



CITY OF INDIANOLA COUNCIL MEETING

July 5, 2022

6:00 PM

City Council Chambers

110 N 1st Street

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Consent Agenda:**
 - A. Approval of Agenda
 - B. Approval of Claims
 - C. Approval of Minutes of the prior council meetings
 - D. Setting dates for future public hearings
 1. Resolution setting dates of a consultation meeting for July 12, 2022 and a public hearing on August 1, 2022 on proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.
 - E. Approval of Applications
 1. Approval of a request from the Hometown Pride Committee to hold the Celebrate Warren County Parade on July 30, 2022.
 2. Approval of a request from the Warren County Historical Society to hold the Log Cabin Festival Parade on September 24, 2022.
 3. Approval of a request from Crain Chiropractic Clinic to host a band concert on Salem Avenue on July 21, 2022.
 4. Approval of Urban Revitalization Designations
 5. Approval of a renewal refuse hauling permit for Wiegert Disposal.
 6. Approval of Payment Application No 15 from Langman Construction in the amount of \$90,044.70 for the Water Resource Recovery Facility Trunk Sewer and Outfall Sewer Improvements Project.

- F. Resolution amending and correcting Resolution No 2022-107 to correct an error with the reported contract amount with Terracon Consultants, Inc for Geotechnical Services for Trail View Plat 2.
- G. Resolution approving salaries.

6. Council Reports

- A. Discussion and direction on Hometown Pride Committee term dates.
- B. Consideration of the appointment of Tammie Lukins to serve on the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024.
- C. Consideration of the reappointment of Amy Duncan to the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024.
- D. Consideration of the appointment of Andrea Carlson to the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024.

7. Mayor's Report

8. Public Consideration

- A. New Business
 - 1. Resolution approving a representation letter with Myers and Stauffer LC regarding adjusted ground emergency medical transportation costs.

9. Other Business

- A. Assistant City Manager's Report - Andrew Lent

10. Adjourn



MEMORANDUM

To: Mayor and City Council
From:
Date: July 5, 2022
Subject: Approval of Claims

Recommendation: Roll call is in order.

Attachments: 1. Vendor Report - City 7052022

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ADVANCED DATA PROCESSING INC				
ADVANCED DATA PROCESSING	EMS BILLING INVOCIE DIGITECH	06/24/2022	2,178.85	AMBULANCE FUN
Total ADVANCED DATA PROCESSING INC:			2,178.85	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	HILLCREST AMEND 7	06/24/2022	719.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			719.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	PAPER	06/28/2022	34.06	GENERAL FUND
Total AMAZON CAPITAL SERVICES:			34.06	
AUBERT'S TOWING				
AUBERT'S TOWING	VEHICLE IMPOUND	05/18/2022	160.00	POLICE FUND
AUBERT'S TOWING	VEHICLE IMPOUND	05/29/2022	155.00	POLICE FUND
Total AUBERT'S TOWING:			315.00	
BARCO MUNICIPAL PROD INC				
BARCO MUNICIPAL PROD INC	WORK ZONE SIGNS	06/27/2022	1,725.79	ROAD USE TAX FU
Total BARCO MUNICIPAL PROD INC:			1,725.79	
BOUND TREE MEDICAL LLC				
BOUND TREE MEDICAL LLC	EMS SUPPLIES	05/25/2022	151.00	AMBULANCE FUN
Total BOUND TREE MEDICAL LLC:			151.00	
CELLULAR ADVANTAGE INC				
CELLULAR ADVANTAGE INC	CELL PHONE - STEVE	06/23/2022	44.49	ROAD USE TAX FU
Total CELLULAR ADVANTAGE INC:			44.49	
CIRTPA				
CIRTPA	FY23 ASSESSMENT	06/16/2022	2,058.00	ROAD USE TAX FU
Total CIRTPA:			2,058.00	
CIVIC SYSTEMS LLC				
CIVIC SYSTEMS LLC	LENT-CIVIC SYSTEMS SYMPOSIUM	06/24/2022	70.00	GENERAL FUND
Total CIVIC SYSTEMS LLC:			70.00	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	REPAIRS ON FS91R TRIMMER	06/20/2022	69.43	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	REPAIRS ON BCS TILLER	06/27/2022	348.39	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	SHARPEN CHAINSAW CHAINS	06/27/2022	90.00	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			507.82	
COWBELL CYBER				
COWBELL CYBER	CYBER COVERAGE - CITY HALF	06/28/2022	7,048.58	GENERAL FUND
Total COWBELL CYBER:			7,048.58	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CROSS, CHUCK				
CROSS, CHUCK	WELLNESS PROGRAM JUNE 2022	06/24/2022	25.00	FIRE FUND
Total CROSS, CHUCK:			25.00	
D & K PRODUCTS				
D & K PRODUCTS	FIELD MARKING PAINT, PAINT STRIPER	06/24/2022	2,540.00	PARK & RECREATI
Total D & K PRODUCTS:			2,540.00	
DES MOINES REGISTER MEDIA				
DES MOINES REGISTER MEDIA	05022022 CC MINUTES	06/29/2022	353.70	GENERAL FUND
DES MOINES REGISTER MEDIA	05162022 CC MINUTES	06/29/2022	331.18	GENERAL FUND
Total DES MOINES REGISTER MEDIA:			684.88	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	NEW PATROL CAR TIRES	06/21/2022	2,373.12	POLICE FUND
DOWNEY TIRE PROS	NEW REAR TIRES FOR KUBOTA F3990 MOW	06/22/2022	141.97	PARK & RECREATI
Total DOWNEY TIRE PROS:			2,515.09	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	JANITORIAL SUPPLIES	06/30/2022	141.25	GENERAL FUND
Total DUST PROS JANITORIAL:			141.25	
EMERGENCY MEDICAL PRODUCTS INC				
EMERGENCY MEDICAL PRODU	EMS SUPPLIES	06/03/2022	114.66	AMBULANCE FUN
EMERGENCY MEDICAL PRODU	EMS SUPPLIES	06/08/2022	42.99	AMBULANCE FUN
EMERGENCY MEDICAL PRODU	EMS SUPPLIES	06/08/2022	239.76	AMBULANCE FUN
EMERGENCY MEDICAL PRODU	EMS SUPPLIES	06/30/2022	1,308.25	AMBULANCE FUN
Total EMERGENCY MEDICAL PRODUCTS INC:			1,705.66	
FIRE SERVICE TRAINING BUREAU				
FIRE SERVICE TRAINING BURE	FF 2 FINAL TEST	06/09/2022	50.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			50.00	
GRIMES ASPHALT & PAVING				
GRIMES ASPHALT & PAVING	COLD MIX FOR POTHOLES	06/25/2022	1,293.56	ROAD USE TAX FU
Total GRIMES ASPHALT & PAVING:			1,293.56	
HARTOG, JOHN				
HARTOG, JOHN	REFUND PARKING TIX	06/21/2022	30.00	POLICE FUND
Total HARTOG, JOHN:			30.00	
IA COMMUNITIES ASSURANCE POOL				
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - REC	07/01/2022	3,262.50	PARK & RECREATI
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - LIBRARY	07/01/2022	4,876.35	LIBRARY FUND
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - POLICE	07/01/2022	30,327.35	POLICE FUND
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - SEWER	07/01/2022	4,876.35	SEWER FUND
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - SEWER	07/01/2022	3,785.66	SEWER FUND
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - AMB	07/01/2022	6,724.45	AMBULANCE FUN
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - STREETS	07/01/2022	8,211.11	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - POOL	07/01/2022	3,204.00	POOL (MEMORIAL)
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - FIRE	07/01/2022	5,352.35	FIRE FUND
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - GOV'T	07/01/2022	20,129.34	GENERAL FUND
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - STREETS	07/01/2022	4,876.35	ROAD USE TAX FU
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - PARKS	07/01/2022	2,053.47	PARK & RECREATI
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - SEWER	07/01/2022	25,490.20	SEWER FUND
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - STREETS	07/01/2022	15,368.20	ROAD USE TAX FU
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - REC	07/01/2022	279.07	PARK & RECREATI
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - POOL	07/01/2022	9,212.35	POOL (MEMORIAL)
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - AMB	07/01/2022	5,527.35	AMBULANCE FUN
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - FIRE	07/01/2022	7,313.13	FIRE FUND
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - GOV'T	07/01/2022	10,402.90	GENERAL FUND
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - PARKS	07/01/2022	4,944.35	PARK & RECREATI
IA COMMUNITIES ASSURANCE	LIABILITY RENEWAL - POLICE	07/01/2022	5,268.35	PARK & RECREATI
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - POLICE	07/01/2022	7,611.44	POLICE FUND
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - PARKS	07/01/2022	10,541.00	PARK & RECREATI
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - POLICE	07/01/2022	2,993.73	POLICE FUND
IA COMMUNITIES ASSURANCE	PROPERTY INS RENEWAL - LIBRARY	07/01/2022	5,561.70	LIBRARY FUND
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - COMM DEV	07/01/2022	607.11	GENERAL FUND
IA COMMUNITIES ASSURANCE	AUTO PHYSICAL RENEWAL - FIRE	07/01/2022	17,399.53	FIRE FUND

Total IA COMMUNITIES ASSURANCE POOL:

226,199.69

IMWCA				
IMWCA	WORK COMP 2022-2023 - FIRE	06/01/2022	19,498.25	FIRE FUND
IMWCA	WORK COMP 2022-2023 - COMM DEV'	06/01/2022	345.00	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - SEWER	06/01/2022	1,251.75	SEWER FUND
IMWCA	WORK COMP 2022-2023 - POOL	06/01/2022	324.00	POOL (MEMORIAL)
IMWCA	WORK COMP 2022-2023 - POLICE	06/01/2022	9,059.50	POLICE FUND
IMWCA	WORK COMP 2022-2023 - GENERAL GOV'T	06/01/2022	45.00	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - AMBULANCE	06/01/2022	6,646.50	AMBULANCE FUN
IMWCA	WORK COMP 2022-2023 - MAYOR & COUNCI	06/01/2022	3.50	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - HR	06/01/2022	21.00	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - IT	06/01/2022	71.00	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - PARKS	06/01/2022	1,122.25	PARK & RECREATI
IMWCA	WORK COMP 2022-2023 - BRUSH	06/01/2022	39.25	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - CITY MANAGER	06/01/2022	401.25	GENERAL FUND
IMWCA	WORK COMP 2022-2023 - LIBRARY	06/01/2022	87.25	LIBRARY FUND
IMWCA	WORK COMP 2022-2023 - STREETS	06/01/2022	5,173.75	ROAD USE TAX FU
IMWCA	WORK COMP 2022-2023 - P&R ADMIN	06/01/2022	1,292.00	PARK & RECREATI
IMWCA	WORK COMP 2022-2023 - CLERK/FINANCE	06/01/2022	62.75	GENERAL FUND

Total IMWCA:

45,444.00

INDIANOLA CONCERT ASSOCIATION

INDIANOLA CONCERT ASSOCIA	INDIANOLA CONCERT ASSOCIATION-FY23 C	06/29/2022	500.00	GENERAL FUND
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Total INDIANOLA CONCERT ASSOCIATION:

500.00

IOWA DOWNTOWN RESOURCE CENTER

IOWA DOWNTOWN RESOURCE	2022 IA DOWNTOWN CONFERENCE (ERICA	06/29/2022	150.00	GENERAL FUND
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Total IOWA DOWNTOWN RESOURCE CENTER:

150.00

IOWA LEAGUE OF CITIES

IOWA LEAGUE OF CITIES	ANNUAL DUES	06/15/2022	6,823.00	GENERAL FUND
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Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total IOWA LEAGUE OF CITIES:			6,823.00	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	SIGNAGE FOR BRUSH FACILITY	06/22/2022	117.70	GENERAL FUND
Total IOWA PRISON INDUSTRIES:			117.70	
IOWA STATE UNIVERSITY				
IOWA STATE UNIVERSITY	LENT-MUNICIPAL PROFESSIONAL ACADEMY	06/30/2022	195.00	GENERAL FUND
Total IOWA STATE UNIVERSITY:			195.00	
IOWA STORMWATER ED. PARTNERSHIP				
IOWA STORMWATER ED. PART	ANNUAL STORMWATER CONFERENCE FOR	06/22/2022	225.00	ROAD USE TAX FU
Total IOWA STORMWATER ED. PARTNERSHIP:			225.00	
KELLER'S GARAGE				
KELLER'S GARAGE	FREON RECHARGE IN #330	06/14/2022	158.10	FIRE FUND
Total KELLER'S GARAGE:			158.10	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	CONTRACTED SERVICES - JULY 2022	06/29/2022	4,250.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			4,250.00	
KLOCKE'S EMERGENCY VEHICLES				
KLOCKE'S EMERGENCY VEHIC	MEDIC 248 PARTS 20 AMP AUTO EJECT	06/27/2022	136.64	AMBULANCE FUN
KLOCKE'S EMERGENCY VEHIC	BACK DOOR PARTS FOR	06/27/2022	38.30	AMBULANCE FUN
Total KLOCKE'S EMERGENCY VEHICLES:			174.94	
LENT, ANDREW				
LENT, ANDREW	WELLNESS PROGRAM JUNE 2022	06/29/2022	25.00	GENERAL FUND
Total LENT, ANDREW:			25.00	
LUNDE, SEAN				
LUNDE, SEAN	WELLNESS PROGRAM JUNE 2022	06/29/2022	15.00	FIRE FUND
Total LUNDE, SEAN:			15.00	
MCCONNELL, TIM				
MCCONNELL, TIM	PORTRAIT SESSION & PICTURE - DALBY	06/24/2022	99.00	GENERAL FUND
Total MCCONNELL, TIM:			99.00	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	PAINT - PIANO	05/31/2022	15.27	GENERAL FUND
MCCOY HARDWARE INC	GFI EXTENSION CORD	06/23/2022	47.69	PARK & RECREATI
MCCOY HARDWARE INC	BUILDING SUPPLIES	06/27/2022	29.68	POLICE FUND
Total MCCOY HARDWARE INC:			92.64	
METCALF, BRAD				
METCALF, BRAD	WELLNESS	06/29/2022	16.66	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total METCALF, BRAD:			16.66	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	UTILITIES 206 N 1ST	06/20/2022	22.73	FIRE FUND
MID AMERICAN ENERGY CO.	UTILITIES - GAS	06/20/2022	63.76	ROAD USE TAX FU
MID AMERICAN ENERGY CO.	MID AMERICAN UTILITIES 206 N 1ST	06/20/2022	59.30	POLICE FUND
MID AMERICAN ENERGY CO.	NATURAL GAS	06/20/2022	203.17	GENERAL FUND
Total MID AMERICAN ENERGY CO.:			348.96	
MID IOWA PLANNING ALLIANCE FOR COM DEV				
MID IOWA PLANNING ALLIANCE	MIPA FY23 DUES	03/14/2022	2,374.40	GENERAL FUND
Total MID IOWA PLANNING ALLIANCE FOR COM DEV:			2,374.40	
NAPA AUTO PARTS				
NAPA AUTO PARTS	248 ECHLIN AIR FILTER	06/27/2022	193.99	AMBULANCE FUN
Total NAPA AUTO PARTS:			193.99	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	CONCRETE REPAIR N 1ST ST	06/16/2022	1,717.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR 1500 N 1ST ST	06/20/2022	1,306.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	REPAIR STORM SEWER 605 N O ST	06/21/2022	141.00	STORMWATER UTI
NORWALK READY-MIXED CON	REPAIR MAINT STORM SEWER-1202 E FRAN	06/22/2022	280.00	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE REPAIR 9TH & EUCLID	06/23/2022	1,008.00	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE:			4,453.00	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	TOGGLE SWITCH - WATER TRUCK	06/27/2022	11.99	PARK & RECREATI
Total O'REILLY AUTO PARTS:			11.99	
PETERSON, REAGAN				
PETERSON, REAGAN	REFUND DOUBLE PYMT-ART FESTIVAL VEN	06/29/2022	40.00	GENERAL FUND
Total PETERSON, REAGAN:			40.00	
PLASTIC RECYCLING OF IA FALLS				
PLASTIC RECYCLING OF IA FAL	HARDWARE TO MOUNT BENCHES	06/21/2022	237.40	PARK & RECREATI
Total PLASTIC RECYCLING OF IA FALLS:			237.40	
PURCHASE POWER				
PURCHASE POWER	POSTAGE REFILL	06/29/2022	1,008.50	GENERAL FUND
Total PURCHASE POWER:			1,008.50	
SCHNEIDER GEOSPATIAL LLC				
SCHNEIDER GEOSPATIAL LLC	GEOPERMITS ANNUAL HOSTING	06/01/2022	6,060.00	GENERAL FUND
Total SCHNEIDER GEOSPATIAL LLC:			6,060.00	
SHULL, DOUG				
SHULL, DOUG	CONTRACTED SERVICES - JULY 2022	06/29/2022	83.33	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SHULL, DOUG:			83.33	
TERRACON CONSULTANTS INC				
TERRACON CONSULTANTS INC	PRAIRIE GLYNN - PLAT 3	06/20/2022	379.50	STREET CAPITAL
Total TERRACON CONSULTANTS INC:			379.50	
THEISEN'S				
THEISEN'S	1" PLASTIC ADAPTER - WATER TANK	06/23/2022	13.99	PARK & RECREATI
THEISEN'S	PUMP, TOGGLE SWITCH, ELECTRICAL TAPE	06/27/2022	94.45	PARK & RECREATI
THEISEN'S	PLANT FERTILIZER	06/27/2022	29.99	PARK & RECREATI
THEISEN'S	RETURN PUMP FOR WATER TANK	06/27/2022	84.99	PARK & RECREATI
THEISEN'S	PUMP, 1" PLASTIC ELBOW FOR WATER TAN	06/27/2022	187.18	PARK & RECREATI
Total THEISEN'S:			240.62	
UNITED STATES TREASURY				
UNITED STATES TREASURY	PCORI FEE - 2ND QTR FORM 720	06/17/2022	534.26	HEALTH INSURAN
Total UNITED STATES TREASURY:			534.26	
VERIZON WIRELESS				
VERIZON WIRELESS	VERIZON POLICE BILL	06/15/2022	1,667.33	VEHICLE RESERV
Total VERIZON WIRELESS:			1,667.33	
VISSER, MICHAEL				
VISSER, MICHAEL	VISSER WELLNESS PROGRAM JULY 2022	06/09/2022	25.00	GENERAL FUND
Total VISSER, MICHAEL:			25.00	
VISUAL LABS INC				
VISUAL LABS INC	BWC IPD	06/03/2022	14,640.00	VEHICLE RESERV
Total VISUAL LABS INC:			14,640.00	
WARREN COUNTY FIRE ASSOC				
WARREN COUNTY FIRE ASSOC	WARREN COUNTY FIRE & EMS	06/30/2022	35.00	FIRE FUND
Total WARREN COUNTY FIRE ASSOC:			35.00	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	KYBO AT BRUSH FACILITY	07/01/2022	65.00	GENERAL FUND
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - PARKS	07/01/2022	585.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - RECREATION	07/01/2022	175.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - MEMORIAL AQUATI	07/01/2022	45.00	POOL (MEMORIAL)
Total WIEGERT DISPOSAL CO.:			870.00	
Grand Totals:			341,527.04	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
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City Council: _____



MEMORANDUM

To: Mayor and City Council
From:
Date: July 5, 2022
Subject: Approval of Minutes of the prior council meetings

Recommendation: Simple motion is in order.

Attachments:

1. 06202022 CC Minutes
2. 06272022 CC Special Meeting Minutes



CITY OF INDIANOLA COUNCIL MEETING

June 20, 2022

6:00 PM

City Council Chambers

110 N 1st Street

Minutes

Call to Order

The Indianola City Council met in regular session at 6:00 PM on June 20, 2022 in the City Hall Council Chambers. Mayor Stephanie Erickson called the meeting to order and on roll call the following members were present: Heather Hulen, John Parker, Ron Dalby, Gwen Schroder, Christina Beach, Steve Richardson and Mayor Erickson. Absent: None.

Oath of Office

Mayor Erickson administered the Oath of Office to Firefighter/Paramedic Sean Lunde.

Public Comment

Brenda Easter, Indianola Chamber of Commerce, 111 N. Buxton, provided an update on the 'Explore Indianola' tourism website project.

Brandy Werner, 811 N 12th, and owner of Willow Moon Apothecary, 208 W Ashland Ste 100, spoke regarding homelessness issues in Indianola and loitering around businesses on the Square. She asked Council to consider an ordinance that would give the police more authority to help.

Wes Sharp, 1003 Kensington Court, spoke about the need for consistent regulations regarding parking on cul-de-sacs.

Eric Scheuchl, insurance agent for Rudolph Insurance, 123 N Buxton, proposed the City have his company provide insurance renewals tomorrow.

Consent Agenda:

Council Member Hulen requested that agenda item 6B be pulled from the consent agenda. Councilman Richardson requested that agenda items 6K, 6N, and 6P be pulled from the consent agenda for further discussion.

Council Member Hulen moved to approve the Consent Agenda and Schroder seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously. City Manager Ben Reeves reviewed the items approved. The consent agenda consisted of the following:

- Approval of Agenda
- Resolution 2022-112 approving monthly transfers for June 2022
- Approval of Minutes of the prior council meetings
- Resolution 2022-113 setting a public hearing on July 18, 2022, at 6:00 PM regarding a request to

rezone property adjacent to 2110 Country Club Road from A-1 (Agricultural Zoning District) to R-1 (Single-Family Residential Detached Zoning District).

- Approval of a noise permit application for the Des Moines Metro Opera for July 9, 2022
- Approval of a renewal liquor license for Casey's General Store #2894 (Casey's East)
- Approval of a renewal liquor license for SKF, Inc d/b/a I Towner Stop
- Approval of a renewal liquor license for Feed and Foster
- Annual renewal of cigarette and tobacco permit applications
- Approval of Payment Application Number 2 from Absolute Concrete in the amount of \$135,884.92 for the 2022 Infrastructure Improvements Project (Boston Avenue)
- Approval of Payment Application Number 11 from Absolute Concrete in the amount of \$498,453.57 for the Downtown Reconstruction Project (Streetscape)
- Approval of Payment Application Number 24 from Williams Brothers Construction in the amount of \$1,566,562.86 for the Water Resource Recovery Facility Project
- Approval of Urban Revitalization Designations
- Approval of a request by Indianola Public Arts Commission to host the Indianola Summer Arts Festival at Buxton Park on July 30, 2022
- Resolution 2022-114 suspending enforcement of Indianola Code 47.01(11) regarding the sale of wine in city parks for the Indianola Summer Arts Festival, as requested by the Indianola Public Arts Commission
- Resolution 2022-115 setting the Fiscal Year 23 meeting schedule for the Indianola City Council
- Approval of the submission of first quarter 2022 utility write-offs to the State Offset program for collection
- Resolution 2022-116 accepting the completion and approving final payment to TK Concrete, Inc for the Valley Place Reconstruction Project
- Resolution 2022-118 approving a Plat of Survey for Jonathan Ide, located within two miles of the City of Indianola
- Resolution 2022-119 approving a Plat of Survey for Marvin Mahr, located within two miles of the City of Indianola
- Resolution 2022-121 approving the renewal of an agreement between the City of Indianola and the Indianola Country Club for the use of sewer effluent
- Resolution 2022-123 approving salaries

Council Member Richardson moved to approve 6B - Claims and Schroder seconded it. On roll call, the vote was AYES: Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. ABSTAIN: Hulen, due to a conflict of interest. Whereas the Mayor declared the motion carried unanimously.

Council Member Beach moved to approve 6K - Resolution 2022-117 approving liability, auto, property, worker's compensation and machinery and equipment replacement insurance for Fiscal Year 23. Council Member Schroder seconded it. In discussion, City Manager Reeves explained the renewal process and the reasons for increases in premiums. He noted that staff could post an RFP for insurance during FY23. Brad Bangtson, True North Insurance, provided more details on the renewals. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: Beach. Whereas the Mayor declared the motion passed.

