000	88,800	432,300
Transfer from IT		70,025					
Property Tax		220,000	257,810	261,677			
Sale of Equipment	8,000	4,000	8,000	8,000	0	4,000	8,000
	855,000						
	185,000						
Less Purchases	(566,100)	(1,603,707)	(1,254,963)	(747,666)	(998,485)	(1,422,600)	(2,467,800)
TOTAL FUNDING SOURCES	**926,252**	**506,252**	**-86,901**	**-63,890**	**-533,375**	**-1,484,175**	**-3,345,675**

The City of Indianola maintains its Capital Improvement Program(CIP) and Vehicle and Equipment Replacement schedules(V&E), utilizing the most recent strategic planning priorities and Financial Policies as guiding documents. In the current budget year, the CIP spending is covered by a combination of property taxes, funding from departments and existing fund balances. For FY19-22, continued analysis will consider use of: property taxes generated by new growth (increase in tax valuation), existing fund balances, alternative revenue sources (such as grants), capital deferments, borrowing in compliance with the financial policy, or any combination of the above as strategies to fully fund the CIP and V&E.

INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

	Current FY17	FY18	FY19	FY20	FY21	FY22	Future	TOTAL
STREETS								
Building/Grounds Expansion							300,000	**300,000**
North 14th Street - Iowa Ave. - Curb & Gutter & Stormsewer								
COMMUNITY DEVELOPMENT								
D&D Program		20,000	20,000	20,000	20,000	20,000	20,000	**120,000**
LIBRARY								
Roof							50,000	**50,000**
Facility Study			60,000					**60,000**
BRUSH FACILITY								
Moving Brush Facility							200,000	**200,000**
WPC								
New Plant							31,000,000	**31,000,000**
Morlock Lift Station Upgrades/McCord Plainvew Controls	1,500,000	1,500,000						**3,000,000**
Tower Project	125,000							**125,000**
15 St and Hwy 92 sewer		100,000						**100,000**
Lift Station Study		12,000						**12,000**
Annual Sewer Mains Inspection/Repair								
Cleaning Televising	20,000	25,000	25,000	25,000	25,000	25,000		**145,000**
Smoke Testing	9,000	11,250	11,250	11,250	11,250	11,250		**65,250**
Manhole Repair	34,000	42,500	42,500	42,500	42,500	42,500		**246,500**
Lining Repair Sewer Mains	89,120	111,400	111,400	111,400	111,400	111,400		**646,120**
Flow Monitoring	7,900	9,875	9,875	9,875	9,875	9,875		**57,275**
Contengency	39,980	49,975	49,975	49,975	49,975	49,975		**289,855**
PARKS								
Greenhouse		50,000						**50,000**
EAB Program		20,000	20,000	19,800	20,000			**79,800**
Pickard Park Adult Fields/Shed, Cons		120,000						**120,000**
Pickard Park Entrance Signage/Lighting			25,000					**25,000**
Pickard Youth Softball Complex Field/Irrigation			20,000					**20,000**
Moats RR replacement					100,000			**100,000**
Pickard Playground						250,000		**250,000**
Trails - Area 1 (Memorial Park to Wilder School to Hwy 92)							1,700,000	**1,700,000**
Trails - Area 2 (North Sewer Plant to Summerset Trail)							1,700,000	**1,700,000**
Trails - Area 3 (Brush Facility to North Sewer Plant)							2,000,000	**2,000,000**
Trails - Area 4 (W17th Ave to Middle School)							1,200,000	**1,200,000**
Trails - Area 5 (South Park to W 17th Ave)							1,100,000	**1,100,000**
Trails - Area 6 (McCord Park to Downey Park)							800,000	**800,000**
Trails - Area 7 (15th Street to Balloon Field)							800,000	**800,000**
Trails - E Hillcrest							300,000	**300,000**
Trails - W 17th Avenue							400,000	**400,000**
Trails - W Iowa Avenue							250,000	**250,000**
Trails - N Kenwood							60,000	**60,000**
Trails - South P Street							110,000	**110,000**
McCord Park Lot expasion and paving							75,000	**75,000**
Moats Sidewalk/Bikeway from shelter to NW corner							10,000	**10,000**
Pickleball Courts (Boston & 1st?)							20,000	**20,000**
Ampitheather Phase 2							280,000	**280,000**
JK Trail Land Purchase, Euclid to N Y Street							98,000	**98,000**
Park Shop							300,000	**300,000**

INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

	Current FY17	FY18	FY19	FY20	FY21	FY22	Future	TOTAL
POOL								
Pump Replacement - Main Circulation			15,000					**15,000**
Pump Replacement - Water Feature		15,000						**15,000**
New Tot Slide	15,000							**15,000**
Diving Board	15,000							**15,000**
Pump Replacement - Slides			15,000					**15,000**
Pump Replacement - Water Feature			15,000					**15,000**
UV Disinfectant Installation				60,000				**60,000**
Pool Bath House and Pump Room Roofs					30,000			**30,000**
Pool Painting						35,000		**35,000**
Slide Refurb		10,000		10,000		10,000	10,000	**40,000**
Underwater Lights - LED Conversion							20,000	**20,000**
REC								
Roof				25,000				**25,000**
CITY HALL								
Needs Assessment		20,000						**20,000**
HVAC System Upgrades/Replacement			150,000					**150,000**
Elevator		50,000						**50,000**
FIRE								
Overhead Lighting Upgrades	10,000							**10,000**
Public Safety Staffing Study(Fire/Police)		75,000						**75,000**
STORMWATER UTILITY								
Stormwater Plan		10,000	10,000	10,000				**30,000**

INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN

	Current FY17	FY18	FY19	FY20	FY21	FY22	Future	TOTAL
STREET REPLACEMENT								
Median Beautification and Irrigation	50,000	70,000						**120,000**
Pavement Indexing		12,000	12,000	12,000	12,000	12,000		**60,000**
3 Blocks of Clinton (between N Buxton & Jefferson) (3520 sq ft.)	159,533	79,767						**239,300**
2 Blocks of Iowa (between N 'D' and N 'B') (2180 sq. ft.)	145,900							**145,900**
1 Block of Iowa (between N 1st & N Jefferson) (1110 sq. ft.)	73,500							**73,500**
4 Blocks of Buxton (between Euclid & Iowa) (2580 sq. ft.)		237,800						**237,800**
1 Block of 'G' (between W 1st & 2nd) (880 sq. ft.)		61,500						**61,500**
Engineering for above 5 items	40,000	30,000						**70,000**
West Lincoln (between N 'E' & N 'C')								**0**
C' Street (between W Iowa past W Girard)								**0**
2 Blocks of Kentucky (between N Howard & N Jefferson)								**0**
4 Blocks of Girard (between N 'E' & N Buxton)								**0**
6 Blocks of 'F' (between 2nd Ave. & W Detroit)								**0**
2 Blocks of Boston (N 'F' & N 'D')								**0**
1 Block of 1st (between E Girard & W Henderson)								**0**
1 Block of Howard (W 2nd & W 3rd)								**0**
2 Blocks of S 1st (W 2nd & E 4th)								**0**
2 Blocks of 3rd (between S Howard & S Jefferson)								**0**
2 Blocks of N 'D' (between W Girard & W Iowa)								**0**
2 Blocks of W Henderson (between N 'D' & N 'B')								**0**
2 Blocks of N 'C' (between W Kentucky & W Lincoln)								**0**
3 Blocks of W Jackson (between N 'C' & N Howard)								**0**
1 Block of N 1st (between S 'F' & S 'E')								**0**
1 Block of S 8th (E 2nd & E 1st)								**0**
1 Block of Euclid (between N 1st & Jefferson)								**0**
1 Block of 'D' (between W Detroit & W Clinton)								**0**
1 Block of Detroit (between N 'E' & N 'F')								**0**
1 Block of N 1st (from W Kentucky - south to deadend)								**0**
N 1st from Orchard south to Valley Pl. (concrete)								**0**
D Street from Detroit to Girard (concrete)								**0**
Realign J & K w/Signal (& paving 500' of K)							850,000	**850,000**
East Iowa to East City Limits (1320')							365,000	**365,000**
R63 & Highway 92 Signal							150,000	**150,000**
Hoover ROW							100,000	**100,000**
North 15th/16th Street - Iowa to Hillcrest				500,000				**500,000**
Country Club to Hoover							275,000	**275,000**
West 12th from South G to South K							300,000	**300,000**
South G to 12th Street							300,000	**300,000**
S K - 12th Avenue 500' to South City Limits							900,000	**900,000**
West First Avenue - G to H Street - 312'							75,000	**75,000**
East 4th Avenue - 310- East							75,000	**75,000**
Jackson - North C to North B							75,000	**75,000**
Jackson Buxton to Howard							75,000	**75,000**
First Street - South of 7th 1490'							450,000	**450,000**
West 17th							800,000	**800,000**
Plainview East 3600'							990,000	**990,000**
TOTAL	**2,333,933**	**2,743,067**	**612,000**	**906,800**	**432,000**	**577,000**	**48,583,000**	**56,187,800**

