



CITY OF INDIANOLA COUNCIL MEETING

April 1, 2019

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. **Page 4** March 19, 2019 Minutes
 - C. Applications
 1. **Page 7** A renewal refuse hauling permit for Waste Connections of Iowa
 - D. **Page 8** Resolution approving order accepting acknowledgement/settlement agreements and imposing civil penalty with regard to cigarette permit holder (Wal Mart) violations of Iowa Code 453A.2
 - E. **Page 14** Resolution approving order accepting acknowledgement/settlement agreements and imposing civil penalty with regard to cigarette permit holder (Dollar General) violations of Iowa Code 453A.2
 - F. **Page 19** Authorize an I&I Loan in an amount of \$2,645.29 be sent to the Iowa Offset Program
 - G. **Page 20** Resolution approving salaries
 - H. **Page 24** Approval of a sidewalk use agreement for Groggy Dog LLC - 116 W Ashland
 - I. **Page 32** Home Base Iowa Initiative Application from Carter Jacobsen and authorization of a handwritten warrant in the amount of \$1,500
 - J. **Page 35** Home Base Iowa Initiative Application from Aaron Norgrant and authorization of a handwritten warrant in the amount of \$1,500

- K. Page 38** Request from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at the Memorial Park - Dates will be June 7, June 28 and July 12, 2019 (4:00 p.m. - 9:30 p.m.)
- 1. Page 45** Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale of beer and wine coolers in city parks for the Friday Night Live Summer Concert Series as requested by the Indianola Chamber of Commerce
- 2. Page 47** A new Class "B" Beer (includes Wine Coolers) and outdoor area for the Indianola Chamber of Commerce at the Memorial Park (North "G" and West Euclid Avenue)
- 3. Page 48** A noise permit request from the Indianola Chamber of Commerce at the Memorial Park for Friday Night Live Summer Concert Series at Memorial Park on June 7, June 28 and July 12, 2019 from 4:00 p.m. - 9:00 p.m.
- L. Page 53** Resolution approving a Memorandum of Understanding for facility use during a public health emergency
- M. Page 59** Noise permit for Mike Murphy - Indianola Classic Car & Truck Show & Shine
- N. Page 64** Approval of a sidewalk waiver (no curb and gutter) for 983 East Hillcrest Avenue
- O. Page 69** Receipt and file of the monthly update regarding the EMS Billing Activity
- P. Page 73** Approval of a street closure request from the Mayor's Youth Council - Bike Fest 2019 - June 15, 2019 - 6:00 a.m. - 1:00 p.m. - request is to the entire square
- Q. Page 78** Claims on the computer printout for April 1, 2019
- 6. Council Reports**
 - A. Page 89** BRAVO presentation by Sally Dix
 - B. Page 99** Consider nomination to the Board of Adjustments
 - C. Page 104** Discussion and direction regarding decorative highway lights on Highway 65/69
 - D. Page 108** Discussion and direction on a proposed development agreement with Autumn Ridge.
- 7. Mayor's Report - Kelly B. Shaw**
 - A. Community Update**
 - 1. Page 109** Discussion and direction of a request from Indianola High School students for Operation Recognition of Service banners
- 8. Public Consideration**
 - A. Old Business**

1. **Page 114** Public hearing and first consideration to amend Chapter 122, Section 23, relating to Mobile Food and Beverage Vendors as requested by Ammon Taylor
2. Jerry Kelley Trail
 - a. **Page 121** Public hearing on the matter of adoption of plans, specs, form of contract and estimate of cost
 - b. **Page 126** Resolution adopting plans, specs, form of contract and estimate of costs
 - c. **Page 127** Resolution awarding contract
- B. New Business
 1. **Page 137** Resolution renaming certain streets within the corporate limits of Indianola, Iowa.
 2. **Page 140** Resolution approving the property owners paving of the alley at 404 S. 1st Street within the City of Indianola
9. Other Business
 - A. **Page 142** City Manager's Report - Ryan Waller
* Receive and file correspondence from March 15 and 22, 2019
 - B. **Page 173** Discussion and direction regarding West Euclid judgments
 - C. **Page 175** Discussion and direction regarding the IDOT Agreement for highway signage along Jefferson Highway
 - D. **Page 176** 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.
10. Adjourn

Meeting Date: 04/01/2019

Subject

March 19, 2019 Minutes

Information

Fiscal Impact

Attachments

Minutes

REGULAR SESSION – MARCH 19, 2019

The City Council met in regular session at 5:00 p.m. on March 19, 2019 in the City Hall Council Chambers. City Clerk Diana Bowlin called the meeting to order and on roll the following members were present: Shirley Clark (via phone), Bob Kling, Greg Marchant and John Parker (via phone). Absent: Joe Gezel and Greta Southall.

It was moved by Kling and seconded by Parker to approve Greg Marchant as Mayor Pro Tem. On roll call the vote was, Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

There was no public comment.

Council member Clark moved to approve the consent agenda as follows and Parker seconded the motion. On roll call the vote was, AYES: Marchant, Parker, Kling and Clark. NAYS: None. Absent: Gezel and Southall. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Approval of agenda

Resolution No. 2019-57 setting April 1, 2019 as a public hearing and first consideration to amend Chapter 122, Section 23, relating to Mobile Food and Beverage Vendors as requested by Ammon Taylor (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-58 setting April 15, 2019 as a public hearing and first consideration of a request from Mark Putney with Putney Auction Services for an amendment to Chapter 165 (Zoning Regulations), Section 09 to include "Auction Sales" under M-2 (General Industrial) as a permitted principal use (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-59 setting April 15, 2019 as a public hearing on a second amendment to FY 19 budget (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-60 approving an agreement with Civic Systems, LLC for computer software And conversion services (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-61 approving salaries (The complete resolution may be viewed at the City Clerk's Office)

Agreement between The Sports Page Grill, Inc. dba BrickHouse Tavern and the City of Indianola for a deck located at 107 N. Buxton

Street closure request from the Indianola Public Library for their Summer Reading Program Kick-off – May 30, 2019 from 4:00 p.m. – 8:00 p.m. – will close “C” Street between Ashland and Boston and Boston between “B” and “C” Street

A noise permit for The Garage – April 19, 2019 – November 2, 2019 (8:00 p.m. to midnight On Friday and Saturday nights)

Claims on the computer printout for March 19, 2019

A motion was made by Clark and seconded by Kling to receive and file the FY 17/18 Annual Audit. On roll call the vote was, AYES: Marchant, Parker, Kling and Clark. NAYS: None. ABSENT: Gezel and Southall. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Council Member Kling introduced the following Resolution entitled "RESOLUTION FIXING A DATE FOR HEARING FOR THE PLANS, SPECS, FORM OF CONTRACT FOR CERTAIN PUBLIC IMPROVEMENTS", and moved that it be adopted. Council Member Clark seconded the motion to adopt. The roll was called, and the vote was, AYES: Clark, Marchant, Parker and Kling. NAYS: Gezel and Southall. Whereupon, the Mayor Pro Tem declared the following resolution duly adopted:

RESOLUTION NO. 2019--62
RESOLUTION FIXING A DATE FOR HEARING (April 1, 2019) FOR THE PLANS, SPECS, FORM OF
CONTRACT FOR CERTAIN PUBLIC IMPROVEMENTS (2019 Jerry Kelley Trail)

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

A motion was made by Clark and seconded by Kling to receive and file correspondence of the weekly updates dated March 1 and 8, 2019 from Ryan Waller, City Manager. On roll call the vote was, AYES: Marchant, Parker, Kling and Clark. NAYS: None. ABSENT: Gezel and Southall. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Meeting adjourned at 5:30 p.m. on a motion by Kling and seconded by Clark.

Greg Marchant, Mayor Pro Tem

Diana Bowlin, City Clerk

Meeting Date: 04/01/2019

Subject

A renewal refuse hauling permit for Waste Connections of Iowa

Information

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

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

Resolution approving order accepting acknowledgement/settlement agreements and imposing civil penalty with regard to cigarette permit holder (Wal Mart) violations of Iowa Code 453A.2

Information

On December 1, 2018 a tobacco compliance check was conducted. From that check, the permit holder or an employee of the permit holder of Wal Mart (1500 N. Jefferson) sold cigarette or tobacco products to a person under eighteen years of age. Wal Mart has complied and paid their \$1,500.00 on March 18, 2019. Council now needs to approve the order accepting acknowledgement/settlement and fee.

Fiscal Impact

Attachments

Resolution

Wal Mart Info

RESOLUTION NO. 2019-_____

A RESOLUTION APPROVING ORDER ACCEPTING
ACKNOWLEDGEMENT/SETTLEMENT AGREEMENTS AND
IMPOSING CIVIL PENALTY WITH REGARD TO CIGARETTE
PERMIT HOLDER (WalMart Supercenter) VIOLATIONS OF IOWA CODE 453A.2

WHEREAS, a complaint has been filed with the City Council of the City of Indianola, Iowa alleging that retail cigarette a permit holder (Walmart Supercenter) therein named, copies of which are attached, violated the provisions of Iowa Code 453A.2 by selling tobacco, tobacco products, or cigarettes to a person under eighteen years of age, and

WHEREAS, a Resolution adopted by the City Council of Indianola, Iowa provided for a public hearing on the complaint, notice of the public hearing has been given, and the cigarette permit holders signed and submitted Acknowledgement/Settlement Agreement waiving the hearing which are filed with the City Council of Indianola, Iowa, and

WHEREAS, the City Council of the City of Indianola, Iowa finds that the Acknowledgement/Settlement Agreement should be accepts and the civil penalty should be ordered.

It is, therefore, resolved, by the City Council of Indianola, Iowa as follows:

1. The City Council of the City of Indianola, Iowa hereby approves the Acknowledgement/Settlement Agreement filed and directs the Mayor to sign the Order submitted with this resolution.

Passed this 1st day of April, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

ACKNOWLEDGMENT/SETTLEMENT AGREEMENT

IN RE:

Permit Holder:
Walmart Supercenter
1500 N. Jefferson Way
Indianola, IA 50125

SECOND VIOLATION

We hereby knowingly and voluntarily acknowledge that we have received the Notice of Hearing and the Hearing Complaint filed against us in the above-captioned case. We hereby knowingly and voluntarily acknowledge the facts and allegations contained in the Hearing Complaint, attached hereto and incorporated herein by reference, and knowingly and voluntarily admit that the same are true and correct. We hereby knowingly and voluntarily waive hearing, and submit to the statutory penalties prescribed by Iowa law. We understand that this penalty will count as an official "Second Violation" of Iowa Code Section 453A.2 pursuant to Iowa Code Section 453A.22. We have enclosed a check for the amount of \$1,500.00 made payable to the "City of Indianola" to settle the above-referenced Hearing Complaint. In signing below, I hereby certify that I have the authority to bind the above-named Permit Holder.

By:

Title: Alcohol & Tobacco Compliance Manager

On behalf of Permit Holder: Walmart Supercenter
1500 N. Jefferson Way
Indianola, IA 50125

If you decide to sign this Acknowledgment/Settlement Agreement and waive your appearance at a hearing, this document, properly signed and dated, along with your \$1,500.00 check made payable to the "City of Indianola", must be returned to:

Amy S. Beattie
BRICK, GENTRY, BOWERS, SWARTZ & LEVIS, P.C.
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266
Telephone: (515) 274-1450
Fax: (515) 274-1488
E-mail: amy.beattie@brickgentrylaw.com

February 21, 2019

Walmart Supercenter
1500 N. Jefferson Way
Indianola, IA 50125

Re: Permit Holder: Walmart Supercenter, 1500 N. Jefferson Way, Indianola, IA 50125

The City of Indianola has scheduled a hearing before the City Council at 6:00 p.m. on April 1, 2019, to be held in the City Council Chambers. The Hearing Complaint, which has been filed against you, is attached.

If you or your representative fail to appear at this hearing, a decision may be rendered against you. You have the opportunity to be heard at this hearing and to be represented by an attorney at your own expense regarding the mandatory **\$1,500.00 civil** penalty prescribed by 453A.22(2)(b) for the violation of Iowa Code Section 453A.2(1), selling, giving or otherwise supplying any tobacco, tobacco products, or cigarettes to any person under eighteen years of age.

If you wish to settle this case in lieu of the public hearing, you may complete the attached Acknowledgement/Settlement Agreement, returning the original copy, properly signed and dated, to:

Amy S. Beattie, City Attorney
6701 Westown Parkway, Suite 100
West Des Moines, IA 50266

no later than (10) business days prior to the hearing date. With this Acknowledgment/Settlement Agreement, you must include a check in the amount of \$1,500.00, made out to the **"City of Indianola"**. This will satisfy the penalty for a second violation under Iowa Code Section 453A.22(2)(b), and will conclude the matter.

Should you have any questions, you may reach me by phone at 515-274-1450, or if you have obtained representation by an attorney in this matter, he or she should contact me.

Attorney for the City of Indianola, Iowa


Amy S. Beattie

cc: Diana Bowlin

HEARING COMPLAINT

IN RE:

Permit Holder:
Walmart Supercenter
1500 N. Jefferson Way
Indianola, IA 50125

SECOND VIOLATION

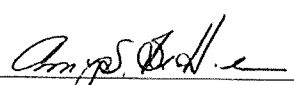
The City of Indianola hereby makes the following Complaint against the above-named Permit Holder:

1. Iowa Code Section 453A.2(1) provides that a person shall not "sell, give, or otherwise supply any tobacco, tobacco products, or cigarettes to any person under eighteen years of age".

2. Iowa Code Section 453A.22(2)(b) provides that if a Permit Holder or an employee of a Permit Holder has violated Iowa Code Section 453A.2(1), the Permit Holder shall be assessed a civil penalty of Fifteen Hundred Dollars (\$1,500.00) for a second violation of Iowa Code Section 453A.2(1).

3. On or about December 1, 2018, the Permit Holder or an employee of the Permit Holder sold cigarettes or tobacco products to a person under eighteen years of age. A copy of the Compliance Check is attached and incorporated herein.

WHEREFORE, in accordance with Iowa law, the City of Indianola respectfully requests the Indianola City Council find a violation of the above-referenced sections of Iowa Code Chapter 453A and assess a civil penalty in the amount of Fifteen Hundred Dollars (\$1,500.00) against Walmart Supercenter, the retail Permit Holder.



Amy S. Beattie
BRICK, GENTRY, P.C.
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266
Telephone: (515) 274-1450
Fax: (515) 274-1488
E-mail: amy.beattie@brickgentrylaw.com
ATTORNEY FOR THE CITY OF INDIANOLA, IA

Original Filed with Indianola City Council

Copy to Permit Holder: Walmart Supercenter
1500 N. Jefferson Way
Indianola, IA 50125

Meeting Date: 04/01/2019

Subject

Resolution approving order accepting acknowledgement/settlement agreements and imposing civil penalty with regard to cigarette permit holder (Dollar General) violations of Iowa Code 453A.2

Information

On December 1, 2018 a tobacco compliance check was conducted. From that check, the permit holder or an employee of the permit holder of Dollar General (1803 W. 2nd Avenue) sold cigarette or tobacco products to a person under eighteen years of age. Dollar General has complied and paid their \$300.00 on March 21, 2019. Council now needs to approve the order accepting acknowledgement/settlement and fee.

Fiscal Impact

Attachments

Resolution

Dollar General Info

RESOLUTION NO. 2019-_____

A RESOLUTION APPROVING ORDER ACCEPTING
ACKNOWLEDGEMENT/SETTLEMENT AGREEMENTS AND
IMPOSING CIVIL PENALTY WITH REGARD TO CIGARETTE
PERMIT HOLDER (Dollar General) VIOLATIONS OF IOWA CODE 453A.2

WHEREAS, a complaint has been filed with the City Council of the City of Indianola, Iowa alleging that retail cigarette a permit holder (Dollar General) therein named, copies of which are attached, violated the provisions of Iowa Code 453A.2 by selling tobacco, tobacco products, or cigarettes to a person under eighteen years of age, and

WHEREAS, a Resolution adopted by the City Council of Indianola, Iowa provided for a public hearing on the complaint, notice of the public hearing has been given, and the cigarette permit holders signed and submitted Acknowledgement/Settlement Agreement waiving the hearing which are filed with the City Council of Indianola, Iowa, and

WHEREAS, the City Council of the City of Indianola, Iowa finds that the Acknowledgement/Settlement Agreement should be accepts and the civil penalty should be ordered.

It is, therefore, resolved, by the City Council of Indianola, Iowa as follows:

1. The City Council of the City of Indianola, Iowa hereby approves the Acknowledgement/Settlement Agreement filed and directs the Mayor to sign the Order submitted with this resolution.

Passed this 1st day of April, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



BRICK GENTRY P.C.

ATTORNEYS & COUNSELORS AT LAW

AMY S. BEATTIE
ATTORNEY

T: 515-274-1450

F: 515-274-1488

amy.beattie@brickgentrylaw.com

February 21, 2019

Dollar General #6777
1803 West 2nd Avenue
Indianola, IA 50125

NOTICE OF HEARING

FIRST VIOLATION

Re: Permit Holder: Dollar General #6777, 1803 West 2nd Avenue, Indianola, IA

The City of Indianola has scheduled a hearing before the City Council at 6:00 p.m. on April 1, 2019, to be held in the City Council Chambers. The Hearing Complaint, which has been filed against you, is attached.

If you or your representative fail to appear at this hearing, a decision may be rendered against you. You have the opportunity to be heard at this hearing and to be represented by an attorney at your own expense regarding the mandatory \$300.00 civil penalty prescribed by 453A.22(2)(a) for the violation of Iowa Code Section 453A.2(1), selling, giving or otherwise supplying any tobacco, tobacco products, or cigarettes to any person under eighteen years of age.

If you wish to settle this case in lieu of the public hearing, you may complete the attached Acknowledgement/Settlement Agreement, returning the original copy, properly signed and dated, to: Amy S. Beattie, City Attorney, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266 no later than (10) business days prior to the hearing date. With this Acknowledgment/Settlement Agreement, you must include a check in the amount of \$300.00, made out to the "City of Indianola". This will satisfy the penalty for a first violation under Iowa Code Section 453A.22(2), and will conclude the matter.

Should you have any questions, you may reach me by phone at 515-965-6405, or if you have obtained representation by an attorney in this matter, he or she should contact me.

Attorney for the City of Indianola, Iowa


Amy S. Beattie

HEARING COMPLAINT

IN RE:

Permit Holder:

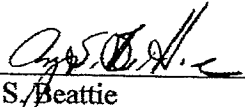
Dollar General #6777
1803 West 2nd Avenue
Indianola, IA 50125

FIRST VIOLATION

The City of Indianola hereby makes the following Complaint against the above-named Permit Holder:

1. Iowa Code Section 453A.2(1) provides that a person shall not "sell, give, or otherwise supply any tobacco, tobacco products, or cigarettes to any person under eighteen years of age".
2. Iowa Code Section 453A.22(2)(a) provides that if a Permit Holder or an employee of a Permit Holder has violated Iowa Code Section 453A.2(1), the Permit Holder shall be assessed a civil penalty of Three Hundred Dollars (\$300.00) for a first violation of Iowa Code Section 453A.2(1).
3. On or about December 1, 2018, the Permit Holder or an employee of the Permit Holder sold cigarettes or tobacco products to a person under eighteen years of age. A copy of the Compliance Check is attached and incorporated herein.

WHEREFORE, in accordance with Iowa law, the City of Indianola respectfully requests the Indianola City Council find a violation of the above-referenced sections of Iowa Code Chapter 453A and assess a civil penalty in the amount of Three Hundred Dollars (\$300.00) against Dollar General #6777, the retail Permit Holder.



Amy S. Beattie AT0000737
BRICK, GENTRY, BOWERS, SWARTZ & LEVIS, P.C.
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266
Telephone: (515) 274-1450
Fax: (515) 274-1488
E-mail: amy.beattie@brickgentrylaw.com
ATTORNEY FOR THE CITY OF INDIANOLA, IA

Original Filed with Indianola City Council

Copy to Permit Holder: Dollar General #6777
1803 West 2nd Avenue
Indianola, Iowa 50211

ACKNOWLEDGMENT/SETTLEMENT AGREEMENT

IN RE:

Permit Holder:

Dollar General #6777

1803 West 2nd Avenue

Indianola, IA 50125

FIRST VIOLATION

We hereby knowingly and voluntarily acknowledge that we have received the Notice of Hearing and the Hearing Complaint filed against us in the above-captioned case. We hereby knowingly and voluntarily acknowledge the facts and allegations contained in the Hearing Complaint, attached hereto and incorporated herein by reference, and knowingly and voluntarily admit that the same are true and correct. We hereby knowingly and voluntarily waive hearing, and submit to the statutory penalties prescribed by Iowa law. We understand that this penalty will count as an official "First Violation" of Iowa Code Section 453A.2 pursuant to Iowa Code Section 453A.22. We have enclosed a check for the amount of \$300.00 made payable to the "City of Indianola" to settle the above-referenced Hearing Complaint. In signing below, I hereby certify that I have the authority to bind the above-named Permit Holder.

By: _____

Title: _____

[Signature]
SR. Manager Store Operations

On behalf of Permit Holder: Dollar General #6777
1803 West 2nd Avenue
Indianola, Iowa 50125

If you decide to sign this Acknowledgment/Settlement Agreement and waive your appearance at a hearing, this document, properly signed and dated, along with your \$300.00 check made payable to the "City of Indianola", must be returned to:

Amy S. Beattie
BRICK, GENTRY, BOWERS, SWARTZ & LEVIS, P.C.
6701 Westown Parkway, Suite 100
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Telephone: (515) 274-1450
Fax: (515) 274-1488
E-mail: amy.beattie@brickgentrylaw.com

ATTORNEY FOR THE CITY OF INDIANOLA, IA

Meeting Date: 04/01/2019

Subject

Authorize an I&I Loan in an amount of \$2,645.29 be sent to the Iowa Offset Program

Information

Council needs to authorize staff to send a past due balance of \$2,645.29 for an I&I Loan to the State Income Offset Program for collection.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

Resolution approving salaries

Information

This action sets salaries per the personnel management guide, union contract and seasonal salaries:
Hannah Eilers - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 18, 2019

Ed Solheim, Seasonal Horticulture Assistant from \$13.00/hour to \$13.50/hour Effective March 18, 2019

Anastasia O'Meara - Seasonal Concession Attendant, Pickard - \$8.75/hr. Effective March 20, 2019

Madeline Garrison - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Emily Atkinson - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Bella Parker - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Katelyn Gerrish - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Mackenzie Garrison - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Emily Rolands - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Eva Gabel - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Katelyn Thessen - Seasonal Concession Attendant, Pickard - \$8.50/hr. Effective March 20, 2019

Kylie Tinder - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Lucas Wood - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Gwyneth Williams - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Karley Smith - Seasonal Concession Attendant, Pickard - \$8.25/hr. Effective March 20, 2019

Carissa Gilbert - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Elijah Ellwanger - Seasonal Concession Attendant, Pickard - \$8.00/hour Effective March 20, 2019

Brandon Gavin - Seasonal Sports complex Manager, from \$11.00/hour to \$11.50/hour - Effective March 31, 2019

Brittini Thomas - Seasonal Concession Attendant, Pickard - \$8.25/hr. Effective May 27, 2019

Lucas Wood - Seasonal Lifeguard Year 1 - \$8.00/hour Effective April 14, 2019

Robert Walker - Fire/EMS Part-time - \$18.76/hour effective April 16, 2019

David Eastman - Fire/EMS Part-time - \$18.76/hour effective April 16, 2019

Fiscal Impact

Attachments

Resolution

RESOLUTION 2019-____
APPROVING SALARIES

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

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

Hannah Eilers - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 18, 2019

Ed Solheim, Seasonal Horticulture Assistant from \$13.00/hour to \$13.50/hour Effective March 18, 2019

Anastasia O'Meara - Seasonal Concession Attendant, Pickard - \$8.75/hr. Effective March 20, 2019

Madeline Garrison - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Emily Atkinson - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Bella Parker - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Katelyn Gerrish - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Mackenzie Garrison - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Emily Rolands - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Eva Gabel - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Katelyn Thessen - Seasonal Concession Attendant, Pickard - \$8.50/hr. Effective March 20, 2019

Kylie Tinder - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Lucas Wood - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Gwyneth Williams - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Karley Smith - Seasonal Concession Attendant, Pickard - \$8.25/hr. Effective March 20, 2019

Carissa Gilbert - Seasonal Concession Attendant, Pickard - \$8.00/hr. Effective March 20, 2019

Elijah Ellwanger - Seasonal Concession Attendant, Pickard - \$8.00/hour Effective March 20, 2019

Brandon Gavin – Seasonal Sports Complex Manager – from \$11.00/hour to \$11.50/hour effective March 31, 2019

Lucas Wood – Seasonal Lifeguard-Year 1 - \$8.00/hour effective April 14, 2019

Robert Walker – Fire/EMS Part-time -\$18.76/hour effective April 16, 2019

David Eastman – Fire/EMS Part-time - \$18.76/hour effective April 16, 2019

Brittini Thomas - Seasonal Concession Attendant, Pickard - \$8.25/hr. Effective May 27, 2019

Passed and approved on the 1st day of April, 2019.

ATTEST:

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Meeting Date: 04/01/2019

Subject

Approval of a sidewalk use agreement for Groggy Dog LLC - 116 W Ashland

Information

In your packet is a Sidewalk Use Agreement between the City and The Groggy Dog LLC, located at 116 W Ashland. Highlights of the agreement include:

- The term would begin April 1, 2019 and go to March 31, 2020.
- Business owner agrees to pay to the City a permit fee as follows
 - \$.50 per square foot of occupied space
 - 16 feet by 6.5 feet, or 104 square foot area of occupied space.
 - \$52.00 permit fee due upon execution of this Agreement
- Insurance not less than \$1,000,000.

Fiscal Impact

Attachments

Agreement
The Groggy Dog
Groggy Dog Map

SIDEWALK USE AGREEMENT

THIS AGREEMENT, made and entered into this 1st day of April 2019, by and between the City of Indianola, Iowa (hereinafter called the "City"), whose address is 110 N 1st Street, Indianola, Iowa 50125, and The Groggy Dog, LLC, (hereinafter called the "Business Owner"), whose address is 116 West Ashland, Indianola, Iowa 50125.

WITNESSETH THAT:

1. PREMISES AND TERM. The City, in consideration of the agreements and conditions herein contained, on the part of the Business Owner to be kept and performed, grants the right unto the Business Owner to place tables, chairs and displays upon the following described real estate, situated in Warren County, Iowa, to wit:

The East 12' of Lot 16 & the West 9' of Lot 17, Block 8, of the Original Town Plan of Indianola, Iowa

which, more particularly, includes the space and premises as may be shown on "Exhibit A", if and as may be attached hereto, for a term of one (1) year, commencing at midnight of the day previous to the first day of the term, which shall be on the 1st day of April 2019, and ending at midnight on the last day of the term, which shall be on the 31st day of March 2020, upon the condition that the Business Owner performs as in this Agreement provided.

2. PERMIT FEE. Business Owner agrees to pay to City a permit fee as follows:

- (a) \$.50 per square foot of occupied space.
- (b) 16 feet by 6.5 feet, or 104 square foot area of occupied space.
- (c) \$52.00 permit fee due upon execution of this Agreement.

All sums shall be paid at the address of City, as above designated.

3. POSSESSION. Business Owner shall be entitled to possession on the first day of the term and shall yield possession to the City at the time and date of the close of the term, except as herein otherwise expressly provided.

4. USE OF PREMISES. Business Owner shall use the premises as an outdoor patio, during business hours only. The use is permitted provided there remains a free walking path with a minimum walking surface of five (5) feet in width.

5. ASSIGNMENT. This Agreement shall not be assigned, or any part thereof, without the written consent of the City.

6. CARE AND MAINTENANCE OF PREMISES.

(a) Business Owner accepts said property in its present condition. Business Owner shall, after taking possession of said premises and until the termination of this Agreement, at its own expense, care for and maintain said premises in a reasonably safe and serviceable condition. Business Owner will not permit or allow said premises to be damaged or depreciated in value by any act or negligence of the Business Owner, its agents or employees.

(b) Business Owner will be responsible for maintaining the sidewalk and shall keep the same free from ice, snow and other debris. Business Owner shall further not allow trash of any kind of accumulate on said premises.

7. SURRENDER OF PREMISES AT END OF TERM. Business Owner agrees that upon the termination of this Agreement Business Owner shall surrender, yield up and deliver the premises in good and clean condition, except the effects of ordinary wear and tear and depreciation arising from lapse of time, or damage without fault or liability of Business Owner.

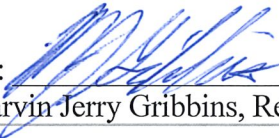
8. INDEMNITY AND LIABILITY INSURANCE. Business Owner shall protect, indemnify and save harmless the City from and against any and all loss, costs, damage and expenses occasioned by, or arising out of, any accident or other occurrence causing or inflicting injury and/or damage to any person or property, happening or done, in, upon or about the premises, or due directly or indirectly to the use or occupancy thereof, or any part thereof, by the Business Owner or any person claiming through or under the Business Owner. The Business Owner further covenants and agrees that Business Owner shall at Business Owner's expense procure and maintain casualty and liability insurance in a responsible company or companies authorized to do business in the State of Iowa, in amounts not less than \$1,000,000.00 for any one person injured, and \$1,000,000 for any one accident, and with the limits of \$100,000 for property damage, protecting the City against such claim, damages, costs or expenses on account of injury to any person or persons, or to any property belonging to any person or persons, by reason of such casualty, accident or other happening on or about the demised premises during the term of this Agreement.

Certificates or copies of the policies, naming the City, and providing for thirty (30) days' notice to City before cancellation shall be delivered to the City within twenty (20) days from the date of the commencement of the term.

9. CHANGES TO BE IN WRITING. None of the covenants, provisions, terms or conditions of this Agreement to be kept or performed by City or Business Owner shall be in any manner modified, waived or abandoned, except by a written instrument duly signed by the parties and delivered to the City and Business Owner. This Agreement contains the whole agreement of the parties.

[Remainder of Page Left Intentionally Blank]

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement in the day and year first above written.

The City of Indianola, Iowa, City	The Groggy Dog, LLC
By: _____ Kelly B. Shaw, Mayor	By:  Marvin Jerry Gribbins, Registered Agent/Owner
Attest: By: _____ Diana Bowlin, City Clerk	

ENDORSEMENT #1

This endorsement, issued by Mount Vernon Fire Insurance Company
to THE GROGGY DOG LLC DBA: THE GROGGY DOG forms a part of
Policy Number CP 2623596 effective on 3/13/2019 (MO. DAY YR.) at 12:01 A.M.

Add/Remove/Amend General Liability Additional Insured Endorsement

In consideration of no change in premium it is hereby agreed that the following form(s)
is(are) added to the Policy:

CG2013 04/13 - Additional Insured-State or Government Agency or Subdivision or Political
Subdivision-Permits or Authorizations Relating to Premises

All other terms and conditions of this Policy remain unchanged.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - STATE
OR GOVERNMENTAL AGENCY OR SUBDIVISION
OR POLITICAL SUBDIVISION - PERMITS
OR AUTHORIZATIONS RELATING TO PREMISES**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

State Or Governmental Agency Or Subdivision Or Political Subdivision

Effective Date: 03/13/2019 12:01 AM

CITY OF INDIANOLA – COMMUNITY DEVELOPMENT

110 N 1ST ST
INDIANOLA, IA 50125

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II - Who Is An Insured is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following additional provision:

This insurance applies only with respect to the following hazards for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization in connection with premises you own, rent or control and to which this insurance applies:

1. The existence, maintenance, repair, construction, erection or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners or decorations and similar exposures; or
2. The construction, erection or removal of elevators; or
3. The ownership, maintenance or use of any elevators covered by this insurance.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



0 5 10 20 30 Feet

Exhibit A:
Sidewalk Use Agreement
The Groggy Dog, LLC



Legend	
	Sidewalk Use Area
	Parcels

Meeting Date: 04/01/2019

Subject

Home Base Iowa Initiative Application from Carter Jacobsen and authorization of a handwritten warrant in the amount of \$1,500

Information

Council needs to consider approval of the Home Base Iowa Initiative Application (packet) and a handwritten warrant in an amount of \$1,500. Mr. Jacobsen purchased his home on March 8, 2019 and the application was received on March 20, 2019. All of the paperwork is in order for approval.