Council Member Richardson moved to approve Resolution 2022-120 approving an Engagement Agreement with Ahlers and Cooney, P.C. regarding Amendment No 7 to the Hillcrest/Downtown Unified Urban Renewal Plan. Council Member Hulen seconded it. In discussion, Community and Economic Development Director Charlie Dissell stated the plan amendment allows for TIF funding. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Dalby moved to approve Resolution 2022-122 approving a Professional Services Agreement with HR Green for Fiscal Year 23 General Wastewater Engineering Services and Parker seconded it. In discussion, City Manager Reeves explained the services provided in the annual contract. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Reports

Steve Bieranowski, Service Line Warranties of America, explained the benefits of their program. SLWA has 520 customers in Indianola with 1028 contracts and have completed 20 repairs. They will continue to promote the partnership without mailing flyers.

Council Member Richardson moved to receive and file the May 2022 Treasurer's Report and Dalby seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Members Parker and Beach gave a status update on the landfill rebuilding project after it was destroyed by a tornado. They are also creating policies for the organization and updating technology.

Council Member Richardson stated the Metro Advisory Committee had discussed scooters, fireworks and received an update from Polk County Emergency Management.

Council Member Richardson moved to approve the reappointment of Jessica Schneider to the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024. Council Member Dalby seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Hulen moved to approve the reappointment of Heidi Levine to the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024. Council Member Dalby seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Mayor's Report

Mayor Erickson provided a recap of the Mayor's Youth Council Bike Fest; reminded the public of Ridiculous Days on June 25 on the Square; asked citizens to be mindful of their neighbors and ordinances when shooting off fireworks; and announced the longevity award recipients for the city.

Old Business

Council Member Richardson moved to open the Public Hearing regarding the Fiscal Year 23 budget amendment and Dalby seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Lent stated the purpose of the amendment was to increase the COLA for employees at a CE9 and above; it would reduce the forecasted fund balance by \$67,998. There were no other public comments offered.

Council Member Schroder moved to close the Public Hearing and Beach seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Hulen moved to approve Resolution 2022-124 approving an amendment to the Fiscal Year 23 budget and Beach seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Beach moved to approve Resolution 2022- 125 approving Fiscal Year 23 salaries and Dalby seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Beach moved to approve Resolution 2022-126 approving an amendment to the façade as part of the major site plan for a restaurant and retail sales at 1010 North Jefferson Way. Council Member Richardson seconded it. In discussion, Dissell explained the façade plan has changed since Council approved the original on May 16, 2022. This resolution would approve an update to the plan. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

City Manager's Report - Ben Reeves

City Manager Reeves stated he has met with several committees, organizations, and businesses in our community. He is working with staff on a salary survey and market analysis. Reeves reported the governmental training meeting for June 22 has been cancelled. He let Council know that the City has received an application for a fireworks display. Reeves noted that the employee awards banquet is June 21, the active shooter training for businesses is on June 23 and he will be out of the office June 29 - July 7.

Council Member Richardson moved to enter into closed session in accordance with Iowa Code Section 21.5 (1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. Council Member Beach seconded it. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

At 7:59 PM it was moved by Schroder and seconded by Beach to exit the closed session. On roll call, the vote was AYES: Hulen, Parker, Dalby, Schroder, Beach, Richardson. NAYS: None. Whereas the Mayor declared the motion carried unanimously. There was no action taken on items discussed in closed session.

Councilman Richardson stated he would like the Council to address the issues of homelessness, loitering and parking that were brought up in public comment during a future meeting. The Council agreed to have those items added to a future agenda.

Adjourn

The meeting was adjourned at 8:01 PM on a motion by Richardson and seconded by Schroder. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY OF INDIANOLA COUNCIL MEETING

June 27, 2022

8:00 AM

City Council Chambers
110 N 1st Street Minutes

Call to Order

The Indianola City Council met in special session at 8:00 AM on June 27, 2022 in the City Hall Council Chambers. Mayor Pro Tem Richardson called the meeting to order and on roll call the following members were present: Heather Hulen, Ron Dalby, Gwen Schroder, Christina Beach, Steve Richardson. Absent: John Parker, Mayor Stephanie Erickson.

Consent Agenda

Council Member Richardson pulled the Resolution approving Fiscal year 22 year-end transfers from the consent agenda. Council Member Hulen moved to approve the Consent Agenda: Approval of Claims and Beach seconded it. On roll call, the vote was AYES: Hulen, Dalby, Schroder, Beach, Richardson. NAYS: None. ABSENT: Parker. Whereas the Mayor Pro Tem declared the motion passed unanimously.

Council Member Richardson asked for more information about the year-end transfers. Assistant City Manager/CFO Andrew Lent explained the transfers are part of the budget process to move property taxes to capital projects and to make transfers between departments. He stated the transfers should be approved by resolution. Council Member Beach moved to approve Resolution 2022-127 approving Fiscal Year 22 year-end transfers and Hulen seconded it. On roll call, the vote was AYES: Hulen, Dalby, Schroder, Beach, Richardson. NAYS: None. ABSENT: Parker. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Adjourn

The meeting was adjourned at 8:04 AM on a motion by Beach and seconded by Hulen. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From:

Date: July 5, 2022

Subject: Resolution setting dates of a consultation meeting for July 12, 2022 and a public hearing on August 1, 2022 on proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.

Recommendation:

Attachments:

1. Amend No. 7 to Unified URP - Letter (1st Set) (02071765x7F7E1)
2. Amend No. 7 to Unified URP - Resolution Setting Dates (02070946x7F7E1)
3. Amendment No. 7 to Unified Hillcrest-Downtown URP - Final (02066415x7F7E1)



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Nathan J. Overberg
515.246.0329
noverberg@ahlerslaw.com

June 27, 2022

Letter, Agenda Item, Resolution and Notice of Public Hearing sent via e-mail

Charlie Dissell
Director of Community
& Economic Development
City of Indianola
110 N. 1st Street
Indianola, Iowa 50125

RE: City of Indianola - Amendment No. 7 to the Hillcrest/Downtown Unified
Urban Renewal Plan - Proceedings Adopting Resolution of Necessity and
Setting Hearing (July 5, 2022)

Dear Charlie:

Enclosed please find suggested proceedings of the City Council setting a date of public hearing and providing for the consultation to be held on the proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan (the "Amendment") for the Hillcrest/Downtown Unified Urban Renewal Area (the "Urban Renewal Area"). The proposed Amendment should be presented to the Council with the enclosed proceedings.

Agenda Item and Resolution

The enclosed Agenda Item and Resolution (proceedings) accomplish a number of required steps. In the order presented, the proceedings:

- set a date for a consultation on the proposed Amendment;
- direct that notice of the consultation be mailed to all affected taxing entities, along with a copy of the proposed Amendment, using the notice of consultation approved in Section 2 of the Resolution and designate the Director of Community and Economic Development, or his delegate, to conduct the consultation and provide responses to any recommendations that are made;
- call for a public hearing on the proposed Amendment;

- direct that notice be published, **not less than four nor more than twenty days** before the date set for the public hearing, in a newspaper having general circulation within the City; and
- direct that a copy of the Amendment be placed on file in the office of the City Clerk for public inspection.

We sent a final version of the Amendment to you by email on June 23, 2022. We recommend that the Amendment describe all the prospective urban renewal projects (with estimated costs) in order to avoid amendments in the near future, to the extent possible. **Make sure to attach the Amendment to the resolution (marked as Exhibit 1) before you send it to the Council and to the affected taxing entities.**

Note: The Amendment indicates that the Amendment is in conformity with the general plan for the development of the City as a whole, which City staff has indicated is the Elevate Indianola comprehensive plan, adopted May 18, 2020. This representation is important; however, we have no way of making this determination. Therefore, if this statement is not correct, let us know.

We understand the hearing for adoption of the Amendment is scheduled for August 1, 2022. The proceedings have been prepared on this assumption. Please advise us immediately if the schedule changes.

You should follow the Important Instructions that are included with the Agenda and Resolution to give public notice of the agenda. You should attach the Amendment as Exhibit 1 to the Resolution.

Notice of Consultation

As part of the adoption process for an Amendment, the City must hold a consultation meeting with the affected taxing entities (the county(ies)/school district(s) within the Urban Renewal Area). The affected taxing entities are listed on the enclosed Certificate of Mailing of Notices of Consultation and Hearing (based on our understanding of the information provided by the City of the taxing entities that are affected taxing entities). If the Certificate of Mailing does not identify all the affected taxing entities within the entire Urban Renewal Area, as proposed to be amended, please update the Certificate of Mailing to identify all affected taxing entities within the **entire** Urban Renewal Area.

Notice of the consultation must be given by regular mail to the affected taxing entities (hand-delivery or electronic delivery are NOT sufficient to meet the law's requirements). Although the Code of Iowa does not provide any specific time requirement for the notice, we would suggest that the affected taxing entities receive not less than 4 days' notice of the consultation. Therefore, we recommend that immediately after the Resolution is adopted (**July 6, 2022**), you should mail a copy of the following to the affected taxing entities:

- (1) Notice of Consultation;
- (2) Notice of Public Hearing; and

- (3) Resolution (with the Amendment attached as Exhibit 1). (Note: The Resolution will have a copy of the Notice of Consultation and a copy of the Notice of Public Hearing embedded in the document, but we recommend separate copies of each Notice be included as the first pages in the mailed packet.)

The consultation is scheduled for **July 12, 2022**; please let us know immediately if there needs to be a change in the date of the consultation or of the public hearing. The consultation itself must be held **at least 15 days before the date set for the public hearing.** Iowa law permits the designated representatives of the affected taxing entities to make written recommendations for modification to the proposed division of revenue no more than **seven days following the date of the consultation**, and requires the representative of the City to submit written responses to those recommendations **no later than seven days prior to the public hearing.** Providing for a period longer than 15 days between the consultation and the public hearing will allow more than one day for preparation of the City's responses to any recommendations that are made. **If you receive any written recommendations from an affected taxing entity after the consultation meeting, please send them to us immediately for review and advice, as you must respond to the recommendations in writing no later than 7 days prior to the public hearing.**

Planning and Zoning Commission

Under the 2012 Amendments to the Urban Renewal Law, the Planning and Zoning Commission has no role in Plan Amendments.

Notice of Public Meeting

You should publish the enclosed notice of the public hearing approved in Section 4 of the resolution once on a date **not less than four nor more than twenty days** before the date set for the public hearing. A separate copy of the notice is enclosed for delivery to the Indianola Record Herald by **July 13, 2022**, which is the date we understand you must have the notice to the paper in order to be published on **July 20, 2022.** Please review the notice carefully before you send it for publication. A certificate relating to the publication also is enclosed. After the notice is published, you should review the published notice carefully to ensure it was published accurately and then attach the enclosed certificate to the publisher's affidavit and copy of newspaper clipping.

As noted above, a copy of the notice of public hearing also should be mailed to the affected taxing entities as part of the mailed packet sent after the Resolution's adoption.

Documentation to be returned: (Bolded documents are enclosed with this letter)

- ☐ **Resolution.** Attach the final Amendment marked as Exhibit 1 to the Resolution. Sign and date the original proceedings and retain them for your file and return a copy of the proceedings to us for our transcript file.
- ☐ Send us a copy of your meeting minutes (July 5, 2022 and August 1, 2022).
- ☐ **Certificate of Mailing Notices.** To provide the proper notice to the affected taxing entities for the consultation meeting, send by postal mail a packet including the following to each affected taxing entity: (1) **Resolution** (with Amendment attached

as Exhibit 1); (2) **Notice of Public Hearing** (signed and dated); (3) **Notice of Consultation** (signed and dated). After mailing, complete the **Certificate of Mailing Notices** by filling in the date you mailed the packets, the addresses of the affected taxing entities (which are listed on the Certificate of Mailing Notices), and signing the Certificate. Retain the original **Certificate of Mailing Notices** (with a copy of the mailed packet attached) in your file, and complete and return a copy of the **Certificate of Mailing Notices** (with a copy of the packet attached) to us for our transcript file. Please complete the Certificate of Mailing Notices immediately after mailing and send us a copy (with all attachments) so that we can verify the proper notice has been given.

- ☐ **Notice of Public Hearing.** Sign and date the Notice of Public Hearing and publish it as indicated above. After you receive the Affidavit from the Publisher with a copy of the published notice (newspaper will provide the Affidavit), attach it to the **Certificate of Publisher's Affidavit of Publication.** Retain the original in your file and return a copy to us (with a copy of the Publisher's Affidavit) for our transcript file.
- ☐ Send us a copy of the report of the consultation meeting as soon as the consultation meeting has been held. (The report is a short summary of the meeting. This must be provided to the City Council with the package of materials for the August 1, 2022 meeting.)

If any questions arise, or if you would like us to attend either the consultation or the public hearing, please do not hesitate to contact me at 515-246-0329 or at noverberg@ahlerslaw.com.

Very truly yours,

AHLERS & COONEY, P.C.



Nathan J. Overberg

NJO: mp

cc: Andy Lent, Finance Director/Assistant City Manager
Jackie Raffety, Assistant Finance Direct/City Clerk

Enclosures: Agenda Item and Important Information; Resolution (*attach Amendment as Exhibit 1 to the Resolution*); Notice of Consultation; Certificate of Mailing Notices; Notice of Public Hearing; Certificate of Publisher's Affidavit of Publication

02070943-1\13538-174

ITEM TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

July 5, 2022

6:00 P.M.

Hillcrest/Downtown Unified Urban Renewal Plan

- Resolution setting dates of a consultation and a public hearing on a proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.

IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.
2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.
3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

July 5, 2022

The City Council of the City of Indianola, State of Iowa, met in _____ session, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ then introduced the following proposed Resolution entitled "RESOLUTION SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING ON A PROPOSED AMENDMENT NO. 7 TO THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN IN THE CITY OF INDIANOLA, STATE OF IOWA", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called, and the vote was:

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. _____

RESOLUTION SETTING DATES OF A CONSULTATION AND
A PUBLIC HEARING ON A PROPOSED AMENDMENT NO. 7
TO THE HILLCREST/DOWNTOWN UNIFIED URBAN
RENEWAL PLAN IN THE CITY OF INDIANOLA, STATE OF
IOWA

WHEREAS, the City of Indianola, Iowa (the "City") adopted the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area by Resolution No. 11-94 on July 5, 1994, and subsequently amended the Hillcrest Urban Renewal Plan six times; and

WHEREAS, the City adopted the Downtown Urban Renewal Plan for the Downtown Urban Renewal Area by Resolution No. 08-01 on September 4, 2001 and subsequently amended the Downtown Urban Renewal Plan two times; and

WHEREAS, the City adopted the Hillcrest/Downtown Unified Urban Renewal Plan (the "Unified Plan" or "Unified Urban Renewal Plan") for the Hillcrest/Downtown Unified Urban Renewal Area (the "Area" or "Urban Renewal Area") described therein, by Resolution No. 2015-44 on November 16, 2015, when the City unified the existing Hillcrest Urban Renewal Area and Downtown Urban Renewal Area, and combined and renamed the original urban renewal plans for the two areas; and

WHEREAS, the Unified Plan has subsequently been amended six times, lastly by Amendment No. 6 to the Unified Plan, adopted in 2021; and

WHEREAS, this Urban Renewal Area currently includes and consists of:

HILLCREST ORIGINAL URBAN RENEWAL AREA

A part of the North ½ of Section 19, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa described as follows: Beginning at the North 1/4 corner of said Section 19, thence North 89° 06' West 6.15 feet, thence South 01° 36' 20" East 1323.7 feet to the Southwest corner of the NW 1/4 NE 1/4 of said Section 19; thence East 1552.0 feet to the West right-of-way line of the C.R. I. & P.R.R.; thence Northwesterly along a 3° 36' 36" curve with a central angle of 51° 58' a distance of 659.0 feet, thence North 21° 03' West 711.24 feet to the North line of said Section 19; thence West 1263.0 feet to the point of beginning, and being a part of the City of Indianola, Iowa. (Also known as a portion of Parcels K & L of the Replat of Hillcrest Industrial Park 1.)

HILLCREST AMENDMENT NO. 1 SUBAREA

Beginning at a point 269.5' North of the Southeast corner of the NW 1/4 of the SE 1/4 of Section 19-76-23 thence North along West line until said line intersects the East boundary of the former C.R.I. & P. Railroad, thence North following R.R. ROW to North line of Section 19, thence East along Section line a distance of 1,980'

to East Corporate Limits; thence South along East Corporate Limits line within Section 20 a distance of 3,300', thence East along East Corporate Limits line 660' to East line of the NW 1/4 SW 1/4 of 20-76-23, thence South along corporate limits line to the center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00-05'-00" E) 269.5', thence West (N 00-08'-00" W) 165' to point of beginning. (Area includes Indianola Industrial Park Plats 1 & 2 and additional property.)

HILLCREST AMENDMENT NO. 2 SUBAREA

The East 808.65' of North 777.46' of the NE 1/4 of the NW 1/4 of Section 19, Township 76, Range 23, Indianola, Iowa. (Also known as a portion of Hillcrest Industrial Park Plat 2.)

HILLCREST AMENDMENT NO. 3 SUBAREA

All of the SW 1/4 SE 1/4 of Section 18-76-23, now known as Quail Meadows Subdivision, lying west of the east line of the former Railroad Right of Way including all adjacent Public Right of Way and Road Easements of record.

Beginning 555' South of the NW corner of Section 18-76-23 and running thence East 289'; thence South 170'; thence West 289'; thence North 170' to the P.O.B, and including all adjacent highway right-of-way of record.

All of the NE 1/4 NW 1/4 of Section 19-76-23 including all adjacent Public Right of Way and Road Easements of record except 18.54 acres in the NE Corner.

West 50' of the East 43 Acres in the N 1/2 of the NW 1/4 of Section 19-76-23.

Lots 1-7 of Hulen's Subdivision including all north and west adjacent Public Right of Way and Road Easements of record.

Lots 1-5 of Scenic Pointe Subdivision including all adjacent Public Right of Way and Road Easements of record.

Lots C, D, E, F, G, and H of Goodale Place within SE 1/4 SE 1/4 of Section 12-76-24 including all adjacent Public Right of Way and Road Easements of record.

Part of the SE 1/4 SE 1/4 of Section 12-76-24 described as follows: Beginning 294' West of SE Corner of said Section 12, thence West 156', thence North 170', thence East 156', thence South 170' to Point of Beginning including all adjacent Public Right of Way and Road Easements of record.

Part of the SE 1/4 SE 1/4 of Section 12-76-24 described as follows: Beginning 450' West of the SE Corner of said Section 12, thence West 242', thence North 120',

thence East 242', thence South 120' to the point of beginning including all adjacent Public Right of Way and Road Easements of record.

Lots 1, 2, 3, 4 and Parcel A of Lot 2 of Langfitt Subdivision Plat 2 including all adjacent Public Right of Way and Road Easements of record. Lot 2 was included in the Amendment No. 3 map but inadvertently omitted from the legal description.

Lots 1 & 2 of Langfitt Subdivision Plat 1 including all adjacent Public Right of Way and Road Easements of record.

Lots 1, 2, 3, and 4 of Bob Moore Subdivision including all adjacent Public Right of Way and Road Easements of record.

All of the West 229' of the North 96' of the South 242' of the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 18-76-23 including all adjacent Public Right of Way and Road Easements of record.

Lots 10-12 of the SW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 18-76-23 including all adjacent Public Right of Way and Road Easements of record.

All of the SE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 13-76-24 including all adjacent Public Right of Way and Road Easements of record except West 200' East 355.5' North 96' and except South 416' North 512' West 416' East 571.5'.

All Public Right of Way and Road Easements of record along the north boundary of the NW $\frac{1}{4}$ NE $\frac{1}{4}$ Section 19-76-23, all Public Right of Way and Road Easements of record along the south boundary of the SE $\frac{1}{4}$ SW $\frac{1}{4}$ Section 18-76-23, all Public Right of Way and Road Easements of record along the south and west boundary of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ Section 18-76-23, all Public Right of Way and Road Easements of record along the west boundary of the NW $\frac{1}{4}$ SW $\frac{1}{4}$ Section 18-76-23, all Public Right of Way and Road Easements of record along the E $\frac{1}{2}$ SE $\frac{1}{4}$ of Section 13-76-24, all Public Right of Way and Road Easements of record along the east boundary of the NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 13-76-24, all Public Right of Way and Road Easement of record along the west boundary of NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 18-76-23, and all Public Right of Way and Road Easements of record along the west boundary of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 7-76-24.

HILLCREST AMENDMENT NO. 4 SUBAREA

The Northwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ lying west of railroad right-of-way except the North 100' of 18-76-23:

AND

The Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ except the North 100' of 18-76-23:

AND

The Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ except U.S. Highway right-of-way of 18-76-23 (Area includes a portion of Summercrest Hills Plat 3):

AND

The Northwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ except the U.S. Highway right-of-way and except the North 100' (Area includes Summercrest Hills Plat 1.)

AND

The Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 18, Township 76, Section 23 (Area includes Summercrest Hills Plat 2 and a portion of Summercrest Hills Plat 3.)

AND

Parcel "J"

All that part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 24, Township 76 North, Range 24 West of the 5th P.M., Indianola, Warren County, Iowa being more accurately described as follows: Commencing at the Northeast corner of said Section 24, thence South 00 -00'-00" East along the East line of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 1330.90 feet to the Southeast corner of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24; thence North 88 -59'-20" West along the South line of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 85.01 feet to a point on the West Right of Way line of U.S. Highway 65-69, as it is presently established, said point being the POINT OF BEGINNING; thence continuing North 88-59'-20" West along the South line of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 159.59 feet to the Southeast corner of Lot 1, Brookwood, an Official Plat, Indianola, Warren County, Iowa; thence North 45 -00'-00" West along the East lines of Lots 1, 2 and 3 of said Brookwood, a distance of 352.76 feet to the Northeast corner of said Lot 3; thence North 88 -59'-20" West along the North line of said Lot 3 a distance of 80.00 feet to the Northwest corner of said Lot 3; thence North 01 -00'-40" East a distance of 130.00 feet; thence South 88 -59'-20" East a distance of 486.77 feet to a point on the West Right of Way line of said U.S. Highway 65- 69; thence South 00 -00'-00" East along the West Right of Way line of said U.S. Highway 65-69 a distance of 375.06 feet to the POINT OF BEGINNING. Said tract of land contains 3.055 acres more or less:

AND

The east 140 feet of Outlot 2 in Berry's Addition to Indianola, Iowa, except the East 30 feet thereof, and except the South 150 feet thereof, and except beginning 30 feet west of the northeast corner of said Outlot 2, thence South 86.4 feet, thence northwest 121 feet to a point of beginning, thence east 85 feet to point of beginning:

AND

The South 150 feet of the East 140 feet of Outlot 2, Berry's Addition to Indianola, Iowa, EXCEPT the East 30 feet thereof:

AND

Beginning at the Northeast corner of Outlot No. 1 of Berry's Addition to the City of Indianola, Warren County, Iowa, thence West 270 feet; thence South 83 feet; thence East 20 feet; thence South 75 feet; thence East to the East line of said Outlot No. 1; thence North 158 feet to the place of beginning.

AND

Commencing at the Northeast Corner of Outlot No. 1 of Berry's Addition to the City of Indianola, Warren County, Iowa, thence West 270 feet to the point of beginning, thence South 01 26'46" East 83.00 feet, thence South 90 00'00" East 20.00 feet, thence South 01 26'46" East 75 feet, thence South 90 00'00" West 38.30 feet, thence North 01 26'46" West 158 feet, thence North 90 00'00" East 18.31 feet to the point of beginning:

AND

The West 60 feet of the East 120 feet of the S $\frac{1}{2}$ of Outlot 1 in Berry's Addition to Indianola, Iowa; NOW KNOWN as Lot 2 in Auditor's Sub-division of the East 420 feet of the S $\frac{1}{2}$ of Outlot 1 in Berry's Addition to Indianola, Iowa.