FUNDING SOURCE TOTALS	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	Future	
Fund 301 Beginning Balance	406,192	1,963,259	443,159	373,969	13,846	-133,154	-450,154	
Transfer from Sewer Cap. (710) (Restriced) - at time of purchase	325,000	362,000	250,000	250,000	250,000	250,000		**1,687,000**
Transfer from General Gov. (001-9500)	96,000							**96,000**
Transfer from P&R for Moats RR		25,000	25,000	25,000	25,000			
Transfer from P&R for EAB		20,000						
Transfer from P&R for Pool		25,000						
Transfer from Stormwater (670)		10,000	10,000	10,000	10,000	10,000		
Property Tax Revenues	470,000	289,900	257,810	261,677				**1,279,387**
GO Borrowing							31,000,000	**31,000,000**
SRF Borrowing(Morlock)	3,000,000							
State/Federal Grants								**0**
Less costs (above)	(1,865,000)	(2,252,000)	(600,000)	(394,800)	(420,000)	(565,000)	(42,803,000)	**-48,899,800**
Less Transfers to Street Capital (321)	(468,933)	0	(12,000)	(512,000)	(12,000)	(12,000)	(5,780,000)	**-6,796,933**
ENDING FUND BALANCE	**1,963,259**	**443,159**	**373,969**	**13,846**	**-133,154**	**-450,154**	**-18,033,154**	

FUNDING SOURCE TOTALS	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22	Future	
Fund 321 Beginning Balance	126,164	126,164	56,164	56,164	56,164	56,164	56,164	
Transfer from Capital (301)	468,933	0	12,000	512,000	12,000	12,000	5,780,000	**6,796,933**
Transfer from RUT (110) (Restricted)		421,067						**421,067**
Transfer from Gas Franchise (099)								**0**
Transfer from General Gov. (001)								**0**
GO Borrowing								**0**
Less costs (above)	(468,933)	(491,067)	(12,000)	(512,000)	(12,000)	(12,000)	(5,780,000)	**-7,288,000**
ENDING FUND BALANCE	**126,164**	**56,164**	**56,164**	**56,164**	**56,164**	**56,164**	**56,164**	

The City of Indianola maintains its Capital Improvement Program(CIP) and Vehicle and Equipment Replacement schedules(V&E), utilizing the most recent strategic planning priorities and Financial Policies as guiding documents. In the current budget year, the CIP spending is covered by a combination of property taxes, funding from departments and existing fund balances. For FY19-22, continued analysis will consider use of: property taxes generated by new growth (increase in tax valuation), existing fund balances, alternative revenue sources (such as grants), capital deferments, borrowing in compliance with the financial policy, or any combination of the above as strategies to fully fund the CIP and V&E.

CITY OF INDIANOLA EST. 1849

Glossary of Terms

FISCAL YEAR
2017-18

BUDGET DOCUMENT

Glossary of Terms

28E Agreement - Chapter 28, Section E of the Iowa Code which establishes intergovernmental agreements for two or more governmental agencies in a cooperative agreement.

Assessed Valuation - The valuation set upon real estate and certain personal property by the Assessor as a basis for levying property taxes.

Authorized Positions - Employee positions, which are authorized in the adopted budget, or to be filled during the year.

COPS - Community Oriented Policing Services sponsored by the U.S. Department of Justice.

Capital Project - Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements and capital expenditures.

CIP - The Capital Improvement Program provides cities with a forecast of capital needs (infrastructure, buildings, etc.) to predict future budgetary needs.

Comprehensive Plan - A document that determines community goals for transportation, utilities, land use, recreation, and residential zoning. Once the Planning and Zoning Commission finalizes the Comprehensive Plan, it is sent to City Council for adoption.

Council - Manager government: A form of government in which elected City Council members hire a City Manager to oversee the City's day-to-day operations in place of a strong, full-time mayor.

Debt Limit - Iowa Code places a cap on how much debt a City can have outstanding at one time. The limit is 5% of the City's total property valuation. This includes all debt from General Obligation Bonds, Local Option Sales Tax Bonds, and any lease payments for buildings and equipment. For emergency planning purposes, the City's policy is to never have more than 80% of its maximum debt capacity outstanding.

IDNR or Iowa Department of Natural Resources - This organization acts as the State's regulatory agency for land, air, and water permitting and compliance programs.

Expenditure - Funds paid out by the City.

EMS - Emergency Medical Services

Fiscal Year (FY) - The City's budget year, running from June 30-July 1.

FTE - Full-Time Equivalent. A unit of measure for the number of employees equivalent to full-time.

Fund Balance - The amount of money in a fund (e.g. General Fund) that is not dedicated to a specific expenditure. This money is kept in case of unplanned expenditures.

G.O. Bond - A way for cities to pay for certain projects. A city issues debt by selling a bond which will be paid back by tax or project revenue. G.O. debt can be issued for essential corporate purposes or general purposes. Essential corporate purposes include: bridges, roads, water & sewer systems, and some urban renewal projects. These bonds can be issued without a referendum. General purposes include land acquisition and costs associated with public buildings. General purpose bonds in excess of $700,000 must go through a referendum and be passed by the voters.

General Fund - The general operating fund for the City. City Administration, Library, Fire and EMS, Police, Parks and Recreation operating expenses are paid from this fund, and most revenues from these departments are added here. The property tax levy for the General Fund is capped by the State of Iowa at $8.10 per $1000 in property valuation.

Infiltration and Inflow(I&I) - Infiltration is caused by deteriorating connections and cracks in the sanitary sewer pipes. Inflow funnels storm water into the sanitary sewer system through illegal connections. Both cause dilution of the sanitary sewer line which decreases the effectiveness of treatment.

Iowa Code - These are the governing statutes for the State of Iowa, municipal governments, and other public organizations such as school districts.

IPERS - Iowa Public Employees' Retirement System. This is the State pre-funded pension fund for public employees who are not otherwise covered under another retirement fund.

Levy - A tax rate imposed upon property owners, providing the City with income to pay down debt, and to cover special areas such as the library and employee benefits. The mill levy is the combined total of all levies imposed in dollars per thousand in value. For example, a mill levy of 16.000 equates to $16 for every $1000 in property valuation.

Local Option Sales Tax (LOST) - A self-imposed tax by voters in the County to raise the sales tax by 1%. This special revenue is used to fund projects such as Downtown Streetscape.

MFPRSI - Municipal Fire and Police Retirement System of Iowa.

PILOT - Payment in Lieu of Taxes

Reserve Fund - An amount of money, usually calculated as a percent of the operating budget, set aside for emergency situations such as a shortfall in revenue. Indianola's goal is to have 25% in reserves for the General Fund.

Revenue - Money received by the City as income.

Resolution - A special or temporary order of a legislative body; and order of a legislative body requiring less legal formality than an ordinance or statute

Road Use Tax Fund (RUT) - An excise tax imposed on fuel sales and car registrations in Iowa. Funds are split among the various levels of government to pay for road infrastructure maintenance and improvements.

Tax Increment Financing (TIF) - Tax Increment Financing is a method of reallocating tax revenues to projects in a set area. A base valuation is set, and any revenue resulting from an increase in value above the base level is reinvested to projects within that tax area for the life of the agreement (currently limited to no more than 20 years in the State of Iowa). Revenues must be spent within the boundaries of the TIF district, and cannot be used to supplement General Fund operations.

Taxable Valuation - The portion of the assessed valuation, that a city may assess a tax levy. This amount is calculated using

Utility Franchise Fee (UFF) - A fee added to all natural gas bills.

Vehicle and Equipment Fund - A fund created by the City of Indianola to inventory vehicles and equipment, their useful life, and replacement costs.

Warren County Economic Development Corporation (WCEDC) - WCEDC was formed in 1992 to be the unifying voice to advocate for growth interests for communities within the greater Warren County, Iowa region. WCEDC is governed by a 20 member board of directors who are investors in the organization. WCEDC is a non-profit corporation with both public and private sector investors. The organization's day-to-day mission is implemented by several economic development professional staff.

CITY OF
INDIANOLA
EST. 1849

Exhibit A

FISCAL YEAR
2017-18

BUDGET DOCUMENT

City of Indianola, Iowa
Planning Session Report

Conducted July 18, 2016
Approved August 1, 2016

Mayor:
Kelly B. Shaw

City Council:
John Parker, Jr.
Brad Ross
Shirley Clark
Pam Pepper
Greta Southall
Joe Gezel

City Staff:
Ryan J. Waller, City Manager

Facilitated by:
Jeff Schott
Institute of Public Affairs
University of Iowa

CITY OF INDIANOLA, IOWA
PLANNING SESSION REPORT
2016

Introduction

The City of Indianola requested the Institute of Public Affairs (IPA) to assist the city by facilitating a planning session with the Mayor, City Council and Department Heads.

The City Council and the Mayor held a work session conducted by the IPA on July 18, 2016. In attendance and participating in the meeting were Mayor Kelly B. Shaw and Council Members Joe Gezel, Pam Pepper, Brad Ross, and Greta Southall. Also participating in this meeting was City Manager Ryan Waller, Police Chief Dave Button, Library Director Joyce Godwin, Community Development Director Chuck Burgin, Street Superintendent Ed Yando, Human Resources Director RoxAnne Hunerdosse, Waste Water Treatment Plant Director Rick Graves, Parks and Recreation Director Doug Bylund, Finance Director Chris DesPlanques, and Deputy Fire Chief Mark McCurdy.