FYI - this will be the third application which has been approved for this fiscal year.

Fiscal Impact

Attachments

Home Base Iowa App



INDIANOLA VETERANS AFFAIRS APPLICATION FOR VETERAN INCENTIVE PROGRAM

OFFICE OF CITY CLERK

MAR 20 2019

INDIANOLA, IN

Full Name:

Carter

L

Jacobsen

First

MI

Last

Address:

717 W Boston Ave

Street Address

Apartment/Unit #

Indianola

IA

50125

City

State

ZIP Code

Home Phone:

Alternate Phone:

Email:

Birth Date:

Marital Status:

Date of Purchase:

08 MAR 2019

Owned Home
in Indianola
Previously:

☐ YES

☒ NO

MILITARY INFORMATION

Branch of Service:

US NAVY

Date Entered:

12/8/14

Date of Discharge:

12/7/18

Character of
Discharge:

HONORABLE

Signature VA Rep:

Ted Hall



INDIANOLA VETERANS AFFAIRS APPLICATION FOR VETERAN INCENTIVE PROGRAM

Full Name: Carter L Jacobsen
First MI Last

Previous Address: 6458 Ambrosia Dr. #5307
Street Address Apartment/Unit #
San Diego CA 92124
City State ZIP Code

How Long: 1 year

Remarks: Looking forward to re locating to Indianola

Signature: Jacobsen Date: 14 MAR 2019

CERTIFICATION FROM AUDITORS OFFICE

Full Name: Carter Lee Jacobsen
First MI Last

Date Recorded: 3-19-19 First Time Buyer in Indianola: ☒ YES ☐ NO

Signature: Sharon Wiley

48-120-18-0020

CITY INTERNAL USE	
Date:	<u>3-20-19</u>
Time:	<u>1:00 pm</u>

Meeting Date: 04/01/2019

Subject

Home Base Iowa Initiative Application from Aaron Norgrant and authorization of a handwritten warrant in the amount of \$1,500

Information

Council needs to consider approval of the Home Base Iowa Initiative Application (packet) and a handwritten warrant in an amount of \$1,500. Mr. Norgrant purchased his home on February 25, 2019 and the application was received on March 25, 2019. All of the paperwork is in order for approval.

FYI - this will be the fourth application which has been approved for this fiscal year.

Fiscal Impact

Attachments

Home Base Iowa App



INDIANOLA VETERANS AFFAIRS APPLICATION FOR VETERAN INCENTIVE PROGRAM

Full Name: Aaron D Nargrant
First MI Last

Address: 1108 South R St.
Street Address Apartment/Unit #
Indianola IA 50125
City State ZIP Code

Home Phone: _____ Alternate Phone: _____

Email: _____

Birth Date: _____ Marital Status: _____

Date of Purchase: 25 Feb 19

Owned Home
in Indianola
Previously:

☐ YES

☒ NO

MILITARY INFORMATION

Branch of Service: USAF

Date Entered: 27 May 1998

Date of Discharge: 28 Feb 2019

Character of
Discharge: Honorable

Signature VA Rep: Ted Hall

FILED
TRACI VANDERLINDEN
WARREN COUNTY AUDITOR
2019 MAR 22 PM 1:10

FILED
TRACI VANDERLINDEN
WARREN COUNTY AUDITOR
2019 MAR 22 PM 1:28



INDIANOLA VETERANS AFFAIRS APPLICATION FOR VETERAN INCENTIVE PROGRAM

Full Name: Aaron O Noigrant
First MI Last

Previous Address: 1521 Faulk Dr.
Street Address Apartment/Unit #

Sheppard AFB TX 76311
City State ZIP Code

How Long: Three years

Remarks:

Signature: [Signature]

Date: 21 March 2019

CERTIFICATION FROM AUDITORS OFFICE

Full Name: Aaron & Samantha Noigrant
First MI Last

Date Recorded: 2-26-19

First Time Buyer
in Indianola:

☒ YES

☐ NO

Signature: [Signature]

Sharon Wiley
Warren County Auditor Ofc
48-195-01-0330

CITY INTERNAL USE
Date: 3-28-19
Time: 11:35 am

Meeting Date: 04/01/2019

Subject

Request from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at the Memorial Park - Dates will be June 7, June 28 and July 12, 2019 (4:00 p.m. - 9:30 p.m.)

Information

The Indianola Chamber of Commerce is requesting to hold Friday Night Live Summer Concert Series at the Memorial Park (see packet) on June 7, June 28 and July 12, 2019 from 4:00 p.m. - 9:00 p.m. Council will need to consider the following items;

- Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of wine in city parks
 - Approval of the liquor license
 - Approval of the noise permit
-

Fiscal Impact

Attachments

Event Application

Date: 3/18/19

Event Application

For Friday Night Live

Event Date : June 7, June 28 and July 12, 2019 (4:00 p.m. - 9:30 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Jason Etnyre	<u>JE</u>	_____
Fire Department – Greg Chia	<u>GMC</u>	_____
Police Department – Brian Sher	<u>BS</u>	_____
HR & Risk Manager – Melissa McCoy	<u>MM</u>	_____
City Manager – Ryan Waller	<u>RW</u>	_____
Chamber of Commerce		

Fax: 961-9753

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Friday Night Live Concert Series

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 (please specify): _____

Date/Time of Event: June 7, June 28 & July 12 7pm-9:30pm

Location of Event: Memorial Park

Event Sponsor(s): Indianola Chamber of Commerce

Contact Information:

Organization: Indianola Chamber of Commerce

Contact Name: Brenda Easter

Address: 111 N. Benton, Ste. 117

Telephone Number: 515-961-6269

Cell Phone Number: 515-442-6838

Fax Number: 515-961-9753

Email Address: brenda@indianolachamber.com

Today's Date: 3-14-19

Anticipated Attendance: 500 Per Day 1500 Total 3 days

Event Information:

Setup Begins	Date: <u>6/7, 6/28</u>	Time: <u>4pm</u>	Day of Week: <u>Friday</u>
Event Starts	Date: <u>6/7, 6/28</u>	Time: <u>6pm Gates Open</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>7/12 Same</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>
Dismantle	Date: <u>Same day</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>

Brenda Easter

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.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Narrative:

Please describe your request and event:

See Attached

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

See Attached

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

See Attached

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

See Attached

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

See Attached

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

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Event Description:

The Indianola Chamber of Commerce respectfully requests the use of Memorial Park to host the annual Friday Night Live concert series. The concerts will be held June 7, 28 and July 12, 2019. This event invites families and friends to enjoy a night out in Indianola. Gates open at 6 p.m. and the concert ends at 9:30 p.m. We offer a beer garden, food vendors, live music, and family fun for anyone in our community to enjoy. The cost for adults and children 10 years of age and older is \$5. Children under the age of 10 are free. Parking is available in the Aquatic Center parking area, along nearby streets, and at the Simpson College baseball field parking lot.

Describe streets you are planning to close:

We intend to close a small portion of Euclid Avenue between the Aquatic Center Parking area and North G Street. In addition, we intend to close the Skate Park on those evenings at 5 p.m. for security reasons. A sign will be posted on the three concert nights informing the public about the 5 p.m. Skate Park and Park closure.

Safety Plan and Crowd Control:

We contract with an off-duty Indianola police officer for safety and crowd control. We also utilize board members and volunteer businesses to monitor attendees during the evening. Individuals under the age of 18 must be accompanied by an adult at least 18 years of age. No outside coolers are allowed, unless medically necessary, which allows event managers to monitor the amount of alcohol sold to individuals.

The beer garden is secured by tables to eliminate entry from all sides except in the designated entry area. All adults entering the beer garden must show a valid driver's license and be of age. All of age participants are required to wear a wristband indicating of age. In addition, an of age person must be wearing a wristband to purchase and redeem drink tickets.

The park perimeter is secured by brush, which keeps entrance into the event at either the main gate located at the corner of G Street and Euclid Avenue or at the entrance located on the east side of the park. In addition, volunteers and board members watch entrances.

This is the fourth year of this event, and we have had no issues or out-of-control participants. We don't expect any issues this year as well.

Emergency/Medical Plan:

In the event of a medical emergency, event managers will call 911. In the event of severe weather, the concert will be cancelled, and the event managers will inform participants using a PA system if during an event an evacuation is necessary. Event managers will have a list of all necessary contacts, including local medical clinics to assist participants if needed.

Clean-up Plans:

TRM Disposal will be providing and removing waste containers for all three events. FFA students will be responsible for bottle and can disposal while board members will oversee clean up and tear down after the event has ended.



January 7, 2019

Indianola Parks Commission
2204 W. Second Ave.
Indianola, IA 50125

Dear Commissioners:

The Indianola Chamber of Commerce has hosted the Friday Night Live concert series for the last three years in Memorial Park. The concerts are becoming popular in this community and attendance has increased each year.

The dates are June 7, June 28, and July 12, 2018 this year. Cost to attend the concert is \$5 for adults and children over the age of 10. Children 10 and under are free. Children under the age of 18 must be accompanied by adults 18 years of age or older. Gates open at 6 p.m. and the concerts will end around 9:30 p.m. We have a limited number of vendors who sell food during the concerts, and we host a beer garden. We have applied for our Class B Beer and Wine Cooler permit for each concert date.

We secure the perimeter of the park, have one police officer on site, and have Chamber members at both entrance gates to monitor admission into the park. In addition, the beer garden is secured with fencing and all individuals are required to show a driver's license to ensure adults entering the beer garden area are of age.

The Chamber respectfully requests Commission approval, in accordance with Code 800.07, to use Memorial Park again this year for all three concerts.

If you have any questions, please contact me at 515-961-6269.

Sincerely,

Brenda Easter

Brenda Easter
President/CEO

Meeting Date: 04/01/2019

Subject

Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale of beer and wine coolers in city parks for the Friday Night Live Summer Concert Series as requested by the Indianola Chamber of Commerce

Information

The Indianola Chamber of Commerce is requesting to host three concerts in Memorial Park (North "G" and West Euclid Avenue) June 7, 28 and July 12, 2019. Brenda Easter met with Chief Button and discussed the security for the event. They will be hiring an off duty police officer for the event. The event is 4 p.m. to 9:30 p.m. on each night, and will have a live band each night. They are also requesting to serve alcohol. The Parks and Recreation Commission unanimously approved the Chamber's use of the Memorial Park and allowing Alcohol Sales at their meeting in January 2019.

If council wishes to approve the event, the resolution (packet) will need to be considered. Highlights of the resolution include:

- The Beer (includes Wine Coolers) will be sold and served in accordance with the State of Iowa Alcoholic Beverages Division
- The Indianola Chamber of Commerce will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the Permit issued by the State.
- Friday Night Live Summer Concert Series will be held on June 7, 28 and July 12, 2019 from 4:00 p.m. to 9:30 p.m. and council confirms that the enforcement of the Indianola Code Section 47.01(11) will be temporarily suspended from 4:00 p.m. to 9:30 p.m. for the event and confirms that a beer permit will be issued (upon approval by the City Council) by the State of Iowa
- All participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but the enforcement of the prohibition on the sale of beer and wine coolers in the park is hereby waived.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2019-_____

A RESOLUTION SUSPENDING ENFORCEMENT OF INDIANOLA CODE § 47.01(11) REGARDING THE SALE AND CONSUMPTION OF ALCOHOL IN CITY PARKS FOR THE FRIDAY NIGHT LIVE CONCERT SERIES IN THE INDIANOLA MEMORIAL PARK

WHEREAS, the Indianola Chamber of Commerce intends to hold a Friday Night Live Summer Concert Series at the Indianola Memorial Park; and

WHEREAS, said event is set to occur on Friday, June 7 and 28 and July 12, 2019 from 4:00 p.m. to 9:30 p.m. at the Indianola Memorial Park, in the City of Indianola; and

WHEREAS, the City has been notified of said event because the Indianola Chamber of Commerce will be selling alcoholic beverages to attendants at the event; and

WHEREAS, the Indianola Chamber of Commerce has applied for a Class “B” Beer (includes Wine Coolers) and Outdoor Area through the State of Iowa to sale alcoholic beverages at the Indianola Memorial Park; and

WHEREAS, alcoholic beverages for the Friday Night Live Concert Series will be served in accordance with the authorization by the State of Iowa; and

WHEREAS, Indianola Code Section 47.01(11) governing alcoholic beverages in parks reads: “No person shall bring within, sell, give away or drink alcoholic beverages, except beer, at any time in the park, or be under the influence of intoxicating liquor or a controlled substance while in any park;” and

WHEREAS, the City staff and City Attorney have determined that the Indianola Chamber of Commerce has applied for a Class “B” Beer (includes Wine Coolers) and Outdoor Area permit; and

WHEREAS, the Indianola Chamber of Commerce will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the Class “B” Beer (includes Wine Coolers) and Outdoor Area permit issued by the State.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the City of Indianola hereby acknowledges receipt of notification of the Friday Night Live Summer Concert Series on Friday, June 7 and 28, July 12, 2019, confirms that enforcement of Indianola Code Section 47.01(11) will be temporarily suspended from 4:00 p.m. – 9:30 p.m. for the Friday Night Live Concert Series, and confirms that the Class “B” Beer (includes Wine Coolers) and Outdoor Area permit to be obtained for said event is hereby approved. The permit will be sent to the State of Iowa to be issued to the Indianola Chamber of Commerce.

BE IT FURTHER RESOLVED that all participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but that enforcement of the prohibition on the sale, use, and consumption of wine in the park is hereby waived.

Dated this 1st day of April, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/01/2019

Subject

A new Class "B" Beer (includes Wine Coolers) and outdoor area for the Indianola Chamber of Commerce at the Memorial Park (North "G" and West Euclid Avenue)

Information

This is a new beer permit for the Indianola Chamber of Commerce at the Memorial Park on June 7, June 28 and July 12, 2019. All of the paperwork is in order and staff has approved.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

A noise permit request from the Indianola Chamber of Commerce at the Memorial Park for Friday Night Live Summer Concert Series at Memorial Park on June 7, June 28 and July 12, 2019 from 4:00 p.m. - 9:00 p.m.

Information

In your packet is a noise permit application for the Friday Night Live Summer Concert Series at Memorial Park as requested by the Indianola Chamber of Commerce. The event will be held June 7, June 28 and July 12, 2019 from 4:00 p.m. - 9:30 p.m. Council approval is necessary since this permit is for multiple days. Staff has reviewed and approved.

Fiscal Impact

Attachments

Noise Permit

Date: 3/18/19

Noise Permit Application

For Indianola Chamber of Commerce - Friday Night Live Summer Concert Series

Event Date: June 7, June 28 & July 12, 2019 (6:00 p.m. - 9:30 p.m.)

Staff Recommendation

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

Approve

Disapprove

Police Department – Dave Button

DB 3/19/19

City Manager – Ryan Waller

RW 3/19/19

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Noise Event Application

2

Event Name: Friday Night Live Summer Concert Series
Date/Time of Event: June 7, June 28 & July 12 7pm-9:30pm
Location of Event: Memorial Park
Event Sponsor(s): Indianola Chamber of Commerce

Contact Information:

Organization: Indianola Chamber of Commerce
Contact Name: Brenda Easter
Address: 111 N. Buxton Ste 117
Telephone Number: 515-961-6269
Cell Phone Number: 515-442-6838
Fax Number: 515-961-9753
Email Address: brenda@indianolachamber.com
Today's Date: 3-14-19

Anticipated Attendance: 500 Per Day 1500 Total 3 Nights

Event Information:

Event Starts	Date: <u>6/7, 6/28</u>	Time: <u>Gates Open @ 6pm</u>	Day of Week: <u>Friday</u>
Event Ends	Date: <u>6/7, 6/28</u> <u>7/12</u>	Time: <u>9:30pm</u>	Day of Week: <u>Friday</u>

Previous Event Information

2018
Date of Event: 6/1, 7/13
6/22 Time of Event: 6pm - 9:30pm

Please provide a map showing the event location and location of band/music,
please specify: ☒ Band ☐ DJ ☐ Other (please specify)

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

Noise Event Application

3

APPLICANT SIGNATURE: Brenda Foster

Late Fee: Cash: _____ Check: _____ Received By: _____

OFFICE USE ONLY

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

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

Meeting Date: 04/01/2019

Subject

Resolution approving a Memorandum of Understanding for facility use during a public health emergency

Information

In your packet is Memorandum of Understanding between the Warren County Health Services and the Indianola Parks and Recreation for the use of the Activity Center during a public health emergency. Park and Recreation Director Doug Bylund is supportive of this agreement. Highlights of the Memorandum of Understanding include:

- Allows the use of the Indianola Activity Center (facilities, grounds and equipment)
 - Office equipment, including telephones, computers, internet access, copy machines, printers and fax machines
 - Tables, chairs desks, cots, wheelchairs, dollies
 - Restrooms, refrigerators and water fountains
 - Parking Areas
- Designate three points-of-contact in case of an emergency
- Allows facilities to be visited by members of Warren County Health Services for the development and maintenance of an Open POD plan.
- Allows the facility/building to be listed in Warren County Health Services' Public Health Emergency Response Plan, Iowa Department of Health and Warren County Emergency Management Agency

The Local Health Department agrees to the following:

- Provide the Organization with a Warren County Health Services Point-of-Contact person to answer questions or concerns about these arrangements
- After the event and in a timely manner, work with appropriate reimbursing Federal/State Agencies to assist in replacement or reimbursement to the Organization for any food, supplies and utilities
- Assure that any post-event clean-up is performed

Fiscal Impact

Attachments

Resolution
MOU

RESOLUTION NO. 2019-____

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
FOR FACILITY USE DURING A PUBLIC HEALTH EMERGENCY**

WHEREAS, the City Indianola, Iowa, (the “City”) has received a Memorandum of Understanding from the Warren County Health Services; and

WHEREAS, the City of Indianola Parks and Recreation Department acknowledges the intent to serve as a local Point of Dispensing (POD) Site to be used by Warren County Health Services emergency response to dispense supplies from the Strategic National Stockpile (SNS); and

WHEREAS, it is the determination of the City Council that the City of Indianola Park and Recreation Department should enter into the Memorandum of Understanding with the Warren County Health Services in the form attached as Exhibit “A”.

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

1. The Memorandum of Understanding between the Warren County Health Services and Indianola Parks and Recreation Department is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Memorandum of Understanding between the Warren County Health Services and Indianola Parks and Recreation.

PASSED this 1st day of April, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



Memorandum of Understanding for Facility use during a Public Health Emergency

This Memorandum of Understanding (MOU) is entered into by and between Warren County Health Services and

(Name of Organization)

(Address)

(City)

(Primary Point -of- Contact Person)

The purpose of the Memorandum of Agreement is to define the relationship between Warren County Health Services and the _____
(referred to as the "Organization") during a public health emergency/crisis.

For this purpose, a public health emergency/crisis, means an occurrence or condition which results in an actual or imminent threat of harm to public health and safety due to bioterrorism or terrorism events, outbreaks or release of dangerously contagious or infectious disease, natural occurrences, infectious agents, chemical agents or other situations that possess substantial probability of death, long-term disability, or future harm in the affected population.

The Organization acknowledges the intent to serve as a local Point of Dispensing (POD) Site to be used by Warren County Health Services emergency response to dispense supplies from the Strategic National Stockpile (SNS). The SNS is a cache of pharmaceuticals and other medical supplies that would be delivered to Warren County Health Services during a public health emergency/crisis. An open POD is a location where the SNS materials and medication will be dispensed to the public. The Organizations facility/building will not be used unless there is a large-scale public health emergency/crisis and it is determined that there is a need to request a large quantity of medication or vaccines. Multiple facilities/buildings within the Organization may be used simultaneously throughout the event.

The Organization agrees to the following:

1. Allow use of its facilities, grounds and equipment:
After it is determined that the Strategic National Stockpile will be activated and upon the request of Warren County Health Services, the Organization will permit the use of its facilities, grounds and equipment to Warren County Health Services and its associates, to the extent of the organizations ability, within 8 hours of the request and for the time period being requested for the purpose of mass dispensing medication/vaccinations for disease prevention and control activities. Facility use may include, but not limited to:



- Office equipment, including telephones, computers, internet access, copy machines, printers and fax machines
 - Tables, chairs, desks, cots, wheelchairs, dollies
 - Rest rooms, refrigerators, and water fountains
 - Parking areas
2. Designate three points-of-contact in case of an emergency:
 - An *Administrative* point-of-contact will serve as the primary point-of-contact. This person should have the authority and ability to open the facility/building(s) at any time.
 - A *Facilities* point-of-contact will work with POD personnel to move tables, chairs, etc.
 - A *Security* point-of-contact will work with Warren County Health Services and local law enforcement in making security plans. This person should have the authority and ability to open the building(s)
 3. Allow facilities to be visited by members of Warren County Health Services for the development and maintenance of an Open POD plan. Visits will be arranged with administrative point of contact only after receiving prior approval from the primary point-of-contact.
 4. Allow the facility/building to be listed in Warren County Health Services' Public Health Emergency Response Plan, Iowa Department of Health, and Warren County Emergency Management Agency.
 5. List primary and backup point-of-contacts and notify Warren County Health Services of changes to the contact information.

The (Local Health Department) agrees to the following:

1. Provide the Organization with a Warren County Health Services Point-of-Contact person to answer questions or concerns about these arrangements.
2. After the event and in a timely manner, work with appropriate reimbursing Federal/State Agencies to assist in the replacement or reimbursement to the Organization for any food, supplies, and utilities (including telephone charges, faxes, copying machines, copy paper, etc.) used by Warren County Health Services during an Open POD Emergency Response.
3. Assure that trained POD staff will triage at the entrance of the facilities and, to the best of their ability, prevent contagious people from entering.
4. Assure that any post-event clean-up is performed.
5. Assure that any information gathered during building/facility site inspection will kept in a secure manner at the health department.
6. Contact Organization in a timely manner, once it has been determined the building/facilities will be used as an Open POD Site by Warren County Health Services.



Time of Performance

This Memorandum of Understanding shall be effective from the date it is signed through 10 years and will be reviewed for renewal 90 days prior to the expiration of this MOU. One or all of the parties may terminate this MOU at any time by giving 90 days written notice of intention to the other party. This MOU may be immediately terminated or modified upon mutual consent of both Warren County Health Services and the Organization.

Liability

1. Any and all claims, demands, expenses, liabilities, and losses as a result of incidents or damages to any facilities, which may arise out of any acts or failure to act by Warren County Health Services, its employees, agents, volunteers or contractors in connection with the performances of Open POD services provided by Warren County Health Services will be directed to the Federal or State of Iowa emergency/disaster funds.
2. The facility/organization shall be liable for any and all claims, demands, expenses, liabilities, and losses as a result of incidents or damage to the facilities which may arise out of any acts or failures to act by the Organization, its employees, agents or contractors, in connection with the performance of the services provided by the facility/organization to this Memorandum of Understanding.

The parties to this Memorandum of Understanding hereby agree to any and all provisions as stipulated above.

Organization Representative

Warren County Health Services

Printed Name and Title

Printed Name and Title

Signature

Signature

Date

Date

Name of facility: _____

Address of facility: _____

Organization Point-of-Contact Information (this needs to be completed for each facility)

1. Administrative Point-of-Contact

Name and Title: _____
Address: _____
Work Number: _____
Home Number: _____
Cell Number: _____
Pager Number: _____
Email: _____
Other: _____

2. Backup Administrative Point-of-Contact

Name and Title: _____
Address: _____
Work Number: _____
Home Number: _____
Cell Number: _____
Pager Number: _____
Email: _____

2. Facilities Point-of-Contact

Name and Title: _____
Address: _____
Work Number: _____
Home Number: _____
Cell Number: _____
Pager Number: _____
Email: _____
Other: _____

3. Security Point-of-Contact

Name and Title: _____
Address: _____
Work Number: _____
Home Number: _____
Cell Number: _____
Pager Number: _____
Email: _____
Other: _____

Meeting Date: 04/01/2019

Subject

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

Information

In your packet is a noise permit application for the Indianola Classic Car-Truck Show and Shine event which will be held every third Saturday of the month starting April 20, 2019 through September 24, 2019 from 4:00 p.m. - 7:00 p.m. This event will again be held in the Tru Bank Parking Lot located at 1401 N. Jefferson and they will be using a DJ. Council approval is necessary since this permit is for multiple days. Staff has reviewed and approved. No complaints were received during last year's event.

Fiscal Impact

Attachments

Noise Permit

Date: 3/18/19

Noise Permit Application

For Indianola Classic Car & Truck Show & Shine

Event Date: April 20, 2019 - September 24, 2019 (4:00 p.m. - 7:00 p.m.) Every 3rd
Saturday of the month at the Tru-Bank Parking Lot

Staff Recommendation

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

	Approve	Disapprove
Police Department – Dave Button	<u>DB 3/25/19</u>	_____
City Manager – Ryan Waller	<u>R 3/26/19</u>	_____

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Noise Event Application

2

Event Name: Indianola classic car & Truck show NShn 6
Date/Time of Event: APRIL 20 thru September 21 4-7
Location of Event: Tru-Bank 1401 N 56th FORDSON
Event Sponsor(s): _____

Contact Information:

Organization: _____
Contact Name: MIKE MURPHY
Address: 19995 80th Ave
Telephone Number: 515-771-8966
Cell Phone Number: Same
Fax Number: _____
Email Address: _____
Today's Date: 3-18-19

Anticipated Attendance: 50-100 Per Day _____ Total

Event Information:

Event Starts Date: April 20 Time: 4-7 Day of Week: _____
Event Ends Date: September 24 Time: _____ Day of Week: _____

Previous Event Information

Date of Event: _____ Time of Event: _____

Please provide a map showing the event location and location of band/music,
please specify: _____ Band ☒ DJ _____ Other (please specify)

RETURN NOISE APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

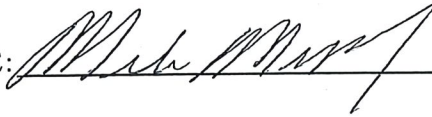
www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Noise Event Application

3

APPLICANT SIGNATURE:



Late Fee: Cash: _____ Check: _____ Received By: _____

OFFICE USE ONLY

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

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

Indianola Classic Car & Truck Show and Shine



Est. 2012

<https://www.facebook.com/IndianolaClassicCarAndTruckShowAndShine>



4:00-7:00pm

April 20th - May 25th

June 15th - July 27 - August 17

September 21

no rain dates - in TruBank Parking Lot
(1401 North Jefferson - across from Walmart)

Kids Pick • Wife's Pick • Door Prizes • 50/50 Drawings • No Entry Fee

All proceeds go to
St. Jude's Children's Hospital
Music/Home Made Food/
Pop/Water

Iowa Metal Fabrication

O'Reilly AUTO PARTS.
PROFESSIONAL PARTS PEOPLE

Warren
County Oil

FAREWAY
CONCRETE
POUR
STUDIO

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

TruBank

DOWNEY
TIRE PROS
Installing peace of mind™

INTEGRA
ELECTRICAL

JIFFY
X
XPRESS

Indy 66
North &
West

KELLER DESIGNS
• SCREEN PRINTING

CASEY'S
GENERAL STORE

Yo-Yo
gurt

SUBWAY
eat fresh.™

HyVee
EMPLOYEE OWNED

WINNER'S CIRCLE
trophies & awards

the Y
YMCA

Quality
PLUMBING HEATING
& AIR CONDITIONING
24 Hour Emergency Service

HyVee GAS

O&S Lawn Care

INDIANOLA
Window Tint
A DEDICATED TEAM OF PROFESSIONALS



Chumbley's
AUTO CARE

DETAILS
POLISH CENTER

STATE FARM
Auto
Life
Fire
INSURANCE

All Plan
Insurance Inc.

For More Info
call Mike Murphy
515-771-8966

Meeting Date: 04/01/2019

Subject

Approval of a sidewalk waiver (no curb and gutter) for 983 East Hillcrest Avenue

Information

The waiver request from Grit Performance 515, LLC (packet) - Parcel "E" of Lot 4 of the Replat of Hillcrest Industrial Park Plat 1 - is allowed by city code due to an absence of curb.

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

Fiscal Impact

Attachments

Sidewalk Waiver Request

Sidewalk Waiver

Map

Associated Engineering Company of Iowa, Inc.

1830 SE Princeton Drive, Suite M
Grimes, Iowa 50111
Phone: (515) 255-3156
Fax: (515) 255-3157

Engineering, Planning, Land Surveying and more

Tuesday, March 26, 2019
Project #: 207949

City of Indianola
110 North 1st Street
P.O. Box 299
Indianola, Iowa 50125

Re: Grit Performance
Sidewalk Waiver Request

Dear City of Indianola,

The owner of this project is asking for a waiver of the sidewalk requirement at this time. The owner understands that when improvements to East Hill Crest Drive are complete that said owner will be responsible for installation of a sidewalk. Owner agrees to sign an agreement meeting City of Indianola requirements.

Sincerely,



Vic Piagentini

Associated Engineering Company of Iowa, Inc.

WAIVER OF SIDEWALK REQUIREMENT
AND INSTALLATION COVENANT
(No Curb and Gutter)

WHEREAS, Grit Performance 515, LLC proposes to build a 13,680 Square Foot commercial building located at 983 East Hillcrest Avenue, and

WHEREAS, Section 136.06 paragraph 1 of the Indianola Code of Ordinances require that all structures within the city be serviced with a sidewalk before occupancy, and

WHEREAS, there is no curb and gutter adjacent to 983 East Hillcrest Avenue, and

WHEREAS, the Council may waive the sidewalk requirement on application of the affected property owner and upon the affected property owner signing an agreement to install such a sidewalk within one hundred twenty (120) days after the property owner has been notified that a curb and gutter has been installed and/or that the grade has been set.

IT IS HEREBY AGREED AS FOLLOWS:

1. At such time that a curb and gutter has been installed and/or that the grade has been set, the real estate owner shall be required to install such a sidewalk **within one hundred twenty (120) days** after notification as provided in Section 136.06 paragraph 4.
2. The installation shall be at the real estate owner's expense.
3. This waiver and covenant relate to real estate locally known as:

983 East Hillcrest Avenue

and legally described as:

Parcel "E" of Lot 4 of the Replat of Hillcrest Industrial Park Plat 1.

4. The agreement shall be verified and placed on record in the office of the Warren County Recorder and shall be binding on the undersigned real estate's owner, the real estate owner's heirs and assigns and shall be considered a covenant running with the land.
5. In the event the City of Indianola shall at any time in the future, but before the installation of the above described sidewalk adopt a resolution of necessity (including, but not limited to a resolution of necessity in conjunction with street replacement projects) requiring the installation of sidewalks of which the above is one or a part, the real estate owners hereby consents to the installation of the sidewalk, waives any right of objection thereto and agrees to pay any deficiency that might result as the result of the construction ordered.
6. This agreement is executed by Kelly B. Shaw, Mayor, City of Indianola, Iowa under the authority

of a motion dated the _____ day of _____, 20____.

CITY OF INDIANOLA, IOWA:

REAL ESTATE OWNER:

KELLY B. SHAW, MAYOR

PRESTON A WEST

KACEE E WEST

STATE OF IOWA, WARREN COUNTY, ss: (PLEASE PRINT)

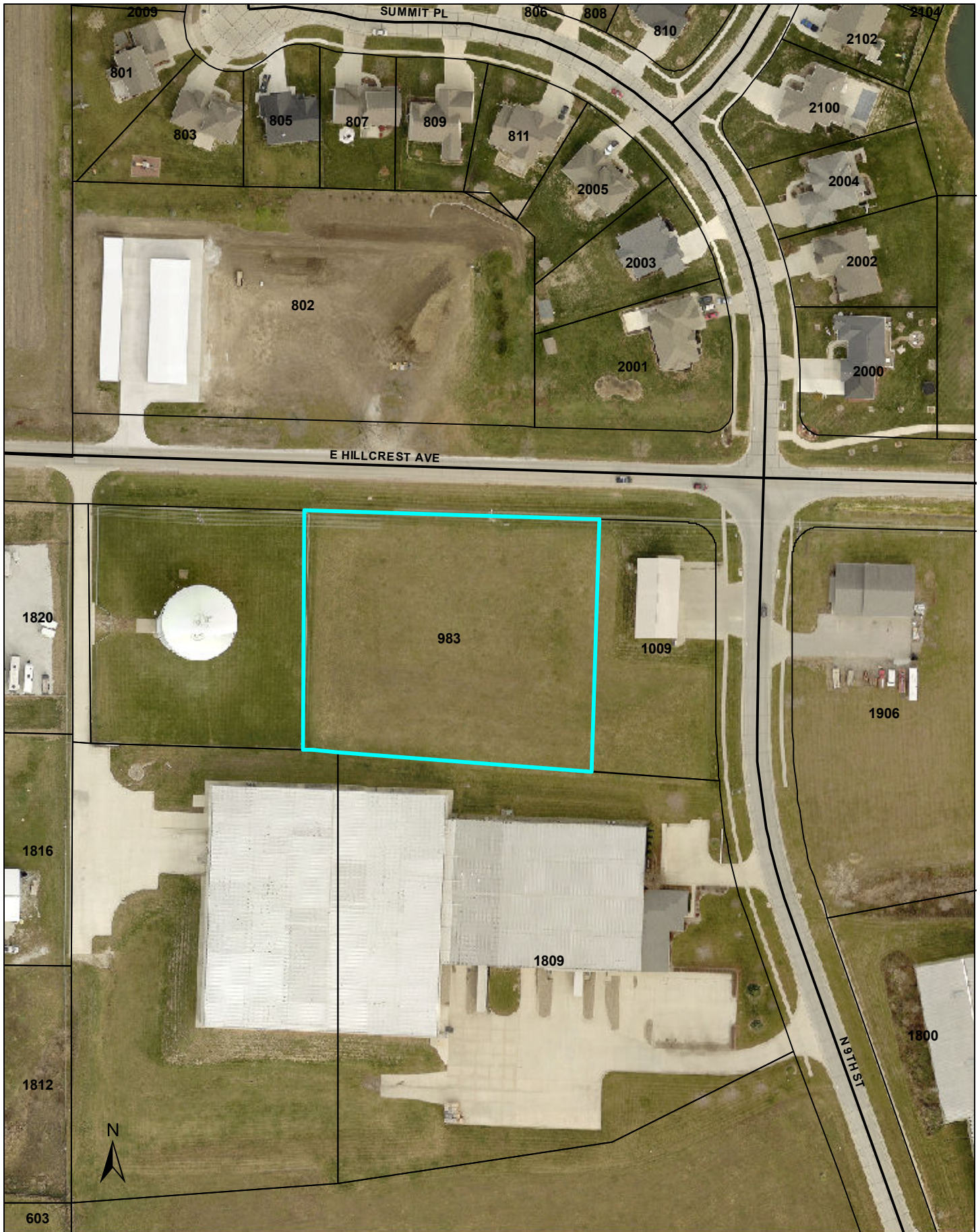
On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Preston A and Kacee E West to me known to be the identical person(s) named in and who executed this instrument, and acknowledged that they executed the same as their voluntary act and deed.

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA

STATE OF IOWA, WARREN COUNTY, ss:

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Kelly B. Shaw, to me personally know, who being by me duly sworn, did say that he is the Mayor of the City of Indianola, Iowa, who executed this instrument, that the seal affixed thereto is the seal of the City; that this instrument was signed and sealed on behalf of said city by authority of its council; and that Kelly B. Shaw as such officer acknowledged the execution of this instrument to be the voluntary act and deed of the city, by it and by them voluntarily executed.

NOTARY PUBLIC IN AND FOR THE STATE OF IOWA



GRIT PERFORMANCE 515, LLC
SIDEWALK WAIVER REQUEST
(NO CURB/GUTTER)



0 150 300 Feet



Meeting Date: 04/01/2019

Subject

Receipt and file of the monthly update regarding the EMS Billing Activity

Information

In your packet is the EMS Billing Activity report for February 2019 and a letter outlining an appeal the Indianola Fire Department has with CMS.

Fiscal Impact

Attachments

EMS Activity

Appeal Letter



FIRE DEPARTMENT

TO: Mayor Kelly Shaw and City Council Members
CC: City Manager Ryan Waller, Finance Director Andy Lent
FROM: Fire Chief Gregory M. Chia
DATE: 03-14-2019
RE: February 2019 EMS Billing Activity

As you are aware the city has partnered with Intermedix now (R1) Company, to serve as the billing agent for the City of Indianola Fire Department. The purpose of this letter is to provide an update on the billing activity for the fire department.

Below you will find details for the month of February 2019 EMS Billing activity. Data transfer has been an ongoing activity with all old accounts having been moved. R1 is currently capturing information from frequent users of the 911 system to expedite the invoicing process.

For the period: 02/01/2019 to 02/28/2019

New Charges: \$71,722	All Accounts Collected Old / New: \$89,097.94
Billable Transports: \$69,722	Non-Transports Collected: \$2000
Non-Transports Billable: \$2000.00	Unidentified Payments Collected: \$19.95
Total Non-Billable: (\$9,179)	
ALS Tier: 0	
Total Accounts Created: \$62,543	Net Total Collected: \$89,097.94

With the above activity the fund balance now stands at \$459,123, as reflected in this month's treasurer report.

Also attached you will find a letter that outlines an appeal the Indianola Fire Department has with CMS. In the transition and process of selecting a billing vendor a validation interruption occurred with CMS. This affected the reimbursement for new accounts during the disputed time-period outlined in the attachment. Brick Gentry has been involved with this appeal as has R1. The department is currently waiting on a trial date to present information before an Administrative Judge on this issue. If successful this will have a positive impact to the fire department, financially recovering several thousand dollars.

INDIANOLA

EST. 1849



FIRE DEPARTMENT

Wisconsin Physicians Service, Medicare Part B
Attention: Provider Enrollment Reconsideration Hearing Officer
1717 W Broadway
Madison, WI 53713-1834

RE: City of Indianola TIN: 426004797 / PTAN: 23594

To whom it may concern,

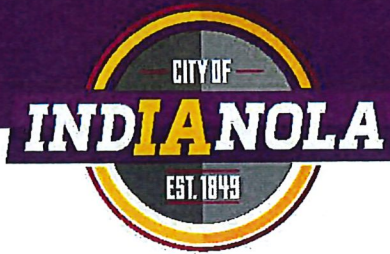
City of Indianola (DBA: Indianola Fire Department) is requesting an appeal hearing in response to the UNFAVORABLE decision received from the WPS GHA Senior Hearing Officer.

City of Indianola recently went through the Medicare revalidation process, our first revalidation application, submitted 09/29/2017 was rejected on 11/08/2017 and our PTAN was terminated due to “lack of response to development”. We responded to development promptly on 10/06/2017 after receiving the request. Our next communication from WPS was a letter indicating our Medicare billing privileges were revoked due to lack of response. We attempted at this time to work with WPS by calling (#170926-001170, #170926-001206, #171006-000841) but we were unable to restart our application.

We then had staff turn-over and hired a new billing company who has assisted us with the re-activation process. Upon submission of our reactivation application was submitted on 05/01/2018. We received a development request on 05/04/2018 requesting several items, including an updated Bank letter. The updates were submitted via fax on 05/07/2018. Our next communication from WPS was a letter indicating our application was rejected due to lack of response to development.

The renewal application was then submitted again on 06/05/2018 and included the development items requested in prior application development requests. We received a development request on 06/13/2018 and responded on 06/21/2018 via PECOS. On 07/02/2018 we received another development request for the same information, which we uploaded via PECOS and resubmitted again on 07/02/2018. Our contact spoke with WPS again on 07/06/2018 and submitted a final copy of our bank letter on 07/10/2018.

Finally, our application was approved, and our billing privileges were restored on 07/18/2018 with an effective date of 06/05/2018 with a gap in coverage from 11/03/2017.



— FIRE DEPARTMENT —

As emergency responders we are not able to stop providing services and we continued to provide care to Medicare recipients during this gap in coverage. We have been a non-participating billing provider in good standing with Medicare since May 1, 1986. Medicare patients account for approximately 45% of our patient volume, this gap causes a significant impact in our budget for 2017-2018. We respectfully ask for reconsideration of the Unfavorable decision from WPS and removal of the gap in billing privileges, so we can recover the lost revenue for the agency.

Best regards,

Gregory M. Chia, Fire Chief

City of Indianola Fire Department

Meeting Date: 04/01/2019

Subject

Approval of a street closure request from the Mayor's Youth Council - Bike Fest 2019 - June 15, 2019 - 6:00 a.m. - 1:00 p.m. - request is to the entire square

Information

The Mayor's Youth Council is planning their seventh community bicycle event and is requesting to close the entire square due to the courthouse construction and additional features/activities related to RAGBRAI. As they continue planning they may determine that the entire square is not needed. The application was received on March 12, 2019 and staff has approved.

Fiscal Impact

Attachments

Bike Fest App

Date: 3/12/19

Event Application

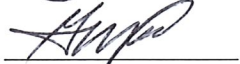
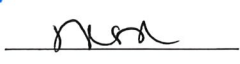
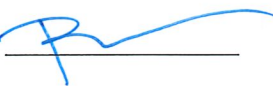
For Bike Fest 2019

Event Date : June 15, 2019 (6:00 a.m. - 1:00 p.m.)

Staff Recommendation and Chamber Notification

Attached is an event application. Please review; add any comments you feel are necessary, such as concerns or other items to be considered regarding the request.

Initial and date under either approval or disapproval and pass on to the next department.

	Approve	Disapprove
Street Department – Jason Etnyre		_____
Fire Department – Greg Chia		_____
Police Department – Brian Sher		_____
HR & Risk Manager – Melissa McCoy		_____
City Manager – Ryan Waller		_____
Chamber of Commerce	Fax: 961-9753	

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name:

Bike Fest 2019

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 (please specify): Bike Safety Event, family-oriented, free
Also fulfills one safety event requirement as RABRAI

Date/Time of Event: Saturday, June 15, 2019 10:00-Noon

host community

Location of Event: The Square

Event Sponsor(s): Indianola Mayor's Youth Council

Contact Information:

Organization: Indianola Mayor's Youth Council (MYC)

Contact Name: Becky Lane

Address: Indianola Parks & Rec 2204 W. 2nd Ave

Telephone Number: 515 961-9420

Cell Phone Number: 515 783-7150

Fax Number: na

Email Address: blane@indianolaiowa.gov

Today's Date: 3/11/19

Anticipated Attendance: 150-200 Per Day 150-200 Total

Event Information:

Setup Begins	Date: <u>6/15/19</u>	Time: <u>6:00 am</u>	Day of Week: <u>Sat</u>
Event Starts	Date: <u>6/15/19</u>	Time: <u>10:00 am</u>	Day of Week: <u>Sat</u>
Event Ends	Date: <u>6/15/19</u>	Time: <u>Noon</u>	Day of Week: <u>Sat</u>
Dismantle	Date: <u>6/15/19</u>	Time: <u>1:00pm</u>	Day of Week: <u>Sat</u>

Becky Lane

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.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com

Narrative:

Please describe your request and event:

MYC is planning their 7th community bicycle event, a family friendly event that offers free & fun bike related activities to encourage safe bicycling in Indianola. This year our event also fulfills one of the RAGBRAI host community's requirements for a safety event.

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

MYC is requesting closure of the entire square due to courthouse construction and additional features/activities related to RAGBRAI. As we continue planning we may determine that the entire square is not needed.

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

The square will be closed to ensure safe passage of bicyclists and pedestrians.

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

First aid kits will be available at the event. All volunteers will have cell phones for communication. In the event of an emergency 911 will be called.

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

No outside vendors are planned at this time. We will use existing trash receptacles as needed.

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

RETURN PERMIT APPLICATION TO:

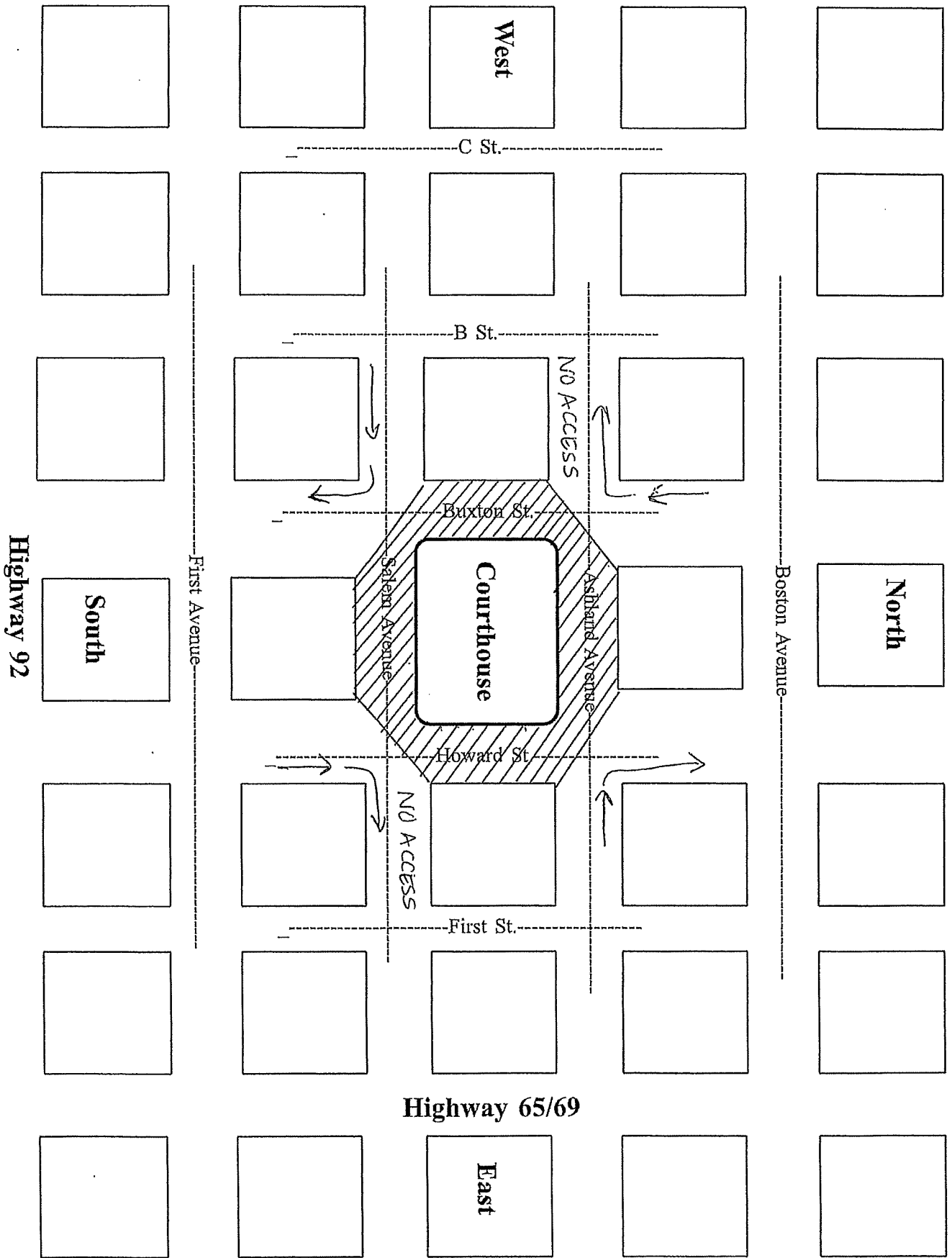
110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@cityofindianola.com



Meeting Date: 04/01/2019

Subject

Claims on the computer printout for April 1, 2019

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ADAMS DOOR COMPANY INC.				
ADAMS DOOR COMPANY INC.	OVERHEAD DOOR REPAIR	02/28/2019	585.50	FIRE FUND
Total ADAMS DOOR COMPANY INC.:			585.50	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	03/15/2019	1,478.28	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			1,478.28	
BOB BROWN CHEVROLET				
BOB BROWN CHEVROLET	P&R CARGO VAN	03/19/2019	18,483.00	VEHICLE RESERV
Total BOB BROWN CHEVROLET:			18,483.00	
BRAVO GREATER DES MOINES				
BRAVO GREATER DES MOINES	2ND QTR FY19 PAYMENT	03/19/2019	8,578.80	GENERAL FUND
Total BRAVO GREATER DES MOINES:			8,578.80	
BRUENING ROCK PRODUCTS				
BRUENING ROCK PRODUCTS	ROAD STONE	03/18/2019	2,972.66	ROAD USE TAX FU
Total BRUENING ROCK PRODUCTS:			2,972.66	
BYRON, PERRY				
BYRON, PERRY	REFUND FOR POOL PARTY	03/25/2019	240.00	POOL (MEMORIAL)
Total BYRON, PERRY:			240.00	
CINTAS CORPORATION				
CINTAS CORPORATION	FIRST AID SUPPLIES	03/19/2019	60.57	ROAD USE TAX FU
CINTAS CORPORATION	RESTOCK MEDICINE CABINET	03/26/2019	30.33	SEWER FUND
CINTAS CORPORATION	RESPIRATOR FIT TEST - CRAWFORD	03/19/2019	45.00	ROAD USE TAX FU
Total CINTAS CORPORATION:			135.90	
D.A. DAVIDSON & CO.				
D.A. DAVIDSON & CO.	GO/ELECTRIC REVENUE ISSUES EMMA FILI	03/18/2019	500.00	GENERAL FUND
Total D.A. DAVIDSON & CO.:			500.00	
DES MOINES AREA COMM COLLEGE				
DES MOINES AREA COMM COL	CEH'S TRAINING	03/01/2019	15.00	AMBULANCE FUN
DES MOINES AREA COMM COL	BLOOD BORNE PATHOGENS	03/13/2019	15.00	AMBULANCE FUN
Total DES MOINES AREA COMM COLLEGE:			30.00	
DES MOINES REGISTER MEDIA				
DES MOINES REGISTER MEDIA	PH BUDGET	02/28/2019	122.52	GENERAL FUND
DES MOINES REGISTER MEDIA	PH	02/28/2019	59.61	GENERAL FUND
DES MOINES REGISTER MEDIA	CC MIN-02	02/28/2019	261.15	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1608	02/28/2019	35.62	GENERAL FUND
DES MOINES REGISTER MEDIA	ORD 1609	02/28/2019	48.68	GENERAL FUND
DES MOINES REGISTER MEDIA	CREDIT	02/28/2019	39.42	GENERAL FUND
Total DES MOINES REGISTER MEDIA:			488.16	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DETAILS PLUS				
DETAILS PLUS	BEDLINER REAR BUMPER CAMERA TRUCK	03/19/2019	450.00	VEHICLE RESERV
Total DETAILS PLUS:			450.00	
DISSELL, CHARLES				
DISSELL, CHARLES	WELLNESS FEB & MAR	03/20/2019	30.00	GENERAL FUND
Total DISSELL, CHARLES:			30.00	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	TIRE REPAIR	03/18/2019	40.25	ROAD USE TAX FU
DOWNEY TIRE PROS	TIRE REPAIR	03/20/2019	8.40	PARK & RECREATI
Total DOWNEY TIRE PROS:			48.65	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	MONTHLY CLEANING	03/20/2019	4,000.00	GENERAL FUND
DUST PROS JANITORIAL	MONTHLY CLEANING CHARGE	03/20/2019	1,462.00	PARK & RECREATI
DUST PROS JANITORIAL	CLEANING SUPPLIES	03/20/2019	73.50	PARK & RECREATI
Total DUST PROS JANITORIAL:			5,535.50	
ELECTRICAL ENG & EQUIP				
ELECTRICAL ENG & EQUIP	WESLEY GENERATOR PM	03/18/2019	275.00	SEWER FUND
ELECTRICAL ENG & EQUIP	MCCORD GENERATOR PM	03/19/2019	450.00	SEWER FUND
ELECTRICAL ENG & EQUIP	NORTH PLANT GENERATOR PM	03/18/2019	1,700.00	SEWER FUND
ELECTRICAL ENG & EQUIP	HWY 65-69 GENERATOR PM	03/19/2019	450.00	SEWER FUND
ELECTRICAL ENG & EQUIP	SOUTH PLANT GENERATOR PM	03/19/2019	915.00	SEWER FUND
ELECTRICAL ENG & EQUIP	PLAINVIEW GENERATOR PM	03/19/2019	300.00	SEWER FUND
ELECTRICAL ENG & EQUIP	QUAIL MEADOWS GENERATOR PM	03/18/2019	300.00	SEWER FUND
Total ELECTRICAL ENG & EQUIP:			4,390.00	
FARNER-BOCKEN				
FARNER-BOCKEN	SOFTBALL CONCESSIONS	03/20/2019	2,620.62	PARK & RECREATI
Total FARNER-BOCKEN:			2,620.62	
FRIDLEY THEATRES				
FRIDLEY THEATRES	PAYMENT FOR DISCOUNT PASSES	03/15/2019	300.00	PARK & RECREATI
Total FRIDLEY THEATRES:			300.00	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	HOTEL/MOTEL FY2019 2ND QTR	03/18/2019	8,578.80	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			8,578.80	
GRIMES ASPHALT & PAVING				
GRIMES ASPHALT & PAVING	COLD MIX	03/12/2019	921.26	ROAD USE TAX FU
GRIMES ASPHALT & PAVING	COLD MIX	03/15/2019	3,619.34	ROAD USE TAX FU
Total GRIMES ASPHALT & PAVING:			4,540.60	
HARRISON TRUCK CENTERS				
HARRISON TRUCK CENTERS	TRUCK BODY PARTS DAMAGED BY SNOW	03/21/2019	762.65	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HARRISON TRUCK CENTERS:			762.65	
HUTCHINSON SALT CO. INC.				
HUTCHINSON SALT CO. INC.	SALT	03/02/2019	3,110.84	ROAD USE TAX FU
HUTCHINSON SALT CO. INC.	SALT	03/11/2019	3,304.22	ROAD USE TAX FU
HUTCHINSON SALT CO. INC.	SALT	03/11/2019	3,137.92	ROAD USE TAX FU
HUTCHINSON SALT CO. INC.	SALT	03/11/2019	1,635.35	ROAD USE TAX FU
HUTCHINSON SALT CO. INC.	SALT	03/12/2019	1,691.43	ROAD USE TAX FU
Total HUTCHINSON SALT CO. INC.:			12,879.76	
HY-VEE				
HY-VEE	INSTRUCTION COOKING CLASS	03/13/2019	100.00	PARK & RECREATI
Total HY-VEE:			100.00	
IA DEPT OF INSPECTIONS/APEALS				
IA DEPT OF INSPECTIONS/APP	VMAC CONCESSION LICENSE	03/22/2019	150.00	POOL (MEMORIAL)
Total IA DEPT OF INSPECTIONS/APEALS:			150.00	
IA DEPT OF PUBLIC HEALTH				
IA DEPT OF PUBLIC HEALTH	POOL & SLIDE REGISTRATION RENEWAL B	03/14/2019	140.00	POOL (MEMORIAL)
Total IA DEPT OF PUBLIC HEALTH:			140.00	
INDOFF INCORPORATED				
INDOFF INCORPORATED	OFFICE SUPPLIES	02/28/2019	23.28	GENERAL FUND
INDOFF INCORPORATED	OFFICE SUPPLIES	03/25/2019	28.36	PARK & RECREATI
Total INDOFF INCORPORATED:			51.64	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	03/21/2019	55.80	SEWER FUND
Total IOWA ONE CALL:			55.80	
IOWA STATE UNIVERSITY				
IOWA STATE UNIVERSITY	FIRE SCHOOL - WINTER	03/01/2019	20.00	FIRE FUND
Total IOWA STATE UNIVERSITY:			20.00	
ITRON INC.				
ITRON INC.	SOFTWARE MAINT (4/1/19 - 6/30/19) HARDW	03/12/2019	391.49	SEWER FUND
Total ITRON INC.:			391.49	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	WEEKLY LAB TESTS	03/15/2019	85.00	SEWER FUND
KEYSTONE LABORATORIES IN	WEEKLY LAB TESTS	03/15/2019	145.00	SEWER FUND
Total KEYSTONE LABORATORIES INC:			230.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - APR 2019	03/22/2019	2,787.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total KIYA KODA HUMANE SOCIETY:			2,787.00	
LEGGINS, MELINDA				
LEGGINS, MELINDA	REFUND FOR CANCELLED CLASS	03/18/2019	11.60	PARK & RECREATI
Total LEGGINS, MELINDA:			11.60	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	DRYWALL SCREWS	03/19/2019	10.78	POOL (MEMORIAL)
MCCOY HARDWARE INC	COUPLING AND CLAMPS	03/20/2019	6.65	SEWER FUND
MCCOY HARDWARE INC	ALUMINUM SCREEN	03/22/2019	33.53	POOL (MEMORIAL)
MCCOY HARDWARE INC	BATTERIES FOR LOCATORS	03/26/2019	28.78	SEWER FUND
MCCOY HARDWARE INC	ALUMINUM SCREEN	03/19/2019	68.39	POOL (MEMORIAL)
Total MCCOY HARDWARE INC:			148.13	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	05931-25003 N HWY 65/69 ENTRANCE SIGN	03/18/2019	12.16	GENERAL FUND
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	03/18/2019	132.31	GENERAL FUND
Total MID AMERICAN ENERGY CO.:			144.47	
MIDWEST AUTOMATIC FIRE SPRINKLER				
MIDWEST AUTOMATIC FIRE SP	2019 ANNUAL SPRINKLER INSPECTION	03/21/2019	222.50	GENERAL FUND
Total MIDWEST AUTOMATIC FIRE SPRINKLER:			222.50	
MUNICIPAL SUPPLY INC				
MUNICIPAL SUPPLY INC	SCREW FOR HYDRANT	03/11/2019	98.00	SEWER FUND
Total MUNICIPAL SUPPLY INC:			98.00	
NAPA AUTO PARTS				
NAPA AUTO PARTS	IMPACT SOCKET	03/19/2019	16.49	PARK & RECREATI
NAPA AUTO PARTS	BULBS AND SCREWDRIVERS	03/22/2019	30.89	SEWER FUND
Total NAPA AUTO PARTS:			47.38	
NETWRIX CORPORATION				
NETWRIX CORPORATION	ANNUAL SUPPORT & MAINTENANCE	09/27/2018	290.39	GENERAL FUND
Total NETWRIX CORPORATION:			290.39	
NORTHERN STAR TECHNOLOGIES				
NORTHERN STAR TECHNOLOG	INSTALL ELECTRICAL STRIP	03/07/2019	425.07	FIRE FUND
Total NORTHERN STAR TECHNOLOGIES:			425.07	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	TRUCK WIRING	03/18/2019	31.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	PAINT FOR TRAILER	03/25/2019	26.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	PAINT FOR TRAILER	03/25/2019	26.99	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			85.97	
PARKER SIGN & GRAPHICS				
PARKER SIGN & GRAPHICS	EQ POND SIGNS	03/25/2019	70.36	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PARKER SIGN & GRAPHICS:			70.36	
PEER SUPPORT FOUNDATION				
PEER SUPPORT FOUNDATION	CRISIS ICISF TRAINING - PASTOR JAKES	03/10/2019	250.00	FIRE FUND
Total PEER SUPPORT FOUNDATION:			250.00	
PER MAR SECURITY				
PER MAR SECURITY	ACTIVITY CENTER FIRE ALARM MONITORIN	03/12/2019	139.50	PARK & RECREATI
Total PER MAR SECURITY:			139.50	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	CARDIAC MONITOR LEASE	03/09/2019	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	FRAME FOR TILT TRAILER	03/19/2019	1,488.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			1,488.00	
PINE VALLEY INSPECTIONS/CONSULTING LLC				
PINE VALLEY INSPECTIONS/CO	CONTRACTUAL PLAN REVIEW SERVICES	03/23/2019	490.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			490.00	
ROUNDED MINDS				
ROUNDED MINDS	INSTRUCTION SPORTS EXPLORATION	02/14/2019	560.00	PARK & RECREATI
Total ROUNDED MINDS:			560.00	
S & H AUTO ELECTRIC INC				
S & H AUTO ELECTRIC INC	REBUILD STARTER FOR SOUTH PLANT GE	03/15/2019	325.00	SEWER FUND
Total S & H AUTO ELECTRIC INC:			325.00	
SAFE BUILDING COMPLIANCE & TECHNOLOGY				
SAFE BUILDING COMPLIANCE	INSPECTION CONTR. SERVICES	01/31/2019	2,625.00	GENERAL FUND
SAFE BUILDING COMPLIANCE	INSPECTION CONTR. SERVICES	02/28/2019	4,745.00	GENERAL FUND
Total SAFE BUILDING COMPLIANCE & TECHNOLOGY:			7,370.00	
SANDRY FIRE SUPPLY LLC				
SANDRY FIRE SUPPLY LLC	SUSPENDERS PPE	02/18/2019	40.00	FIRE FUND
SANDRY FIRE SUPPLY LLC	PPE - GLOVES	03/05/2019	1,690.28	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			1,730.28	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	03/22/2019	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SNYDER & ASSOCIATES INC				
SNYDER & ASSOCIATES INC	QUAIL MEADOWS PLAT 2	03/12/2019	359.50	GENERAL FUND
SNYDER & ASSOCIATES INC	HILLCREST AVE CONCEPT STUDY	03/12/2019	735.00	STREET CAPITAL

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
SNYDER & ASSOCIATES INC	SOUTH K ST PAVING	03/12/2019	11,063.70	STREET CAPITAL
SNYDER & ASSOCIATES INC	DRAINAGE ISSUES	03/12/2019	630.00	STORMWATER UTI
SNYDER & ASSOCIATES INC	PRE-APP MEETING: QUAIL MEADOWS 2	03/12/2019	857.44	GENERAL FUND
SNYDER & ASSOCIATES INC	HILLCREST TRAIL CONNECTOR	03/12/2019	4,340.00	CAPITAL PROJECT
Total SNYDER & ASSOCIATES INC:			17,985.64	
STATE OF IOWA				
STATE OF IOWA	BALANCE OF AUDITING FEE FOR CITY AND	03/25/2019	225.00	SEWER FUND
Total STATE OF IOWA:			225.00	
STEVESON, STEPHANIE				
STEVESON, STEPHANIE	INSTRUCTION DANCE CLASSES	02/22/2019	462.00	PARK & RECREATI
Total STEVESON, STEPHANIE:			462.00	
SUNDOWN EQUIPMENT				
SUNDOWN EQUIPMENT	KUBOTA PARTS	03/12/2019	196.63	ROAD USE TAX FU
Total SUNDOWN EQUIPMENT:			196.63	
THEISEN'S				
THEISEN'S	HOSE SUPPLIES - SHOP	03/14/2019	30.46	ROAD USE TAX FU
THEISEN'S	ALUMINUM SCREEN FOR EVERHANG @ MA	03/19/2019	19.96	POOL (MEMORIAL)
THEISEN'S	PROPANE FOR BRUSH FACILITY	03/27/2019	28.97	GENERAL FUND
Total THEISEN'S:			79.39	
TITAN MACHINERY				
TITAN MACHINERY	BACKHOE CYCLINDER	03/13/2019	2,526.54	ROAD USE TAX FU
TITAN MACHINERY	ROAD GRADER FILTER	03/14/2019	117.54	ROAD USE TAX FU
Total TITAN MACHINERY:			2,644.08	
TRANS-IOWA EQUIPMENT INC				
TRANS-IOWA EQUIPMENT INC	SWEeper PARTS	03/25/2019	164.62	ROAD USE TAX FU
Total TRANS-IOWA EQUIPMENT INC:			164.62	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES -3	03/12/2019	107.57	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONES - 2	03/12/2019	64.92	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2	03/12/2019	94.47	SEWER FUND
U.S. CELLULAR	CELL PHONE	03/12/2019	44.68	FIRE FUND
Total U.S. CELLULAR:			311.64	
UNITYPOINT HEALTH - DES MOINES				
UNITYPOINT HEALTH - DES MO	ACLS CARDS	03/12/2019	80.00	AMBULANCE FUN
Total UNITYPOINT HEALTH - DES MOINES:			80.00	
UPHDM OCCUPATIONAL HEALTH & WELLNESS				
UPHDM OCCUPATIONAL HEAL	CONSORTIUM ANNUAL ADMIN FEE & DRIVE	02/28/2019	39.00	ROAD USE TAX FU
Total UPHDM OCCUPATIONAL HEALTH & WELLNESS:			39.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 3/9/19 - 4/8/19	03/08/2019	75.00	GENERAL FUND
Total WALLER, RYAN:			75.00	
WARREN CO MASTER GARDENERS				
WARREN CO MASTER GARDEN	THINK SPRING	03/25/2019	418.36	PARK & RECREATI
Total WARREN CO MASTER GARDENERS:			418.36	
WARREN COUNTY EXTENSION				
WARREN COUNTY EXTENSION	INSTRUCTION OF BABYSITTING CLINIC	03/11/2019	300.00	PARK & RECREATI
Total WARREN COUNTY EXTENSION:			300.00	
WELLS FARGO CCER				
WELLS FARGO CCER	AMZN MKTP US MB4YK1UO065022- DVDs	02/01/2019	30.92	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM MB2BV9UM0Adult programmin	02/01/2019	13.00	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MB3RI5UJ1Friends Dr. Seuss	02/01/2019	9.99	LIBRARY SPECIAL
WELLS FARGO CCER	ADOBE CREATIVE CLOUDsoftware subscripti	02/01/2019	52.99	PARK & RECREATI
WELLS FARGO CCER	HY VEE 1271EMS Medications Zofran	02/01/2019	50.64	AMBULANCE FUN
WELLS FARGO CCER	WM SUPERCENTER #1491zone supplies	02/01/2019	84.06	PARK & RECREATI
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQCPR mani	02/01/2019	526.84	AMBULANCE FUN
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQEMS Medi	02/01/2019	119.80	AMBULANCE FUN
WELLS FARGO CCER	HY VEE 1271This \$36.50 charge is the balanc	02/04/2019	36.50	FIRE FUND
WELLS FARGO CCER	BOUND TREE MEDICAL LLC	02/04/2019	188.97	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US MB6CZ1Q6265020- Books	02/04/2019	15.78	LIBRARY FUND
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASCollections	02/04/2019	220.00	SEWER FUND
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPCPR cards IFD	02/04/2019	102.00	AMBULANCE FUN
WELLS FARGO CCER	WM SUPERCENTER #1491Thank you cards fo	02/04/2019	26.94	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491mother-son and daddy-daug	02/04/2019	.97	PARK & RECREATI
WELLS FARGO CCER	WOMANS DAY 8002342960Activity Center sub	02/04/2019	16.02	PARK & RECREATI
WELLS FARGO CCER	MCCOY TRUE VALUEElectrical cover plates fo	02/04/2019	3.19	ROAD USE TAX FU
WELLS FARGO CCER	VISTAPR VISTAPRINT.COMtax return	02/04/2019	3.98-	POLICE FUND
WELLS FARGO CCER	VISTAPR VISTAPRINT.COMpolice bus cards -	02/04/2019	60.83	POLICE FUND
WELLS FARGO CCER	MERCYCOLLEGE OF HEALTHSCIE	02/04/2019	100.00-	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US MB1P85WF1Friends SRP19	02/04/2019	78.64	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MB5LD16H2Teen program su	02/04/2019	27.48	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491mother-son and daddy-daug	02/04/2019	1.04	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US MB5894YJ0Friends SRP19 C	02/05/2019	36.57	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MB48C8S82Table stands for	02/05/2019	158.34	GENERAL FUND
WELLS FARGO CCER	THEISENS #21Floor dry and socket sets	02/05/2019	101.03	FIRE FUND
WELLS FARGO CCER	WAL-MART #1491 SE2mother-son and dadd	02/05/2019	1.04-	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM MB4OW0YK065022-DVDs	02/05/2019	45.94	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MB2G78YZ1Dell car charger	02/05/2019	23.99	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US MI6OU8CK0Cassandra desk	02/05/2019	10.69	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM MB60F3YL0High School Book	02/05/2019	63.92	LIBRARY SPECIAL
WELLS FARGO CCER	VSN DOTGOVREGISTRATIONIndianolalowa.g	02/05/2019	400.00	GENERAL FUND
WELLS FARGO CCER	DISCOUNTMUGS.COMMugs for Cocoa Classi	02/05/2019	188.00	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDPapers and Frames	02/06/2019	322.80	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US MB2HT0Y00Friends SRP19 C	02/06/2019	32.84	LIBRARY SPECIAL
WELLS FARGO CCER	BATTERIESPLUSBULBS 0203Batteries for UP	02/06/2019	55.90	SEWER FUND
WELLS FARGO CCER	NAPA PARTS 0000514Electrical connectors an	02/06/2019	33.24	AMBULANCE FUN
WELLS FARGO CCER	THE GREATER DES MOINESParking for Metro	02/06/2019	7.50	GENERAL FUND
WELLS FARGO CCER	WM SUPERCENTER #1491x1 Gallon Water ju	02/06/2019	7.47	FIRE FUND
WELLS FARGO CCER	AMAZON.COM MB4DA0YC16TB hardrive	02/06/2019	119.99	POLICE FUND
WELLS FARGO CCER	AMAZON.COM MB64K52N2Family event	02/06/2019	33.29	LIBRARY FUND
WELLS FARGO CCER	BOMGAARS # 65 DES MOINESPaddle Lock	02/06/2019	10.59	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASCollection Li	02/06/2019	75.00	SEWER FUND
WELLS FARGO CCER	HOBBY-LOBBY #258Think Spring Supplies	02/06/2019	20.94	PARK & RECREATI
WELLS FARGO CCER	IN BURRIS COMPUTER FORMSDISconnect fo	02/06/2019	159.65	GENERAL FUND
WELLS FARGO CCER	NAPA PARTS 0000514Oil change Command 3	02/06/2019	70.04	FIRE FUND
WELLS FARGO CCER	CROWLEY MARINE, INCShift lever for boat mo	02/06/2019	16.80	FIRE FUND
WELLS FARGO CCER	IOWA LEAGUE OF CITIESIowa Municipal Man	02/06/2019	350.00	GENERAL FUND
WELLS FARGO CCER	MCCOY TRUE VALUEx1- 5/8 x 50 Flexogen ga	02/07/2019	37.78	FIRE FUND
WELLS FARGO CCER	AMZN MKTP US MI5SO149165060- Post It not	02/07/2019	22.86	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI79N0O30Friends SRP19 pr	02/07/2019	67.96	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM MI3K80OV1Think Spring Suppli	02/07/2019	48.90	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US MB4MP1K6265060- Receipt r	02/07/2019	58.99	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI6ZU1F9065020- Books	02/07/2019	32.30	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI6ZU1F9065022- DVDs	02/07/2019	23.42	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MB4A387V2Friends SRP19 C	02/07/2019	5.99	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM MB7356K22Family event	02/07/2019	9.62	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM MB9356K92Friends SRP19 Cra	02/08/2019	19.44	LIBRARY SPECIAL
WELLS FARGO CCER	RI NOVELTY/TOY NETWORKFriends SRP19 b	02/08/2019	229.60	LIBRARY SPECIAL
WELLS FARGO CCER	HY VEE 1271BBBC snack	02/08/2019	4.99	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI7640L51Friends SRP19 Cr	02/08/2019	6.99	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MI4RA9LK1Family event	02/08/2019	16.99	LIBRARY FUND
WELLS FARGO CCER	WWW.TRAINHR.COMTraining on Stay Intervie	02/08/2019	145.00	GENERAL FUND
WELLS FARGO CCER	INDOFF INCORPORATEDSupplies	02/11/2019	46.03	GENERAL FUND
WELLS FARGO CCER	DEMCO INC65025- Enrich Iowa- black book ca	02/11/2019	354.45	LIBRARY SPECIAL
WELLS FARGO CCER	DEMCO INC65070- book tape	02/11/2019	41.29	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM MI6QY932165022- DVDs	02/11/2019	17.96	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491Programming Office supplies	02/11/2019	11.82	LIBRARY FUND
WELLS FARGO CCER	NORTHERN TOOL EQUIPMNTRoller for Came	02/11/2019	27.99	SEWER FUND
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASIAWEA Me	02/11/2019	100.00	SEWER FUND
WELLS FARGO CCER	THE HOME DEPOT #2107Office Supplies	02/11/2019	58.88	SEWER FUND
WELLS FARGO CCER	WM SUPERCENTER #1491EMS Medications	02/11/2019	13.89	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US65060- Refund for receipt rolls	02/11/2019	34.99-	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM MB4E15U92Friends SRP19 Cr	02/11/2019	38.88	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MI3QD2L60Friends SRP19 B	02/11/2019	6.43	LIBRARY SPECIAL
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASCredit for C	02/11/2019	10.00-	SEWER FUND
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASCredit for C	02/11/2019	100.00-	SEWER FUND
WELLS FARGO CCER	IOWA WATER ENVIRONMENT ASCredit for C	02/11/2019	110.00-	SEWER FUND
WELLS FARGO CCER	RADWELL INTERNATIONALRelay for #2 Final	02/11/2019	326.50	SEWER FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Zone and senior su	02/11/2019	21.41	PARK & RECREATI
WELLS FARGO CCER	USPS PO 1843650625Post Card Stamps	02/12/2019	35.00	PARK & RECREATI
WELLS FARGO CCER	WARREN COUNTY OILLP for North Plant	02/12/2019	1,683.84	SEWER FUND
WELLS FARGO CCER	ADOBE EXPORTPDF SUBadobe software ser	02/13/2019	25.31	POLICE FUND
WELLS FARGO CCER	AMZN MKTP US MB3J72Y32Friends SRP19 C	02/13/2019	109.25	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MI8EW2370equipment suppli	02/13/2019	49.95	POLICE FUND
WELLS FARGO CCER	QUILL CORPORATIONOffice supplies	02/13/2019	102.83	POLICE FUND
WELLS FARGO CCER	AMZN MKTP US MB04S7YJ2Magazine return t	02/13/2019	35.95	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Friends SRP19 Fa	02/14/2019	9.22	LIBRARY SPECIAL
WELLS FARGO CCER	INDOFF INCORPORATEDOffice Supplies	02/14/2019	69.87	GENERAL FUND
WELLS FARGO CCER	INDOFF INCORPORATEDSupplies	02/14/2019	73.90	GENERAL FUND
WELLS FARGO CCER	PAYPAL EBAY INCEBbay sales tax required b	02/14/2019	11.70	GENERAL FUND
WELLS FARGO CCER	PAYPAL INFINITYPARReplacement Council M	02/14/2019	189.97	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM MI8NT4A3065022- DVDs	02/15/2019	19.31	LIBRARY FUND
WELLS FARGO CCER	HY VEE 1271Teen program supplies	02/15/2019	16.35	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Office and Program	02/15/2019	43.68	PARK & RECREATI
WELLS FARGO CCER	QUILL CORPORATIONOffice supplies	02/15/2019	155.41	POLICE FUND
WELLS FARGO CCER	WORLDPOINT ECC, INCCPR supplies for CPR	02/15/2019	85.80	AMBULANCE FUN
WELLS FARGO CCER	AMAZON.COM MI7E6112065022- DVDs	02/18/2019	21.65	LIBRARY FUND
WELLS FARGO CCER	OREILLY AUTO #0337rear brakes and rotor for	02/18/2019	199.81	AMBULANCE FUN
WELLS FARGO CCER	WEBSCORER.COMTiming for Cocoa Classic	02/18/2019	50.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMZN MKTP US MI1FY5EH0Heater for Headw	02/18/2019	338.17	SEWER FUND
WELLS FARGO CCER	WAL-MART #1491Daddy-Daughter Dance Phot	02/18/2019	24.76	PARK & RECREATI
WELLS FARGO CCER	SHOPIFY 60298938ecommerce website	02/19/2019	29.00	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDSupplies	02/20/2019	30.11	GENERAL FUND
WELLS FARGO CCER	SQ EMERGENCY MEDIC	02/20/2019	1,970.05	AMBULANCE FUN
WELLS FARGO CCER	AMAZON.COM MI9XM0JK265020- Books	02/20/2019	15.92	LIBRARY FUND
WELLS FARGO CCER	CIRCLE B CASHWAY OF INDIAMaterials for b	02/20/2019	152.44	ROAD USE TAX FU
WELLS FARGO CCER	AED SUPERSTOREAED pads	02/21/2019	282.48	POLICE FUND
WELLS FARGO CCER	CIRCLE B CASHWAY OF INDIA	02/21/2019	42.49	FIRE FUND
WELLS FARGO CCER	AMAZON.COM MI6DK8JX265022- DVDs	02/21/2019	62.90	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI5WO6T62Error Charge - ret	02/21/2019	42.79	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514Air filter and safety glas	02/21/2019	88.08	FIRE FUND
WELLS FARGO CCER	GIGSALADPool Party Entertainment - Zounds t	02/21/2019	189.00	POOL (MEMORIAL)
WELLS FARGO CCER	SOUTHEASTERN EMERGENCY EQ	02/21/2019	224.06	AMBULANCE FUN
WELLS FARGO CCER	NAPA PARTS 0000514Spark plug S 339 power	02/21/2019	2.78	FIRE FUND
WELLS FARGO CCER	PAYPAL STUDIOFUSCOImpound orange stick	02/22/2019	357.00	POLICE FUND
WELLS FARGO CCER	AMAZON MP3 MI5FK5MX065079- Childrens Pr	02/22/2019	.99	LIBRARY FUND
WELLS FARGO CCER	EASycANVASPRINTS.COMBuxton Park canv	02/22/2019	51.82	PARK & RECREATI
WELLS FARGO CCER	EXPEDIA 7414172329457Flight insurance for a	02/22/2019	19.00	GENERAL FUND
WELLS FARGO CCER	QUILL CORPORATIONSupplies	02/22/2019	78.79	POLICE FUND
WELLS FARGO CCER	EXPEDIA 7414172329457Booking fee for airpla	02/22/2019	2.22-	GENERAL FUND
WELLS FARGO CCER	EXPEDIA 7414172329457Flight insurance for a	02/22/2019	19.00-	GENERAL FUND
WELLS FARGO CCER	EXPEDIA 7414172329457Booking fee for airpla	02/22/2019	2.22	GENERAL FUND
WELLS FARGO CCER	SQ EMERGENCY MEDIC	02/25/2019	830.00	AMBULANCE FUN
WELLS FARGO CCER	DEMCO INCFriends childrens area seating	02/25/2019	216.88	LIBRARY SPECIAL
WELLS FARGO CCER	COUNTRY INN & SUITESThink Spring - Speak	02/25/2019	130.00	PARK & RECREATI
WELLS FARGO CCER	HOBBY-LOBBY #258Think Spring Supplies	02/25/2019	45.90	PARK & RECREATI
WELLS FARGO CCER	EASycANVASPRINTS.COMBuxton Park canv	02/25/2019	51.82-	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #1491zone snacks and cr	02/25/2019	53.48	PARK & RECREATI
WELLS FARGO CCER	MACHINE SHED URBANDALEPublic works ma	02/25/2019	12.00	ROAD USE TAX FU
WELLS FARGO CCER	SQ CELEBRATION TALWrong card used refun	02/25/2019	43.32-	AMBULANCE FUN
WELLS FARGO CCER	EXPEDIA 7414338824538Flight insurance for a	02/25/2019	19.00	GENERAL FUND
WELLS FARGO CCER	AMERICAN AIR0017253018076Airplane ticket f	02/25/2019	163.30	GENERAL FUND
WELLS FARGO CCER	PAYPAL THEDAMFOOLSlive fire and lecture tr	02/25/2019	132.53	FIRE FUND
WELLS FARGO CCER	WAL-MART #1491 SE2Returned event suppl	02/25/2019	.97-	PARK & RECREATI
WELLS FARGO CCER	IOWA UTILITY ASSOCIATIONSMART Confere	02/25/2019	75.00	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM MI58Y7ER265022- DVDs	02/25/2019	27.58	LIBRARY FUND
WELLS FARGO CCER	AMAZON.COM MI6SA4521Error charge - retur	02/25/2019	17.49	PARK & RECREATI
WELLS FARGO CCER	EASycANVASPRINTS.COMBuxton Park canv	02/25/2019	48.43	PARK & RECREATI
WELLS FARGO CCER	SQ CELEBRATION TALWrong card used cred	02/25/2019	43.32	AMBULANCE FUN
WELLS FARGO CCER	EXPEDIA 7414338824538Booking fee for airpla	02/25/2019	1.80	GENERAL FUND
WELLS FARGO CCER	DELTA AIR 0067253018075Airplane ticket fro	02/25/2019	67.00	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491Returned event Supplies	02/25/2019	12.74-	PARK & RECREATI
WELLS FARGO CCER	INDOFF INCORPORATEDSupplies	02/26/2019	21.83	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US MI8BJ3611headphones and S	02/26/2019	26.64	GENERAL FUND
WELLS FARGO CCER	WARREN COUNTY OILLP for North Plant	02/26/2019	984.00	SEWER FUND
WELLS FARGO CCER	WAL-MART #1491Program supplies for adults	02/26/2019	29.19	LIBRARY FUND
WELLS FARGO CCER	IOWA LIBRARY ASSOCIATIONILA membershi	02/27/2019	80.00	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI9E106O1Program supplies	02/27/2019	7.95	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI81T9GC2Program supplies	02/27/2019	8.79	LIBRARY FUND
WELLS FARGO CCER	MOOD PANDORAMonthly Hold Music	02/27/2019	28.84	GENERAL FUND
WELLS FARGO CCER	ISU INTRANS2019 SUDAS manual	02/27/2019	40.00	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US MI7173PV2Error charge - retu	02/27/2019	10.65	PARK & RECREATI
WELLS FARGO CCER	DOLLAR TREEPProgram supplies for adults	02/27/2019	10.62	LIBRARY FUND
WELLS FARGO CCER	ADOBE EXPORTPDF SUBupgraded - credit fo	02/28/2019	24.27-	POLICE FUND
WELLS FARGO CCER	AMZN MKTP US MI8P24D11Sign holders	02/28/2019	13.99	LIBRARY FUND
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPCPR cards City	02/28/2019	120.00	AMBULANCE FUN
WELLS FARGO CCER	ADOBE ACROPRO SUBSadobe software servi	02/28/2019	15.89	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMZN MKTP US MI7LQ66L0Sign holders	02/28/2019	17.99	LIBRARY FUND
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPCPR cards City	02/28/2019	80.00	AMBULANCE FUN
WELLS FARGO CCER	BOBS CUSTOM TROPHIES INCName placard	02/28/2019	37.00	GENERAL FUND
WELLS FARGO CCER	WWW.TRAINHR.COMTraining on Millennials -	02/28/2019	295.00	GENERAL FUND
WELLS FARGO CCER	MERCY MEDICAL 00015776EMS Medications	02/28/2019	95.96	AMBULANCE FUN
Total WELLS FARGO CCER:			16,094.84	
WESTECH				
WESTECH	MICROVI PILOT - GRANT FROM IAWEA	03/18/2019	3,000.00	SEWER FUND
Total WESTECH:			3,000.00	
Grand Totals:			134,959.10	

City Council: _____

Meeting Date: 04/01/2019

Subject

BRAVO presentation by Sally Dix

Information

Sally Dix will present the BRAVO Annual Report (packet).

Fiscal Impact

Attachments

Presentation



GREATER DES MOINES

ABOUT BRAVO

History

Formed in 2004 from 9 founding partners, Bravo has grown to 17 local partner governments.

Partner governments contribute a portion of the hotel-motel tax revenue for the community.

Bravo reinvests those resources to elevate arts, culture and heritage in the region

STRATEGIC INVESTMENTS

Since 2006, more than
95% of 28E revenue

has been directly granted back through
896 grants

To arts, culture and heritage organizations
and programs totaling more than
\$35 million

ECONOMIC IMPACT

FY15

Total Economic Impact

\$185 million

NP Spending

\$71.9 million

Audience Spending

\$113.1 million

Arts & Culture Sector Jobs

5,677

Government Revenue

\$16.8 million

Generated

\$7.46 million

Local

\$9.3 million

State



GREATER DES MOINES₉₈

COMMUNITY EVOLUTION

Capital Crossroads Catalyst Priorities

- Downtown and neighborhood vitality.
- Strong business and entrepreneurial ecosystem.
- Creative and engaged workforce.
- Model of leadership, diversity and inclusion, social equity, and civility.
- Strong regional transportation system.
- Diversity in neighborhood and housing options.
- Local and regional government collaboration.
- Global leader in water quality and soil health.

Regional Cultural Priorities

- Every Day, Everywhere Art
- Strengthen the Creative Economy
- Cultural Tapestry
- Youth Connections

PROGRAM EVOLUTION

Strong Foundation

Unrestricted Operating Grants

Capital Campaign and Project Grants

Changing Regional Priorities

Local Arts Program Grants

Public Art Grants

BRAVO EVOLUTION

LEAD ADVANCEMENT OF REGIONAL CULTURAL PRIORITIES BEYOND GRANTMAKING.

Desired Outcomes:

- Arts, culture, and heritage are recognized as essential drivers of economic development and quality of life in Greater Des Moines.
- Bravo's mission, vision, values and relevance to the region are well-understood by key stakeholders who are ambassadors and advocates for the organization.
- Opportunities for the cultural community to thrive are enhanced.

WHAT'S NEXT

- Diversity in Arts Leadership
 - One of two national pilot sites selected by Americans for the Arts for program expansion
 - Seven interns for summer 2019
 - 5 year commitment
- Creative Economy
 - Feasibility Study and Action Plan
- GC20 Community Investment and Community Impact
 - New grant programs and leadership opportunities

QUESTIONS?

Meeting Date: 04/01/2019

Subject

Consider nomination to the Board of Adjustments

Information

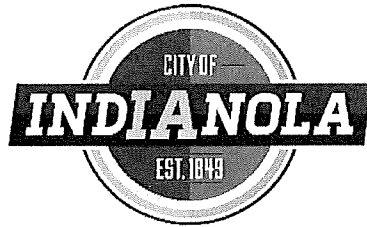
Council will need to consider the application (packet) from Bill Mettee to the Board of Adjustment for a term to begin immediately and expire December 31, 2023.

Roll call is in order.

Fiscal Impact

Attachments

Bd Adj Application



6-20-18 City CC adm
on
all CC members

OFFICE OF CITY CLERK

JUN 19 2018

INDIANOLA, IOWA

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: Bill Mettee			
Street Address: 210 S J ST	City: Indianola	State: IA	Zip: 50125
E-Mail: William.Mettee@gmail.com			
Phone Home:	Cell: 330-540-2336	Work: 641-828-0550	
Gender: Male	Age (Optional): 31	Race (Optional): Caucasion	

Please attach a Resume or Bio

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

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

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

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

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

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

☐ - **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.

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

Bill Mettee

william.mettee@gmail.com

210 South J Street, Apt. 45

Indianola, IA 50125

(330) 540-2336

Experience *Planning & Zoning Administrator*

City of Knoxville, Knoxville, IA, July 2016- Present

- **Oversee daily operations** of Planning and Zoning Department including development review, zoning administration and code enforcement.
- **Prepare and present staff reports** at Planning Commission and Board of Adjustment meetings.
- **Review development plans** for commercial, residential and accessory structures for compliance with City codes.
- **Assist the public** with zoning code and permit questions.
- **Maintain interdepartmental working relationships** to ensure department staff fully understand each submitted project.

Planner I, Community Development Department

City of Douglas, Douglas, WY, May 2015- Present

- **Review development plans** for commercial, residential and accessory structures for compliance with City codes.
- **Prepare and present staff reports** at Planning Commission and City Council meetings.
- **Understand planning and zoning entitlements** and processes to assist the public with questions.
- **Update and maintain City maps using ArcGIS software.**

Site Acquisition and Planning Specialist

Black & Veatch, Bloomington, MN, July 2013- May 2015

- **Manage and complete zoning and permitting packages and applications** for installations and modifications of hydrogen fuel dispensing facilities and telecommunication sites nationwide.
- **Understand planning and zoning entitlements**, ensure compliance and knowledge reading zoning codes, construction drawings, plats and development plans for land use and zoning requests.
- **Research and abide by all jurisdictional land use, zoning and building ordinances** while meeting client quotas.
- **Maintain interdepartmental working relationships** to ensure hydrogen fuel dispensing facilities and telecommunication projects meet client and company standards.

Education **Minnesota State University, Mankato, MN**

- **Master of Arts, Urban Planning,**
- Overall GPA: 3.7/4.0

South Dakota State University, Brookings, SD

- **Bachelor of Science, Geography**
- Minor: Health Science
- Overall GPA: 3.06/4.0

Honors

- Robert P. Canter Memorial Scholarship winner, 2005
- **Deans List**, 2009-2010
- **International Scholar Award, Study Abroad Ghana**, May 2013
- **Academic All-American**, National Collegiate Bowling Coaches Association, 2013

Memberships

- American Planning Association, #310160
- Iowa, Minnesota and Wyoming Planning Association
- Association of State Floodplain Managers, #36937

Technology

- **Proficient in ArcGIS, ERDAS Imagine, ESRI Software, and Microsoft Office with Apple and PC operating systems.**

Meeting Date: 04/01/2019

Subject

Discussion and direction regarding decorative highway lights on Highway 65/69

Information

Electric Superintendent Mike Metcalf will be present to discuss the decorative highway lights on Highway 65/69 (see memo and pictures).

Fiscal Impact

Attachments

Memo

LED HPS Lights

LED Highway Fixtures

2/26/2019

The Electric Department has been reviewing the decorative highway lights on Highway 65/69 for the past several months. We've been experiencing failures with the ballasts, starters, high-pressure sodium (HPS) bulbs and fixtures. The ballasts are located at the base of the poles which make it difficult to trouble shoot issues when the rest of the electric components are at the top of the pole. The "acorn" style fixture catches a lot of wind which has caused them to become loose from the mounting bracket and on three separate occasions, they fell to the ground. Fortunately, there were no injuries or property damages due to these instances.

We installed some standard "cobra" style LED fixtures in the 1100 block of North Jefferson Way as a test project. P&E Engineering assisted in the study to evaluate the lighting output of the new LED lights compared to the existing HPS sodium "acorn" style lights. They found the LED lights provided enough lighting in the roadway and we haven't received any complaints about the lighting levels in this area since they were installed over four months ago.

There are eighty-three of the "acorn" style fixtures from Highway 92 going north out of town and thirty going south of Highway 92.

The current HPS fixtures are coming to the end of their expected lifecycle. The original lighting layout/design was created by P&E Engineering with the installation of the decorative lights being installed in 2000.

We've looked at four options to address this issue.

1. Replace the existing "acorn" style HPS fixture with a new "acorn" style HPS fixture. The cost of the fixture is \$1,449.40 each for a total of \$120,300.20.
2. Replace the existing "acorn" style HPS fixture with a new "acorn" style LED fixture. The cost for the fixture and adapter piece is \$1,599.01 each for a total of \$132,717.66 for the lights north of highway 92.
3. Take the existing "acorn" style HPS fixture and put a retrofit LED kit in it. The cost for the retrofit kit is \$719.07 each for a total of \$59,682.98 for the lights north of highway 92. This is a labor-intensive process.
4. Replace the existing "acorn" style HPS fixture with a new "cobra" LED fixture. The cost of the fixture is \$272.85 each for a total of \$22,646.55 for the lights north of highway 92. This is the style used in the test area in the 1100 block of North Jefferson Way.

I've included a side-by-side picture showing an "acorn" style fixture and a "cobra" style fixture.

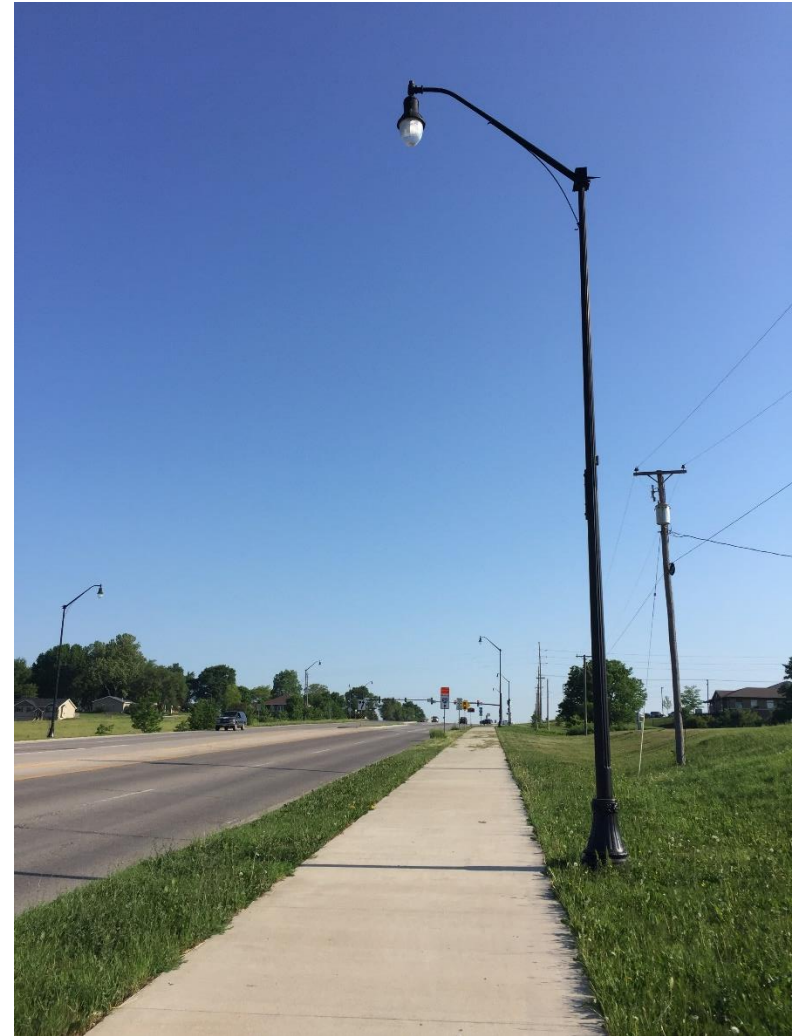
It's estimated by going with an LED fixture on this project, the lights could use 40% less energy.

The "acorn" style fixture tends to fade and get a yellow tint to them.

If you get a chance, please look at the test area and the existing lights.



New Style LED Fixture



Existing HPS Fixture



North Jefferson & East Kentucky

Meeting Date: 04/01/2019

Subject

Discussion and direction on a proposed development agreement with Autumn Ridge.

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

Discussion and direction of a request from Indianola High School students for Operation Recognition of Service banners

Information

The students will be requesting Council to waive the six-month limitation on hanging banners in honor of those who have served our county and placing them around the square (they would like to leave them up longer) and waiving the insurance requirements.

The students addressed the IMU Board of Trustees on February 11, 2019 requesting they waiver the installation banner fee. The IMU Board of Trustees approved this request.

In your packet is a memo from Charlie Dissell, Community and Economic Development Director and a copy of the council policy regarding banners.

Council will need to provide direction on the duration of time allowed for the requested banners, as well as the possible waiving of the insurance requirement.

Fiscal Impact

Attachments

Banner Memo

Banner Policy



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: April 1, 2019
Re: Policy for Banners in the Public Right-of-Way

On February 8, 2019, Mayor Shaw and I meet with Operation Recognition of Service to discuss hanging banners on light poles around the Square to recognize citizens who have provided service and sacrifice through military service, law enforcement or fire fighters. The attached policy adopted by Council outlines the requirements for banners hung on light poles in the City, and includes:

1. Time limitations of 3-months maximum per calendar year per banner. However, The City Council may approve any banner design, content or location for a person not to exceed 1 year.
2. Permit applicant must file proof of insurance and must sign a hold harmless agreement.
3. Banner space will be allocated on a first-come, first-served basis, with conflicts resolved according to the following prioritization standards.
 - a. Decorative non-event specific
 - b. Major Multi-day events with community involvement.
 - c. Community promotions and events.

As this group would like to place banners in the Square area, which by policy is the area around the Warren County Courthouse, it is also imperative to note that the Policy claims there are 28 light poles available in this area. A quick inventory done shows that there are only 20 total lights poles in this area, and 8 of those are on the interior side/courthouse side of the square. During the demolition/reconstruction of the Warren County Justice Center, those 8 light poles will be unavailable for use. As we have noticed, through this process, that the attached policy may be dated, Staff will be working with IMU in the future to get this Policy updated and presented to Council.

On the subject request, Council will need to provide direction on the duration of time allowed for the requested banners, as well the possible waiving of the insurance requirement. Once direction is received, Operation Recognition of Service will need to provide appropriate application and paperwork to the Community Development Department for further processing.

I will be present at your April 1 Council Meeting shall you have any questions.

Policy for Banners in the Public Right-of-Way

Applicability Any banners erected in the public right-of-way in the City of Indianola shall adhere to this established policy. This policy does not apply to banners that are not in the public right-of-way. The Sign Regulations of the Zoning Ordinance shall apply for such banners.

Application Form Applicants for banners in the public right-of-way shall use the Banner application form available at the Community Development Department located at 110 North 1st Street. Banner design, including color depiction, exact dimensions, content, colors, locations, duration of event, applicant information and insurance shall be required as part of any banner permit application.

<u>Banner Zones and Number of Poles</u>	<u># of Poles</u>	<u>Minimum # of Banners</u>
Zone 1 – North Buxton from Ashland to West Clinton West Ashland from Buxton to North C Street	13	10
Zone 2 – North Howard from Ashland to East Clinton East Ashland from North Howard to Hwy 65/69	10	8
Zone 3 – South Buxton from Salem to Hwy 92 West Salem from Buxton to South C Street	11	9
Zone 4 – East Salem from South Howard to Hwy 65/69 South Howard from Salem to Hwy 92	11	9
Zone 5 – Square/downtown area	28	20
Zone 6 – Highway 65/69 – Number and location approved by City Council.		
Zone 7 – Highway 92 – Number and location approved by City Council.		

Other Zones Applicants for banner locations outside the banner zones listed above will be considered on an individual basis after review and recommendation by city staff and the approval of the City Council.

Application Fee A \$25.00 application fee plus \$2.00 per banner is required for those banners installed within Zones 1 – 2 – 3 – 4 and Private Non-Profit banners located in any zone. The Community Development Director shall waive the fee if no sponsorship is placed on the banner.

Number of Banners Minimum number of metal light poles as listed in each zone must have the same banner and the banners must utilize the minimum number of banners listed for the zone in which they are installed. No more than one banner per pole. *Exception: Zones 6 and 7, approval of specific number and location of banners along Highway 65/69 and Highway 92 will be required by City Council.

Minimum number of banners must be distributed uniformly within the zone.

<u>Banner Construction</u>	Pole banners must not be larger than 30”x 94” and should be made out of a canvas or nylon material. Supports shall match existing pole color unless otherwise approved.
<u>Banner Installation</u>	All hardware used to support each banner shall be approved and installed by Indianola Municipal Utilities. All costs associated with the installation and removal shall be the responsibility of the applicant. Permit holder is responsible for coordinating installation and removal of banners with Indianola Municipal Utilities.
<u>Length of Use by Type of Banner</u>	<i>Business or Institution: Allowed in Zones 1 – 2 – 3 – 4</i> (company anniversary event, college welcoming, etc.) 3-month maximum per calendar year per banner with at least 30 days separating such 3-month periods. <i>Community Wide Event: Allowed in ALL Zones</i> (seasons, holiday shopping, etc.) 3 months maximum per calendar year per banner with at least 30 days separating such 3-month periods. <i>Community Special Event: Allowed in ALL Zones</i> (The National Balloon events, Log Cabin days, Dickens, etc.) One month maximum prior to each event. Banner must be removed within 7 days after event. <i>Private Non-Profit Special Event: Allowed in ALL Zones</i> (The National Balloon Classic, Opera Festival and similar events) One month maximum prior to each event. Banners must be removed within 7 days after event.
<u>Insurance</u>	Permit applicant must file proof of insurance and must sign a hold harmless agreement. These documents must be submitted before sign permit application for banners in public right-of-way will be approved.
<u>Maintenance of</u>	Upon receipt of any call regarding problems with banners, corrective action <u>Banners</u> within 24 hours of notification to the banner sponsor’s contact person will be required. The City of Indianola reserves the right to immediately have the banner removed and revoke the banner permit. Any cost for the removal of banners by IMU will be charged to the organization holding the permit. <i>In all cases, the applicant is responsible for cost of installation and maintenance of the banners.</i>
<u>Administration</u>	These policies and procedures are administered by the Community Development Director.
<u>Banner Reservations</u>	Banner space will be allocated on a first-come, first-served basis, with conflicts resolved according to the prioritization standards.
<u>Prioritization</u>	(1) Decorative non-event specific (2) Major Multi-day events with community involvement. (3) Community promotions and events.
<u>Banner Content and Design</u>	The content and design must comply with the following: (1) Celebrates and/or promotes the Indianola community or is event specific. (2) Be non-offensive.

(3) Sponsorship recognition will be allowed in the bottom 15%. In Zones 1 – 2 – 3 – 4 ONLY.

(4) Banner design must be submitted to the Community Development Director for compliance with above criteria.

Availability

Open to all citizens of Indianola, to established institutional or non-profit organizations (example churches, colleges, etc.) within the community and to Indianola organizations carrying out events within the community. The foregoing requirements and guidelines must be followed by all banner users. Corporate banners recognizing company anniversary events or special recognition may be permitted subject to all the above design and location criteria.

Exemption

The City Council may approve any banner design, content or location for a person not to exceed 1 year.

Adopted by City Council on February 18, 2003; amended June 2, 2003; amended August 4, 2008.

Meeting Date: 04/01/2019

Subject

Public hearing and first consideration to amend Chapter 122, Section 23, relating to Mobile Food and Beverage Vendors as requested by Ammon Taylor

Information

Council will need to hold the public hearing and first consideration of a request from Ammon Taylor to amend the Mobile Food Ordinance. Mr. Taylor is requesting a suspension of the rules in order for the Sno Shack to open in a timely manner, recognizing the importance of opening as early as the weather appropriately allows (packet).

The following would be amended (items added in are bolded and underlined, items deleted are bolded and struck through).

Section 122.23.5

Mobile Food Units On Public Property: No mobile food unit may be operated on public property except as part of an event approved under a special event permit by the city clerk's office or as authorized by the parks and recreation commission, or their designee, within a city park . **Mobile food unitson a permanent trailer, axle, or wheel-based transportation system shall be allowed on the following streets:**

1. **East Ashland Avenue from South B Street to North 1st Street.**
2. **South Buxton Street from West Boston Avenue to West 1st Avenue.**
3. **East Salem Avenue from South B Street to North 1st Street.**
4. **South Howard Street from West Boston Avenue to West 1st Avenue.**

Section 122.23.6

Unattended Mobile Food Unit: No mobile food unit **that has cooking facilities with grease laden vapors or that is on any permanent trailer, axle, or wheel-based transportation system** shall be left unattended on any site overnight, unless that property is under the ownership of the operator of the unit and in compliance with all other city code requirements. No mobile food unit shall be allowed to be stored on a site that is not zoned appropriately for storage and warehousing, screened in accordance with city code requirements, and/or having received prior city council approval through an entitlement process. Any mobile food unit **that has cooking facilities with grease laden vapors or that is on any permanent trailer, axle, or wheel-based transportation system** found unattended shall be considered in violation of these regulations and subject to license revocation, municipal infraction, towing, or any other action legally allowed.

Section 122.23.7

Music And Sound Making Devices: The use of music or sound making devices as a part of a mobile food unit shall **follow Chapter 49 Noise Ordinance.** ~~**be prohibited, unless expressly allowed as part of an approved event.**~~

Section 122.23.8.E

Mobile food units **on a permanent trailer, axle, or wheel-based transportation system** shall be limited to a maximum duration of eight (8) hours per day on any site, unless part of an approved event permit. A mobile food unit **on a permanent trailer, axle, or wheel-based transportation system** shall be at one location a maximum of five (5) consecutive days per week.

In your packet is a letter from the Indianola Chamber of Commerce supporting this request.

Roll call is in order.

Fiscal Impact

Attachments

Ordinance

Letter of Support

Memo

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 122, ZONING REGULATIONS CONCERNING MOBILE FOOD UNITS

WHEREAS, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the Code of Ordinances to clarify provisions concerning mobile food units.

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

Section 1: That Chapter 122 be and is hereby amended by inserting the underlined language and deleting the stricken language as follows:

Section 122.23.5 Mobile Food Units On Public Property: No mobile food unit may be operated on public property except as part of an event approved under a special event permit by the city clerk's office or as authorized by the parks and recreation commission, or their designee, within a city park. **Mobile food units on a permanent trailer, axel, or wheel-based transportation system shall be allowed on the following streets:**

1. **East Ashland Avenue from South B Street to North 1st Street.**
2. **South Buxton Street from West Boston Avenue to West 1st Avenue.**
3. **East Salem Avenue from South B Street to North 1st Street.**
4. **South Howard Street from West Boston Avenue to West 1st Avenue.**

Section 122.23.6 Unattended Mobile Food Unit: No mobile food unit **that has cooking facilities with grease laden vapors or that is on any permanent trailer, axel, or wheel-based transportation system** shall be left unattended on any site overnight, unless that property is under the ownership of the operator of the unit and in compliance with all other city code requirements. No mobile food unit shall be allowed to be stored on a site that is not zoned appropriately for storage and warehousing, screened in accordance with city code requirements, and/or having received prior city council approval through an entitlement process. Any mobile food unit **that has cooking facilities with grease laden vapors or that is on any permanent trailer, axel, or wheel-based transportation system** found unattended shall be considered in violation of these regulations and subject to license revocation, municipal infraction, towing, or any other action legally allowed.

Section 122.23.7 Music And Sound Making Devices: The use of music or sound making devices as a part of a mobile food unit shall **follow Chapter 49 Noise Ordinance.** ~~be prohibited, unless expressly allowed as part of an approved event.~~

Section 122.23.8.E Mobile food units **on a permanent trailer, axel, or wheel-based transportation system** shall be limited to a maximum duration of eight (8) hours per day on any site, unless part of an approved event permit. A mobile food unit **on a permanent trailer,**

axel, or wheel-based transportation system shall be at one location a maximum of five (5) consecutive days per week.

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____
Third reading: _____
Publication Date: _____



March 18, 2019

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

RE: Taylor Sno Shack's, LLC; d/b/a Sno Shack

Dear City Council Members:

I am writing this letter of support regarding the request from Taylor Sno Shack's, LLC, d/b/a Sno Shack, to modify the Indianola Mobile Food Unit regulations.

The Indianola Chamber of Commerce is committed to establishing a diverse, robust business climate that supports quality of life opportunities in this community. We recognize in today's marketplace, that not all businesses fit the traditional "brick and mortar" way of doing business. In fact, we believe it's critical to offer opportunities to businesses that are outside this norm.

We believe businesses like the Sno Shack support our vision to enhance the overall quality of life and will provide Indianola residents and visitors additional fun-filled opportunities that make Indianola the best place to work, live and raise a family.

Sincerely,

Brenda Easter

Brenda Easter
President/CEO

Enclosure

Diana Bowlin

From: Taylor, Ammon <ataylo23@wm.com>
Sent: Monday, March 25, 2019 12:27 PM
To: Diana Bowlin
Subject: Waive readings - snow cone shack?

Diana,

I understand that public record shows a waiving of the readings for a past ordinance change for seasonal establishment – specifically, for the Outside Scoop.

I would request that similar readings be waived at the April 1st, Council Meeting, in order to allow for the Sno Shack to open in a timely manner, recognizing the importance of opening as early as the weather appropriately allows.

Thanks!

Ammon Taylor
Municipal Marketing Manager
ataylo23@wm.com

Waste Management
201 SE 18th St
Des Moines, IA 50317
Cell 515 361 0008

Waste Management renewable energy projects create enough energy to power more than 470,000 homes annually. Learn more at www.wm.com.

Recycling is a good thing. Please recycle any printed emails.

Meeting Date: 04/01/2019

Subject

Jerry Kelley Trail

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

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

Information

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

No written objections have been received.

Fiscal Impact

Attachments

Resolution

Estimate of Costs

Map

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

Present:

Absent:

This being the time and place fixed for a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost relative to the 2019 Jerry Kelley Trail Improvement Project, the Mayor called for any oral objections to the adoption of the plans, specifications, form of contract and estimate of cost. No oral objections were offered and the City Clerk reported that no written objections had been filed.

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

RESOLUTION NO. 2019-_____
RESOLUTION ADOPTING PLANS, SPECIFICATIONS,
FORM OF CONTRACT AND ESTIMATE OF COST

WHEREAS, on the ____ day of _____, 2019, plans, specifications, form of contract estimate of cost were filed with the City Clerk for the City of Indianola, for certain public improvements described in general as the 2019 Jerry Kelley Trail Improvement Project, for the City of Indianola, Iowa, and

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

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

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

PASSED AND APPROVED this 1st day of April, 2019.

Kelly B. Shaw, Mayor

ATTEST:

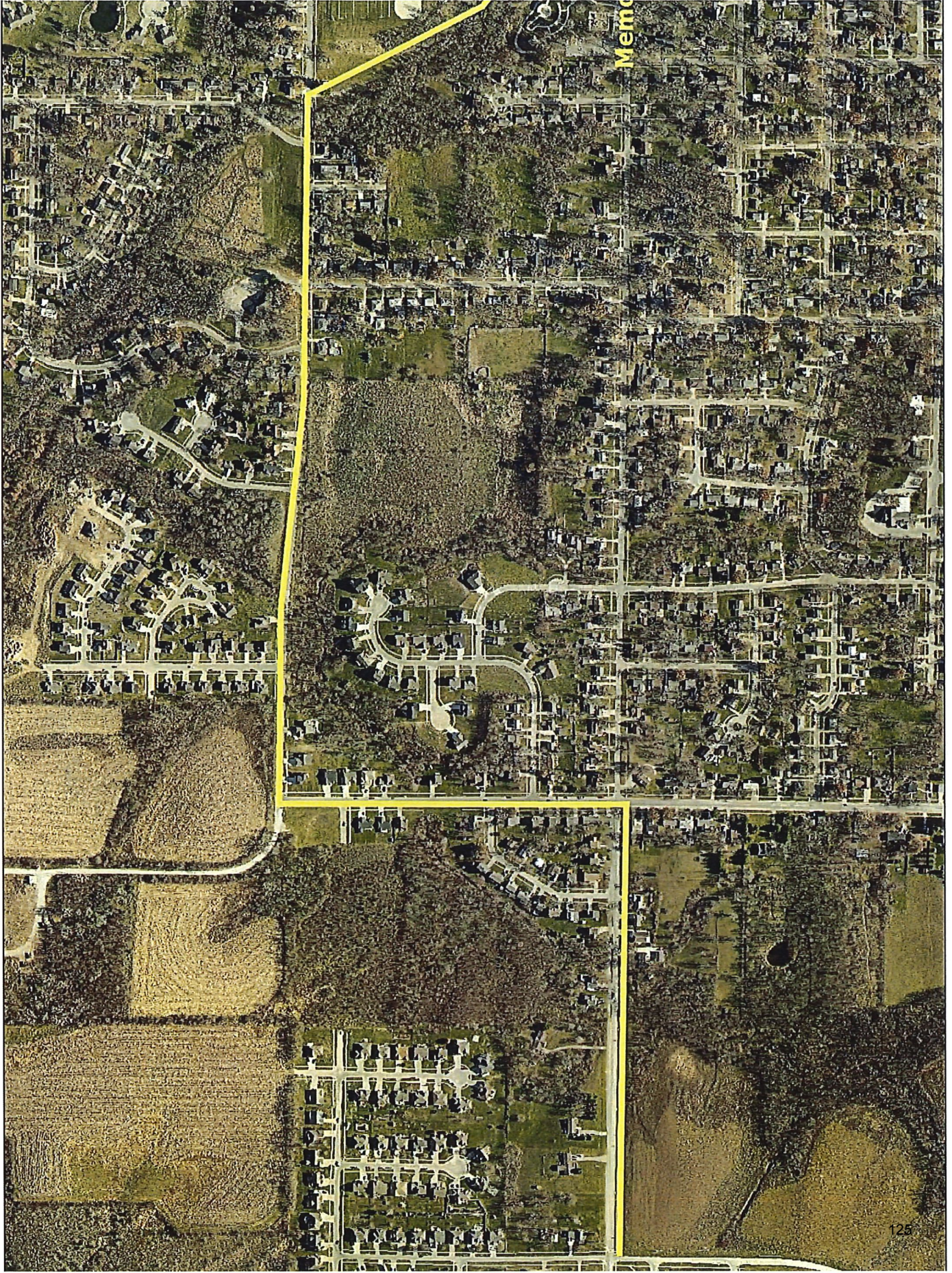
DIANA BOWLIN, City Clerk

Engineer's Opinion of Probable Cost
Jerry Kelley Trail

March 19, 2019

Item No.	Item Code	Item Description	Units	Quantity	Unit Cost	Total Cost
1	2101-0850001	CLEARING AND GRUBBING	ACRE	0.4	\$2,000.00	\$800.00
2	2102-2625000	EMBANKMENT-IN-PLACE	CY	858.0	\$15.00	\$12,870.00
3	2102-2710070	EXCAVATION, CLASS 10, ROADWAY AND BORROW	CY	892.0	\$10.00	\$8,920.00
4	2105-8425015	TOPSOIL, STRIP, SALVAGE, AND SPREAD	CY	1601.0	\$8.00	\$12,808.00
5	2123-7450000	EARTH SHOULDER CONSTRUCTION	STA	71.4	\$210.00	\$14,994.00
6	2213-6745500	REMOVAL OF CURB	LF	0.3	\$5,000.00	\$1,500.00
7	2402-0425040	FLOODED BACKFILL	CY	1.7	\$50.00	\$85.00
8	2416-0101136	REMOVE AND REINSTALL CONCRETE PIPE APRON, GREATER THAN 36 INCH	EACH	1.0	\$200.00	\$200.00
9	2416-1180048	CULVERT, CONCRET ROADWAY PIPE, 48 INCH	LF	20.0	\$2,800.00	\$56,000.00
10	2417-0225015	APRON, METAL, 15 INCH	EACH	1.0	\$280.00	\$280.00
11	2417-0225018	APRON, METAL, 18 INCH	EACH	2.0	\$300.00	\$600.00
12	2417-0225024	APRON, METAL, 24 INCH	EACH	2.0	\$360.00	\$720.00
13	2417-1040024	CULVERT, CORRUGATED METAL ENTRANCE PIPE, 24 INCH	LF	26.0	\$45.00	\$1,170.00
14	2435-0251224	INTAKE, SW-512 (24")	EACH	3.0	\$2,000.00	\$6,000.00
15	2502-8212204	SUBDRAIN, PERFORATED PLASTIC PIPE, 4 INCH	LF	332.0	\$11.00	\$3,652.00
16	2502-8221303	SUBDRAIN OUTLET, DR-303	EACH	3.0	\$230.00	\$690.00
17	2503-0110015	STORM SEWER GRAVITY MAIN, TRENCHED, 15 INCH	LF	24.0	\$50.00	\$1,200.00
18	2503-0110018	STORM SEWER GRAVITY MAIN, TRENCHED, 18 INCH	LF	67.0	\$62.00	\$4,154.00
19	2507-3250005	ENGINEERING FABRIC	SY	105.7	\$3.00	\$317.10
20	2507-6800061	REVTMENT, CLASS E	TON	54.0	\$45.00	\$2,430.00
21	2510-6745850	REMOVAL OF PAVEMENT	SY	4.2	\$100.00	\$420.00
22	2511-0302600	RECREATIONAL TRAIL, PCC, 6 INCH	SY	3792.5	\$35.00	\$132,737.50
23	2511-0302800	RECREATIONAL TRAIL, PCC, 8 INCH	SY	156.7	\$40.00	\$6,268.00
24	2511-0310100	SPECIAL COMPACTION OF SUBGRADE FOR REC TRAILS	STA	35.7	\$220.00	\$7,854.00
25	2511-6745900	REMOVAL OF SIDEWALK	SY	892.3	\$10.00	\$8,923.00
26	2511-7526004	SIDEWALK, PCC, 4 INCH	SY	19.4	\$50.00	\$970.00
27	2511-7528101	DETECTABLE WARNINGS	SF	78.0	\$40.00	\$3,120.00
28	2512-1725256	CURB AND GUTTER, PCC, 2.5 FEET	LF	125.0	\$35.00	\$4,375.00
29	2515-2475008	DRIVEWAY, PCC, 8 INCH	SY	264.1	\$60.00	\$15,846.00
30	2515-6745600	REMOVAL OF PAVED DRIVEWAY	SY	231.1	\$10.00	\$2,311.00
31	2518-6910000	SAFETY CLOSURE	EACH	7.0	\$150.00	\$1,050.00
32	2524-6765010	REMOVE AND REINSTALL SIGN	EACH	2.0	\$200.00	\$400.00
33	2524-9276010	PERFORATED SQUARE STEEL TUBE POSTS	LF	208.0	\$10.00	\$2,080.00
34	2524-9276021	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAKAWAY, SOIL	EACH	16.0	\$175.00	\$2,800.00
35	2524-9325001	TYPE A SIGN, SHEET ALUMINUM	SF	100.0	\$20.00	\$2,000.00
36	2527-9263137	PAINTED SYMBOLS AND LEGENDS, WATERBORNE OR SOLVENT-BASED	EACH	28.0	\$120.00	\$3,360.00
37	2528-8445110	TRAFFIC CONTROL	LS	1.0	\$10,000.00	\$10,000.00
38	2533-4980005	MOBILIZATION	LS	1.0	\$17,744.09	\$17,744.09
39	2599-9999005	BOLLARD	EACH	4.0	\$400.00	\$1,600.00
40	2601-2634100	MULCHING	ACRE	1.5	\$1,200.00	\$1,800.00
41	2601-2636044	SEEDING AND FERTILIZING (URBAN)	ACRE	1.5	\$1,200.00	\$1,800.00
42	2601-2638352	SLOPE PROTECTION, WOOD EXCELSIOR MAT	SQ	3.1	\$40.00	\$124.00
43	2601-2643110	WATERING FOR SOD, SPECIAL DITCH CONTROL, OR SLOPE PROTECTION	MGAL	0.6	\$60.00	\$36.00
44	2601-2643300	MOBILIZATION FOR WATERING	EACH	3.0	\$350.00	\$1,050.00
45	2602-0000020	SILT FENCE	LF	2695.0	\$2.00	\$5,390.00
46	2602-0000071	REMOVAL OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	LF	2695.0	\$0.25	\$673.75
47	2602-0000101	MAINTENANCE OF SILT FENCE OR SILT FENCE FOR DITCH CHECKS	LF	270.0	\$0.50	\$135.00
48	2602-0000309	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 9 INCH	LF	1991.0	\$3.00	\$5,973.00
49	2602-0000350	REMOVAL OF PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE	LF	1991.0	\$0.50	\$995.50
50	2602-0010010	MOBILIZATION, EROSION CONTROL	EACH	2.0	\$500.00	\$1,000.00
51	2602-0010020	MOBILIZATION, EMERGENCY EROSION CONTROL	EACH	2.0	\$1,000.00	\$2,000.00
52	2403-0100000	STRUCTURAL CONCRETE (MISC)	CY	4.9	\$1,500.00	\$7,350.00
53	2404-7775000	REINFORCING STEEL	LB	547.0	\$1.50	\$820.50
54	2501-5775000	PILE, STEEL SHEET	SF	228.0	\$40.00	\$9,120.00
						\$391,516.44

e 2 - Memorial Park to Wilder School



Meeting Date: 04/01/2019

Subject

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

Information

The next item to consider is the resolution (packet) adopting the plans, specs, form of contract and estimate of costs.

Roll call is in order.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

Resolution awarding contract

Information

The final item to consider is the resolution (packet) awarding the contract.

Bids were received on March 19, 2019. The estimated project costs, corrected to reflect bid quantities was \$391,516.44. The following bids were received:

Company	Bid
Howrey Construction Inc.	\$484,711.06
Elder Corporation	\$490,000.00
Bluff's Paving & Utility	\$583,577.79

The highest bid is considered "non-competitive," as it is more than 20% above the low bid. Snyder and Associates has performed an analysis of bids received and is in your packet.

Also in your packet is Doug Bylund, Parks and Recreation Director, memo with the following three options to consider:

Option 1 – Accept the Bids and use a combination of the Parks and Recreation Special Revenue Account 142 and Capital Projects (General) Account 301 to fund the additional costs. \$55,000 has been identified from the 142 account and the remaining amount of approximately \$100,000 could be accommodated with the 301 account. We also continue to research other funding from advocate groups and other grant funding opportunities for trails.

Option 2 is to reject the bids and look to re-let and possibly re-design or move more sections of the trail to “on street” bike sharrows along West Euclid Avenue. This option would require working with the DOT and could lower the amount of the grant funding that is available for the project. This option was explored in 2013 and the Des Moines MPO, which approves the grant funding, would only allow the full funding if the Euclid portion and Memorial Park portion of the trail were ‘off-street’. Both Snyder & Associates and staff feel this option will not be allowed under the current grant award.

Option 3 is to reject the bids and cancel this project as designed. We would then utilize the funds that have been identified for this year to carry over to next year and the future budgets. We will need to return the \$26,600 for the grant funds that were reimbursed from the 2013 preliminary plans. This would also cast a negative feeling towards future grant projects if the City did not build a funded grant project. When working through the trial prioritization plan this summer, this section of trail would need to be considered for a priority as well as developing a more accurate budget projection.

Even with the high bid results, staff and engineer recommendation is Option 1 which is to accept the bids and utilize the above funds as requested. The grant funds available will pay for over 53% of the project and any changes or additional delays will more than likely eliminate the grant award. The costs of the trail are not likely to be lower if we reject now and re-let the project in the summer or fall or later date. According to the engineer, the earthwork and mobilization were unusually high, but the remaining variations seem reasonable given bid history.

If Council direction is to consider the bids, staff would request delaying the acceptance of the bids until the April 15th City Council meeting to allow for funding evaluation and updated data regarding the effect of the additional added expense on the future balance of Capital Projects fund 301 as well as researching other funding²⁷

opportunities.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Snyder Memo

Memo

The Mayor then announced that the following bids from the IDOT had been opened and tabulated the bids for the public improvements described in general as the 2019 Jerry Kelley Trail Improvement Project for the City of Indianola, Indianola, Iowa, in accordance with the plans and specifications previously adopted.

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

Company	Base Bid	Alternate Bid	Total

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

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

AYES:

NAYS:

Whereupon, the Mayor declared the following Resolution duly adopted:

RESOLUTION NO. 2019____
RESOLUTION MAKING AWARD OF CONSTRUCTION CONTRACT

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

Section 1. The bid of _____ in the amount of \$_____ for the 2019 Jerry Kelley Trail Improvement Project for the City of Indianola described in the plans and specifications previously adopted by the City Council on the 1st day of April, 2019, is accepted, it being the lowest responsible bid for the work and materials.

Section 2. The Mayor and the City Clerk are directed to execute a contract with the contractor for the construction of the public improvement.

PASSED AND APPROVED this 1st day of April, 2019.

Kelly B. Shaw, Mayor

ATTEST:

DIANA BOWLIN, City Clerk

Memorandum

To: Doug Bylund, City of Indianola

Date: March 27, 2019

From: Cindy Spencer, P.E.

RE: Jerry Kelley Trail
Project No.
Bid Analysis

Bids were received on March 19, 2019, for the Jerry Kelley Trail Project. The estimated project cost, corrected to reflect bid quantities, was \$391,516.44. Three bids were received, ranging from \$484,711.06 (+\$93,133.27, 124% estimate) to \$583,577.79 (149% estimate). The highest bid is considered “non-competitive,” as it is more than 20% above low bid.

Snyder & Associates, Inc., has performed an analysis of bids received, and would like to offer the following commentary regarding how the bids aligned with the estimate, and with bids received on other trail projects we’re designed and let in the recent past.

The analysis performed mirrors the bid analysis done by the Iowa Department of Transportation, where the difference in unit price is analyzed based on the affect that it has on the overall cost of the project. An item with a small quantity with a unit price that is off from the estimate by a large amount of dollars might not make as much difference to the overall bid amount as an item with a large quantity and a small differential from the estimate. With that in mind, here are the items with the greatest effect on the on the differential between bid and estimated cost:

- Mobilization, Item code 2533-4980005 (1 LS)
Estimate: \$17,744.09 (5% total)
Low Bid: \$61,500.00 (12.7% total), +\$43,755.91 from estimate
Bid Range: \$48,552.27 (9.9%) to \$61,500.00
This item is typically estimated at 5% of the overall project cost for roadway and trail projects, 6% on structures. There is good history for this, and is a trend among projects of all sizes. Mobilization bid amounts tend to reflect how far the contractor has to travel, how complex the project is, and other intangibles. Mobilization low bid on other similar projects, as a percentage of the total:
 - o Railroad Highway Trail, Phase 2 (Pottawattamie County): 4.8%
 - o Heart of Iowa Nature Trail (Story County): 5.2%
 - o Jewellsworth Trail (Hamilton County): 7.8%
 - o Clear Creek Trail (Coralville): 2.8%

- Excavation, Class 10 Roadway and Borrow, Item code 2102-2710070 (892 CY)
 Estimate: \$10.00 / CY (TOTAL = \$8,920.00)
 Low Bid: \$25.50 / CY (TOTAL = \$22,746.00), +\$13,826.00 from estimate
 Bid Range: \$24.50 / CY - \$25.50 / CY

The Class 10 excavation item is tough to estimate, and very dependent on earthwork volume and whether the prime contractor or a subcontractor is doing the work. The Iowa DOT overall average for this bid item is \$4.52 / CY, which encompasses the full spectrum of project sizes, from large bypass projects to small maintenance projects. Class 10 low bid amounts on other similar projects:

 - o Railroad Highway Trail, Phase 2 (Pottawattamie County) – 819 CY total: \$16.15 / CY, with a bid range from \$9.00 / CY- \$16.15 / CY
 - o Heart of Iowa Nature Trail (Story County) – 3,273 CY total: \$7.25 / CY, with a bid range of \$4.00 / CY - \$14.00 / CY
 - o Jewellsworth Trail (Hamilton County) – 1,446 CY total: \$9.00 / CY, with a bid range from \$9.00 / CY - \$13.00 / CY
 - o Clear Creek Trail (Coralville) – 8,828 CY total: \$7.65 / CY, with a bid range of \$7.65 / CY - \$12.00 / CY

The estimated cost was not unreasonable, given bid history, but the bid price for this item was unusually high, probably double what we would expect the high bid to be. We assume that this work will be done by a subcontractor, so the bid price includes a markup.
- Special Compaction of Subgrade for Recreational Trails, Item code 2511-0310100 (35.7 STA)
 Estimate: \$220.00 / STA (TOTAL = \$7,854.00)
 Low Bid: \$535.50 / STA (TOTAL = \$19,117.35), +\$11,263.35 from estimate
 Bid Range: \$520.00 / STA - \$535.50 / LF

The Iowa DOT bid average for all contracts let within the past year is \$251.33 / STA, with a range of \$90.00 - \$2,000.00 / STA. Item low bid amounts on other similar projects:

 - o Railroad Highway Trail, Phase 2 (Pottawattamie County) – 37.3 STA total: \$434.50 / STA, with a bid range of \$225.00 / STA - \$434.50 / STA.
 - o Jewellsworth Trail (Hamilton County) – 17.7 STA total: \$425.00 / STA, with a bid range from \$275.00 / STA to \$460.00 / STA
 - o Clear Creek Trail (Coralville) – 101.0 STA total: \$215.00 / STA, with a bid range from \$215.00 / STA - \$287.50 / STA

The bid amount seems a little unpredictable. Even given that, the bid price that was received for this project was about 25% higher than the highest expected.
- Topsoil, Strip Salvage and Spread, Item code 2105-8425015 (1,601 CY)
 Estimate: \$8.00 / CY (TOTAL = \$12,808.00)
 Low Bid: \$14.25 / CY (TOTAL = \$22,814.25), +\$10,006.25 from estimate

Bid Range: \$13.75 / CY - \$14.25 / CY

The Iowa DOT bid average for all contracts let within the past year is \$5.28 / CY, with a range of \$2.50 / CY - \$120.00 / CY. Item low bid amounts on other similar projects:

- o Railroad Highway Trail, Phase 2 (Pottawattamie County) – 2,195 CY total: \$3.00 / CY, with a bid range of \$3.00 / CY - \$4.55 / CY
- o Clear Creek Trail (Coralville) – 7,072 CY total: \$5.25 / CY, with a bid range of \$5.25 / CY - \$7.50 / CY

The bid price for this item was very high compared with the bid history we have. The estimate anticipated a high price compared to what we've typically seen, but the bid was higher yet.

- Recreational Trail, PCC, 6" Thick, Item code 2511-0302600 (3,792.5 SY)

Estimate: \$35.00 / SY (TOTAL = \$132,737.50)

Low Bid: \$37.50 / SY (TOTAL = \$142,218.75), +\$9,481.25 from estimate

Bid Range: \$37.50 / SY - \$57.25 / SY

The Iowa DOT bid average for all contracts let within the past year is \$32.37 / SY, with a range of \$26.00 / SY - \$190.00 / SY. Item low bid amounts on other similar projects:

- o Railroad Highway Trail, Phase 2 (Pottawattamie County) – 4,114.6 SY total: \$36.75 / SY, with a bid range of \$36.75 / SY - \$70.00 / SY
- o Heart of Iowa Nature Trail (Story County) – 14,786.2 SY total: \$28.35 / SY, with a bid range of \$28.35 / SY - \$37.00 / SY
- o Jewellsworth Trail (Hamilton County) – 16,946 SY total: \$28.75 / SY, with a bid range from \$28.75 / SY - \$38.00 / SY
- o Clear Creek Trail (Coralville) – 11,136.6 SY total: \$28.00 / SY, with a bid range of \$28.00 / SY - \$32.25 / SY

The bid price of this item does not appear to be unreasonable, and the estimate appears reasonable, as well, given bid history.

- Embankment-in-Place, Item code 2102-2625000 (858 CY)

Estimate: \$15.00 / CY (TOTAL = \$12,870.00)

Low Bid: \$25.25 / CY (TOTAL = \$21,664.50), +\$8,794.50 from estimate

Bid Range: \$24.50 / CY - \$25.25 / CY

The Iowa DOT bid average for all contracts let within the past year is \$14.12 / CY, with a range of \$0.01 / CY - \$129.14 / CY. Item low bid amounts on other similar projects:

- o Railroad Highway Trail, Phase 2 (Pottawattamie County) – 1,024 CY total: \$9.60 / CY, with a bid range from \$9.60 / CY - \$20.20 / CY
- o Jewellsworth Trail (Hamilton County) – 1,492 CY total: \$15.00 / CY, with a bid range from \$15.00 / CY - \$20.00 / CY
- o Clear Creek Trail (Coralville) – 4,903 CY total: \$13.90 / CY, with a bid range of \$13.90 / CY - \$17.50 / CY

The estimate appears to be reasonable, given bid history.

- Earth Shoulder Construction, Item code 2123-7450000 (71.4 STA)
 Estimate: \$210.00 / STA (TOTAL = \$14,994.00)
 Low Bid: \$329.50 / STA (TOTAL = \$23,526.30), +8,532.30 from estimate
 Bid Range: \$320.00 / STA - \$329.50 / STA
 The Iowa DOT bid average for all contracts let within the past year is \$219.11 / STA, with a range of \$63.15 / STA - \$1,150.00 / STA. Item low bid amounts on similar projects are as follows. Bid price for Earth Shoulder Fill is also compared:
 - o Railroad Highway Trail, Phase 2 (Pottawattamie County) – 75.6 STA total: \$91.75 / STA, with a bid range of \$91.75 / STA - \$225.00 / STA.
 - o Heart of Iowa Nature Trail (Story County) – 133.31 STA total: \$160.00 / STA, with a range of \$110.00 / STA - \$200.00 / STA
 - o Jewellsworth Trail (Hamilton County) – 309.3 STA total: \$110.00 / STA, with a bid range from \$95.00 / STA to \$125.00 / STA
 - o Clear Creek Trail (Coralville) – 202.0 STA total: \$150.00 / STA, with a bid range from \$150.00 / STA - \$250.00 / STA
 The estimate appears to be reasonable, given bid history.

It is apparent from analysis of bids and similar projects that the bid prices received for the earthwork items on this project in particular are unreasonably high. Mobilization is also much higher than would be expected. These items, when put together, account for the majority of the difference between the bids received and the estimate. There are natural variations in contract unit prices, with a large amount of seasonable variation, though the higher bids would generally be expected during the summer months when some contractors have filled their work schedules and choices of subcontractors for specific work elements are limited.

Price trends for various work items are available on the Office of Concrete website at the following link:

<https://iowadot.gov/contracts/lettings/PriceTrendIndex.pdf?ver=2019-01-07-142924-097>



PARKS AND RECREATION

March 28, 2019

To: Mayor and City Council
From: Doug Bylund, Parks and Recreation Director
Cc: Ryan Waller, City Manager, Andy Lent, Director of Finance
Re: Jerry Kelley Trail Phase 2 IDOT Bid Letting

The Iowa DOT Bid letting for the Jerry Kelley Trail Phase 2 project was held on Tuesday, March 19 in Ames. There were 3 bids received and the lowest bid was from Howrey Construction, Inc. The Bids for these projects must be let through the Iowa DOT and contractors must be pre-qualified through the DOT Office of Contracts. The City Council is required to take action to either award a contract to the low bidder or reject all bids within 30 days of the letting date which will be April 18, 2019.

Howrey Construction, Inc.	\$484,711.06
Elder Corporation	\$490,000.00
Bluff's Paving & Utility	\$583,577.79

The Original Construction Cost Estimate for this project was \$330,000 with an additional \$29,000 for preliminary engineering and \$20,000 for construction engineering. Grant funds had been awarded from Iowa DOT for \$282,920 and another \$16,480 grant was secured from Wellmark through their 3-Point Play program. \$80,000 was included in the FY19 CIP budget as well.

Funding:	Iowa DOT Grant	\$282,920
	Wellmark Grant	\$16,480
	City CIP	<u>\$80,000</u>
	Total Funding	\$379,400

Expenses:	March 2019	October 2018 Estimate
Engineering Design, Snyder & Associates	\$29,000	\$29,000
Construction Engineering	\$20,000	\$20,000
Construction Bid Amount	<u>\$484,711</u>	<u>\$326,265</u>
Total Expenses	\$533,711	\$375,265

This project was originally bid in 2013 and was over bid by \$58,000, (approximately \$391,000). Staff reviewed the requirements with IDOT in December 2017 to determine if the project was still allowed under the grant funding. Following our meeting with Iowa DOT the direction from Council was to value engineer the project with off street trail from Memorial Park to Iowa Avenue and along West Euclid Avenue, and the remaining connection with Bike Sharrows along Iowa Avenue and North Kenwood Boulevard. The concept was presented to Iowa DOT and following the preliminary plans, they no longer would allow the widening of the sidewalk along Euclid Avenue, instead the entire sidewalk would need to be removed and rebuilt.



PARKS AND RECREATION

Following the unexpectedly high bid result, Snyder & Associates reviewed the cost breakdown to look for areas the project could be value engineered to get within the budgeted amount. Unfortunately, the budget shortfall of \$154,311 is equivalent to a 32% cut in the entire construction costs. This large of a change would require the Council to reject the bids and make a large change and then the project would need to be re-let. The DOT has informed us that the two lowest bids are too close in cost to allow a change in the design of the project without changing who the lowest bidder would be.

Option 1 – Accept the Bids and use a combination of the Parks and Recreation Special Revenue Account 142 and Capital Projects (General) Account 301 to fund the additional costs. \$55,000 has been identified from the 142 account and the remaining amount of approximately \$100,000 could be accommodated with the 301 account. We also continue to research other funding from advocate groups and other grant funding opportunities for trails.

Option 2 is to reject the bids and look to re-let and possibly re-design or move more sections of the trail to “on street” bike sharrows along West Euclid Avenue. This option would require working with the DOT and could lower the amount of the grant funding that is available for the project. This option was explored in 2013 and the Des Moines MPO, which approves the grant funding, would only allow the full funding if the Euclid portion and Memorial Park portion of the trail were ‘off-street’. Both Snyder & Associates and staff feel this option will not be allowed under the current grant award.

Option 3 is to reject the bids and cancel this project as designed. We would then utilize the funds that have been identified for this year to carry over to next year and the future budgets. We will need to return the \$26,600 for the grant funds that were reimbursed from the 2013 preliminary plans. This would also cast a negative feeling towards future grant projects if the City did not build a funded grant project. When working through the trial prioritization plan this summer, this section of trail would need to be considered for a priority as well as developing a more accurate budget projection.

Even with the high bid results, staff and engineer recommendation is Option 1 which is to accept the bids and utilize the above funds as requested. The grant funds available will pay for over 53% of the project and any changes or additional delays will more than likely eliminate the grant award. The costs of the trail are not likely to be lower if we reject now and re-let the project in the summer or fall or later date. According to the engineer, the earthwork and mobilization were unusually high, but the remaining variations seem reasonable given bid history.

The DOT rules allow 30 days for the City to accept or reject the bids results given the bids are over 110% of the estimate of cost. If the Council direction is to consider accepting the bids, staff would request delaying the acceptance of the bids until the April 15 City Council meeting to allow for funding evaluation and updated data regarding the effect of the additional added expense on the future balance of Capital Projects fund 301 as well as researching other funding opportunities. The Council should still hold the public hearing to approve the plans, specs and estimates of cost at the April 1 Council Meeting.

Meeting Date: 04/01/2019

Subject

Resolution renaming certain streets within the corporate limits of Indianola, Iowa.

Information

Charlie Dissell, Community and Economic Development Director, is requesting the following road name changes (please see memo in your packet):

- Changing the name of Kennedy Street to East Plainview Avenue - from 1/2 mile west of South 15th Street to 150th Avenue.
- Changing the name of 150th Avenue to South 24th Street - from East 2nd Avenue (Highway 92) to Kennedy Street

Currently, there is a ½ mile stretch of East Plainview Avenue that stretches from South Jefferson Way (Highway 65/69) to the east, at which points it turns into Kennedy Street. The City has issued building permits for new dwellings along Kennedy Street and has assigned addresses of East Plainview Avenue as that is a City named road, and Kennedy Street is a County named road. To clear up any confusion this may cause, I am recommending a road name change which will name the City side of this road as East Plainview Avenue from South Jefferson Way to 150th Street.

Furthermore, Parks and Recreation is asking for an address to be assigned to the campground on the northeast side of Pickard Park, which is accessed off 150th Avenue. Currently, campers are entering the park at the main entrance only to find out there is another entrance they need to use for the campground. To fix this, we propose to assign a separate address for the campground. That address will need to be a City address and will need a City road name to correlate with it. I am recommending a road name change which will name the City side of this road to South 24th Street from East 2nd Avenue (Highway 92) to Kennedy Street.

Council will need to consider approval of the resolution (packet). The effective date for the renaming will be May 3, 2019. Following official action changing the name of a street, the City Clerk shall file a copy with the County Recorder, County Auditor and County Assessor.

Roll call is in order.

Fiscal Impact

Attachments

Memo

Resolution



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
Date: April 1, 2019
Re: Road Renamings

Currently, there is a ½ mile stretch of East Plainview Avenue that stretches from South Jefferson Way (Highway 65/69) to the east, at which point it turns into Kennedy Street. The City has issued building permits for new dwellings along Kennedy Street and has assigned addresses of East Plainview Avenue as that is a City named road, and Kennedy Street is a County named road. To clear up any confusion this may cause, I am recommending a road name change which will name the City side of this road as East Plainview Avenue from South Jefferson Way to 150th Street.

Furthermore, Parks and Recreation is asking for an address to be assigned to the campground on the northeast side of Pickard Park, which is accessed off 150th Avenue. Currently, campers are entering the park at the main entrance only to find out there is another entrance they need to use for the campground. To fix this, we propose to assign a separate address for the campground. That address will need to be a City address and will need a City road name to correlate with it. I am recommending a road name change which will name the City side of this road to South 24th Street from East 2nd Avenue (Highway 92) to Kennedy Street.

In summary, I am recommending the following road name changes:

1. Consider changing the name of Kennedy Street to East Plainview Avenue.
 - From ½ mile west of South 15th Street to 150th Avenue. East Plainview currently goes from South Jefferson Way (Highway 65/69) to ½ mile west of South 15th Street, so this renaming would continue it to 150th Avenue.
2. Consider changing the name of 150th Avenue to South 24th Street.
 - From East 2nd Avenue (Highway 92) to Kennedy Street.

I will be available at the April 1 Council Meeting to address any questions you may have.

RESOLUTION NO. 2019 - _____

A RESOLUTION RENAMING CERTAIN STREETS WITHIN
THE CORPORATE LIMITS OF INDIANOLA, IOWA

WHEREAS, the City desires to rename certain streets to conform with the street names adopted by the City in Indianola Municipal Code Chapter 139; and

WHEREAS, Indianola Municipal Code Section 139.02 allows for the renaming of streets by Resolution; and

WHEREAS, the City Council of the City of Indianola believes it is in the best interests of the City, the County and property owners for the City to rename certain streets with the City limits.

NOW, THEREFORE, the City Council of the City of Indianola, Iowa, hereby renames the following streets within the corporate limits:

Kennedy Street to East Plainview Avenue, along the south line of the Southeast Quarter of Section 30 and along the south line of Section 29, all located in Township 76 North, Range 23 West.

150th Avenue to South 24th Street, along the east line of the Southeast Quarter of Section 29, Township 76 North, Range 23 West, and including to the centerline of East 2nd Avenue (Highway 92).

NOW, FURTHER, the City Council of the City of Indianola, Iowa, hereby establishes an effective date of these renaming's as of May 3, 2019.

PASSED AND APPROVED, this 1st day of April 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/01/2019

Subject

Resolution approving the property owners paving of the alley at 404 S. 1st Street within the City of Indianola

Information

The City has received a request from a property owner to pave the alley at 404 S. 1st Street. The resolution (packet) approves this paving with the following conditions:

- Property owners shall maintain drainage for flow east to west, with discharge on to South 1st Street
- Property owners shall utilize reverse crown on pavement, so drainage does not sheet onto adjacent properties
- Property owners shall use SUDAS paving specifications on alley paving
- Property owners shall use a Class C4 mix with medium durability aggregate for paving of alley

Roll call is in order.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2019-____

**A RESOLUTION APPROVING THE PROPERTY OWNERS PAVING OF THE ALLEY
AT 404 SOUTH 1ST STREET WITHIN THE CITY OF INDIANOLA**

WHEREAS, the City of Indianola, Iowa (the “City”) has received a request from the property owners to pave the alley at 404 South 1st Street; and

WHEREAS, the City of Indianola, Iowa is willing to allow the paving of the alley under the conditions as set forth below.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Indianola, Iowa hereby consents to the paving of the alley at 404 South 1st Street within the City of Indianola with the following conditions:

1. Property owners shall maintain drainage for flow east to west, with discharge onto South 1st Street.
2. Property owners shall utilize reverse crown on the pavement, so drainage does not sheet onto adjacent properties.
3. Property owners shall use SUDAS paving specifications on alley paving.
4. Property owners shall use a Class C4 mix with medium durability aggregate for paving of alley.

DATED at Indianola, Iowa this 1st day of April 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 04/01/2019

Subject

City Manager's Report - Ryan Waller

* Receive and file correspondence from March 15 and 22, 2019

Information

In your packet are the February 15 and 22, 2019 weekly updates from Ryan Waller, City Manager.

Roll call receiving and filing correspondence from the weekly update reports is in order.

Fiscal Impact

Attachments

Waller's Weekly 3/15/19

Mary's Invite

Draft April 1, 2019 Agenda

Draft April 15, 2019 Agenda

2018 Awards Banquet Invite

Email to County

EXP Permit Listing 03152019

Prop Main 03152019

Waller's Weekly 032219

Business Letter

Pool Pump Memo

Site Plan Draft

Draft 040119 Agenda

Draft 041519 Agenda

Diana Bowlin

From: Ryan Waller
Sent: Friday, March 15, 2019 9:31 AM
To: City Employees; All Department Heads
Cc: Amy Beattie
Subject: FW: Waller's Weekly 3.15.19
Attachments: Mary's Invite.pdf; Draft April 1, 2019 Agenda.pdf; Draft April 15, 2019 Agenda.pdf; 2018 Awards Banquet Invite.pdf; EMAIL TO COUNTY.pdf; EXP Permit Listing 03152019.pdf; Prop Main 03152019.pdf

Good morning!

Happy Friday. Below is this week's update email. Congratulations to Mary Zimmerman on her upcoming retirement! Please note the invite to Mary's retirement as well as the Employee Awards Banquet information.

If there are any questions on these or other items, or items that your respective departments would like included, please let me know.

I hope everyone has a great (St. Patty's Day) weekend.

Thanks for all you do.

Ryan

From: Ryan Waller
Sent: Friday, March 15, 2019 9:25 AM
Subject: Waller's Weekly 3.15.19

Good morning, all.

I hope this finds everyone well. Below and attached are the materials that make up this week's update email. Please know that I am out of the office today, but am available by cell if needed.

As always, please let me know if there are any questions.

I hope everyone has a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

City Council Meeting – As mentioned in my email from yesterday, we have been having a devil of a time trying to get the March 18th meeting rescheduled. Unfortunately, simply canceling the meeting and waiting until the April 1st City Council meeting is not an option because we have a number of items that need to be completed before the end of the month. For a variety of reasons and to increase our ability to have the necessary meeting, we will be scheduling two identical City Council meetings (March 19th at 5:00 p.m. and March 20th at 1:00 p.m.) in hopes that one of them can take place. Phoning in will be an option. The meeting agendas will be limited to the following items:

1. Setting some public hearings (so we don't disrupt local businesses),
2. Approving the claims (so we don't incur late fees),
3. Approving a contract with Civic (this is the City's main financial and payroll system), and
4. Receiving and filing the audit (so we can meet the State deadline).

Approved FY 2020 Budget - The FY2020 budget has been submitted to Warren County and to the Iowa Department of Management a few days ahead of schedule. Thanks to the Council and City staff for all their hard work in putting together another annual budget.

FY 2020 Budget Document - The Finance Department has started work on the FY2020 Budget Presentation Document. They have 90 days from March 4th to submit the document to GFOA to be considered for the Distinguished Budget Award. As part of this work, staff will be incorporating recommendations that were provided by GFOA as part of last year's budget submittal. Once completed, this document will be loaded to the City's website.

FY 2018 PILOT Payment – As previously shared, the IMU FY2018 audit found that more electricity and water had been sold than previously forecasted. An amount equal to five percent of the electricity sales and three percent of water sales is transferred to the city as a Payment in Lieu Of Taxes or PILOT payment. The remaining amount of \$73,600 will be transferred to the city with \$47,104 to the General Administration Fund and \$24,496 to the Police Fund. As you may recall, the General Administration transfer will pay for the accounting system upgrade.

County Email – Attached is an email that was sent to County representatives earlier this week. This email provides some follow-up information resulting from our last Courthouse/Jail update meeting. This is being provided for informational purposes only.

Shallow Pool Concrete Bids - Three bids were opened for the replacement of approximately 80 square yards of concrete walkway around the Aquatic Center Shallow Pool and concession areas. Several portions of the concrete are cracking or crumbling. Estimates were obtained last year from concrete contractors that ranged from around \$22,000 to \$30,000. These figures were used when including in the CIP budget for this fiscal year. The received bids ranged from \$45,564 to \$93,582. City staff will be recommending rejecting all bids and re-contacting the contractors for a per square yard cost and then prioritizing the areas that need to be repaired prior to this season under the budgeted CIP amount.

Pool Feature Pumps - Two of the pumps that operate the water features in the Aquatic Center Shallow pool were scheduled for repair during this winter as the shafts were corroding to the point of visible holes. With the advice from the Water Pollution Control staff and other pump vendors, the plan was to remove the shafts and rebuild them at Williams Machine in Lacona. Following delivery, it was discovered the shafts could not be removed without damaging the impellers and other pump parts. Staff have since been working with several pump vendors to collect estimates for replacement options. There is \$15,000 included in the CIP budget for these repairs. Staff will be working to select the best replacement options as soon as possible as the replacement pumps have a lead time of 4-6 weeks.

Employee Awards Banquet – Attached is the invitation for this year's employee awards banquet. Please be sure to rsvp to Melissa McCoy by Friday, March 22nd.

Mary Zimmerman – After 32 years of service to our community, Mary Zimmerman will be retiring from IMU on March 29th. Attached is an invitation for a reception honoring Mary's dedicated service.

Spring Cleaning – Non-emergency City Hall staff are looking to schedule a spring cleaning day. There are a number of files and storage rooms in City Hall that have not been cleaned in several years. It is anticipated that non-emergency offices would be closed for the spring cleaning day. Once a tentative date is identified, we will present at an upcoming City Council meeting and advertise accordingly.

Shadow Day - On Wednesday, 28 high school students shadowed employees in City and IMU departments. Departments included Fire, Police, Streets, Parks, Recreation, Library, IT, Community Development, City Manager/Finance/City Clerk/HR, and Electric. Students had the opportunity tour interesting areas within departments, ride with police officers, see how

paramedics intubate patients, learn about the planning and zoning commission, budget, interviewing, and a variety of other municipal operations.

Community Development Updates – Attached, please find various updates provided by the Community Development Department.

Upcoming City Council Agenda – Attached, please find the draft agendas maintained by the Clerk's Office for the upcoming meetings. As a reminder, these are fluid documents that can change on a regular basis (i.e. some items may get added/rescheduled due to Council direction, as well as other factors that may or may not be within the control of the City departments). If there are items that you would like more information on, please let me know.



Please join us in wishing Mary well after her
32 years of service!

When: March 22, 2019 at 5:30 p.m.

Where: Brickhouse

Who: City & IMU Employees

Come by and grab some pizza!

Mary's last day will be on March 29, 2019.
So be sure to come in and wish her well!

April 1, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- PH regarding tobacco violations
- BRAVO presentation
- Bike Night – Square Lease Agreement, Request to close the square, noise permit
- Public hearing and first consideration to amend Chapter 122 Section 23
- Jerry Kelley Trail – public hearing, award of contract
- Executive Session – land acquisition
- Oath of office to paramedic/firefighters
- Professional Service Agreement for the 2019 Indianola Bituminous Seal Coat Program
- Resolution changing the name of Kennedy Street to East Plainview Avenue
- Resolution changing the name of 150th Avenue to South 24th Street
- Resolution changing the name of R63 Highway
- Resolution authorizing a home owners to pave at the owners cost a public alley

April 15, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- PH and adoption of second amendment to FY 19 budget
- Treasurer's report for February and March

2018 AWARDS BANQUET

FRIDAY, MARCH 29
INDIANOLA COUNTRY CLUB

5:30 PM HAPPY HOUR

6:00 PM DINNER (EMPLOYEE PLUS ONE)

7:00 PM TRIVIA

8:00 PM AWARDS PRESENTATION

MENU

Roast Beef

Parmesan Chicken

Mashed Potatoes

Green Bean Almandine

Cheesecake

RSVP BY FRIDAY, MARCH 22 AT 5PM TO MELISSA MCCOY
MMCCOY@INDIANOLA.IOWA.GOV • 962-5272

PLEASE LET MELISSA KNOW IF YOU HAVE DIETARY RESTRICTIONS WHEN YOU RSVP.

Ryan Waller

From: Charlie Dissell
Sent: Wednesday, March 13, 2019 2:45 PM
To: Brandon Schulte; Nick Bruck
Cc: 'Crystal McIntyre'; Randy Cairns; Michael Lewis; Kurt M. Hagge; Megan Andrew; Mike Metcalf; Rick Graves; Tom Gaffigan; Greg Chia; Jason Etnyre; Dave N Moeller; Lou Elbert; Kurt Ripperger; Sumner Opstad; Ryan Waller; Brenda Easter
Subject: Warren County Courthouse Follow-up

Brandon and Nick-

We wanted to reach out to you to discuss a few items that we have discussed internally since our last meeting on February 27.

Lane Closures- We have looked into our codes to determine what travel widths are required to be maintained. Section 503.2 of the 2012 International Fire Code requires that fire apparatus access roads have an unobstructed width of not less than 20 feet. Based on our conversations to date, the conservative guestimate that you all provided was that you are planning on blocking off the interior of the Square (Courthouse side) all the way to the centerline during the stormwater utility reconstruction. Since the parking stalls on the exterior of the Square (Businesses side) all come out 16 feet, and there is about 30 feet between the centerlines and the curbs on the exterior of the Square, blocking off the interior of the Square all the way to the centerline would only leave about 14 feet of travel width. As such, we would need you to stay at least 6 feet away from the centerline on the interior side. As our City Council will have to approve these closures, we will need an updated sketch of the area you plan to close, the phasing you plan to use, and the dates/times you plan to have each phase closed. We realize that you are in the process of securing bids necessary to finalize these datapoints and will work with you on getting slated as soon as you have them. We ask that you please keep us posted so we can get processesd.

Traffic Flow- We have discussed how we would prefer construction traffic to enter and exit the Square. We have determined the best route would be for the traffic to enter the Square off of Highway 92 onto South Howard Street, and exit the Square from South Buxton Street back onto Highway 92. This creates the least disruption to the businesses and visitors to the Square. Are you able to add this into the contract with the contractors who will be performing the work when you get to that point?

We appreciate your cooperation to date on this project, and look forward to continuing to work with you in the coming years. Please let me know if you have any questions regarding this e-mail.

Thanks!

Charlie E. Dissell, AICP
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City of Indianola
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Indianola, Iowa 50125
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Permit #	Permit Year	Permit Date	Permitte	Owner if Different from Permittee	Address	Project	Last Inspected	Permit Expired	Date Letter Sent	Re Apply?	New Permit #	Date RePerm	DATE Re Inspect/ Finaled	Notes
2015														
78	2015		Garrett Miller		503 West 18th Place	Garage	NONE	5/17/2016	1/29/2019 02/25/2019					Resent letters with SECOND NOTICE listed on top.
98	2015		Brad Butler	Bradley Butler & Alesia Wright 1306 E Detroit Ave Indianola, IA 50125	410 W 1st Ave	Front Porch Repair	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019					Resent letters with SECOND NOTICE listed on top.
133	2015		Jeremy Selvage		3214 W 4th Ave	Garage	NONE	6/8/2016	1/29/2019 02/25/2019					Resent letters with SECOND NOTICE listed on top.
2016														
10	2016		Thomas Sherly Nicholson		200 West Orchard Ave	Bathroom Remodel	3/21/2016	9/17/2016	10/31/2018 1/29/2019					
42	2016		Jeff Downing		1202 North 9th Street	Sun Shade Structure	NONE	10/29/2016	10/31/2018 1/29/2019					
82	2016		Larry Powell		1201 North D Street	Garage	8/16/2016	2/12/2017	01/29/19					BOA Approval approval in file. Letter sent from RP and CB on 8/25/16 to owner regarding electric in the garage being separate rather than upgrading to 200amp. No further info or notes in file.
91	2016		Bryon Keeney		505 E Ashland Ave	Deck	NONE	12/28/2016	10/31/2018 1/29/2019					
93	2016		Rich Piper		1800 Fairway Drive	Garage	10/6/2016	4/4/2017	01/29/19					BOA twice approval for projects. No final. Last inspection was a RI framing
95	2016		LTD Corp		2312 West 2nd Ave	Loading Dock	NONE	1/9/2017	10/31/2018 1/29/2019					
99	2016		R & D Precision Builders		1001 E Madison Ave	Basement & Room Addition	NONE	1/11/2017	10/31/2018 1/29/2019					
111	2016		Greg Oakes		1001 N O Street	Basement Finish	5/2/2018	10/29/2018	9/21/2018 11/12/2018 1/29/2019					RP contacted 2/27/18 regarding no inspections and permit sitting without final. Final inspect scheduled FAILED - 5/02/18 RP writes Sheet rock under stairs, cover all exposed NM cable -Romex
117	2016		Joe Kissner		1003 N O Street	Basement Finish	NONE	2/8/2017	10/31/18 1/29/2019					Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 8/12/16
126	2016		Jeremy King	Anthony Hotz	505 N L Street	Repair of Deck Stairs / Dangerous Non Conforming Structures	NONE	3/6/2017	11/12/2018 1/29/2019					
135	2016		Cory Till		1109 South K Street	Garage	NONE	3/28/2017	01/29/19					
2017														
84	2017	7/5	Wayne & Susan Prather		810 N T Ct	Deck	7/27/2017	1/23/2018	01/29/19					
87	2017	7/6	CMC Pools	Bryan Bussanmas	101 S 19th Ct	Pool	NONE	1/2/2018	01/29/19					
104	2017	8/18	Brook Breuklander		908 N Y Street	Pool Deck	NONE	2/14/2018	01/29/19					
105	2017	8/24	Brenda McCoy		1200 E Euclid Ave	Deck	NONE	2/20/2018	01/29/19					
121	2017	10/4	Custom Specialty Services	The Village (Wesley Life)	707 Robin Glen	Bus Garage / Carport	11/15/2017	5/14/2018	01/29/19					
126	2017	10/17	Christopher Lutheran		306 N 17th Street	Basement Finish	11/9/2017	5/8/2018	01/29/19					Electric and Plumbing RI inspection completed by CB on 11/09/17. no other inspections found in file. Number listed as 319-631-2578
2018														
2	2018	1/17	Russ Vanderpool		512 E Euclid Ave	Garage	NONE	7/16/2018	9/21/2018 10/31/2018 1/29/19					Re issued letter regarding Shed on 512 E Euclid. 9/21/18-10/31/18
10	2018	2/14	Steger Construction	Brad Nancy Kotz	807 E Trail Ridge Pl	Alteration	2/22/2018	8/21/2018	9/21/2018 11/26/2018	No				11/23/18 Contacted contractor, P Steger 515-988-6027 states they decided to finish the job on their own. No contact info given for the owners. Will resend letter today 11/26
13	2018	2/21	Ann Mahoney	Equity Trust Custodian 1 Equity Way West Lake, OH 44145-2526	610 East 1st Ave	Home Restoration/ Alteration	3/5/2018	9/1/2018	9/27/2018 1/29/19					
14	2018	2/22	Genesis Development	Attn: Justin Terry	1809 W 2nd Ave	Alteration	NONE	8/21/2018	9/21/2018 10/31/2018					
15	2018	2/23	Jope Jolliff	Mail To: 15397 90th Ave	701 N 1st St	Home Alteration	3/5/2018	9/1/2018	10/5/2018 Returned 10/23 Remailed 10/31 1/29/19					Return notice sent letter back. Recvd 10/23/18. Warren Co shows 15397 90th Ave. Remailed 10/31/18
ACTIVE - in Motion for INSPECTION														
100	2017	8/15	John Adams	Helen Morgan	407 W Lincoln Ave	Garage	9/28/2017	3/27/2018	01/29/19				FAILED 03/06/2019	SB inspected property 03/06/2019 Failed "outlets need GFCI protected"
11	2015		Horton Robinson Construction	Tim Stacy Darr	2407 W 10th Ave	Garage Addition	4/7/2015	10/4/2015	11/8/2018 1/29/2019 02/25/2019					Horton came into office left phone number that rang busy each attempt. 3/11/18 emailed Tom Horton to return call with questions. Explained as letters did, that the property is not closed or finalized due to lack of inspections on file.

100	2015		Delta Delta Delta Sorority	Delta Alumnae Association 1309 Levin Drive Knoxville, IA 50138	705 N C Street	Alteration	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019				Passed 03/06/2019	Resent letters with SECOND NOTICE listed on top. Recvd call from Dennis Parker regarding the letter received about expired permit. Discussed. This is for a canopy. Was complete3d. Can confirm complete by driving by. Asked to have confirmation letter sent to him via email. Parkerbilt@outlook.com also send notification of completion and closure to Rich Thompson rich_thompson@eaglesign.net. Safebuild reinspected 3/06/2019 canopy installed per plans and permit
40	2015		TLCD Investments LLC	615 Brookwood Drive Indianola, IA 50125-3306	220/222 W Salem Ave	Alteration	9/16/2015	3/14/2016	11/8/2018 1/29/2019 02/25/2019	Dec-18			Failed 03/04/2019	Resent letters with SECOND NOTICE listed on top. Terry Pauling cld in, stated that he talked to Frank Rasco, states Rich came down to do final inspection. Permit application pulled for same location in 12/2018. Emailed SB to inspect for completion. Terry not moving forward at this time with new permit for an additional alteration. Sent doc from that application in 12/2018 to Terry via email so he has on him for future application if and when needed. SB inspection failed 03/04/2019 all outlets are over counter top need GFCI protection. Only one projected. All other itmes complete. Call to reschedule once GFCI protected.
141	2016		Sean Thompson		204 E Kentucky Ave	Deck	NONE	4/12/2017	11/12/2018 1/29/2019 2/25/19					Resent letters with SECOND NOTICE listed on top. Recvd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
148	2017	11/3	Iowa Drone	Sean Thompson	204 E Kentucky Ave	Garage	NONE	5/2/2018	1/29/2019 2/25/19					Resent letters with SECOND NOTICE listed on top. Recvd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
29	2015		Alex Van Clark		1003 North E Street	Addition BR and Egress Wind	7/2/2015	12/29/2015	11/8/2018 1/29/2019	EXT			02/08/19 FAILED	515-669-7886 - Alex - states they did the finish the basement walls just cut a hole in the drywall to add a different bedroom. He states the egress windows are complete. Requesting an extension on bedrooms or will call if no longer doing them to close permit. SB inspected 02/08/19 FAILED. Fire alarm outside of bedroom is more than 10' from door. Closet light had exposed bulb. Needs to be reinspected to final out.
82	2015		Brian Hoxmeier		1308 N 6th Street	Basement Finish	1/6/2016	7/4/2016	01/29/19	EXT til December of 2019 per CD				Brian (38-991-3092) called and would like an extension until the end of the year on this permit. Please make note of an extension until 12/31/19 per Charlie D.
140	2016		Joe Ripperger		209 N M Street	Deck	NONE	4/11/2017	11/12/2018 1/29/2019	EXT			02/05/19 FAILED	Zach current home owner - 515-729-4649 says okay to come whenever just call. Per SB 02/05/19 Jeff Begg "4x4 post more than 8' tall. Appear to be buried in the ground, unable to verify frost depth. Beam should be notched into post or supported with approved brackets. Stairs and all railing approved. FAILED DECK. Will need to schedule reinspection."
146	2016		Brad Butler	Ross Huff	611 Quail Ridge Rd	Deck	11/7/2016	5/6/2017	11/12/2018 1/29/2019	EXT			1/3/2019 FAIL	Owner called in requesting inspection for final. Sent to safebuild 12/27/18 Ross Huff - Safebuild inspected project on 1/3/19 FAILED- Will reinspect when called
68	2017		Richard Stewart		1209 Lancaster Way	Single Family Dwelling	10/10/2017	4/8/2018	8/28/2018 1/29/2019	EXT			2/13/19 FAILED 2/27/19 FAILED 2/28/19 FAILED for final but ok for TEMP CO (sod, gutters, grade)	Owner came in 02/11/19 reports final done by RP in July of 2018. No inspec sht in file. Scheduled final with Safebuilding. Mr. Stewart 515-490-8339 "SB inspected 2/13/19 failed "AC breaker is 30 amp needs to be 25 amp, unfinished basement outlets need to be GFI protected, water heater drain pipe is missing, need gutters and downspouts installed." Owner came to office 2/19 asked if he could just get final or temp co for GFI, breaker and drain pipe being done, but will not be able to get to gutters and downspouts till its warmer. Jeff with SB agreed to do Temp CO inspection. Owner will call in when ready for Temp CO inspection. Reinspection for final set up with sb 2/27/19. FAILED - Punchlist complete except gutter and downspout. Will complete by spring. Will call for reinspection. SB inspection 2/28/19 "missing gutters. missing final grade and sod. Landing at lower end of the stairs approved. Need drip leg on gas line at furnace. Permanent address required. House number not visible from street. Builder is planning a column with address at end of drive. Temp address sign in place now. Ok for temp CO.
98	2017	8/8	Jeffrey Simmerman		102 S 20th Street	Residential Addition/Garage/Deck	10/25/2017	2/1/2018 Ext 04/30/19	2/1/2018 1/29/2019	Ext				Extension given per DC for 180 days. Owner plans to complete January 2019 - 11/1/19 krb called Imom 1/24/2019 to remind of extension and plan for Jan completion. Owner called back 1/24 states due to weather needs additional time. Extension expires on April 30th or else they will need to re apply and pay fees for permitting again.
110	2017	9/7	Cross Cut Custom Carpentry	Robert & Deb Elgin	210 N 15th Street	Deck	9/7/2017	3/6/2018	01/29/19				02/07/19 FAILED	2/5/19 owner called in regarding inspection needed. SB scheduled for 2/07/19. Inspection Failed. Will need to call to reinspect. Owner cld in 2/11 asked for failed inspection report. Emailed inspection report to owenr 2/11. advised to let us know when she would like to reschedule final
8	2018	2/1	Benjamin Rogers		1000 North O St	Basement Finish	NONE	7/31/2018	10/5/2018 1/29/19	EXT til May				Still has not been completed yet. Extension needed until May 2018. 515-808-3030
32	2018	4/9	Amie Hale		107 South 19th Court	Pool	8/3/2018	1/30/2019	1/29/2019	EXT til May				Warning Letter advising of expiration if no final inspection. Extension given until May 2019 for final. 515-556-6715 Amie ..

35	2018	4/18	DDVI	IMU	110 S B Street	Line Shop Remodel	10/1/2018		01/29/19	EXT til 4/19			10/19 Failed Fire	1/29/18 letter sent out reminding of 180 days expiration from last inspection. Previous inspections September and October. Nothing since. Kurt R emailed stating electrical final will be scheduled by March. Extension given till April 2019
67	2018	6/8	Dan & Irene Bertsch	Mail to : 805 W 3rd Ave Indianola	610 S Freeman Street	Garage Addition	NONE 1/30/19 SB	12/5/2018	01/29/19	Ext	N/a		1/30/19 FAILED	Added to spreadsheet 1/24/19 krb - Mail to 805 W 3rd Ave. 1/29/19. Owner called in to have inspection for final. 1/30 Safebuilding. States unable to see previous work covered prior to inspection. Needs hurricane clips. FAILED. Will need to have re inspected once items mentioned are corrected Owners email 2/14/19 "I am responding to the letter I received from you regarding the construction at 610 south freeman. The work is not completed so I will need an extension of the permit. The work is being done by Ron Miller construction. Dan Bertsch"
RECTIFIED PERMITS														
1	2015	1/9	Paul Edenburn		102 S Howard	Alteration ADA Restrooms	1/14/2015	7/13/2015	11/8/2018 1/29/2019	EXT			2/13/2019 PASSED	Thomas Smith - 515-271-1877 Cld in. Sd ok to set up inspections on this. Emailed SB to set up . 2/13 Final passed. " ADA Bathroom at hair salon complete" Pass
95	2015		James & Shannon Aiello		2306 W Henderson Ave	Garage	NONE	3/12/2016	11/8/2018 1/29/2019				2/19/19 PASSED	James called in 2/19 regarding "shed" states this is not a garage. Insists that Rich came out several times to home for inspections. Agreed to allow SB to confirm completion. 281-814-8132 . 2/19 emailed SB to set up inspection for final
2	2015		Indianola Com. School Dist./ Emerson Elem.		1109 E Euclid Ave	Elem Addition Alteration	12/15/2015	6/12/2016					Exec Dec	Per DC- ok to close. Director should have signed. I have no probem with documentation other than signature. DC
3	2015		Bengstrom Construction Inc		1707 North 14th	Office Alteration	2/2/2015	8/1/2015	11/8/2018 1/29/2019 2/25/2019				Passed 03/04/2019	Resent letters with SECOND NOTICE listed on top. MO Valley Line Construction called 2/28/19. 515-961-5062 Robby SB inspected for final 3/4/19 complete and passed.
15	2015		Rick & Tamara Stump		307 W 17th Ave	Garage	4/16/2015	10/13/2015	11/8/2018 1/29/2019	EXT			2/13/19 PASSED	Owner called in. ok to schedule final- Safebuild scheduled for 02/06/19. Per SB Ron Frazee " Electrical outlets need to be GFI protected. 2/6 FAILED. Will need to reschedule inspection. Owner called in 02/11 to reschedule for final. SB inspected 2/13 FAILED "electrical outlets are GFI protected. Garage complete"
22	2015		Schultz Construction		1020 Scott Felton Rd	Demolition Deck	4/17/2015	10/14/2015	11/8/2018 1/29/2019					ALSO PERMIT for this location 22-2015 & 28-2018 Sandy Peterson ok to inspect 515-480-5913 - confirm demolition of deck. Scheduled with Safebuilding 2/09/19 at 9:30 am. 02/05/19 completed. "Pre fabricated shed on concrete pad 10x12 center of rear yard plus foot setback on side and rear yard. Rear deck appears to be original to house. No demo apparent. Deck was recently stained .
26	2015		Dave Morey		1009 W 3rd Ave	Garage	11/16/2015	5/14/2016	1/29/2019 02/25/2019				3/6/2019 PASSED	SB inspected 03/06/2019 garage complete GFCI protected outlets heated floors.
47	2015		Rebecca McGill		1607 East Boston Ave	Pool	NONE	12/6/2015	11/8/2018 1/29/2019 02/25/2019					Resent letters with SECOND NOTICE listed on top. Owner called in, states they put it up but then took it down the following year. Go ahead and close 3/1/2019
41	2015		James Lavelle		1719 E Boston Ave	Addition	11/15/2016	5/13/2016	11/8/2018 1/29/2019				02/05/19 Final passed	Note on Building permit says RENEW 1 TIME ONLY??? Owner cld in 02/01/19 stating ok to come out to inspection and final. 618-334-2950 Jim Lavalle
42	2015		Adam Smith		1708 Apple Drive	Addition Deck	9/1/2015	2/28/2016	11/8/2018 1/29/2019				02/14/19 PASSED	Owner called in. Purchased home since 2015. Its behind the home and behind a fence. Covered in snow at this time. Will need to wait til thaw for inspection. Amk. bowlin25@yahoo.com 515-238-0025 Alicia. 2/8 per SB this is scheduled for 2/14/19 at 10am for inspection
53	2015		Michael Yofremewkov		406 N K Street	Garage	NONE		09/27/18				10/18/18	Finalized by DC on 10/18. email from jason regarding property. This was a called in complaint that involved the construction debris from the shed. Found to be an expired permit. Close ok per DC inspection .
71	2015		Steger Construction		2209 North 8th St	Addition Covered Porch	NONE	1/16/2016	11/8/2018 1/29/2019				2/7/19	Spoke to owner . Stated ok for final inspection 515-238-7081 Cherly Koch. Says if she doesn't need to be home, then come whenever. Per SB Jeff Begg - Roof over existing patio footing depth on supporting post not verified. Project is complete"
74	2015		Hats Off LLC	Tim McConnell	400 S J Street	Garage for Residence	NONE	1/24/2016	11/8/2018 1/29/2019				2/5/19	515-491-8353 McConnell - States that Vandepool was his contractor. There are no permits in file for electric, plumbing etc. No inspections found in file. Tim states CB would stopped out once during concrete pour and he was unaware he needed to continue to call in for inspections. Sent to Safebuild to schedule inspection to rectify file. Tim told Safebuilding that this garage is actually located at 206 N G Street. Jeff Begg with SB "four stall garage, unable to verify frost footings - installed per owner. Electrical supplied to units from main panel complete :"
79	2015		Kurt Houska		1211 South G Street	Repair Foundation/Garage	9/15/2015	3/13/2016	11/8/2018 1/29/2019				2/5/19	Final inspection scheduled for 02/05/19 Safebuilding. Marked Final complete
85	2015		LMC Pools	Paty Duax Aiello	2306 W Anderson Ave	Pool	9/22/2015	3/20/2016	11/8/2018 1/29/2019				2/19/19	This inspection for final was completed same day as expired permit for same address location 95-2015 on 2/19/19 . Close per SB complete
87	2015		Chester Crouse		1302 N 6th Street	Storage Building	NONE	3/1/2016	11/8/2018 1/29/2019				2/7/19	Final inspection scheduled by owner. 02/07/19 Passed
93	2015	7/25	Stephen Sparks		410 W Orchard Ave	Shed	NONE	1/20/2016	11/8/2018 1/29/2019				2/14/19 PASSED	641-208-5208 Steve Sparks owner called in ok to inspect for final. Sent email to SB to schedule 2/13/19

104	2015		Michael Bilyeu		1011 N B Street	Deck	10/12/2015	4/9/2016	11/8/2018 1/29/2019				2/5/19	Owner called in. Michael Bilyeu states come whenever to inspect. 515-971-5600. Per SB Jeff Begg Deck complete framing approved. Railing approved. Depth of 6x6 posts unverified. Owner stated footing inspections were completed by City of Indianola"
105	2015		Kevin Robbins		1300 S. O Street	Shed	NONE	4/9/2016	11/8/2018 1/29/2019				2/5/19	515-249-3658 Kelly Adair ok with inspections for final on shed Final 02/05/19 safebuild passed "noted shed is complete it is located approx. 8' north of south lot line and more than 50' off rear lot line"
106	2015		Ryan Phipps		111 N G Street	Egress Window	NONE	4/10/2016	11/8/2018 1/29/2019				02/05/19 FAILED 02/06/19 PASSED	Owner called in 1/31/19 stated that this was completed and inspected back in late 2015. / agreed to have inspector out to validate 515-689-7926 Per SB Window installed. Depth of area wall is 48' ladder is required-no ladder present. Failed - will need to call for reinspection. 2/5/Owner called back stated ladder present. reinspected. Passed
115	2015		Plumb Construction LLC	Dave Dobson	315 South Spruce Street	Alteration Finish Basement	11/12/2015	5/10/2016	01/29/19					Owner called in 2/1/19 sd he "doesn't want ppl going through his house. Go ahead and let permit expire."
116	2015		B & S Construction	Nrk And Ark Rev Trust 1401 Apple Drive Indianola, IA 50125	605 West 2nd Ave	Repair Foundation	10/30/2015	4/27/2016	11/8/2018 1/29/2019 02/25/2019	EXT				Resent letters with SECOND NOTICE listed on top. Owner called in. Requested final and extension. SB emailed. Inspected 03/06/2019 "foundation newer than house. Concrete block. Water drainage panels applied to exterior. Complete.
128	2015		Dan J Nicholson		607 S Howard	Carport Root Only	12/1/2015	5/29/2016	01/29/19				2/14/19 PASSED	Dan called in 2/8 states that he is ok with coming out to do a final inspection. SB emailed to set up. 515-205-2152
135	2015		Scenic Point Mall	Troy Knight Hwy F62 W Monroe, IA 50170	1709 N Jefferson Way #200	Alteration Office	NONE	6/15/2016	11/12/2018 1/29/2019 02/25/2019				Passed 03/11/2019	Note in file from RP 2/27/18 left message about open permit and status. Resent letter 2/25 showing SECOND NOTICE listed on top. Tory Knight called regarding the letter. Says he has sold the property since the remodel in 2016. Accelerated (new owners) he will contact them and arrange for ok to inspect. 515-962-9272. Emailed Sb 2/28 to set up inspection date. SB 3/4/19 completed. "added approx. 520 sf to original space. Added outlets, lighting, no plumbing.
21	2016		John Amy Jakes		1201 E Iowa Ave	Foundation replacement	5/12/2016	11/8/2016	10/31/18	No	EXT		11/9/18	Owner called in and scheduled inspection for final. DC inspected 11/09 ok for final. CO given to owner at time of inspection.
24	2016		Don Bendon		715 West 2nd Ave	Garage	NONE	9/25/2016	11/05/18	No	No		11/9/18	Bendon came to office. Set up final inspection to complete file. 11/09/2018 Per DC ok to final. Documented file. 11/09
25	2016		Ronald Cooney		813 W 4th Ave	Shed	NONE	10/2/2016	10/31/18	No	EXT		11/15/18	Owner called in on 11/14 requested final inspection. Reports 2 previous inspections were done on the shed by RP. No inspections in file to reflect. Said he (owner) was hurt during the end of the project and forgot to call in the final. But deck is finished. Scheduled follow up inspection for final on 11/15 at 2pm. Owner asked to be present during inspection. Inspection scheduled for 11/15/18 ok per DC
30	2016		Matt Harmison		814 W Clinton Ave	Deck	NONE	10/2/2016	10/31/18	No	EXT		11/12/18	Per DC extension given. Inspected property 11/12 ok'd
36	2016		Justin Tully		908 N J Street	Deck	5/13/2016	11/9/2016	10/31/18	No	EXT		12/3/18	Received call from owner. Set up inspection to confirm finished. Sent request to Safebuild. Completed and confirmed deck done 12/3
43	2016		Kirk Hansen		1103 N D Street	Garage	12/20/2017	6/18/2018	11/12/18	No			11/19/18	11/19/18 per DC finished.
44	2016		All American Exteriors	Steve Biddle	1806 Apple Ln	Front Deck	NONE	10/31/2016	10/31/18				11/12/18	Inspection for final set up for 11/12/18 @ 10:30am per DC ok
47	2016		Beth Zimmerman		1313 S O Street	Basement Alteration	5/26/2016	11/22/2016	10/31/18	EXT			11/16/18	Note in file saying Rich Parker called 2/27/18 and left a message for the tenant to call back regarding the permit for the basement finish that has not been finalized out. RP DC 11/16 final inspect. Ok CO signed off on 12/04/2018 for file
54	2016	5/11	Devon Sadler		1001 Ann Parkway	Porch Repair	5/17/2016	11/13/2016	10/31/18				11/16/18	DC inspected site 11/16 ok'd for final. Close file
56	2016		Paul Whipple		1801 Fairway Drive	Deck	NONE	11/9/2016	11/12/18				11/17/18	DC inspected 11/16/2018 Owner Joe Nydle called in to set up final once ltr received. Complete as of 11/17 final and closed
60	2016		Brenda Simpson		500 South Buxton	Deck	NONE	11/16/2016	11/12/18	NO			11/19/18	Final Inspection 11/19/2018
71	2016		Sean Thompson		1110 N Howards St	Deck	6/7/2016	12/4/2016	10/31/18	EXT			11/16/18	Owner called in, set up final inspection on deck for 11/16 DC ok 11/16
72	2016		Dan Hickman		600 N 14th Street	Shed	NONE	12/4/2016	10/31/18				11/16/18	DC inspected Shed ok finished
75	2016		James Burgin		103 West Hillcrest Dr	Garage	6/20/2016	12/17/2016	01/29/19				2/14/19 PASSED	BOA Approval for this project to even happen. James burgin called in 2/01/19. stated will be out of state til second wk in Feb. ok to schedule inspection when he gets back. Sent notification to Safebuilding
104	2016		Kathleen Picken		1003 N C Crt	Deck	8/24/2016	2/20/2017	Called				9/17/18	Final says that the deck needs handrails before finaling- NO approved for final due to 4 rizers need handrail. - Sticky Note from DC states ok to close. No inspection or reasoning, just sticky note. 09/17/18
109	2016		Al Thayer		3212 W 4th Ave	Deck	8/10/2016	2/6/2017	n/a				n/a	Per DC ok to close. No reason, just a sticky note.
123	2016		Jos Nesvedt		903 North B Street	Addition	3/30/2017	9/26/2017	11/12/18				11/21/18	DC at 9am
133	2016	9/21	Stephen Neve		1709 Apple Lane	Basement Finish	6/28/2017	12/25/2017	8/28/2018 11/12/18				1/3/19	Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 09/21/2016 RI inspections done. Nothing else. Ltr sent 11/12/18 owner called in. scheduled inspection. Safebuild inspected for final on 1/03/2019 FAILED owner will call once rectified and for reinspection. FINAL INSPECTION PASSED 1/17/19
139	2016		Kevin Wood		901 East 1st Ave	Deck	NONE	4/8/2017	10/31/2018 1/29/2019				02/22/19 PASSED	Owner called in to schedule final 238-6392 ok to have inspection. Per SB Jeff Begg 02/05/19 "inspected deck on SE corner of House. Deck is 35' above grade, deck requires a guardrail. Guardrail is in place but only 35' above decking. Code requires 36' Left message with homeowner. SB reinspected for final 2/22/19 passed

148	2016		John Dianne Liepa		603 E Salem Ave	Repair of flooring and roof	NONE	5/6/2017	11/12/18	No			Close	LetterA52:N52 was returned with forward address of 1101 22nd St. WDSM 50265-2222 remailed 11/15/18. Letter received from prev owner stating the porch was in poor shape, replaced and not aware needing a final inspection. Apologized and stated the home has been sold with new owners.
149	2016		Jerry Weeks		409 W 17th Ave	Carport	NONE	5/9/2017	11/12/18				11/19/18	Owner called in-11/19 ok to come to do final inspection. DC ok to close 11/19/18
157	2016		Ronald Fridley		708 E 1st Ave	Alteration	Alteration	6/5/2017	11/12/2018 1/29/2019				2/14/2019 PASSED	Per DC Send letter instead of inspection only. SB inspection for final 02/14/19 Passed. Egress window complete as view from exterior. Ladder build into area wall. We were not able to get inside to see anything.
49	2017		John Jakes		1201 E Iowa Ave	Deck	5/28/2017	11/24/2017	08/28/18	Yes	107-18	8/29/2018	10/29/18	Expired prev permit extended. Inspections completed. Re cert 8/30 final 10/29
65	2017	5/15	Kevin & Denise Kalbus		1319 E Franklin Ave	Deck Addition	NONE	11/11/2017	NONE	YES		Extension	Exec Dec	Per Charlie, ok to give extension. New Expiration of 05/25/19
86	2017	7/6	Midwest Builders	Steve Hoover	601 Trail Ridge Rd	Sunroom Addition (Full Screen)	NONE	1/2/2018	01/29/19				02/05/19 Passed Final	Steve Hoover cld in. States it was completed in July 2017. 515-229-8129 ok to come out to inspect
89	2017	7/19	Uhnemus Construction	Mark Hines	1206 E Franklin Ave	Deck	7/19/2017	1/15/2018	01/29/19				2/28/19 PASSED	Owner cld in ok to schedule inspection. Emailed SB. SB unable to get ahold of owner. Jeff with SB will do a drive by and stop today since deck is not fenced in and should be accessible from the road. Will wait for inspection report back 2/28/19 PASSED - Deck complete
90	2017	7/24	Phipps Properties	Ryan Phipps	111 N G Street	Foundation Repair	NONE	1/20/2018	01/29/19					Owner called in 1/31/19 stated allowed permit to expire due to discontinuation of project. Too expensive to complete. 515-689-7926
97	2017	8/4	Steven Ponzeline		311 South Freeman St	Open Carport	8/17/2017	2/13/2018	01/29/19				02/04/19 Passed Final	Owner called in 2/01/19 spoke to Charlie - Said ok to inspect for final 515-808-0320 Monday
98	2017		Jeffrey Simmerman		102 S 20th Street	Deck	8/28/2017	2/24/2018	10/31/18	Yes		Extension	Exec Dec	Owner called in. Extension given per DC till 02/01/2019
111	2017	9/12	Adam McCarty		2710 N Jefferson Way	Deck	10/20/2017	4/18/2018	9/21/2018 1/29/2019	Will re apply for new permit in 2019	CLOSED	CLOSED	CLOSED	Applied for utility shed on 09/21/18. Will inspect both for compliance 09/24- 9/24 inspect deck is not finished. Owner will need to re apply for building permit. Owner called 12/12/18 asking for an extension on his deck permit, he wasn't able to get to it or work to finish it this year. Advised that he will need to re apply and pay for a new building permit next spring 2019
122	2017	10/11	Bern Investments	Bellagio Construction	402 West 1st St	Garage	4/19/2017	10/16/2017	Called	Yes	02-2019	1/14/2018	CLOSED	RP rejected and failed the footing inspection on 4/19 and there is no return for inspection in the file. Contractors cards found in file. American Masonry Donnie Doyle 641-990-9236 641-236-6800 and Bellagio Construction & Renovations Nils Norland 515-979-4443 nilsnorland@yahoo.com 3909 NE Bellagio Circle Ankeny, IA 50021. Reissue of permit 02/2019 Curtis White. Repaid permit fee. Came in to void-decided to demo property instead of finish. Closed 1/18/2019
138	2017	10/24	Construction by Cambron	Ryan & Juli Cambron	201 E 4th Ave	Garage	2/12/2018	8/1/2018	01/29/19				02/04/19 Passed Final	Per RP 11/14/17 Footing inspection completed - per RP Electric Service insp 2/12/18 ok. No other or final inspection found in file. 515-480-0985 Ryan Cambron called in stated RP finalized but he is okay with inspection to close out
139	2017	10/25	Jessica Schonert	Keith Smith	412 W Iowa Ave	Garage	NONE	4/23/2017	01/29/19				02/07/19 PASSED	SB inspected 02/07/19 "detached garage is complete. Unable to verify footing depth. Framing approved. Unfinished interior.
142	2017	10/27	Stuppy Inc		2205 E 2nd Ave	Greenhouse	10/26/2017	4/24/2018	01/29/19				PASSED	Labeled as a Greenhouse for Indianola Parks & Rec. Recvd call from Clerk of Court stating 2205 is their address however this is not a permit they have pulled. May need acrossed the street. Confirm address. Call made to Doug B with Parks & Rec to discuss. Scheduled inspection for greenhouse.
143	2017	10/27	Luke Riedmann		1024 Scott Felton Rd	Basement Finish	11/20/2017	5/19/2018	01/29/19				3/6/19	SB inspectiond Final passed FGCI and smoke detectors are good
152	2017	12/5	Murphy Tower Service	IMU	111 S Buxton Street	Telecommunications Hut	1/24/2017	6/23/2017	01/29/19				Close	Electric service was approved on 1/24/14 per RP and footings 12/05/17. No final inspection. Inspections show ok for electric service buy RP 1/24/17
153	2017	12/7	Hope Jolliff		608 N Howard Street	Basement Wall Alteration (Crawl Space)	1/8/2017	7/26/2017	01/29/19				Closed	Called contractor Santos orellana 515-979-5040, states that after the footing inspection the inspector told him he wouldn't need to come back. No final shown and no CO issued. Will forward to Charlie.
154	2017	12/7	Robert Dale		406 E 2nd Ave	Garage	NONE	6/5/2018	01/29/19				02/04/19 Final Complete	BOA approved 12/06/17 no inspections after approval and building permit issued. Owner Robert cld in 2/1/19 to schedule final inspection. Contacted safebuilding to set up for next week
9	2018	2/21	Todd & Johna Clancy		808 East Scenic Valley Ct	Addition	7/31/2018	1/27/2019	09/21/18	No	No	N/a	9/18/18	Permit has not expired however they sent in pics of the footing holes. No inspections face to face were performed. This property was never inspected but approved from pics only. DC to inspect 09/18/2018- Per DC ok to close 9/18/18. Deck is complete and appears in good condition.
11	2018	2/14	Jonathan Cook		1200 Caroline Terrace	Alteration	NONE	8/13/2018	09/21/18	No	Ext		Exec Dec	Per DC extension granted. "Owner requests final inspection 12/26 - Completed 1/09/19. Need final OK from Safebuilding. File placed back in cabinet to pull Extension given 150 days to expire on August 30, 2019
12	2018	2/21	Ground Breaker Homes	Peoples Company	113 W Salem	Repair/Replacement	3/12/2018	9/8/2018	09/21/18	No	No	N/a	11/5/18	There is a CO signed for this but no final inspection recorded. Please look at file. ODD 09/17/18 DC ok to close. FU inspection 11/05/18 CLOSED
16	2018	3/1	Steve Westra		1111 E Gerard Ave	Pool	5/21/2018	11/17/2018	10/05/18	No	No	Extension	11/5/18	Warning Letter Sent of expiration prior to winter. Owner called in on 11/05/18 requesting a final inspection. Scheduled for 11/05/18
19	2018	3/12	Midwest Builders	Ross & Sally Dale	615 E Scenic Valley	Alteration	None	8/30/2018	10/05/18				CLOSED	Owner called in stating this project was complete. 641-660-2066 Ross Dale

22	2018	3/27	Atlas Masonry Tom Smith 2104 37th St, Des Moines, IA 50310	I Street Holdings LLC 503 N I Street Indianola, IA 50125	102-104 1/2 E Salem Ave	Repair Brick Store Front	None	9/23/2018	9/27/2018 1/29/19				02/11/2019 PASSED	Shows as 102-104 1/2 E Salem Ave - Currently owned by I Street Holdings 503 N I Street. Emailed the letter to the address provided on the permit as well. 09/26 dustin@atlasasonry.net, No response. Letter sent 1/25/19 to I street Holdings LLC as well as to permittee at Atlas Masonry- Owner called stated ok to send out inspector to final or confirm completion 515-271-1877 . Completed as of 02/11/19 passed final- inspection notes "tuck pinting off allbrickwork at location is complete- no work done on any wood site fronts, windows, or doors."
24	2018	3/30	Apex Storal Solutions LLC	Andrew Hart	802 East Hillcrest Ave	28 Storage Units	NONE	9/26/2018	09/27/18	No	No	N/a	10/4/18	Andrew came into office to discuss. States inspectors came out several times and said project was ok. Set up reinspection for final with David. Final completed on 10/04/18
25	2018	3/30			910 Scott Felton Rd	Egress Windows	4/6/2018	10/3/2018	09/27/18	No	No	Extension	11/5/18	Warning Letter advising of expiration if no final inspection. Final Inpsection set for 11/05/18. CO issued 11/05/18 mailed.
26	2018	4/2	Joshua Hayes	Jason & Heather Glenn	1012 N 1st Street	Deck	4/2/2018	9/29/2018	09/27/18	No	No	Extension	10/2/18	Owner cld office 10/01 scheduled final inspection - final inspection completed by DC on 10/02/2018 ok and completed.
28	2018	4/3	Sandy Peterson		1020 Scott Felton Rd	Shed	NONE	9/30/2018	9/27/2018 1/29/19				Passed 2/5/19	Warning Letter advising of expiration if no final inspection. Sandy 480-5913 cld in. ok to inspect. Safebuilding schedule for 2/5 9:30am
37	2018		James Steffen		2012 W Euclid Ave	Deck	None	10/20/2018	09/27/18	No	No	N/a	10/19/18	Warning Expiration letter sent 9/27. inspected 10/19 before 10/20 expiration.
49	2018		Jerry's Homes	Michelle & Theodore Mercer	404 North 18th Street	Basement	6/1/2018	11/28/2018	01/29/19				02/08/19 PASSED	Ri Inspections completed by RP on 06/1/18 no final. Spoke to Jerry's Homes. Asked to contact new owners of home. Ltr sent 1/29. Michelle Mercer called in 02/01/2019 states that she is ok with having a final inspection to close permit. Requests call at 515-577-8548 SB inspected 02/08/19 COMPLETE
58	2018	5/22	Sean Thompson	Russ Sivadge	107 E Kentucky Ave	Deck	NONE	11/18/2018	Called	No	No	N/a	1/26/19	No inspections in file. Simply a permit with site plan. Contacted Contractor Sean Thompson 1/24/19 he stated footing and final were inspected by Rich Parker and this was complete in July . Advised no inspections sheets in file. Will drive by to confirm deck complete. Confirmed by Safebuilding 1/26/19
68	2018	6/11	Jeff Kinter	Vernon Branss	306 N J Street	Garage	7/20/2018	1/16/2019	Called	Ext	No	N/a	12/28/18	Safebuilding inspected 11/27/18 - Final CO approved 12/28/18

NON COMPLIANT 25
 ACTIVE INSP / INSPECT 17
 COMPLETED/CLOSED 76

Total 118

Property Address	Owner Information	Issue	Code	Complaint Info, Progress and Actions	Dept Actions	Established Deadline for Abatement	Follow Up by- Date
NEW THIS WEEK							
507 E Salem Ave	City	Dead Tree		City tree in ROW between sidewalk and street on E Salem Ave - in front of 507 E Salem.	JASON - Streets Dept		
604 E Ashland	Ed & Vicki Wood	Junk Debris	51.03 (01)	IHP reports junk/shade tent on property 3/13	TL & KB 3/20		
110 8th Street	Greg & Danielle Hodges	Junk Debris	51.03 (01)	IHP reports mattress in side yard	TL & KB 3/20		
901 E Ashland	Thomas Longer	Junk Debris	51.03 (01)	IHP reports junk and garbage front and side of home	TL & KB 3/20		
1009 E Salem	Carrie Putney	Junk Debris	51.03 (01)	IHP reports garbage piled up by front door	TL & KB 3/20		
1006 E Salem	Thomas & Brenda Wadle 307 N D Street	Junk Debris	51.03 (01)	IHP reports garbage on front porch/porch/plastic bins	TL & KB 3/20		
1105 E Salem	Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	IHP reports corner lot- side lot full of junk / RV	TL & KB 3/20		
802 E Salem	Tim & Cindy Phillips	Junk Debris	51.03 (01)	IHP reports front porch - old tv/junk/old swingset slide	TL & KB 3/20		
EXISTING							
305 W 17th Ave	Warren Burge (Deed Holder) 4603 Little River Ln, FL 33905 Jeffrey Schrader (Contract) 803 S 1st St, Indianola Robert Reeses (Tenant) 305 W 17th St	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	TRAILER -Complaint of junk debris, trailers full of scrap junk and metal, tables and campers on grass. 2/13/19 KB visited site. Took pics. Contacted owner. Sent letter with pics to deed holder, contract buyer and tenant or residence. Contract holder states tenant has been evicted but refuses to leave. Follow up by 02/28/19	Letter sent to: (Deed Holder) (Contract Buyer) and (Tenant)	02/26/19	02/28/19
111 W 3rd Street	Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Left hanger and took pics. 1/29 515-8003-8403 Owner called in 2/01/19 explained with snow unable to move but will this weekend and work on it. KB visited site 2/7 vehicles without plates on property, futon still in snow on curb/no uncovered due to melt, not removed. Garbage and debris piles by buildings and garage- Pics taken . Owner came to office 02/12 stated he has spoken to tenants and this will be rectified by the end of the week. Given until 2/25/19 to resolve. KB visited site 2/27/19 vehicle still parked on grass, damaged windows. Garbage pile by the garbage not in it, and garbage on front deck. Will contact landlord to discuss	Letter sent 1/30/19 Call Landlord-	02/25/19	03/07/19
609 N 1st Street (same internal block 604 and 602 N Howard Properties) Full block covered in junk debris and junk vehicles	Marilynn Vanzanten-Peters	Junk Debris	51.03 (01)	Junk debris - hanger left 1/29 and pics taken. Revisit property 02/07/19 - KB visited site 2/7 decorations all over home, back yard near garage are issues. Trailer empty but parked on grass, construction and junk debris still exist around garage. Pics taken. Send letter. 2/21/19 no change. pics taken.	Letter sent 02/26/19	03/07/19 3/25/2019	03/07/19
701 E 1st Ave	Vale LLC 6416 Mott Ave Windsor Heights IA 50324-1810	Junk Debris	51.03 (01)	12/10 rcvd complaint of home deteriorating with each tenant that moves. Windows covered with plastic. 2/28/19 KB visited site. No change. Large pile of insulation or carpet between home and garage now.	Certified Letter 1/23/2019 Resent Letter 2/25/19 BID FOR ABATE	1/23/2019 ABATE 2nd LR BID FOR ABATE	03/07/19
911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles	51.03 (03)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows?	Legal		03/07/19
1604 W Detroit Ave	Gaymarie Bittner	Junk Debris	51.03 (01)	1/3/19 Called states garbage all over yard after a move from property. Also reported abandoned vehicle in adjacent property/vacant home where owner lives out of town, car not owners. Owner called in. Extension given until 02/21/19. 2/13 KB visited site. All totes removed. Only things remaining are office chair and construction materials. Pics taken. Car still acrossed street in vacant	Certified Letter 1/23/2019 Progress Follow Up Letter 2/25/19	03/12/19	03/13/19
1900 South E Drive	John Rennenger	Fire Restoration & Demo	163.02-06	Fire damaged structure - garage . CD requests pics taken of structure and follow up standard set to insure property is maintained or demolished accordingly. KM 1/16/19 pics taken. FU to insure demolished by 02/16/2019. 2/19 KB visited site. Took pics. Garage is not demolished. Looks as though nothing has been touched since FD extinguished fire.			03/14/19
305 W Salem Ave	Willaim & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19	03/28/19	
1000 E Salem	Scott & Josephine Helgeson 11133 165th Ave	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	visited site 02/21 vehicles have been removed from side driveway, junk and debris along with trailer and camper have been parked in back of property. Pics taken. Camper, trailer and junk vehicles are in rear yard with no hard surface. Recheck for compliance in spring	Certified Letter 1/22/2019	1/29/2019 02/21/19 V	03/20/19

1007 N D Street	Rebel Snodgrass	Tree	50.02 (13)	Bids received for abatement of tree. Owner contacted office states will have tree removed by spring. Given extension per C Dissell and JE. Unable to abate due to cost per Cdissell			03/20/19
504 N O Street	307 N Howard	Junk Debris	51.03 (01)	Junk debris and furniture piled in front of home. Pics taken 02/28/19 Send Letter	Send Letter	03/20/19	03/21/19
208 S 4th Street	Karla Gilsalazar	Junk Debris	51.03 (01)	Owner Jordan Clark called in 515-612-5310 stated that he would be working on it. Garbage removed, vehicles removed. Stroller still out by garage partially under snow. Revisit 03/20/19	Certified Letter 1/23/2019 - Follow up Letter sent 2/25/19 of few items left	03/04/17	03/20/19
2412 N Jefferson Way	Southtown Chrysler Jefferson Way LLC	Parking Violations with Vehicles not on hard surface		Received complaint of several vehicles being parked in field not on pavement or rock. Received additional complaint stating now parking in for sale lot next to the dealership in a field - getting worse. 2/06/19 KB took pics of overflow gave to CD to evaluate. 2/20 Rcvd call from (2506). Cars parked in all directions of the home, each side and behind. 2/21 took pics. Referred to Charlie.	Refer to Director -		03/20/19
802 E Salem Ave	Tom & Cindy Phillips	Junk Vehicles	51.03 (03)	3 vehicles located on property, appear inoperable, one in front drive with bumper damage - side of garage, no license plates, similar vehicle makes and models on property (collecting?). Send letter with pics. IHP reports junk on porch old tv and old swingset/slide?	Letter Sent 2/25/19	03/25/19	03/26/19
602 N Howard Street	Chad Cumes, Jennifer Larson	Improper Disposal of Yard Waste	50.02 (17)	Caller reports improper disposal of yard waste in the creek behind the residence, causing build up and clogging the creek. 11/19 took pics. Door hanger left. 12/17/18 owner of home contacted office. Discussed matter, sent pics taken. Extension 12/28/18. 1/16/19 KM visited site. No change. Bid for abate. Unable to abate due to weather, snow and ice. Will extend and check on 1/30/19 weather permitting. May need to wait to spring to thaw. 2/21 visited site. Snow covered return in May	Letter Sent - Spoke with Owner - Transfer to Legal for MI	1/18/2019 Extension due to freezing - Check in Spring	04/12/19
1213 W Clinton	Gary & Jill Downey	Brush Pile	50.02 (12)	KM visited site took pics, left door hanger 1/2. Owner called 1/3/19 out of state, will return in April. Spoke with CD. Ok'd for extension until return in April	Extension given to 04/2019	Extension given from 2/28/19 to 05/05/2019	04/12/19
211 S D Street	Michael Goode	Dangerous Building ?	163.02-06	KM to visit site to take pics of home- may be dangerous building (garage)? KB visited site. Nothing found to be dangerous. Pics taken. Ends of overhang of roof are off but does not allow anything inside of the structure. Will have Building Official inspect this Spring	Hold for Building Official Structural Inspection		04/12/19
913 E Detroit	Tom Wadle 1003 W 2nd Ave Indianola	Junk Debris/ Vehicles	51.03 (01) 51.03 (03)	Black truck and junk on property. 2/21 took pics. Send letter with pics and code violations. This is acrossed from another prop main property doing same. KB visited site 2/27/19 New and more vehicles now. Pics taken. Bid for abate	Letter sent 2/25/19	Extension given from 3/27/19 to 05/05/2019	05/07/19
909 N Buxton	Denise Anderson	Junk Vehicles	51.03 (03)	KB visited site. 2/27 no change. pics taken. No movement or attempts to comply since December of 2018. Owner called in stating that the camper is her sons and she requests more time to remove due to weather and mud from snow melting. States she has been out of town, just received notice. Requests extension for 2 months to May 5th.	Letter sent 2/28/19	03/28/19	05/08/19
BID FOR ABATEMENT							
604 N Howard Street	Lewis Souer 701 S R Street Unit 1	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Progress being made, however it is not completed. Extension till February 2019. KB visited site 02/7 improvements being made. Still several items outside around building and vehicles without tags in alleyway. 2/21/19 Same- no change. Pics taken	Letter sent 2/8/19 has til 3/7/19	03/07/19	Request Bid for abatement
308 W 1st	Ernest Martens	Junk Debris	51.03 (01)	KB visited site 2/27/19 No change Previous letters, visits, door hangers and abatement notices have gotten zero response for progress. 12/13/18, 12/19/18, 1/02/19, 1/16/19, 2/07/19, 2/22/19. BID FOR ABATE.	Certified Letter 1/23/2019 Extension til 2/4 for debris 2/22 for vehicle	02/12/19	Request Bids for Abate
407 W 1st	Reuben & Donna Burdess 1648 Hwy J46 Allerton IA 50008	Junk Debris -Dangerous Home (windows)	51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. Agreed. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Letter to owner given by hand to property maintenance contractor of prop 02/04/19 2/21 Referred to Legal	03/07/19	Request Bids for Abate 3/7/2019
411 W 1st St	Reuben O Burdess 410 W 2nd Ave 1648 Hwy J46 Allerton IA 50008	Junk Debris	51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. New trailer and vehicle have been found on property since last visited. He stated it is being towed today. 2/28/19 confirmed trailer and truck there yesterday has been removed KB. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Certified Letter 1/23/2019 Letter with new pics 02/11/19	03/07/19	Request Bids for Abate 3/7/2019
CLOSED THIS WEEK							

Diana Bowlin

From: Ryan Waller
Sent: Friday, March 22, 2019 7:19 AM
To: City Employees; All Department Heads
Subject: Waller's Weekly 3.22.19
Attachments: 2019-02-26 WCJC - SITE PLAN - DRAFT.PDF; Pool Pump and Concrete Memo March 20.pdf; Draft April 1, 2019 Agenda.pdf; Draft April 15, 2019 Agenda.pdf; Business Letter.pdf; Mary's Invite.pdf

Good morning, all.

I hope everyone is enjoying the first few days of Spring! Below, please find this week's update.

Public Safety personnel, please be aware for the first two updates.

As always, if there are items your respective departments would like included in future updates or if there are any questions, please let me know.

I hope everyone has a great weekend and enjoys the March Madness!

Go Hawks (and Cyclones)!

Ryan



Pedestrian Crossing Upgrades - Iowa Signal began work on the pedestrian signal heads and pushbuttons along the main highway corridors. As you may recall, this project is primarily funded by a grant from IDOT. Once this phase of the project is completed the contractors will start installing the battery back-ups. As part of the battery back-up installation, we anticipate the traffic signals will go dark briefly while the power cables are connected. Iowa Signal will place stop signs out prior to the signal going dark and removing the stop signs once the signal is back running. A timeline has not yet been determined, but the anticipated outages will not be for very long and should not disrupt traffic.

Sewer Project - The 15th St/HWY 92 sewer project will commence the week of March 25th. On Track Construction from Nevada will move in early that week to start potholing for underground utilities. Their boring subcontractor, AAA Trenching, will start boring in the new sewer on March

27th. This project will eliminate the defective sewer connections in the old trailer park that emit odors and allow ground water to enter into the sewer system. The three structures on the northwest corner of the intersection will be tied into a new sewer main that will run west on the north side of HWY 92.

Jerry Kelley Trail – The bid deadline for the Jerry Kelley Trail project was earlier this week. The lowest bid was more than the Engineer's estimate. Staff is waiting to receive the bid tabulation to evaluate areas that could be value engineered and other options available to reduce the cost of the project. Staff anticipates having the information in advance of the April 1st public hearing.

Jail/Courthouse Project – Earlier this week, the City was provided with a revised site plan for the jail/courthouse project. A copy of this revised site plan is attached. City staff are in the process of reviewing this revised layout and will be providing comments to the County. A copy of this letter will be provided in next week's update email.

Economic Development - As shared during a previous City Council meeting, staff have been working with a building owner on overcoming some infrastructure related challenges. Attached is a letter providing an exemption to certain provisions of the City Code to allow the business to pursue alternatives that meet the intent of the Code. The City Code does allow for this administrative review and exemption.

Developer Meetings – This week staff met with two separate developers to discuss future residential developments. Following the meetings, both developers expressed their appreciation for the cooperation and assistance. In total, the two developers would represent 67 residential lots.

Sewer Connection Fee Districts - This week staff received another complaint about the amount of fee due to connect to the City's sewer system within a Sewer Connection Fee District. This contact indicated that are looking to develop the area, but is likely unable to make the high amount work in their budget. Staff is continuing to research this issue and is working with Legal to determine what can be done in areas where potential fees have made development unaffordable.

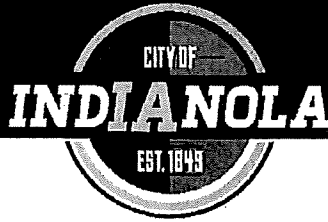
Parks and Recreation CIP Projects - In last week's update staff shared updates on two Parks and Recreation projects (shallow pool concrete and shallow pool water feature pumps). Attached, please find a memorandum providing an update on these two projects.

Mary Zimmerman – After 32 years of service to our community, Mary Zimmerman will be retiring from IMU on March 29th. Attached is an invitation for a reception honoring Mary's dedicated service.

RAGBRAI Route – On Tuesday and Wednesday of this week, RAGBRAI announced the routes in and out of our community. The routes may be found at <https://ragbrai.com/routemaps/2019-route-maps/>. The community's RAGBRAI committee is working on the various details, including the planned internal route. Information will be provided as it becomes available.

Out of the Office – I will be out of the office most of the day, but will be accessible by cell phone.

Upcoming City Council Agenda – Attached, please find the draft agendas maintained by the Clerk's Office for the upcoming meetings. As a reminder, these are fluid documents that can change on a regular basis (i.e. some items may get added/rescheduled due to Council direction, as well as other factors that may or may not be within the control of the City departments). If there are items that you would like more information on, please let me know.



FIRE DEPARTMENT

03-19-2019

[REDACTED]

This letter addresses the circumstances that have been identified for insufficient water supply for a required component to operate your business at [REDACTED] Avenue Indianola Iowa 50125. As directed by the 2012 IFC a sprinkler system shall be installed for the operation of this type of business/size. The insufficient infrastructure supporting this sprinkler system will not allow it to function as designed. Even with supplemental components to the system it fails in its required containment capabilities. Enforcing something unattainable does no one justice.

Per City Code of Ordinances 160.07 I have authority to modify and allow for a modification of accepted code under unusual circumstances. This circumstance meets that criteria. I will allow this exception and in its place a fire and smoke detection system will be installed as accepted alternate design at [REDACTED] Indianola Iowa 50125.

The fire and smoke detection system will have a central panel and monitored by a third-party vendor. Installation will be completed by a licensed contractor in the State of Iowa for fire and smoke detection systems.

Additionally, a Hold-Harmless Agreement will be prepared by Indianola City Legal outlining liability for the exception (alternative design) being proposed. The agreement is subject to both parties signing the document.

Respectfully Submitted,

Gregory M. Chia
Fire Chief
Indianola Iowa 50125
gchia@indianolaiowa.gov
515-962-5257



PARKS AND RECREATION

March 20, 2019

To: Ryan Waller, City Manager
Cc: Andy Lent, Director of Finance
From: Doug Bylund, Parks and Recreation Director
RE: Aquatic Center Pump and Concrete Capital Improvement Projects

Staff has been working to complete two CIP repair projects for the Aquatic Center – Repair of the 2 shallow pool feature and slide pumps and replacement of portions of the concrete walkway around the shallow pool, concessions and bath house. \$15,000 was budgeted for the Feature pump repairs and \$30,000 was budgeted for the concrete replacement. Our department staff has been working with Rick Graves and the WPC Department concerning the replacement and maintenance schedule for the pool pumps and Jason Etnyre from the street department regarding the concrete replacement project.

Feature Pump Repairs

Prior to the 2018 season, we had contracted with a company to shot blast and reapply 2 coats of epoxy paint to the shafts of 4 of the 5 pool pumps. Early into that process, it was discovered that several of the shafts had been worn thin and even developed holes. It was determined at that time, we would remove 2 of the feature pumps after the 2018 season and remove the old shafts and replace with new. Staff coordinated with Williams Machine Shop in Lacona for the repair work to the pump shafts. Troy Williams attempted to remove the shaft of the first pump and due to heavy corrosion was unable to without damaging other parts of the pump and impeller. Staff then contacted the pool engineer, Water's Edge, and pump vendors for pricing for additional replacement parts of the pumps as well as pricing to replace both pumps and motors entirely.

After evaluating the quotes from 4 different vendors, staff has chosen to purchase 2 new VertiFlo pumps from ASC Pumping Equipment in Olathe, Kansas at a total cost of \$21,630. The new pumps have a 5 week lead time, compared to 4 to 6 weeks and an additional 2-3 weeks to rebuild and repair the old pump parts. Delivery of the pumps is expected by the first week of May and the WPC and Park staff will install them to begin pool preparations for the spring.



PARKS AND RECREATION

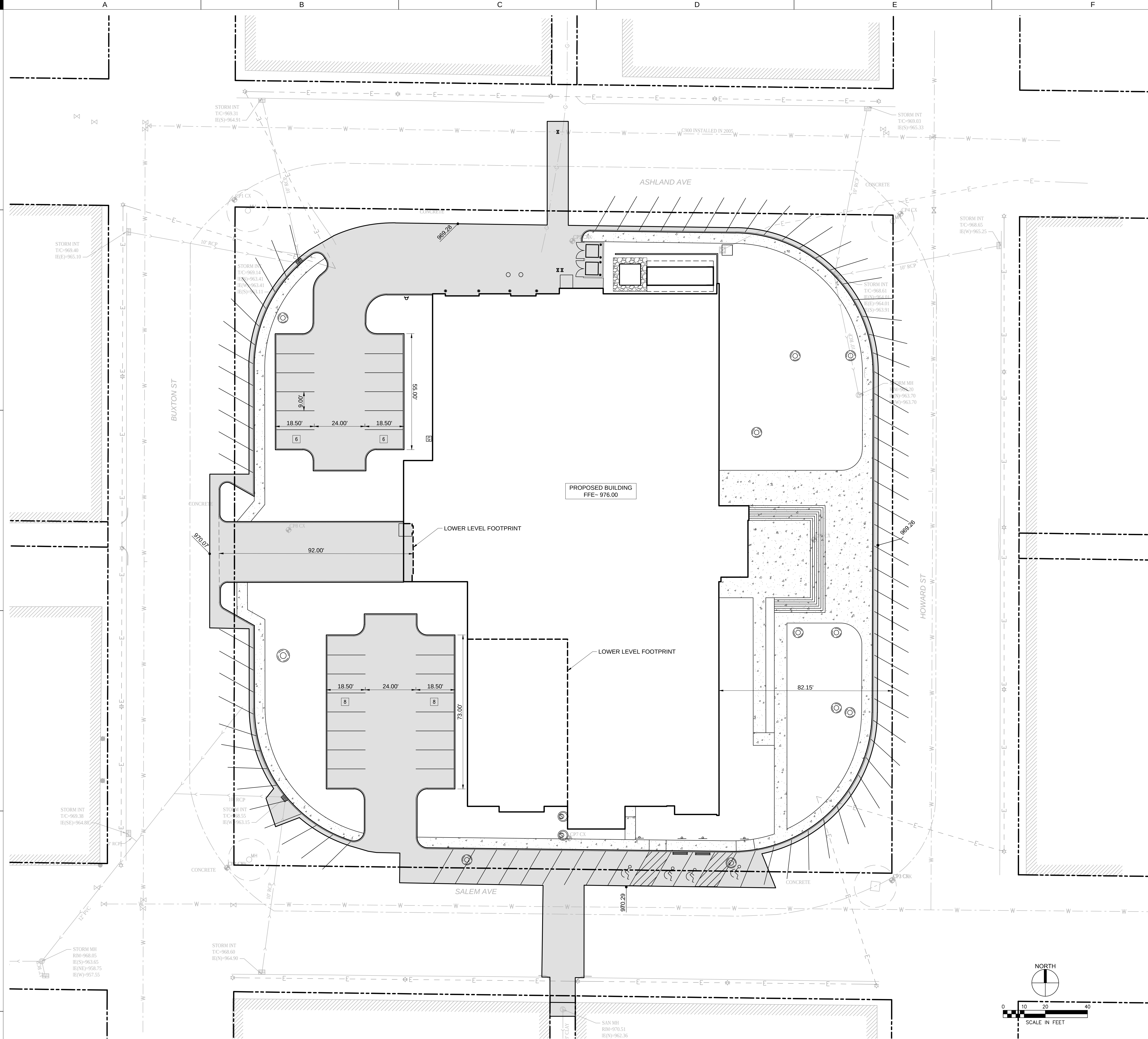
Shallow Pool Perimeter Concrete Replacement

Staff issued RFP's for removal and replacement of the concrete walkway around the shallow pool and portions around the concession area and bath house. Many sections of the concrete have failed and are beginning to crumble, creating unsafe walking conditions for the Aquatic Center users. Small sections have been repaired in the past few years, but only to have nearby sections crumble following the freeze-thaw cycles each winter. Following the recommendation of Jason Etnyre and other concrete contractors, it has been determined to replace larger sections to eliminate the cracks which have allowed water to seep into the concrete and break it during the winter freeze.

Estimates last year were just under \$22,000, but the results of the RFP's that were opened on March 7 ranged from \$45,564 to \$93,582. After consulting with Jason, Staff is recommending rejecting all bids and re-contacting the contractors for a per square foot cost and then prioritizing the areas that need to be repaired prior to this season under the budgeted CIP amount.

In consideration of the recommended pool feature pumps replacement cost of \$21,630.00, staff is recommending reducing the total amount of concrete replaced to the revised limit of \$23,000, to stay within the total budgeted CIP funds of \$45,000. Utilizing the lowest bid from earlier this month, we could anticipate a per square foot cost of \$7.30 which would allow completion of around 3,000 square feet, which is just over half of the original project. We would then look to adjust the pool Capital Improvement Plan to include the remaining concrete work in future fiscal years.





April 1, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications – refuse hauling permit from Waste Management
- City Manager’s Report
- Salaries
- PH regarding tobacco violations
- BRAVO presentation
- Bike Night – Square Lease Agreement, Request to close the square, noise permit
- Public hearing and first consideration to amend Chapter 122 Section 23
- Jerry Kelley Trail – public hearing, award of contract
- Executive Session – land acquisition
- Professional Service Agreement for the 2019 Indianola Bituminous Seal Coat Program
- Resolution renaming certain streets within the corporate limits of Indianola, Iowa
- Resolution authorizing a home owners to pave at the owners cost a public alley
- Board of Adjustment application
- Update regarding the EMS Billing Activity and appeal process with CMS
- Discussion and direction on a proposed development agreement with Autumn Ridge
- Sidewalk use agreement for Groggy Dog LLC – 116 W. Ashland
- Street closure request from the Indianola Mayor’s Youth Council – Bike Fest 2019
- Request from the Indianola Chamber of Commerce for Friday Night Live Summer Concert Series at the Memorial Park – Dates will be Jun 7, 28 and July 12, 2019
 - Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale of beer and wine coolers in city parks for the Friday Night Live Summer Concert Series
 - A new Class “B” Beer (includes Wine Coolers) and outdoor area for the Indianola Chamber of Commerce at the Memorial Park (North “G” and West Euclid Avenue)
 - A noise permit request from the Indianola Chamber of Commerce at the Memorial Park for Friday Night Live Summer Concert Series at Memorial park on June 7, 28 and July 12, 2019 from 6:00 p.m. – 9:30 p.m.
- Authorize I&I loan to be sent to the Iowa Offset Program

April 15, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- PH and adoption of second amendment to FY 19 budget
- Treasurer's report for February and March
- EMS update
- PH amend Chapter 165
- Second consideration to amend Chapter 122 Section 23
- Oath of Office to Paramedics/firefighters

April 15, 2019
Draft Council Study Agenda

- Indianola Sustainability Committee presentation

Meeting Date: 04/01/2019

Subject

Discussion and direction regarding West Euclid judgments

Information

Staff is requesting direction on whether to extend the judgment for costs for an additional 10 years in the Gray v. Indianola special assessment litigation.

Ahlers Law Firm, who represented the City in the West Euclid litigation was contacted by an attorney in Indianola who represents Randall Ingram, one of the plaintiffs in the Gray v. Indianola special assessment litigation. He contacted Ahlers because Mr. Ingram is trying to sell his property, and the buyer raised a title objection related to the court's post-appeal order taxing costs against all plaintiffs, and for which no satisfaction has ever been filed. The court's order said the costs were to be paid directly to Ivan Webber. Ahlers looked through their records and could not locate any record of receiving payment. The firm received a check in the amount of \$221.90 from Mr. Ingram's attorney and prepared a partial satisfaction of costs to file with the Court. Ahlers sent the check along with partial satisfaction to the City attorney. A judgment is enforceable for 10 years unless it is renewed. We believe other former plaintiffs on the Gray case will run into the same title objection down the road, if the City's judgment continues to be enforceable. There is a limitation period on judgment enforcement, but it can be renewed. We will need to determine whether the City would like to renew the judgment for costs. If council wishes to renew the judgment (10 years), the city would receive the same amount (\$221.90) from the other 10 property owners if they would happen to refinance or sell their home.

Roll call is in order.

Fiscal Impact

Attachments

Ahlers Letter



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Maria E. Brownell
515.246.0322
mbrownell@ahlerslaw.com

March 8, 2019

Amy Beattie
Brick Gentry P.C.
6701 Westown Parkway, Suite 100
West Des Moines, IA 50266

RE: Phillip and Linda Gray, et al. v. City of Indianola, Iowa
Warren County Law No. EQ 30511

Dear Amy:

Enclosed please find a check in the amount of \$221.90, which represents partial satisfaction of judgment on behalf of Plaintiff Randall Ingram in the above-captioned matter. I have also enclosed a copy of the partial satisfaction of costs pertaining to Mr. Ingram's portion of the order taxing costs to the Plaintiffs.

Please feel free to contact me should you have any questions.

Very truly yours,

AHLERS & COONEY, P.C.

A handwritten signature in blue ink, reading 'Maria E. Brownell', is written over the typed name.

Maria E. Brownell

MEB:gc
Enclosures

01570745-1\13538-099

Meeting Date: 04/01/2019

Subject

Discussion and direction regarding the IDOT Agreement for highway signage along Jefferson Highway

Information

The City was contacted by IDOT regarding this agreement. Staff will discuss and seek direction.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 04/01/2019

Subject

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.

Information

Roll call is in order to go into closed session.

Fiscal Impact

Attachments

No file(s) attached.