The W $\frac{1}{2}$ of the East 60 feet of the S $\frac{1}{2}$ of Outlot 1 in Berry's Addition to the City of Indianola, Iowa, also known as the W $\frac{1}{2}$ of Lot 1, Auditors Subdivision of Outlot 1, Berry's Addition to the City of Indianola, Iowa.

Lot 3 in Auditor's Subdivision of the East 420 feet of the South one-half of Outlot 1 in Berry's Addition to Indianola, Iowa:

AND

All of Auditor's Outlot 111, except the North 30 feet thereof, in Indianola, Warren County, Iowa; and

AND

Parcel 1:

A part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 76 North, Range 23 West of the Fifth Principal Meridian, in the City of Indianola, County of Warren, State of Iowa, more particularly described as follows:

AND

Beginning at a point 33 feet East of the Southwest corner of the said Northwest Quarter of the Southwest Quarter of Section 19; thence North 238.5 feet; thence East 208.5 feet; thence South 238.5 feet; thence West 208.5 feet to the Point of Beginning, EXCEPTING therefrom the South 30 feet thereof AND EXCEPTING therefrom the North 108.5 feet thereof.

Parcel 2:

A part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 76 North, Range 23 West of the Fifth Principal Meridian, in the City of Indianola, County of Warren, State of Iowa, more particularly described as follows:

Beginning at a point 33 feet East and 238.5 feet North of the Southwest corner of the said Northwest Quarter of the Southwest Quarter of Section 19; thence East 208.5 feet; thence South 108.5 feet; thence West 208.5 feet; thence North 108.5 feet to the Point of Beginning.

Parcel 3:

A part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 76 North, Range 23 West of the Fifth Principal Meridian, in the City of Indianola, County of Warren, State of Iowa, more particularly described as follows:

The South 210.0 feet of the West 158.93 feet of the following described parcel of land; Commencing at the lead plug in the pavement marking the West Quarter corner of said Section 19; thence South 1332.5 feet; thence South 87 25' East, 241.5 feet to the Point of Beginning; thence continuing South 87 25' East, 710.18 feet; thence North 392 feet; thence West 710.18 feet; thence South 392 feet to the Point of Beginning; EXCEPT the South 30 feet thereof. (The West line of said Section 19 is taken as due North in describing this parcel of land.):

Beginning at a point 33 feet East and 238 ½ feet North of the Southwest corner of the Northwest Quarter of the Southwest Quarter Section 19, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, thence North 103 feet, thence East 208 ½ feet, thence South 103 feet, thence West 208 ½ feet to the place of beginning:

AND

The North 50 feet of the South Half (S ½) of the following described real estate: Beginning 33 feet East and 238 ½ feet North of the Southwest corner of the Northwest Quarter (NW ¼) of the Southwest Quarter (SW ¼) of Section 19, Township 76 North, Range 23 West of the 5th P.M. of Iowa, in Indianola, Iowa, thence North 306 feet, thence East 208 ½ feet, thence South 306 feet, thence West 208 ½ feet to the place of beginning:

AND

The N ½ of the following described real estate: Beginning at a point 33 feet East and 238 ½ feet North of the Southwest corner of the NW ¼ SW ¼ of Section 19, Township 76 North, Range 23 West of the 5th P.M., Iowa, in Indianola, Iowa thence North 306 feet, thence East 208 ½ feet thence South 306 feet, thence West 208 ½ feet to the place of beginning.

AND

Lot 9 of Woodward's Subdivision in Indianola, Iowa (also described below).

AND

The Northwest ¼ of the Southwest ¼ of Section 19, Township 76, Range 23 Except Sunset Knolls Subdivision and except Sunset Terrace Plat 1 and except Parcel P and except parcel Q.

AND

Southwest ¼ of the Northwest ¼ of Section 19, Township 76, Range 23 except Sunset Terrace Plat 1 and except Hulen's Subdivision and except the east 110' of the North 250' of the Southwest ¼ of the Northwest ¼ of Section 19, Township 76, Range 23.

AND

A tract of land located in the SW ¼ of the NW ¼ of Section 19, Township 76, Range 23 West of the 5th P.M. in the City of Indianola, Warren County, Iowa more particularly described as: Beginning at the West ¼ corner of said Section 19, thence S87 36'50"E along the South line of the SW ¼ of the NW ¼ of said Section 19, a distance of 60.06' to an iron pin, said pin being on the East right of way line of U.S. Highways 65 & 69, thence N06 10'10"E along the East right of way line of U.S. Highways 65 & 69, a distance of 269.99' to an iron pin, thence N15 37'30"E along the East right of way line of U.S. Highways 65 & 69 a distance of 158.07' to an iron pin. Said pin being the true point of beginning, thence N15 37'30"E along the East right of way line of U.S. Highway 65 & 69, a distance of 116.76' to an iron pin. Thence N 89 47'20"E a distance of 210.00' to an iron pin, thence N00 12'40"W a distance of 399.00' to an iron pin, thence N89 47'20"E a distance of 560.00' to an

iron pin, thence S00 12'40"E a distance of 360.60' to an iron pin, thence S89 47'20"W a distance of 290.00' to an iron pin, thence N00 12'40"W a distance of 25.50' to an iron pin, thence S89 47'20"W a distance of 198.53' to an iron pin, thence S14 20'30"W a distance of 182.20' to an iron pin, thence S89 48'50"W a distance of 267.55' to an iron pin, said pin being the true point of beginning, containing 5.257 acres. SUBJECT to all easements, restrictions, encumbrances, and other matters, if any, of record:

AND

A lot 399 feet by 275 feet situated 530 feet north and 100 feet east of the west $\frac{1}{4}$ corner, Section 19, Township 76, Range 23, Warren County, Iowa, and locally known as 1508 North Jefferson, Indianola, Iowa.

AND

Lots 1 and 4 of Orchard Plaza Plat

AND

Lots 1, 2, 3, 4, 5 and 6 of Orchard Plaza Replat

AND

Berry's Outlots 3 and 4 except the West 75' of the South 150' of Lot 4

AND

Parcels A and C of Berry's Outlot 5

AND

Lots 1, 4 and 5 and 12' alley adjoining West, Except the East 5.5', Block 25, College Addition

AND

All of Block 9 and alleys except the former Railroad R.O.W., All of Block 10 and alleys and former street R.O.W. between Blocks 9 and 10 and All of Block 12 and alleys except the West 5.5' of Windle's Addition

AND

Lots 1, 2, 3, 4, 5, 6, 7, 8 and 9 of Woodward's Subdivision

AND

All of the Wal-Mart Subdivision

AND

The area includes the full right-of-way of all streets forming the boundary.

AND

DOWNTOWN ORIGINAL URBAN RENEWAL AREA

Beginning at the intersection of Highway 65/69 and Highway 92, then North on Highway 65/69 to Franklin Avenue, then West to North 1st Street, then South on North 1st Street to East Detroit Avenue, then West on East Detroit Avenue to North Buxton Street, then South on North Buxton Street to Boston Avenue, then West on Boston Avenue to B Street, then South on B Street to Highway 92, then East on Highway 92 to the point of beginning.

The area includes the full right-of-way of all the streets forming the boundary.

DOWNTOWN AMENDMENT NO. 1 SUBAREA

All of Blocks 1, 2, 3, 4, & 8 of South Indianola Addition; all of Blocks 3 & 4 of Hayworths Addition; all of Blocks 3, 4, 9, 10, & 15 of East Indianola Addition; all of Parcel A and Parcel B of Auditors Outlot 93, and Parcel D, E, & F of former Railroad Right of Way west of Auditors Outlots 103, 104, & 106, and all of Auditors Outlots 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, and former Railroad Right of Way; all of Blocks 13, 14, & 15 Windles Addition; all of the public street Right of Ways of record adjacent thereof.

DOWNTOWN AMENDMENT NO. 2 SUBAREA

All of Block 24, Original Town Plat; all of Blocks 18 and 19, Jones and Windles Addition; All of Lots 15 and 16, Jones and Windles Outlots; All of North/South alley between Lots 15 and 16, Jones and Windles Outlots and Block 31, Cheshires Addition; All of Blocks 31, 32, 33, 34, 35, 36, 37, 38, 39 and 40, Cheshires Addition; All of Block 4, Fairview Addition; All of Lots 4, 5 and 6, Block 3 and North/South alley between Lots 4, 5 and 6, Block 3, Fairview Addition; All of Lots 1 and 9, Van-El Addition; All of Auditor's Outlot 121; Lots 1 through 11 of Day's Outlots; All of Lot 122 of Auditor's Outlots; Lots 1, 2, 3 and 24 of Replat of Lots 45 through 52 of Kenwood Place; Lots 1, 2 and 3 of Kenwood Place; All of Parcel G in the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24, Lots 5 and 6, Leonard Subdivision, Plat 2; Beginning at a point 2119.55' east and 559.0' south of the NW corner of the North $\frac{1}{2}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24, Thence South 300' to North right-of-way, Thence West 200', thence North 300', thence East 200' to point of beginning. Lots 1, 2, 3, 4 and 5 in Leonard's Subdivision; Parcels A, B and C in the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section

26, Township 76 North, Range 24; The West 150' of the NW ¼ of Section 26, Township 76 North, Range 24; Lots 1, 2, 3, 4 and 5 of the Newsome Subdivision; The West 677.6' of the SW ¼ of the SW ¼, except the South 436' of Section 23, Township 76 North, Range 24; The East 150' of the SE ¼ of the SE ¼ of Section 22, Township 76 North, Range 24; The East 150' of the NE ¼ of the NE ¼ of Section 27, Township 76 North, Range 24; The east 660' of the SE ¼ of the NE ¼ of Section 27, Township 76 North, Range 24, The N ½ of the SE ¼ Section 27, Township 76 North, Range 24; And the South 421.5' of the North 1066.1' of East 319' of the NE ¼ of the NE ¼ of Section 27, Township 76 North, Range 24; Outlot X of Wesley Corner Plat 1; The East ½ of the SE ¼ of the SE ¼ of Section 27, Township 76 North, Range 24; Lot 1 of Naberhaus Subdivision; Lots 1, 2 and 3 of the Subdivision of Lot 1, except the South 125' of the Naberhaus Subdivision Plat 2; South 125' of Lot 1 of Naberhaus Subdivision Plat 2; South 150' of East 512.5' and the West 2' of the East 512.15' of North 125' South 275' of Lot 2 Naberhaus Subdivision Plat 2; The East 512.15' of the NE ¼ of the NE ¼ of 1 Section 34, Township 76 North, Range 24, except the North 950'; East 512.15' of the SE ¼ of the NE ¼ except the South 438.9' of Section 34, Township 76 North, Range 24; Lots 1, 2, 3, 39, 40 and 41 Deer Run Plat 2; Lot 1 Deer Run Plat 4; All portions of Lot 3 Deer Run Subdivision which lies in the NW ¼ of the SW ¼ of Section 26, Township 76 North, Range 24; All portions of Lot 3 Deer Run Subdivision which lies in NE ¼ of SW ¼ of Section 26, Township 76 North, Range 24; Parcel A of Lot 3 Deer Run Plat the West 430' of SW ¼ of the SW ¼ Section 26, Township 76 North, Range 24; The West 430' of the NW ¼ of the NW ¼ of Section 35, Township 76 North, Range 24 except Deer Run Subdivision Plat 2; The West 430' of the SW ¼ of the NW ¼ Section 35, Township 76 North, Range 24 which lies within the corporate limits except for Deer Run Subdivision Plat 2: Lot 1 and Lots 8 through 29 Lennie's Subdivision; Lots 1 through 7 Block 2, Buxton Addition; Lots 1 and 2, Block 1, Buxton Addition: Lots 1, 2 and Outlot X in the F.S.I. Addition; Auditor's Outlot 123; All of Blocks 1, 4 and 5 of Day's Addition; Auditor's Outlots 133, 134, 135, 137, 138 and Lot 136 except the South 282' and Lot A of Auditor's Outlot 139, 140 and 141; All of Auditor's Outlots 142, 143, 144, 145 and 146, all of the Public Alley and Street Right of Ways of Record Adjacent Thereof.

The Unified Urban Renewal Area also includes the full boundary of any City-owned right-of-way within or adjacent to any Hillcrest Urban Renewal Subarea and any Downtown Urban Renewal Subarea as unified by the Hilcrest/Downtown Unified Urban Renewal Plan.

UNIFIED AMENDMENT NO. 1 SUBAREA

The following property was REMOVED from the Area by Unified Amendment No. 1:

Beginning at a point 269.5' North of the Southeast corner of the NW ¼ of the SE ¼ of Section 19-76-23 thence North along the West line until said line intersects

the East boundary of the former C.R.I. & P. Railroad, thence North following R.R. ROW to North line of Section 19, thence East along Section line a distance of 1,980' to the Northeast corner of the West $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 20-76-23; thence South along the East line of the of the West $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 20-76-23 to the Northeast corner of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23; thence South along the East line of the of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23 to the Southeast corner of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23; thence East along the North line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23, 660' to East line of the NW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 20-76-23, thence South along the East line of the of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23 to center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00°-05'-00" E) 269.5', thence West (N 00°-08'-00" W) 165' to point of beginning. (area includes Indianola Industrial Park Plats 1 & 2 and additional property).

UNIFIED AMENDMENT NO. 2 SUBAREA

The South 50' of the Southwest Quarter of the Southwest Quarter (SW $\frac{1}{4}$ SW $\frac{1}{4}$), of Section Seventeen (17), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The South 50' of the Southeast Quarter of the Southeast Quarter (SE $\frac{1}{4}$ SE $\frac{1}{4}$), lying East of the railroad right-of-way, of Section Eighteen (18), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The East Half of the North Three-quarters of the East Half (E $\frac{1}{2}$ N $\frac{3}{4}$ E $\frac{1}{2}$), lying East of the railroad right-of-way, of Section Nineteen (19), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa, except the West 306.32 feet of Lots One and Two; Lot Three; Lot Four, except the North 38 feet thereof; and Lots Five, Six, Seven, Eight, Nine, Ten and Eleven of the Indianola Industrial Park Addition to the City of Indianola, Iowa; and except a tract beginning at the Southwest Corner of the Northeast Quarter of the Southeast Quarter (NE $\frac{1}{4}$ SE $\frac{1}{4}$), thence North 16 rods, thence East 10 rods, thence South 16 rods, thence West 10 rods to point of beginning; and except Lot Two on the Indianola Industrial Park Plat Two, an Official Plat in Indianola, Iowa; and except Tract "D" on the plat of survey prepared by Anderson-Bogert Engineers and Surveyors, Inc., and recorded at Irregular Plat Book 6, Page 14 of Indianola, with the Recorder of Warren County, Iowa; and except the South 11.92 acres of the West Half of the Southeast Quarter of the Northeast Quarter (W $\frac{1}{2}$ SE $\frac{1}{4}$ NE $\frac{1}{4}$) lying East of the railroad right-of-way, except the East 30 feet thereof; and,

The North Half of the Southwest Quarter (N $\frac{1}{2}$ SW $\frac{1}{4}$) and the West Half of the Northwest Quarter (W $\frac{1}{2}$ NW $\frac{1}{4}$) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa

(Parcel IDs 49023200440, 49023200441, 49023200460, 49023200462, 49023200469, 49023200500, 49023200620, 49023200643 and 49023200644); and

The North 33' of the South Half of the Southwest Quarter (S ½ SW ¼) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa.

UNIFIED AMENDMENT NO. 3
No land added or removed.

UNIFIED AMENDMENT NO. 4 SUBAREA
(REMOVED the following property from the Urban Renewal Area)

The South 480 feet of Lot 1, Langfitt Subdivision Plat 2, an official plat in Warren County, Iowa

UNIFIED AMENDMENT NO. 5 SUBAREA

The South 480 feet of Lot 1, Langfitt Subdivision Plat 2, an official plat in Warren County, Iowa

AND

Parcel "D" as shown on the Plat of Survey, recorded November 21, 2016, in Book 2016 Page 10418 of the Warren County Recorder's Office, Iowa, and as more particularly described as:

Beginning at the Southwest Corner of LOT 1 in said LANGFITT SUBDIVISION PLAT NO.2; thence South 87°50'46" East along the South Line of said LOT 1, a distance of 590.00 feet to the Southeast Corner of said LOT 1 and the Southwest Corner of said LOT 2; thence North 00°01'10" East along the East Line of said LOT 1 and the West Line of said LOT 2, a distance of 476.32 feet ; thence North 89°40'27" East, a distance of 118.72 feet; thence South 01°12'59" East, a distance of 582.13 feet to a point on the South Line of the North 100 feet of the Southwest Quarter of said Section 18; thence North 87°50'46" West along the South Line of the North 100 feet of the Southwest Quarter of said Section 18, a distance of 721.49 feet to a point on the East Right-of-Way Line of North Jefferson and U.S. Highway 65/69; thence North 00°05'43" East along the East Right-of-Way Line of North Jefferson and U.S. Highway 65/69, a distance of 100.06 feet to the Point of Beginning, containing 3.02 Acres, subject to all easements, covenants and restrictions.

AND

Lot 1 in DeYarman Park Minor Subdivision, now included in and forming park of the City of Indianola, Iowa

AND

Lot A in DeYarman Park Minor Subdivision, now included in and forming park of the City of Indianola, Iowa

AND

The North 100' of the Northeast Quarter of the Southwest Quarter, except for the DeYarman Park Minor Subdivision, of Section 18, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa

AND

The North 100' of the Northwest Quarter of the Southeast Quarter of Section 18, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, lying west of the Railroad Right-of-way

UNIFIED AMENDMENT NO.6

No land added or removed.

WHEREAS, City staff has caused there to be prepared a form of Amendment No. 7 to the Plan ("Amendment No. 7" or "Amendment"), a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to update the description of a previously approved urban renewal project and to add to the list of proposed projects to be undertaken within the Urban Renewal Area; and

WHEREAS, it is desirable that the area be redeveloped as part of the overall redevelopment covered by the Plan, as amended; and

WHEREAS, this proposed Amendment No. 7 adds no new land to the Urban Renewal Area; and

WHEREAS, the Iowa statutes require the City Council to notify all affected taxing entities of the consideration being given to the proposed Amendment No. 7 and to hold a consultation with such taxing entities with respect thereto, and further provides that the designated representative of each affected taxing entity may attend the consultation and make written recommendations for modifications to the proposed division of revenue included as a part thereof, to which the City shall submit written responses as provided in Section 403.5, Code of Iowa, as amended; and

WHEREAS, the Iowa statutes further require the City Council to hold a public hearing on the proposed Amendment No. 7 subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Amendment and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

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

Section 1. That the consultation on the proposed Amendment No. 7 required by Section 403.5(2), Code of Iowa, as amended, shall be held on July 12, 2022, in the South Conference Room, City Hall, 110 North First Street, Indianola, Iowa, at 9:00 A.M., and the Community and Economic Development Director, or his delegate, is hereby appointed to serve as the designated representative of the City for purposes of conducting the consultation, receiving any recommendations that may be made with respect thereto and responding to the same in accordance with Section 403.5(2), Code of Iowa.

Section 2. That the City Clerk is authorized and directed to cause a notice of such consultation to be sent by regular mail to all affected taxing entities, as defined in Section 403.17(1), Code of Iowa, along with a copy of this Resolution and the proposed Amendment No. 7, the notice to be in substantially the following form:

NOTICE OF A CONSULTATION TO BE HELD BETWEEN THE
CITY OF INDIANOLA, STATE OF IOWA AND ALL
AFFECTED TAXING ENTITIES CONCERNING THE
PROPOSED AMENDMENT NO. 7 TO THE
HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL
PLAN FOR THE CITY OF INDIANOLA, STATE OF IOWA

The City of Indianola, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1), Code of Iowa, as amended, commencing at 9:00 A.M. on July 12, 2022, in the South Conference Room, City Hall, 110 North First Street, Indianola, Iowa concerning a proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan for the Hillcrest/Downtown Unified Urban Renewal Area, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the Urban Renewal Area, and the duration of any bond issuance included in the Amendment.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The Community and Economic Development Director, or his delegate, as the designated representative of the City of Indianola, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Indianola, State of Iowa, as provided by Section 403.5, Code of Iowa, as amended.

Dated this _____ day of _____, 2022.

City Clerk, City of Indianola, State of Iowa

(End of Notice)

Section 3. That a public hearing shall be held on the proposed Amendment No. 7 before the City Council at its meeting which commences at 6:00 P.M. on August 1, 2022, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa.

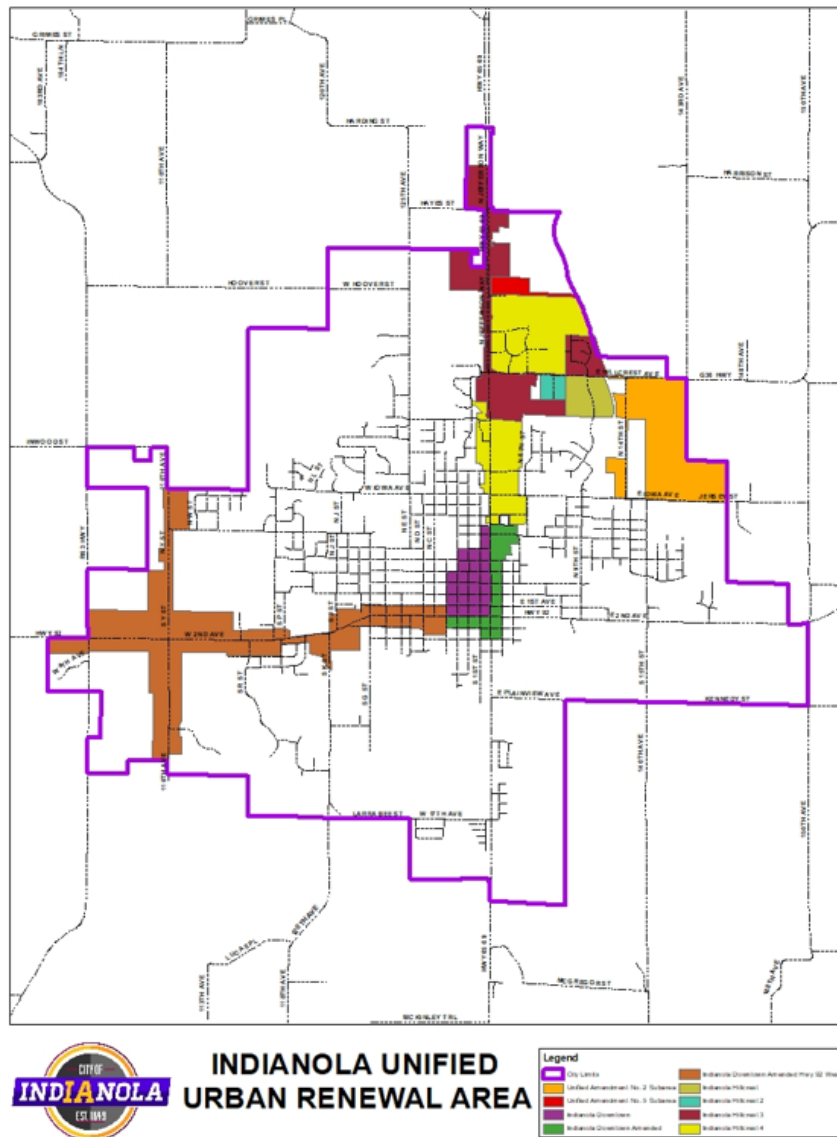
Section 4. That the City Clerk is authorized and directed to publish notice of this public hearing in the Indianola Record Herald, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL OF A
PROPOSED AMENDMENT NO. 7 TO THE
HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN
FOR AN URBAN RENEWAL AREA IN THE CITY OF INDIANOLA,
STATE OF IOWA

The City Council of the City of Indianola, State of Iowa, will hold a public hearing before itself at its meeting which commences at 6:00 P.M. on August 1, 2022 in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, to consider adoption of a proposed Amendment No. 7 to the Hillcrest/Downtown Unified Urban Renewal Plan (the "Amendment") concerning an Urban Renewal Area in the City of Indianola, State of Iowa.