Identification of Strategic Focus Areas

The Mayor and Council Members identified the following Strategic Focus Areas - key issues of paramount importance to the City of Indianola that need to be addressed in terms of leadership direction, goals, programs, policies and resource allocation in order to achieve the organization's mission and strategic vision:

- Economic Development
- Infrastructure
- Quality of Life
- City Facilities
- City Staffing
- Budget and Finance

Strategic Focus Areas - Objectives

For each Strategic Focus Area, the Mayor and Council Members identified the following objectives, intentions, or aspirations as to where they want the City of Indianola to be in terms of addressing these major issues:

Economic Development

- Promote residential development
- Promote commercial development
- Promote office/headquarters/satellite facilities
- Promote tech sector
- Undertake strategic planning to identify target industries/businesses to locate in Indianola
- Continue the marketing/branding initiative

Infrastructure

- Continue to move forward with the Waste Water Treatment Plant project
- Develop a street repair/maintenance and financing plan
- Develop a multi-year Capital Improvements Program and Equipment/Asset Replacement Plan

Quality of Life

- Promote construction/expansion of trails
    - Seek grants for trail development
    - Identify options for encouraging trail planning as part of new subdivision development
- Develop concept and financing plan for beautification of Gateways into the City
- Develop a plan for location of new parks for underserved sections of the City, especially north side of Indianola
- Vigorously promote enforcement of property maintenance standards
    - Evaluate city property maintenance codes and revise as appropriate
    - Adopt code enforcement policy

City Facilities

- Evaluate existing city facilities (city-wide) in terms of meeting current and projected needs
- Develop plan for enhancing city facilities as may be determined
    - Identify and evaluate potential space need alternatives (such as sharing with other agencies)
    - Identify priorities
    - Develop financing plan

City Staffing

- Develop staffing plan to address current and projected needs
- Evaluate employee wage and benefit packages
- Continue to evaluate the City's benefit program, mainly health insurance

Budget and Finance

- Continue program and actions to enhance the City's financial condition
- Implement the City's financial policies
- Evaluate alternatives to address rising costs associated with providing employee health insurance
- Develop a multi-year Capital Improvements Program and Equipment/Asset Replacement Plan (per Infrastructure Focus Area above)
- Develop and implement a program to educate the public regarding the issues, trends and challenges related to the City's financial/budgetary situation

Final Comments

It was a pleasure to assist the City of Indianola with this planning process. I was extremely impressed with the level of cooperation and positive attitudes of the elected officials and city staff.

As discussed at the planning session, it is recommended that after City Council approval of the Strategic Focus Areas and Objectives, city staff prepare an "Action Plan" for accomplishing the planning goals. The action plan would define the steps that would be needed to accomplish each goal, identify who is responsible for implementation, and establish a timeline for accomplishment. The action plan should then be presented to the Mayor and City Council for review and approval. It is also recommended that staff review with the Mayor and City Council the status of implementing these priorities on a quarterly basis.

Also as discussed at the planning session, it is important for the City Council to incorporate these priorities when addressing other important policy considerations, such as the budget and Capital Improvements Program development.

Jeff Schott
Institute of Public Affairs
The University of Iowa
July 20, 2016

Subject

Public hearing and first consideration to amend Chapter 170 Subdivision ordinance (P&Z approved unanimously February 14, 2017)

Information

Council needs to hold the public hearing and first consideration to amend Chapter 170 of the Subdivision Ordinance. The 17 amendments (see below) discussed in the January P&Z meeting have been placed into ordinance form (packet). Again most of the changes address either outdated requirements or add clarification to the code. Community Director Chuck Burgin recommended and P&Z unanimously approval.

- Section 170.09-2 (Q) - **With the new standards required by the Iowa Department of Natural Resources via the NPDES permit process, this section simply needs to address the most current DNR requirement with a note placed on the plat.**

- Section 170.10-3 (S) - **To avoid any confusion as to when sidewalks are to be installed, I recommend the section read as follows. Location and dimensions of sidewalks to be installed prior the occupancy of a developed lot.**

- Section 170.10-4 (D) - **This section should be relocated as paragraph (D) as part of the documents that get filed Section 170.1-5.**

- Section 170.10-4 (D) - **A new section identifying easements for overland drainage and public storm sewers to be approved by the Director of Community Development. We need to clarify or be more specific of the types of improvements that can be made in these areas, such as plantings and fences.**

- Section 170.10-4 (E) - **This section should be deleted in its entirety because of the IDNR requirements for soil erosion control.**

- **Add new section under Section 170.10-4 (E) stating "A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements."**

- Section 170.10-5 - **This section should be clarified by adding the Warren County Recorder's Office at the end of the statement.**

- Section 170.11-1 - **Add a statement that the most current edition of the Statewide Urban Design Standards or SUDAS will be met.**

- Section 170.11 -1 (L) - **This is a new section that identifies differences between naming streets, avenues and places versus courts. No changes will be made from the original standard, we will simply include it in this part of the code.**

- Section 170.11-5 **This is a new section identifying specific streets from the 2011 Comprehensive Plan and Master Street plan that have been designated thoroughfares and collectors.**

- 170.13-1 - **The 15' portion of this section should be increased to 25' to meet today's minimum standards.**

- 170.14-1 EASEMENTS - **The width needs to be increased to 15' and the location changed to the**

front yard and in case of corner lots, the side street yard.

- 170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS -**The portion stating the city plan should be clarified and identify the most current Comprehensive Plan.**
- 170.17 EROSION CONTROL (DESIGN STANDARDS) - **This section should be rewritten to identify the most current IDNR standards and requirements of the NPDES permits.**
- 170.23 SIDEWALKS - **For clarification, the developer or owner of the lot should be included with the subdivider's name.**
- 170.29 SPECIFICATIONS - **Replace the Standard Construction Specifications for Subdivisions with the most current Statewide Urban Design and Specification.**
- 170.31 INSPECTION - **All paving and storm water improvement should be included with sanitary sewer improvements.**

Simple motion is in order.

Fiscal Impact

Attachments

January 2017 P&Z Memo
February 2017 P&Z Memo
February 2017 P&Z Minutes
Ordinance

INDIANOLA PLANNING AND ZONING COMMISSION
REGULAR MEETING
JANUARY 10, 2017
6:00 P.M.

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

Joe Butler
Tiffany Coleman
Al Farris
Ron Fridley
Cindy Johnson
Becky Needles
Bob Ormsby
Josh Rabe
Misty Soldwisch

Also present: Mindi Robinson and Chuck Burgin.

The minutes of the November 8, 2016 meeting were approved on a motion made by Coleman and seconded by Orsmby. Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Consider an amendment to Chapter 165 Zoning, providing a new zoning classification of A-2 Mixed Agriculture.

Chuck reviewed the request from Council to send the campground request back to Commission to consider amending Chapter 165 Zoning to allow for a new zoning classification of A-2 Mixed Agriculture which would allow for private campgrounds. Council shared concerns regarding the construction of miscellaneous storage buildings and decks and also requested the Commission define a maximum length of stay for campers.

Commission discussed residential development adjacent to A-2 zoning, minimum setbacks and minimum area. Orsmby questioned the need for a maximum height of 2 ½ stories or 35 feet. Commission agreed that 1 story or 15 feet maximum would be sufficient for A-2 zoning.

Butler raised the issue that C-2 (Highway Commercial) zoning allows for tourist camps as a permitted use. Chuck stated an ordinance eliminating tourist campgrounds will be presented to Council.

Motion was made by Rabe and seconded by Ormsby to amend the 2011 Comprehensive Plan to include A-2 Mixed Agricultural zoning and to approve an amendment to Chapter 165 Zoning to include a new zoning classification of A-2 Mixed Agricultural zoning.

Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Consider amendments to Chapter 170 Subdivision Ordinance.

Chuck reviewed the consideration stating most of the proposed amendments are just to clarify the code. Below is a list of the changes.

- Section 170.09-2 (Q) - **With the new standards required by the Iowa Department of Natural Resources via the NPDES permit process, this section simply needs to address the most current DNR requirement with a note placed on the plat.**

- Section 170.10-3 (S) - **To avoid any confusion as to when sidewalks are to be installed, I recommend the section read as follows. Location and dimensions of sidewalks to be installed prior the occupancy of a developed lot.**

- Section 170.10-4 (D) - **This section should be relocated as paragraph (D) as part of the documents that get filed Section 170.1-5.**

- Section 170.10-4 (D) - **A new section identifying easements for overland drainage and public storm sewers to be approved by the Director of Community Development. We need to clarify or be more specific of the types of improvements that can be made in these areas, such as plantings and fences.**

- Section 170.10-4 (E) - **This section should be deleted in its entirety because of the IDNR requirements for soil erosion control.**

- **Add new section under Section 170.10-4 (E) stating "A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements."**

- Section 170.10-5 - **This section should be clarified by adding the Warren County Recorder's Office at the end of the statement.**

- Section 170.11-1 - **Add a statement that the most current edition of the Statewide Urban Design Standards or SUDAS will be met.**

- Section 170.11 -1 (L) - **This is a new section that identifies differences between naming streets, avenues and places versus courts. No changes will be made from the original standard, we will simply include it in this part of the code.**

- Section 170.11-5 **This is a new section identifying specific streets from the 2011 Comprehensive Plan and Master Street plan that have been designated thoroughfares and collectors.**

- 170.13-1 - **The 15' portion of this section should be increased to 25' to meet today's minimum standards.**

- 170.14-1 EASEMENTS - **The width needs to be increased to 15' and the location changed to the front yard and in case of corner lots, the side street yard.**

- 170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS -**The portion stating the city plan should be clarified and identify the most current Comprehensive Plan.**

- 170.17 EROSION CONTROL (DESIGN STANDARDS) - **This section should be rewritten to identify the most current IDNR standards and requirements of the NPDES permits.**

- 170.23 SIDEWALKS - **For clarification, the developer or owner of the lot should be included with the subdivider's name.**

- 170.29 SPECIFICATIONS - **Replace the Standard Construction Specifications for Subdivisions with the most current Statewide Urban Design and Specification.**

- 170.31 INSPECTION - **All paving and storm water improvement should be included with sanitary sewer improvements.**

Commission discussed the need to include fiber optics as a developer requirement within the subdivision ordinance. Chuck stated he would speak with the City Attorney regarding the topic.

Motion was made by Orsmby and seconded by Farris to draft an ordinance amending Chapter 170 Subdivision Ordinance to reflect the proposed changes. Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Approval of the 2016 Annual Report

Motion was made by Needles and seconded by Soldwisch to approve the 2016 Annual Report. Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Other Business

Chuck informed the Commission that election of officers and the draft ordinance amending Chapter 170 would be on the agenda for the February 2017 meeting.

Meeting adjourned on a motion by Rabe and seconded by Soldwisch.

Joe Butler, Vice Chairperson	Mindi Robinson

To: Planning and Zoning Commission
From: Chuck Burgin, Director of Community Development
Subject: February 14, 2017 Meeting

Item # 4 Election of Officers.

Doug Opie has served two years as Chairperson and Joe Butler as Vice Chairperson. Unless there are nominations from the floor, a motion to elect Joe as Chairperson is in order. Subsequently, a nomination for a new Vice Chairperson is needed. We will have ballots at the meeting in case of multiple nominations. After the voting is completed, the new Chairperson will take over the meeting.

Item # 5 Consider amendment to Chapter 170 Subdivision Ordinance.

The 17 amendments discussed in the January meeting have been placed into ordinance form. Again most of the changes address either outdated requirements or add clarification to the code. Please read through the requested changes for any questions you may have. I recommend approval.

Other business

A public hearing and the first consideration to amend Chapter 165 Zoning to provide an A-2 (Mixed Agriculture) zoning classification allowing camp grounds was approved at the February 6, 2017 Council meeting.

INDIANOLA PLANNING AND ZONING COMMISSION
REGULAR MEETING
FEBRUARY 13, 2017
6:00 P.M.

The meeting was called to order by Chairperson Doug Opie and on roll call the following members were present:

Joe Butler
Al Farris (via phone)
Ron Fridley
Cindy Johnson
Becky Needles
Doug Opie
Bob Ormsby
Josh Rabe
Misty Soldwisch

Also present: Diana Bowlin and Chuck Burgin.

The minutes of the January 10, 2017 meeting were approved on a motion made by Orsmby and seconded by Fridley. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

Election of Officers

A motion was made by Rabe and seconded by Johnson for the nomination of Joe Butler to serve as Chairperson. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

A motion was made by Farris and seconded by Needles for the nomination of Josh Rabe to serve as Vice Chairperson. Question was called for and on voice vote Chairperson Opie declared the motion carried unanimously.

Consider amendments to Chapter 170 Subdivision Ordinance.

Chuck reviewed the 17 amendment which were discussed in the January meeting and have been placed into ordinance form. Below is a list of the changes.

- Section 170.09-2 (Q) - **With the new standards required by the Iowa Department of Natural Resources via the NPDES permit process, this section simply needs to address the most current DNR requirement with a note placed on the plat.**

- Section 170.10-3 (S) - **To avoid any confusion as to when sidewalks are to be installed, I recommend the section read as follows. Location and dimensions of sidewalks to be installed prior the occupancy of a developed lot.**

- Section 170.10-4 (D) - **This section should be relocated as paragraph (D) as part of the documents that get filed Section 170.1-5.**

- Section 170.10-4 (D) - **A new section identifying easements for overland drainage and public storm sewers to be approved by the Director of Community Development. We need to clarify or be more specific of the types of improvements that can be made in these areas, such as plantings and fences.**

- Section 170.10-4 (E) - **This section should be deleted in its entirety because of the IDNR requirements for soil erosion control.**

- **Add new section under Section 170.10-4 (E) stating "A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements."**

- Section 170.10-5 - **This section should be clarified by adding the Warren County Recorder's Office at the end of the statement.**

- Section 170.11-1 - **Add a statement that the most current edition of the Statewide Urban Design Standards or SUDAS will be met.**

- Section 170.11 -1 (L) - **This is a new section that identifies differences between naming streets, avenues and places versus courts. No changes will be made from the original standard, we will simply include it in this part of the code.**

- Section 170.11-5 **This is a new section identifying specific streets from the 2011 Comprehensive Plan and Master Street plan that have been designated thoroughfares and collectors.**

- 170.13-1 - **The 15' portion of this section should be increased to 25' to meet today's minimum standards.**

- 170.14-1 EASEMENTS - **The width needs to be increased to 15' and the location changed to the front yard and in case of corner lots, the side street yard.**

- 170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS -**The portion stating the city plan should be clarified and identify the most current Comprehensive Plan.**

- 170.17 EROSION CONTROL (DESIGN STANDARDS) - **This section should be rewritten to identify the most current IDNR standards and requirements of the NPDES permits.**

- 170.23 SIDEWALKS - **For clarification, the developer or owner of the lot should be included with the subdivider's name.**

- 170.29 SPECIFICATIONS - **Replace the Standard Construction Specifications for Subdivisions with the most current Statewide Urban Design and Specification.**

- 170.31 INSPECTION - **All paving and storm water improvement should be included with sanitary sewer improvements.**

Motion was made by Soldwisch and seconded by Rage to approve amending Chapter 170 Subdivision Ordinance to reflect the proposed changes. Question was called for and on voice vote Chairperson Butler declared the motion carried unanimously.

Meeting adjourned on a motion by Rabe and seconded by Soldwisch.

______________________________	______________________________
Joe Butler, Chairperson	Diana Bowlin

ORDINANCE NO. ______

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 170 "SUBDIVISION REGULATIONS"

WHEREAS, the Indianola Code of Ordinances currently covers subdivision regulations;

WHEREAS, the City Council of the City of Indianola, Iowa, now deems it necessary and proper to amend the Code of Ordinances to expand the ordinance to clarify the code.

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

Section 1: That Chapter 170.09(2)(Q) be and is hereby amended by deleting the stricken language and inserting the underlined language:

Q. ~~A recommendation from the Warren County Soil Conservation District or the City's Public Service Director regarding the proposed plan, methods and/or techniques proposed for controlling erosion along new or altered surface drainage courses which will become a permanent part of the subdivision. Said recommendations shall also be obtained for the temporary methods and/or techniques to be used in controlling such erosion during construction and development of the subdivision. No preliminary plat shall be approved by the City until an acceptable erosion control plan shall have been prepared.~~ Indicate the current Iowa Department of Natural Resources requirement in a note placed on the plat, if applicable.

Section 2: That Chapter 170.10(3)(S) be and is hereby amended by inserting the underlined language:

S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.

Section 3: That Chapter 170.10(4)(D) be and is hereby amended by deleting the stricken language and inserting the underlined language:

~~A copy of restrictive covenants to be attached to the lots of the subdivision.~~ Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.

Section 4: That Chapter 170.10(4)(E) be and is hereby amended by deleting the stricken language and inserting the underlined language:

E. ~~A surety bond with the City which will insure that the erosion control measures as may herein be required will be undertaken promptly as development progresses. The form and type of bond shall be approved by the City Attorney and the amount of the bond shall not be less~~

~~than the amount of the estimated cost of such improvements as determined by the City Engineer plus ten percent (10%), and approved by the City Council. In the event the required erosion control measures are not installed promptly, the City may, in order to prevent possible soil erosion, use the bond or any necessary portion thereof to complete such improvements~~. <u>A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements</u>.

Section 5: That Chapter 170.10(5) be and is hereby amended by inserting the underlined language:

5. The final plat shall also be accompanied by the following at the time it is presented for filing <u>at the Warren County Recorder's Office</u>.

Section 6: That Chapter 170.11(1) be and is hereby amended by inserting the underlined language:

1. General Considerations <u>that must comply with the current Iowa Statewide Urban Design Standards for Public Improvements ("SUDAS")</u>.

Section 7: That Chapter 170.11 be and is hereby amended by inserting the underlined language:

<u>L. Streets, avenues, places and courts shall be named in the following manner:</u>

<u>General direction</u>	*<u>Long streets</u>*	*<u>Short streets</u>*
<u>North and south</u>	<u>Streets</u>	<u>Courts</u>
<u>East and west</u>	<u>Avenues</u>	<u>Places</u>
<u>Diagonal</u>	<u>Roads</u>	<u>Ways</u>
<u>Curving</u>	<u>Drives</u>	<u>Lanes</u>

Section 8: That Chapter 170.11 be and is hereby amended by inserting the underlined language:

<u>5. Streets as identified in the current Comprehensive Plan and Master Street Plan that have been designated as thoroughfares and collectors.</u>

Section 9: That Chapter 170.13(1) be and is hereby amended by deleting the stricken language and inserting the underlined language:

1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of ~~15~~ <u>25</u> feet at the intersection.

Section 10: That Chapter 170.14(1) be and is hereby amended by deleting the stricken language and inserting the underlined language:

1. Easement not less than ~~7.5~~ 15 feet in width shall be provided along each side of the ~~rear~~ front yard lot lines of all lots, and in the case of corner lots, the side street yard, and along such other lot liens as may be required by public and private utility companies.

Section 11: That Chapter 170.15 be and is hereby amended by deleting the stricken language and inserting the underlined language:

15. In subdividing property, consideration shall be given to suitable sites for schools, parks, playgrounds and other common areas for public use so as to conform to any recommendations of the ~~City plan~~ most current Comprehensive Plan. Any provision for schools, parks and playgrounds should be indicated on the preliminary plan in order that it may be determined when and in what manner such areas will be provided or acquired by an appropriate taxing agency.

Section 12: That Chapter 170.17 be and is hereby amended by deleting the stricken language and inserting the underlined language:

17. Methods for controlling soil erosion shall be in accordance with ~~established techniques and procedures of the Warren County Soil Conservation District or in accordance with the City's current standards and specifications for like or similar work. Erosion control measures may, where appropriate, include mulches, temporary or permanent vegetative cover, the use of terraces, diversion ditches, impoundments, stilling basins, surface drainage pipe or other structures which will intercept, divert, retard or otherwise control runoff and soil erosion. Adequate sediment basins and other structures as might be necessary shall be provided to prevent soil from eroding onto streets, into drainage facilities or onto other property~~ current Iowa Department of Natural Resources Standards and requirements of NPDES permit.