The Urban Renewal Area, as amended, contains the land generally depicted in the following map:



A copy of the Amendment is on file for public inspection in the office of the City Clerk, City Hall, City of Indianola, Iowa.

The City of Indianola, State of Iowa is the local public agency which, if such Amendment is approved, shall undertake the urban renewal activities described in such Amendment.

The general scope of the urban renewal activities under consideration in the Amendment is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A, Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The City also may acquire and make land available for development or redevelopment by private enterprise as authorized by law. The Amendment provides that the City may issue bonds or use available funds for purposes allowed by the Plan and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Amendment initially proposes specific public infrastructure or site improvements to be undertaken by the City, and provides that the Amendment may be amended from time to time.

The proposed Amendment No. 7 would update the description of a previously approved urban renewal project and add to the list of proposed projects to be undertaken within the Urban Renewal Area. The proposed Amendment adds no new land to the Urban Renewal Area.

Other provisions of the Plan not affected by the Amendment would remain in full force and effect.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Indianola, State of Iowa, as provided by Section 403.5, Code of Iowa.

Dated this _____ day of _____, 2022.

City Clerk, City of Indianola, State of Iowa

(End of Notice)

Section 5. That the proposed Amendment No. 7, attached hereto as Exhibit 1, for the Urban Renewal Area described therein is hereby officially declared to be the proposed Amendment No. 7 referred to in the notices for purposes of such consultation and hearing and that a copy of the Amendment shall be placed on file in the office of the City Clerk.

PASSED AND APPROVED this 5th day of July, 2022.

Mayor

ATTEST:

City Clerk

Label the Amendment as Exhibit 1 (with all exhibits) and attach it to this Resolution.

ATTACH THE AMENDMENT
LABELED AS EXHIBIT 1 HERE

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WARREN

)

I, the undersigned City Clerk of the City of Indianola, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2022.

City Clerk, City of Indianola, State of Iowa

(SEAL)

02070946-1\13538-174

AMENDMENT NO. 7

TO

**HILLCREST/DOWNTOWN UNIFIED
URBAN RENEWAL PLAN**

CITY OF INDIANOLA, IOWA

Hillcrest Urban Renewal Area – 1994
Amendments #1 – #6
(#1 – 1998, #2 – 2001, #3 – 2005, #4 – 2009, #5 – 2010, #6 – 2015)

Downtown Urban Renewal Area – 2001
Amendment #1 – 2005
Amendment #2 – 2007

Unified Urban Renewal Plan 2015
Amendment No. 1 – 2019
Amendment No. 2 - 2019
Amendment No. 3 - 2020
Amendment No. 4 – 2021
Amendment No. 5 - 2021
Amendment No. 6 – 2021
Amendment No. 7 - 2022

**AMENDMENT NO. 7
TO THE
HILLCREST/DOWNTOWN UNIFIED
URBAN RENEWAL PLAN
CITY OF INDIANOLA, IOWA**

The Hillcrest/Downtown Unified Urban Renewal Plan (the “Plan” or “Unified Plan”) for the Hillcrest/Downtown Unified Urban Renewal Area (the “Area” or “Urban Renewal Area”) was adopted in 2015 when the City of Indianola (the “City”) unified the City’s existing Hillcrest Urban Renewal Area and Downtown Urban Renewal Area, and combined and renamed the original urban renewal plans for the two areas. The Unified Plan has been amended twice in 2019, once in 2020, and three times in 2021.

The City is further amending the Unified Plan with the adoption of this Amendment No. 7 (“Amendment No. 7” or “Amendment”) to update the description of a previously approved urban renewal project and to add to the list of proposed projects to be undertaken within the Urban Renewal Area. This Amendment makes no change to the boundaries of the Urban Renewal Area.

Except as modified by this Amendment No. 7, the provisions of the Unified Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment No. 7 shall control. Any subsections not mentioned in this Amendment No. 7 shall continue to apply to the Unified Plan, as previously amended.

DEPICTION OF THE URBAN RENEWAL AREA

Although this Amendment does not alter the boundaries of the Area, for the convenience of the reader, a map of the Urban Renewal Area, as amended, is attached as Exhibit A.

AREA DESIGNATION

The Urban Renewal Area, as amended, continues to be an economic development (commercial and industrial development) area. This Amendment makes no change to the designation.

DEVELOPMENT PLAN/ZONING

The City has a general plan for the physical development of the City as a whole outlined in the Elevate Indianola comprehensive plan, adopted by the City on May 18, 2020. The goals and objectives of the Plan, as previously amended, and the projects outlined in this Amendment, are in conformity with the Elevate Indianola comprehensive plan.

The Unified Plan, as amended, does not in any way replace or modify the City’s current land use planning or zoning regulation process.

The need for improved traffic, public transportation, public utilities, recreational and community facilities, or other public improvements within the Urban Renewal Area, if any, is set forth in the Plan, as amended. As the Area develops, the need for public infrastructure extensions and upgrades will be evaluated and planned for by the City.

UPDATE TO PREVIOUSLY APPROVED URBAN RENEWAL PROJECT

Numerous projects were previously approved for the Urban Renewal Area and are continuing. Except as noted below, this Amendment does not alter the previously described projects. With the adoption of this Amendment No. 7, the City is updating the description of the following urban renewal project, which was originally approved in Amendment No. 2 to the Plan.

Current Description

Urban Renewal Project Description	Estimated Time Period	Estimated Cost to Be Reimbursed by Tax Increment Financing Not to Exceed	Rationale
Regional Detention Ponds in Unified Amendment No. 2 Subarea	2020-2030	\$600,000	The City requires stormwater mitigation/management for every development. Creating regional detention basins that each development can tie into may reduce development costs and incentivize commercial/industrial development in the Area

Updated Description

Urban Renewal Project Description	Estimated Time Period	Estimated Cost to Be Reimbursed by Tax Increment Financing Not to Exceed	Rationale
Stormwater infrastructure in Unified Amendment No. 2 Subarea	2022-2030	\$600,000	This project will help provide stormwater infrastructure to the Area, which will enable commercial/industrial development to occur in the Area

ELIGIBLE URBAN RENEWAL PROJECTS
(Amendment No. 7)

Although certain project activities may occur over a period of years, in addition to the projects previously approved in the Unified Plan, as previously amended, the Eligible Urban Renewal Projects under this Amendment include:

1. Public Improvements:

Urban Renewal Project Description	Estimated Time Period	Estimated Cost to Be Reimbursed by Tax Increment Financing Not to Exceed	Rationale
Construction of 650 feet of Orchard Place street and related infrastructure.	2022-2025	\$1,500,000	Provide necessary infrastructure for commercial/industrial traffic in the Area
Total		Not to Exceed \$1,500,000	

2. Future Development Agreements: The City expects to consider requests for Development Agreements for projects that are consistent with this Plan, in the City's sole discretion. Such Agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including but not limited to land, loans, grants, tax rebates, infrastructure assistance and other incentives. The costs of such Development Agreements will not exceed \$1,000,000.

3. Fees and Costs

Project	Date	Estimated cost
Fees and costs for planning, engineering (for urban renewal plans), legal work, and other related costs to support urban renewal projects and planning	Undetermined	\$50,000

FINANCIAL DATA

1.	July 1, 2022 constitutional debt limit:	\$53,320,144
2.	Current outstanding general obligation debt:	\$33,161,000
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Proposed Eligible Urban Renewal Projects (Amendment No. 7) has not yet been determined. This document is for planning purposes. The estimated project costs in this Amendment No. 7 are estimates only and will be incurred and spent over a number of years. In no event will the City's constitution debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Proposed Eligible Urban Renewal Projects (Amendment No. 7) as described above will be approximately as indicated in the adjacent column:	\$2,550,000 This does not include financing costs related to debt issuance, which may be incurred over the life of the Area.

URBAN RENEWAL PLAN AMENDMENTS

The Unified Plan may be amended from time to time for a variety of reasons, including but not limited to, change in the area, to add or change land use controls and regulations, to modify goals or types of renewal activities, to add or change urban renewal projects, or to amend property acquisition and disposition provisions. The City Council may amend the Plan in accordance with applicable state law.

EFFECTIVE PERIOD

This Amendment No. 7 will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Plan, any prior amendment, resolution, or document, the Plan, as amended, shall remain in effect until terminated by the City Council.

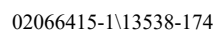
The use of incremental property tax revenues, or the "division of revenue," as those words are used in Chapter 403 of the *Code of Iowa*, will be consistent with Chapter 403 of the Iowa Code. Nothing in this Amendment shall alter the duration of the division of revenue as previously explained in the Plan, as previously amended.

REPEALER AND SEVERABILITY CLAUSE

Any parts of the Plan, as previously amended, in conflict with this Amendment are hereby repealed.

If any part of this Amendment or the Plan, as previously amended, is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the Amendment or the Plan as a whole, or any part of the Amendment or the Plan not determined to be invalid or unconstitutional.

MAP OF HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA, AS AMENDED





MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: July 5, 2022
Subject: Approval of a request from the Hometown Pride Committee to hold the Celebrate Warren County Parade on July 30, 2022.

Introduction: The Indianola Hometown Pride Committee is planning the Celebrate Warren County Parade to kickoff the National Balloon Classic, celebrate Warren County and lead right into the Summer Art Festival at Buxton Park.

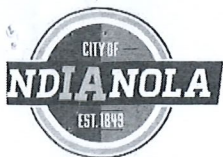
Background: This was formerly the National Balloon Classic Parade.

Discussion: The parade will line up along W Detroit Street and Memorial Park. The parade route will use W Detroit, North D, W Henderson, N Buxton, W Clinton and back to N D St.

Budget Impact:

Recommendation: Simple motion is in order.

Attachments: 1. Celebrate Warren Co Parade



Event Details:

Event Name: Celebrate Warren County Parade (formerly National Balloon Classic Parade)

Event Sponsor(s): Indianola Hometown Pride

Event Type (Check all that apply): ☒ Parade ☐ Bike Ride/Race ☐ Concert

Running Event: Fun Run ☐ Timed Race ☐ Will trails/sidewalks be utilized? Yes ☐ No ☒

Other: _____

Date/Time of event: Saturday, July 30, 2022: 10:00 AM

Location of event: Memorial Park to Buxton Park

Anticipated Attendance: _____ Per Day _____ Total

Organization: Indianola Hometown Pride

Contact Name: Doug Bylund

Address: 2204 W 2nd Avenue, Indianola

Telephone Number: 515-961-9420

Fax Number: _____

Email address: dbylund@indianolaiowa.gov

Today's Date: 6/24/2022

Please describe your request and event:

A parade to kickoff the National Balloon Classic, celebrate Warren County and lead right into the Arts Festival at Buxton Park.

Please describe what streets, trails or parks you are planning to close or use:

Parade Line-up will begin at 9:00 AM along W Detroit Street and Memorial Park.

Parade will begin at 10:00 AM

Parade Route:

Heading east on West Detroit Street from Memorial Park, North on D Street, East on ^{Henderson} Avenue, South on North Buxton Street, West on West Clinton Avenue to North D Street. (see attached map)

Set Up Begins	Date <u>7/30/22</u>	Time <u>9:00 AM</u>	Day of Week <u>Saturday</u>
Event Starts	Date <u>7/30/22</u>	Time <u>10:00 AM</u>	Day of week <u>Saturday</u>
Event Ends	Date <u>7/30/22</u>	Time <u>11:00 AM</u>	Day of week <u>Saturday</u>
Dismantle	Date <u>7/30/22</u>	Time <u>by Noon</u>	Day of week <u>Saturday</u>



Please describe your safety plan including crowd control. The Indianola Police and Fire Departments will review your safety plans to determine if safety is adequate for the planned event. In reviewing the application, they will be looking at anticipated crowd size, demographics, entertainment, alcohol, prior history with this event or similar events and other criteria. Attach additional sheets if necessary.

We will barricade the corners and intersections just before the parade begins.

Please describe your emergency/medical plan, including your communication procedures. Attach additional sheets if necessary.

We will have volunteers staged at intersections, and communicate via cell for emergencies.

Please describe your plan for clean up and removal of recyclable goods and garbage during and after your event.

We will drive the parade route and clean up trash and remove barricades

Before submitting this application be sure to complete the following:

- ☒ The event application is completely filled out
- ☒ Map A attached – showing streets/trails/parks/lane closures, location of barrier/barricades, stages, platforms, parking, etc.
- ☐ Map B attached – shows where vendors are expected to park vehicles off the Square
- ☐ Street closure permit application if applicable, attached to application. Application is on [website](#) under “How Do I submit”.
- ☐ Noise permit application if applicable, attached to application. Application available on [website](#) under “How do I apply for noise permit”.
- ☒ Insurance certificate showing the City as an additional insured in the amount of \$1,000,000 is attached to the application.

As the event sponsor(s) I have read through the rules and certify that our event abides by the rules and regulations set by the Indianola Iowa City Council.

Applicant Signature: Douglas F. Ryhl Date: 6/24/2022

Thank you for your interest in holding a neighborhood or community event!

Return Application with attachments to:

City of Indianola

Attn: Event Applications

110 N 1st St PO Box 299

Indianola, Iowa 50125

email cityclerk@indianolaiowa.gov

City website indianolaiowa.gov

W. Iowa Ave.

W. Henderson Ave.

Moats
Park

W. Girard Ave.

Memorial Park

**PARADE
LINE-UP**

**Buxton
Park**

3rd St.

E. G

**Aquatic
Center**

N. E St.

N. D St.

**Simpson
College**

N. Buxton St.

N. Howard St.

N. 1st St.

Franklin

N. F St.

Irving Elementary
School

W. Clinton Ave.



Mc
Sumn
Trail
E. Clin



W. Boston Ave.

**PARADE
END**

Warren Co.
Admin.

W. Ashland Ave.

Library

E. Boston



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: July 5, 2022
Subject: Approval of a request from the Warren County Historical Society to hold the Log Cabin Festival Parade on September 24, 2022.

Introduction: The Warren County Historical Society is planning the Log Cabin Festival Parade.

Background:

Discussion: The parade will line up on Clinton Ave by the Administration Building, head south on Buxton, east on Ashland, south on Howard, and west on Salem through the fairgrounds.

Line up begins at 9 AM with the parade expected to end by 11:30 AM.

Budget Impact:

Recommendation: Paperwork is in order and staff has approved. Simple motion is in order.

Attachments: 1. 2022 Log Cabin Festival Parade Application

2012 Event Application

3

Event Name: Log Cabin Festival

Date/Time of Event: September 24th 10:00 AM

Location of Event: Parade starts lining up on Clinton by the Administration Bldg., S on Buxton, E on Ashland, S on Howard, W on Salem thru the fairgrounds.

Event Sponsor(s): Warren County Historical Society

Contact Information:

Organization: Warren County Historical Society

Contact Name: Darlene Lawyer

Address: 1201 NORTH C Street Indianola IA 50125

Telephone Number: 515-556-7413

Cell Phone Number: 515-556-7413

Fax Number: ---

Email Address: ---

Today's Date: May 30th, 2022

Anticipated Attendance: 400-500 Per Day 800-1000 Total

Event Information:

Setup Begins	Date: <u>9-24-2022</u>	Time: <u>9:00 AM</u>	Day of Week: <u>S</u>
Event Starts	Date: <u>9-24-2022</u>	Time: <u>10:00 AM</u>	Day of Week: <u>S</u>
Event Ends	Date: <u>9-24-2022</u>	Time: <u>11:30 AM</u>	Day of Week: <u>S</u>
Dismantle	Date: <u>9-24-2022</u>	Time: <u>11:30 AM</u>	Day of Week: <u>S</u>

Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

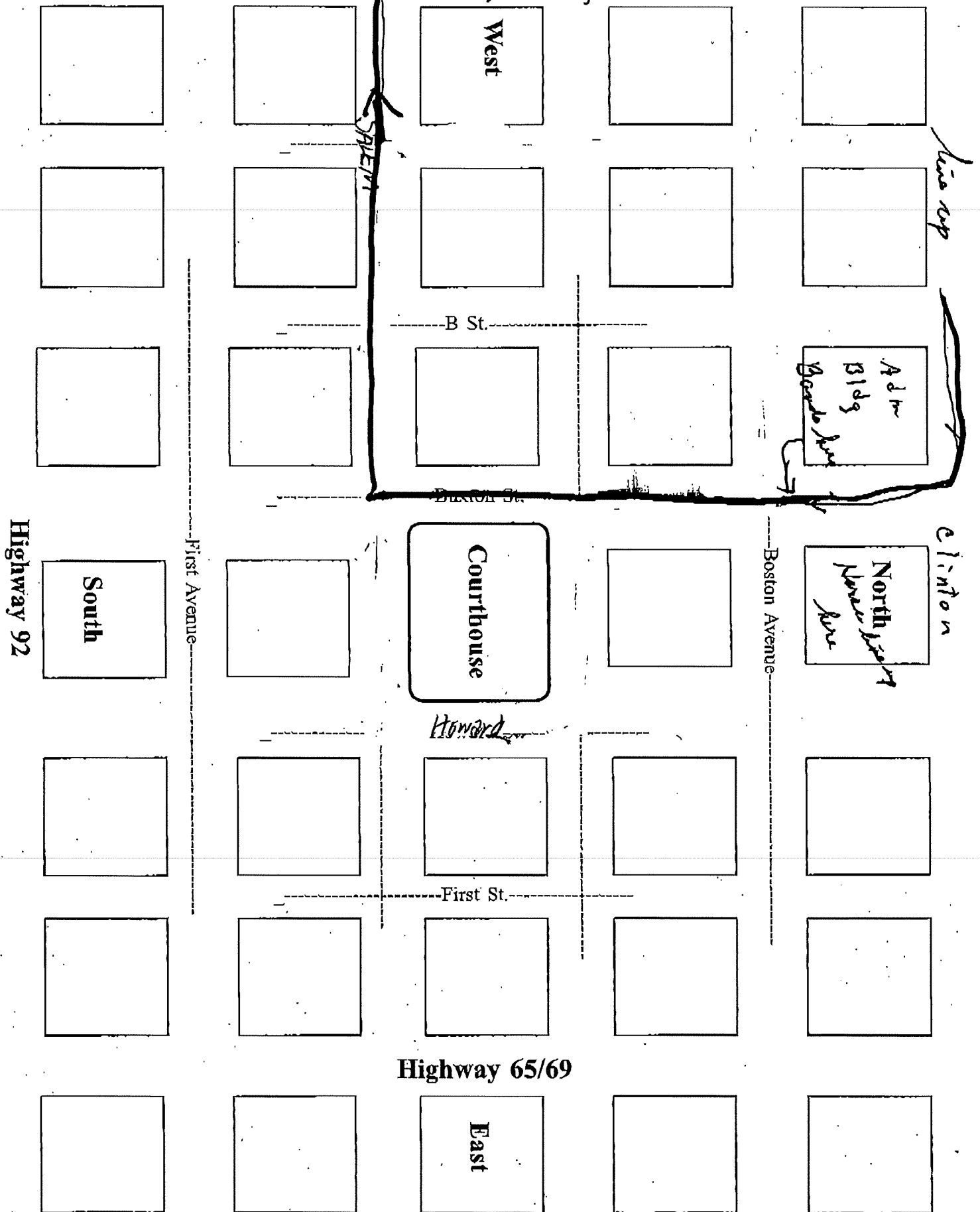
Phone: 515-961-9410 Fax: 515-961-9402

www.cityofindianola.com

E-Mail: dbowlin@cityofindianola.com

See the fairgrounds

3022





MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: July 5, 2022
Subject: Approval of a request from Crain Chiropractic Clinic to host a band concert on Salem Avenue on July 21, 2022.

Introduction: Crain Chiropractic Clinic is hosting a live band to coincide with the National Balloon Classic's Sky Parade on Thursday, July 21.

Background: The Sky Parade takes place over Indianola's Square while participating businesses are open late for shopping and dining.

Discussion: Crain Chiropractic Clinic requests to close West Salem Avenue from Buxton to B Streets from 5 PM - 10 PM. They are also requesting a noise permit for this event.

Budget Impact:

Recommendation: All of the paperwork is in order and staff has approved.

Attachments: 1. Crain Chiropractic Clinic Application



Event Details:

Event Name: _____

Event Sponsor(s): _____

Event Type (Check all that apply): ☐ Parade ☐ Bike Ride/Race ☐ Concert

Running Event: Fun Run ☐ Timed Race ☐ Will trails/sidewalks be utilized? Yes ☐ No ☐

Other: National Balloon Classic balloon parade

Date/Time of event: 7-21-22

Location of event: 213 West Salem Ave.

Anticipated Attendance: 100 Per Day _____ Total

Organization: Crain Chiropractic Clinic

Contact Name: Dale Crain

Address: 213 West Salem Ave.

Telephone Number: 515-240-6270

Fax Number: 515-961-5440

Email address: crain.chiro@gmail.com

Today's Date: 6-24-22

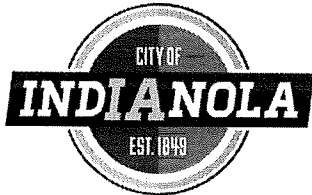
Please describe your request and event:

Live band possibly on the roof of my clinic during the balloon flight of NBC balloon parade. Close West Salem Ave. from Buxton to B St. Closure would be from 5:00-10:00 pm.

Please describe what streets, trails or parks you are planning to close or use:

West Salem Ave. from Buxton to B St.

Set Up Begins	Date _____	Time _____	Day of Week _____
Event Starts	Date _____	Time _____	Day of week _____
Event Ends	Date _____	Time _____	Day of week _____
Dismantle	Date _____	Time _____	Day of week _____



City of Indianola

Noise Permit Application

Today's Date: 6-24-22

Event Name: _____

Date/Time/ Location of Event: 7-21-22 5:00-10:00 pm. West Salem Ave.

Event Sponsor(s): Dale Carin

Contact Information

Organization: Crain Chiropractic Clinic

Contact Name: Dale Crain

Address: 213 West Salem Ave.

Telephone Number: 515-240-6270 Cell Phone: 515-240-6270

Email Address: crain.chiro@gmail.com

Anticipated Attendance: 100 Per Day _____ Total _____

Event Information:

Event Starts: Date: 7-21-22 Time: 5:00 pm Day of Week: Thursday

Event Ends: Date: 7-21-22 Time: 10:00 pm Day of Week: Thursday

Previous Event Information:

Date of Event: _____ Time of Event: _____

Please provide a map showing the event location and location of band/music, please specify:

X Band _____ DJ _____ Other (please specify) _____

Applicant Signature: Dale Crain

Office Use Only:

Date Received in office: _____

Return completed noise application to:

City of Indianola
Attn: Noise Permit Application

110 N 1st Street

PO Box 299

Indianola, Iowa 50125

Email: cityclerk@indianolaiowa.gov

APPLICATION FOR TEMPORARY STREET /OR LANE CLOSURE



110 North 1st Street
Indianola, IA 50125
Phone #: 961-9430
Fax #: 961-9402

Check which applies:

☒ STREET CLOSURE

☐ RIGHT-OF-WAY/LANE CLOSURE

☐ TRAILER/DUMPSTER/ STORAGE UNIT

☐ SIDEWALK CLOSURE

Applicant Details

Company Name: Crain Chiropractic Clinic

Application date: 6-24-22

Company Address: 213 West Salem Ave.

Contact Name: Dale Crain

Emergency Phone # (After hours): 515-240-6270

Phone #: (515) 240-6270

Fax #: (515) 961-5440

Email Address: crain.chiro@gmail.com

Details for street or lane closure:

Exact Location: West Salem Ave. between Buxton and B St.