Section 13: That Chapter 170.23 be and is hereby amended by deleting the stricken language and inserting the underlined language:

23. The subdivider, developer or owner of the lot shall at ~~the subdivider's~~ their expense provide a four-foot wide concrete sidewalk along each lot frontage prior to the occupancy of the structure on the lot except as otherwise provided herein. In commercial or industrial areas where it can be demonstrated that there will be limited or no need for sidewalks, the Council may waive or modify the requirement for the installation of sidewalks after review and report from the Commission. The Council may waive the sidewalk requirement on cul-de-sacs. Any such waiver shall not be acted upon until the Council has received the recommendation of the Commission.

Section 14: That Chapter 170.29 be and is hereby amended by deleting the stricken language and inserting the underlined language:

29. The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled ~~*Standard Construction Specifications for*~~

~~*Subdivisions*~~ *Iowa Statewide Urban Design and Specification for Public Improvements* which is on file in the Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and specifications for subdivisions shall be submitted to the ~~Building Official~~ Community Development for approval prior to construction, and construction shall not be started until the plans and specifications have been approved.

Section 15: That Chapter 170.31 be and is hereby amended by deleting the stricken language and inserting the underlined language:

31. The subdivider or developer shall cause the installation of all improvements to be inspected to ensure compliance with the requirements of this chapter. The cost of the inspection shall be borne by the subdivider or developer. All inspection reports and certificates of compliance shall be filed with the Clerk before any improvements are accepted by the Council. Before accepting any portion of paving, storm water improvement or ~~a~~ sanitary sewer system and maintenance thereof which has been constructed under the provisions of Sections 170.19 and Section 170.29 above, the Council reserves the right to have all mains within the sewer system to be dedicated, televised in order to determine whether they have been properly constructed. The televising shall be at the expense of the subdivider or party making the dedication.

Section 16: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 17: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _________________, 2017.

____

Kelly B. Shaw, Mayor

ATTEST:

____

Diana Bowlin, City Clerk

First reading: _______________
Second reading: _______________
Third reading: _______________
Publication Date: _______________

Subject

Second consideration of a final industrial tax abatement - 1820 N. 7th Street

Information

Council needs to hold the second consideration of an ordinance approving a final urban revitalization designation application from Bussanmus Heating and Cooling, 1820 N. 7th Street (see map) for the Industrial Park.

The prior application was approved on December 5, 2016.

Simple motion is in order.

Fiscal Impact

Attachments

Industrial Tax Application
Ordinance

APPLICATION FOR TAX ABATEMENT UNDER THE URBAN REVITALIZATION PLAN FOR 4 OR 5 YEAR (COMMERCIAL OR INDUSTRIAL):

_____ Commercial __X__ Industrial   Date 1/12/17

_____ Prior Approval for Intended Improvements   __X__ Approval of Improvements Completed

Address of Property: 1820 N. 7th St.

Legal Description of Property: Lot 1 Hillcrest Industrial Park Plat 2

Title Holder or Contract Buyer: Bussanmus Heating & Cooling/Capone Prop. Mgmt.

Address of Owner (if different than above): ______

Phone Number (to be reached during the day): ______

Existing Property Use: ____ Commercial ____ Industrial __X__ Vacant

Proposed Property Use: ____ Commercial __X__ Industrial ____ Vacant

____ Rental __X__ Owner Occupied

Nature of Improvements: ____ Addition __X__ New Construction ____ General Improvements

DESCRIPTION: 1 story 10,000 sq. ft. industrial building

Estimated or Actual Date of Completion: 1/11/17
Estimated or Actual Value of Improvements: $477,400
If rental property, complete the following: Number of Units _____

Tenants occupying the building when purchased (or present tenants if unknown) Date of tenant occupancy/relocation benefits received by eligible tenants: (to be continued on a separate page if necessary)

Tenant	Date of Occupancy	Relocation Benefits

X Signed By: [signature]

FOR AGENCY USE ONLY:

City Manager — The above application is/is not in conformance with the requirements of the Urban Revitalization Plan for City of Indianola
Relocation Benefits Paid N/A

City Manager ______ Date ______

Building Dept — Construction Permit No.(s) 125 Date Issued 9/16/16 FINAL 1/11/17

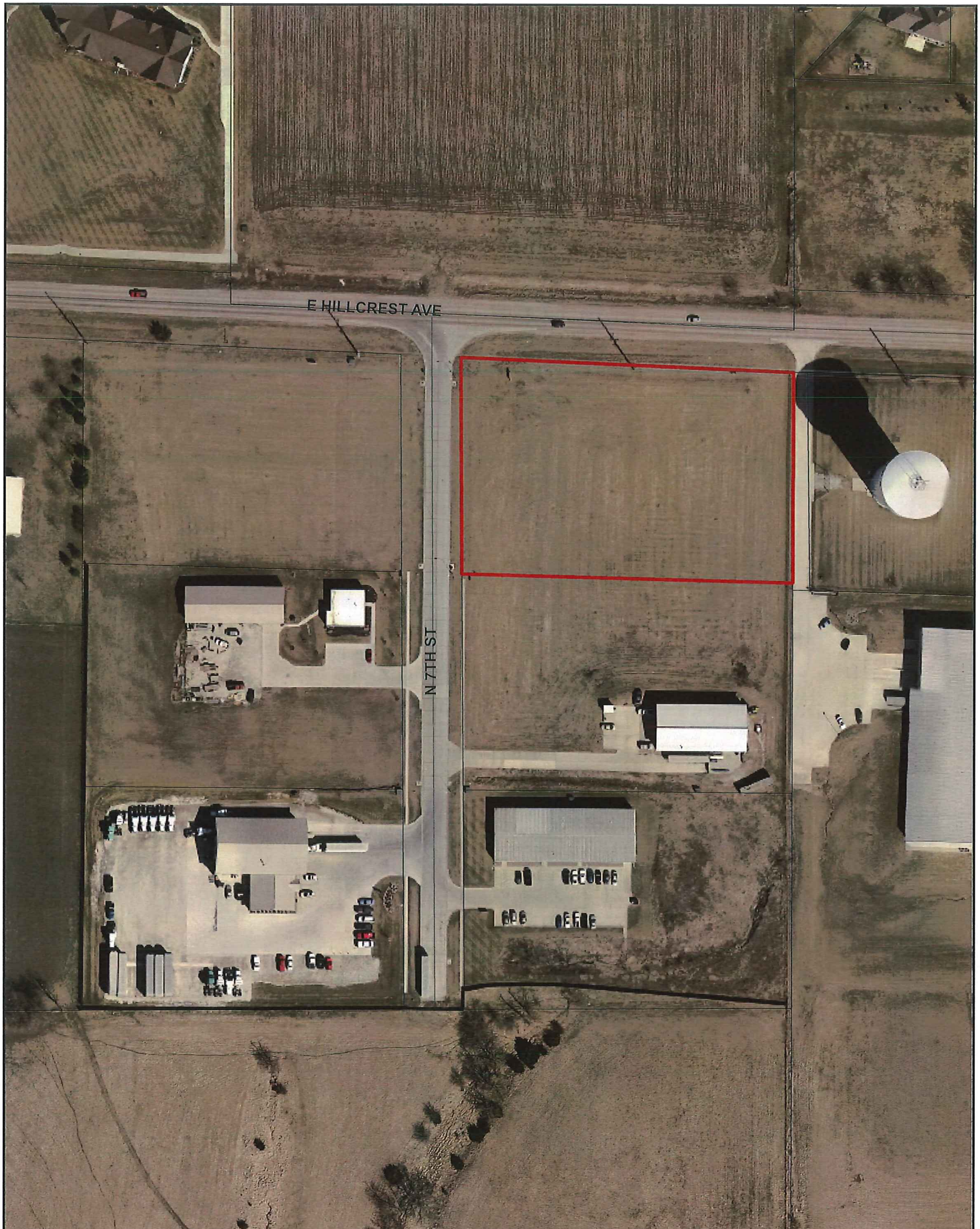
Building Official ______

City Council — Application approved/disapproved (reason if disapproved) ______

Indianola City Council ______ Date ______

County Assessor — Present assessed value ______ Assessed value w/improvements ______

Eligible or non-eligible for tax abatement



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1820 N 7TH ST
INDUSTRIAL TAX ABATEMENT

9/2016

CITY OF INDIANOLA EST 1849

ORDINANCE NO. -______

AN ORDINANCE AUTHORIZING TAX EXEMPTION UNDER THE URBAN REVITALIZATION PLAN FOR INDUSTRIAL USE IN ACCORDANCE WITH INDIANOLA MUNICIPAL CODE SECTION 7.07

WHEREAS, the Indianola Code of Ordinances authorizes tax exemption for urban revitalization within the City of Indianola, Iowa; and

WHEREAS, Municipal Code Section 7.07 provides that the City Council may give its approval of tax exemption for new construction if the new construction is in conformance with City zoning; provided however, such approval shall not entitle the owner to exemption from taxation until the new construction has been completed and found to be qualified real estate; and

WHEREAS, after notice and hearing as required by law, the City Council of the City of Indianola, Iowa now deems it proper to grant approval of tax exemption for new construction that was completed on January 11, 2017 on property locally known as 1820 North 7th Street and legally described as:

> Lot 1 in Hillcrest Industrial Park Plat 2, an Official Plat in Indianola, Warren County, Iowa.