Check All that applies for this request:

☐ Utility Construction

☐ Sidewalk / Trail Construction

☐ Drainage Improvements

☐ Driveway Construction

☐ Pavement Repairs Maintenance

☐ Other

☒ None of above

Provide details for request: Celebration of National Balloon Classic balloon parade

Start date: 7-21-22

End date: 7-21-22

of days needed: 1

Including weekends: ☐ Yes ☒ No

All Street and Lane Closures require a site map depicting the exact area to be closed, along with all applicable detour information and proposed signage in accordance with MUTCD guidelines.

Site map included: ☐ Yes ☐ No

Detour route map included: ☐ Yes ☐ No

Hold Harmless Clause: The City shall not be liable to applicant's employees, agents, invitees, licensee, visitors, or to any other person, for injury to person or damage to property caused by the negligence or misconduct of user, its agents, servant or employees. The applicant agrees to indemnify and hold harmless the City from any loss, attorney's fees, and expenses or claims arising out of any such damage or injury. The City reserves the right to revoke this application at any time. I do hereby agree to all terms and stipulations as listed in this application:

Requested By: Dale Crain

Signature

Dale Crain

Print Name

Office Use Only:

Received By: _____

Permit Number: _____

Payment Type: _____

Permit Fee: _____

☐ Approved

☐ Denied

By: _____

Signature

Date

A copy of this permit must always be kept on site during the street or lane closure.



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: July 5, 2022
Subject: Approval of Urban Revitalization Designations

Introduction: Approving the designation will authorize a tax abatement for the property.

Background:

Discussion: The following comprise a list of Urban Revitalization Designations for new residential construction.

Address	Title Holder or Contract Buyer	Estimated or Actual Cost of Improvements
408 N 19th St	Jimmy Ray/Emily Ann Smith	\$224,000
1606 E Franklin	Tanzanite Homes	\$277,825
1705 E Euclid	Jerry's Homes	\$180,000

Budget Impact:

Recommendation: All applications are in order for approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: July 5, 2022
Subject: Approval of a renewal refuse hauling permit for Wiegert Disposal.

Introduction: This is a renewal of Wiegert Disposal's refuse hauling permit.

Background: Their current permit expires on September 6, 2022. The business is located in Martensdale, Iowa and owned by Jon Wiegert.

Discussion: Chapter 106 of the City of Indianola's Code of Ordinances requires refuse haulers to obtain an annual license from the City.

Budget Impact: The Code sets a license fee in the amount of \$150 per packer and \$100 for any other type of unit operated.

Recommendation: The paperwork is in order for approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Rick Graves, Water Resource Recovery Director
Date: July 5, 2022
Subject: Approval of Payment Application No 15 from Langman Construction in the amount of \$90,044.70 for the Water Resource Recovery Facility Trunk Sewer and Outfall Sewer Improvements Project.

Introduction: As of this Pay Application, Langman Construction has been paid 93% of the contract.

Background:

Discussion: Items in this application include:

- Seeding (Type 5, Native Mix Wetland Mix)
- Plants, Trees
- SWPPP
- Filter Sock
- Temp RECP
- Rip Rap - Stream Crossings
- Rip Rap – Stream Bank/Stabilization
- Removal & Replacement of Field Fence

Budget Impact: \$90,044.70

Recommendation: City staff and HR Green have reviewed the application and recommend payment.

Attachments: 1. Trunk_Sewer_Langman_Pay_Request15



▷ 5525 Merle Hay Road | Suite 200 | Johnston, IA 50131

Main 515.278.2913 + Fax 515.278.1846

▷ HRGREEN.COM

June 27, 2022

Mr. Rick Graves
City of Indianola WPC
P.O. Box 299
Indianola, IA 50125

Re: WRRF INFLUENT TRUNK SEWER & OUTFALL PROJECT
Contractor's Application for Payment No. 15

Dear Rick:

Attached is an electronic copy of Payment Application No. 15 from Langman Construction Inc. for the WRRF Influent Trunk Sewer and Outfall Sewer project. Items included in this application include Seeding (Type 5, Native Mix, Wetland Mix); Plants, Trees; SWPPP; Filter Sock; Temp RECP; Rip Rap - Stream Crossings; Rip Rap – Stream Bank/Stabilization; Removal & Replacement of Field Fence.

The total request for Payment Application No.15 is \$90,044.70. As of this Pay Application, Langman Construction has been paid 93% of the contract. We have reviewed and recommend full partial payment of Payment Application No. 15 as submitted by Langman Construction. Please execute the pay application and distribute copies to all parties.

Sincerely,
HR Green, Inc.

A handwritten signature in blue ink that reads 'Joseph Frankl'.

Joseph Frankl, P.E.
Project Manager

Cc: Andy Lent, ACM, CFO
Ben Reeves, City Manager

File

Enclosures

J:\2021\210240\Construction\Payment\Pay_Estimates\#15\ltr-062722-Trunk_Sewer_Langman_Pay_Request15.docx

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

Page 1 of 3 Pages

TO OWNER: City of Indianola PROJECT: WRRF Influent Trunk Sewer & Outfall Sewer APPLICATION NO: 15 Distribution to:
 110 N. 1st Street 11870 Hoover Street
 Indianola, IA 50125 Indianola, IA 50125
 FROM Langman Construction, Inc. ARCHITECT: HR Green, Inc.
 CONTRACTOR 220-34th Avenue 5525 Merle Hay Road, Suite 200
 Rock Island, IL 61201
 PERIOD TO: June 22, 2022
 PROJECT NOS:

OWNER
 ARCHITECT
 CONTRACTOR

CONTRACT FOI General Construction

CONTRACT DATE: March 16, 2021

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$6,603,000.00
 2. NET CHANGE BY CHANGE ORDERS (\$40,102.24)
 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$6,562,897.76
 4. TOTAL COMPLETED & STORED TO \$6,424,577.66
 DATE (Column L on G703)
 5. RETAINAGE:
 a. 5 % of Completed Work \$321,228.88
 (Column J on G703)
 b. 5 % of Stored Material \$0.00
 (Column K on G703)
 Total Retainage (Lines 5a + 5b or
 Total in Column N of G703) \$321,228.88
 6. TOTAL EARNED LESS RETAINAGE \$6,103,348.77
 (Line 4 Less Line 5 Total)
 7. LESS PREVIOUS CERTIFICATES FOR
 PAYMENT (Line 6 from prior Certificate) \$6,013,304.07
 8. CURRENT PAYMENT DUE \$90,044.70
 9. BALANCE TO FINISH, INCLUDING RETAINAGE \$459,548.99
 (Line 3 less Line 6)

CONTRACTOR: Langman Construction, Inc.

By: Brian Gould Date: June 22, 2022

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ \$90,044.70

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
 By: Joseph Frankl Date: 6/27/2022

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		(\$40,102.24)
TOTALS	\$0.00	(\$40,102.24)
NET CHANGES by Change Order		(\$40,102.24)

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 15
APPLICATION DATE: 6/22/2022
PERIOD TO: 6/22/2022
ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C ITEM QUANTITY	D UNITS	E UNIT PRICE	F TOTAL VALUE OF ITEM	G PREVIOUS QUANTITIES	H ESTIMATED QUANTITY INSTALLED THIS PERIOD	I QUANTITIES TO DATE	J VALUE OF WORK THIS PERIOD	K VALUE OF WORK INSTALLED TO DATE	L MATERIALS PRESENTLY STORED (NOT IN H)	M TOTAL COMPLETED AND STORED TO DATE (H+I)	N % (L ÷ F)	O BALANCE TO FINISH (F - L)	P RETAINAGE (IF VARIABLE RATE)
1	Mobilization	1.00	LS	\$849,000.00	\$849,000.00	1.00		1.00		\$849,000.00		\$849,000.00	100.00%		\$42,450.00
2	Construction Survey	1.00	LS	\$20,000.00	\$20,000.00	1.00		1.00		\$20,000.00		\$20,000.00	100.00%		\$1,000.00
3	Clearing and Grubbing	1.00	LS	\$100,000.00	\$100,000.00	1.00		1.00		\$100,000.00		\$100,000.00	100.00%		\$5,000.00
4	Topoil, Onsite	34046.00	CY	\$2.00	\$68,092.00	34046.00		34046.00		\$68,092.00		\$68,092.00	100.00%		\$3,404.60
5	Subgrade Preparation	4520.00	SY	\$1.35	\$6,102.00								0.00%	\$6,102.00	\$0.00
6	Subbase, Modified, 6"	3010.00	TON	\$25.50	\$76,755.00	1919.51		1919.51		\$48,947.51		\$48,947.51	63.77%	\$27,807.50	\$2,447.38
7	Removal of Known Box Culvert, 4x5RCB	30.00	LF	\$65.00	\$1,950.00			30.00		\$1,950.00		\$1,950.00	100.00%		\$97.50
8	Removal of Known CMP Culvert, 24"	56.00	LF	\$10.00	\$560.00	56.00		56.00		\$560.00		\$560.00	100.00%		\$28.00
9	Rock Removal	500.00	CY	\$0.01	\$5.00								0.00%	\$5.00	\$0.00
10	Trench Foundation	1000.00	TON	\$21.00	\$21,000.00	972.99		972.99		\$20,432.79		\$20,432.79	97.30%	\$567.21	\$1,021.64
11	Concrete Encasement	100.00	LF	\$400.00	\$40,000.00	100.00		100.00		\$40,000.00		\$40,000.00	100.00%		\$2,000.00
12	Construction Testing	1.00	LS	\$3,000.00	\$3,000.00	1.00		1.00		\$3,000.00		\$3,000.00	100.00%		\$150.00
13	Gravity Outfall Sewer, Trenched,PVC, 30" Diameter	30.00	LF	\$263.00	\$7,890.00	32.00		32.00		\$8,416.00		\$8,416.00	106.67%	(\$526.00)	\$420.80
14	Gravity Outfall Sewer, Trenched,PVC, 42" Diameter	2942.00	LF	\$271.00	\$797,282.00	2942.00		2942.00		\$797,282.00		\$797,282.00	100.00%		\$39,864.10
15	Gravity Trunk Sewer, Trenched, PVC,36" Diameter, Normal Bury	1969.00	LF	\$238.00	\$468,622.00	1944.00		1944.00		\$462,672.00		\$462,672.00	98.73%	\$5,950.00	\$23,133.60
16	Gravity Trunk Sewer, Trenched, PVC, 36" Diameter, Deep Bury, Structure 1259-Structure 1262	766.00	LF	\$330.00	\$252,780.00	766.00		766.00		\$252,780.00		\$252,780.00	100.00%		\$12,639.00
17	Gravity Trunk Sewer, Trenched, PVC, 36" Diameter, Deep Bury, Station 20+50-Stru	379.00	LF	\$295.00	\$111,805.00	379.00		379.00		\$111,805.00		\$111,805.00	100.00%		\$5,590.25
18	Gravity Trunk Sewer, Trenched, PVC,42" Diameter, Normal Bury	5963.00	LF	\$271.00	\$1,615,973.00	5963.00		5963.00		\$1,615,973.00		\$1,615,973.00	100.00%		\$80,798.65
19	Gravity Trunk Sewer, Trenched, PVC, 42" Diameter, Deep Bury, Structure1273-127	644.00	LF	\$383.00	\$246,652.00	644.00		644.00		\$246,652.00		\$246,652.00	100.00%		\$12,332.60
20	Gravity Trunk Sewer, Trenched, PVC, 42" Diameter, Deep Bury, Structure1283-128	977.00	LF	\$304.00	\$297,008.00	977.00		977.00		\$297,008.00		\$297,008.00	100.00%		\$14,850.40
21	Gravity Outfall Sewer, Trenched, DIP, 42" Diameter	76.00	LF	\$600.00	\$45,600.00	76.00		76.00		\$45,600.00		\$45,600.00	100.00%		\$2,280.00
22	Gravity Trunk Sewer, Trenched, DIP, 36" Diameter	143.00	LF	\$530.00	\$75,790.00	143.00		143.00		\$75,790.00		\$75,790.00	100.00%		\$3,789.50
23	Gravity Trunk Sewer, Trenched, DIP, 42" Diameter	101.00	LF	\$600.00	\$60,600.00	101.00		101.00		\$60,600.00		\$60,600.00	100.00%		\$3,030.00
24	Irrigation Force Main, Trenched, Unrestrained PVC, 6"	10423.00	LF	\$20.00	\$208,460.00	10639.00		10639.00		\$212,780.00		\$212,780.00	102.07%	(\$4,320.00)	\$10,639.00
25	Irrigation Force Main, Trenched, Restrained PVC, 6"	392.00	LF	\$45.00	\$17,640.00	197.00		197.00		\$8,865.00		\$8,865.00	50.26%	\$8,775.00	\$443.25
26	Irrigation Force Main, Trenched, Restrained PVC, 4"	284.00	LF	\$40.00	\$11,360.00	244.00		244.00		\$9,760.00		\$9,760.00	85.92%	\$1,600.00	\$488.00
27	Irrigation Force Main, Trenched, Restrained DIP, 6"	107.00	LF	\$100.00	\$10,700.00	107.00		107.00		\$10,700.00		\$10,700.00	100.00%		\$535.00
28	Storm Sewer, Trenched, RCP, 30"	83.00	LF	\$135.00	\$11,205.00	83.00		83.00		\$11,205.00		\$11,205.00	100.00%		\$560.25
29	Storm Sewer, Trenched, RCP, 36"	39.00	LF	\$170.00	\$6,630.00	33.84		33.84		\$5,752.80		\$5,752.80	86.77%	\$877.20	\$287.64
30	Storm Sewer, Trenched, RCAP, 42" (53" X 32") ARCH	20.00	LF	\$245.00	\$4,900.00	20.00		20.00		\$4,900.00		\$4,900.00	100.00%		\$245.00
31	Pipe Culvert, Trenched, RCAP, 72" (88" X 54") ARCH	29.00	LF	\$510.00	\$14,790.00	29.00		29.00		\$14,790.00		\$14,790.00	100.00%		\$739.50
32	Pipe Culvert, Trenched, RCP, 24"	50.00	LF	\$120.00	\$6,000.00	50.00		50.00		\$6,000.00		\$6,000.00	100.00%		\$300.00
33	RCP Apron, Type II, 24"	2.00	EA	\$900.00	\$1,800.00	2.00		2.00		\$1,800.00		\$1,800.00	100.00%		\$90.00
34	RCP Apron, Type II, 36"	2.00	EA	\$1,300.00	\$2,600.00	2.00		2.00		\$2,600.00		\$2,600.00	100.00%		\$130.00
35	RCAP Apron, 4030.223 , 42" ARCH	2.00	EA	\$2,000.00	\$4,000.00	2.00		2.00		\$4,000.00		\$4,000.00	100.00%		\$200.00
36	RCAP Apron, Iowa DOT DR-202, 72" ARCH	2.00	EA	\$3,800.00	\$7,600.00	2.00		2.00		\$7,600.00		\$7,600.00	100.00%		\$380.00
37	RCP Apron Footing, 36"	2.00	EA	\$500.00	\$1,000.00	2.00		2.00		\$1,000.00		\$1,000.00	100.00%		\$50.00
38	RCAP Apron Footing, 42"	2.00	EA	\$2,000.00	\$4,000.00	2.00		2.00		\$4,000.00		\$4,000.00	100.00%		\$200.00
39	6" 11.25" DI MJ Bend	18.00	EA	\$375.00	\$6,750.00	14.00		14.00		\$5,250.00		\$5,250.00	77.78%	\$1,500.00	\$262.50
40	6" 22.5" DI MJ Bend	9.00	EA	\$370.00	\$3,330.00	11.00		11.00		\$4,070.00		\$4,070.00	122.22%	(\$740.00)	\$203.50
41	6" 45" DI MJ Bend	12.00	EA	\$382.00	\$4,584.00	13.00		13.00		\$4,966.00		\$4,966.00	108.33%	(\$382.00)	\$248.30
42	6"x4" DI MJ TEE	1.00	EA	\$500.00	\$500.00	1.00		1.00		\$500.00		\$500.00	100.00%		\$25.00
43	6" DI MJ Sleeve, Connect to Existing Force Main	1.00	EA	\$1,000.00	\$1,000.00	1.00		1.00		\$1,000.00		\$1,000.00	100.00%		\$50.00
44	4" DI MJ Sleeve, Connect to Existing Force Main	1.00	EA	\$900.00	\$900.00								0.00%	\$900.00	\$0.00
45	6" DI MJ CAP	1.00	EA	\$375.00	\$375.00	1.00		1.00		\$375.00		\$375.00	100.00%		\$18.75
46	Tracer System	1.00	LS	\$4,000.00	\$4,000.00	1.00		1.00		\$4,000.00		\$4,000.00	100.00%		\$200.00
47	6" Gate Valve with Valve Box	1.00	EA	\$850.00	\$850.00	1.00		1.00		\$850.00		\$850.00	100.00%		\$42.50
48	4" Gate Valve with Valve Box	1.00	EA	\$710.00	\$710.00	1.00		1.00		\$710.00		\$710.00	100.00%		\$35.50
49	Connection to Existing Manhole	1.00	EA	\$7,000.00	\$7,000.00	1.00		1.00		\$7,000.00		\$7,000.00	100.00%		\$350.00
50	Sanitary Manhole, SW-301, 60"Diameter	8.00	EA	\$12,700.00	\$101,600.00	8.00		8.00		\$101,600.00		\$101,600.00	100.00%		\$5,080.00
51	Sanitary Manhole, SW-301, 72"Diameter	27.00	EA	\$16,600.00	\$448,200.00	27.00		27.00		\$448,200.00		\$448,200.00	100.00%		\$22,410.00
52	Sanitary Manhole, SW-301, >25"Deep, 72" Diameter	2.00	EA	\$28,500.00	\$57,000.00	2.00		2.00		\$57,000.00		\$57,000.00	100.00%		\$2,850.00

CONTINUATION SHEET

AIA DOCUMENT G703

Page 2 of 3 Pages

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 15

APPLICATION DATE: 6/22/2022

PERIOD TO: 6/22/2022

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C ITEM QUANTITY	D UNITS	E UNIT PRICE	F TOTAL VALUE OF ITEM	G PREVIOUS QUANTITIES	H ESTIMATED QUANTITY INSTALLED THIS PERIOD	I QUANTITIES TO DATE	J VALUE OF WORK THIS PERIOD	K VALUE OF WORK INSTALLED TO DATE	L MATERIALS PRESENTLY STORED (NOT IN H)	M TOTAL COMPLETED AND STORED TO DATE (H+I)	N % (L ÷ F)	O BALANCE TO FINISH (F - L)	P RETAINAGE (IF VARIABLE RATE)
53	Sanitary Manhole, SW-302, 7' X 7'	1.00	EA	\$27,700.00	\$27,700.00	1.00		1.00		\$27,700.00		\$27,700.00	100.00%		\$1,385.00
54	Sanitary Manhole, SW-303, 84" Diameter	1.00	EA	\$35,200.00	\$35,200.00								0.00%	\$35,200.00	\$0.00
55	Storm Manhole, SW-401, 84" Diameter	1.00	EA	\$10,600.00	\$10,600.00	1.00		1.00		\$10,600.00		\$10,600.00	100.00%		\$530.00
56	Outfall Headwall	1.00	EA	\$30,000.00	\$30,000.00	1.00		1.00		\$30,000.00		\$30,000.00	100.00%		\$1,500.00
57	Class A Road Surfacing, 3"	842.00	TON	\$30.00	\$25,260.00	763.64		763.64		\$22,909.20		\$22,909.20	90.69%	\$2,350.80	\$1,145.46
58	Traffic Control	1.00	LS	\$4,500.00	\$4,500.00	1.00		1.00		\$4,500.00		\$4,500.00	100.00%		\$225.00
59	Hydraulic Seeding, Fertilizing, andBFM Mulching, Type 2 Mix	4.10	ACRE	\$3,200.00	\$13,120.00								0.00%	\$13,120.00	\$0.00
60	Hydraulic Seeding, Fertilizing, andBFM Mulching, Type 5 Mix	7.80	ACRE	\$2,650.00	\$20,670.00	0.77	2.50	3.27	\$6,625.00	\$8,665.50		\$8,665.50	41.92%	\$12,004.50	\$433.28
61	Hydraulic Seeding, Fertilizing, andBFM Mulching, Native Mix	14.70	ACRE	\$3,750.00	\$55,125.00		14.70	14.70	\$55,125.00	\$55,125.00		\$55,125.00	100.00%		\$2,756.25
62	Hydraulic Seeding, Fertilizing, andBFM Mulching, Wetland Mix	3.40	ACRE	\$4,000.00	\$13,600.00		3.40	3.40	\$13,600.00	\$13,600.00		\$13,600.00	100.00%		\$680.00
63	Plants, Trees	0.05	ACRE	\$40,000.00	\$2,000.00		0.05	0.05	\$2,000.00	\$2,000.00		\$2,000.00	100.00%		\$100.00
64	SWPPP Preparation	1.00	LS	\$1,905.99	\$1,905.99	1.00		1.00		\$1,905.99		\$1,905.99	100.00%		\$95.30
65	SWPPP Management	1.00	LS	\$4,500.00	\$4,500.00	0.86	0.02	0.88	\$90.00	\$3,960.00		\$3,960.00	88.00%	\$540.00	\$198.00
66	Filter Sock, Installation, Maintenance, and Removal	7000.00	LF	\$1.50	\$10,500.00	1348.00	35.00	1383.00	\$52.50	\$2,074.50		\$2,074.50	19.76%	\$8,425.50	\$103.73
67	Temporary RECP, Type 2.C	930.00	SY	\$1.30	\$1,209.00		930.00	930.00	\$1,209.00	\$1,209.00		\$1,209.00	100.00%		\$60.45
68	Rip-Rap, Class E, Stream Crossings	368.00	TON	\$60.00	\$22,080.00	293.32	36.36	329.68	\$2,181.60	\$19,780.80		\$19,780.80	89.59%	\$2,299.20	\$989.04
69	Rip-Rap, Class D, Stream Bank Stabilization	275.00	TON	\$60.00	\$16,500.00	186.00	0.93	186.93	\$55.80	\$11,215.80		\$11,215.80	67.97%	\$5,284.20	\$560.79
70	Rip-Rap, Class D, Outfall	84.00	TON	\$60.00	\$5,040.00	84.11		84.11		\$5,046.60		\$5,046.60	100.13%	(\$6.60)	\$252.33
71	Rip-Rap, Class A, Storm Sewer	184.00	TON	\$60.00	\$11,040.00	174.09		174.09		\$10,445.40		\$10,445.40	94.61%	\$594.60	\$522.27
72	Silt Fence, Installation, Maintenance, and Removal	7000.00	LF	\$1.50	\$10,500.00	2340.00		2340.00		\$3,510.00		\$3,510.00	33.43%	\$6,990.00	\$175.50
73	Stabilized Construction Entrances	1.00	LS	\$1,500.00	\$1,500.00	1.00		1.00		\$1,500.00		\$1,500.00	100.00%		\$75.00
74	Dust Control, Water	12.50	MGAL	\$100.00	\$1,250.00	5.10		5.10		\$510.00		\$510.00	40.80%	\$740.00	\$25.50
75	Dust Control, Calcium Chloride	37.50	TON	\$500.00	\$18,750.00	15.30		15.30		\$7,650.00		\$7,650.00	40.80%	\$11,100.00	\$382.50
76	Removal and Replacement of Field Fence	360.00	LF	\$15.00	\$5,400.00		923.00	923.00	\$13,845.00	\$13,845.00		\$13,845.00	256.39%	(\$8,445.00)	\$692.25
77	Concrete Washout	1.00	LS	\$100.00	\$100.00	0.93		0.93		\$93.00		\$93.00	93.00%	\$7.00	\$4.65
78	Air Release Valve Station	4.00	EA	\$16,000.00	\$64,000.00	4.00		4.00		\$64,000.00		\$64,000.00	100.00%		\$3,200.00
79	Dewatering	1.00	LS	\$0.01	\$0.01	1.00		1.00		\$0.01		\$0.01	100.00%		\$0.00
80	Creek Crossing	3.00	EA	\$25,000.00	\$75,000.00	3.00		3.00		\$75,000.00		\$75,000.00	100.00%		\$3,750.00
81	CO														
82	8" Manhole Vent Change	7.00	EA	(\$2,776.00)	(\$19,432.00)	7.00		7.00		(\$19,432.00)		(\$19,432.00)	100.00%		(\$971.60)
83	12" Manhole Vent Change	1.00	EA	(\$4,552.02)	(\$4,552.02)	1.00		1.00		(\$4,552.02)		(\$4,552.02)	100.00%		(\$227.60)
84	Air Release Vent Change	4.00	EA	(\$2,287.10)	(\$9,148.40)	4.00		4.00		(\$9,148.40)		(\$9,148.40)	100.00%		(\$457.42)
85	Conshield Deduct	8.00	EA	(\$1,876.22)	(\$15,009.75)	8.00		8.00		(\$15,009.75)		(\$15,009.75)	100.00%		(\$750.49)
86	RFP-001 Additional Storm Sewer	1.00	LS	\$8,039.93	\$8,039.93	1.00		1.00		\$8,039.93		\$8,039.93	100.00%		\$402.00
87															\$0.00
84															\$0.00
85															\$0.00
86															\$0.00
	GRAND TOTALS				\$6,562,897.76				\$94,783.90	\$6,424,577.66	\$0.00	\$6,424,577.66	97.89%	\$138,320.11	\$321,228.88



MEMORANDUM

To: Mayor and City Council
From: Akhilesh Pal, Public Works Director
Date: July 5, 2022
Subject: Resolution amending and correcting Resolution No 2022-107 to correct an error with the reported contract amount with Terracon Consultants, Inc for Geotechnical Services for Trail View Plat 2.

Introduction:

Background: At their meeting on June 6, 2022, City Council approved a contract with Terracon, for a total amount of \$6,900, to conduct geotechnical engineering study for Trail View - Plat 2.

Discussion: Staff recently noted an error that the total contract amount was misstated as \$6,900, instead of the correct amount of \$7,500. The purpose of this action is to correct and amend Resolution No. 2022-107, which will correct the reported contract amount to \$7,500.

Budget Impact:

Recommendation: Roll call is in order.

Attachments:

1. Res 2022-107 Agree with Terracon Trail View Plat 2
2. Res 2022- Amend Terracon Geotech Trail View Plat 2

City of Indianola
RESOLUTION NO. 2022-107

**RESOLUTION APPROVING AN AGREEMENT WITH TERRACON CONSULTANTS, INC. FOR
GEOTECHNICAL CONSTRUCTION TESTING SERVICES ON TRAIL VIEW - PLAT 2**

WHEREAS, the construction plan review process for the proposed subdivision on Trail View - Plat 2 requires geotechnical engineering investigation services, based on Indianola General Supplemental Specifications to SUDAS (Statewide Urban Design and Specifications); and

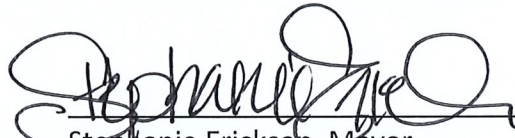
WHEREAS, the City of Indianola requires engineering professional services associated with the geotechnical engineering investigation for the proposed subdivision; and

WHEREAS, Terracon Consultants, Inc. has prepared and presented an agreement for those professional services for an amount not to exceed \$6,900; and

WHEREAS, the Council finds that the proposed agreement with Terracon Consultants, Inc. should be approved, and the Mayor authorized to execute the same.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that the agreement between the City of Indianola and Terracon Consultants, Inc., for an amount not to exceed \$6,900, is hereby approved for the proposed subdivision on Trail View - Plat 2 and the Mayor is authorized to execute the agreement on behalf of the City.

APPROVED this 6th day of June 2022.


Stephanie Erickson, Mayor

ATTEST:


Jackie Raffety, City Clerk

April 21, 2022



City of Indianola
706 North 6th Street
Indianola, Iowa 50125

Attn: Mr. Pal Akhilesh
P: (515) 961 9415
E: apal@indianolaiowa.gov

Re: Proposal for Geotechnical Engineering Services
Trail View Subdivision Public Streets and Utilities
North 1st Avenue
Indianola, Iowa
Terracon Proposal No. P08225096

Dear Mr. Akhilesh:

We appreciate the opportunity to submit this proposal to the City of Indianola to provide geotechnical engineering services for the referenced project. The following are exhibits to the attached Agreement for Services.

Exhibit A	Project Understanding
Exhibit B	Scope of Services
Exhibit C	Compensation and Project Schedule
Exhibit D	Site Location
Exhibit E	Anticipated Exploration Plan

Our base fee to perform the Scope of Services described in this proposal is **\$6,300**. See Exhibit C for more details of our fees and consideration of additional services.

Your authorization for Terracon to proceed in accordance with this proposal can be issued by signing and returning a copy of the attached Agreement for Services to our office.

Sincerely,
Terracon Consultants, Inc.

Ujwala Manchikanti
Ujwala Manchikanti, E.I.
Staff Engineer

Theodore D. Bechtum
Theodore D. Bechtum, P.E.
Senior Engineer

Terracon Consultants, Inc. 600 SW 7th Street, Suite M Des Moines, Iowa 50309
P (515) 244 3184 F (515) 244 5249 terracon.com

AGREEMENT FOR SERVICES

This **AGREEMENT** is between City of Indianola ("Client") and Terracon Consultants, Inc. ("Consultant") for Services to be provided by Consultant for Client on the Trail View Subdivision Public Streets and Utilities project ("Project"), as described in Consultant's Proposal dated 04/21/2022 ("Proposal"), including but not limited to the Project Information section, unless the Project is otherwise described in Exhibit A to this Agreement (which section or Exhibit is incorporated into this Agreement).

- 1. Scope of Services.** The scope of Consultant's services is described in the Proposal, including but not limited to the Scope of Services section ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address (the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or)occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence. If Services include purchase of software, Client will execute a separate software license agreement. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.
- 2. Acceptance/ Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the Project.
- 3. Change Orders.** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.
- 4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Proposal, including but not limited to the Compensation section, unless fees are otherwise stated in Exhibit C to this Agreement (which section or Exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Fees do not include sales tax. Client will pay applicable sales tax as required by law. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address below, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney fees. Consultant may suspend Services for lack of timely payment. It is the responsibility of Client to determine whether federal, state, or local prevailing wage requirements apply and to notify Consultant if prevailing wages apply. If it is later determined that prevailing wages apply, and Consultant was not previously notified by Client, Client agrees to pay the prevailing wage from that point forward, as well as a retroactive payment adjustment to bring previously paid amounts in line with prevailing wages. Client also agrees to defend, indemnify, and hold harmless Consultant from any alleged violations made by any governmental agency regulating prevailing wage activity for failing to pay prevailing wages, including the payment of any fines or penalties.
- 5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries intended. Reliance upon the Services and any work product is limited to Client, and is not intended for third parties. For a limited time period not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reliance will not be granted until those parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee.
- 6. LIMITATION OF LIABILITY.** CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND EMPLOYEES) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$25,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE PROFESSIONAL LIABILITY INSURANCE COVERAGE, CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, OR OTHER RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.
- 7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles; provided however, Client shall indemnify, defend and hold harmless Consultant and its employees, from and against any and all liabilities for any third party claim arising from or alleged to arise from Consultant's performance under this Agreement, except to the extent such claims directly result from Consultant's negligence. Client's duty to defend Consultant for third-party claims shall arise at the time of a filing of a notice of claim or litigation. Consultant shall reimburse Client for reasonable costs of Consultant's defense only if Consultant is adjudicated as negligent by a trier of fact. Except as otherwise expressly provided herein, neither party shall have a duty to defend the other party, and no duty to defend is hereby created by this indemnity provision and such duty is explicitly waived under this Agreement. Causes of action arising out of Consultant's Services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of Services on the project.
- 8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. **EXCEPT FOR THE STANDARD OF CARE PREVIOUSLY STATED,**

CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

- 9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$2,000,000 occ / \$4,000,000 agg); (iii) automobile liability insurance (\$2,000,000 B.I. and P.D. combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / agg). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.
- 10. CONSEQUENTIAL DAMAGES.** NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.
- 11. Dispute Resolution.** Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Construction Industry Rules, provided that the arbitrator's authority is specifically limited to providing an award consistent with the specific terms and conditions of this Agreement, including Section 6. Limitation of Liability and Section 7. Indemnity/Statute of Limitations. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion from a registered, independent, and reputable engineer, architect, or geologist that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies under this provision. This Agreement shall be governed by and construed according to Kansas law.
- 12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services.
- 13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client shall cause all tests and inspections of the site, materials, and Services performed by Consultant to be timely and properly scheduled in order for the Services to be performed in accordance with the plans, specifications, contract documents, and Consultant's recommendations. No claims for loss or damage or injury shall be brought against Consultant by Client or any third party unless all tests and inspections have been so performed and Consultant's recommendations have been followed. Unless otherwise stated in the Proposal, Client assumes sole responsibility for determining whether the quantity and the nature of Services ordered by Client is adequate and sufficient for Client's intended purpose. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by Services not performed due to a failure to request or schedule Consultant's Services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or their adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from its responsibility for defects discovered in its work, or create a warranty or guarantee. Consultant will not supervise or direct the work performed by Client's contractor or its subcontractors and is not responsible for their means and methods. The extension of unit prices with quantities to establish a total estimated cost does not guarantee a maximum cost to complete the Services. The quantities, when given, are estimates based on contract documents and schedules made available at the time of the Proposal. Since schedule, performance, production, and charges are directed and/or controlled by others, any quantity extensions must be considered as estimated and not a guarantee of maximum cost.
- 14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of the testing procedures (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Materials unless specifically provided in the Services, and that Client is responsible for directing such disposition. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site and Consultant shall not be responsible for any claims, losses, or damages allegedly arising out of Consultant's performance of Services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.
- 15. Ownership of Documents.** Work product, such as reports, logs, data, notes, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.
- 16. Utilities.** Unless otherwise stated in the Proposal, Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to subterranean structures or utilities that are not called to Consultant's attention, are not correctly marked, including by a utility locate service, or are incorrectly shown on the plans furnished to Consultant.
- 17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors, subcontractors, or other parties present at the site. In addition, Consultant retains the right to stop work without penalty at any time Consultant believes it is in the best interests of Consultant's employees or subcontractors to do so in order to reduce the risk of exposure to the coronavirus. Client agrees it will respond quickly to all requests for information made by Consultant related to Consultant's pre-task planning and risk assessment processes. Client acknowledges its responsibility for notifying Consultant of any circumstances that present a risk of exposure to the coronavirus or individuals who have tested positive for COVID-19 or are self-quarantining due to exhibiting symptoms associated with the coronavirus.

Consultant: **Terracon Consultants, Inc.**
By: *Ted Bechtum* Date: **4/21/2022**
Name/Title: **Theodore D Bechtum / Senior Engineer**
Address: **600 SW 7th St, Ste M**
Des Moines, IA 50309-4508
Phone: **(515) 244-3184** Fax: **(515) 244-5249**
Email: **Ted.Bechtum@terracon.com**

Client: **City of Indianola**
By: *Stephanie Erikson* Date: **6/6/2022**
Name/Title: **Stephanie Erikson, Mayor**
Address: **706 North 6th Street**
Indianola, IA 50125
Phone: _____ Fax: _____
Email: **apal@indianolaiowa.gov**

EXHIBIT A - PROJECT UNDERSTANDING

Our Scope of Services is based on our understanding of the project as described by the City of Indianola and the expected subsurface conditions as described below. We have not visited the project site to confirm the information provided. Aspects of the project, undefined or assumed, are highlighted below. Though not critical for the start of field exploration activities, we request the design team provide input to verify all information to aid in our development of recommendations.

Site Location and Anticipated Conditions

Item	Description
Parcel Information	■ The project is located northeast of the intersection of North 15th Street and East 2nd Avenue in Indianola, Iowa. ■ Latitude/Longitude: 41.3591°, -93.5385° (approximate) ■ See Exhibit D
Current Ground Cover	Bare earth and/or agricultural row crops (from aerial photographs)
Existing Topography	Based on the grading plan prepared by Snyder Associates, Civil Engineers, the ground surface elevations along the planned roadway range from about 925 feet to 935 feet. The existing ground surface elevations at the stormwater management areas range from 900 feet to 905 feet.
Site Access	We expect the site, and all exploration locations, are accessible with our ATV-mounted drilling equipment.
Expected Subsurface Conditions	Based on our local experience, we anticipate encountering clay of variable plasticity near the surface underlain by loess and glacial deposits.

Planned Construction

Item	Description
Planned Roadway	■ North 1st Avenue is planned to be extended about 200 feet south tying into a cul-de-sac. ■ Two stormwater management areas are planned near northwest and northeast corners of the site. ■ As requested, we have included optional borings for a roadway north of N 1st Avenue, that will serve future condominiums. The road has a linear length of about 400 feet.
Grading	Maximum cuts and fills on the order of 5 feet are anticipated along the planned roadway to reach final surface grades. The stormwater management areas are anticipated to have cuts of about 10 feet or less.

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

April 21, 2022 ■ Terracon Proposal No. P08225096



Item	Description
Pavements	■ We anticipate the traffic considerations will be according to local standards for collector-type urban roadways. We request the road designers provide traffic information. We anticipate the pavement thickness will be determined based on City standards.

EXHIBIT B - SCOPE OF SERVICES

Field Exploration

We propose the field exploration program consists of the following:

Planned Location	Boring No.	Number of Borings ¹	Planned Boring Depth (bgs) ^{2, 3}
Proposed North 1 st Avenue extension	B1, B2	2	15 feet
Proposed storm water management basins	B3, B4	2	15 to 20 feet
Private roadway ⁴	B5, B6	2	10 feet

1. See Exhibit E for proposed exploration plan.

2. bgs = below existing ground surface

3. Although not anticipated for the proposed boring depths, borings may be terminated at shallower depths if bedrock or relatively dense material is encountered. Rock coring is not included in this scope of services.

4. Private roadway borings are included as an optional service, and the additional associated fees are provided in Exhibit C.

Boring Layout and Elevations: We will stake the boring locations generally as shown on Exhibit E using hand-held GPS equipment. Approximate ground surface elevations at each boring location will be interpolated from the contour elevation provided in *Trail View Layout Concept*. If more precise boring layout and ground surface elevations are desired, we recommend the client retain a licensed professional surveyor to stake the boring locations and obtain ground surface elevations.

Subsurface Exploration Procedures: We will advance the soil borings with a drilling rig using continuous flight augers (solid stem and/or hollow stem augers, as necessary, depending on soil conditions). Four samples will be obtained in the upper 10 feet of each boring and at intervals of 5 feet thereafter. Soil sampling is typically performed using thin-wall tube and/or split-barrel sampling procedures. The samples will be placed in appropriate containers and taken to our laboratory for testing under the direction of a geotechnical engineer. We will observe and record groundwater levels during and shortly after completion of drilling and sampling.

Our exploration team will prepare field boring logs as part of standard drilling operations, including sampling depths, penetration distances, and other relevant sampling information. These field logs include visual descriptions of the materials encountered during drilling and the driller's interpretation of the subsurface conditions between samples.

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Site Access: Terracon must be granted access to the site by the property owner. By acceptance of this proposal, without information to the contrary, we consider this as authorization to access the property for conducting field exploration in accordance with the scope of services.

Property Disturbance: We will take reasonable efforts to reduce damage to the property. However, it should be understood that in the normal course of our work, disturbance could occur (e.g., rutting from tires, muddying the ground surface, etc.). Our Scope of Services does not include services associated with site clearing, wet ground conditions, tree or shrub clearing, or repair of damage to existing landscape or crops. If such services are desired by the owner/client, we should be notified so we can adjust our Scope of Services. If the exploration is completed while crops are planted, we suggest a crop damage agreement is arranged between the property owner and the City prior to our mobilization.

Borings will be backfilled with auger cuttings after their completion. Our services do not include repair of the site beyond backfilling our boreholes. Excess auger cuttings will be dispersed in the general vicinity of the borehole. Because backfill material often settles below the surface after a period of time, we recommend the boreholes be checked periodically and backfilled if necessary. We can provide this service or grout the holes for additional fees at your request.

Safety: Terracon is currently not aware of environmental concerns at this project site that would create health or safety hazards associated with our exploration program; thus, our scope considers standard OSHA Level D Personal Protection Equipment (PPE) appropriate. Our Scope of Services does not include environmental site assessment services, but identification of unusual or unnatural materials encountered while drilling will be noted on our logs and discussed in our report.

Exploration efforts require excavations into the subsurface, therefore Terracon will comply with local regulations to request a utility location service through Iowa One-Call. We will consult with the owner/client regarding potential utilities, or other unmarked underground hazards. Based on the results of this consultation, we will consider the need for alternative subsurface exploration methods, as the safety of our field crew is a priority.

Private utilities, including field tiles, should be marked by the owner/client prior to commencement of field exploration. Terracon will not be responsible for damage to private utilities not disclosed to us. If the owner/client is unable to accurately locate private utilities, Terracon can assist the owner/client by coordinating or subcontracting with a private utility locating service. Fees associated with the additional services are not included in our current Scope of Services and will be forwarded to our client for approval prior to initiating. The detection of underground utilities is dependent on the composition and construction of the utility line; some utilities are comprised of non-electrically conductive materials and may not be readily detected. The use of a private utility

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locate service would not relieve the owner of their responsibilities in identifying private underground utilities.

Laboratory Testing

The project engineer will review field data and assign various laboratory tests to better understand select engineering properties of various soil strata. Laboratory testing for this project is proposed to consist of:

Test Description	Number of Tests Included
Water Content	Select samples
Unit Weight	Select intact thin-walled tube sample
Unconfined Compression Strength	Select intact thin-walled tube sample
Atterberg Limits	Up to 3

Our laboratory testing program includes examination of soil samples. Based on the material's texture and plasticity, we describe and classify soil samples in general accordance with the Unified Soil Classification System (USCS).

Engineering and Project Delivery

Results of our field and laboratory programs will be reviewed by a professional engineer. The engineer will develop a geotechnical site characterization and develop appropriate geotechnical engineering design criteria for earth-related phases of the project.

Your project will be delivered using our **GeoReport®** system. Upon initiation, we will provide you and your design team the necessary link and password to access the website (if not previously registered). Each project includes a calendar to track the schedule, an interactive site map, a listing of team members, access to the project documents as they are uploaded to the site, and a collaboration portal. The typical delivery process includes the following:

- Project Planning – Proposal information, schedule, and anticipated exploration plan
- Site Characterization – Findings of the site exploration and preliminary recommendations
- Geotechnical Engineering – Recommendations and geotechnical engineering report

When services are complete, we will upload a printable version of our completed geotechnical engineering report, including the professional engineer's seal and signature, which documents our services. Previous submittals, collaboration, and the report are maintained in our system. This allows future reference and integration into subsequent aspects of our services as the project goes through final design and construction.

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

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The geotechnical engineering report for the public streets and utilities will provide the following:

- Boring logs with field and laboratory data
- Stratification based on visual soil classification
- Groundwater levels observed during and/or after completion of drilling
- Site Location and Exploration plans
- Subsurface exploration procedures
- Description of subsurface conditions
- Earthwork construction, including
 - Site preparation
 - Shrink-swell soil design considerations, if applicable
 - Suitability of the on-site soils for use as structural fill within roadway alignments
 - Structural fill compaction criteria
 - Subgrade preparation recommendations for pavements
- Suitability of minimum pavement thickness per City requirements (traffic information to be provided)
- Detention basin considerations

If borings B5 and B6 are requested, our current fee includes only providing boring logs.

Additional Services

In addition to the basic services noted above, the following services are often associated with geotechnical engineering services. Fees for the services noted above do not include the following:

Storm Water Management Areas: If infiltration estimates become needed/requested for the storm water management areas, please contact us to update our laboratory and/or field exploration scope as appropriate.

Review of Plans and Specifications: Our geotechnical report and associated verbal and written communications will be used by others in the design team to develop plans and specifications for construction. Review of the project plans and specifications is a vital part of our geotechnical engineering services. This consists of review of project plans and specifications related to site preparation and pavement construction. Our review will include a written statement conveying our opinions relating to the plans and specifications' consistency with our geotechnical engineering recommendations.

Observation and Testing of Pertinent Construction Materials: Development of our geotechnical engineering recommendations and report relies on an interpretation of soil conditions. This is based on widely spaced exploration locations, and assuming construction methods will be performed in a manner sufficient to meet our expectations and is consistent with

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

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recommendations made at the time the geotechnical engineering report is issued. We should be retained to conduct construction observations, and perform/document associated materials testing, for site preparation and pavement construction. This allows a more comprehensive understanding of subsurface conditions and necessary documentation of construction, to confirm and/or modify (when necessary) the assumptions and recommendations made by our engineers.

Perform Environmental Assessments: Our scope for this project does not include, either specifically or by implication, an environmental assessment of the site intended to identify or quantify potential site contaminants. If the client/owner is concerned about the potential for such conditions and/or contamination, an environmental site assessment should be conducted. We can provide a proposal for an environmental assessment, if desired.

EXHIBIT C - COMPENSATION AND PROJECT SCHEDULE

Compensation

Based on our understanding of the site, the project as summarized in Exhibit A, and the Scope of Services outlined in Exhibit B, our base fee is:

Task	Lump Sum Fee
Field Exploration (B1, B2, B3 and B4), Laboratory Testing, Engineering and Project Delivery	\$6,300
Additional borings for Private roadway (B5 and B6)	\$600/ boring

Additional services not part of the base fee include the following:

Additional Services (see Exhibit B)	Lump Sum Fee	Initial for Authorization
Review of Plans and Specifications	TBD	

Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal. If conditions are encountered that require Scope of Services revisions and/or result in higher fees, we will contact you for approval, prior to initiating services. A supplemental proposal stating the modified Scope of Services as well as its effect on our fee will be prepared. We will not proceed without your authorization.

Project Schedule

We developed a schedule to complete the Scope of Services based on our existing availability and understanding of your project schedule. However, this does not account for delays in field exploration beyond our control, such as weather conditions, permit delays, or lack of permission

Proposal for Geotechnical Engineering Services

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa

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to access the boring locations. In the event the schedule provided is inconsistent with your needs, please contact us so we may consider alternatives.

Project Milestones and <i>GeoReport</i> ® Delivery	Time Frame ¹
Notice to Proceed (NTP)	---
Project Planning	Posted within 3 business days after NTP
Field Exploration	Drill dates and times will be coordinated with client 1 day on-site for soil borings
Site Characterization	Posted within 10 business days after completing Field Exploration services
Geotechnical Engineering	Report posted within 5 business days after the Site Characterization Stage

1. Upon receipt of your notice to proceed we will activate the schedule component of our *GeoReport*® website with specific, anticipated calendar dates for the delivery points noted above as well as other pertinent events such as field exploration crews on-site, etc. We will maintain a current calendar of activities within our *GeoReport*® website. In the event of a need to modify the schedule, the schedule will be updated to maintain a current awareness of our plans for delivery.