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

Section 1: That approval of tax exemption is granted for new construction on property locally known as 1820 North 7th Street and legally described as:

> Lot 1 in Hillcrest Industrial Park Plat 2, an Official Plat in Indianola, Warren County, Iowa.

Section 2: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 3: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of __________________, 2017.

____

Kelly B. Shaw, Mayor

ATTEST:

____
Diana Bowlin, City Clerk

First reading: _______________
Second reading: _______________
Third reading: _______________
Publication Date: _______________

Subject

Final consideration of an ordinance amending the Municipal Code of the City of Indianola, Iowa, Chapter 165 to allow a new zoning classification as A-2 (mixed agriculture) and removing tourist campgrounds as permitted principal use in C-2 (highway commercial) (P&Z approved unanimously 1/10/17)

Information

Council needs to hold the final consideration of an amendment to Chapter 165 zoning. At the December 5, 2016, Council meeting the request to amend A-1 zoning allowing private campgrounds under special uses and exceptions was not approved and therefore the request has been dropped from further public readings. Subsequently, after several meetings of further discussion regarding this new use, the Council referred the request back to Planning and Zoning Commission for further consideration with the following concerns:

1. Construction of miscellaneous storage buildings and decks.
2. Define a maximum length of stay for campers.
3. Other pertinent items.

The Council showed support for a campground facility at this particular location, however several members felt this type of use should have more direct Council involvement if additional facilities were to attempt to open in other portions of the community, particularly the growth areas. As a result of this action, enclosed is a copy of a new zoning classification A-2, Mixed Agriculture.

The proposed ordinance addresses the concerns of Council as well as issues the Planning and Zoning Commission had discussed. The approval process for future campgrounds will require a rezoning of the land to A-2, versus a Special Use Permit granted by the Board of Adjustment.

Any rezoning attempts will require a 15 day written notification to all property owners within two hundred feet prior to both Planning and Zoning action and City Council action and the special requirements provisions has remained with the addition of “No permanent structure shall be allowed within the campsite.” And “No travel trailer, camping trailer or tent shall remain in a campsite longer than six (6) months.” has been included.

The new ordinance further addressed tourist campground listed in C-2 (highway commercial zoning) by deleting it as a principal use.

Enclosed a map of possible locations of A-2 zoning classifications. These are existing A-1 areas which do not have highway frontage, are less than 20 acres, lie adjacent to an existing residential zoning classification or is publicly owned.

Prior to any approval of the new zoning classification, a motion to amend the 2011 Comprehensive Plan recommending the inclusion of the new A-2 Zoning Classification should be made. Chuck Burgin, Community Development Directed recommended approval and P&Z approved unanimously.

Roll call is in order.

Fiscal Impact

Attachments

PZ Memo
PZ Minutes
Map
Ordinance

To: Planning and Zoning Commission
From: Chuck Burgin, Director of Community Development
Subject: January 10, 2017 Meeting

Item # 4 Consider an amendment to Chapter 165 Zoning, providing a new zoning classification of A-2 Mixed Agriculture.

At the December 5, 2016, Council meeting the request to amend A-1 zoning allowing private campgrounds under special uses and exceptions was not approved and therefore the request has been dropped from further public readings. Subsequently, after several minutes of further discussion regarding this new use, the Council referred the request back to Planning and Zoning Commission for further consideration with the following concerns:

1. Construction of miscellaneous storage buildings and decks.
2. Define a maximum length of stay for campers.
3. Other pertinent items.

The Council showed support for a campground facility at this particular location, however several members felt this type of use should have more direct Council involvement if additional facilities were to attempt to open in other portions of the community, particularly the growth areas. As a result of this action, I have enclosed a draft copy of a new zoning classification A-2, Mixed Agriculture.

The draft of the proposed ordinance addresses the concerns of Council as well as issues the Planning and Zoning Commission had discussed. The approval process for future campgrounds will require a rezoning of the land to A-2, versus a Special Use Permit granted by the Board of Adjustment.

Any rezoning attempts will require a 15 day written notification to all property owners within two hundred feet prior to both Planning and Zoning action and City Council action and the special requirements provisions has remained with the addition of "No permanent structure shall be allowed within the campsite." And "No travel trailer, camping trailer or tent shall remain in a campsite longer than six (6) months." has been included.

I have enclosed a map of possible locations of A-2 zoning classifications. These are existing A-1 areas which do not have highway frontage, are less than 20 acres, lie adjacent to an existing residential zoning classification or is publicly owned.

Prior to any approval of the new zoning classification, a motion to amend the 2011 Comprehensive Plan recommending the inclusion of the new A-2 Zoning Classification should be made. I recommend approval of the amendment.

Item # 5 Consider amendments to Chapter 170 Subdivision Ordinance.

It has been several years since staff has reviewed the subdivision ordinance for changes and updates. The majority of the changes are simple clarifications to the code. I would like to discuss the changes at the meeting and get direction from Commission prior to writing an ordinance that would address all the issues we wish to address. Listed below are the changes we are recommending. The action recommended is in bold print.

- Section 170.09-2 (Q) - A recommendation from the Warren County Soil Conservation District or the City's Public Service Director regarding the proposed plan, methods and/or techniques proposed for controlling erosion along new or altered surface drainage courses which will become a permanent part of the subdivision. Said recommendations shall be obtained for the temporary methods and/or techniques to be used in controlling such erosion during construction and development of the subdivision. No preliminary plat shall be approved by the City until an acceptable erosion control plan shall have been prepared. **With the new standards required by the Iowa Department of Natural Resources via the NPDES permit process, this section simply needs to address the most current DNR requirement with a note placed on the plat.**

- Section 170.10-3 (S) - Location and dimensions of sidewalks to be installed**. To avoid any confusion as to when sidewalks are to be installed, I recommend the section read as follows. Location and dimensions of sidewalks to be installed prior the occupancy of a developed lot.**

- Section 170.10-4 (D) - A copy of restrictive covenants to be attached to the lots of the subdivision. **This section should be relocated as paragraph (D) as part of the documents that get filed Section 170.1-5.**

- Section 170.10-4 (D) - **I recommend a new section identifying easements for overland drainage and public storm sewers to be approved by the Director of Community Development. We need to clarify or be more specific of the types of improvements that can be made in these areas, such as plantings and fences.**

- Section 170.10-4 (E) - A surety bond with the City which will insure that the erosion control measures as may herein be required will be undertaken promptly as development progresses. The form and type of bond shall be approved by the City Attorney and the amount of the bond shall not be less than the amount of the estimated cost of such improvements as determined by the City Engineer plus ten percent (10%), and approved by the City Council. In the event the required erosion control measures are not installed promptly, the City may, in order to prevent possible soil erosion, use the bond or any necessary portion thereof to complete such improvements. **Again because of the IDNR requirements for soil erosion control, this section should be deleted in its entirety. Furthermore, after a brief survey of other metro cities, no other community has this requirement for erosion control.**

- **Add new section under Section 170.10-4 (E) stating "A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements."**

- Section 170.10-5 - The final plat shall also be accompanied by the following at the time it is presented for filing: **This section should be clarified by adding the Warren County Recorder's Office at the end of the statement.**

- Section 170.11-1 General considerations - **Add a statement that the most current edition of the Statewide Urban Design Standards or SUDAS will be met.**

- Section 170.11 -1 (L) - **This is a new section that identifies differences between naming streets, avenues and places versus courts. No changes will be made from the original standard, we will simply include it in this part of the code.**

- Section 170.11-5 Street Designations - **This is a new section identifying specific streets from the 2011 Comprehensive Plan and Master Street plan that have been designated thoroughfares and collectors. Examples - Hillcrest, South K Street and others.**

- 170.13-1 - All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 15 feet at the intersection. **The 15' portion of this section should be increased to 25' to meet today's minimum standards.**

- 170.14-1 EASEMENTS - Easements of not less than 7.5 feet in width shall be provided along each line of the rear lot lines of all lots, and along such other lot lines as may be required by public and private utility companies. **The width needs to be increased to 15' and the location changed to the front yard and in case of corner lots, the side street yard.**

- 170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS - In subdividing property, consideration shall be given to suitable sites for schools, parks, playgrounds and other common areas for public use so as to conform to any recommendations of the City plan. Any provision for schools, parks and playgrounds should be indicated on the preliminary plan in order that it may be determined when and in what manner such areas will be provided or acquired by an appropriate taxing agency. **The portion stating the city plan should be clarified and identify the most current Comprehensive Plan.**

- 170.17 EROSION CONTROL (DESIGN STANDARDS) - Methods for controlling soil erosion shall be in accordance with established techniques and procedures of the Warren County Soil Conservation District or in accordance with the City's current standards and specifications for like or similar work. Erosion control measures may, where appropriate, include mulches, temporary or permanent vegetative cover, the use of terraces, diversion ditches, impoundments, stilling basins, surface drainage pipe or other structures which will intercept, divert, retard or otherwise control runoff and soil erosion. Adequate sediment basins and other structures as might be necessary shall be provided to prevent soil from eroding onto streets, into drainage facilities or onto other property. **This section should be rewritten to identify the most current IDNR standards and requirements of the NPDES permits.**

- 170.23 SIDEWALKS – The subdivider shall at the subdivider's expense provide a four-foot wide concrete sidewalk along each lot frontage prior to the occupancy of the structure on the lot except as otherwise provided herein. In commercial or industrial areas where it can be demonstrated that there will be limited or no need for sidewalks, the Council may waive or modify the requirement for the installation of sidewalks after review and report from the Commission. The Council may waive the sidewalk requirement on cul-de-sacs. Any such waiver shall not be acted upon until the Council has received the recommendation of the Commission. **For clarification, the developer or owner of the lot should be included with the subdivider's name.**

- 170.29 SPECIFICATIONS - The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled *Standard Construction Specifications for Subdivisions* which is on file in the Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and specifications for subdivisions shall be submitted to the Building Official for approval prior to construction, and construction shall not be started until the plans and specifications have been approved. **Replace the Standard Construction Specifications for Subdivisions with the most current Statewide Urban Design and Specification.**

- 170.31 INSPECTION - The subdivider or developer shall cause the installation of all improvements to be inspected to ensure compliance with the requirements of this chapter. The cost of the inspection shall be borne by the subdivider or developer. All inspection reports and certificates of compliance shall be filed with the Clerk before any improvements are accepted by the Council. Before accepting any portion of a sanitary sewer system and maintenance thereof which has been constructed under the provisions of Sections 170.19 and Section 170.29 above, the Council reserves the right to have all mains within the sewer system to be dedicated, televised in order to determine whether they have been properly constructed. The televising shall be at the expense of the subdivider or party making the dedication. **All paving and storm water improvement should be included with sanitary sewer improvements.**

Item # 6 Approval of the 2016 Annual Report

Mindi has enclosed a copy of the action taken by the Planning and Zoning Commission in our 2016 annual report. A simple motion to accept the report is in order after your review.

Updates

- Council approved the Alternate Method of Approval request of the Site Plan Ordinance for Poindexter Flooring located at 2913 North Jefferson.
- Council approved the final reading of Jon Roen's request to allow Outside Storage Facilities within M-1 and M-2 zoning classifications.

Other Business

February we will hold election of officers. Doug Opie has served two years as Chairperson and Joe Butler has served two years as Vice Chairperson.

INDIANOLA PLANNING AND ZONING COMMISSION
REGULAR MEETING
JANUARY 10, 2017
6:00 P.M.

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

Joe Butler
Tiffany Coleman
Al Farris
Ron Fridley
Cindy Johnson
Becky Needles
Bob Ormsby
Josh Rabe
Misty Soldwisch

Also present: Mindi Robinson and Chuck Burgin.

The minutes of the November 8, 2016 meeting were approved on a motion made by Coleman and seconded by Orsmby. Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Consider an amendment to Chapter 165 Zoning, providing a new zoning classification of A-2 Mixed Agriculture.

Chuck reviewed the request from Council to send the campground request back to Commission to consider amending Chapter 165 Zoning to allow for a new zoning classification of A-2 Mixed Agriculture which would allow for private campgrounds. Council shared concerns regarding the construction of miscellaneous storage buildings and decks and also requested the Commission define a maximum length of stay for campers.

Commission discussed residential development adjacent to A-2 zoning, minimum setbacks and minimum area. Orsmby questioned the need for a maximum height of 2 ½ stories or 35 feet. Commission agreed that 1 story or 15 feet maximum would be sufficient for A-2 zoning.

Butler raised the issue that C-2 (Highway Commercial) zoning allows for tourist camps as a permitted use. Chuck stated an ordinance eliminating tourist campgrounds will be presented to Council.

Motion was made by Rabe and seconded by Ormsby to amend the 2011 Comprehensive Plan to include A-2 Mixed Agricultural zoning and to approve an amendment to Chapter 165 Zoning to include a new zoning classification of A-2 Mixed Agricultural zoning.

Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Consider amendments to Chapter 170 Subdivision Ordinance.

Chuck reviewed the consideration stating most of the proposed amendments are just to clarify the code. Below is a list of the changes.

- Section 170.09-2 (Q) - **With the new standards required by the Iowa Department of Natural Resources via the NPDES permit process, this section simply needs to address the most current DNR requirement with a note placed on the plat.**

- Section 170.10-3 (S) - **To avoid any confusion as to when sidewalks are to be installed, I recommend the section read as follows. Location and dimensions of sidewalks to be installed prior the occupancy of a developed lot.**

- Section 170.10-4 (D) - **This section should be relocated as paragraph (D) as part of the documents that get filed Section 170.1-5.**

- Section 170.10-4 (D) - **A new section identifying easements for overland drainage and public storm sewers to be approved by the Director of Community Development. We need to clarify or be more specific of the types of improvements that can be made in these areas, such as plantings and fences.**

- Section 170.10-4 (E) - **This section should be deleted in its entirety because of the IDNR requirements for soil erosion control.**

- **Add new section under Section 170.10-4 (E) stating "A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements."**

- Section 170.10-5 - **This section should be clarified by adding the Warren County Recorder's Office at the end of the statement.**

- Section 170.11-1 - **Add a statement that the most current edition of the Statewide Urban Design Standards or SUDAS will be met.**

- Section 170.11 -1 (L) - **This is a new section that identifies differences between naming streets, avenues and places versus courts. No changes will be made from the original standard, we will simply include it in this part of the code.**

- Section 170.11-5 **This is a new section identifying specific streets from the 2011 Comprehensive Plan and Master Street plan that have been designated thoroughfares and collectors.**

- 170.13-1 - **The 15' portion of this section should be increased to 25' to meet today's minimum standards.**

- 170.14-1 EASEMENTS - **The width needs to be increased to 15' and the location changed to the front yard and in case of corner lots, the side street yard.**

- 170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS -**The portion stating the city plan should be clarified and identify the most current Comprehensive Plan.**

- 170.17 EROSION CONTROL (DESIGN STANDARDS) - **This section should be rewritten to identify the most current IDNR standards and requirements of the NPDES permits.**

- 170.23 SIDEWALKS - **For clarification, the developer or owner of the lot should be included with the subdivider's name.**

- 170.29 SPECIFICATIONS - **Replace the Standard Construction Specifications for Subdivisions with the most current Statewide Urban Design and Specification.**

- 170.31 INSPECTION - **All paving and storm water improvement should be included with sanitary sewer improvements.**

Commission discussed the need to include fiber optics as a developer requirement within the subdivision ordinance. Chuck stated he would speak with the City Attorney regarding the topic.

Motion was made by Orsmby and seconded by Farris to draft an ordinance amending Chapter 170 Subdivision Ordinance to reflect the proposed changes. Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Approval of the 2016 Annual Report

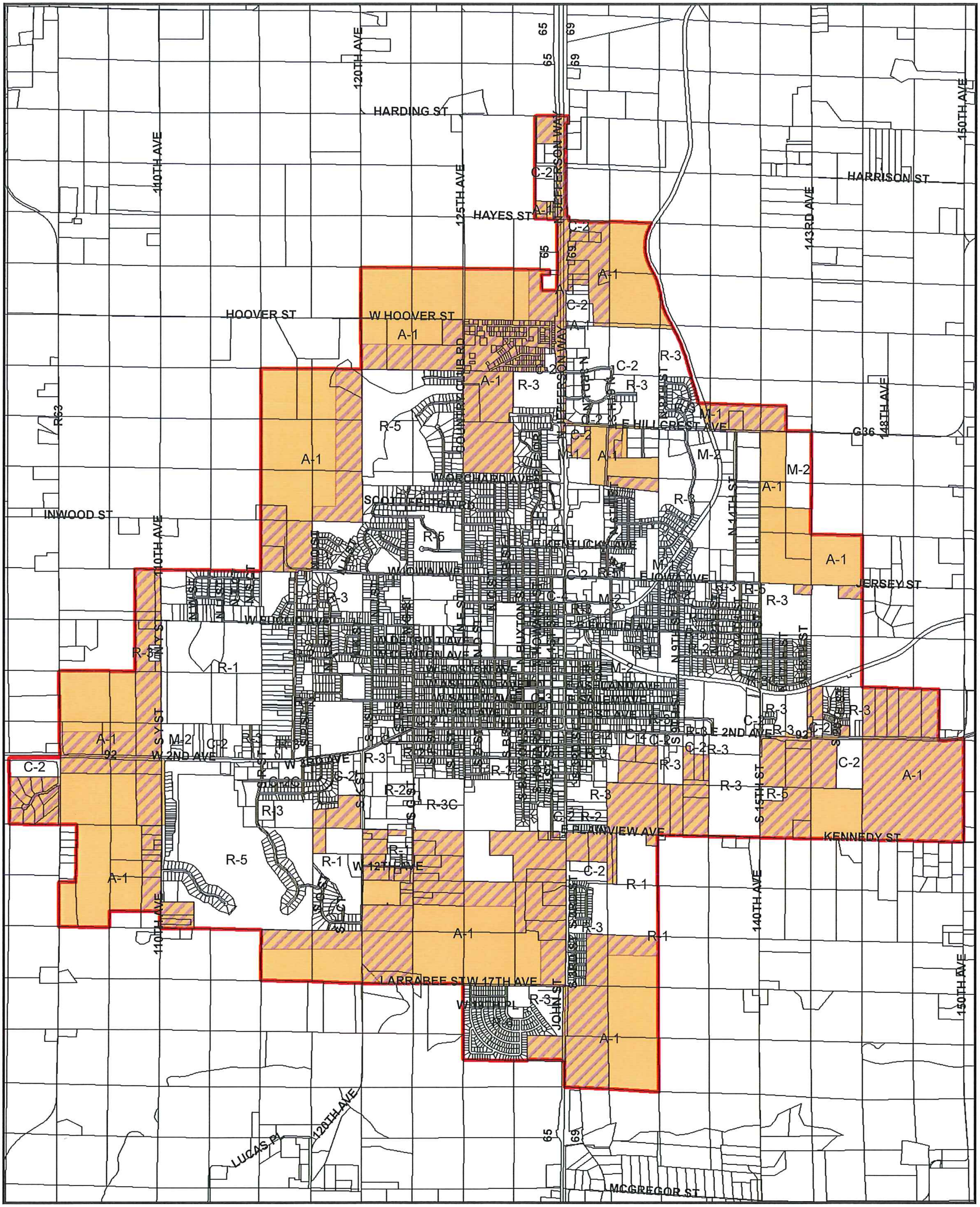
Motion was made by Needles and seconded by Soldwisch to approve the 2016 Annual Report. Question was called for and on voice vote Vice Chairperson Butler declared the motion carried unanimously.

Other Business

Chuck informed the Commission that election of officers and the draft ordinance amending Chapter 170 would be on the agenda for the February 2017 meeting.

Meeting adjourned on a motion by Rabe and seconded by Soldwisch.

Joe Butler, Vice Chairperson | Mindi Robinson



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All Areas Are Existing A-1 Zoning

A-2 Non Permitted Area (Approx. 1,670 Acres)

Possible A-2

A-2 Non Permitted Areas - Less than 20 Acres

* Adjacent to Residential Zoning
* Adjacent to Highway Frontage
* Publicly Owned

CITY OF INDIANOLA EST. 1849

1/2017

CITY OF INDIANOLA, IOWA

Ordinance No. __________

AN ORDINANCE AMENDING THE CITY CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, ZONING REGULATIONS, TO ALLOW A NEW ZONING CLASSIFICATION KNOWN AS A-2, (MIXED AGRICULTURE) AND REMOVING TOURIST CAMPGROUNDS AS PERMITTED PRINCIPAL USE IN C-2.

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

Statement of Intent: The A-2 mixed agriculture district is intended and designed to provide certain areas of the City for the development of uses other than agriculture, that require a larger tract of land, such as Campgrounds. The A-2 district is intended to be compatible within other agriculture-zoned areas.

Section 1: That the Municipal Code of the City of Indianola, Iowa, be and it is hereby amended by adding a new zoning classification known as A-2 (Mixed Agriculture) as follows:

Permitted uses and Structures	**Minimum Required Off-Street Parking**
1. Agriculture, horticulture, dairy farming, livestock farming, poultry farming, general farming and other agriculture uses.	None
2. Tourist or trailer campground for travel trailers, camping trailers and/or tents.	1 space per campsite plus 1 space for each employee

Permitted Accessory Uses and Structures

1. Farm buildings incidental to agriculture uses.
2. Uses and structures clearly incidental and necessary to the permitted principal use.
3. Temporary buildings used in conjunction with the construction work, provided that such buildings are removed promptly upon completion of the construction work.

Special requirements for Campgrounds

1. Highway frontage is prohibited.
2. Developer to provide site plan of the following:
   A. *Location of all roads serving camping area and camping area limits.*
   B. *All building locations.*
   C. *Camp stall size and locations.*
   D. *Location and type of all exterior lighting.*
3. Campgrounds shall not be located adjacent to existing residential zoning established at the time.
4. No permanent structure shall be allowed within a campsite.
5. No travel trailer, camping trailer or tent shall remain in a campsite longer than six (6) months.

A-2	MIXED AGRICULTURAL	A-2
MINIMUM LOT AREA AND WIDTH	MINIMUM REQUIRED FRONT, SIDE AND REAR YARDS	MAXIMUM HEIGHT
Area:............................ 20 acres Width: .... 300 feet	Listed Uses: Front: ....40 feet Rear: ....30 feet Side:...............................10 feet Side street, corner lot:....30 feet	1 story or 15 feet
SPECIAL REQUIREMENTS		
1. Poultry, livestock or fur-bearing animals shall be kept a minimum distance of 300 feet from the nearest platted residential development. This does not apply to the usual keeping of household pets not for commercial use. 2. No building permit shall be issued for a dwelling unit in the agricultural district for any parcel of land that is designated for commercial or industrial uses on the Future Land Use Plan of the City of Indianola.		

Section 2: Chapter 165, C-2 (Highway Commercial) is hereby amended by deleting “tourist campground” as a Permitted Principal Use and inserting it as an Accessory Use to Hotel or Motel.

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

PASSED AND APPROVED this _____ day of _________________, 2017.

____

Kelly B. Shaw, Mayor

ATTEST:

____

Diana Bowlin, City Clerk

First reading: _______________

Second reading: _______________

Third reading: _______________

Publication Date: _______________

City Council Regular **8.B.1.**

Meeting Date: 03/06/2017

Subject

Resolution determining property to be surplus and authorize the sale of a vehicle from the Street Department

Information

In your packet is a resolution determining property to be surplus and authorizing the sale of a 2001 Dodge Truck from the Street Department.

The resolution declares:

- The City is no longer using said property and City staff is recommending disposal of it
- The City Council believes it to be in the best interest of the City to sell the property in a commercial reasonable manner
- The City Council authorizes City staff to dispose of said property and to take all steps necessary to sale the property

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2017-____

RESOLUTION DETERMING PROPERTY TO BE SURPLUS AND AUTHORIZING SALE OF PROPERTY

WHEREAS, the City of Indianola owns the following property which was purchased with public funds - Street Department – 2001 Dodge Ram Truck; and

WHEREAS, the City is no longer using said property and City staff is recommending disposal of it; and

WHEREAS, the City Council agrees that the property is surplus; and

WHEREAS, the City Council believes it to be in the best interest of the City to sell the property in a commercially reasonable manner.

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa that the above-described property is determined to be surplus property.

BE IT FURTHER RESOLVED by the City Council that the City staff is hereby authorized to determine the commercially reasonable manner to dispose of said property and to take all steps necessary, including execution of any transfer documents, required to carry out the sale of the property.

APPROVED this 6th day of March, 2017.

____
Kelly B. Shaw, Mayor

ATTEST:

____
Diana Bowlin, City Clerk

City Council Regular **8.B.2.**

Meeting Date: 03/06/2017

Subject

Discussion and input regarding a proposal from Jeff Schott of the Institute of Public Affairs

Information

As directed at the February 21, 2017 City Council meeting, City Manager Ryan Waller polled other communities in the Metro, as well as the League of Cities for recommendations on retreat facilitators. The request generated responses that included mainly – Jeff Schott, Patrick Callahan and Lyle Sumek. Lyle Sumek office is based in Florida and based on his cost to other communities (approximately $30,000) he was not contacted. Mr. Callahan will not be available until mid to late May, but can provide a proposal for a retreat after that time. Jeff Schott provided a proposal (packet) and is available to start in April. Specific dates are included in the proposal.

Fiscal Impact

Attachments

Jeff Schott Proposal

By e-mail transmission

March 1, 2017

Ryan Waller
City Manager
City of Indianola
110 N. 1st Street
Indianola, IA 50125

RE: Proposal for Services

Dear Ryan:

In response to our conversation of February 24, 2017, I am pleased to submit this proposal for the Institute of Public Affairs (IPA) of the University of Iowa to facilitate meetings with the City of Indianola (City) Mayor, City Council, City manager and key staff for the purpose of discussing and clarifying roles and responsibilities of the Mayor, City Council, City Manager, and other positions as may be identified by the City. We would also discuss strategies to enhance organizational effectiveness, working relationships and teamwork for the City.

Subject to review and approval by the City, the structure of the sessions would be as follows: (all components to be facilitated by IPA Director Jeff Schott):

- IPA would meet in small groups (two or fewer) with City elected officials. IPA would also meet with the City Manager, City Attorney, and others as may be determined by the City

  It is anticipated that the issues for discussion at these interviews would include:

  - Roles and responsibilities of the Mayor, City Council, City Manager, and other positions as may be identified.
  - Promoting effective communications and chain-of-command between the Mayor, City Council, City Manager and within the organization.
  - Expectations for communicating program, project, financial, and other important information between staff and elected officials.
  - Expectations of the Mayor/City Council with respect to staff recommendations on agenda and policy matters.
  - Other issues, concerns or opportunities as may be raised by the participants.

- IPA would facilitate a meeting of approximately three – four hours in length with the Mayor, City Council, City Manager, City Attorney and others as may be determined by the City. The focus of this session would include (but not be limited to):

    - Review the results of the small group meetings as described above.

    - Review, discuss and clarify duties, roles and responsibilities of the following positions based on the Code of Iowa, the City Code and Best Practices:
        - Mayor
        - City Council
        - City Manager
        - Other positions as may be identified during the preliminary meetings
        - Other issues, concerns opportunities, or comments as may be raised by the participants.

    - Discuss implementation issues, including identification of action steps and responsibilities, proposed timelines and related matters.

IPA would prepare a summary report incorporating the final set of recommendations and proposed actions. The drafting of any ordinances, resolutions or city policies for implementation of these recommendations would be the responsibility of the City, although IPA would stand ready to assist with this process if requested by City.

The timeline for providing these services would be subject to mutual agreement between the City and IPA, but IPA is prepared to provide these services starting in early April. It is suggested that the three-four hour session with the Mayor, City Council, City Manager and City Attorney be IPA be held on a Saturday to allow for adequate time for such discussions. IPA is currently available for such a session on any Saturday in April except April 22.

The fee for the activities described above would be $2,500, plus reimbursement of direct expenses such as mileage at IRS reimbursement rate, meals, supplies and materials for the meetings. In the event that additional meetings may be deemed necessary, the fee for any additional meetings would be $750 per meeting plus reimbursement of direct expenses.

If you have any questions, please feel free to contact me. I can be contacted at 319-335-7586 or by e-mail at jeff-schott@uiowa.edu.
Sincerely,

Jeff Schott
Institute of Public Affairs
University of Iowa
100 IPA
124 Grand Avenue Court
Iowa City, IA 52242