EXHIBIT D – SITE LOCATION

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa
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Terracon

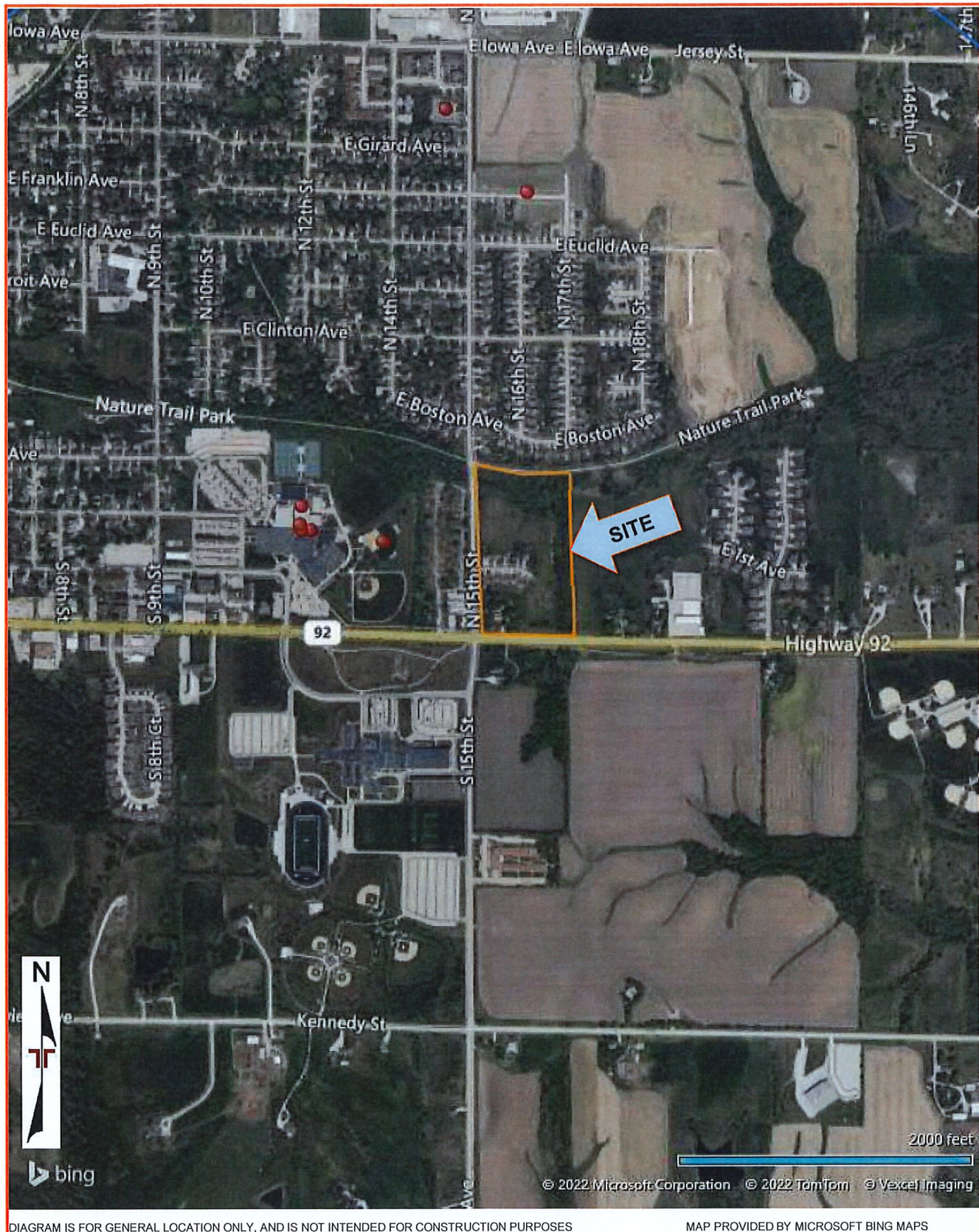
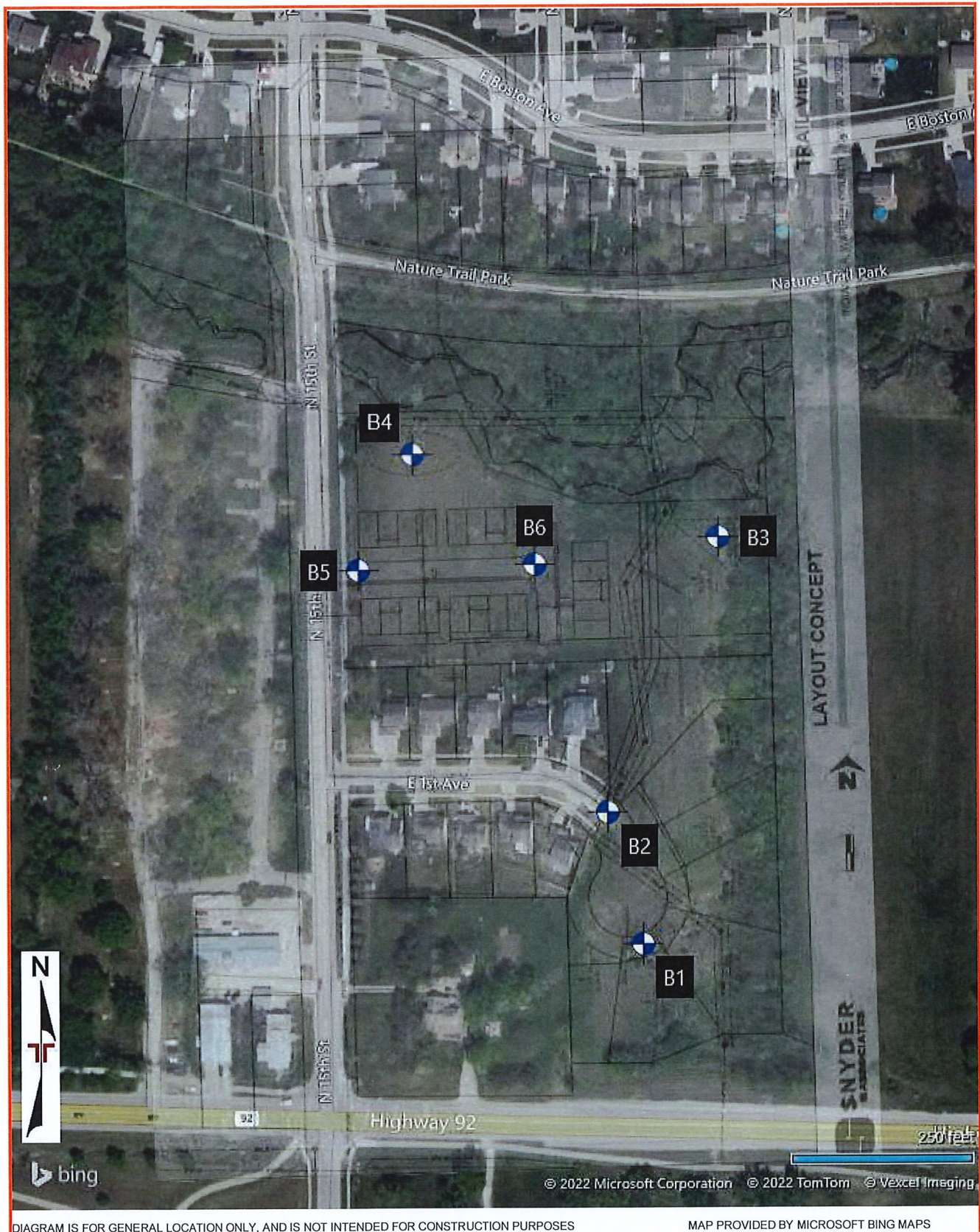


EXHIBIT E – ANTICIPATED EXPLORATION PLAN

Trail View Subdivision Public Streets and Utilities ■ Indianola, Iowa
April 21, 2022 ■ Terracon Proposal No. P08225096

Terracon



City of Indianola
RESOLUTION NO. 2022-

**RESOLUTION AMENDING AND CORRECTING RESOLUTION NO. 2022-107 TO CORRECT
AN ERROR WITH THE REPORTED CONTRACT AMOUNT WITH TERRACON
CONSULTANTS, INC FOR GEOTECHNICAL SERVICES FOR TRAIL VIEW - PLAT 2.**

WHEREAS, on June 6, 2022, the City Council of the City of Indianola, Iowa, authorized an agreement with Terracon Consultants, Inc., by Resolution No. 2022-107, to conduct geotechnical engineering investigation services for Trail View – Plat 2; and,

WHEREAS, Resolution No. 2022-107 erroneously misstated the total contract amount as \$6,900, instead of the correct amount of \$7,500; and

WHEREAS, the Council finds that Resolution No. 2022-107 should be amended with the correct contract amount of \$7,500.

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

Section 1. Resolution No. 2022-107 should be amended and corrected with the correct contract amount of \$7,500 to conduct geotechnical engineering investigation services for Trail View – Plat 2.

Section 2. This resolution supplements, amends, and corrects the original Resolution No. 2022-107 only to the extent necessary to correctly state the correct contract amount of \$7,500 and except to the extent specifically amended by this resolution, where the original resolution 2022-107 shall remain in full force and effect.

PASSED AND APPROVED this 5th day of July 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From:
Date: July 5, 2022
Subject: Resolution approving salaries.

Recommendation: Roll call is in order.

Attachments: 1. Res 2022- approving salaries

City of Indianola
RESOLUTION NO 2022-

RESOLUTION APPROVING SALARIES

This action sets salaries in accordance with the personnel management guide, union contract and seasonal salaries.

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

Brayden Forret, to seasonal Sports Complex Concession Worker, \$9.25/hour, effective June 19, 2022; and

Tyler Santi, to seasonal Sports Complex Concession Worker, \$9.25/hour, effective June 19, 2022; and

Kaelyn Anaya, to seasonal Sports Complex Concession Worker, \$9.25/hour, effective June 22, 2022; and

Joseph O'Meara, to seasonal Sports Complex Concession Worker, \$9.25/hour, effective June 22, 2022; and

Doug Bylund, Parks and Recreation Director, to CE10.5-5, \$100,125.41/year, effective July 3, 2022; and

Kathy Kester, full-time Marketing Coordinator, to CE6-5, \$59,929.35/year (including \$350 longevity), effective July 3, 2022; and

Derek Willmott, to seasonal Pool Operations Year 1, \$9.25/hour, effective July 3, 2022; and

Emily Rizvic, to full-time Associate Planner, CE7-4, \$64,485.84/year, effective July 5, 2022.

Passed and approved this 5th day of July 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. Finance Director
Date: July 5, 2022
Subject: Discussion and direction on Hometown Pride Committee term dates.

Introduction: The Hometown Partnership Agreement between Keep Iowa Beautiful - Hometown Pride, Warren County Economic Development Corp, Warren County, and the communities of Indianola, Norwalk, Carlisle, Milo, Hartford, New Virginia, Martensdale, Cumming, Lacona and St Mary's took affect in 2017.

Background: The agreement was in effect for a period of five years. Individuals appointed to the committee served two-year terms, as outlined in the committee bylaws. All terms were set to end in 2022, when the agreement was no longer in effect.

Discussion: The Hometown Pride Committee will continue to be a City committee, but the financial commitment of the City ends with the termination of the agreement. Three members were appointed in 2021, with end dates of 2022, in order to follow the agreement dates. Those individuals are Michelle Holland-Sheraden, Mindy Blanchard, and Katherine Newcomer. Now that the Hometown Pride Committee will continue, staff is requesting that the Council extend the term for those three members to 2023.

Budget Impact:

Recommendation: Extend the terms of Michelle Holland-Sheraden, Mindy Blanchard, and Katherine Newcomer for one year, to end on July 1, 2023.

Attachments:

1. Hometown Pride Agreement
2. Hometown Pride ByLaws Approved Jan 21 2020



Hometown Pride Partnership Agreement

Date: October 16, 2017

Partners: Keep Iowa Beautiful - Hometown Pride, Warren County Economic Development Corp, Warren County, and the Communities of: Indianola, Norwalk, Carlisle, Milo, Hartford, New Virginia, Martensdale, Cumming, Lacona, St. Mary's

Terms of the Agreement: This agreement shall be in effect for a period of five years with optional renewal on an annual basis and dependence on funding for the program. An annual evaluation / performance review will be conducted by Keep Iowa Beautiful with the partners one month prior to the end of each year of the agreement. Two month notice will be provided on potential termination of the agreement.

Objectives of the Agreement: To further the economic and cultural vitality of the county and the communities by supporting, facilitating and furthering community and county plans in a coordinated and partnership strategy.

Service to be provided by Keep Iowa Beautiful:

- Recruitment and management of a “community coach” to serve the partners defined above. Selection of the Community Coach will be by the Steering Committee.
- Development of a “tool box” of programs, services and financial opportunities.
- Assessment of county and community plans and assessment of “tools” that will help to implement those plans. Assist in developing short term plans for those without a plan.
- Aid in implementing those tools for each partner.
- Assist in community audit evaluations where needed.
- Annual reporting and program evaluation.
- Financial support.

Service to be provided by the local economic development entity:

- Assist in establishing a steering committee that includes community, county, and the economic development group.
- Provide provision of temporary work space for the community coach to utilize when in the area.
- Provide provision of space for periodic meetings.
- Facilitate communications with the partners.
- Payment to the program as outlined in this agreement.
- Establish training / education sessions for community leaders / city council members / County supervisors, as may be needed.
- Serve as the financial broker for the county and communities payments so that the two first year payments are made to KIB.

Service to be provided by Warren County:

- Serve as the contractual organization for selected programs.
- Provision of data to aid in the evaluation process.
- Aid in communications to county residents.
- Facilitate meetings and events as may be mutually agreed.
- Payment to this program as outlined in this agreement.
- Implement of a planning process for implementing provisions of 350.12 (County Conservation Board Beautification Program including input from the County Engineer and potential youth and / or youth group involvement efforts)

Service to be provided by each partner community:

- Have an approved community plan or commitment to establish such a plan that has been or will be endorsed by the current city council and in the case of the county, a county wide plan conforming to Iowa Code 350.12 as previously outlined.
- In the first year each community and the county will appoint a working committee (in a timely manner) with a city council member or city staff member to serve on that Committee and be a liaison between the Working Committee and the City Council. This Committee Member will be expected to provide quarterly updates to the Mayor, City Council or county supervisors and the general public.
- The working committee appointed in year one will continue for the future. In those future years the working committee will have the authority to take actions on behalf of the city / county, based on a city council or county supervisors approving the plan of action provided by that committee.
- Provision of temporary work space for the community coach when working in the community.
- Provide meeting space.
- Payment to the program as determined in this agreement.

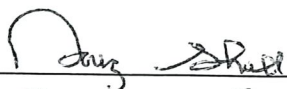
- Assist in meeting / event sessions as may be needed.
- Communication with the community / county residents.

Financing and terms of the Program:

- Agreement to take effect on October 16, 2017.
- Total annual cost of the service for year one is \$80,000.
- Keep Iowa Beautiful will provide 75% or \$60,000
- Warren Co. Econ. Dev. Corp./ Warren County / Communities or other sources will cover 25% or \$20,000 (year one)
- Payment to KIB will be made by October 31, 2017
- The initial contract period shall be from month, day & year to month, day & year.
- Allocation of funds: (year one)

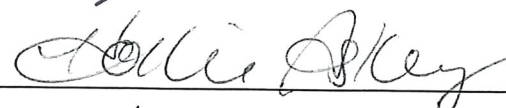
▪ KIB	\$60,000
▪ Warren Co. Econ. Dev. Corp.	\$10,000
▪ Indianola	\$4,000
▪ Norwalk	\$3,000
▪ Carlisle	\$1,250
▪ Milo	\$250
▪ Hartford	\$250
▪ New Virginia	\$250
▪ Martensdale	\$250
▪ Cumming	\$250
▪ Lacona	\$250
▪ St. Mary's	\$250
Total	\$80,000

Agreed To: October 16, 2017

By:  for Warren County

By: Rachel Cocker for Warren County Econ. Dev. Corp.

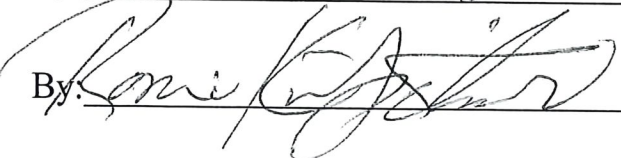
By:  for Indianola

By:  for Norwalk

By:  for Carlisle

By:  for Milo

By: Caroline McNamar for Hartford

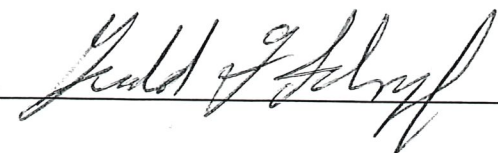
By:  for New Virginia

By: _____ for Martensdale

By: Rachelle Esch for Cumming

By: _____ for Lacona

By: _____ for St. Mary's

By:  for Keep Iowa Beautiful

"If you want to go fast, go alone. If you want to go far, go together."
Ron Drake – Author "Flip This Town - Preservation Made Practical on Main Street USA".

INDIANOLA HOMETOWN PRIDE

COMMITTEE BYLAWS

ARTICLE I: NAME

This committee shall be named Indianola Hometown Pride Committee (hereinafter the “Committee”).

ARTICLE II. PURPOSE

The primary purpose of Committee is to identify projects they can undertake to make our town a better place to call home, and then mobilize the community to complete those projects.

ARTICLE III. MEMBERS

The Committee shall have no less than nine and no more than eleven (9–11) committee members (hereinafter “Members”) and a City of Indianola staff member as a non-voting representative.

Members must apply to and be appointed by the Indianola City Council. Members will serve two-year terms and may be re-appointed to future terms after reapplying to the Indianola City Council. The Members shall be divided into two (2) groups with the number of Members in each group being as nearly equal as possible; Terms shall commence on July 1 beginning with appointments made in 2020 and shall continue until a successor is appointed but in no event more than six (6) months following the end of the term. Terms shall be two years and staggered.

Members commit to: 1) “regularly attend” monthly Committee meetings as defined in Article VI, 2) participate in community projects initiated by the Committee, and 3) be a vocal advocate for our community and the Hometown Pride program.

ARTICLE IV. OFFICERS

The officers of the Committee will be a Chair, Vice Chair, Secretary, and Treasurer. These Officers together will comprise the Executive Committee. The Chair(s) will facilitate each Hometown Pride Committee Meeting and provide strategic direction for the group. The Secretary will record and send out the meeting minutes to the Members and the Warren County Hometown Pride “Community Coach”. The Treasurer will track and manage all committee funds, with oversight from the Executive Committee.

Section 1. Chair

The Chair shall have the following duties:

- The Chair shall preside at all meetings of the committee.
- The Chair shall have general and active management of the business of this committee.
- The Chair shall have general superintendence and direction of all other officers of this committee and see that their duties are properly performed.

Section 2. Vice-Chair

The Vice-Chair shall be vested with all the powers and shall perform all the duties of the Chair during the absence of the latter. The Vice Chair will also provide leadership and direction for committee efforts. Such other duties as may, from time to time, be determined by the committee.

Section 3. Secretary

The Secretary shall act as a clerk of all meetings of the Committee. The Secretary's duties shall consist of:

- The Secretary shall record all votes and minutes of all proceedings in a book or electronically to be kept for that purpose.
- The Secretary in concert with the Chair(s) shall make the arrangements for all meetings of the Committee.
- The Secretary shall send notices of all meetings to the members of the Committee.
- The Secretary shall perform all official correspondence from the Committee as may be prescribed by the Committee or the Chair.

Section 4. Treasurer

The Treasures duties shall be:

- The Treasurer will manage the Committee bank account including making deposits.
- The Treasurer will disburse funds with approval from the Committee. All disbursements will require a signature of the Treasurer and one additional officer.
- The Treasurer shall submit to the Committee approval of all expenditures of funds.
- The Treasurer shall present a complete and accurate monthly report of the finances of the Committee.
- The Treasurer shall have the right of inspection of the funds, including budgets and subsequent audit reports.
- It shall be the duty of the Treasurer to assist in direct audits of the funds of the program according to funding source guidelines and generally accepted accounting principles.
- The Treasurer shall perform such other duties as may be prescribed by the Committee or the Chair under whose supervision The Treasurer shall be.

Section 5. Election of Officers

Officer elections shall be held at the December meeting of the committee. Any member of the Committee may submit names for new Officers. Those Officers elected shall serve a term of one (1) year, commencing at the January meeting.

Officers of the Committee shall be eligible to succeed themselves in their respective offices for two (2) consecutive terms. An individual may hold an officer position for additional terms after a break of at least (1) year.

Section 6. Removal of Officer

The Committee with the concurrence of three quarters (3/4) of the Members voting at the meeting may remove any Officer of the Committee and elect a successor for the unexpired term. No Officer of the committee shall be expelled without an opportunity to be heard and notice of such motion of expulsion shall be given to the Officer in writing twenty (20) days prior to the meeting at which motion shall be presented, setting forth the reasons of the Committee for such expulsion.

Section 7. Vacancies

Vacancies which occur mid-year may be filled by receiving nominations from any member of the Committee, and being elected by a majority of Members at the next meeting. Nominations shall be sent in writing to Members of the Committee at least two (2) weeks prior to the next meeting at which the election will be held. The Members so elected shall hold membership or office for the unexpired term in respect of which such vacancy occurred.

ARTICLE V. SUBCOMMITTEES

Section 1. Committee Formation

The Committee may create subcommittees as needed for special projects, fundraising, or other purposes. All Committees will have a chair person. A subcommittee chair may be appointed with approval of the majority of the Members during any meeting of the Committee.

Section 2. Executive Committee

The four Officers serve as the members of the Executive Committee. Except for the power to amend the Bylaws, the Executive Committee shall have all the powers and authority of the Committee in the intervals between meetings of the Committee.

Section 3. Finance Committee

The Treasurer is the chair of the Finance Committee, which includes at least two other Members (one of which must be another Officer). The Finance Committee is responsible for developing and reviewing fiscal procedures, fundraising plans, and the annual budget with staff and other Members. The Committee must approve the budget and all expenditures must be within budget. Any major change in the budget must be approved by the Committee or the Executive Committee. The fiscal year shall be the City of Indianola's fiscal year (July 1 through June 30). Annual reports are required to be submitted to the Committee showing income, expenditures, and pending income.

The Committee is responsible for securing funding for all projects, either through fundraising, grants, sponsorship, or other means. The City of Indianola will serve as the fiscal agent for Indianola Hometown Pride.

ARTICLE VI. MEETINGS

Section 4. Meetings & Attendance

The Committee will meet monthly, with a minimum of ten (10) meetings to be held annually. Meeting notices will be provided at least forty-eight (48) hours in advance by e-mail. Subcommittees may be formed to meet as needed.

A Member shall be deemed to “regularly attend” monthly Committee meetings if said Member misses no more than three (3) meetings in a year. In the event a Member anticipates missing a meeting, advance notice to either the Chair or Vice Chair is preferred to the extent possible. Upon missing a third meeting in any given year, the Chair or Vice Chair may issue a verbal or written warning to said Member; however, the issuance or non-issuance of this verbal or written warning shall not nullify the Chair or Vice Chair’s authority in the following paragraph.

In the event a Member fails to attend four (4) or more meetings in a given calendar year, the Chair and Vice Chair shall have the right to examine the circumstances of said failure(s) and either 1) excuse said failure(s), or 2) request said Member’s resignation from the Committee.

Section 5. Quorum

The presence, in person, of a majority of current Members of the Committee shall be necessary at any meeting to constitute a quorum to transact official business. If a quorum is not present, the group may still meet, but the meeting will be for discussion purposes only.

ARTICLE VII. ACCOUNTING

The Memorandum of Understanding attached hereto as Schedule “A” is hereby incorporated by reference. This Memorandum of Understanding may be updated by the City of Indianola as deemed necessary by the City Council and the contents of any such updated Memorandum of Understanding will be deemed incorporated by reference at the time approved by the City Council.

ADOPTION OF BYLAWS

We, the undersigned, following a majority vote of the Members of this Committee at the meeting dated [DATE], at which a quorum was present, consent to and do hereby adopt the foregoing Bylaws, consisting of the four (4) preceding pages, as the Bylaws of this Committee.

ADOPTED AND APPROVED by the Committee on this____day of_____, 20_.

Emmett Konrad, Chair

Brianna Vaughn, Secretary

SCHEDULE "A"

MEMO OF UNDERSTANDING

Between the City of Indianola and the Indianola Hometown Pride Committee {IHPC};

The IHPC understands the following procedures relating to the receipt of funds through fundraising efforts, and the expenditures thereof, and agrees to abide by the procedures as documented in this Memo of Understanding {MOU} through the City of Indianola financial management.

1. A separate banking account will be set up in the City's control called the "Indianola Hometown Pride" account with the City Director of Finance being a signer on the account. Separate monthly banking reports for this account will be sent to the Director of Finance.
2. The City will hold funds in an established special revenue account within the Parks and Recreation budget and distribute the IHPC funds through the City's bi-weekly council claims and approval process. IHPC will submit claims to the City with the understanding that funds will not be distributed to them for a minimum of two weeks, to allow time for sufficient claims and approval process to be completed.
3. IHPC will deposit funds to the City by dropping payments off at City Hall to the front desk. The funds will be deposited into the Indianola Hometown Pride account through the City Finance Department. The IHPC may obtain a payment device {e.g. Square} for receiving contributions into the IHPC account. The device will be used for receiving contributions only.
4. IHPC will submit copies of quarterly financial reports to the Indianola Director of Finance.
5. Contributions to the IHPC can be made out to "Indianola-Hometown Pride".
6. A receipt can be created by the IHPC to provide to donors for tax deduction purposes.
7. The City is in no way responsible for the fundraising efforts, bookkeeping procedures, or promotional initiatives of the IHPC, but is acting as the fiscal agent for this committee for the sole purpose of supporting a non-profit community-based program and their fundraising efforts.

Indianola Hometown Pride Committee Officer

Mayor, City of Indianola

Date 09/05/2018 Ernst Sn Kunn

Date 8/20/2018 Ally B. Shaw



MEMORANDUM

To: Mayor and City Council

From:

Date: July 5, 2022

Subject: Consideration of the appointment of Tammie Lukins to serve on the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024.

Recommendation: Roll call is in order.

Attachments: 1. Tammie Lukins Application



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov
515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

*Citizens applying for a position must live within City limits unless applying for the Downtown Square Commission, IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name: Tammie Lukins		Today's Date: 6-16-2022
Street Address: 401 15th Ave		
City, State, Zip: Indianola, IA 50125		Years Resided in Indianola: 4
Email: Tammielukins@gmail.com		
Home Phone:	Cell Phone: 515-321-1850	Work Phone:
Occupation: Customer Service Manager at Bankers Trust		
Gender: Female	Age (Optional): 38	Race (Optional): W
Have you previously volunteered on a City Board, here or elsewhere? No		
Board Name:	Years Served:	City:
Application for (Name of Board/Commission or Committee): Hometown Pride Committee		
Why do you want to serve on this Board/Commission or Committee? I would like to become more involved in Indianola and there is no better way then volunteering on a committee or a board where I can bring new ideas, thoughts or view on issues and events that occur. I need to break out of my shell here in Indianola and get out into the community more and being on a city committee or a board will help me with that, but will also bring a benefit to the city.		
What will you contribute to this Board/Commission or Committee? I will bring honest feedback to any event planning ideas or community issues that may arise. Not only will my feedback be honest, but I have over 18 years experience in Customer Service so I have a strong ability to see things from other individuals perspectives..like the residents of Indianola. I am movitated, like to network, and love giving back when I am able to. Most of all...I want to have to fun in Indianola and I want people to see Indianola as a fun family friendly city to live in. Residents should be proud of Indianola and excited when they talk about events going on with the community and I want to help contribute to that!		

Please attach additional pages if necessary.

Boards, Commissions and Committees

☐	Board of Adjustment/Appeals meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Bravo is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
☐	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Downtown Square Commission consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. Commission members are appointed by the City Council.
☒	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4 th Thursday of the month.
☐	Library Board of Trustees meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
☐	Park and Recreation Commission meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
☐	Planning and Zoning Commission meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
☐	Sustainability Committee works to educate, inform and advocate for clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 9:00 a.m. Committee members are appointed by the City Council.
☐	Veterans Memorial Aquatic Center Commission meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.

Tammie Lukins

401 E 15th Ave, Indianola, IA 5012

Tammielukins@gmail.com

(515) 321-1850

June 16, 2022

Indianola City Clerk's Office

110 N 1st Street

Indianola, IA 50125

cityclerk@indianolaiowa.gov

Re: Indianola Hometown Pride Committee

Dear City Clerk Employees,

As an experienced Customer Service Manager, the advertisement for joining the Indianola Hometown Pride Committee has sparked my interest. When reviewing the committee online and through social media, I was excited to find that my experience and personal strengths align with the committees needs and mission.

I bring a comprehensive set of skills that I believe will be valuable to the committee. In my Customer Service Manager role, I strengthened my abilities in communication and leadership, providing a firm foundation for the Indianola Hometown Pride position. My teamwork, people-centric nature, and compassion have helped me develop excellent customer service skills.

I am excited to contribute my ideas and support to the city as a member of the Hometown Pride Committee to help bring the city together.

Please review my enclosed resume for a more in-depth illustration of my work history and accomplishments. I would appreciate the opportunity to interview for this open committee position. I'm eager to discuss how my personality and background fit the Indianola Hometown Pride role.

Thank you for your time and consideration.

Sincerely,



Tammie Lukins

Tammie Lukins

Indianola, IA 50125 C: 515-321-1850 TammieLukins@gmail.com

Community Leadership and Accomplishments

- Duck Derby (2011,2012, 2013,2014,2015)
- United Way Graduation Walk (2013, 2014, 2015, 2016, 2017,2018, 2019)
- Iowa State Fair (2014,2015,2016,2017)
- Received Success for Celebration Award from Bankers Trust (2014)
- Graduated the Bankers Trust Leadership Academy (2015)

Experience

Bankers Trust

11/2013—Current

Customer Service Manager

- Supervise the daily activities of our Customer Service Department.
- Provide prompt excellent Customer Service via telephone or email
- Oversee staff performance to ensure goals and quality service is being met.
- Prepare monthly reports and scorecards for senior management
- Coach and train my staff when needed
- Manage and maintenance accounts created online
- Monitor new online accounts and phone calls for fraud
- Create Procedures and make sure we are meeting compliance guidelines
- Interview and make decisions on candidates for open positions
- Create and follow an annual budget
- Assist with onboarding new products or services
- Manage employee Timecards and attendance

Bankers Trust

1/2011 – 11/2013

Cash Vault

- Answer phones, assist customers with drop off and pick ups, and process all incoming coin deposits.
- Call customers in regards to variances to their deposits
- Process CTR's
- Balance currency and coin, process recons at the end of the month.

Target

09/2010 - 12/2011

- Researched products, cashier, and answered phones
- Greeted and assisted customers with locating merchandise
- Organized and arranged products for sale

Prairie Meadows Casino

Dual Rate Banker

6/2004-8/2008

- Manage employees work performance
- Responsible for all the main bank activities
- Received and accounted for all funds turned into the main bank.
- Maintained accountability for the cash operations department, including deposits, net wins and cash level
- Greeted customers, assist them in receiving and returning their bank for the day
- Cash in tips for other coworkers, greet customers on the casino floor
- Process and prepare currency buys

Education

- Colfax Mingo - High School Degree
- William Penn University - 62 Credit hours completed in the Business Management Bachelor Degree



MEMORANDUM

To: Mayor and City Council

From:

Date: July 5, 2022

Subject: Consideration of the reappointment of Amy Duncan to the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024.

Recommendation: Roll call is in order.

Attachments: 1. Amy Duncan Application



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

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

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

Name: Amy Duncan			
Street Address: 611 W. Ashland Ave.	City: Indianola	State: Iowa	Zip: 50125
E-Mail: akduncan@me.com			
Phone Home:	Cell: 515-250-3698	Work:	
Gender: F	Age (Optional):	Race (Optional):	

Please attach a Resume or Bio

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

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

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

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

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

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

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

☐ - **Sustainability Committee** – This committee reviews options to become a more “green” community and reduce the city’s carbon footprint.

☒ - **Hometown Pride Committee** – meets once a month. This committee helps rural Iowa communities restore pride by improving their local image and appearance resulting in enhanced economic and cultural vitality of the community. It is a long term (up to five years) program of consistent technical and leadership assistance to citizens in building stronger and more sustainable places to live.

☐ - **Transportation Advisory Group (TAG)** – meets a minimum of twice a year. This committee meets with a larger group to discuss opportunities where HIRTA can best serve the transportation needs of the community.

Inactive Boards and Commissions:

Indianola Fine Arts & Community Beautification Commission
Indianola Commission on Substance Abuse & Risk Behavior
Indianola Senior Citizen Commission
Indianola Non-Judicial Human Relations Commission
Cable & Communications Commission
Indianola Commission on Youth Affairs

Please submit this form along with your resume or bio to:

Email: dbowlin@indianolaiowa.gov

or

Mail:
Indianola City Hall
Attn: Diana Bowlin, City Clerk
110 N. 1st Street
Indianola, Iowa 50125

ONLINE EDITOR AND PUBLISHER

Community-oriented small business operator. Excellent written and verbal communication skills and the ability to work independently while collaborating with coworkers and key stakeholders inside and outside of an organization.

EXPERIENCE**INDIANOLA INDEPENDENT ADVOCATE**

2018-CURRENT

Publisher and editor

Create online community news site to provide hyperlocal news to a specific geographic area.

- Launch online newspaper serving Indianola, Iowa, with locally written and edited news.
- Market online newspaper, building an audience of more than 1,100 paid subscribers, 85,000 monthly page views and more than 2,500 subscribers to a daily email newsletter since launch in January of 2019
- Supervise a staff of seven freelance writers, photographers and advertising salespeople
- Identify, write and publish news stories of community interest.
- Member of inaugural cohort of Google News Initiative's startup labs program to develop ways to make startup news businesses more sustainable.

DES MOINES REGISTER

2003 – 2018

Weekly newspapers.

Vice President

Coordinated smooth publication of group of weekly newspapers owned by Des Moines Register Media/Gannett, ensuring the group produced high quality weekly publications on time and at a profit.

- Gathered and analyzed information from a variety of sources and developed plan to consolidate nine weekly newspapers to six and implemented the plan when approved.
- Generated \$3.4 million in annual revenue with 27% profit margin on print and digital advertising sales in 2017. Increased online traffic by 15% YOY and online revenue by 54% in 2017.
- Built relationships with local organizations to develop community-focused advertising vehicles that effectively marketed businesses to key audiences and generated revenue for the newspapers.
- Represented company on community-oriented boards and organizations that drove growth and development in our markets.

RECORD-HERALD

2000 – 2018

and INDIANOLA TRIBUNE/ALTOONA HERALD-MITCHELLVILLE INDEX**Publisher and Editor**

Collaborated with reporters, photographers, proofreaders, as well as designers and other corporate team members to produce quality print weekly newspapers on strict deadlines. Updated web sites and digital content daily to promote and draw attention to content. Supervised freelance writers and photographers, negotiated fees and ensured timely publication and payments.

- Redesigned two newspapers to narrower web widths and supervised simultaneous redesigns of both products to achieve cost savings while increasing appeal to readers. Restructured workflow to shift to a larger neighboring production facility that provided more efficient and less expensive printing options.
- Earned seven Iowa Newspaper Association awards for editorials and articles on topics of local interest and significance.

EDUCATION

Masters of Arts in Journalism – Drake University, Des Moines, Iowa

Bachelor of Arts in Journalism – Drake University, Des Moines, Iowa

TECHNICAL SKILLS

Competent with Microsoft Office, Outlook, InDesign and other computer programs, use iMovie and iPhone to shoot and edit video. Able to master industry specific software programs as needed.

OTHER EXPERIENCE

Member, Hometown Pride 2019-2022
Work with committee to create a sense of community through programs like Christmas lanes, neighborhood gatherings and developing a corridor to link key portions of the community.

Google News Initiative Startups lab 2021
Member of the inaugural cohort of a six-month program that provided coaching and capital to help evolve startup news products and accelerate the businesses on the path to sustainability.

Simpson Guild Board Member and Chair/Piccadilly Auction 2015 – 2018
Coordinate annual fundraising event that earns more than \$30,000 for college non-profit.

Indianola Community Youth Foundation 2010 – 2012
Provided communications support to raise \$1 million to launch and operate a community youth facility.

Iowa Newspaper Association President 2009 – 2010
Led 15-member volunteer board through strategic planning process. Chaired search committee in successful effort to identify and hire executive director.

Indianola Rotary Member (served as President in 2009) 1995 – Present
LION Publishers — Local Independent News publishers. 2019-Present
Iowa Newspaper Association 1995 – Present

AWARDS

Iowa Newspaper Association Better Newspaper Contests, multiple years
Awarded first place for excellence in editorial writing in 2015, 2014, 1992, 1990, 1989. Between 2014 and 2018, led the Indianola and Altoona newspaper teams to 34 writing and design awards.

Master Editor/Publisher Award, Iowa Newspaper Association, February 2010
Honorees have worked hard, thought soundly, influenced unselfishly, and lived honorably.

Distinguished Service Award, Iowa Newspaper Association, February 2004
Honored for contributions to the newspaper profession and their communities. Winners contributed greatly to his or her newspaper, and to his or her community and/or the newspaper industry in general.



MEMORANDUM

To: Mayor and City Council

From:

Date: July 5, 2022

Subject: Consideration of the appointment of Andrea Carlson to the Hometown Pride Committee for a term beginning July 1, 2022 and ending July 1, 2024.

Recommendation: Roll call is in order.

Attachments: 1. Andrea Carlson Application



City Clerk's Office

110 N 1st Street, Indianola, IA 50125-0299 • www.indianolaiowa.gov

515-961-9410 phone • 515.961.9402 fax

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. State law requires political subdivisions to make a good faith effort to balance appointive boards, commissions, committees, and councils authorized by the Code of Iowa according to gender by January 1, 2012, and each year thereafter. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday.

To be considered, individuals must complete and submit this form along with a resume and cover letter that includes a listing of work experience and civic involvement to the City Clerk's office via email to CityClerk@indianolaiowa.gov or by mail at 110 N 1st Street, Indianola, IA 50125.

*Citizens applying for a position must live within City limits unless applying for the Downtown Square Commission, IMU Board of Trustees, Human Relations Commission, Hometown Pride or Sustainability Committees.

Personal Information

Name: Andrea Carlson		Today's Date: 6/17/2022
Street Address: 807 N C Street		
City, State, Zip: Indianola, IA 50125		Years Resided in Indianola: 15
Email: carlson75@hotmail.com		
Home Phone:	Cell Phone: 515-710-7471	Work Phone:
Occupation: Administrative Assistant YMCA		
Gender: Female	Age (Optional): 46	Race (Optional): Caucasion
Have you previously volunteered on a City Board, here or elsewhere? no		
Board Name:	Years Served:	City:
Application for (Name of Board/Commission or Committee): Hometown Pride		
Why do you want to serve on this Board/Commission or Committee? I feel that Indianola is a wonderful community to live in and what this committee has already done you can see around the area. It's a wonderful place to live and this committee really just helps convey that by the beautification.		
What will you contribute to this Board/Commission or Committee? I have a strong work ethic, work very well with others of other backgrounds and ideas, am very creative and feel strongly in creating roots not only for myself, but for my 5 children in the community.		

Please attach additional pages if necessary.

Boards, Commissions and Committees

- ☐ **Board of Adjustment/Appeals** meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. This Commission is appointed by the City Council.
- ☐ **Bravo** is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
- ☐ **Civil Service Commission** meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
- ☐ **Downtown Square Commission** consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. Commission members are appointed by the City Council.
- ☒ **Hometown Pride Committee** meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
- ☐ **Human Relations Commission** fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
- ☐ **IMU Board of Trustees** meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
- ☐ **Indianola Public Arts Commission** is comprised of 9 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4th Thursday of the month.
- ☐ **Library Board of Trustees** meets the second Tuesday of the month at 5:45 p.m. in the Library meeting room. This Board has charge, control and supervision of the Library, its appurtenances, fixtures, rooms, and personnel. The Board consists of seven members serving 6-year terms.
- ☐ **Park and Recreation Commission** meets the second Wednesday of the month at 5:00 p.m. at the Activity Center. This Commission advises City Council on the needed facilities to provide open spaces such as parks, playgrounds and community facilities for other forms of recreation. It oversees city programs and encourages other programs for the leisure time of the City residents of all ages. The Commission consist of six members serving 3-year terms.
- ☐ **Planning and Zoning Commission** meets the second Tuesday of the month at 6:00 p.m. in the City Hall Council Chambers. This Commission is qualified by knowledge or experience to act in matters pertaining to the development of the City Plan. The Commission consists of 9 members who serve 5-year terms. This Commission is appointed by the City Council.
- ☐ **Sustainability Committee** works to educate, inform and advocate for clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 9:00 a.m. Committee members are appointed by the City Council.
- ☐ **Veterans Memorial Aquatic Center Commission** meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The

ANDREA CARLSON

807 N C Street, Indianola, IA 50125 · 515-710-7471

Carlson75@hotmail.com

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet goals.

EXPERIENCE

6/2019 – PRESENT

ADMINISTRATIVE ASSISTANT, INDIANOLA YMCA

Coordinated logistics for successful meetings. Compiled records, materials and forms needed to handle different requests. Delivered range of basic and advanced clerical support for daily and special project needs.

4/2018 – 4/2020

ADMINISTRATIVE ASSISTANT, BAILEY SAAL, LISW

Facilitated smooth office communication, distributing mail and messages, organizing paperwork and coordinating records transfers. Assisted with billing, verifying patients' insurance eligibility and benefits, preparing statements and submitting claims. Greeted visitors and communicated to assess needs and provide direction.

2/2017 – 4/2018

FULL TIME HOMEMAKER, CARLSON FAMILY

Spent 11 years full time parenting 5 children ranging in ages from 6-18 years old. Created online social media groups to help connect other moms in need. Volunteered with multiple agencies, including the Iowa Donor Network and the Iowa Lions Eye Bank.

1/2000 – 2/2017

SENIOR CLAIMS ANALYST, AMERICAN ENTERPRISE INSURANCE

Maintained records of settled claims and inventory of claims requiring analysis. Resolved complex, severe exposure claims, using high service-oriented file handling. Determined validity of payment authorization on previously investigated claims by carefully reviewing documentation.



EDUCATION



HIGH SCHOOL DIPLOMA, NORTHWOOD-KENSETT HIGH SCHOOL

LIBERAL ARTS STUDIES, NORTH IOWA AREA COMMUNITY COLLEGE

SKILLS

- Computer Skills
- Attention to Detail
- Customer and Client relations
- Follow Up Skills
- Strong Communication and Interpersonal Skills
- Multitasking abilities
- Strong Work Ethic
- Time Management

ACTIVITIES

Helping Hand of Warren County, Volunteer, 3/2022-present

Iowa Lions Eye Bank, Volunteer, 9/2015-present

Iowa Donor Network, Volunteer, 9/2015-present

Grace Ballet and Acrobatics Studio, Volunteer Coordinator, 2/2018-5/2019



MEMORANDUM

To: Mayor and City Council
From: Greg Chia, Fire Chief
Date: July 5, 2022
Subject: Resolution approving a representation letter with Myers and Stauffer LC regarding adjusted ground emergency medical transportation costs.

Introduction: Annual cost reports sent to the Iowa state contracted auditing firm to set next years

Background: Ground Emergency Medical Transport agreement is a voluntary program set up between all EMS transport providers and the State of Iowa.

Discussion: The attachments you received were drawn up by the auditing firm contracted by the State of Iowa (Myers and Stauffer LC). They review annually all cost reports from the department and apply all applicable changes to formulate Iowa Medicaid adjusted ground emergency medical transportation (GEMT) costs and the AUP Representation Letter. The value set each year by Myers and Stauffer LC is classified as, Uncompensated Care Cost Per Transport. The value is \$1116.79 for this current agreement. The City of Indianola is required by agreement, in order to receive this uncompensated value, that the documents be signed and forwarded back to the originators, Myers and Stauffer.

Budget Impact: Projected revenue \$221,125.10

Recommendation: Roll call is in order.

Attachments:

1. Interim Results Cover Letter
2. 06-24-2022 AUP Representation Letter
3. Res 2022- Representation Letter Myers and Stauffer

June 23, 2022

Mr. Andy Lent
Indianola Fire Department
110 N 1st Street
Indianola, IA 50125

Re: Draft Adjusted Ground Emergency Medical Transportation Cost Report and Management Representation Letter

NPI: 1619947199
Provider Name: Indianola Fire Department
Fiscal Year End: June 30, 2021

Dear Name:

Enclosed is the draft version of the adjusted ground emergency medical transportation (GEMT) cost report for the year noted above. The results of the draft adjusted cost report results in a Medicaid uncompensated care cost per transport of \$1,116.79 effective July 1, 2022. Please review these adjustments within 10 business days. If we have not heard from you within that time frame, the draft adjusted cost report will be finalized as proposed.

The GEMT cost report for the above-listed fiscal year end is subject to an Agreed-Upon Procedures (AUP) engagement by Myers and Stauffer LC, an independent contractor for the Iowa Medicaid Provider Cost Audit and Rate Setting Unit (PCA). As a Certified Public Accounting (CPA) firm, Myers and Stauffer LC must ensure that cost report engagements are conducted in accordance with standards established by the American Institute of Certified Public Accountants (AICPA). These standards require us to obtain representations listed in the attached document before the AUP engagement can be completed.

Please review the attached document and send a scanned signed and dated copy via email no later than 5 business days from the date of this letter.

If you have any questions concerning the adjustments or any part of this cost report, please contact us at the e-mail address below.

Sincerely,

Andrew Johnson
Iowa Medicaid
Provider Cost Audit and Rate Setting Unit
ajohnson@mslc.com

Myers and Stauffer LC
666 Walnut Street, Suite 2400
Des Moines, IA 50309

We are providing this letter in connection with your cost report agreed-upon procedures engagement of Indianola Fire Department Ground Emergency Medical Transportation (GEMT) Medicaid cost report for the period ended June 30, 2021. We confirm, to the best of our knowledge and belief, as of the date below, the following representations related to your cost report agreed-upon procedures.

- a. Our management is responsible for the (GEMT) Medicaid cost report referenced above.
- b. We have provided you with all relevant information and access, as applicable, to records related to your cost report engagement.
- c. All matters and communications with regulatory agencies that would impact the (GEMT) Medicaid cost report referenced above have been communicated to you.
- d. All known matters contradicting the (GEMT) Medicaid cost report referenced above have been communicated to you.
- e. We are not aware of any material misstatements in the (GEMT) Medicaid cost report referenced above.
- f. Any known events subsequent to the (GEMT) Medicaid cost report completion that would have a material effect on the (GEMT) Medicaid cost report have been disclosed to you.



Officer, Administrator, or Other Person Authorized to Sign

City of Indianola Fire Chief _
Title

06-24-2022
Date

City of Indianola
RESOLUTION NO. 2022-

**RESOLUTION APPROVING A REPRESENTATION LETTER
WITH MYERS AND STAUFFER, LC REGARDING ADJUSTED GROUND
EMERGENCY MEDICAL TRANSPORTATION COSTS**

WHEREAS, Myers and Stauffer, LC is an independent contractor for Iowa Medicaid Provider Cost Audit and Rate Selling Unit; and

WHEREAS, the City receives ground emergency medical transportation Medicaid uncompensated care costs per transport.; and

WHEREAS, standards require representations before the agreed-upon procedures engagement can be completed.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF INDIANOLA IN THE STATE OF IOWA, that the City engage Myers and Stauffer, LC to assist with adjusted ground emergency medical transportation costs and directs the Fire Chief to sign the representation letter.

PASSED AND APPROVED this 5th day of July 2022.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk