



— Clerk's Office —

NOTICE:

The City of Indianola is committed to the safety of our community and our organization. We understand that many in our community may have questions of the City, but who also may be nervous about attending gatherings such as a City Council meeting due to the COVID-19 Pandemic.

For those who do not wish to attend the meeting in person, the City of Indianola is currently hosting its meetings virtually at https://www.youtube.com/channel/UCCwqdy2irWQILB_1QzcVrdw

You may also view the meeting via a zoom webinar (Password: 095590):
<https://us02web.zoom.us/j/82384701981?pwd=Q0M4dEtCRUR3dUFBR3h5L3VkTVVhZz09>

Webinar ID: 823 8470 1981 Passcode: 095590

Or iPhone: 1-301-715-8592, 82384701981#, *095590#, or 1-312-626-6799, 82384701981#, *095590#

Or Telephone Dial: 1-646-558-8656 or 1-301-715-8592 or 1-312-626-6799 or 1-669-900-9128 or 1-253-215-8782 or 1-346-248-7799

If you have a question or would like to submit a public comment, but are unable to attend the City Council meeting due to concerns about COVID-19, please do one of the following:

- Call 515-962-5240 immediately before the public comment or public hearing
- Submit an electronic public comment form by visiting our website at <http://www.indianolaiowa.gov/Public-Comment>
- Submit the form on page six (6) of the packet to:

City Clerk's Office
110 N 1st Street
Indianola, IA
50125

(May be dropped off at the Police Station – south entrance)

Forms received by 4:00 p.m. on the day of the meeting will be distributed to the City Council prior to the meeting. Comments received after the deadline will be sent to the City Council as soon as possible.

The City of Indianola is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required, please contact the Clerk's office at least 48 hours in advance at 515-961-9410 or email cityclerk@indianolaiowa.gov to have reasonable accommodations provided.

Thank you for your cooperation, patience and understanding.

- The City of Indianola



CITY OF INDIANOLA COUNCIL MEETING

April 5, 2021

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. **Page 5** Open Forum (Public comment)
5. Consent
 - A. Approval of agenda
 - B. **Page 7** Claims on the computer printout for April 5, 2021.
 - C. **Page 14** March 23, 2021 Minutes.
 - D. **Page 19** **Setting Public Hearings**
 1. **Page 20** Resolution setting a Public Hearing for complaints filed on tobacco sales permit violations on Murphy USA, located at 1502 N Jefferson.
 2. **Page 22** Resolution setting a Public Hearing for complaints filed on tobacco sales permit violations on Indy West 929, located at 2001 W 2nd Avenue.
 3. **Page 24** Resolution setting a Public Hearing for complaints filed on tobacco sales permit violations on Casey's General Store, located at 507 S Jefferson.
 - E. Applications
 1. **Page 26** A renewal Class C liquor license with outdoor service and Sunday sales privileges for Ohio Martinez LLC dba La Casa Mexican Restaurant, located at 508 N Jefferson Way.

- F. **Page 27** Resolution approving the purchase of two police vehicles in an amount not to exceed \$65,834.
- G. **Page 31** Resolution approving the subordination of a City lien to mortgage lender TruBank for property located at 309 South D Street.
- H. **Page 35** Resolution regarding COVID and the personnel handbook.
- I. **Page 37** Resolution approving salaries.
- 6. Council Reports
 - A. **Page 41** IMU annual report.
- 7. Mayor's Report — Pam Pepper
 - A. Community Update
 - B. **Page 42** Proclamation declaring April 18-24, 2021 Volunteer Week in Indianola.
- 8. Public Consideration
 - A. Old Business
 - 1. **Page 44** **Streetscape Project**
 - a. **Page 45** Update regarding the Streetscape Project.
 - b. **Page 46** Resolution approving the Traffic Engineering Assistance Program study at the intersection of 2nd Avenue West and Buxton Street.
 - c. **Page 120** First consideration of an Ordinance amending the City Code of the City of Indianola, Iowa converting certain streets from one-way to two-way and making necessary safety changes to accommodate the change.
 - 2. **Page 129** Resolution awarding a contract for sewer main and lateral lining to Hydro-Klean in an amount not to exceed \$78,043.
 - B. New Business
 - 1. **Page 139** Resolution approving fiscal sponsorship of certain grant opportunities.

2. **Page 145** Resolution authorizing submittal of a Federal Surface Transportation Block Grant (STBG) application to the Central Iowa Regional Transportation Planning Alliance (CIRTPA) for the Hillcrest Avenue reconstruction project.
3. **Page 150** Resolution approving a three-year mowing contract with Excel Lawns & Landscape for City properties in an amount not to exceed \$75,429.
4. **Page 161** Resolution approving a supplemental Professional Services Agreement with Snyder & Associates for phase three of the Jerry Kelley Trail.

9. Other Business

A. City Manager's Report — Ryan Waller

1. **Page 175** Discussion and direction regarding a request for a possible zoning code text amendment.
2. **Page 192** Receive and file correspondence from March 19 and 26, 2021 weekly updates from City Manager, Ryan Waller.

B. **Page 200** Enter into closed session in accordance with Iowa Code Section 21.5 (1)(c) to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the government.

10. Adjourn

Meeting Date: 04/05/2021

Subject

Open Forum (Public comment)

Information

- A maximum of twenty (20) minutes will be set aside for members of the public to address the Council on any item not on the agenda and on any subject over which the Council has the authority to act.
- Presentations will be limited to three (3) minutes to a maximum of (5) minutes.
- Preference will be given to individuals who did not speak at the previous council meeting's Open Forum.
- Individuals may not speak more than once during Open Forum.
- All speakers must address the entire Council and will not be permitted to engage in dialogue.
- Any individual addressing the Council will be asked by the presiding officer to clearly state his/her name and address prior to speaking before the Council or minimally during or after his/her presentation to the Council so that his/her name may be accurately recorded in the minutes of the meeting.
- Once completed, the [public comment form](#) becomes a public document.

(Indianola City Council Rules of Procedure)

Attachments

Public Comment Form



CITY OF INDIANOLA PUBLIC COMMENT FORM

If you would like to address the Council during Open Forum (aka Public Comment) or during a Public Hearing, please complete and return this form to the Deputy City Clerk.

Electronic submissions will be distributed to the Mayor and Council. Citizens attending the meeting will be called to the podium to speak.

Please complete the following information:

Your Name: _____

Your Address: _____

Organization (if applicable): _____

City Council Meeting Date: _____

Agenda Item or topic if not on the agenda: _____

Comment: _____

Open Forum

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(Indianola City Council Rules of Procedure)

Meeting Date: 04/05/2021

Subject

Claims on the computer printout for April 5, 2021.

Information

Attachments

Vendor Report

Wells Fargo Report

Vendor Name	Description	Invoice Date	Net Invoice Amc FUND
A 6FT GEEK LLC	JANITORIAL	3/17/2021	4,100.00 GENERAL FUND
A 6FT GEEK LLC	ACTIVITY CENTER MONTHLY CLEANING - MARCH 2021	3/17/2021	1,525.00 PARK & RECREATION FUND
			<u>5,625.00</u>
ACE HARDWARE	REPAIR #5 LOADER	3/16/2021	8.19 ROAD USE TAX FUND
ACE HARDWARE	REPAIR #26 SWEEPER	3/18/2021	14.98 ROAD USE TAX FUND
			<u>23.17</u>
AGRILAND FS INC	MARKING CHALK & FIELD DRY	3/3/2021	1,160.80 PARK & RECREATION FUND
			<u>1,160.80</u>
AHLERS & COONEY P.C.	LEGAL WORK-2017 SRF AMENDMENT	3/23/2021	5,598.10 SEWER REVENUE BONDS FUND
			<u>5,598.10</u>
AMAZON CAPITAL SERVICES	ID CARD PRINTER COLOR RIBBON	1/10/2021	201.27 GENERAL FUND
AMAZON CAPITAL SERVICES	WIRELESS MOUSE X5	3/14/2021	74.95 GENERAL FUND
AMAZON CAPITAL SERVICES	COMPUTER & OFFICE SUPPLIES	3/11/2021	109.62 GENERAL FUND
AMAZON CAPITAL SERVICES	SEEDING FLATS	2/22/2021	77.98 PARK & RECREATION FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	3/19/2021	75.20 GENERAL FUND
AMAZON CAPITAL SERVICES	SUPPLIES	3/9/2021	24.88 GENERAL FUND
			<u>563.90</u>
AMERICAN BUSINESS PHONES	DIGIUM PHONE - POWER ADAPTERS X5	3/10/2021	85.30 VEHICLE RESERVE FUND
			<u>85.30</u>
AMERICAN FENCE CO.	NEW GATE AT MCCORD LIFT STATION	3/25/2021	3,580.00 SEWER FUND
			<u>3,580.00</u>
APPLICANTPRO	TAX EXEMPT CREDIT	3/25/2021	-196.00 GENERAL FUND
APPLICANTPRO	ANNUAL LICENSING/SUPPORT	3/16/2021	2,996.00 GENERAL FUND
			<u>2,800.00</u>
AUBERT'S TOWING	ABANDONED TOW	2/9/2021	170.00 POLICE FUND
			<u>170.00</u>
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - CITY MANAGER		4/1/2021	9.98 GENERAL FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - HR		4/1/2021	9.98 GENERAL FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - POLICE		4/1/2021	135.12 POLICE FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - FIRE		4/1/2021	11.33 FIRE FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - AMBULANCE		4/1/2021	64.21 AMBULANCE FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - P&R		4/1/2021	29.49 PARK & RECREATION FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - PARKS		4/1/2021	21.94 PARK & RECREATION FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - IT		4/1/2021	9.98 GENERAL FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - FINANCE/CLERK		4/1/2021	28.98 GENERAL FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - COMM DEV		4/1/2021	19.00 GENERAL FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - STREETS		4/1/2021	50.92 ROAD USE TAX FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - SEWER		4/1/2021	42.41 SEWER FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - EE LIABILITY		4/1/2021	399.98 GENERAL FUND
AVESIS THIRD PARTY ADMINISTRATORS IN VISION - LIBRARY		4/1/2021	29.94 LIBRARY FUND
			<u>863.26</u>
BFG SUPPLY COMPANY	GREENHOUSE SUPPLIES	3/12/2021	315.02 PARK & RECREATION FUND
			<u>315.02</u>
BOB'S CUSTOM TROPHIES	MAYOR YOUTH COUNCIL COFFEE MUGS	3/30/2021	72.50 GENERAL FUND
			<u>72.50</u>
BRICK GENTRY P.C.	PROPERTY ENFORCEMENT LEGAL FEES	3/25/2021	840.00 GENERAL FUND
BRICK GENTRY P.C.	TOBACCO PROSECUTIONS	3/25/2021	450.00 GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES	3/25/2021	315.00 GENERAL FUND
BRICK GENTRY P.C.	LEGAL OPINIONS ON EMS ISSUES	3/25/2021	255.00 AMBULANCE FUND
BRICK GENTRY P.C.	GENERAL LEGAL SERVICES	3/25/2021	5,205.00 GENERAL FUND
BRICK GENTRY P.C.	SPECIAL ELECTION	3/25/2021	375.00 GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES	3/25/2021	495.00 GENERAL FUND
BRICK GENTRY P.C.	CITY HALL/LIBRARY REVIEW	3/25/2021	60.00 CAPITAL PROJECTS FUND
BRICK GENTRY P.C.	KADING LITIGATION	3/25/2021	45.00 CITY LIAB INS RESERVE FUND
BRICK GENTRY P.C.	PROSECUTIONS	3/25/2021	30.00 GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES	3/25/2021	2,925.00 POLICE FUND
BRICK GENTRY P.C.	WRRF CONSTRUCTION	3/25/2021	45.00 WWTP FACILITY CONSTRUCTION
BRICK GENTRY P.C.	SOUTH PLANT LIFT STATION	3/25/2021	45.00 SEWER FUND
			<u>11,085.00</u>
BROADCAST MICROWAVE SERVICES	COMPUTER HARDWARE	1/25/2021	686.05 POLICE FUND
			<u>686.05</u>
CDW GOVERNMENT INC	OFFICE 365 ANNUAL SUBSCRIPTION	3/9/2021	5,559.45 GENERAL FUND
			<u>5,559.45</u>
CINTAS CORPORATION	STOCK FIRST AID KIT	3/22/2021	17.52 SEWER FUND
			<u>17.52</u>
COLLIER, ROBERT	TUITION REIMBURSEMENT	3/25/2021	180.00 FIRE FUND
COLLIER, ROBERT	TUITION REIMBURSEMENT	3/25/2021	1,020.00 AMBULANCE FUND
			<u>1,200.00</u>
DIGITECH	EMS BILLING SERVICES DIGITECH	3/25/2021	2,286.65 AMBULANCE FUND
			<u>2,286.65</u>

DLH GRAFX	PICKARD CONCESSION SIGNS	3/16/2021	87.75	PARK & RECREATION FUND
DLH GRAFX	PICKARD SPONSORSHIP BANNERS	3/16/2021	545.00	PARK & RECREATION FUND
DLH GRAFX	AQUATIC CENTER CONCESSION SIGNS	3/16/2021	24.66	POOL (MEMORIAL) FUND
			<u>657.41</u>	
DOWNEY TIRE PROS	SKID LOADER TIRE REPAIR	3/29/2021	20.10	SEWER FUND
			<u>20.10</u>	
GALLS LLC	BOOTS UNIFORMS A HURT	3/23/2021	199.95	FIRE FUND
GALLS LLC	AHURT UNIFORMS	3/24/2021	90.00	FIRE FUND
			<u>289.95</u>	
GREENTECH OF IOWA LLC	FILTER SOCK	3/17/2021	168.00	PARK & RECREATION FUND
			<u>168.00</u>	
GRIMES ASPHALT & PAVING	COLD MIX ASPHALT	3/12/2021	1,508.18	ROAD USE TAX FUND
			<u>1,508.18</u>	
HR GREEN INC	WWTP TRUNK ENGINEERING	3/15/2021	8,400.00	WWTP FACILITY CONSTRUCTION
HR GREEN INC	ON CALL SERVICES	3/16/2021	3,246.00	SEWER CAPITAL PROJECTS FUND
			<u>11,646.00</u>	
INDOFF INCORPORATED	OFFICE SUPPLIES	2/19/2021	61.00	GENERAL FUND
			<u>61.00</u>	
INFOMAX OFFICE SYSTEMS INC.	PRINTER CONTRACT	3/22/2021	3,302.60	GENERAL FUND
			<u>3,302.60</u>	
INTOXIMETERS INC.	SPECIALIZED EQUIPMENT	3/12/2021	790.00	POLICE FUND
			<u>790.00</u>	
IOWA ONE CALL	LOCATES	3/19/2021	91.80	SEWER FUND
			<u>91.80</u>	
IOWA PRISON INDUSTRIES	SIGNS	3/22/2021	494.30	ROAD USE TAX FUND
			<u>494.30</u>	
IOWA SIGNAL INC.	FLASHING LIGHT REPAIR AT 17TH ST & HWY 65/69	3/18/2021	1,035.00	ROAD USE TAX FUND
			<u>1,035.00</u>	
ITRON INC.	ITRON 4/21-6/21	3/12/2021	324.57	SEWER FUND
			<u>324.57</u>	
JOHNSON, MELODY	REFUND EASTER EGG HUNT	3/22/2021	15.00	PARK & RECREATION FUND
			<u>15.00</u>	
JV TRUCKING LLC	ROADSTONE	3/13/2021	1,961.78	ROAD USE TAX FUND
			<u>1,961.78</u>	
LENT, ANDREW	MILEAGE IMMI	3/22/2021	118.94	GENERAL FUND
			<u>118.94</u>	
LOGAN CONTRACTORS SUPPLY INC.	PAVEMENT REPAIR	3/25/2021	4,377.42	ROAD USE TAX FUND
			<u>4,377.42</u>	
MACLYN West	PUBLIC RELATIONS SERVICES	3/31/2021	2,124.00	GENERAL FUND
			<u>2,124.00</u>	
MACQUEEN EQUIPMENT	REPAIR #26 SWEEPER	3/18/2021	163.58	ROAD USE TAX FUND
			<u>163.58</u>	
MCCOY HARDWARE INC	PHOTO CELL CONTROL	3/18/2021	11.69	PARK & RECREATION FUND
MCCOY HARDWARE INC	LIGHT BULBS, SPRAYER NOZZLE	3/22/2021	32.80	SEWER FUND
			<u>44.49</u>	
METLIFE - GROUP BENEFITS	DENTAL - CITY MANAGER	3/16/2021	86.42	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL - PARKS	3/16/2021	161.70	PARK & RECREATION FUND
METLIFE - GROUP BENEFITS	DENTAL - LIBRARY	3/16/2021	259.26	LIBRARY FUND
METLIFE - GROUP BENEFITS	DENTAL - EE LIABILITY	3/16/2021	1,444.00	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL - COBRA	3/16/2021	85.21	HEALTH INSURANCE FUND
METLIFE - GROUP BENEFITS	DENTAL - POLICE	3/16/2021	862.80	POLICE FUND
METLIFE - GROUP BENEFITS	DENTAL - FIRE	3/16/2021	77.15	FIRE FUND
METLIFE - GROUP BENEFITS	DENTAL - AMBULANCE	3/16/2021	437.17	AMBULANCE FUND
METLIFE - GROUP BENEFITS	DENTAL - P&R	3/16/2021	185.77	PARK & RECREATION FUND
METLIFE - GROUP BENEFITS	DENTAL - HR	3/16/2021	86.42	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL - IT	3/16/2021	86.42	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL - FINANCE/CLERK	3/16/2021	231.05	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL - COMM DEV	3/16/2021	127.56	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL - STREETS	3/16/2021	403.89	ROAD USE TAX FUND
METLIFE - GROUP BENEFITS	DENTAL - SEWER	3/16/2021	219.91	SEWER FUND
			<u>4,754.73</u>	
MID AMERICAN ENERGY CO.	UTILITIES - GAS	3/17/2021	129.15	ROAD USE TAX FUND
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	3/22/2021	100.90	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	3/22/2021	44.66	SEWER FUND
MID AMERICAN ENERGY CO.	UTILITES 206 N 1ST STREET	3/23/2021	90.57	FIRE FUND
MID AMERICAN ENERGY CO.	FUEL HEAT - ACTIVITY CENTER	3/23/2021	304.15	PARK & RECREATION FUND
MID AMERICAN ENERGY CO.	UTILITIES - GAS	3/23/2021	331.05	ROAD USE TAX FUND
MID AMERICAN ENERGY CO.	69750-52006 QM 3 LIFT STATION	3/23/2021	64.68	SEWER FUND
MID AMERICAN ENERGY CO.	FUEL HEAT CITY HALL	3/23/2021	810.11	GENERAL FUND
			<u>1,875.27</u>	
MIDWEST ALARM SERVICES	SPRINKLER INSPECTION - CITY HALL	3/8/2021	195.00	GENERAL FUND

MIDWEST ALARM SERVICES	SERVICE CALL	3/11/2021	15.00	GENERAL FUND
			<u>210.00</u>	
MIDWEST LEADERSHIP INSTITUTE	LENT-MIDWEST LEADERSHIP INSTITUTE REGISTRATION	3/24/2021	2,299.00	GENERAL FUND
			<u>2,299.00</u>	
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - CITY MANAGER	3/23/2021	49.62	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - PARKS	3/23/2021	147.73	PARK & RECREATION FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - LIBRARY	3/23/2021	160.45	LIBRARY FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - FIRE	3/23/2021	83.08	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - AMBULANCE	3/23/2021	470.79	AMBULANCE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - P&R	3/23/2021	200.30	PARK & RECREATION FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - EE LIABILITY	3/23/2021	1,178.28	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - POLICE	3/23/2021	906.58	POLICE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - HR	3/23/2021	43.25	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - IT	3/23/2021	83.88	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - FINANCE/CLERK	3/23/2021	166.75	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - COMM DEV	3/23/2021	128.78	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - STREETS	3/23/2021	257.25	ROAD USE TAX FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - SEWER	3/23/2021	227.93	SEWER FUND
			<u>4,104.67</u>	
NORTHERN STAR TECHNOLOGIES	REPLACE LIGHTS AND FIXTURES AT 206 N. 1ST BUILDING	2/16/2021	700.00	FIRE FUND
			<u>700.00</u>	
O'REILLY AUTO PARTS	REPAIR PARTS FOR #29 & #21 PICKUP	3/16/2021	93.10	ROAD USE TAX FUND
O'REILLY AUTO PARTS	REPAIR #29 PICKUP	3/16/2021	21.16	ROAD USE TAX FUND
O'REILLY AUTO PARTS	RETURN AIR FILTER	3/16/2021	-12.13	ROAD USE TAX FUND
O'REILLY AUTO PARTS	TRANSMISSION FILTER & FLUID	3/16/2021	125.45	PARK & RECREATION FUND
O'REILLY AUTO PARTS	OIL FILTERS & OIL	3/18/2021	72.55	PARK & RECREATION FUND
O'REILLY AUTO PARTS	REPAIR #26 SWEEPER HEADLIGHTS	3/18/2021	14.66	ROAD USE TAX FUND
O'REILLY AUTO PARTS	WASHER FLUID FOR PICKUPS	3/19/2021	5.98	SEWER FUND
			<u>320.77</u>	
PHILIPS MEDICAL CAPITAL	PHILIPS MEDICAL LEASE CARDIAC MONITORS	3/17/2021	1,348.11	AMBULANCE FUND
			<u>1,348.11</u>	
PINE VALLEY INSPECTIONS/CONSULTING L	BUILDING PERMIT PLAN REVIEW	3/21/2021	2,350.00	GENERAL FUND
			<u>2,350.00</u>	
PROSCREENING LLC	CHRISTENSEN SCREENING	3/15/2021	79.00	POOL (MEMORIAL) FUND
PROSCREENING LLC	WEST SCREENING	3/15/2021	79.00	LIBRARY FUND
			<u>158.00</u>	
PURCHASE POWER	POSTAGE MACHINE	3/21/2021	597.03	GENERAL FUND
			<u>597.03</u>	
R1 ADVANCED DATA PROCESSING INC	EMS BILLING DIGITECH	9/23/2020	2,237.89	AMBULANCE FUND
R1 ADVANCED DATA PROCESSING INC	EMS BILLING DIGITECH	9/23/2020	2,445.46	AMBULANCE FUND
			<u>4,683.35</u>	
SANDRY FIRE SUPPLY LLC	THAD WHITE EYE GLASSES FRAME	3/23/2021	126.95	FIRE FUND
			<u>126.95</u>	
SHULL, DOUG	MONTHLY CONTRACTED SERVICES	3/31/2021	83.33	GENERAL FUND
			<u>83.33</u>	
SNYDER & ASSOCIATES INC	TRAFFIC SIGNAL UPDATE ENGINEERING	3/25/2021	1,553.00	STREET CAPITAL PROJECTS FUND
SNYDER & ASSOCIATES INC	PLAN REVIEW- ASHTON PARK 7	3/24/2021	686.00	GENERAL FUND
SNYDER & ASSOCIATES INC	W CLINTON AVE CULVERT ENGINEERING	3/24/2021	7,930.75	STORMWATER UTILITY FUND
SNYDER & ASSOCIATES INC	MOATS PARK RR ENGINEERING	3/24/2021	200.00	CAPITAL PROJECTS FUND
SNYDER & ASSOCIATES INC	MISC ENGINEERING	3/25/2021	442.65	GENERAL FUND
SNYDER & ASSOCIATES INC	DESIGN FOR MAILBOX RELOCATION	3/25/2021	929.50	SQUARE STREETSCAPE PROJECT
SNYDER & ASSOCIATES INC	DRAINAGE ISSUES	3/25/2021	4,012.88	STORMWATER UTILITY FUND
SNYDER & ASSOCIATES INC	STREET ISSUES	3/25/2021	3,824.63	ROAD USE TAX FUND
SNYDER & ASSOCIATES INC	PLAT REVIEW- PRAIRIE GLYNN 3	3/24/2021	1,149.50	GENERAL FUND
SNYDER & ASSOCIATES INC	SITE PLAN REVIEW- ALL CREATURES SMALL	3/24/2021	493.00	GENERAL FUND
			<u>21,221.91</u>	
SUNDOWN EQUIPMENT	PARTS FOR CRUISE CONTROL LEVER ON F3990 MOWER	3/10/2021	38.36	PARK & RECREATION FUND
SUNDOWN EQUIPMENT	MOWER BLADES	3/18/2021	122.04	PARK & RECREATION FUND
			<u>160.40</u>	
TG TECHNICAL SERVICES	CALIBRATION GAS FOR METERS	3/16/2021	234.00	FIRE FUND
			<u>234.00</u>	
THEISEN'S	WIPER BLADES & OIL	3/16/2021	53.86	PARK & RECREATION FUND
THEISEN'S	ALUMINUM GRAIN SCOOP	3/16/2021	53.98	PARK & RECREATION FUND
THEISEN'S	ZIP CABLE TIES	3/16/2021	53.97	PARK & RECREATION FUND
THEISEN'S	BATTERY TERMINAL CLEANER	3/18/2021	15.57	PARK & RECREATION FUND
THEISEN'S	GATE FOR BRUSH FACILITY	3/25/2021	174.99	GENERAL FUND
			<u>352.37</u>	
TITAN MACHINERY	REPAIR UNIT #5 LOADER	3/18/2021	87.25	ROAD USE TAX FUND
			<u>87.25</u>	
VAN WALL EQUIPMENT	OIL FILTER & OIL FOR GATOR	3/22/2021	17.74	PARK & RECREATION FUND
			<u>17.74</u>	

VERIZON WIRELESS	DATA	3/15/2021	<u>530.22</u>	POLICE FUND
			<u>530.22</u>	
WARREN CO ECONOMIC DEV CORP	WCEDC INVESTMENT-2ND HALF	3/24/2021	<u>12,500.00</u>	GENERAL FUND
			<u>12,500.00</u>	
WARREN COUNTY AUDITOR	MAYOR SPECIAL ELECTION, MARCH 2021	3/15/2021	<u>4,062.51</u>	GENERAL FUND
			<u>4,062.51</u>	
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - FIRE	3/2/2021	805.12	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - AMBULANCE	3/2/2021	492.21	AMBULANCE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - POLICE DEPT	3/2/2021	1,488.08	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - PARKS	3/2/2021	463.83	PARK & RECREATION FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - STREET	3/2/2021	2,786.89	ROAD USE TAX FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - SEWER	3/2/2021	<u>441.36</u>	SEWER FUND
			<u>6,477.49</u>	
				140,140.94

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER				
WELLS FARGO CCER	Bts Quilloffice supplies	02/25/2021	112.93	POLICE FUND
WELLS FARGO CCER	Pos Supply SolutionsCar printer paper	02/24/2021	239.95	POLICE FUND
WELLS FARGO CCER	Clear Solutions Inc Inter65070- display stands	02/24/2021	63.65	LIBRARY FUND
WELLS FARGO CCER	Uline Ship SuppliesDry Erase Boards and Pen	02/12/2021	244.18	FIRE FUND
WELLS FARGO CCER	Officesupply.ComRefund of tax	02/12/2021	1.02-	GENERAL FUND
WELLS FARGO CCER	Bestbuycom806422571060Office - ear pieces	02/12/2021	359.97	POLICE FUND
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supplies Chest Se	02/21/2021	101.54	AMBULANCE FUN
WELLS FARGO CCER	Bound Tree Medical LlcEMS Drug Box Replace	01/28/2021	638.01	AMBULANCE FUN
WELLS FARGO CCER	Iowa League Of CitiesLent-IMMI Registration	02/14/2021	350.00	GENERAL FUND
WELLS FARGO CCER	Indoff IncorporatedHanging File Folders and oth	02/09/2021	217.94	GENERAL FUND
WELLS FARGO CCER	Adobe 800-833-6687monthly software subscri	01/31/2021	52.99	PARK & RECREATI
WELLS FARGO CCER	Fleet Farm Cwash 3320Car Wash	02/23/2021	10.00	SEWER FUND
WELLS FARGO CCER	Fleet Farm Cstore 3310Kerosene for Heaters at	02/15/2021	19.12	SEWER FUND
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supply IV Catheter	02/15/2021	636.00	AMBULANCE FUN
WELLS FARGO CCER	Fareway Stores #65765060- cleaning cloths	02/08/2021	3.98	LIBRARY FUND
WELLS FARGO CCER	Fleet Farm Cstore 5910Kerosene for Heaters at	02/08/2021	53.00	SEWER FUND
WELLS FARGO CCER	Spencer Municipal HospCPR cards city	02/13/2021	200.00	AMBULANCE FUN
WELLS FARGO CCER	Quill CorporationQuill office supplies	02/13/2021	40.20	PARK & RECREATI
WELLS FARGO CCER	MailchimpElectronic newsletter marketing softw	02/13/2021	56.70	LIBRARY FUND
WELLS FARGO CCER	OReilly Auto Parts 337Batteries Medic 248	02/07/2021	462.08	AMBULANCE FUN
WELLS FARGO CCER	Sangoma Us IncBursting Lines for phone syste	02/07/2021	57.24	GENERAL FUND
WELLS FARGO CCER	Community Training CenterACLS cards	01/31/2021	50.00	AMBULANCE FUN
WELLS FARGO CCER	Spencer Municipal HospCPR cards city	02/02/2021	105.00	AMBULANCE FUN
WELLS FARGO CCER	Hy-Vee Indianola 1271Programming	02/02/2021	10.75	LIBRARY FUND
WELLS FARGO CCER	Napa Parts 0000514Windshield washer fluid wi	02/20/2021	49.32	AMBULANCE FUN
WELLS FARGO CCER	Bound Tree Medical LlcCOVID 19 Purchase Lat	02/20/2021	279.60	AMBULANCE FUN
WELLS FARGO CCER	Government Finance OfficLent-GFOA Cashflow	02/19/2021	85.00	GENERAL FUND
WELLS FARGO CCER	Spencer Municipal HospCPR cards city	02/19/2021	200.00	AMBULANCE FUN
WELLS FARGO CCER	Warren County OilLP for North Plant	02/11/2021	1,312.00	SEWER FUND
WELLS FARGO CCER	Fleet Farm Cstore 3310Kerosene for Heaters at	02/11/2021	112.15	SEWER FUND
WELLS FARGO CCER	Spencer Municipal HospCPR cards City	02/10/2021	400.00	AMBULANCE FUN
WELLS FARGO CCER	Government Finance OfficGAAFR Update Subs	02/10/2021	65.00	GENERAL FUND
WELLS FARGO CCER	Warren County OilLP for North Plant	02/02/2021	1,637.10	SEWER FUND
WELLS FARGO CCER	TheisenS #21Floor dry	02/02/2021	199.89	FIRE FUND
WELLS FARGO CCER	Dmi Dell Hlthcr/PtrHR Laptop Diagnostics	02/06/2021	39.00	GENERAL FUND
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supplies Multiple	02/22/2021	1,065.06	AMBULANCE FUN
WELLS FARGO CCER	Wal-Mart #149165060- disinfectant wipes	02/22/2021	10.98	LIBRARY FUND
WELLS FARGO CCER	Northwest River SuppliesZipper Wax for Mustan	02/11/2021	39.00	FIRE FUND
WELLS FARGO CCER	Overdrive DistEbook subscription	02/11/2021	2,000.00	LIBRARY FUND
WELLS FARGO CCER	Officesupply.ComBinders for Jackie Raffety	02/11/2021	24.51	GENERAL FUND
WELLS FARGO CCER	Liberty SportCOVID 19 PPE Anti-Scratch, Anti-F	01/29/2021	520.00	AMBULANCE FUN
WELLS FARGO CCER	Bound Tree Medical LlcRacemic epi x 10	02/04/2021	34.50	AMBULANCE FUN
WELLS FARGO CCER	Kellers Garage	02/04/2021	412.59	FIRE FUND
WELLS FARGO CCER	Spencer Municipal HospCPR cards city	02/17/2021	200.00	AMBULANCE FUN
WELLS FARGO CCER	A JanitorS ClosetElectrostatic disinfectant spray	02/17/2021	1,239.00	FIRE FUND
WELLS FARGO CCER	Displays2go	02/06/2021	329.60	FIRE FUND
WELLS FARGO CCER	WinnS Pizza & SteakhousePrograms - staff	02/16/2021	27.80	LIBRARY FUND
WELLS FARGO CCER	Thermobind.Com65070- book repair glue	02/16/2021	90.00	LIBRARY FUND
WELLS FARGO CCER	The International SociFire Instructor Developme	02/05/2021	75.00	FIRE FUND
WELLS FARGO CCER	Liberty SportCOVID 19 PPE Anti-Scratch, Anti-F	02/05/2021	425.95	AMBULANCE FUN
WELLS FARGO CCER	Bound Tree Medical LlcSolu medrol x 10	02/05/2021	192.90	AMBULANCE FUN
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supplies Tegader	01/29/2021	181.68	AMBULANCE FUN
WELLS FARGO CCER	Hy-Vee Indianola 1271Programming	02/01/2021	20.11	LIBRARY FUND
WELLS FARGO CCER	Otc Brands IncFriends of the Library - Seuss	02/01/2021	279.29	LIBRARY SPECIAL
WELLS FARGO CCER	Google Robokiller	02/01/2021	42.39	ROAD USE TAX FU
WELLS FARGO CCER	Vrsn DotgovregistrationIndianolalowa.GOV regi	02/01/2021	400.00	GENERAL FUND
WELLS FARGO CCER	Northern Tool EquipmntHose reel for Power Wa	02/01/2021	129.99	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	Mood PandoraHold Music	02/16/2021	26.95	GENERAL FUND
WELLS FARGO CCER	Liberty SportCOVID 19 PPE Anti-Scratch, Anti-F	02/01/2021	500.00	AMBULANCE FUN
WELLS FARGO CCER	Iowa Secretary Of StateLuke notary	02/01/2021	30.00	POLICE FUND
WELLS FARGO CCER	Iowa Secretary Of StateMary Notary	02/01/2021	30.00	POLICE FUND
WELLS FARGO CCER	Hy-Vee Indianola 1271	02/01/2021	3.98	AMBULANCE FUN
WELLS FARGO CCER	Mercyone Clive00015776Lorazepam x 10, Keta	02/01/2021	163.36	AMBULANCE FUN
WELLS FARGO CCER	Hy-Vee Indianola 1271Programming	02/01/2021	4.04	LIBRARY FUND
WELLS FARGO CCER	Wave - Polk County Fire	02/12/2021	25.00	FIRE FUND
WELLS FARGO CCER	The Home Depot #2104Ladder /fridge	02/03/2021	545.96	POLICE FUND
WELLS FARGO CCER	GraingerCar usb cables	02/03/2021	30.65	POLICE FUND
WELLS FARGO CCER	Bound Tree Medical LlcEMS Supplies Multiple	02/03/2021	684.11	AMBULANCE FUN
WELLS FARGO CCER	Adobe IncRefund of taxes charged	02/03/2021	35.99-	GENERAL FUND
WELLS FARGO CCER	In Akili Design & MarketGreater DSM HBA Mag	02/03/2021	355.94	GENERAL FUND
Total WELLS FARGO CCER:			18,567.62	
Grand Totals:			18,567.62	

City Council: _____

Meeting Date: 04/05/2021

Subject

March 23, 2021 Minutes.

Information

Attachments

Minutes

City of Indianola - Regular Session – March 23, 2021

The Indianola City Council met in regular session at 6:00 p.m. on March 23, 2021 in the City Hall Council Chambers. Mayor Pam Pepper called the meeting to order and on roll call the following members were present: Heather Hulen, John Parker, Bob Kling, Greg Marchant, and Mayor Pepper. Council Member Gwen Schroder attended via Zoom. Absent: Greta Southall.

In Public Comment, Jesse Beckford, 708 S K Street, stated he would like Council to consider amending the Ordinances pertaining to livestock within city limits.

Council Member Southall joined the meeting via Zoom at 6:04 pm.

Item 5B, claims on the computer printout, was pulled from the consent agenda on a request by Council Member Hulen due to a conflict of interest.

Council Member Marchant moved to approve the consent agenda and Parker seconded the motion. In discussion City Manager Ryan Waller pointed out changes to the Indianola Finance policies and explained the list of applicants certified eligible for position of police officer. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda was as follows:

- Approval of agenda
- Resolution 2021-060 approving monthly transfers for March 2021.
- March 1, 10 and 15, 2021 Minutes.
- Resolution 2021-061 setting a public hearing and letting dates for the City's Square Streetscape project.
- Approval of a renewal refuse hauling permit for Waste Management, Inc.
- A renewal Class E liquor license with Sunday sales privileges for Indy 66, located at 1201 North Jefferson.
- Approval of Pay Application Number 9 in the amount of \$1,872,561.42 to Williams Brothers Construction for the Water Resource Recovery Facility.
- Approval of utility accounts to be written-off and submitted to the State Offset Program.
- Approval of agreement between The Sports Page Grill, Inc DBA The Brickhouse and the City of Indianola for a deck located at 107 North Buxton Street.
- Approval of a Sidewalk Use Agreement for The Local Vine located at 126 W Ashland Avenue.
- Approval of a Sidewalk Use Agreement for Groggy Dog located at 116 West Ashland Avenue.
- Approval of a Sidewalk Use Agreement for West Hill Brewery located at 219 West Salem Avenue.
- Approval of a Sidewalk Use Agreement for On the Rocks, located at 100 North Howard Street.
- Resolution 2021-062 approving a request for a Plat of Survey for Joseph A. Greubel, located within two miles of the City of Indianola.
- Resolution 2021-063 approving a Plat of Survey for Terra Tender, Inc, located within two miles of the City of Indianola.
- Approval of Urban Revitalization Designations.
- Resolution 2021-064 approving the City of Indianola's Investment Policy.
- Resolution 2021-065 approving certain amendments to the City of Indianola Finance Policies.
- Receive and file the Fire Department's annual report.

- Approval of the Civil Service Commission list of applicants certified eligible for the position of police officer.
- Resolution 2021-066 approving salaries.

Parker moved to approve item 5B, claims on the computer printout, and Kling seconded it. On roll call, the vote was AYES: Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Abstain: Hulen. Whereas the Mayor declared the motion carried.

City Treasurer Doug Shull provided the Council with the January and February 2021 Treasurer's Reports. Council Member Marchant moved to receive and file the report and Hulen seconded the motion. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Kling moved and Hulen seconded to receive and file the EMS billing activity report for January and February 2021. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

It was moved by Marchant and seconded by Kling to appoint Tim Wilson to serve on the Indianola Fine Arts and Beautification Commission for a term beginning immediately and ending July 1, 2024. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Mayor Pepper thanked attendees of the Streetscape meeting. The Mayor has attended the emergency management meeting and the IMU Board meeting. She stated the City has several seasonal job openings and volunteer opportunities on boards and commission. Mayor Pepper reported there will be a utility billing forum for the public on March 31st.

Resolution 2021-067 declaring April 2021 as Child Abuse Prevention Month was introduced on a motion by Parker and seconded by Marchant. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Mayor Pepper stated the Metro Advisory Committee has been reviewing proposed bills from State legislatures.

It was moved by Parker and seconded by Hulen to approve Resolution 2021-068 awarding a contract for the Moats Park Restroom project. In discussion, Parks and Recreation Director Doug Bylund stated the bids came in over budget; the special revenue account will be used to pay the difference. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Hulen moved to open the Public Hearing on the proposed plans and specifications on the West Highway 92 Tree Planting project and Marchant seconded it. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously. Bylund explained the project and the City's responsibilities. He stated some nurseries have experienced a shortage of trees due to the 2020 Derecho which affected some bid amounts. No other public comments were offered, and the Deputy City Clerk reported no written comments had been submitted.

It was moved by Kling and seconded by Parker to close the Public Hearing. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Hulen moved to approve Resolution 2021-069 approving the plans and specifications and contract for the West Highway 92 Tree Planting Project. Council Member Parker seconded it. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

It was moved by Marchant and seconded by Southall to approve Resolution 2021-070 adopting the Utility Refund Policy. In discussion, Andrew Lent, City Clerk/CFO stated the previous policy did not address storm water utility or recycling refunds. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Resolution 2021-071 approving Brush Facility services for 2021 was introduced on a motion by Kling and seconded by Parker. In discussion, Akhilesh Pal, Public Works Director, outlined the services offered at the Brush Facility and changes for 2021. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Marchant moved to approve Resolution 2021-072 approving the City's annual Fee Schedule. Council Member Hulen seconded the motion. In discussion, Lent pointed out this is an annual adoption to coincide with the budget. Council asked staff to review mobile food vendor and ice cream vendor fees. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Resolution 2021-073 approving a request for an alternative method of approval for a site plan for DeYarman Ford, located at 2406 North Jefferson Way was introduced on a motion by Schroder and seconded by Kling. Community and Economic Development Director Charlie Dissell recommended approval of the alternative plan for this business at the gateway of Indianola. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Schroder moved to adopt Resolution 2021-074 approving a letter of support for an application to the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant and Parker seconded. Dissell said the grant provides funds to stimulate economic growth. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Bylund explained the guidelines that will be implemented at the Aquatic Center this summer, noting that the guidelines are fluid and may need to be changed during the season.

City Manager Waller reminded citizens that the state-wide tornado drill is March 24.

Parker moved and Marchant seconded to receive and file correspondence from February 26 and March 5 and 12, 2021 weekly updates provided by City Manager, Ryan Waller. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

At 6:47 pm Marchant moved to enter into closed session in accordance with Iowa Code Section 21.5 (1)(c) to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the government. Parker seconded the motion. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

It was moved by Marchant and seconded by Parker at 7:11 pm to exit the closed session. On roll call, the vote was AYES: Hulen, Parker, Kling, Schroder, Southall and Marchant. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

No action was taken on items discussed in closed session.

Meeting adjourned at 7:13 pm on a motion by Parker and seconded by Kling.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Meeting Date: 04/05/2021

Subject

Setting Public Hearings

Information

Council is asked to set May 3, 2021 as Public Hearings for complaints filed on tobacco sales permit violations for the following:

- Murphy USA
- Indy West
- Casey's General Store

A Public Hearing is proper prior to consideration of a penalty enforcement. Permit holders may settle their case in lieu of a Public Hearing by completing and submitting an Acknowledgement Settlement Agreement along with a check in the amount of \$300.00 to the city attorney prior to the hearing date.

Attachments

No file(s) attached.

Meeting Date: 04/05/2021

Subject

Resolution setting a Public Hearing for complaints filed on tobacco sales permit violations on Murphy USA, located at 1502 N Jefferson.

Information

Attachments

Resolution Setting Hearing

RESOLUTION NO. 2021-

**A RESOLUTION SETTING HEARING FOR COMPLAINTS FILED ON
TOBACCO SALES PERMIT VIOLATIONS**

WHEREAS, on February 10, 2021, Indianola tobacco permit holder, Murphy USA, 1502 N Jefferson, sold cigarettes or tobacco products to a person under eighteen years of age, as shown by the Compliance Check attached to the Complaint filed with the City Clerk; and

WHEREAS, 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”.

WHEREAS, 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); and

WHEREAS, a copy of the Complaint has been filed by the City Attorney with the City Clerk; and

WHEREAS, a public hearing is proper prior to consideration of said penalty enforcement.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the violations is hereby set for May 3, 2021 at six o'clock p.m. in the Council Chambers in Indianola, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the City Clerk is hereby directed to publish notice in compliance with Iowa Code section 372.2.

APPROVED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andy Lent, City Clerk

Meeting Date: 04/05/2021

Subject

Resolution setting a Public Hearing for complaints filed on tobacco sales permit violations on Indy West 929, located at 2001 W 2nd Avenue.

Information

Attachments

Resolution Setting Hearing

RESOLUTION NO. 2021-

**A RESOLUTION SETTING HEARING FOR COMPLAINTS FILED ON
TOBACCO SALES PERMIT VIOLATIONS**

WHEREAS, on February 10, 2021, Indianola tobacco permit holder, Indy West 929, sold cigarettes or tobacco products to a person under eighteen years of age, as shown by the Compliance Check attached to the Complaint filed with the City Clerk; and

WHEREAS, 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”.

WHEREAS, 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); and

WHEREAS, a copy of the Complaint has been filed by the City Attorney with the City Clerk; and

WHEREAS, a public hearing is proper prior to consideration of said penalty enforcement.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the violations is hereby set for May 3, 2021 at six o'clock p.m. in the Council Chambers in Indianola, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the City Clerk is hereby directed to publish notice in compliance with Iowa Code section 372.2.

APPROVED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andy Lent, City Clerk

Meeting Date: 04/05/2021

Subject

Resolution setting a Public Hearing for complaints filed on tobacco sales permit violations on Casey's General Store, located at 507 S Jefferson.

Information

Attachments

Resolution Setting Hearing

RESOLUTION NO. 2021-

**A RESOLUTION SETTING HEARING FOR COMPLAINTS FILED ON
TOBACCO SALES PERMIT VIOLATIONS**

WHEREAS, on February 10, 2021, Indianola tobacco permit holder, Casey's General Store, 507 S. Jefferson, sold cigarettes or tobacco products to a person under eighteen years of age, as shown by the Compliance Check attached to the Complaint filed with the City Clerk; and

WHEREAS, 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".

WHEREAS, 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); and

WHEREAS, a copy of the Complaint has been filed by the City Attorney with the City Clerk; and

WHEREAS, a public hearing is proper prior to consideration of said penalty enforcement.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the violations is hereby set for May 3, 2021 at six o'clock p.m. in the Council Chambers in Indianola, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the City Clerk is hereby directed to publish notice in compliance with Iowa Code section 372.2.

APPROVED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andy Lent, City Clerk

Meeting Date: 04/05/2021

Subject

A renewal Class C liquor license with outdoor service and Sunday sales privileges for Ohio Martinez LLC dba La Casa Mexican Restaurant, located at 508 N Jefferson Way.

Information

Council is asked to consider a renewal liquor license for Ohio Martinez LLC dba La Casa Mexican Restaurant. Owner are Guillermo Ayala, Ricardo Angel Gallardo and Jose Alejandro Martinez. All paperwork is in order and staff has approved.

Attachments

No file(s) attached.

Meeting Date: 04/05/2021

Subject

Resolution approving the purchase of two police vehicles in an amount not to exceed \$65,834.

Information

Attachments

Vehicle Purchase Memorandum
Resolution Approving Purchase
Invoice



— POLICE DEPARTMENT —

March 26th, 2021

To: Ryan Waller, City Manager
From: Lieutenant Rob Hawkins
CC: Andy Lent, Director of Finance
Re: Patrol vehicle purchase authorization

In line with the Indianola Police Department Fleet Vehicle acquisition and replacement schedule, the Indianola Police Department was approved to purchase three patrol vehicles for the FY21 year. IPD has taken delivery on one of the three authorized patrol vehicles. The last two (2) authorized patrol vehicles slated for FY21 are expected to arrive at Stivers Ford around April 28th, 2021 . We are requesting council approval to purchase and authorize payment for **two (2)** 2021 Ford Explorer Utility vehicles (Designated as Car #212 and Car #213 respectively). These vehicles were bid out by Stivers Ford Lincoln in Waukee, Iowa at the Iowa state bid price of \$32,917.00 per vehicle. The total amount IPD is requesting is \$65,834.00.



**CITY OF INDIANOLA
RESOLUTION NO 2021-**

**RESOLUTION APPROVING THE PURCHASE
OF TWO 2021 FORD EXPLORER UTILITY VEHICLE**

WHEREAS, the Indianola Police Department budgeted for three (3) replacement vehicles in FY2021; and

WHEREAS, Stivers Ford Lincoln of Waukee, Iowa holds the state contract bid for police vehicles of this make and model; and

WHEREAS, an invoice for the purchase of two vehicles for \$32,917.00 per vehicle from Stivers Ford Lincoln is attached to this Resolution.

BE IT THEREFORE RESOLVED, that the City Council of Indianola hereby approves the purchase of two 2021 Ford Explorer Utility police vehicles from Stivers Ford Lincoln of Waukee, Iowa at a cost of \$32,917.00 per vehicle, and staff is hereby authorized to execute documents on behalf of the City to purchase said vehicles.

Passed and adopted this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Meeting Date: 04/05/2021

Subject

Resolution approving the subordination of a City lien to mortgage lender TruBank for property located at 309 South D Street.

Information

The homeowners at 309 South D Street have an I&I loan through the City in the amount of \$8,401.05; the outstanding balance as of March 29, 2021 is \$1550.40. They are refinancing their home and their bank (TruBank) is asking the City to sign a subordination agreement to subordinate their I&I loan to the mortgage. The City has approved this in multiple other instances on I&I loans with no issues of collecting loan payments. The agreement has been reviewed and approved by the city attorney.

Attachments

Resolution Authorizing Agreement
Agreement

City of Indianola
RESOLUTION NO 2021-

**RESOLUTION AUTHORIZING THE SUBORDINATION OF A CITY LIEN
TO MORTGAGE LENDER TRUBANK FOR PROPERTY OWNED BY RANDY AND LINDSEY CASNER**

WHEREAS, the City of Indianola is the holder of a lien for payment of an Infiltration and Inflow loan for services on property legally described as follows:

Outlot 138 of Auditor's Plat of Outlots to Indianola, Warren County, Iowa;

AND

Outlot 136 of Auditor's Plat of Outlots to Indianola, Warren County, Iowa, EXCEPT the South 282 feet and EXCEPT the North 150 feet AND EXCEPT Beginning at a point 300 feet South of the Northeast corner of Auditor's Outlot 136, thence West 50 feet, thence South to the point 282 feet North of the South line of Auditor's Outlot 136, thence East 50 feet, thence North to the point of beginning.

WHEREAS, the City's lien on the subject real estate bears an outstanding principle amount of \$1,550.40; and

WHEREAS, the City's lien on the subject real estate was recorded in Book 2013, Page 12070 in the office of the Warren County Recorder on December 19, 2013; and

WHEREAS, the owners of the subject property, Randy L. and Lindsey M. Casner, is current on said loan payments to the City and now desire to obtain a mortgage loan from TruBank; and

WHEREAS, the mortgagor requires that the City enter into an agreement subordinating its lien to the City's lien, attached hereto.

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

1. The Subordination Agreement is hereby approved; and
2. The Mayor is authorized and directed to execute the Agreement on behalf of the City and the City Clerk is authorized and directed to attest to said signature and to affix the seal of the City.

APPROVED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Prepared by and Return to:
Kathi Bonnett
TruBank
1401 N. Jefferson, Indianola, IA 50125
Phone: (515) 961-5880

SUBORDINATION AGREEMENT

March 24, 2021

Know All Men By Those Present:

That the City of Indianola as owners of the following Infiltration and Inflow Promissory Note and Consensual Lien executed by Randy L. Casner and Lindsey M. Casner, Husband and Wife, on December 16, 2013, and filed for record in WARREN County on December 19, 2013, In Book 2013-12070, executed to City of Indianola, for valuable consideration does hereby subordinate their rights under said Infiltration and Inflow Promissory Note and Consensual Lien to the following described real estate described in said Real Estate Mortgage, to wit:

See EXHIBIT "A"

To the mortgage of TruBank in the amount of \$109,000.00, Dated _____, 2021, recorded on _____, in Book _____, Page _____ in the office of the WARREN County Recorder.

City of Indianola

By: _____
Pamela Pepper, Mayor

Witness: _____
Andrew J. Lent, City Clerk, CFO

STATEOF IOWA)
) SS
COUNTY OF WARREN)

On this _____ day of _____, 2021, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Pamela Pepper, Mayor and Andrew J. Lent, City Clerk, CFO, to me personally known, who being by me duly sworn, did say that she is the Mayor and he is the City Clerk, CFO, respectively, of said corporation and that said instrument was signed on behalf of the City by authority of its Council; and that the said Mayor and City Clerk, CFO as such officer acknowledged the execution of said instrument to be the voluntary act and deed of said corporation by it and by them voluntarily executed.

Witness my hand and notary seal the day and year last written above.

Notary Public in and for said County and State

Meeting Date: 04/05/2021

Subject

Resolution regarding COVID and the personnel handbook.

Information

Annually the City hosts an employee awards banquet in January but unfortunately, due to the COVID pandemic, there is a need to reschedule. As part of the awards banquet various awards are provided to employees in accordance with City policy. Employees who receive the customer service award are awarded with vacation time in January. The employee engagement committee recommends all eligible employees receive the award for customer service.

City policy also limits vacation carryover but due to the pandemic, vacations and other activities where employees take accrued time off were cancelled or could not take place.

The enclosed resolution is for Council consideration for these two personnel items. Roll call is in order.

Attachments

Resolution Regarding COVID

City of Indianola
**RESOLUTION NO 2021-
RESOLUTION REGARDING COVID AND THE PERSONNEL HANDBOOK**

WHEREAS, annually the City hosts an employee awards banquet in January; and

WHEREAS, unfortunately due to the COVID pandemic there is a need to reschedule; and

WHEREAS, as part of the awards banquet various awards are provided to employees; and

WHEREAS, in accordance with City policy, employees who receive the customer service award are awarded with vacation time in January; and

WHEREAS, the employee engagement committee recommends all eligible employees receive the award for customer service; and

WHEREAS, City policy also limits vacation carryover; and

WHEREAS, due to the pandemic vacations and other activities where employees take accrued time off were cancelled or could not take place.

NOW, THEREFORE, BE IT RESOLVED that all eligible employees be awarded a one-time customer service award of four hours of vacation;

BE IT FURTHER RESOLVED that the Indianola City Council authorizes a one-time payout up to forty additional hours of vacation earned but not used for eligible employees with a vacation balance of 200 or more hours in the December 31st pay period and a one-time carryover of vacation balance between 167.69 and 199.99 hours for other eligible employees due to the pandemic.

Approved this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Meeting Date: 04/05/2021

Subject

Resolution approving salaries.

Information

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

Attachments

Resolution Approving Salaries

City of Indianola
RESOLUTION NO 2021-

RESOLUTION APPROVING SALARIES

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

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

Brenan Baker, Field Maintenance Worker, from \$9.00/hour to \$10.00/hour, effective March 14, 2021;

Jared Keenen, from Water Pollution Control Operator 1 Range 21+ \$52,192.46/year to Water Pollution Control Operator 2 Range 22+ \$53,268.95/year, effective March 14, 2021;

Camron Williams, from Field Maintenance Manager \$11.00/hour to Field Maintenance Worker \$10.00/hour, effective March 14, 2021;

Kelsey Purdy, Library Assistant, from CE1-1.5 \$13.75/hour to CE1-2 \$14.00/hour, effective March 28, 2021;

Caleb Williams, Sports Complex Concession Worker from \$8.00/hour to \$8.25/hour, effective March 28, 2001;

Kaydence Eaton, Sports Complex Concession Worker \$8.00/hour, effective March 29, 2021;

Dwayne Graham, EMS/Paramedic \$19.902/hour, effective March 29, 2021;

Evan Baker, from Lifeguard Year 2 \$8.50/hour to Manager Year 1 LGI Certified \$11.50/hour, effective March 30, 2021;

Liam Christensen, from Lifeguard Year 2, \$8.50/hour to Manager Year 1 \$11.50/hour, effective March 30, 2021;

Collin Geurts, from Pool Manager Year 1 \$11.00/hour to Manager Year 2 \$12.00/hour, effective March 30, 2021;

Ben Richardson, from Lifeguard Year 3 \$9.00/hour to Manager Year 1 \$11.50/hour, effective March 30, 2021;

Matt Edgington, from Lifeguard Year 2 \$8.00/hour to Lifeguard Year 3 \$9.00/hour, effective April 25, 2021;

Grace Gioffredi, from Lifeguard Year 1 \$8.00/hour to Lifeguard Year 2 \$8.50/hour, effective April 25, 2021;

Ferris Hancock, from Lifeguard Year 2 \$8.00/hour to Lifeguard Year 3 \$9.00/hour, effective April 25, 2021;

Logan Hoger, from Lifeguard Year 2 \$8.00/hour to Lifeguard Year 3 \$9.00/hour, effective April 25, 2021;

Megan Lewiston, from Lifeguard Year 3 WSI Certified \$9.25/hour to Lifeguard Year 4 WSI Certified \$10.25/hour, effective April 25, 2021;

Ava Moorlach, from Lifeguard Year 3 \$8.50/hour to Lifeguard Year 4 \$9.50/hour, effective April 25, 2021;

Jenna Strain, from Lifeguard Year 3 \$8.50/hour to Lifeguard Year 4 \$9.50/hour, effective April 25, 2021;

Sebastian Cooper, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Piper Dahl, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Aubrey Edgington, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Shenae Fuller, Pool Operations Year 1, \$7.25/hour, effective May 1, 2021;

Ella Geurts, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Jordanne Hensley, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Isabella Hoard, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Evelynn Huntley, Pool Support, Year 1 \$7.25/hour, effective May 1, 2021;

William Kelso, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Darian Konrad, Pool Operations Year 1, \$7.25/hour, effective May 1, 2021;

Makena McIntyre, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Bren Moritz, Pool Operations Year 1, \$7.25/hour, effective May 1, 2021;

Augusta Olander, Pool Operations Year 1, \$7.25/hour, effective May 1, 2021;

Brennan Severidt, Lifeguard Year 2, \$8.50/hour, effective May 1, 2021;

Remy Siverstsen, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Karina Straley, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Jackson Strong, Lifeguard Year 1, \$8.00/hour, effective May 1, 2021;

Paige Turner, Pool Operations Year 1, \$7.25/hour, effective May 1, 2021;

Alexis White, Lifeguard Year 2, \$8.50/hour, effective May 1, 2021;

Mallory Zimmerman, Lifeguard Year 2, \$8.50/hour, effective May 1, 2021;

Jacynthia West, Adult Services Librarian, CE6-1 \$48,392.38/year, effective April 5, 2021;

Amber Allen-Cosimo, Water Aerobics Instructor, \$14.00/hour, effective June 7, 2021.

Passed and approved this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent , City Clerk/CFO

Meeting Date: 04/05/2021

Subject

IMU annual report.

Information

IMU will present their annual report, including a complete financial statement, pursuant to City and State codes.

Attachments

No file(s) attached.

Meeting Date: 04/05/2021

Subject

Proclamation declaring April 18-24, 2021 Volunteer Week in Indianola.

Information

Attachments

Volunteer Week Proclamation



— Office of the Mayor —

PROCLAMATION

NATIONAL VOLUNTEER WEEK

WHEREAS, National Volunteer Week was established in 1974 to encourage volunteer projects and special events; and

WHEREAS, this week is also an opportunity to thank volunteers for their time and commitment to provide services that would not otherwise exist; and

WHEREAS, the City of Indianola has nine Boards, Commissions and Committees comprised of over seventy volunteers; and

WHEREAS, these individuals have helped to create and enforce zoning and ordinances; complete the staffing of our public safety and library departments; raise awareness of environmental issues; beautify our community; and enhance learning, health and entertainment for our citizens; and

WHEREAS, many projects and initiatives could not have been completed without the hard work and dedication of these volunteers

NOW, THEREFORE, I, Pam Pepper, Mayor of the City of Indianola, do hereby proclaim April 18-24, 2021 as

NATIONAL VOLUNTEER WEEK

in the City of Indianola, and I urge all citizens to consider volunteering with an organization important to them and I thank all volunteers contributing to the success of our community.

DATED this 5th day of April 2021.

Pam Pepper, Mayor

Meeting Date: 04/05/2021

Subject

Streetscape Project

Information

Attachments

No file(s) attached.

Meeting Date: 04/05/2021

Subject

Update regarding the Streetscape Project.

Information

Staff will provide an update regarding the Streetscape project.

Attachments

No file(s) attached.

Meeting Date: 04/05/2021

Subject

Resolution approving the Traffic Engineering Assistance Program study at the intersection of 2nd Avenue West and Buxton Street.

Information

Roll call is in order.

Attachments

TEAP Memorandum
Study Report
Resolution Approving Study



— PUBLIC WORKS —

To: Mayor and City Council
CC: Ryan Waller, City Manager and
Andy Lent, City Clerk/CFO
From: Akhilesh Pal, Public Works Director
Date: April 5, 2021
Re: Resolution to approve the traffic engineering study at the intersection of 2nd Avenue West and Buxton Street.

The City Council, at their meeting on September 8, 2020, authorized staff to apply for Traffic Engineering Assistance Program (TEAP) grant to complete a traffic engineering study at the intersection of 2nd Avenue West (Highway 92) and Buxton Street. The need for completing this traffic engineering study was recognized due to the City's plans for downtown streetscape improvements and to evaluate the conversion of Howard Street and Buxton Street from one-way to two-way traffic operations. The TEAP program funding, by the Iowa DOT, provided the expertise of consultant engineering required to complete this traffic engineering study, where no City funding match was required.

The traffic engineering study at the intersection of 2nd Avenue West & Buxton Street was completed to meet the following objectives:

- Traffic signal warrant analysis for this subject intersection after Buxton Street is converted to two-way traffic operations.
- Identify cost-effective traffic safety and operational improvements as well as potential funding sources to implement the recommendations.

The Iowa Department of Transportation has reviewed and recommended approval of this traffic engineering study. The findings of this study were presented to the City Council, at their study session on March 23, 2021, as a part of the Streetscape Project, and the study is now ready for approval. Staff is recommending City Council to formally approve and adopt this traffic engineering study as presented. Staff also recommends the City Council continue discussion on these recommended improvements and to allow for future planning. Staff will explore potential funding sources to perform the improvements recommended in this study.

Iowa Highway 92 & Buxton Street Intersection Study



Prepared for:
City of Indianola

In Cooperation With:
Iowa Department of Transportation &
Iowa Department of Public Safety
Governor's Traffic Safety Bureau

February 18, 2021



February 18, 2021

Mr. Akhilesh Pal, P.E.
Public Works Director
City of Indianola
110 N. First Street
Indianola, Iowa 50125

RE: IA HIGHWAY 92 & BUXTON STREET INTERSECTION STUDY
INDIANOLA
IOWA TRAFFIC ENGINEERING ASSISTANCE PROGRAM
S&A PROJECT NO.: 119.1000E

Dear Mr. Pal:

Snyder & Associates has completed the IA 92 & Buxton Street Intersection Study. The study was requested by the City of Indianola and completed as part of Iowa's Traffic Engineering Assistance Program (TEAP). TEAP is managed by the Iowa Department of Transportation and is partially funded through the Iowa Governor's Traffic Safety Bureau, as provided by the U.S. Department of Transportation, in accordance with the provisions of Section 402, Title 23, United States Code. The opinions, findings and conclusions expressed in this report are those of Snyder & Associates, Inc.

We are pleased to provide assistance to the City of Indianola through the completion of this study. Should you have any questions regarding this study, please contact us.

Sincerely,

SNYDER & ASSOCIATES, INC.



Brian Willham, P.E., PTOE
Project Manager

Enclosures

CC: Tim Crouch, P.E., PTOE, Iowa DOT, Traffic & Safety Bureau
Héctor Torres-Cacho, AICP, Iowa DOT District 5
Brian Catus, P.E., Iowa DOT Local Systems

V:\Projects\2019\119.1000.01E\Design\Traffic\Ltr_2021-02-18_TEAPTransmittal.docx

INFORMATION SHEET
IOWA DEPARTMENT OF TRANSPORTATION
TRAFFIC ENGINEERING ASSISTANCE PROGRAM

IA HIGHWAY 92 & BUXTON STREET INTERSECTION STUDY

February 18, 2021

1. Local Jurisdiction: City of Indianola
2. Reason TEAP Study Originated: The City has begun the process to redevelop its downtown area. As part of these improvements, the city will be converting Howard Street and Buxton Street from one-way to two-way traffic operations. If the traffic operations on Buxton Street is converted to two-way traffic operations, then traffic safety improvements will need to be recognized at the signalized intersection of Iowa Highway 92 and Buxton Street.
3. Scope of Services Provided: Performed field review of existing conditions, reviewed relevant crash history, identified and evaluated potential improvement options, prepared construction cost estimates, and developed recommendations per current standards.
4. The Engineer, Snyder & Associates, submitted a final report dated February 18, 2021 with the following recommendations:

Iowa Highway 92 & Buxton Street

1. Traffic signal – Interim Period
 - a. Modify traffic signal as proposed in **Exhibit 1** including a new signal cabinet and controller and detection system. .
2. Traffic Signal – Ultimate
 - a. Fully reconstruct traffic signal utilizing the new signal cabinet, controller, and detection system recommended with the Interim improvements.
3. Consider closing or adjusting access locations as shown in **Exhibit 1** while converting from one-way to two-way operations.
4. Use shared lane marking to provide positioning for bicycles in travel lanes on S Buxton Street.
5. Consider bicycle detection on north and south approaches to encourage bicycle use on planned bicycle route on S Buxton Street.
6. Re-stripe S Buxton Street to include left turn lane and shared through/right turn lane in the southbound direction. Any on-street parking should be modified to accommodate the proposed intersection changes.
7. Remove signage for one-way traffic north of Iowa Highway 92.
8. Coordinate with Post Office to relocate one post office box to west side of street.
9. If turning truck traffic is impacted by existing curb radii or if pedestrian curb ramps are being encroached by truck movements, consider curb improvements to accommodate truck turning paths and pedestrian safety at the intersection.

Iowa Highway 92 & Howard Street

1. Add stop control on north approach for southbound traffic.
2. Consider closing or adjusting access locations as shown in **Exhibit 1** while converting from one-way to two-way operations.
3. Re-stripe S Howard Street to provide two-way operation on the north approach. Any on-street parking should be modified to accommodate the proposed intersection changes.
4. Adjust planned bicycle routing to prioritize crossing at S Buxton Street traffic signal.
5. Remove signage for one-way traffic north of Iowa Highway 92.
6. If turning truck traffic is impacted by existing curb radii or if pedestrian curb ramps are being encroached by truck movements, consider curb improvements to accommodate truck turning paths and pedestrian safety at the intersection.

Planning level probable costs for the recommendations found in this study are included below

Recommendations	Cost Estimate	Notes
Iowa Highway 92 & Buxton Street Improvements	\$15,000 - \$20,000	Pavement markings for Buxton Street, Entrance modifications, Signage improvements <i>Further study required to determine ultimate intersection improvements if needed</i>
Iowa Highway 92 & Buxton Street Traffic Signal	\$50,000 (Interim) \$150,000 (Ultimate)	Includes new cabinet and controller, detection, temporary modifications Full reconstruction (using cabinet, controller, detection from Interim)
Iowa Highway 92 & Howard Street Improvements	\$10,000 - \$15,000	Pavement markings for Howard Street, Entrance modifications, Signage improvements <i>Further study required to determine ultimate intersection improvements if needed</i>

Notes:

1. This opinion represents approximate construction costs only and does not provide a detailed list of project pay items. This opinion is to be used to as a planning number only.
2. Costs represent current dollars as of report date.

Potential funding sources include the Traffic Safety Improvement Program (TSIP) for traffic control devices and the Iowa DOT Urban-State Traffic Engineering Program (U-STEP).

TRAFFIC ENGINEERING ASSISTANCE PROGRAM
IA Highway 92 & Buxton Street Intersection Study
INDIANOLA, IOWA

Prepared by:

Snyder & Associates, Inc.

Prepared for:

City of Indianola

In Cooperation with:

Iowa Department of Transportation &
Iowa Department of Public Safety
Governor's Traffic Safety Bureau

February 18, 2021

	I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa <u>B. J. Willham</u> <u>2/18/21</u> Brian J. Willham, P.E. Date License Number 17122 My License Renewal Date is December 31, 2021 Pages or sheets covered by this seal <u>ALL</u>
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APPENDIX

Exhibit 1: Howard Street & Buxton Street Intersection Concept
Exhibit 2: IA 92 & Buxton Street Truck Turning Movements (WB-40)
Exhibit 3: IA 92 & Buxton Street Truck Turning Movements (WB-40)
Exhibit 4: IA 92 & Buxton Street School Bus Turning Movements
Exhibit 5: IA 92 & Buxton Street School Bus Turning Movements
Exhibit 6: IA 92 & Howard Street Truck Turning Movements (WB-40)
Exhibit 7: IA 92 & Howard Street Truck Turning Movements (WB-40)
Exhibit 8: IA 92 & Howard Street School Bus Turning Movements
Exhibit 9: IA 92 & Howard Street School Bus Turning Movements
Intersection Turning Movement Count Data
Intersection Crash Reports (2015-2019)
Proposed Two-Way Traffic
Signal Warrant Analysis Report
Capacity Analysis Reports

1. BACKGROUND

At the request of the City of Indianola and the Iowa DOT, this study reviewed the current intersection operations, non-motorized crossings, traffic signal operations and evaluated possible safety improvements at the Iowa Highway 92 and Buxton Street intersection. As the City of Indianola is planning the conversion of the one-way pair (Buxton Street and Howard Street) this study also includes a review of a potential impact of the conversion on the Iowa Highway 92 and Howard Street intersection. While examining the conversion to two-way operations, the City is looking to identify the minimum improvements needed to support the conversion at the study intersections for the interim period while considering ultimate improvements. The study provides recommendations for modifications at the intersections. Refer to **Figure 1** for the study location.

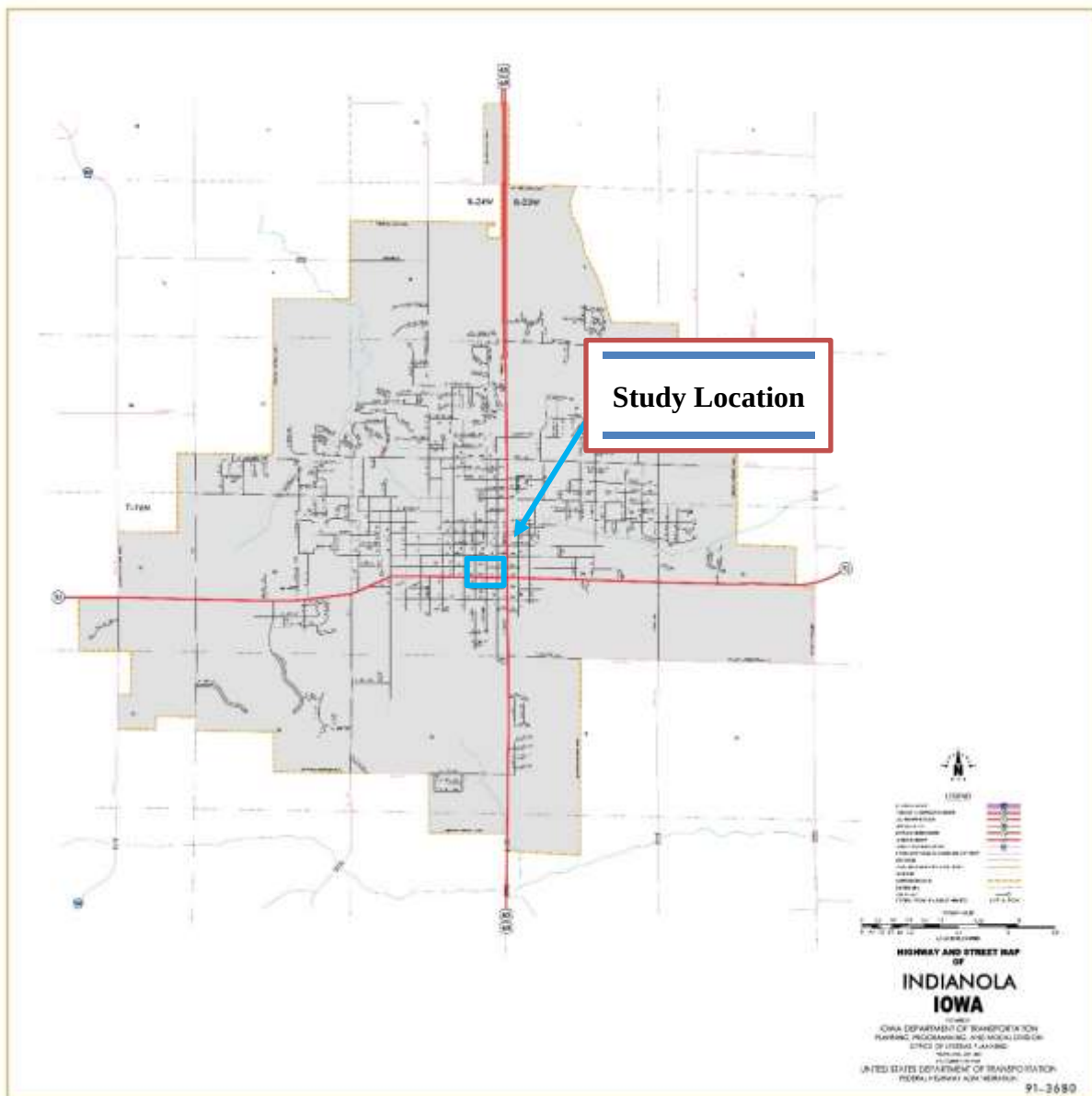


Figure 1. Study Location

2. EXISTING CONDITIONS

Iowa Highway 92 (2nd Ave) is a major east/west route through Indianola south of downtown Indianola. Iowa Highway 92 is a three-lane cross section with a center two-way left turn lane. The two travel lanes of Iowa Highway 92 are approximately 12 feet wide, while the center two-way left turn lane is approximately 10 feet wide. The speed limit on Iowa Highway 92 is 30 MPH. Both north and south of Iowa Highway 92 are sidewalks that are approximately 4 feet wide. Between Buxton Street and Howard Street there are four accesses north of Iowa Highway 92 and three accesses south of Iowa Highway 92.

Buxton Street is a minor collector north of Iowa Highway 92 and a local street south of Iowa Highway 92. North of Iowa Highway 92, Buxton Street currently provides one-way movement in the southbound direction. At the Iowa Highway 92 & Buxton Street intersection, Buxton Street is three lanes wide with a configuration of Left/Center/Right in the southbound direction. Northbound Buxton Street at Iowa Highway 92 is a two-lane street with one lane in each direction. The speed limit on Buxton Street is 25 MPH. Buxton Street has sidewalks on both the east and west sides of the street. There are no pedestrian crossings demarcated at the intersection.

Howard Street is a minor collector north of Iowa Highway 92 and a local street south of Iowa Highway 92. North of Iowa Highway 92, Howard Street is currently provides one-way movement in the northbound direction. The south approach of the Howard Street & Iowa Highway 92 is a two-lane street with one lane in each direction. The speed limit on Buxton Street is 25 MPH. Howard Street has sidewalks on both the east and west sides of the street. There are no pedestrian crossings demarcated at the intersection.

Intersection Observations

Observations from a field visit by Snyder & Associates are listed below:

- 1) South Buxton Street is currently a one-way street north of Iowa Highway 92 with two way operation south of Iowa Highway 92. The southbound approach features three lanes at the intersection (Left-turn, Through, Right-turn).

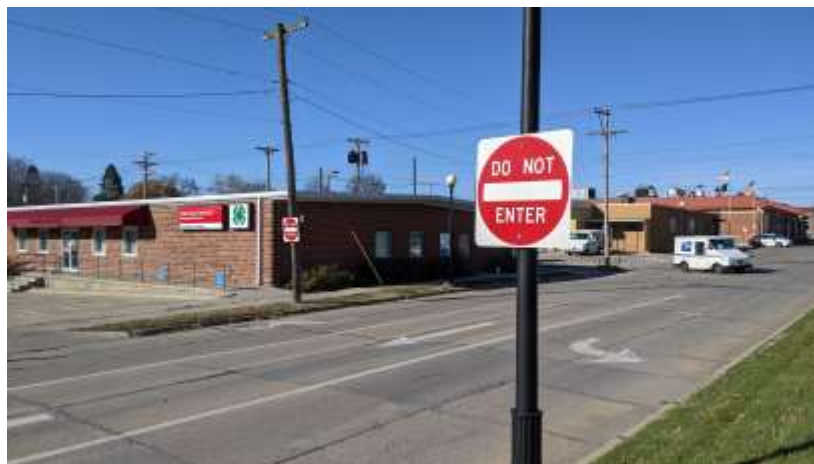


Photo 1. "DO NOT ENTER" Signs on South Buxton Street (Looking Northwest)

- 2) Curb ramps at both intersections have been recently reconstructed.



Photo 2. Iowa Highway 92 & Buxton Street (New Curb Ramps)



Photo 3. Iowa Highway 92 & Howard Street (New Curb Ramps)

- 3) Pedestrian call buttons are not available at all crossings at South Buxton Street. Additionally, no sidewalks are currently available south of the intersection on the east side of the street.
- 4) Wayfinding signage directing travelers to downtown and Simpson College are located and support one-way traffic operations.

- 5) North of the Iowa Highway 92 & Buxton Street intersection is the Indianola Post Office. There are currently two post office boxes located along the east side of South Buxton Street. With the conversion from one-way to two-way the boxes will no longer be on the driver side of vehicles.



Photo 4. Post Office Boxes on South Buxton Street

- 6) Between the intersections on Iowa Highway 92 there are multiple entrances to the same building. On the north side of Iowa Highway 92 there are four accesses, while on the south side there are two accesses.



Figure 2. Corridor Aerial (March 2018)

(Source: Google Earth)

Historic Traffic Volumes

The 2000 - 2016 annual average daily traffic (AADT) traffic counts for the city of Indianola provided by the Iowa DOT are included in **Figure 3**. 2020 AADT traffic counts were obtained from Iowa DOT preliminary counts for the intersection of Iowa Highway 92 & Buxton Street. Traffic on all the approaches of the intersection of Iowa Highway 92 & Buxton Street have a slightly decreasing trend from 2000 to 2016. Projected 2020 counts at the Iowa Highway 92 &

Buxton Street intersection were calculated using expansion factors for Covid related traffic changes for the month of July.¹ The traffic counts of 2020 at the intersection of Iowa Highway 92 & Buxton Street shows increase from 2016. The 2020 traffic counts at the intersection of Iowa Highway 92 & Howard Street was collected by Snyder and Associates. The intersection of Iowa Highway 92 & Howard Street have limited information of traffic counts at all approaches. The north leg of the intersection shows a decreasing trend from 2000 to 2020.

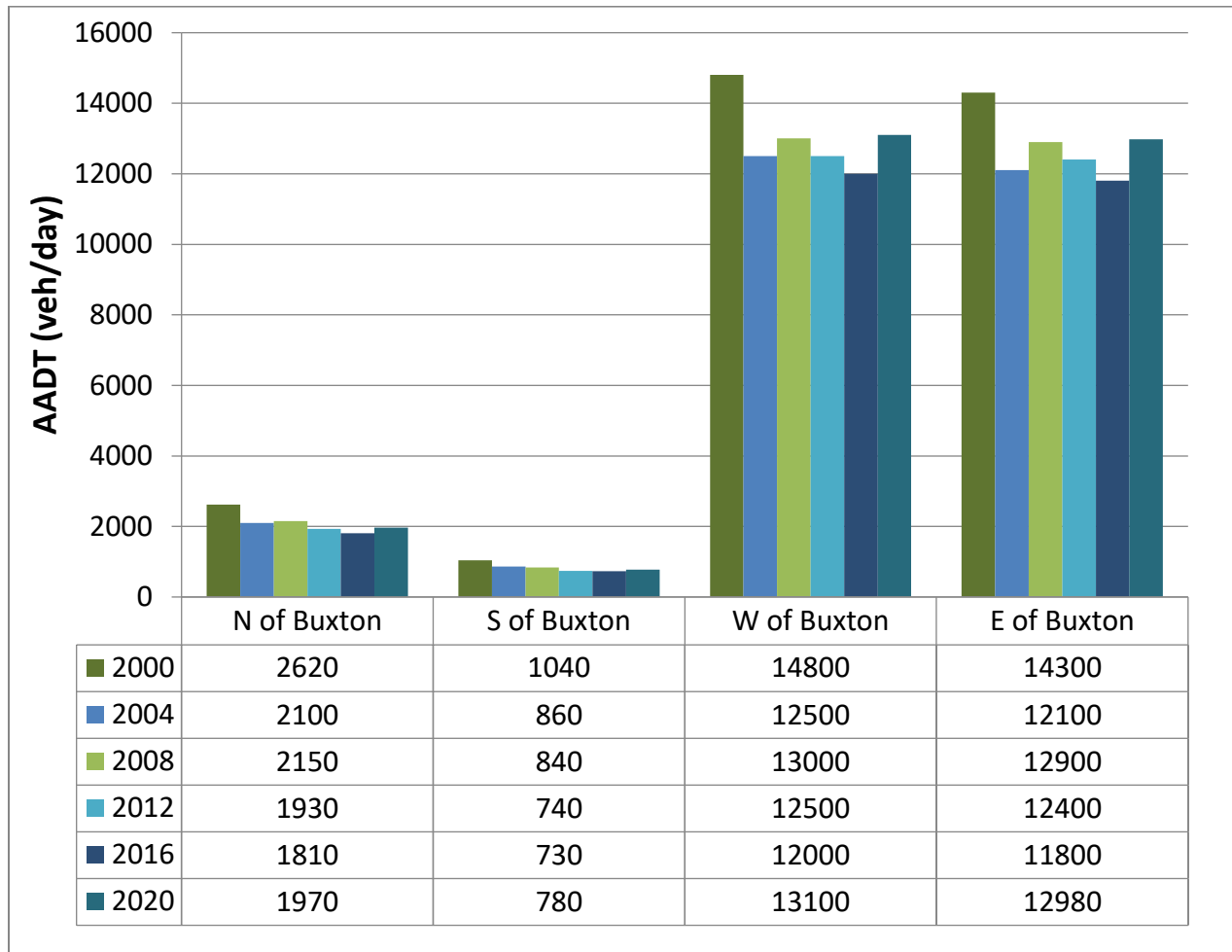


Figure 3. Historic AADT of Iowa Highway 92 & Buxton Street Intersection

3. CRASH HISTORY

The crash history from 2015 through 2019 for the intersections of Iowa Highway 92 & Buxton Street and Iowa Highway 92 & Howard Street were reviewed using reported crash data obtained from Iowa DOT's Iowa Crash Analysis Tool (ICAT). Crashes were reviewed for overall frequency as well as crash rates calculated based on annual average daily traffic (AADT). The review also included the crash severity, crash type, major causes, driver demographics, and time of day distribution.

¹ [https://iowadot.gov/maps/reports\(atr\)/07-10-2020_CCS_Trend_Report.pdf](https://iowadot.gov/maps/reports(atr)/07-10-2020_CCS_Trend_Report.pdf)

The Iowa Highway 92 & Buxton Street intersection experienced 8 crashes with 1 possible injury during the five-year period reviewed. The observed crash rate at this intersection is 0.68 total collisions per million entering vehicles (MEV). This rate is below the average rate for the average crash rate of 0.9 MEV for similar intersections in Iowa.²

The majority of collisions were rear-end collisions, with second largest number of collisions being broadside collisions. There were a number of cited reasons for these collisions, without any dominating cause for collisions.

Table 1. Iowa Highway 92 & Buxton Street Intersection Crash Summary

Crashes (Injury)	Crash Severity	Crash Rate ¹	Predominant Crash Types (Crashes)	Predominant Major Causes (Crashes)
8 (1)	1 Possible	0.68	• Rear End (6) • Broadside (1) • Non-Vehicle Collision (1)	• Ran Traffic Signal (1) • Followed Too Close (1) • Operating Vehicle in Reckless Manner (1) • Distracted Driver: Inattentive (1) • Distracted Drive : External (1) • Lost Control (1) • Unknown (1) • Driving Too Fast for Conditions (1)

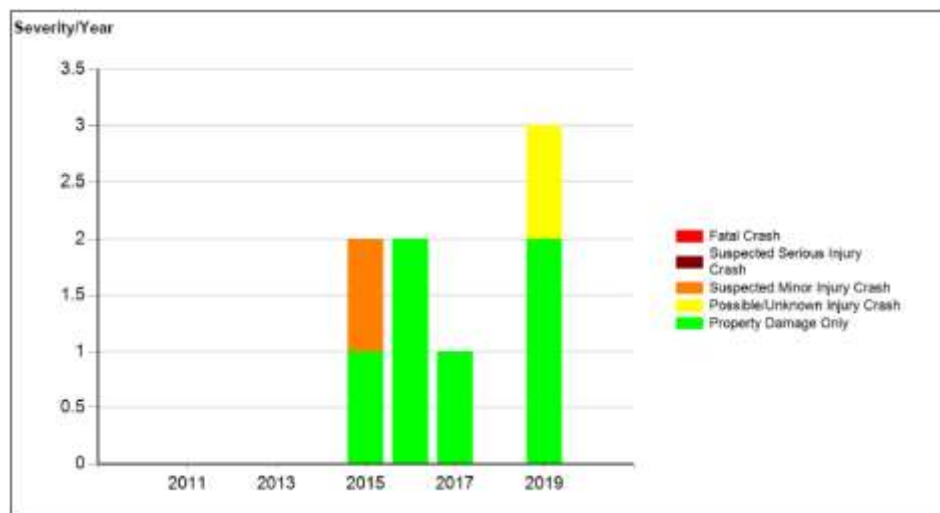


Figure 4. Iowa Highway 92 & Buxton Street Intersection Crash Severity by Year

The Iowa Highway 92 & Howard Street intersection experienced 7 crashes with 1 possible injury between 2015 and 2019. The observed crash rate at this intersection is 0.29 total collisions per million entering vehicles (MEV). This rate is below the average rate for the average crash rate of 0.9 MEV for similar intersections in Iowa.³

² Iowa DOT, *Accident and Related Data for Rural and Municipal Intersections in Iowa*.

³ Iowa DOT, *Accident and Related Data for Rural and Municipal Intersections in Iowa*.

When the nature of each recorded crash at the intersection is reviewed further, the majority of collisions were rear-end collisions. There were a number of cited reasons for these collisions, without any dominating cause for collisions. Of the single collision that resulted in an injury, the major cause of the three-car collision was the reckless operation of a vehicle on wet surfaces.

Table 2. Iowa Highway 92 & Howard Street Intersection Crash Summary

Crashes (Injury)	Crash Severity	Crash Rate ¹	Predominant Crash Types (Crashes)	Predominant Major Causes (Crashes)
7 (1)	1 Possible	0.29	• Rear End (5) • Broadside (1) • Backing, rear to side (1)	• FTYROW: From Stop Sign (1) • FTYROW: Making Left Turn (1) • Operating Vehicle in Reckless Manner (1) • Driver Distraction: External (1) • Driver Distraction: Adjusting Device (1) • Lost Control (1) • Followed Too Close (1)

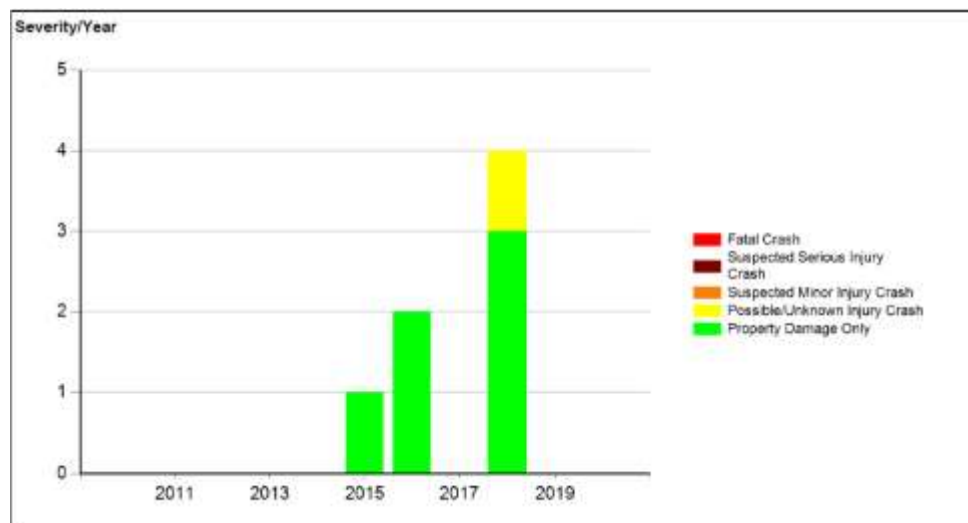


Figure 5. Iowa Highway 92 & Howard Street Intersection Crash Severity by Year

4. PROPOSED TWO-WAY TRAFFIC

Utilizing the existing turning movement counts at the Iowa Highway 92 & Buxton Street and Iowa Highway 92 & Howard Street intersections, the percentage of traffic using each available movement was estimated for the AM, Midday, and PM hours reported at the intersections. Existing turning movements for the two intersection is shown in the Appendix. To account for new movements at the intersections, existing turning movements for southbound traffic, eastbound left turns, and westbound right turns were split between the two intersections. The percentage of traffic split between the approach (southbound) or movements (east and westbound) are also shown.

Proposed turning movements were then developed for the two intersections by including new turning movements where necessary and adjusting through movements to account for changes in east and westbound turning movements. Additionally, northbound through traffic at Iowa Highway 92 & Buxton Street is assumed to be 10% of the peak hour approach volume. Peak hour volumes were adjusted using Iowa DOT expansion factors based on the day and month the counts were collected and adjusted for travel reductions due to the Covid-19 pandemic as reported by Iowa DOT.

5. TRAFFIC SIGNAL WARRANT ANALYSIS

A traffic signal warrant analysis was performed for the intersections of Iowa Highway 92 & Buxton Street. The warrant analysis was conducted according to Manual on Uniform Traffic Control Devices (MUTCD), 2009 Edition, criteria. Analysis worksheets are included in the appendix. The following MUTCD warrants were evaluated, Warrant 1 (8-hour volumes), Warrant 2 (4-hour volumes), and Warrant 3 (Peak Hour delay and volumes).

Intersections are evaluated as either urban or rural, rural is defined as the major approach speed greater than 40 miles per hour, or a community with a population less than 10,000. The current posted speed limit is 30 MPH on Iowa Highway 92. The City of Indianola has a 2019 estimated population of 15,802. Iowa Highway 92 & Buxton Street is an urban intersection. Additionally, based on the left turn volumes on Iowa Highway 92, the east and west approaches were evaluated as single lane approaches per guidance in Section 4C.01 of the MUTCD.

Error! Reference source not found. summarizes the results of the warrant analysis based on the existing conditions calculated at the intersection of Iowa Highway 92 & Buxton Street. Error! Reference source not found. summarizes the results of the warrant analysis based on the proposed two-way traffic conversion.

Table 3. Summary of MUTCD Signal Warrant Results for Iowa Highway 92 & Buxton Street Intersection (Existing)

Warrant	Warrant Met?
Warrant 1 (8 Hour Volumes)	No
Warrant 1A (Minimum Volume)	No
Warrant 1B (Interruption of Continuous Traffic)	No
Warrant 1C (Combination of Warrants)	No
Warrant 2 (4 Hour Volumes)	Yes
Warrant 3 (Peak Hour)	Yes
Warrant 3A (Peak Hour Delay)*	-
Warrant 3B (Peak Hour Volumes)	Yes

* - Delay data not available

Table 4. Summary of MUTCD Signal Warrant Results for Iowa Highway 92 & Buxton Street Intersection (Proposed)

Warrant	Warrant Met?
Warrant 1 (8 Hour Volumes)	No
Warrant 1A (Minimum Volume)	No
Warrant 1B (Interruption of Continuous Traffic)	No
Warrant 1C (Combination of Warrants)	No
Warrant 2 (4 Hour Volumes)	Yes
Warrant 3 (Peak Hour)	No
Warrant 3A (Peak Hour Delay)*	-
Warrant 3B (Peak Hour Volumes)	No

* - Delay data not available

6. CAPACITY ANALYSIS

Intersection capacity analyses was completed for the study intersections. Analyses were conducted for the AM and PM peak hours. These analyses were performed using *Synchro 10* software and methods for signalized intersections and *Highway Capacity Manual 2010 (HCM 2010)* methods for unsignalized intersections. **Table 5** shows the Level of Service (LOS) criteria for determining operational performance. LOS A provides the least delay, and LOS F provides the most delay. Typically, LOS D is the minimum acceptable LOS for urban intersection approaches. However, LOS E-F is not unusual for stop controlled minor street or driveway approaches to higher volume arterial streets during peak hours.

Table 5. Level of Service (LOS) Definition

LOS	Average Delay per Vehicle (seconds)	
	Signalized Intersection	Unsignalized Intersection
A	< 10	< 10
B	10 to 20	10 to 15
C	20 to 35	15 to 25
D	35 to 55	25 to 35
E	55 to 80	35 to 50
F	> 80 or V/C > 1.0	> 50 or V/C > 1.0

V/C = Volume to Capacity Ratio

Intersection capacity analyses was reviewed for the proposed two-way configuration. As the intersection met only one traffic signal warrant, the intersection was reviewed as a two-way stop controlled intersection. Iowa Highway 92 & Buxton Street included two southbound lanes including a left turn lane and a shared through-right turn lane. Iowa Highway 92 & Howard Street included one southbound lane with shared left/through/right movements.

The minor approaches at Iowa Highway 92 & Buxton Street operate at Level of Service (LOS) B in the AM peak hour, while in the PM peak hour the minor approaches function at LOS D in the

northbound direction and LOS F in the southbound direction. **Table 6** below provides LOS and delay on the minor approaches for each peak hour. **Table 7** shows queuing at the two study intersections.

Table 6. Synchro 10 and HCM 2010 Analysis Results

Intersection	Control Type	AM Peak		PM Peak	
		Delay (sec) (NB/SB)	LOS (NB/SB)	Delay (sec) (NB/SB)	LOS (NB/SB)
S Buxton St & IA Highway 92	TWSC*	13.6 / 13.0	B / B	29.7 / 54.7	D / F
S Howard St & IA Highway 92	TWSC*	23.5 / 20.9	C / C	24.0 / 35.2	C / E

* Minor Approach delay and LOS

Table 7. Queue Results

Intersection	Control Type	AM Peak	PM Peak
		95 th Percentile Queue Length (Feet) (NB/SB)	95 th Percentile Queue Length (Feet) (NB/SB)
S Buxton St & IA Highway 92	TWSC*	25 / 25	25 / 100
S Howard St & IA Highway 92	TWSC*	25 / 25	25 / 50

7. TRUCK TURNING MOVEMENTS

A review of existing truck traffic counts at the Iowa Highway 92 & Buxton Street intersection show that truck volumes are relatively low. Existing combination truck turning volumes are shown in Table 8. However, with the downtown commercial district located two blocks north and the post office located just north of the intersection, some level of truck traffic is expected to need to be accommodated at the intersection. WB-40 truck turning templates were developed to simulate left and right turning truck turning movements and are included in the Appendix.

The existing curbs and images of the intersection prior to ADA ramp re-construction do not show significant damage from existing truck movements. Due to this, we expect that truck traffic is currently turning without mounting the curb. However, with the new traffic patterns in place, we do anticipate that southbound truck traffic may encroach on northbound lanes to position the vehicle to make the turn without hitting the curb.

Table 8. Combination Truck Turning Volumes (2020) at IA Highway 92 & Buxton Street

	North			East		South		West	
	L	T	R	L	T	L	R	T	R
07:00	0	0	0	0	6	0	0	3	0
08:00	0	0	0	0	8	0	1	8	0
11:00	0	0	0	0	6	0	0	4	0
12:00	0	0	0	0	3	0	0	8	0
15:00	1	0	0	0	8	0	0	2	0
16:00	0	0	0	0	3	0	0	4	0
17:00	0	0	0	0	2	0	0	6	0

Source: Iowa DOT, Turning Movement Counts, Preliminary 2020.

8. CONCLUSIONS/RECOMMENDATIONS

As noted, the City of Indianola is planning to convert S Buxton Street and S Howard Street from a one-way pair to two-way traffic operation. The City of Indianola Comprehensive Plan identifies S Buxton Street and S Howard Street as bicycle routes through downtown. Recommendations for the Iowa Highway 92 & Buxton Street and Iowa Highway 92 & Howard Street intersections include:

Iowa Highway 92 & Buxton Street

1. Traffic signal – Interim Period
 - a. Modify traffic signal as proposed in **Exhibit 1** including a new signal cabinet and controller and detection system. .
2. Traffic Signal – Ultimate
 - a. Fully reconstruct traffic signal utilizing the new signal cabinet, controller, and detection system recommended with the Interim improvements.
3. Consider closing or adjusting access locations as shown in **Exhibit 1** while converting from one-way to two-way operations.
4. Use shared lane marking to provide positioning for bicycles in travel lanes on S Buxton Street.
5. Consider bicycle detection on north and south approaches to encourage bicycle use on planned bicycle route on S Buxton Street.
6. Re-stripe S Buxton Street to include left turn lane and shared through/right turn lane in the southbound direction. Any on-street parking should be modified to accommodate the proposed intersection changes.
7. Remove signage for one-way traffic north of Iowa Highway 92.
8. Coordinate with Post Office to relocate one post office box to west side of street.
9. If turning truck traffic is impacted by existing curb radii or if pedestrian curb ramps are being encroached by truck movements, consider curb improvements to accommodate truck turning paths and pedestrian safety at the intersection.

Iowa Highway 92 & Howard Street

1. Add stop control on north approach for southbound traffic.
2. Consider closing or adjusting access locations as shown in **Exhibit 1** while converting from one-way to two-way operations.
3. Re-stripe S Howard Street to provide two-way operation on the north approach. Any on-street parking should be modified to accommodate the proposed intersection changes.
4. Adjust planned bicycle routing to prioritize crossing at S Buxton Street traffic signal.
5. Remove signage for one-way traffic north of Iowa Highway 92.
6. If turning truck traffic is impacted by existing curb radii or if pedestrian curb ramps are being encroached by truck movements, consider curb improvements to accommodate truck turning paths and pedestrian safety at the intersection.

9. OPINION OF PROBABLE COSTS

Planning level probable costs for the recommendations found in this study are included below.

Table 9. Opinion of Probable Project Costs (Planning Level)

Recommendations	Cost Estimate	Notes
Iowa Highway 92 & Buxton Street Improvements	\$15,000 - \$20,000	Pavement markings for Buxton Street, Entrance modifications, Signage improvements <i>Further study required to determine ultimate intersection improvements if needed</i>
Iowa Highway 92 & Buxton Street Traffic Signal	\$50,000 (Interim) \$150,000 (Ultimate)	Includes new cabinet and controller, detection, temporary modifications Full reconstruction (using cabinet, controller, detection from Interim)
Iowa Highway 92 & Howard Street Improvements	\$10,000 - \$15,000	Pavement markings for Howard Street, Entrance modifications, Signage improvements <i>Further study required to determine ultimate intersection improvements if needed</i>

Notes:

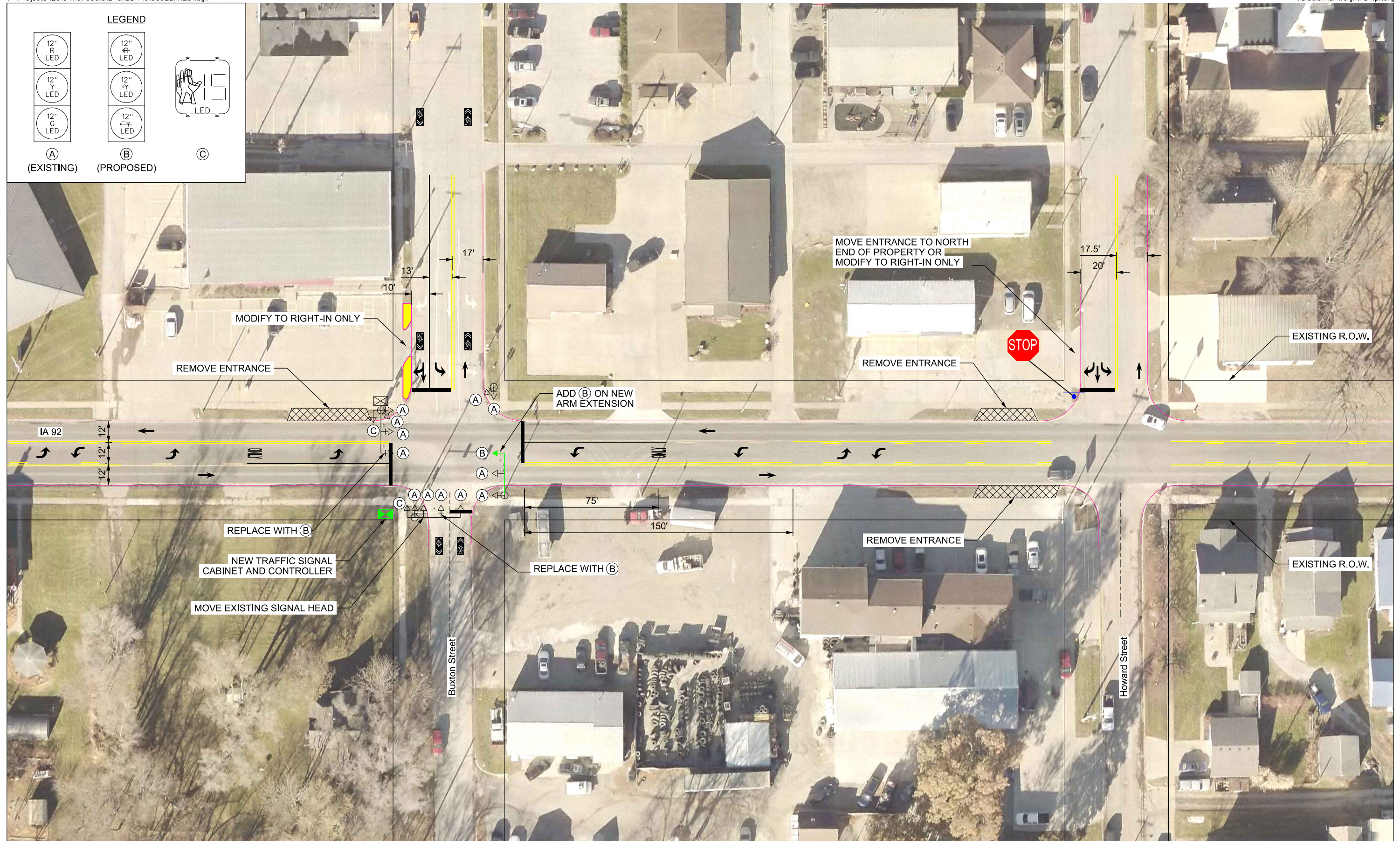
1. This opinion represents approximate construction costs only and does not provide a detailed list of project pay items. This opinion is to be used to as a planning number only.
2. Costs represent current dollars as of report date.

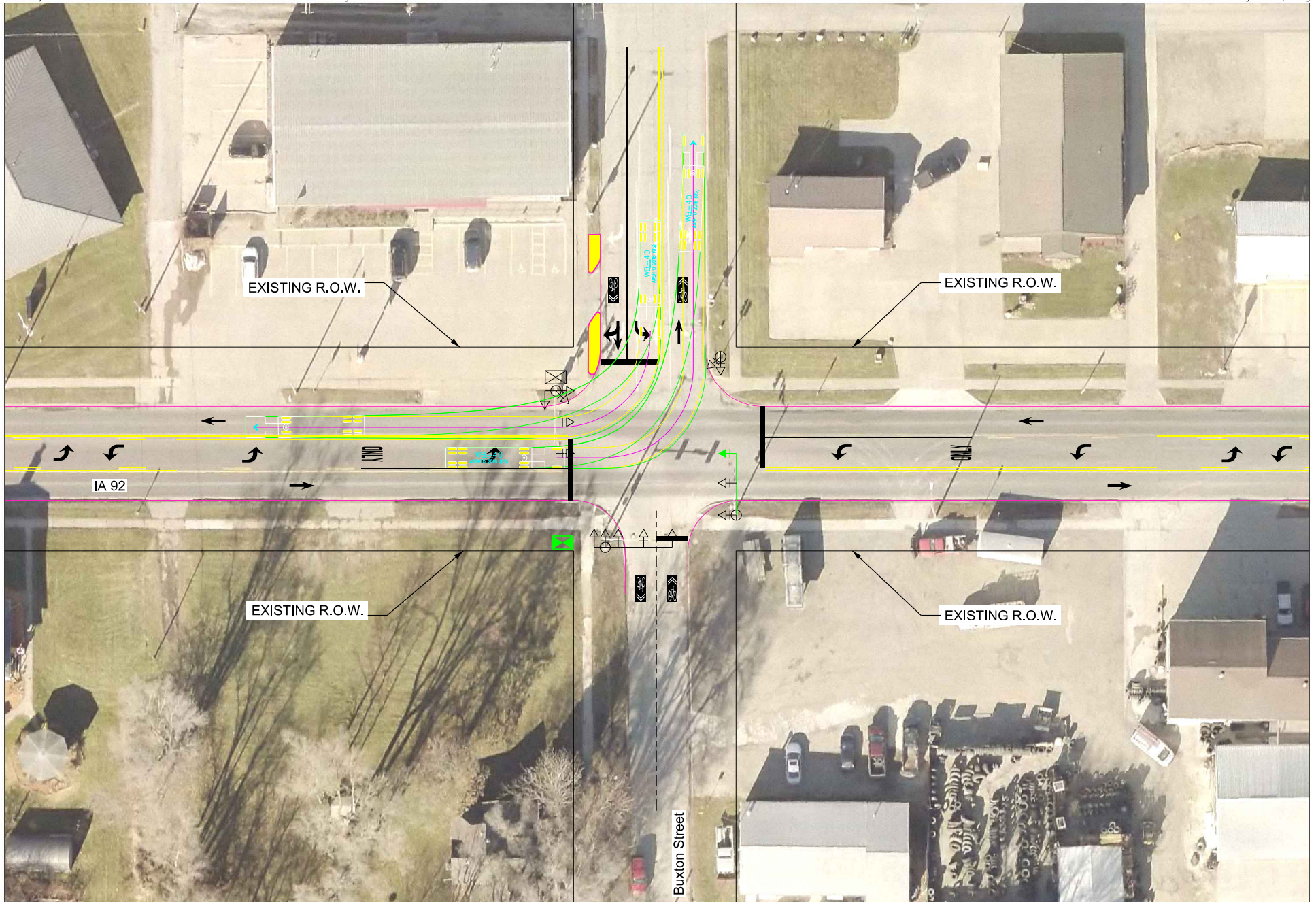
10. POTENTIAL FUNDING SOURCES

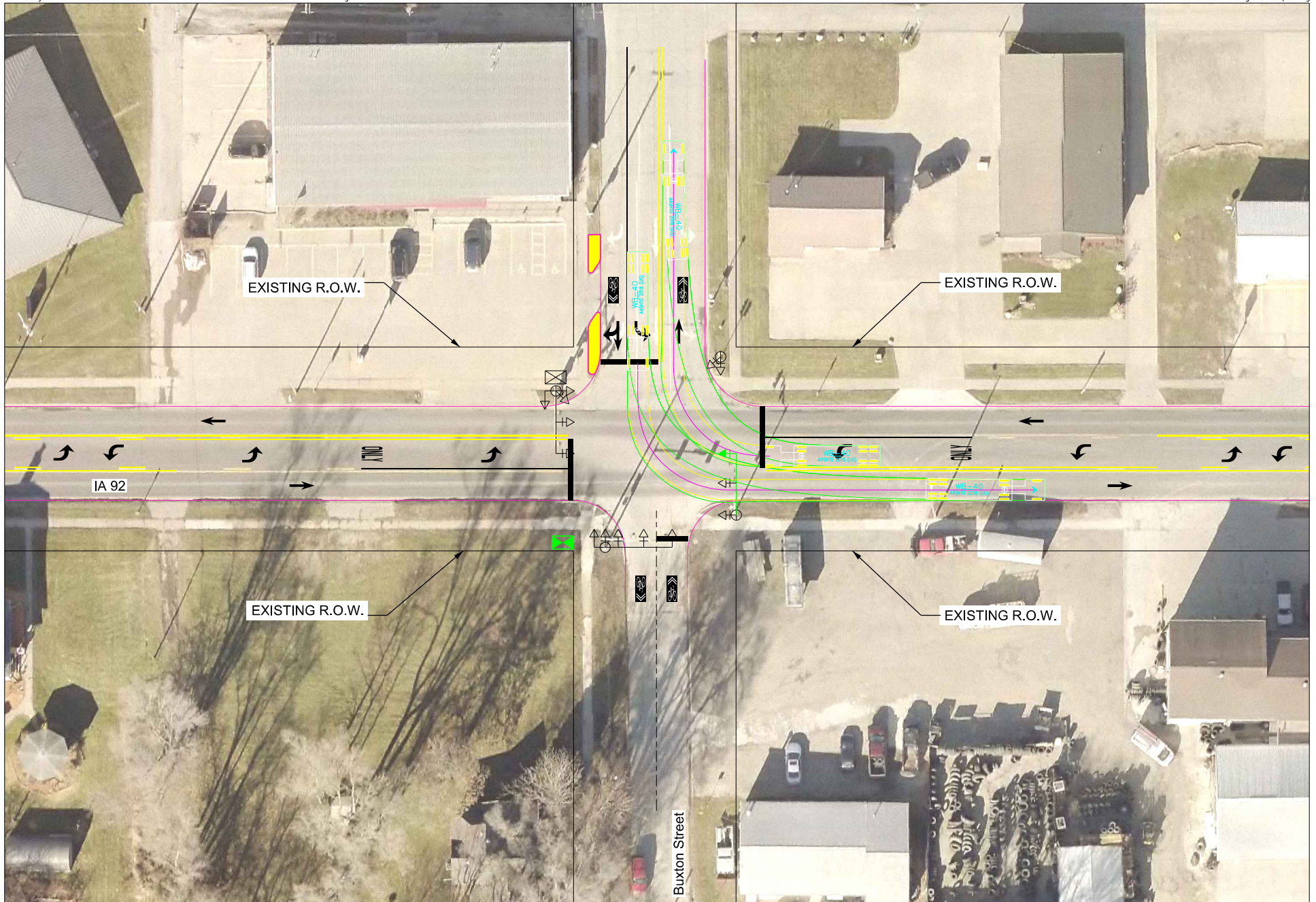
Funding for traffic safety improvements on public roads under county, city, or state jurisdiction may be available through the Traffic Safety Improvement Program (TSIP). The application deadline for TSIP funding is August 15th of each year. “Traffic Control Device” funding is eligible for up to \$500,000 with no local match required. Application forms are available from the Iowa DOT, and the application is submitted to the Iowa DOT Office of Traffic and Safety.

The Urban-State Traffic Engineering Program (U-STEP) provides funding for solving traffic operation and safety problems on primary roads in Iowa Cities. City must match 45 percent of the constructions cost and the city must also engineer and administer the project. A maximum funding of \$200,000 per project for spot improvements (single intersection) or a maximum of \$400,000 per project for linear improvements (two or more intersections) is available through this program. Prior to approval of funding, Iowa DOT will review plans and specifications.

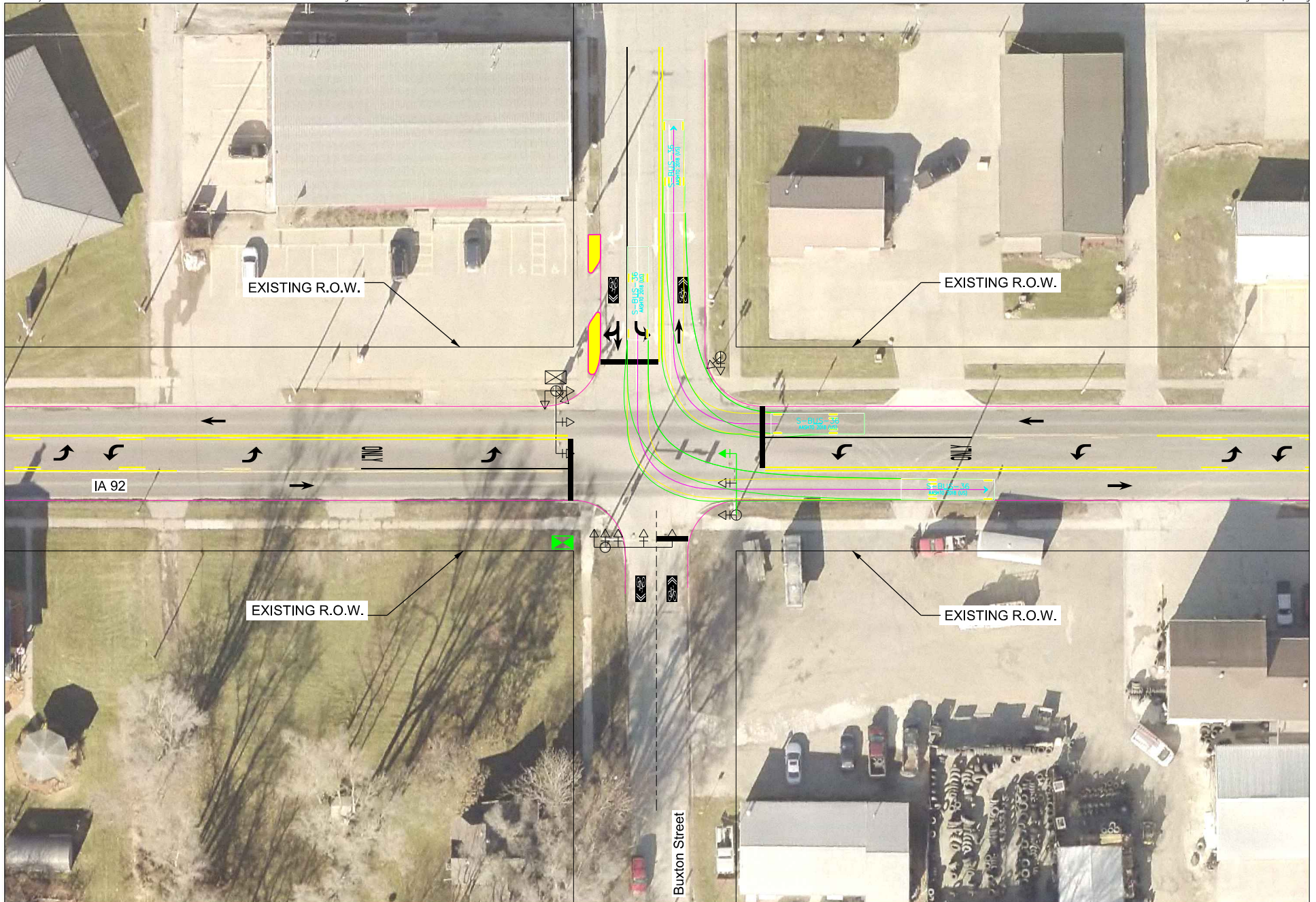
Further information on potential funding sources is available on the Iowa DOT website at: https://iowadot.gov/pol_leg_services/Funding-Guide.pdf

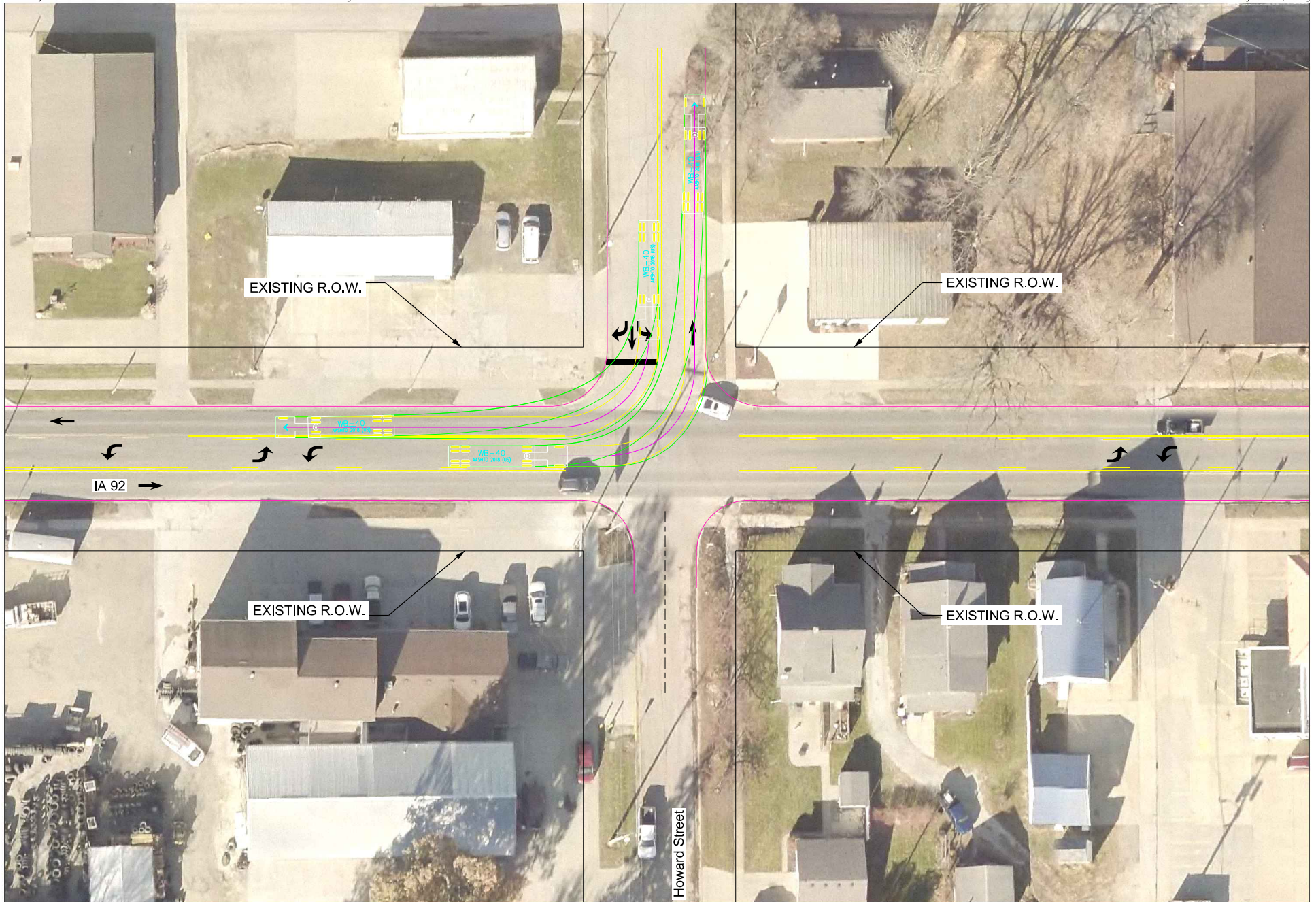


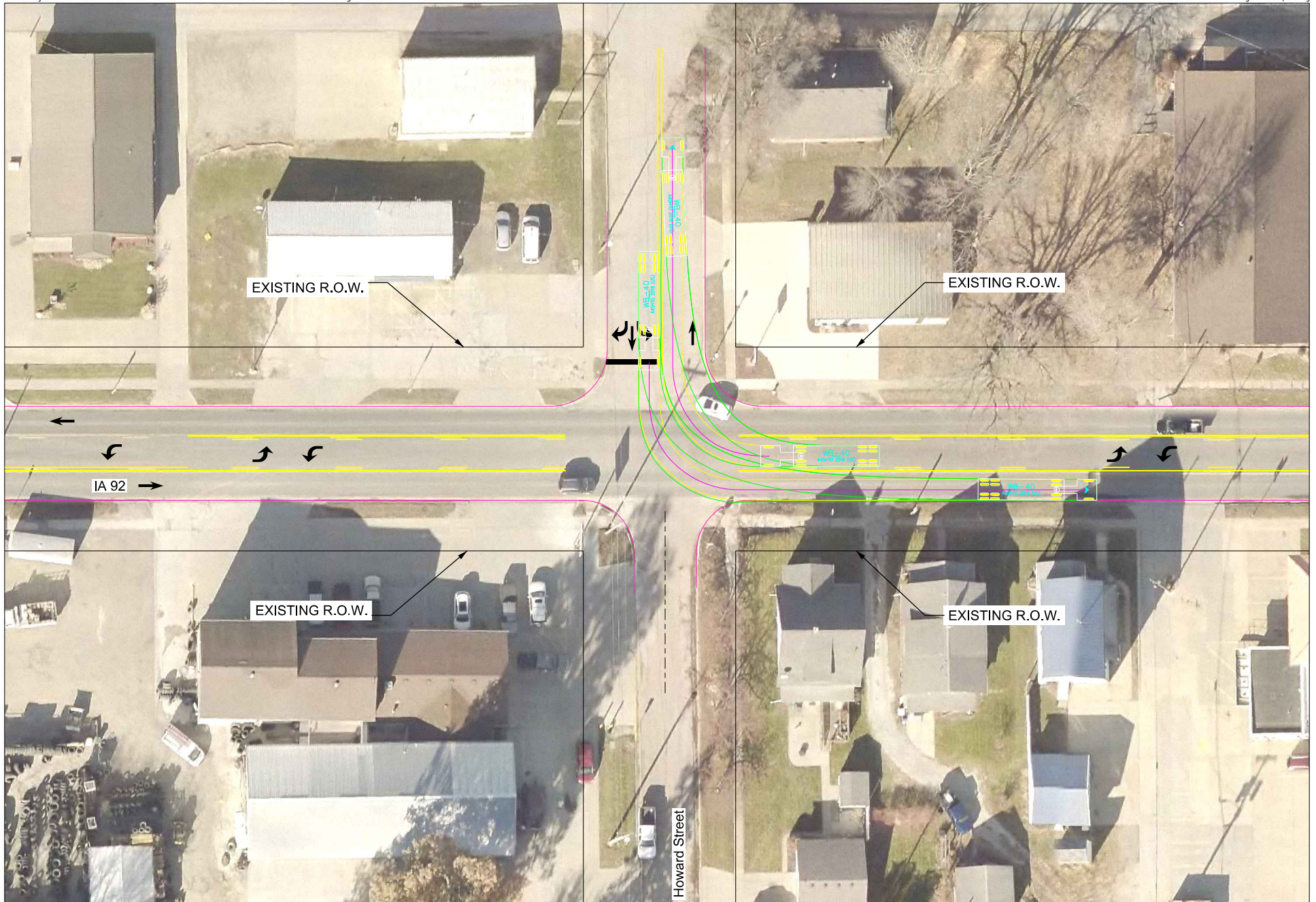


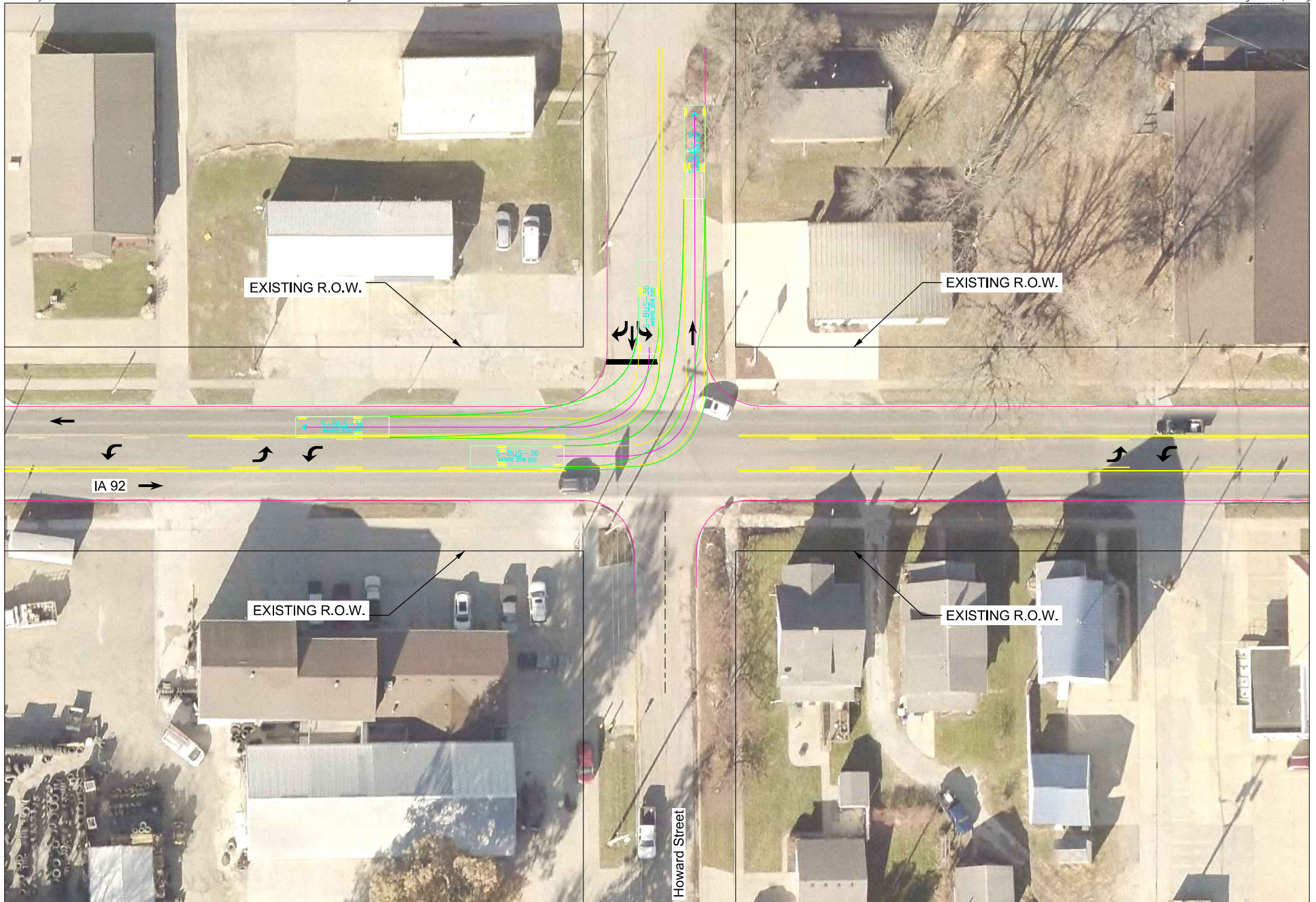


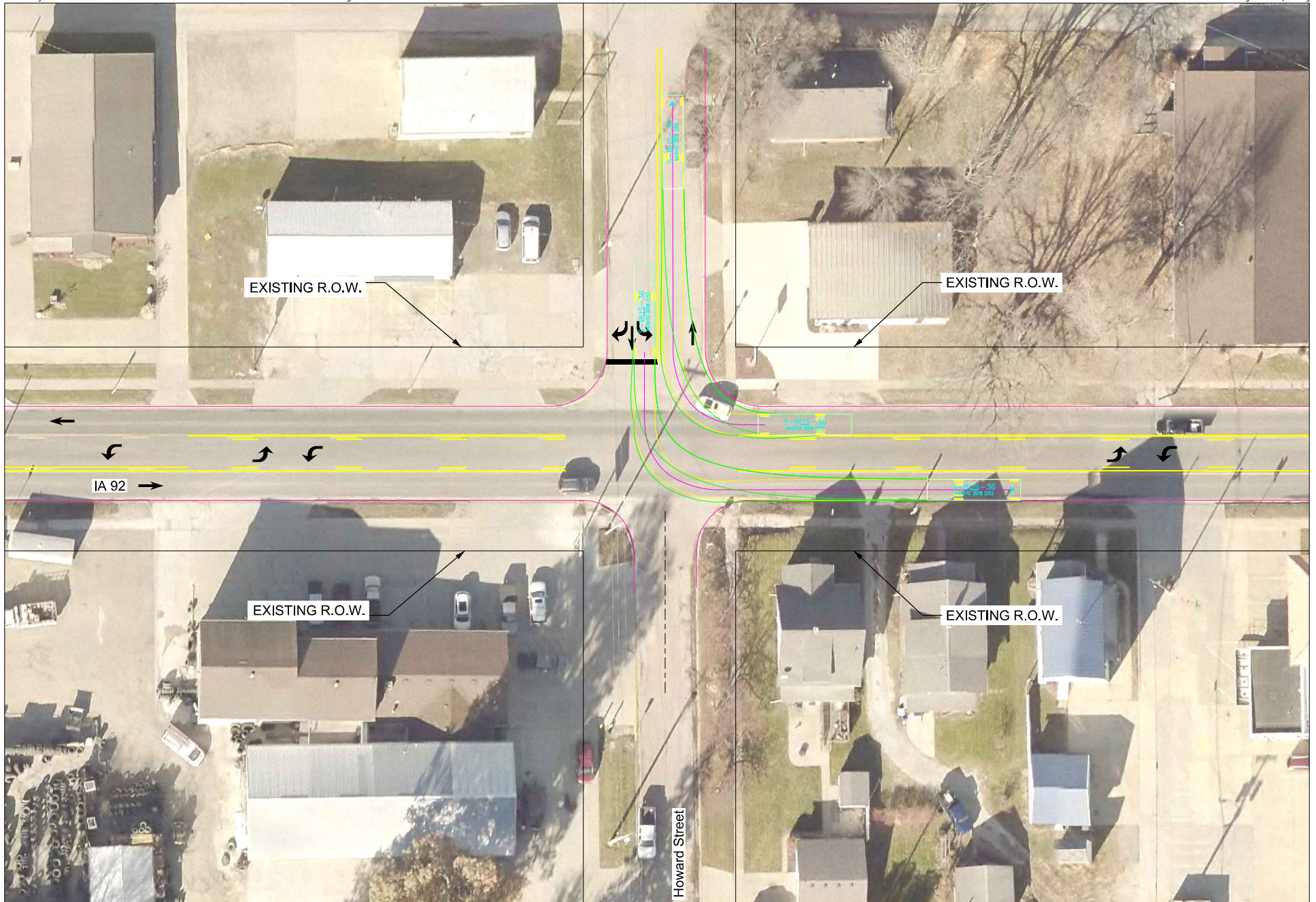










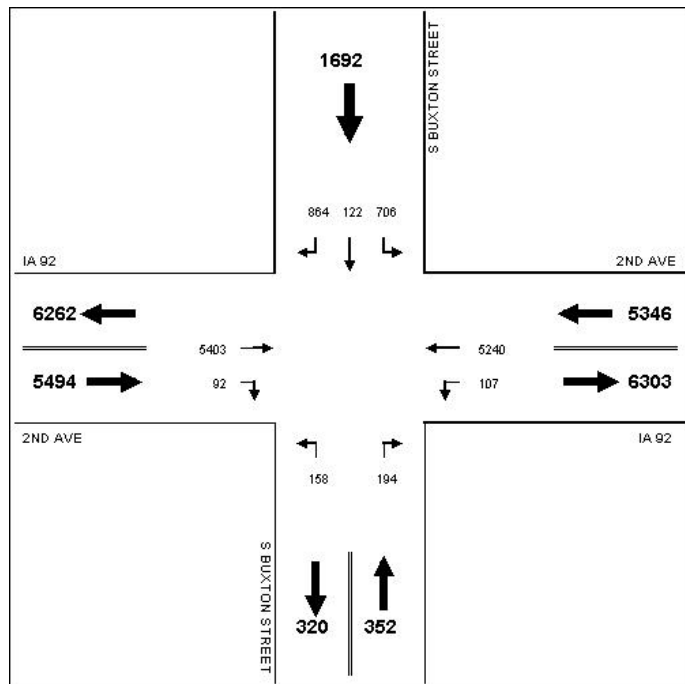


Iowa Department of Transportation

Turning Movement Traffic Count Summary

Vehicle Type: All Vehicles

Station Number:	91322594099
Count Date:	Thursday, July 09, 2020
County:	Warren
Location Description:	IA 92/ 2ND AVE & S BUXTON ST
Volume Factor:	1.837
Pass Class Factor:	1.877
SU Class Factor:	1.659
Combo Class Factor:	1.55

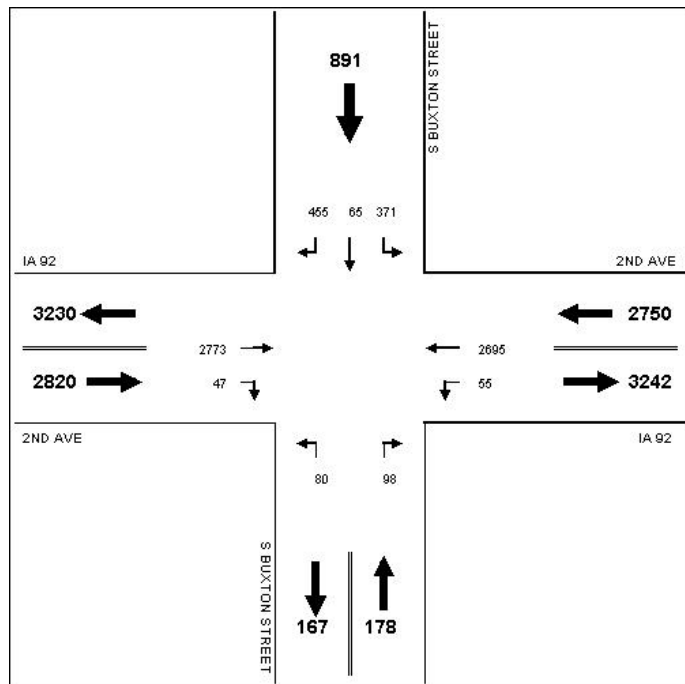


All Vehicles	North			East		South		West	
	L	T	R	L	T	L	R	T	R
07:00	22	2	38	3	259	7	10	309	1
08:00	28	5	38	6	307	7	17	367	4
11:00	57	7	83	6	398	14	11	400	4
12:00	61	9	65	5	410	15	10	453	5
15:00	60	12	80	8	403	12	11	405	16
16:00	90	11	71	14	529	15	21	496	10
17:00	59	19	86	15	501	15	24	465	9

PRELIMINARY

Iowa Department of Transportation
Turning Movement Traffic Count Summary
Vehicle Type: Passenger

Station Number:	91322594099
Count Date:	Thursday, July 09, 2020
County:	Warren
Location Description:	IA 92/ 2ND AVE & S BUXTON ST
Volume Factor:	1.837
Pass Class Factor:	1.877
SU Class Factor:	1.659
Combo Class Factor:	1.55



Passenger	North			East		South		West	
	L	T	R	L	T	L	R	T	R
07:00	21	2	36	3	240	6	10	295	1
08:00	27	5	36	6	282	7	14	346	4
11:00	56	7	83	6	378	13	9	377	3
12:00	60	9	63	4	397	12	10	427	5
15:00	59	12	80	8	388	12	11	387	15
16:00	89	11	71	14	521	15	21	485	10
17:00	59	19	86	14	489	15	23	456	9

PRELIMINARY

Iowa Department of Transportation
Turning Movement Traffic Count Summary
Vehicle Type: Single-Unit

Station Number: 91322594099

Count Date: Thursday, July 09, 2020

County: Warren

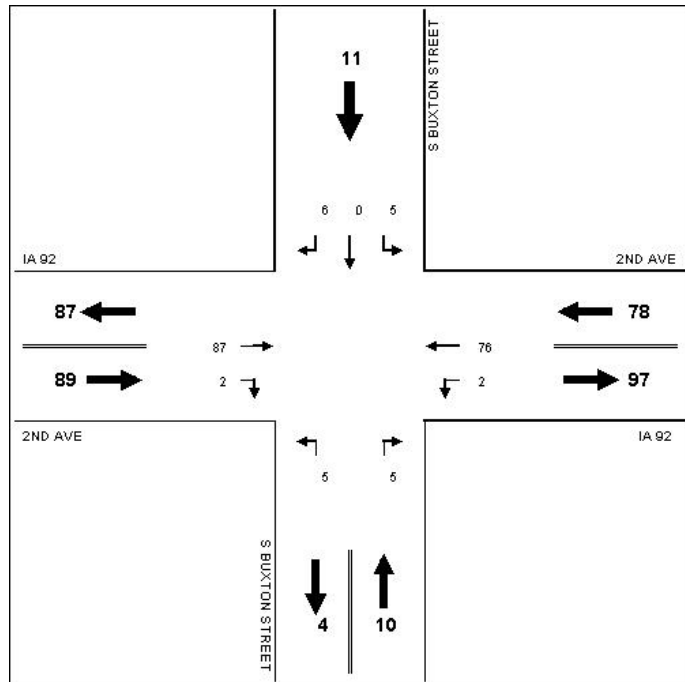
Location Description: IA 92/ 2ND AVE & S BUXTON ST

Volume Factor: 1.837

Pass Class Factor: 1.877

SU Class Factor: 1.659

Combo Class Factor: 1.55



Single-Unit	North			East		South		West	
	L	T	R	L	T	L	R	T	R
07:00	1	0	2	0	13	1	0	11	0
08:00	1	0	2	0	17	0	2	13	0
11:00	1	0	0	0	14	1	2	19	1
12:00	1	0	2	1	10	3	0	18	0
15:00	0	0	0	0	7	0	0	16	1
16:00	1	0	0	0	5	0	0	7	0
17:00	0	0	0	1	10	0	1	3	0

PRELIMINARY

Iowa Department of Transportation
Turning Movement Traffic Count Summary
Vehicle Type: Combo-Unit

Station Number: 91322594099

Count Date: Thursday, July 09, 2020

County: Warren

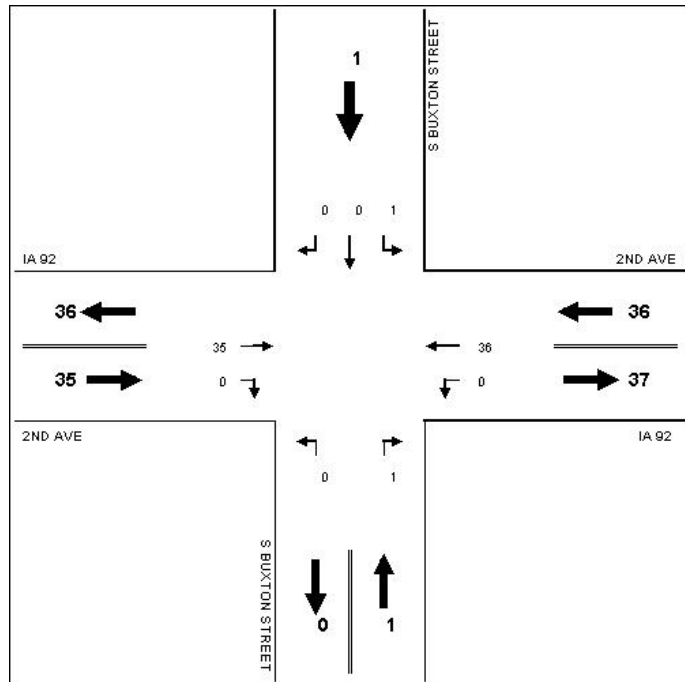
Location Description: IA 92/ 2ND AVE & S BUXTON ST

Volume Factor: 1.837

Pass Class Factor: 1.877

SU Class Factor: 1.659

Combo Class Factor: 1.55



Combo-Unit	North			East		South		West	
	L	T	R	L	T	L	R	T	R
07:00	0	0	0	0	6	0	0	3	0
08:00	0	0	0	0	8	0	1	8	0
11:00	0	0	0	0	6	0	0	4	0
12:00	0	0	0	0	3	0	0	8	0
15:00	1	0	0	0	8	0	0	2	0
16:00	0	0	0	0	3	0	0	4	0
17:00	0	0	0	0	2	0	0	6	0

PRELIMINARY

Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
119.1000.01E

File Name : CNT_TMC_24HR_IA-92_HowardST
Site Code : 00000000
Start Date : 11/24/2020
Page No : 1

Groups Printed- Passenger Vehicles - Heavy Trucks

	Howard Street From North					IA 92 From East					Howard Street From South					IA 92 From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
12:00 AM	0	0	0	0	0	0	5	0	0	5	0	0	0	0	0	0	2	0	0	2	7
12:15 AM	0	0	0	0	0	1	2	0	0	3	0	0	0	0	0	0	2	2	4	8	11
12:30 AM	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	6	0	0	6	8
12:45 AM	0	0	0	0	0	0	5	0	0	5	0	0	0	0	0	0	3	0	0	3	8
Total	0	0	0	0	0	1	14	0	0	15	0	0	0	0	0	0	13	2	4	19	34
01:00 AM	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	1
01:15 AM	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	3	1	0	4	6
01:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	1
01:45 AM	0	0	0	0	0	1	2	0	0	3	0	0	0	0	0	0	0	0	0	0	3
Total	0	0	0	0	0	1	5	0	0	6	0	0	0	0	0	0	4	1	0	5	11
02:00 AM	0	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	2	0	0	2	3
02:15 AM	0	0	0	0	0	0	4	0	0	4	0	0	0	0	0	0	1	0	0	1	5
02:30 AM	0	0	0	0	0	0	4	0	0	4	0	0	0	0	0	0	3	0	0	3	7
02:45 AM	0	0	0	0	0	0	4	0	0	4	0	0	0	0	0	0	4	1	0	5	9
Total	0	0	0	0	0	1	12	0	0	13	0	0	0	0	0	0	10	1	0	11	24
03:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	2
03:15 AM	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	2	0	0	2	4
03:30 AM	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	0	3	0	0	3	5
03:45 AM	0	0	0	0	0	0	3	1	0	4	0	0	0	0	0	0	6	0	0	6	10
Total	0	0	0	0	0	0	7	1	0	8	0	0	0	0	0	0	13	0	0	13	21
04:00 AM	0	0	0	0	0	0	3	0	0	3	0	0	1	0	1	1	9	0	0	10	14
04:15 AM	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	10	0	0	10	11
04:30 AM	0	0	0	0	0	0	5	0	0	5	1	0	0	0	1	0	9	0	0	9	15
04:45 AM	0	0	0	0	0	0	8	0	0	8	1	0	0	0	1	0	13	1	0	14	23
Total	0	0	0	0	0	0	17	0	0	17	2	0	1	0	3	1	41	1	0	43	63
05:00 AM	0	0	0	0	0	0	8	0	0	8	0	0	0	0	0	0	19	0	0	19	27
05:15 AM	0	0	0	0	0	1	14	1	0	16	1	0	0	0	1	0	12	0	0	12	29
05:30 AM	0	0	0	0	0	2	7	0	0	9	2	0	0	0	2	0	37	1	0	38	49
05:45 AM	0	0	0	0	0	1	27	1	0	29	0	0	0	0	0	0	41	0	0	41	70
Total	0	0	0	0	0	4	56	2	0	62	3	0	0	0	3	0	109	1	0	110	175
06:00 AM	0	0	0	0	0	1	23	0	0	24	0	0	0	0	0	0	44	2	0	46	70
06:15 AM	0	0	0	0	0	5	30	1	0	36	1	1	0	0	2	0	55	3	0	58	96
06:30 AM	0	0	0	0	0	3	40	0	0	43	1	2	0	0	3	0	55	3	0	58	104
06:45 AM	0	0	0	0	0	2	53	0	0	55	4	1	0	0	5	2	79	5	0	86	146
Total	0	0	0	0	0	11	146	1	0	158	6	4	0	0	10	2	233	13	0	248	416
07:00 AM	0	0	0	0	0	6	58	1	0	65	1	0	1	0	2	0	76	10	0	86	153
07:15 AM	0	0	0	0	0	14	85	2	0	101	5	0	1	0	6	0	138	12	0	150	257
07:30 AM	0	0	0	0	0	8	99	6	0	113	1	4	2	0	7	1	205	9	0	215	335
07:45 AM	0	0	0	0	0	27	132	5	0	164	1	1	0	0	2	0	141	13	0	154	320
Total	0	0	0	0	0	55	374	14	0	443	8	5	4	0	17	1	560	44	0	605	1065
08:00 AM	0	0	0	0	0	9	70	2	0	81	1	1	1	0	3	0	82	10	0	92	176
08:15 AM	0	0	0	0	0	4	50	3	0	57	2	1	2	0	5	1	70	6	0	77	139
08:30 AM	0	0	0	0	0	5	52	0	0	57	2	2	1	0	5	0	61	8	0	69	131
08:45 AM	0	0	0	0	0	3	74	2	0	79	1	0	0	0	1	0	86	15	0	101	181
Total	0	0	0	0	0	21	246	7	0	274	6	4	4	0	14	1	299	39	0	339	627
09:00 AM	0	0	0	0	0	6	47	2	0	55	2	1	0	0	3	0	71	14	0	85	143
09:15 AM	0	0	0	0	0	11	64	4	0	79	1	1	1	0	3	1	55	9	0	65	147
09:30 AM	0	0	0	0	0	7	55	2	0	64	2	0	0	1	3	0	79	23	0	102	169
09:45 AM	0	0	0	0	0	8	71	2	0	81	4	3	0	0	7	1	66	6	0	73	161
Total	0	0	0	0	0	32	237	10	0	279	9	5	1	1	16	2	271	52	0	325	620
10:00 AM	0	0	0	0	0	5	48	5	0	58	3	1	1	0	5	2	73	5	1	81	144

Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
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File Name : CNT_TMC_24HR_IA-92_HowardST
Site Code : 00000000
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Groups Printed- Passenger Vehicles - Heavy Trucks

	Howard Street From North					IA 92 From East					Howard Street From South					IA 92 From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
10:15 AM	0	0	0	0	0	9	67	3	0	79	2	0	1	0	3	0	72	21	0	93	175
10:30 AM	0	0	0	1	1	10	82	5	0	97	2	2	1	0	5	0	95	11	0	106	209
10:45 AM	0	0	0	0	0	11	86	2	0	99	5	2	2	0	9	1	71	18	1	91	199
Total	0	0	0	1	1	35	283	15	0	333	12	5	5	0	22	3	311	55	2	371	727
11:00 AM	0	0	0	0	0	10	92	2	0	104	1	4	2	0	7	1	90	17	1	109	220
11:15 AM	0	0	0	0	0	4	92	2	0	98	0	1	0	0	1	2	84	10	0	96	195
11:30 AM	0	0	0	0	0	4	79	2	0	85	3	1	0	1	5	0	96	10	0	106	196
11:45 AM	0	0	0	0	0	10	94	1	1	106	0	0	0	0	0	0	113	15	1	129	235
Total	0	0	0	0	0	28	357	7	1	393	4	6	2	1	13	3	383	52	2	440	846
12:00 PM	0	0	0	0	0	7	94	3	1	105	2	0	2	0	4	0	126	12	1	139	248
12:15 PM	0	0	0	0	0	8	109	1	0	118	1	1	0	1	3	0	111	4	2	117	238
12:30 PM	0	0	0	0	0	9	97	0	0	106	0	2	0	0	2	0	79	17	0	96	204
12:45 PM	0	0	0	0	0	3	97	0	0	100	0	3	0	0	3	0	90	20	0	110	213
Total	0	0	0	0	0	27	397	4	1	429	3	6	2	1	12	0	406	53	3	462	903
01:00 PM	0	0	0	0	0	9	120	0	0	129	2	2	0	0	4	0	110	8	1	119	252
01:15 PM	0	0	0	0	0	12	104	3	0	119	0	3	0	0	3	0	96	16	0	112	234
01:30 PM	0	0	0	0	0	6	101	2	0	109	1	1	0	0	2	3	170	8	0	181	292
01:45 PM	0	0	0	0	0	9	146	4	0	159	1	1	0	0	2	0	120	18	0	138	299
Total	0	0	0	0	0	36	471	9	0	516	4	7	0	0	11	3	496	50	1	550	1077
02:00 PM	0	0	0	0	0	10	134	4	0	148	0	2	0	0	2	3	105	16	0	124	274
02:15 PM	0	0	0	0	0	4	113	1	0	118	4	2	1	0	7	0	89	18	0	107	232
02:30 PM	0	0	0	0	0	9	115	2	0	126	1	1	0	0	2	1	87	11	0	99	227
02:45 PM	0	0	0	0	0	7	114	4	1	126	2	1	1	0	4	1	109	23	2	135	265
Total	0	0	0	0	0	30	476	11	1	518	7	6	2	0	15	5	390	68	2	465	998
03:00 PM	0	0	0	0	0	12	93	5	2	112	2	1	0	0	3	1	99	13	0	113	228
03:15 PM	0	0	0	0	0	10	103	1	1	115	3	0	0	2	5	0	94	10	0	104	224
03:30 PM	0	0	0	0	0	9	90	3	0	102	3	1	0	0	4	2	117	11	0	130	236
03:45 PM	0	0	0	0	0	5	100	2	0	107	0	1	1	0	2	0	119	16	0	135	244
Total	0	0	0	0	0	36	386	11	3	436	8	3	1	2	14	3	429	50	0	482	932
04:00 PM	0	0	0	0	0	7	123	6	0	136	2	3	2	0	7	1	109	11	0	121	264
04:15 PM	0	0	0	0	0	13	132	6	0	151	3	3	2	0	8	1	120	12	0	133	292
04:30 PM	0	0	0	0	0	6	122	6	0	134	2	0	1	1	4	3	123	15	0	141	279
04:45 PM	0	0	0	0	0	9	128	5	0	142	4	0	3	0	7	3	108	7	0	118	267
Total	0	0	0	0	0	35	505	23	0	563	11	6	8	1	26	8	460	45	0	513	1102
05:00 PM	0	0	0	0	0	6	145	0	0	151	1	0	0	0	1	1	121	11	0	133	285
05:15 PM	0	0	0	0	0	7	112	5	0	124	3	1	0	0	4	0	110	12	0	122	250
05:30 PM	0	0	0	1	1	3	113	2	0	118	1	1	1	0	3	0	115	13	0	128	250
05:45 PM	0	0	0	0	0	2	95	1	0	98	0	2	2	0	4	0	77	4	0	81	183
Total	0	0	0	1	1	18	465	8	0	491	5	4	3	0	12	1	423	40	0	464	968
06:00 PM	0	0	0	0	0	2	119	1	0	122	0	4	2	0	6	2	93	9	1	105	233
06:15 PM	0	0	0	0	0	4	81	2	0	87	1	0	0	0	1	2	77	8	0	87	175
06:30 PM	0	0	0	0	0	1	80	2	1	84	1	0	0	1	2	0	69	8	0	77	163
06:45 PM	0	0	0	0	0	4	66	2	0	72	2	0	1	0	3	0	53	2	0	55	130
Total	0	0	0	0	0	11	346	7	1	365	4	4	3	1	12	4	292	27	1	324	701
07:00 PM	0	0	0	0	0	1	64	3	0	68	0	1	0	0	1	0	39	5	0	44	113
07:15 PM	0	0	0	0	0	2	54	0	0	56	1	0	0	0	1	0	49	4	0	53	110
07:30 PM	0	0	0	0	0	0	46	3	0	49	0	0	0	0	0	0	55	4	0	59	108
07:45 PM	0	0	0	0	0	2	40	1	0	43	1	0	0	0	1	1	41	7	0	49	93
Total	0	0	0	0	0	5	204	7	0	216	2	1	0	0	3	1	184	20	0	205	424
08:00 PM	0	0	0	0	0	3	43	0	0	46	2	0	0	0	2	0	37	3	0	40	88
08:15 PM	0	0	0	0	0	2	42	3	0	47	0	0	0	0	0	0	26	2	0	28	75

Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
119.1000.01E

File Name : CNT_TMC_24HR_IA-92_HowardST
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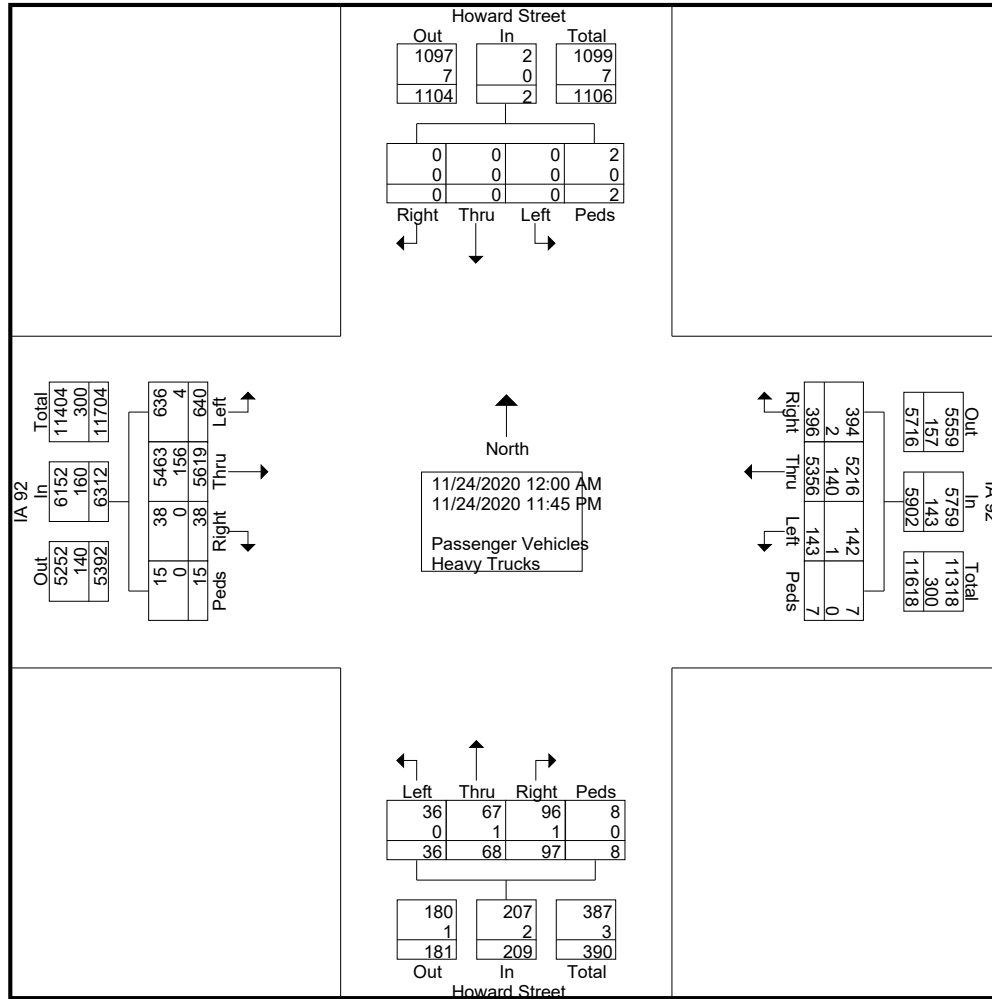
Groups Printed- Passenger Vehicles - Heavy Trucks

	Howard Street From North					IA 92 From East					Howard Street From South					IA 92 From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
08:30 PM	0	0	0	0	0	1	39	0	0	40	0	0	0	0	0	0	30	1	0	31	71
08:45 PM	0	0	0	0	0	0	25	1	0	26	0	0	0	0	0	0	27	1	0	28	54
Total	0	0	0	0	0	6	149	4	0	159	2	0	0	0	2	0	120	7	0	127	288
09:00 PM	0	0	0	0	0	1	32	0	0	33	0	0	0	0	0	0	27	4	0	31	64
09:15 PM	0	0	0	0	0	1	18	0	0	19	0	1	0	0	1	0	21	1	0	22	42
09:30 PM	0	0	0	0	0	0	28	0	0	28	0	0	0	0	0	0	21	0	0	21	49
09:45 PM	0	0	0	0	0	1	21	0	0	22	0	0	0	0	0	0	14	3	0	17	39
Total	0	0	0	0	0	3	99	0	0	102	0	1	0	0	1	0	83	8	0	91	194
10:00 PM	0	0	0	0	0	0	20	0	0	20	0	0	0	0	0	0	21	3	0	24	44
10:15 PM	0	0	0	0	0	0	18	1	0	19	0	0	0	0	0	0	17	3	0	20	39
10:30 PM	0	0	0	0	0	0	13	0	0	13	0	0	0	0	0	0	12	0	0	12	25
10:45 PM	0	0	0	0	0	0	15	1	0	16	0	0	0	0	0	0	9	1	0	10	26
Total	0	0	0	0	0	0	66	2	0	68	0	0	0	0	0	0	59	7	0	66	134
11:00 PM	0	0	0	0	0	0	16	0	0	16	1	0	0	0	1	0	6	2	0	8	25
11:15 PM	0	0	0	0	0	0	5	0	0	5	0	0	0	0	0	0	10	0	0	10	15
11:30 PM	0	0	0	0	0	0	6	0	0	6	0	1	0	0	1	0	7	1	0	8	15
11:45 PM	0	0	0	0	0	0	11	0	0	11	0	0	0	1	1	0	7	1	0	8	20
Total	0	0	0	0	0	0	38	0	0	38	1	1	0	1	3	0	30	4	0	34	75
Grand Total	0	0	0	2	2	396	5356	143	7	5902	97	68	36	8	209	38	5619	640	15	6312	12425
Apprch %	0	0	0	100		6.7	90.7	2.4	0.1		46.4	32.5	17.2	3.8		0.6	89	10.1	0.2		
Total %	0	0	0	0	0	3.2	43.1	1.2	0.1	47.5	0.8	0.5	0.3	0.1	1.7	0.3	45.2	5.2	0.1	50.8	
Passenger Vehicles	0	0	0	2	2	394	5216	142	7	5759	96	67	36	8	207	38	5463	636	15	6152	12120
% Passenger Vehicles	0	0	0	100	100	99.5	97.4	99.3	100	97.6	99	98.5	100	100	99	100	97.2	99.4	100	97.5	97.5
Heavy Trucks	0	0	0	0	0	2	140	1	0	143	1	1	0	0	2	0	156	4	0	160	305
% Heavy Trucks	0	0	0	0	0	0.5	2.6	0.7	0	2.4	1	1.5	0	0	1	0	2.8	0.6	0	2.5	2.5

Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
119.1000.01E

File Name : CNT_TMC_24HR_IA-92_HowardST
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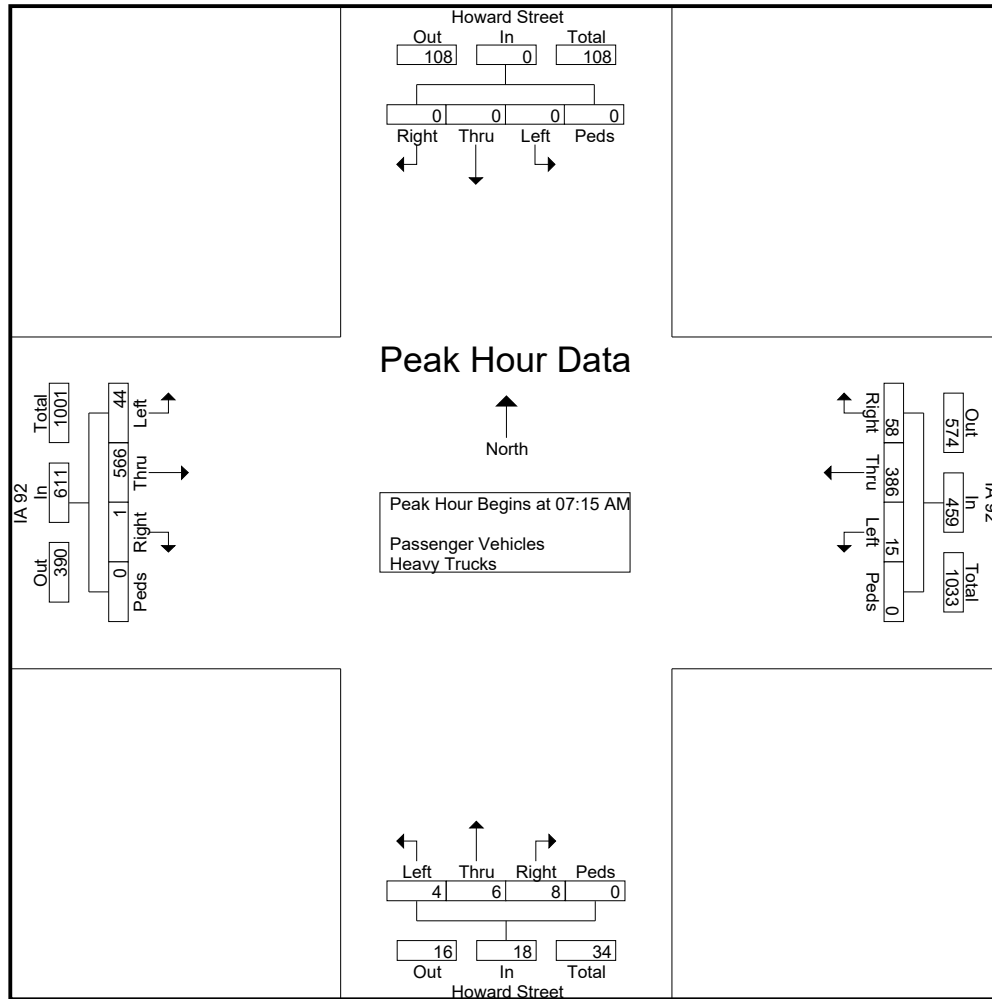


Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
119.1000.01E

File Name : CNT_TMC_24HR_IA-92_HowardST
Site Code : 00000000
Start Date : 11/24/2020
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	Howard Street From North					IA 92 From East					Howard Street From South					IA 92 From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
Peak Hour Analysis From 12:00 AM to 09:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15 AM																					
07:15 AM	0	0	0	0	0	14	85	2	0	101	5	0	1	0	6	0	138	12	0	150	257
07:30 AM	0	0	0	0	0	8	99	6	0	113	1	4	2	0	7	1	205	9	0	215	335
07:45 AM	0	0	0	0	0	27	132	5	0	164	1	1	0	0	2	0	141	13	0	154	320
08:00 AM	0	0	0	0	0	9	70	2	0	81	1	1	1	0	3	0	82	10	0	92	176
Total Volume	0	0	0	0	0	58	386	15	0	459	8	6	4	0	18	1	566	44	0	611	1088
% App. Total	0	0	0	0	0	12.6	84.1	3.3	0		44.4	33.3	22.2	0		0.2	92.6	7.2	0		
PHF	.000	.000	.000	.000	.000	.537	.731	.625	.000	.700	.400	.375	.500	.000	.643	.250	.690	.846	.000	.710	.812

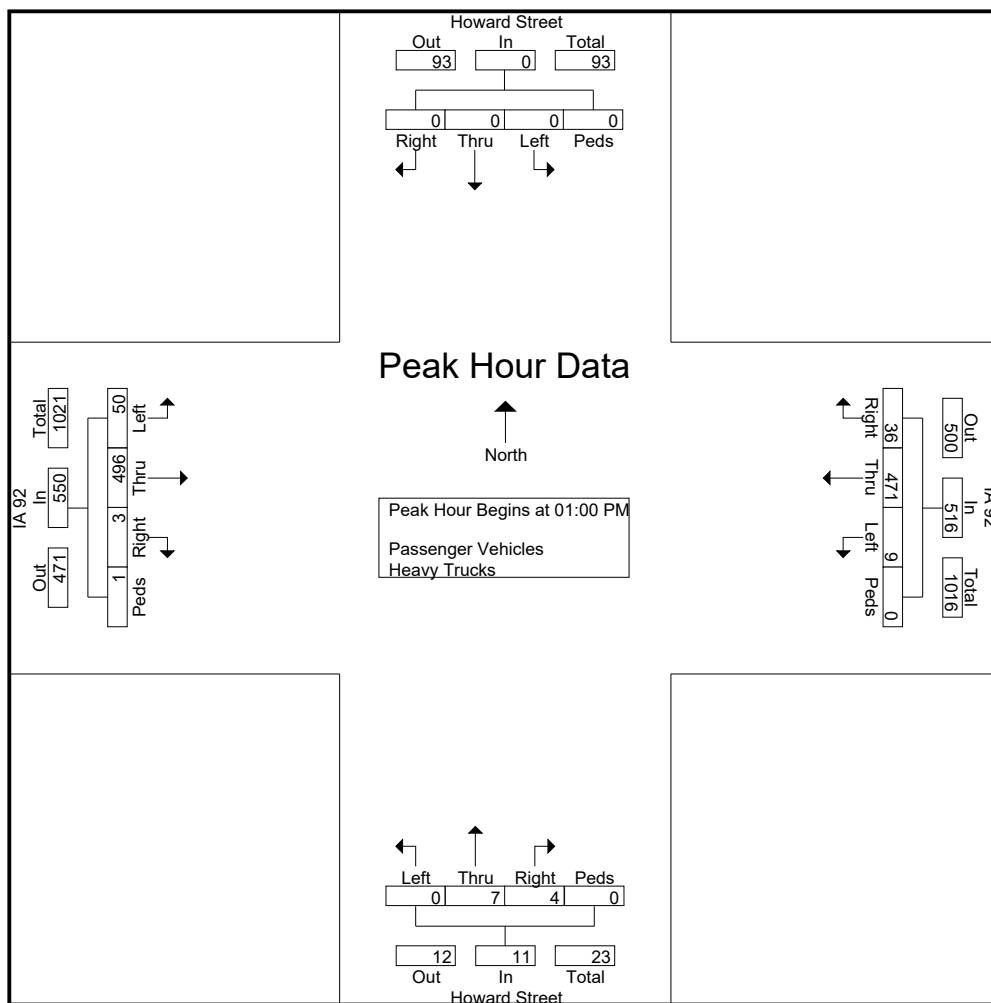


Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
119.1000.01E

File Name : CNT_TMC_24HR_IA-92_HowardST
Site Code : 00000000
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	Howard Street From North					IA 92 From East					Howard Street From South					IA 92 From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 01:00 PM																					
01:00 PM	0	0	0	0	0	9	120	0	0	129	2	2	0	0	4	0	110	8	1	119	252
01:15 PM	0	0	0	0	0	12	104	3	0	119	0	3	0	0	3	0	96	16	0	112	234
01:30 PM	0	0	0	0	0	6	101	2	0	109	1	1	0	0	2	3	170	8	0	181	292
01:45 PM	0	0	0	0	0	9	146	4	0	159	1	1	0	0	2	0	120	18	0	138	299
Total Volume	0	0	0	0	0	36	471	9	0	516	4	7	0	0	11	3	496	50	1	550	1077
% App. Total	0	0	0	0	0	7	91.3	1.7	0		36.4	63.6	0	0		0.5	90.2	9.1	0.2		
PHF	.000	.000	.000	.000	.000	.750	.807	.563	.000	.811	.500	.583	.000	.000	.688	.250	.729	.694	.250	.760	.901

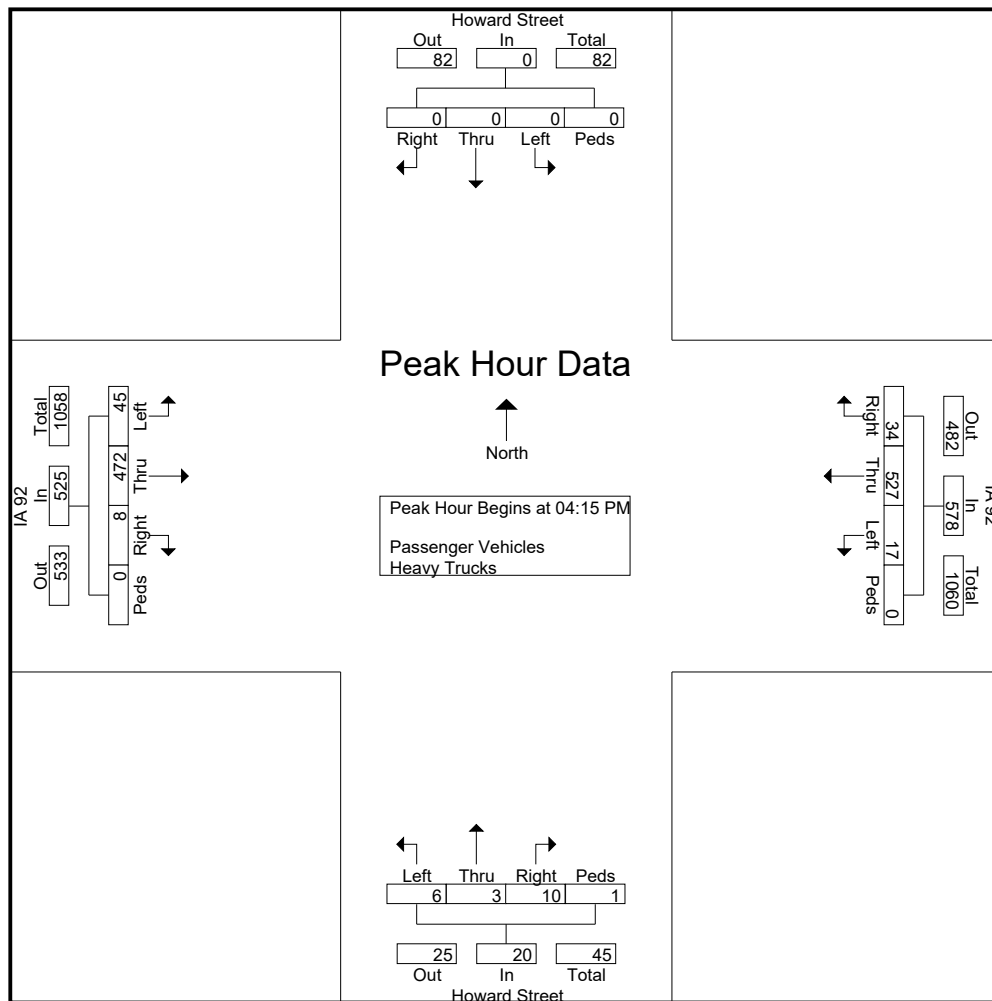


Turning Movement Count

IA 92 & Howard Street
Indianola TEAP
Indianola, Iowa
119.1000.01E

File Name : CNT_TMC_24HR_IA-92_HowardST
Site Code : 00000000
Start Date : 11/24/2020
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	Howard Street From North					IA 92 From East					Howard Street From South					IA 92 From West					
Start Time	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Right	Thru	Left	Peds	App. Total	Int. Total
Peak Hour Analysis From 02:00 PM to 11:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:15 PM																					
04:15 PM	0	0	0	0	0	13	132	6	0	151	3	3	2	0	8	1	120	12	0	133	292
04:30 PM	0	0	0	0	0	6	122	6	0	134	2	0	1	1	4	3	123	15	0	141	279
04:45 PM	0	0	0	0	0	9	128	5	0	142	4	0	3	0	7	3	108	7	0	118	267
05:00 PM	0	0	0	0	0	6	145	0	0	151	1	0	0	0	1	1	121	11	0	133	285
Total Volume	0	0	0	0	0	34	527	17	0	578	10	3	6	1	20	8	472	45	0	525	1123
% App. Total	0	0	0	0	0	5.9	91.2	2.9	0		50	15	30	5		1.5	89.9	8.6	0		
PHF	.000	.000	.000	.000	.000	.654	.909	.708	.000	.957	.625	.250	.500	.250	.625	.667	.959	.750	.000	.931	.961





Iowa Crash Analysis Tool
Quick Report
2015-2019

Major Cause		8
Animal	0	1
Ran stop sign	0	0
FTYROW: At uncontrolled intersection	0	0
FTYROW: From stop sign	0	0
FTYROW: Making left turn	0	0
FTYROW: From parked position	0	0
FTYROW: Other	0	0
Disregarded RR Signal	0	0
Crossed median (divided)	0	0
Aggressive driving/road rage	0	1
Exceeded authorized speed	0	0
Operating vehicle in an reckless, erratic, ca...	1	1
Passing: On wrong side	0	0
Passing: With insufficient distance/inadequa...	0	0
Passing: Other passing	0	0
Driver Distraction: Manual operation of an e...	0	0
Driver Distraction: Talking on a hands free ...	0	0
Driver Distraction: Other electronic device ...	0	0
Driver Distraction: Unrestrained animal	0	0
Driver Distraction: Inattentive/lost in thou...	1	0
Driver Distraction: Exterior distraction	1	0
Ran off road - straight	0	0
Lost control	1	0
Over correcting/over steering	0	0
Failure to signal intentions	0	0
Vehicle stopped on railroad tracks	0	0
Other: Improper operation	0	0
Other: Disregarded signs/road markings	0	0
Downhill runaway	0	0
Towing improperly	0	0
Equipment failure	0	0
Other: Getting off/out of vehicle	0	0
Improper backing	0	0
Illegally parked/unattended	0	0
Operator inexperience	0	0
Unknown	1	0
Other: No improper action	0	



**Iowa Crash Analysis Tool
Quick Report
2015-2019**

Time of Day/Day of Week														
Day of Week	12 AM to 2 AM	2 AM to 4 AM	4 AM to 6 AM	6 AM to 8 AM	8 AM to 10 AM	10 AM to Noon	Noon to 2 PM	2 PM to 4 PM	4 PM to 6 PM	6 PM to 8 PM	8 PM to 10 PM	10 PM to 12 AM	Not reported	Total
Sunday	0	0	0	0	0	1	0	0	0	0	0	0	0	1
Monday	0	0	0	0	0	0	0	1	0	0	1	0	0	2
Tuesday	0	0	0	0	0	0	0	1	1	0	0	0	0	2
Wednesday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Thursday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Friday	0	0	0	0	1	0	0	0	0	0	0	1	0	2
Saturday	0	0	0	0	0	0	0	0	0	0	1	0	0	1
Total	0	0	0	0	1	1	0	2	1	0	2	1	0	8

Manner of Crash Collision	8	Surface Conditions	8
Non-collision (single vehicle)	1	Dry	6
Head-on (front to front)	0	Wet	0
Rear-end (front to rear)	6	Ice/frost	0
Angle, oncoming left turn	0	Snow	1
Broadside (front to side)	1	Slush	0
Sideswipe, same direction	0	Mud, dirt	0
Sideswipe, opposite direction	0	Water (standing or moving)	0
Rear to rear	0	Sand	0
Rear to side	0	Oil	0
Not reported	0	Gravel	0
Other	0	Not reported	0
Unknown	0	Other	0
		Unknown	1

Fixed Object Struck	17
Bridge overhead structure	0
Bridge/bridge rail parapet	0
Ditch	0
Ground	0
Guardrail - face	0
Concrete traffic barrier (median or right sid...	0
Cable barrier	0
Utility pole/light support	0
Traffic signal support	0
Fire hydrant	0
Tree	0
Snow bank	0
Wall	0
Other fixed object	0
Bridge pier or support	0
Curb/island/raised median	0
Embankment	0
Culvert/pipe opening	0
Guardrail - end	0
Other traffic barrier	0
Impact attenuator/crash cushion	0
Traffic sign support	0
Other post/pole/support	0
Mailbox	0
Landscape/shrubbery	0
Fence	0
Building	0
None (no fixed object struck)	17



Iowa Crash Analysis Tool
Quick Report
2015-2019

Driver Age/Driver Gender					
Driver Age - 5 year Bins	Female	Male	Not reported	Unknown	Total
< 14	0	0	0	0	0
= 14	0	0	0	0	0
= 15	1	0	0	0	1
= 16	1	0	0	0	1
= 17	1	1	0	0	2
= 18	1	0	0	0	1
= 19	0	0	0	0	0
= 20	0	0	0	0	0
>= 21 and <= 24	0	0	0	0	0
>= 25 and <= 29	1	0	0	0	1
>= 30 and <= 34	0	0	0	0	0
>= 35 and <= 39	0	1	0	0	1
>= 40 and <= 44	0	2	0	0	2
>= 45 and <= 49	3	0	0	0	3
>= 50 and <= 54	1	1	0	0	2
>= 55 and <= 59	0	0	0	0	0
>= 60 and <= 64	0	1	0	0	1
>= 65 and <= 69	1	0	0	0	1
>= 70 and <= 74	0	0	0	0	0
>= 75 and <= 79	0	0	0	0	0
>= 80 and <= 84	0	0	0	0	0
>= 85 and <= 89	0	0	0	0	0
>= 90 and <= 94	0	0	0	0	0
>= 95	0	0	0	0	0
Not reported	0	0	0	0	0
Unknown	0	0	0	0	0
Total	10	6	0	0	16

Alcohol Test Given	17
None	16
Blood	0
Urine	0
Breath	0
Vitreous	0
Refused	0
Not reported	1

Drug Test Given	17
None	16
Blood	0
Urine	0
Breath	0
Vitreous	0
Refused	0
Not reported	1

Drug Test Result	0
Negative	0
Cannabis	0
Central Nervous System depressants	0
Central Nervous System stimulants	0
Hallucinogens	0
Inhalants	0
Narcotic Analgesics	0
Dissociative Anesthetic (PCP)	0
Prescription Drug	0
Not reported	0
Other	0

Drug/Alcohol Related	8
Drug	0
Alcohol (< Statutory)	0
Alcohol (Statutory)	0
Drug and Alcohol (< Statutory)	0
Drug and Alcohol (Statutory)	0
Refused	0
Under Influence of Alcohol/Drugs/Medications	0
None Indicated	8

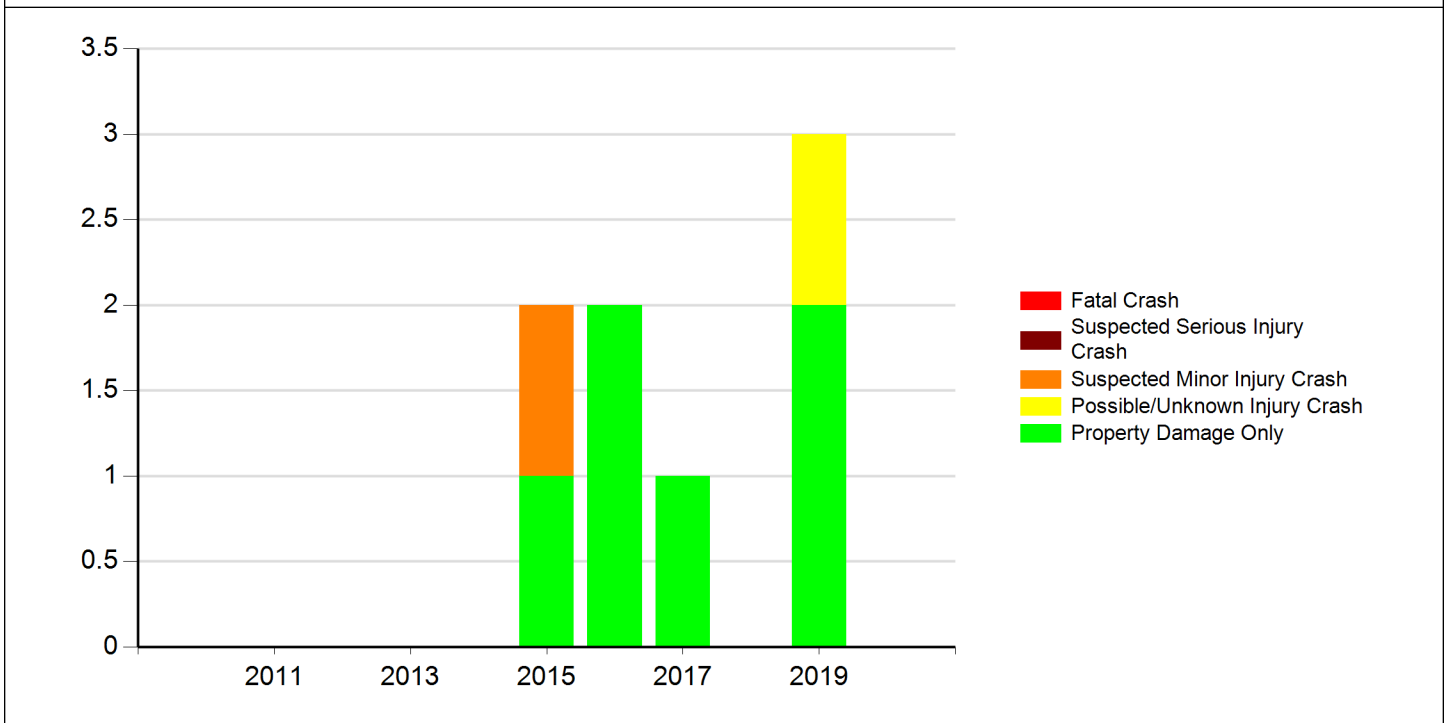


Iowa Crash Analysis Tool
Quick Report
2015-2019

Crash Severity - Annual

Crash Year	Fatal Crash	Suspected Serious Injury Crash	Suspected Minor Injury Crash	Possible/Unknown Injury Crash	Property Damage Only	Total
2010	0	0	0	0	0	0
2011	0	0	0	0	0	0
2012	0	0	0	0	0	0
2013	0	0	0	0	0	0
2014	0	0	0	0	0	0
2015	0	0	1	0	1	2
2016	0	0	0	0	2	2
2017	0	0	0	0	1	1
2018	0	0	0	0	0	0
2019	0	0	0	1	2	3
2020	0	0	0	0	0	0
Total	0	0	1	1	6	8

Severity/Year



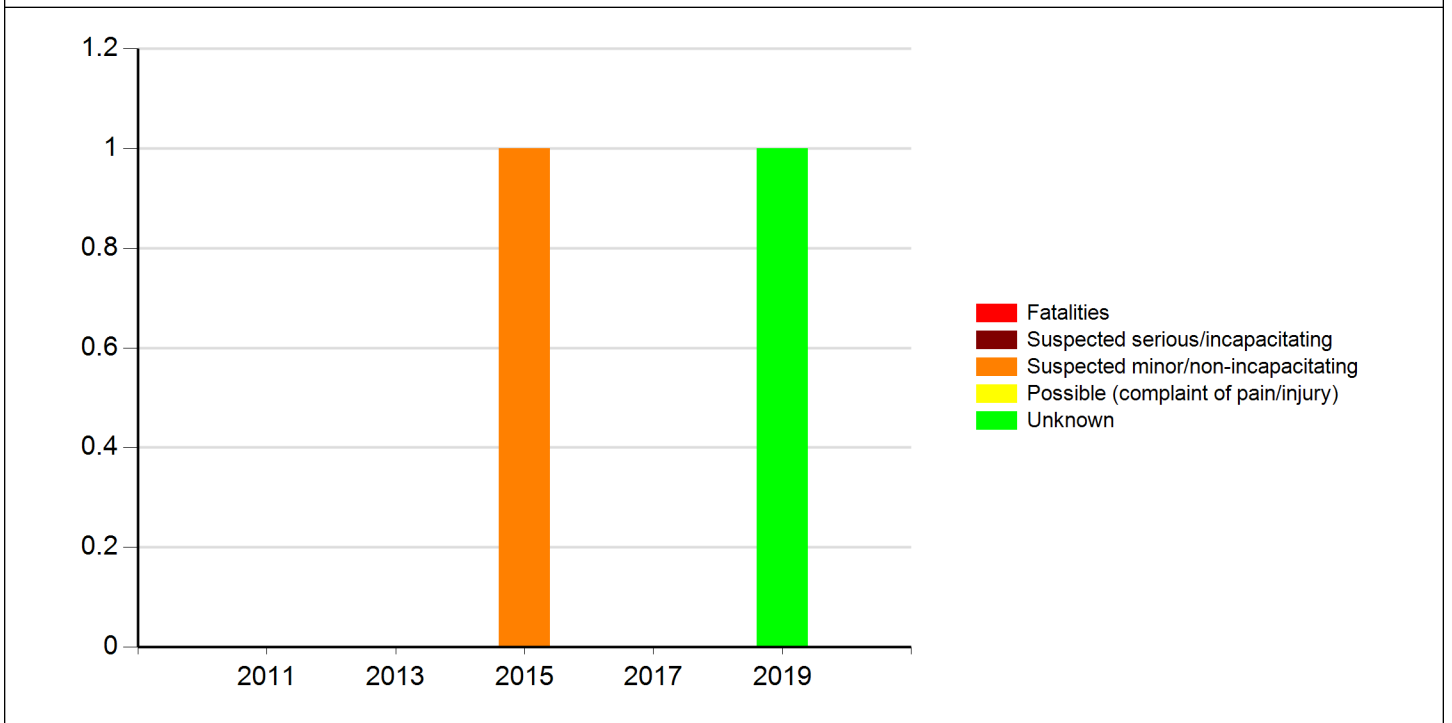


Iowa Crash Analysis Tool
Quick Report
2015-2019

Injury Status - Annual

Crash Year	Fatalities	Suspected serious/incapacitating	Suspected minor/non-incapacitating	Possible (complaint of pain/injury)	Unknown	Total
2010	0	0	0	0	0	0
2011	0	0	0	0	0	0
2012	0	0	0	0	0	0
2013	0	0	0	0	0	0
2014	0	0	0	0	0	0
2015	0	0	1	0	0	1
2016	0	0	0	0	0	0
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	1	1
2020	0	0	0	0	0	0
Total	0	0	1	0	1	2

Injury Status/Year





Iowa Crash Analysis Tool
Quick Report
2015-2019

Meeting the following criteria

Jurisdiction: Statewide
Year: 2015, 2016, 2017, 2018, 2019
Map Selection: Yes
Filter: None

Analyst Information



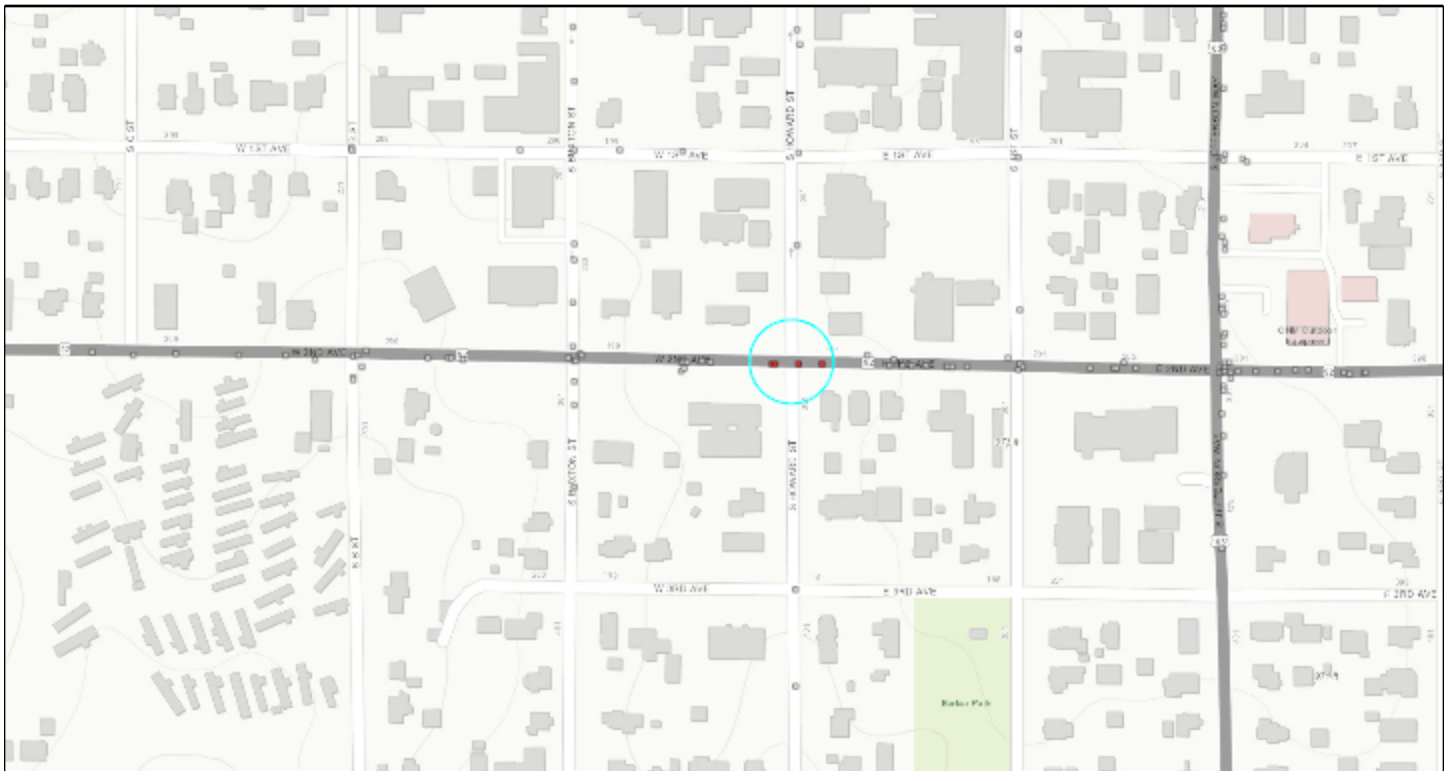
Iowa Crash Analysis Tool
Quick Report
2015-2019

Crash Severity	7
Fatal Crash	0
Suspected Serious Injury Crash	0
Suspected Minor Injury Crash	0
Possible/Unknown Injury Crash	1
Property Damage Only	6

Injury Status Summary	1
Fatalities	0
Suspected serious/incapacitating	0
Suspected minor/non-incapacitating	0
Possible (complaint of pain/injury)	1
Unknown	0

Property/Vehicles/Occupants	
Property Damage Total (dollars):	36,800.00
Average (per crash dollars):	5,257.14
Total Vehicles:	28.00
Average (per crash):	4.00
Total Occupants:	21.00
Average (per crash):	3.00

Average Severity	
Fatalities/Fatal Crash:	0.00
Fatalities/Crash:	0.00
Injuries/Crash:	0.14
Major Injuries/Crash:	0.00
Minor Injuries/Crash:	0.00
Possible/Unknown Injuries/Crash:	0.14





Iowa Crash Analysis Tool
Quick Report
2015-2019

Major Cause		7
Animal	0	0
Ran stop sign	0	0
FTYROW: At uncontrolled intersection	0	0
FTYROW: From stop sign	1	0
FTYROW: Making left turn	1	0
FTYROW: From parked position	0	0
FTYROW: Other	0	0
Disregarded RR Signal	0	0
Crossed median (divided)	0	0
Aggressive driving/road rage	0	0
Exceeded authorized speed	0	0
Operating vehicle in an reckless, erratic, ca...	1	1
Passing: On wrong side	0	0
Passing: With insufficient distance/inadequa...	0	0
Passing: Other passing	0	0
Driver Distraction: Manual operation of an e...	0	0
Driver Distraction: Talking on a hands free ...	0	1
Driver Distraction: Other electronic device ...	0	0
Driver Distraction: Unrestrained animal	0	0
Driver Distraction: Inattentive/lost in thou...	0	0
Driver Distraction: Exterior distraction	1	0
Ran off road - straight	0	0
Lost control	1	0
Over correcting/over steering	0	0
Failure to signal intentions	0	0
Vehicle stopped on railroad tracks	0	0
Other: Improper operation	0	0
Other: Disregarded signs/road markings	0	0
Downhill runaway	0	0
Towing improperly	0	0
Equipment failure	0	0
Other: Getting off/out of vehicle	0	0
Improper backing	0	0
Illegally parked/unattended	0	0
Operator inexperience	0	0
Unknown	0	0
Other: No improper action	0	0



**Iowa Crash Analysis Tool
Quick Report
2015-2019**

Time of Day/Day of Week														
Day of Week	12 AM to 2 AM	2 AM to 4 AM	4 AM to 6 AM	6 AM to 8 AM	8 AM to 10 AM	10 AM to Noon	Noon to 2 PM	2 PM to 4 PM	4 PM to 6 PM	6 PM to 8 PM	8 PM to 10 PM	10 PM to 12 AM	Not reported	Total
Sunday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Monday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tuesday	0	0	0	0	0	0	0	0	1	0	0	0	0	1
Wednesday	0	0	0	0	0	0	0	0	1	0	0	0	0	1
Thursday	0	0	0	0	0	0	1	0	0	0	0	0	0	1
Friday	0	0	0	1	0	0	0	1	0	0	0	0	0	2
Saturday	0	0	0	0	0	2	0	0	0	0	0	0	0	2
Total	0	0	0	1	0	2	1	1	2	0	0	0	0	7

Manner of Crash Collision	7	Surface Conditions	7
Non-collision (single vehicle)	0	Dry	4
Head-on (front to front)	0	Wet	3
Rear-end (front to rear)	5	Ice/frost	0
Angle, oncoming left turn	0	Snow	0
Broadside (front to side)	1	Slush	0
Sideswipe, same direction	0	Mud, dirt	0
Sideswipe, opposite direction	0	Water (standing or moving)	0
Rear to rear	0	Sand	0
Rear to side	1	Oil	0
Not reported	0	Gravel	0
Other	0	Not reported	0
Unknown	0	Other	0
		Unknown	0

Fixed Object Struck	15
Bridge overhead structure	0
Bridge/bridge rail parapet	0
Ditch	0
Ground	0
Guardrail - face	0
Concrete traffic barrier (median or right sid...	0
Cable barrier	0
Utility pole/light support	0
Traffic signal support	0
Fire hydrant	0
Tree	0
Snow bank	0
Wall	0
Other fixed object	0
Bridge pier or support	0
Curb/island/raised median	0
Embankment	0
Culvert/pipe opening	0
Guardrail - end	0
Other traffic barrier	0
Impact attenuator/crash cushion	0
Traffic sign support	0
Other post/pole/support	0
Mailbox	0
Landscape/shrubbery	0
Fence	0
Building	0
None (no fixed object struck)	15



Iowa Crash Analysis Tool
Quick Report
2015-2019

Driver Age/Driver Gender					
Driver Age - 5 year Bins	Female	Male	Not reported	Unknown	Total
< 14	0	0	0	0	0
= 14	0	0	0	0	0
= 15	1	0	0	0	1
= 16	0	1	0	0	1
= 17	0	0	0	0	0
= 18	0	0	0	0	0
= 19	1	0	0	0	1
= 20	0	0	0	0	0
>= 21 and <= 24	0	1	1	0	2
>= 25 and <= 29	0	1	0	0	1
>= 30 and <= 34	3	1	0	0	4
>= 35 and <= 39	2	0	0	0	2
>= 40 and <= 44	1	0	0	0	1
>= 45 and <= 49	1	0	0	0	1
>= 50 and <= 54	0	0	0	0	0
>= 55 and <= 59	1	0	0	0	1
>= 60 and <= 64	0	0	0	0	0
>= 65 and <= 69	0	0	0	0	0
>= 70 and <= 74	0	0	0	0	0
>= 75 and <= 79	0	0	0	0	0
>= 80 and <= 84	0	0	0	0	0
>= 85 and <= 89	0	0	0	0	0
>= 90 and <= 94	0	0	0	0	0
>= 95	0	0	0	0	0
Not reported	0	0	0	0	0
Unknown	0	0	0	0	0
Total	10	4	1	0	15

Alcohol Test Given	15
None	14
Blood	0
Urine	0
Breath	1
Vitreous	0
Refused	0
Not reported	0

Drug Test Given	15
None	15
Blood	0
Urine	0
Breath	0
Vitreous	0
Refused	0
Not reported	0

Drug Test Result	0
Negative	0
Cannabis	0
Central Nervous System depressants	0
Central Nervous System stimulants	0
Hallucinogens	0
Inhalants	0
Narcotic Analgesics	0
Dissociative Anesthetic (PCP)	0
Prescription Drug	0
Not reported	0
Other	0

Drug/Alcohol Related	7
Drug	0
Alcohol (< Statutory)	0
Alcohol (Statutory)	1
Drug and Alcohol (< Statutory)	0
Drug and Alcohol (Statutory)	0
Refused	0
Under Influence of Alcohol/Drugs/Medications	0
None Indicated	6

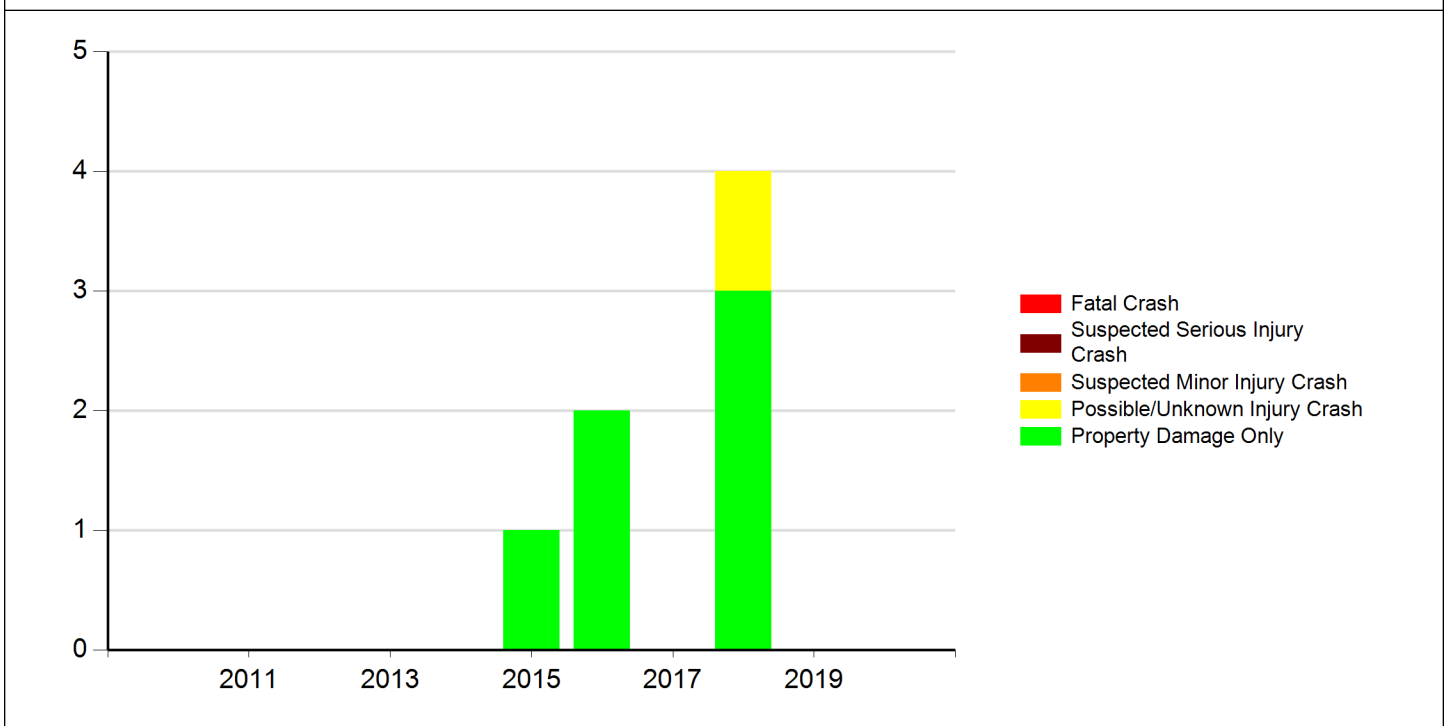


Iowa Crash Analysis Tool
Quick Report
2015-2019

Crash Severity - Annual

Crash Year	Fatal Crash	Suspected Serious Injury Crash	Suspected Minor Injury Crash	Possible/Unknown Injury Crash	Property Damage Only	Total
2010	0	0	0	0	0	0
2011	0	0	0	0	0	0
2012	0	0	0	0	0	0
2013	0	0	0	0	0	0
2014	0	0	0	0	0	0
2015	0	0	0	0	1	1
2016	0	0	0	0	2	2
2017	0	0	0	0	0	0
2018	0	0	0	1	3	4
2019	0	0	0	0	0	0
2020	0	0	0	0	0	0
Total	0	0	0	1	6	7

Severity/Year



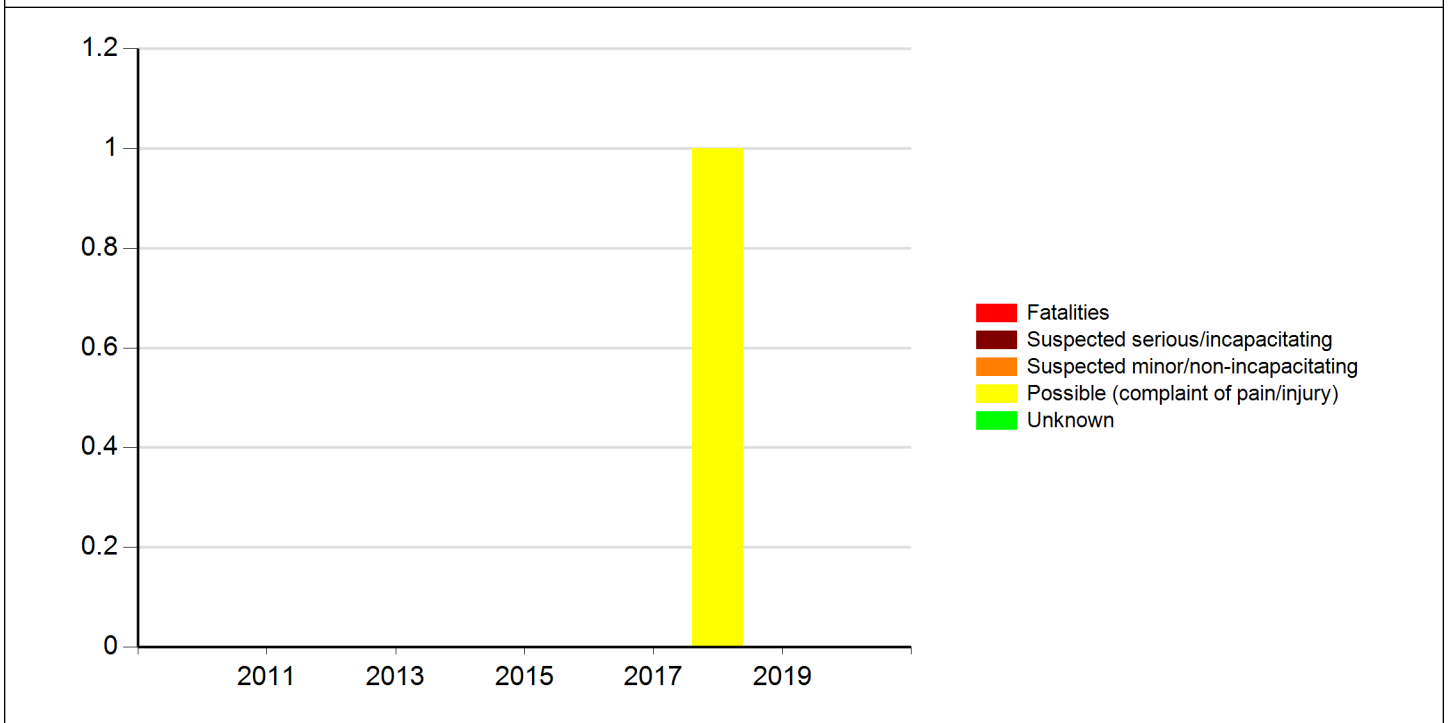


Iowa Crash Analysis Tool
Quick Report
2015-2019

Injury Status - Annual

Crash Year	Fatalities	Suspected serious/incapacitating	Suspected minor/non-incapacitating	Possible (complaint of pain/injury)	Unknown	Total
2010	0	0	0	0	0	0
2011	0	0	0	0	0	0
2012	0	0	0	0	0	0
2013	0	0	0	0	0	0
2014	0	0	0	0	0	0
2015	0	0	0	0	0	0
2016	0	0	0	0	0	0
2017	0	0	0	0	0	0
2018	0	0	0	1	0	1
2019	0	0	0	0	0	0
2020	0	0	0	0	0	0
Total	0	0	0	1	0	1

Injury Status/Year





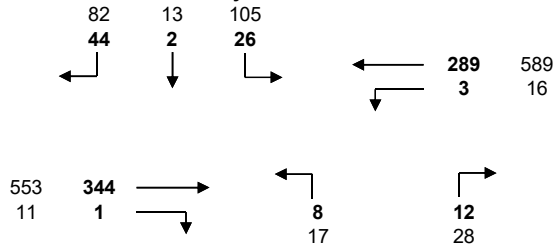
Meeting the following criteria

Jurisdiction: Statewide
Year: 2015, 2016, 2017, 2018, 2019
Map Selection: Yes
Filter: None

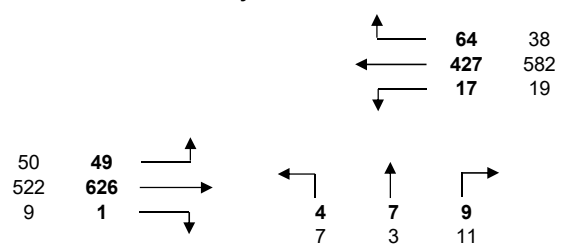
Analyst Information

Item 1 - Existing Turning Movements (2020 - AM, PM)

S Buxton St & Hwy 92

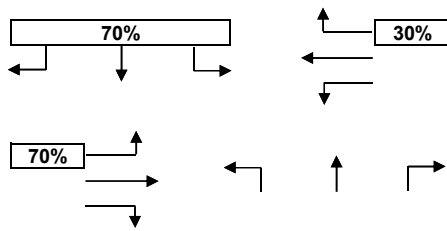


S Howard St & Hwy 92

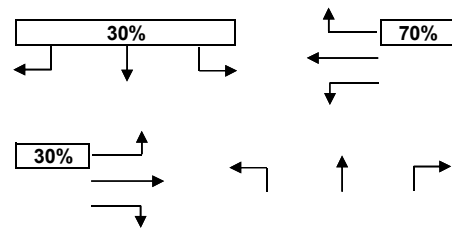


Item 2 - Proposed % Distributions For New Movements

S Buxton St & Hwy 92

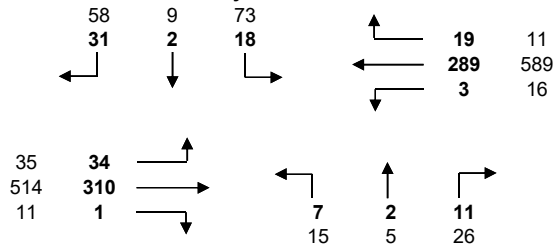


S Howard St & Hwy 92

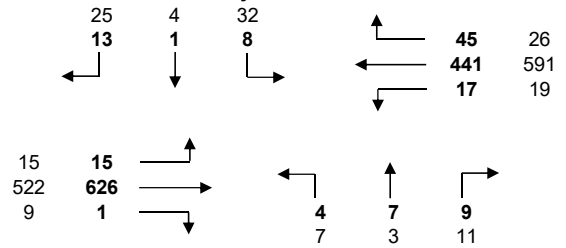


Item 3 - Proposed Turning Movements (AM, PM)

S Buxton St & Hwy 92



S Howard St & Hwy 92



Proposed Two-Way Traffic

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Existing-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Signal Warrants - Summary

Major Street Approaches

Eastbound: IA Highway 92

Number of Lanes : 1

Total Approach Volume: 3,280

Westbound: IA Highway 92

Number of Lanes : 1

Total Approach Volume: 3,192

Minor Street Approaches

Northbound: S Buxton St

Number of Lanes : 1

Total Approach Volume: 219

Southbound: S Buxton St

Number of Lanes : 2+

Total Approach Volume: 1,050

Warrant Summary (Urban Values Apply)

Warrant 1 - Eight Hour Vehicular Volumes.....Not Satisfied

Warrant 1A - Minimum Vehicular Volume.....Not Satisfied

Required volumes reached for 1 hours, 8 are needed

Warrant 1B - Interruption of Continuous Traffic.....Not Satisfied

Required volumes reached for 5 hours, 8 are needed

Warrant 1C - Combination of Warrants.....Not Satisfied

Required 1A volumes reached for 4 hours, 8 are needed

Required 1B volumes reached for 6 hours, 8 are needed

Warrant 2 - Four Hour Volumes.....Satisfied

Number of hours (5) volumes exceed minimum >= minimum required (4).

Warrant 3 - Peak Hour.....Satisfied

Warrant 3A - Peak Hour Delay.....Satisfied

Number of one hour periods (14) volumes exceed minimum >= required (1). Delay data not evaluated.

Warrant 3B - Peak Hour Volumes.....Satisfied

Volumes exceed minimums for at least one hour period.

Warrant 4 - Pedestrian Volumes.....Not Evaluated

Warrant 5 - School Crossing.....Not Evaluated

Warrant 6 - Coordinated Signal System.....Not Evaluated

Warrant 7 - Crash Experience.....Not Evaluated

Warrant 8 - Roadway Network.....Not Evaluated

Warrant 9 - Intersection Near a Grade Crossing.....Not Evaluated

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Existing-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 1A - Minimum Volumes

Description

Intended for sites where the volume of intersecting traffic is the principal reason for consideration of a signal installation.

Summary

Only 1 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Veh/Hr Major = **500**

Veh/Hr Minor = **150 200**

Major Road IA Highway 92						Minor Road S Buxton St		
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met?
16:00 - 17:00	564	+	605	=	1169	41	200	Yes
15:45 - 16:45	541	+	569	=	1110	36	189	No
17:00 - 18:00	528	+	575	=	1103	45	191	No
15:30 - 16:30	517	+	532	=	1049	33	185	No
15:15 - 16:15	493	+	495	=	988	30	181	No
12:00 - 13:00	511	+	463	=	974	29	157	No
11:45 - 12:45	495	+	459	=	954	29	161	No
11:30 - 12:30	480	+	456	=	936	29	164	No
15:00 - 16:00	469	+	458	=	927	27	177	No
11:15 - 12:15	465	+	453	=	918	29	167	No
11:00 - 12:00	450	+	450	=	900	29	170	No
17:15 - 18:15	396	+	431	=	827	34	143	No
08:00 - 09:00	413	+	349	=	762	28	83	No
07:45 - 08:45	396	+	337	=	733	26	84	No
12:15 - 13:15	383	+	347	=	730	22	118	No
07:30 - 08:30	379	+	322	=	701	24	80	No
14:45 - 15:45	351	+	342	=	693	21	135	No
10:45 - 11:45	339	+	339	=	678	21	126	No
07:15 - 08:15	362	+	307	=	669	22	76	No
07:00 - 08:00	345	+	292	=	637	20	72	No
08:15 - 09:15	310	+	261	=	571	21	62	No
17:30 - 18:30	264	+	287	=	551	23	95	No
12:30 - 13:30	255	+	231	=	486	15	79	No
06:45 - 07:45	258	+	219	=	477	15	51	No
14:30 - 15:30	234		228		462	14	90	No

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Existing-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 1B - Interruption of Continuous Traffic

Description

Intended for sites where the volume of the major street is so heavy that traffic on the minor street suffers excessive delay or hazard.

Summary

Only 5 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Veh/Hr Major = **750**

Veh/Hr Minor = **75 100**

Major Road IA Highway 92						Minor Road S Buxton St		
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met?
16:00 - 17:00	564	+	605	=	1169	41	200	Yes
17:00 - 18:00	528	+	575	=	1103	45	191	Yes
12:00 - 13:00	511	+	463	=	974	29	157	Yes
15:00 - 16:00	469	+	458	=	927	27	177	Yes
11:00 - 12:00	450	+	450	=	900	29	170	Yes
08:00 - 09:00	413	+	349	=	762	28	83	No
07:45 - 08:45	396	+	337	=	733	26	84	No
07:30 - 08:30	379	+	322	=	701	24	80	No
14:45 - 15:45	351	+	342	=	693	21	135	No
10:45 - 11:45	339	+	339	=	678	21	126	No
07:15 - 08:15	362	+	307	=	669	22	76	No
07:00 - 08:00	345	+	292	=	637	20	72	No
08:15 - 09:15	310	+	261	=	571	21	62	No
06:45 - 07:45	258	+	219	=	477	15	51	No
14:30 - 15:30	234	+	228	=	462	14	90	No
10:30 - 11:30	226	+	226	=	452	14	84	No
08:30 - 09:30	207	+	173	=	380	14	41	No
06:30 - 07:30	172	+	146	=	318	10	34	No
14:15 - 15:15	117	+	114	=	231	7	45	No
10:15 - 11:15	113	+	113	=	226	7	42	No
08:45 - 09:45	104	+	85	=	189	7	20	No
06:15 - 07:15	86	+	73	=	159	5	17	No
09:00 - 10:00	0	+	0	=	0	0	0	No
09:15 - 10:15	0	+	0	=	0	0	0	No
09:30 - 10:30	0		0		0	0	0	No

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Existing-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 1C Combination of Warrants

Description

Intended for sites where the traffic volumes don't meet individual warrants but where Warrants 1A and 1B are both met to 80% of their stated values.

Summary

Only 4 hours meet 1A minimums.
Only 6 hours meet 1B minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Warrant 1A 1B
Veh/Hr Major = **400 600**
Veh/Hr Minor NB = **120 60**
Veh/Hr Minor SB = **160 80**

Major Road IA Highway 92						Minor Road S Buxton St		
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met1A?
16:00 - 17:00	564	+	605	=	1169	41	200	Yes
17:00 - 18:00	528	+	575	=	1103	45	191	Yes
15:00 - 16:00	469	+	458	=	927	27	177	Yes
11:00 - 12:00	450	+	450	=	900	29	170	Yes
12:00 - 13:00	511	+	463	=	974	29	157	No
08:00 - 09:00	413	+	349	=	762	28	83	No
07:45 - 08:45	396	+	337	=	733	26	84	No
12:15 - 13:15	383	+	347	=	730	22	118	No
07:30 - 08:30	379	+	322	=	701	24	80	No
14:45 - 15:45	351	+	342	=	693	21	135	No
10:45 - 11:45	339	+	339	=	678	21	126	No
07:15 - 08:15	362	+	307	=	669	22	76	No

Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met1B?
16:45 - 17:45	537	+	584	=	1121	44	197	Yes
15:45 - 16:45	541	+	569	=	1110	36	189	Yes
11:45 - 12:45	495	+	459	=	954	29	161	Yes
07:30 - 08:30	379	+	322	=	701	24	80	Yes
14:45 - 15:45	351	+	342	=	693	21	135	Yes
10:45 - 11:45	339	+	339	=	678	21	126	Yes
07:15 - 08:15	362	+	307	=	669	22	76	No
07:00 - 08:00	345	+	292	=	637	20	72	No
06:45 - 07:45	258	+	219	=	477	15	51	No
14:30 - 15:30	234	+	228	=	462	14	90	No
10:30 - 11:30	226	+	226	=	452	14	84	No
08:30 - 09:30	207	+	173	=	380	14	41	No

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Existing-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 2 - Four Hour Volumes

Description

Intended for sites where the volume of intersecting traffic during any four hours of the day is the principal reason for consideration of a signal installation.

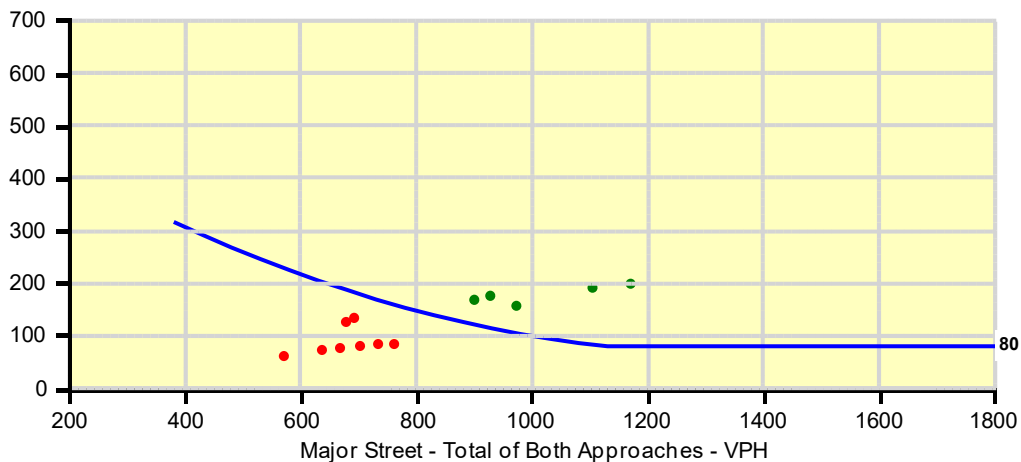
Summary

5 one hour periods meet minimums.
Warrant IS met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Major Road IA Highway 92						Minor Road S Buxton St		Met?
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	
16:00 - 17:00	564	+	605	=	1169	41	200	Yes
17:00 - 18:00	528	+	575	=	1103	45	191	Yes
12:00 - 13:00	511	+	463	=	974	29	157	Yes
15:00 - 16:00	469	+	458	=	927	27	177	Yes
11:00 - 12:00	450	+	450	=	900	29	170	Yes
08:00 - 09:00	413	+	349	=	762	28	83	No
07:45 - 08:45	396	+	337	=	733	26	84	No
07:30 - 08:30	379	+	322	=	701	24	80	No
14:45 - 15:45	351	+	342	=	693	21	135	No
10:45 - 11:45	339	+	339	=	678	21	126	No
07:15 - 08:15	362	+	307	=	669	22	76	No
							72	No



Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Existing-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 3B - Peak Hour Volumes

Description

Intended for sites where the volume of intersecting traffic during one hour of the day is the principal reason for consideration of a signal installation.

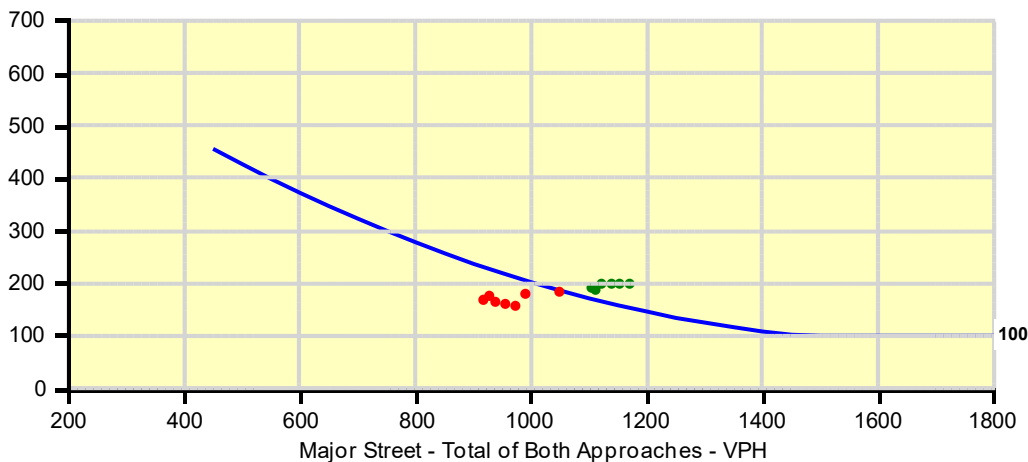
Summary

6 one hour periods meet minimums.
Warrant IS met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Major Road IA Highway 92						Minor Road S Buxton St		
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met?
16:00 - 17:00	564	+	605	=	1169	41	200	Yes
16:15 - 17:15	555	+	598	=	1153	42	199	Yes
16:30 - 17:30	546	+	591	=	1137	43	198	Yes
16:45 - 17:45	537	+	584	=	1121	44	197	Yes
15:45 - 16:45	541	+	569	=	1110	36	189	Yes
17:00 - 18:00	528	+	575	=	1103	45	191	Yes
15:30 - 16:30	517	+	532	=	1049	33	185	No
15:15 - 16:15	493	+	495	=	988	30	181	No
12:00 - 13:00	511	+	463	=	974	29	157	No
11:45 - 12:45	495	+	459	=	954	29	161	No
11:30 - 12:30	480	+	456	=	936	29	164	No
							177	No



Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Proposed-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Signal Warrants - Summary

Major Street Approaches

Eastbound: IA Highway 92

Number of Lanes : 1

Total Approach Volume: 3,268

Westbound: IA Highway 92

Number of Lanes : 1

Total Approach Volume: 3,263

Minor Street Approaches

Northbound: S Buxton St

Number of Lanes : 1

Total Approach Volume: 220

Southbound: S Buxton St

Number of Lanes : 2+

Total Approach Volume: 736

Warrant Summary (Urban Values Apply)

Warrant 1 - Eight Hour Vehicular Volumes.....Not Satisfied

Warrant 1A - Minimum Vehicular Volume.....Not Satisfied

Required volumes reached for 0 hours, 8 are needed

Warrant 1B - Interruption of Continuous Traffic.....Not Satisfied

Required volumes reached for 5 hours, 8 are needed

Warrant 1C - Combination of Warrants.....Not Satisfied

Required 1A volumes reached for 0 hours, 8 are needed

Required 1B volumes reached for 5 hours, 8 are needed

Warrant 2 - Four Hour Volumes.....Satisfied

Number of hours (5) volumes exceed minimum >= minimum required (4).

Warrant 3 - Peak Hour.....Not Satisfied

Warrant 3A - Peak Hour Delay.....Not Satisfied

Approach volumes on minor street don't exceed minimums for any one hour period. Delay data not evaluated.

Warrant 3B - Peak Hour Volumes.....Not Satisfied

Volumes do not exceed minimums for any one hour period.

Warrant 4 - Pedestrian Volumes.....Not Evaluated

Warrant 5 - School Crossing.....Not Evaluated

Warrant 6 - Coordinated Signal System.....Not Evaluated

Warrant 7 - Crash Experience.....Not Evaluated

Warrant 8 - Roadway Network.....Not Evaluated

Warrant 9 - Intersection Near a Grade Crossing.....Not Evaluated

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Proposed-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 1A - Minimum Volumes

Description

Intended for sites where the volume of intersecting traffic is the principal reason for consideration of a signal installation.

Summary

Only 0 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Veh/Hr Major = **500**

Veh/Hr Minor = **150 200**

Major Road IA Highway 92						Minor Road S Buxton St		
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met?
16:00 - 17:00	562	+	616	=	1178	41	140	No
16:15 - 17:15	553	+	608	=	1161	41	140	No
16:30 - 17:30	544	+	600	=	1144	41	140	No
16:45 - 17:45	535	+	592	=	1127	41	140	No
15:45 - 16:45	542	+	580	=	1122	39	136	No
17:00 - 18:00	527	+	581	=	1108	46	133	No
15:30 - 16:30	517	+	543	=	1060	35	132	No
15:15 - 16:15	492	+	506	=	998	31	128	No
12:00 - 13:00	508	+	472	=	980	29	110	No
11:45 - 12:45	496	+	468	=	964	26	108	No
11:30 - 12:30	480	+	465	=	945	27	112	No
15:00 - 16:00	467	+	469	=	936	27	124	No
11:15 - 12:15	464	+	462	=	926	28	116	No
11:00 - 12:00	448	+	459	=	907	29	120	No
17:15 - 18:15	395	+	435	=	830	35	99	No
08:00 - 09:00	412	+	356	=	768	28	58	No
07:45 - 08:45	395	+	349	=	744	26	60	No
12:15 - 13:15	380	+	354	=	734	22	83	No
07:30 - 08:30	378	+	336	=	714	24	57	No
14:45 - 15:45	348	+	351	=	699	21	90	No
07:15 - 08:15	361	+	323	=	684	22	54	No
10:45 - 11:45	336	+	345	=	681	24	93	No
07:00 - 08:00	344	+	310	=	654	20	51	No
08:15 - 09:15	309	+	266	=	575	21	43	No
17:30 - 18:30	263		289		552	24	65	No

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Proposed-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 1B - Interruption of Continuous Traffic

Description

Intended for sites where the volume of the major street is so heavy that traffic on the minor street suffers excessive delay or hazard.

Summary

Only 5 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Veh/Hr Major = **750**

Veh/Hr Minor = **75 100**

Major Road IA Highway 92						Minor Road S Buxton St		
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met?
16:00 - 17:00	562	+	616	=	1178	41	140	Yes
17:00 - 18:00	527	+	581	=	1108	46	133	Yes
12:00 - 13:00	508	+	472	=	980	29	110	Yes
15:00 - 16:00	467	+	469	=	936	27	124	Yes
11:00 - 12:00	448	+	459	=	907	29	120	Yes
08:00 - 09:00	412	+	356	=	768	28	58	No
07:45 - 08:45	395	+	349	=	744	26	60	No
07:30 - 08:30	378	+	336	=	714	24	57	No
14:45 - 15:45	348	+	351	=	699	21	90	No
07:15 - 08:15	361	+	323	=	684	22	54	No
10:45 - 11:45	336	+	345	=	681	24	93	No
07:00 - 08:00	344	+	310	=	654	20	51	No
08:15 - 09:15	309	+	266	=	575	21	43	No
06:45 - 07:45	258	+	231	=	489	15	36	No
14:30 - 15:30	232	+	234	=	466	14	60	No
10:30 - 11:30	224	+	230	=	454	16	62	No
08:30 - 09:30	206	+	176	=	382	14	28	No
06:30 - 07:30	172	+	154	=	326	10	24	No
14:15 - 15:15	116	+	117	=	233	7	30	No
10:15 - 11:15	112	+	115	=	227	8	31	No
08:45 - 09:45	103	+	86	=	189	7	13	No
06:15 - 07:15	86	+	77	=	163	5	12	No
09:15 - 10:15	0	+	0	=	0	0	0	No
09:30 - 10:30	0	+	0	=	0	0	0	No
09:45 - 10:45	0		0		0	0	0	No

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Proposed-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 1C Combination of Warrants

Description

Intended for sites where the traffic volumes don't meet individual warrants but where Warrants 1A and 1B are both met to 80% of their stated values.

Summary

Only 0 hours meet 1A minimums.
Only 5 hours meet 1B minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Warrant 1A 1B
Veh/Hr Major = **400 600**
Veh/Hr Minor NB = **120 60**
Veh/Hr Minor SB = **160 80**

Major Road IA Highway 92						Minor Road S Buxton St			
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met1A?	
16:00 - 17:00	562	+	616	=	1178	41	140	No	
16:15 - 17:15	553	+	608	=	1161	41	140	No	
16:30 - 17:30	544	+	600	=	1144	41	140	No	
16:45 - 17:45	535	+	592	=	1127	41	140	No	
15:45 - 16:45	542	+	580	=	1122	39	136	No	
17:00 - 18:00	527	+	581	=	1108	46	133	No	
15:30 - 16:30	517	+	543	=	1060	35	132	No	
15:15 - 16:15	492	+	506	=	998	31	128	No	
12:00 - 13:00	508	+	472	=	980	29	110	No	
11:45 - 12:45	496	+	468	=	964	26	108	No	
11:30 - 12:30	480	+	465	=	945	27	112	No	
15:00 - 16:00	467	+	469	=	936	27	124	No	

Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	Met1B?	
16:45 - 17:45	535	+	592	=	1127	41	140	Yes	
15:45 - 16:45	542	+	580	=	1122	39	136	Yes	
11:45 - 12:45	496	+	468	=	964	26	108	Yes	
14:45 - 15:45	348	+	351	=	699	21	90	Yes	
10:45 - 11:45	336	+	345	=	681	24	93	Yes	
08:00 - 09:00	412	+	356	=	768	28	58	No	
07:45 - 08:45	395	+	349	=	744	26	60	No	
07:30 - 08:30	378	+	336	=	714	24	57	No	
07:15 - 08:15	361	+	323	=	684	22	54	No	
07:00 - 08:00	344	+	310	=	654	20	51	No	
08:15 - 09:15	309	+	266	=	575	21	43	No	
06:45 - 07:45	258	+	231	=	489	15	36	No	

Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Proposed-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 2 - Four Hour Volumes

Description

Intended for sites where the volume of intersecting traffic during any four hours of the day is the principal reason for consideration of a signal installation.

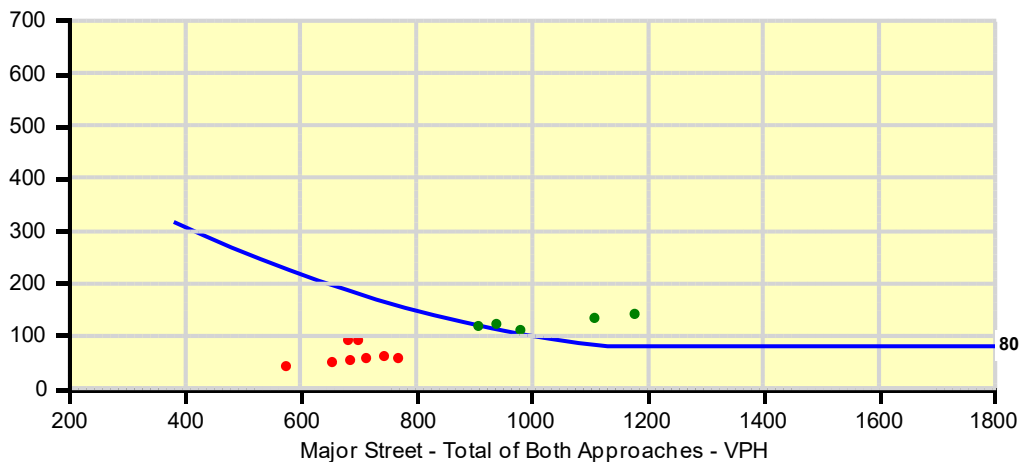
Summary

5 one hour periods meet minimums.
Warrant IS met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Major Road IA Highway 92						Minor Road S Buxton St		Met?
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	
16:00 - 17:00	562	+	616	=	1178	41	140	Yes
17:00 - 18:00	527	+	581	=	1108	46	133	Yes
12:00 - 13:00	508	+	472	=	980	29	110	Yes
15:00 - 16:00	467	+	469	=	936	27	124	Yes
11:00 - 12:00	448	+	459	=	907	29	120	Yes
08:00 - 09:00	412	+	356	=	768	28	58	No
07:45 - 08:45	395	+	349	=	744	26	60	No
07:30 - 08:30	378	+	336	=	714	24	57	No
14:45 - 15:45	348	+	351	=	699	21	90	No
07:15 - 08:15	361	+	323	=	684	22	54	No
10:45 - 11:45	336	+	345	=	681	24	93	No
							51	No



Signal Warrant Analysis

S Buxton & Highway 92

Indianola, Iowa

Study Name: Calc_Sigwar_12222020_Proposed-SBuxtonSt-Hwy92

Study Date : 12/22/2020

Warrant 3B - Peak Hour Volumes

Description

Intended for sites where the volume of intersecting traffic during one hour of the day is the principal reason for consideration of a signal installation.

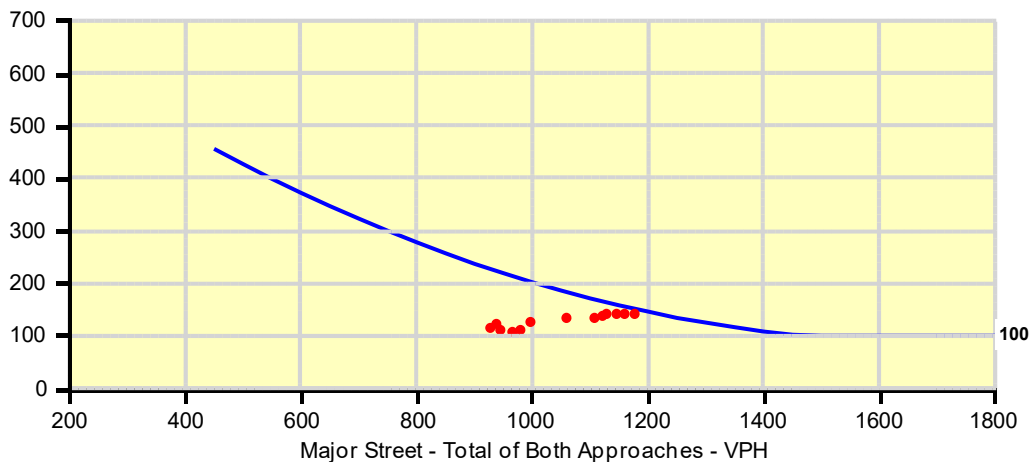
Summary

Only 0 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Major Road IA Highway 92						Minor Road S Buxton St		Met?
Time	Major EB	+	Major WB	=	Total	Minor NB	Minor SB	
16:00 - 17:00	562	+	616	=	1178	41	140	No
16:15 - 17:15	553	+	608	=	1161	41	140	No
16:30 - 17:30	544	+	600	=	1144	41	140	No
16:45 - 17:45	535	+	592	=	1127	41	140	No
15:45 - 16:45	542	+	580	=	1122	39	136	No
17:00 - 18:00	527	+	581	=	1108	46	133	No
15:30 - 16:30	517	+	543	=	1060	35	132	No
15:15 - 16:15	492	+	506	=	998	31	128	No
12:00 - 13:00	508	+	472	=	980	29	110	No
11:45 - 12:45	496	+	468	=	964	26	108	No
11:30 - 12:30	480	+	465	=	945	27	112	No
							124	No



Intersection												
Int Delay, s/veh	1.7											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	34	310	1	3	289	19	7	2	11	18	2	31
Future Vol, veh/h	34	310	1	3	289	19	7	2	11	18	2	31
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	150	-	-	150	-	-	-	-	-	0	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	37	337	1	3	314	21	8	2	12	20	2	34

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	335	0	0	338	0	0	761	753	338	750	743	325
Stage 1	-	-	-	-	-	-	412	412	-	331	331	-
Stage 2	-	-	-	-	-	-	349	341	-	419	412	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1224	-	-	1221	-	-	322	339	704	328	343	716
Stage 1	-	-	-	-	-	-	617	594	-	682	645	-
Stage 2	-	-	-	-	-	-	667	639	-	612	594	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1224	-	-	1221	-	-	298	328	704	313	332	716
Mov Cap-2 Maneuver	-	-	-	-	-	-	298	328	-	313	332	-
Stage 1	-	-	-	-	-	-	598	576	-	662	644	-
Stage 2	-	-	-	-	-	-	632	638	-	581	576	-

Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.8			0.1			13.6			13		
HCM LOS							B			B		

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1	SBLn2
Capacity (veh/h)	442	1224	-	-	1221	-	-	313	669
HCM Lane V/C Ratio	0.049	0.03	-	-	0.003	-	-	0.063	0.054
HCM Control Delay (s)	13.6	8	-	-	8	-	-	17.3	10.7
HCM Lane LOS	B	A	-	-	A	-	-	C	B
HCM 95th %tile Q(veh)	0.2	0.1	-	-	0	-	-	0.2	0.2

Intersection												
Int Delay, s/veh	1											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	15	626	1	17	441	45	4	7	9	8	1	13
Future Vol, veh/h	15	626	1	17	441	45	4	7	9	8	1	13
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	150	-	-	150	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	16	680	1	18	479	49	4	8	10	9	1	14
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	528	0	0	681	0	0	1260	1277	681	1262	1253	504
Stage 1	-	-	-	-	-	-	713	713	-	540	540	-
Stage 2	-	-	-	-	-	-	547	564	-	722	713	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1039	-	-	912	-	-	147	166	450	147	172	568
Stage 1	-	-	-	-	-	-	423	435	-	526	521	-
Stage 2	-	-	-	-	-	-	521	508	-	418	435	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1039	-	-	912	-	-	139	160	450	135	166	568
Mov Cap-2 Maneuver	-	-	-	-	-	-	139	160	-	135	166	-
Stage 1	-	-	-	-	-	-	417	428	-	518	511	-
Stage 2	-	-	-	-	-	-	497	498	-	395	428	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.2			0.3			23.5			20.9		
HCM LOS							C			C		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1				
Capacity (veh/h)	216	1039	-	-	912	-	-	250				
HCM Lane V/C Ratio	0.101	0.016	-	-	0.02	-	-	0.096				
HCM Control Delay (s)	23.5	8.5	-	-	9	-	-	20.9				
HCM Lane LOS	C	A	-	-	A	-	-	C				
HCM 95th %tile Q(veh)	0.3	0	-	-	0.1	-	-	0.3				

Intersection												
Int Delay, s/veh	7											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	35	514	11	16	589	11	15	5	26	73	9	58
Future Vol, veh/h	35	514	11	16	589	11	15	5	26	73	9	58
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	150	-	-	150	-	-	-	-	-	0	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	38	559	12	17	640	12	16	5	28	79	10	63

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	652	0	0	571	0	0	1358	1327	565	1338	1327	646
Stage 1	-	-	-	-	-	-	641	641	-	680	680	-
Stage 2	-	-	-	-	-	-	717	686	-	658	647	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	935	-	-	1002	-	-	126	155	524	130	155	472
Stage 1	-	-	-	-	-	-	463	469	-	441	451	-
Stage 2	-	-	-	-	-	-	421	448	-	453	467	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	935	-	-	1002	-	-	99	146	524	114	146	472
Mov Cap-2 Maneuver	-	-	-	-	-	-	99	146	-	114	146	-
Stage 1	-	-	-	-	-	-	444	450	-	423	443	-
Stage 2	-	-	-	-	-	-	351	440	-	406	448	-

Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.6			0.2			29.7			54.7		
HCM LOS							D			F		

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1	SBLn2
Capacity (veh/h)	195	935	-	-	1002	-	-	114	363
HCM Lane V/C Ratio	0.256	0.041	-	-	0.017	-	-	0.696	0.201
HCM Control Delay (s)	29.7	9	-	-	8.7	-	-	88.9	17.4
HCM Lane LOS	D	A	-	-	A	-	-	F	C
HCM 95th %tile Q(veh)	1	0.1	-	-	0.1	-	-	3.7	0.7

Intersection												
Int Delay, s/veh	2.3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	15	522	9	19	591	26	7	3	11	32	4	25
Future Vol, veh/h	15	522	9	19	591	26	7	3	11	32	4	25
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	150	-	-	150	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	16	567	10	21	642	28	8	3	12	35	4	27
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	670	0	0	577	0	0	1318	1316	572	1310	1307	656
Stage 1	-	-	-	-	-	-	604	604	-	698	698	-
Stage 2	-	-	-	-	-	-	714	712	-	612	609	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	920	-	-	996	-	-	134	158	520	136	160	465
Stage 1	-	-	-	-	-	-	485	488	-	431	442	-
Stage 2	-	-	-	-	-	-	422	436	-	480	485	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	920	-	-	996	-	-	120	152	520	127	154	465
Mov Cap-2 Maneuver	-	-	-	-	-	-	120	152	-	127	154	-
Stage 1	-	-	-	-	-	-	477	480	-	424	433	-
Stage 2	-	-	-	-	-	-	385	427	-	458	477	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.2			0.3			24			35.2		
HCM LOS							C			E		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1				
Capacity (veh/h)	212	920	-	-	996	-	-	184				
HCM Lane V/C Ratio	0.108	0.018	-	-	0.021	-	-	0.36				
HCM Control Delay (s)	24	9	-	-	8.7	-	-	35.2				
HCM Lane LOS	C	A	-	-	A	-	-	E				
HCM 95th %tile Q(veh)	0.4	0.1	-	-	0.1	-	-	1.5				

RESOLUTION NO. _____

**RESOLUTION APPROVING THE TRAFFIC ENGINEERING STUDY
AT THE INTERSECTION OF 2ND AVENUE WEST AND BUXTON STREET**

WHEREAS, the City of Indianola has recognized the need for downtown streetscape improvements, where it requires the need to evaluate the conversion of Howard Street and Buxton Street from one-way to two-way traffic operations; and

WHEREAS, the conversion from one-way to two-way traffic operations requires the need for a traffic engineering study to recognize traffic safety improvements at the signalized intersection of 2nd Avenue West (State Highway 92) and Buxton Street; and

WHEREAS, on September 8, 2020, the City Council of Indianola, by Resolution No. 2020-190, approved a resolution to apply for a Traffic Engineering Assistance Program Grant (TEAP) funds to perform a traffic engineering study at the intersection of 2nd Avenue West & Buxton Street; and

WHEREAS, the City of Indianola has successfully utilized Traffic Engineering Assistance Program (TEAP) funds, by the Iowa Department of Transportation, to complete this traffic engineering study and to find recommendations for improvements at the signalized intersection of 2nd Avenue West and Buxton Street; and

WHEREAS, the Iowa Department of Transportation has reviewed and recommended approval of this traffic engineering study; and

WHEREAS, the findings of this study were presented to the City Council Study Session on March 23, 2021, as a part of the Streetscape Project update, and the study is now ready for approval.

NOW THEREFORE, BE IT RESOLVED by the City Council of Indianola, Iowa that this traffic engineering study, prepared by Snyder & Associates, Inc., for the intersection of 2nd Avenue West and Buxton Street is hereby approved and adopted.

APPROVED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Meeting Date: 04/05/2021

Subject

First consideration of an Ordinance amending the City Code of the City of Indianola, Iowa converting certain streets from one-way to two-way and making necessary safety changes to accommodate the change.

Information

Roll call is in order.

Attachments

Ordinance Change Memorandum
Ordinance



COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: March 26, 2021
Subject: First consideration of an ordinance amending the City Code of the City of Indianola, Iowa converting certain streets from one-way to two-way and making necessary safety changes to accommodate the change.

At its study meeting on August 19, 2020, the City Council gave direction to City staff to begin the process of converting the one-way streets around the Square, as well as on Howard and Buxton Streets, to two-way traffic. This direction was requested as the City moved from the 30% design of the Streetscape project. After this direction was received, the City identified multiple studies that were necessary to facilitate the conversion. Additionally, the City sought out possible grant funding through the Iowa Department of Transportation to assist in these studies. After working through the required timelines of the studies, as well as considering temperatures that are needed to strip and repaint various areas of roadways to accommodate the change, staff targeted a mid-May conversion date.

To accommodate the directed change, the following sections of City Code need to be amended:

71.08 One-Way Streets and Alleys

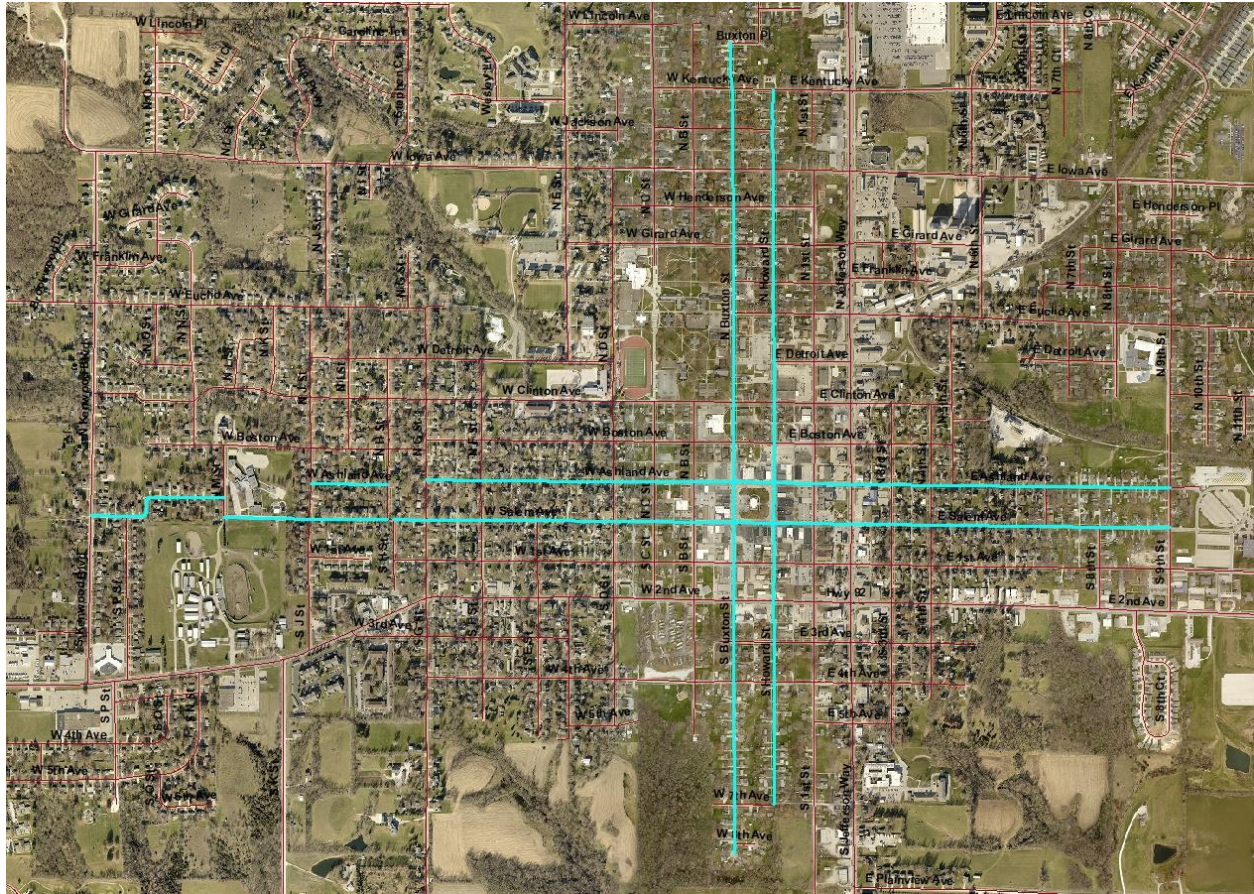
To allow for two-way traffic on the streets identified, the following sections of code are proposed to be stricken:

1. All traffic around the public square shall move in a counterclockwise direction.
4. Howard Street from Highway 92 to Kentucky Avenue shall be northbound only.
5. Buxton Street from Kentucky Avenue to Highway 92 shall be southbound only.

Additionally, the following section of code has remained since the City's sale of right-of-way to Simpson College in 2013. Since this section of road is no longer public property, it is proposed to be removed with this ordinance amendment:

6. C Street from Clinton Avenue to Girard Avenue shall be northbound only, except for the portion of the street that is 174 feet south of Girard Avenue.

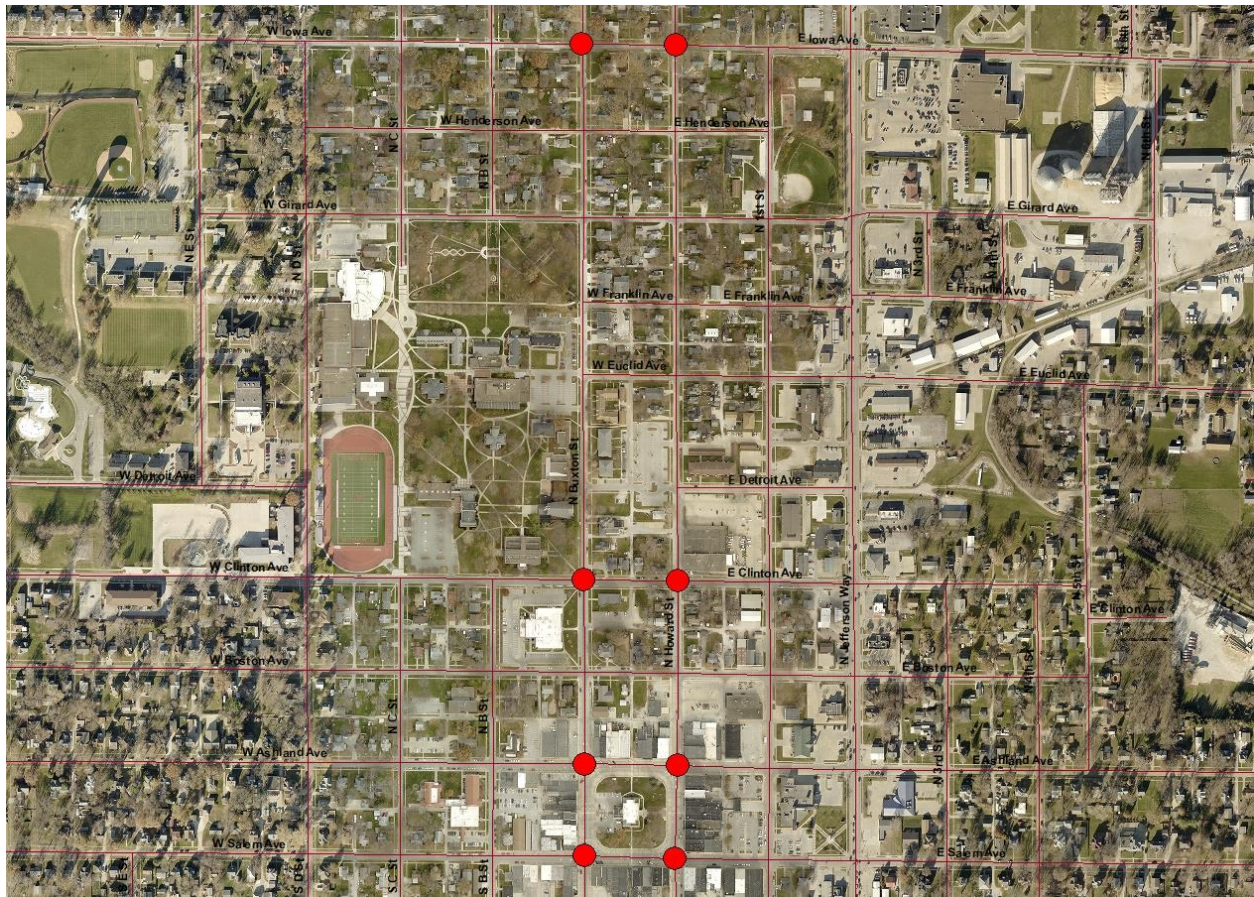
The following picture shows which roads will be converted from one-way traffic to two-way traffic by the proposed ordinance:



71.02 Stop and Yield Intersections

At its study meeting on March 23, 2021, the City Council was presented with the results of various traffic studies along the corridors that are proposed to be converted from one-way to two-way traffic. Council gave direction that the intersections of Howard Street with Clinton Avenue, as well as the intersections of Howard and Buxton Streets with Iowa Avenue should be four-way stop intersections. Additionally, to create a more pedestrian friendly environment, the intersections of Buxton Street and Clinton Avenue, Buxton Street and Ashland Avenue, Buxton Street and Salam Avenue, Howard Street and Ashland Avenue, and Howard Street and Salem Avenue should remain all-way stop intersections, and with conversion of one-way to two way traffic, these will change from three-way stop intersections to four-way stop intersections.

The following picture shows which intersections will become four-way stops by the proposed ordinance:



Additionally, the intersection of Buxton Street and Kentucky Avenue currently operates as a one-way stop due to the road only have southbound traffic. Since Buxton Street will have two-way traffic with the proposed changes, this intersection will become a two-way stop, stopping both northbound and southbound traffic along Buxton Street.

71.03 NO PARKING ZONES

Currently, City Code regulates that you are not allowed to park on the west side of Buxton Street between West Boston and Buxton Place. However, there is parking allowed on the west side of the road between West Boston and West Clinton, in front of the Warren County Administration Building. The proposed ordinance states that parking will not be allowed on the west side of Buxton Street between West Clinton Avenue and Buxton Place. On Howard Street, City Code currently states that parking is not allowed on the east side, from the east-west alley in Block 2, Aders Addition ($\frac{1}{2}$ block north of Detroit Avenue) to Jackson Avenue. However, Howard Street is reduced in width from East Detroit Avenue to Kentucky Avenue. As such, the proposed ordinance clarifies that parking is not allowed on the east side of Howard Street from East Detroit Avenue to Kentucky Avenue. The following picture shows which sections of roads will have parking reduced on one-side of the road (west side of Buxton and east side of Howard):

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF INDIANOLA, IOWA CONVERTING CERTAIN STREETS FROM ONE-WAY TO TWO-WAY AND MAKING NECESSARY SAFETY CHANGES TO ACCOMMODATE THE CHANGE.

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

Section 1. The following section be and is hereby amended by deleting the stricken language as follows:

71.08 ONE-WAY STREETS AND ALLEYS.

Upon the following streets and alleys vehicular traffic shall move only in the indicated direction:

- ~~1. All traffic around the public square shall move in a counterclockwise direction.~~
2. All alleys intersecting with the public square shall be used for the sole purpose of exit from the square for a distance of 150 feet.
3. The alley running east and west in Block 14 of the original town plat shall be westbound only.
- ~~4. Howard Street from Highway 92 to Kentucky Avenue shall be northbound only.~~
- ~~5. Buxton Street from Kentucky Avenue to Highway 92 shall be southbound only.~~
- ~~6. C Street from Clinton Avenue to Girard Avenue shall be northbound only, except for the portion of the street that is 174 feet south of Girard Avenue.~~
7. The alley running north and south in Block 12 of the original town plat shall be southbound only.
8. The alley running east and west in Block 13, Windle's Addition shall be westbound only up to the northwest corner of the building locally known as 604 N. Jefferson Way.

Section 2. The following section be and is hereby amended by deleting the stricken language as follows:

71.01 THROUGH STREETS – STOP.

Every driver of a vehicle shall stop, unless a yield is permitted, before entering an intersection with the following designated through streets.

1. Highway 92 from the west City limits to the east City limits.
- ~~2. Ashland Avenue from the west City limits to the east City limits.~~
- ~~3. Buxton Street from the north City limits to the south City limits.~~
- ~~4. Howard Street from the north City limits to the south City limits.~~
5. Jefferson Street from the north City limits to the south City limits.
- ~~6. Salem Avenue from the west City limits to the east City limits.~~

Section 3. The portion of the following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

71.02 STOP AND YIELD INTERSECTIONS.

The following intersections are hereby established as stop and yield intersections and signs shall be erected at the designated entrances.

Intersection	Entrances
Buxton Street and Salem Avenue	West and North, <u>South, East and West</u>
Buxton Street and Ashland Avenue	West, North and East <u>North, South, East and West</u>
Buxton Street and Clinton Avenue	<u>North, South,</u> East and West
Buxton Street and Iowa Avenue	<u>North, South</u> East and West
Buxton Street and Kentucky Avenue	North <u>and South</u>
North Buxton Street and West Clinton Avenue	North
Howard Street and Salem Avenue	East, South and West <u>North, South, East and West</u>
Howard Street and Ashland Avenue	East and South <u>North, South, East and West</u>
Howard Street and Clinton Avenue	<u>North, South,</u> East and West
Howard Street and Iowa Avenue	<u>North, South</u> East and West

Section 4. The following section be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

71.03 NO PARKING ZONES.

No one shall stop, stand or park a vehicle in any of the following specifically designated no parking zones except when necessary to avoid conflict with other traffic or in compliance with the direction of a peace officer or traffic control signal.

57. ~~North~~ South Buxton Street, on ~~the west side~~ both sides, from Iowa Highway 92 to West 1st Avenue. ~~West Kentucky Avenue to Buxton Place.~~
58. North Buxton Street, on the west side, from ~~West Boston~~ Clinton Avenue to ~~West Kentucky Avenue~~ Buxton Place.
103. Howard Street, on the east side, from East Detroit Avenue to Kentucky Avenue. ~~the east-west alley in Block 2, Aders Addition to Jackson Avenue.~~

Section 5. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section 6. Effective Date. This Ordinance shall be in full force and effect on May 17, 2021 after its passage, approval and publication as provided by law.

Passed by the City Council on the _____ day of _____, 2021, and approved

this _____ day of _____, 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of

Indianola, Iowa, on _____, 2021, and was published on _____, 2021.

Andrew J. Lent, City Clerk

Meeting Date: 04/05/2021

Subject

Resolution awarding a contract for sewer main and lateral lining to Hydro-Klean in an amount not to exceed \$78,043.

Information

Roll call is in order.

Attachments

Sewer Lining Memorandum

Bid Tabulation

Resolution Approving Agreement

Professional Services Agreement



— WATER RESOURCE RECOVERY FACILITY —

April 5, 2021

To: Mayor and City Council

CC: Ryan J. Waller, City Manager

From: Rick Graves, WRRF Supt.

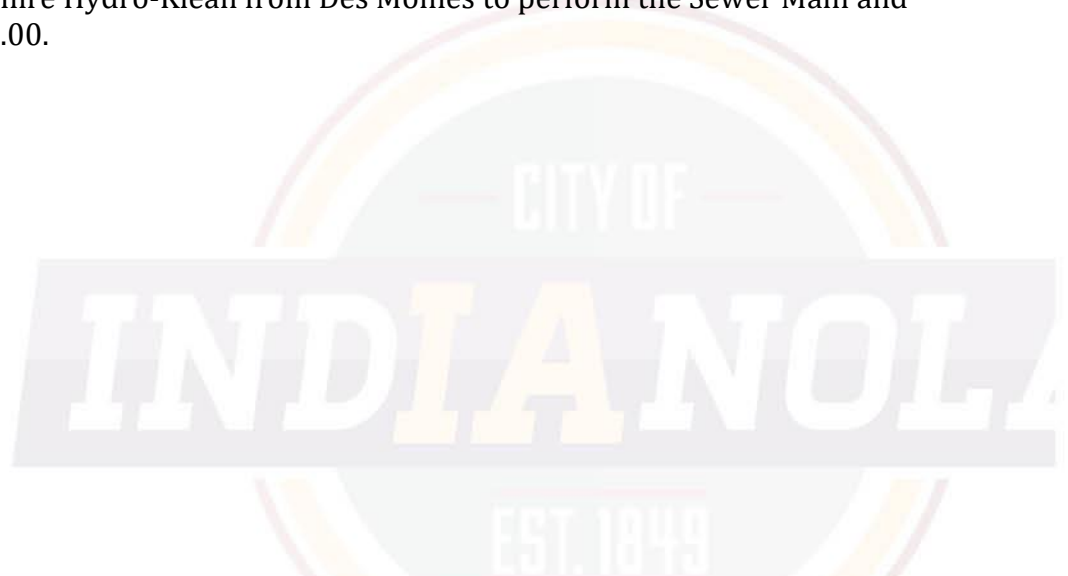
Re: Sewer Main and Lateral Lining FY21

As part of the \$250,000 that is budgeted for maintenance on the collection system, staff has identified 4 sewer mains consisting of 980' of 8" CIPP and 22 laterals that need to be repaired by lining them. The RFP was posted on the Iowa League of Cities website and the city website. This is second time for this fiscal year that I am requesting approval to repair some sewer mains and laterals to reduce Inflow and Infiltration.

I received 4 quotes for performing the lining project. The prices are as follows:

Sewer Main Lining	
Hydro-Klean	\$ 78,043.00
Central Iowa Televising	\$ 82,080.00
Municipal Pipe Tool Co. LLC	\$ 94,165.00
Drain Services	\$ 236,700.00

My recommendation is to hire Hydro-Klean from Des Moines to perform the Sewer Main and Lateral Lining for \$78,043.00.



City of Indianola Sewer Lining Project Bid Tab FY21					
Manhole Section	Contractor				
	HydroKLean	CIT Sewer Solutions	Municipal Pipe Tool	Drain Services	.
MH 334 - MH 469	\$25,687.90	\$23,324.00	\$30,975.00	\$78,300.00	
MH 610 - MH 611	\$21,835.80	\$25,748.00	\$26,334.00	\$66,600.00	
MH 641 - MH 643	\$4,335.80	\$7,498.00	\$5,135.50	\$28,200.00	
MH 643 - MH 644	\$16,733.50	\$13,510.00	\$20,212.50	\$12,225.00	
MH 523 - MH 524	\$9,450.00	\$12,000.00	\$11,508.00	\$51,375.00	
Total	\$78,043.00	\$82,080.00	\$94,165.00	\$236,700.00	\$0.00

City of Indianola
RESOLUTION NO. 2021-
RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT
WITH HYDRO-KLEAN FOR THE SEWER MAIN AND LATERAL LINING PROJECT

WHEREAS, the City of Indianola, Iowa, is in need of engaging a company to provide sewer main and lateral lining for the City (hereinafter referred to as “Services”); and

WHEREAS, maintenance on the collection system is included in the FY21 budget; and

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

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Hydro-Klean of Des Moines, Iowa to perform the Services for \$78,043 for the sewer main and lateral lining; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Hydro-Klean in the form attached as Exhibit “A”.

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

1. The Professional Services Agreement with Hydro-Klean in an amount of \$78,043 for the Services is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor or City Manager is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 5th day of April 2021, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and **HYDRO-KLEAN LLC** of Des Moines, Iowa hereinafter referred to as "SERVICE PROVIDER" for the **Sanitary Sewer Main and Lateral Lining** at a cost of **\$78,043.00**.

WHEREAS, the CITY is in need of Sanitary Sewer Mains and Laterals Lined hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

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

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

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

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

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

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

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

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

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

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

"CITY":

CITY OF INDIANOLA

By: _____
Mayor

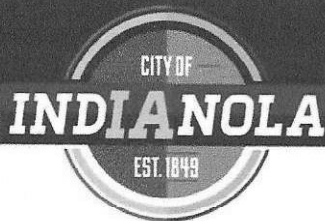
Attest: _____
Andrew J. Lent, City Clerk/CFO

"SERVICE PROVIDER":

By: Hydro-Klean, LLC

Name: Jill Lomp 

Title: Contracts Coordinator



WATER POLLUTION CONTROL

March 5, 2021

Request for Quotes for Sewer Mains and Lateral Rehabilitation by Lining

The Request for Proposal is listed below in accordance with each pipe section for Main Lining and number of laterals to line. See Engineers Specs along with notes listed below before sending quote.

Contractor Name: Hydro-Klean, LLC

Address: 333 NW 49th Place, Des Moines, IA 50313

Phone #: 515-283-0500

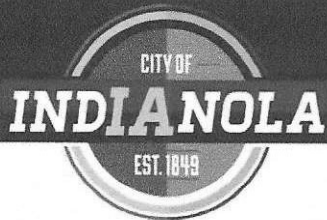
	Area	Manhole #'s	Pipe Size	Length of Pipe	Laterals to Line **
1	Caroline Terrace	334-469	8"	344'	7
2	South G Street	610-611	8"	288'	6
3	South C Street	648-728	8"	376'	10
4	South B Street	641-643	8"	163'	0
5*	South B Street	643-644	8"	185'	5
6**	E Iowa Avenue	523-524	8"		4

Email: jloomp@hydro-klean.com

5* - Will be an alternate due to service line issues that the homeowners will need to repair before it is lined. If lateral work is completed before the main lining is done then this line will be lined with the other four.

6 - There are 4 laterals that need to be lined. Added March 22, 2021**

**** Lateral liners will be a minimum 20" in length. If you quote longer than minimum length, note the total length of your liner. City will review the cost comparison between the different lengths.**



WATER POLLUTION CONTROL

Please list the cost for each line segment below with the total cost for main lining and lateral lining. Contractor will need to include both linings as part of their bid to be considered:

1) MH 334 to MH 469 \$ 25,687.90

2) MH 610 to MH 611 \$ 21,835.80

3) ~~MH 648 to MH 728~~ \$ 0.00 (N/A)

4) MH 641 to MH 643 \$ 4,335.80

5) MH 643 to MH 644 \$ 16,733.50 (This will be an alternate per note 5*)

6) MH 523 to MH 524 \$ 9,450.00 (4 Laterals Only)

Total Cost \$ 78,043.00

Please sign and date that you read all the documents associated with this project:

Signature: 

Date: 3-23-2021

The City of Indianola reserves the right to accept or reject any or all quotes.

Contractor to verify lengths and sizes before ordering material. City will not be held responsible for incorrect lengths of product.

Warranty – To remedy any and all defects that may develop resulting from work to be performed under the Contract within 3 years from the date of acceptance of the work under Contract, by reason of defects in workmanship or materials used in construction of said work.

~~A copy of the Contractor's Liability Insurance must be received before awarding the Contract.~~

11870 HOOVER STREET • PO BOX 299 • INDIANOLA, IOWA 50125 • PHONE: (515) 961-9416 • INDIANOLA.IOWA.GOV



CERTIFICATE OF LIABILITY INSURANCE

7/1/2021

DATE (MM/DD/YYYY)

7/1/2020

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

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

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED 1435358 HYDRO-KLEAN, LLC 333 NW 49TH PLACE DES MOINES IA 50313	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Zurich American Insurance Company	NAIC # 16535
	INSURER B : American Guarantee and Liab. Ins. Co.	26247
	INSURER C : Steadfast Insurance Company	26387
	INSURER D : Underwriters at Lloyds of London	10736
	INSURER E :	
	INSURER F :	

COVERAGES * CERTIFICATE NUMBER: 15946612 REVISION NUMBER: XXXXXXXX

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	N	N	GLO5186859-01	7/1/2020	7/1/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	N	N	BAP5186861-01	7/1/2020	7/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B D	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$	N	N	AUC5649390-01 XS1104919	7/1/2020 7/1/2020	7/1/2021 7/1/2021	EACH OCCURRENCE \$ 12,000,000 AGGREGATE \$ 12,000,000 \$ XXXXXXXX
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC 5186860-01	7/1/2020	7/1/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	POLLUTION LEGAL LIABILITY	N	N	CPL4597387-01	7/1/2020	7/1/2021	\$10,000,000 PER CLAIM \$10,000,000 AGGREGATE

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

CERTIFICATE HOLDER

15946612
PROOF OF INSURANCE

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Meeting Date: 04/05/2021

Subject

Resolution approving fiscal sponsorship of certain grant opportunities.

Information

Roll call is in order.

Attachments

Fiscal Sponsorship Memorandum
Resolution Approving Sponsorship



— CLERK/FINANCE DEPARTMENT —

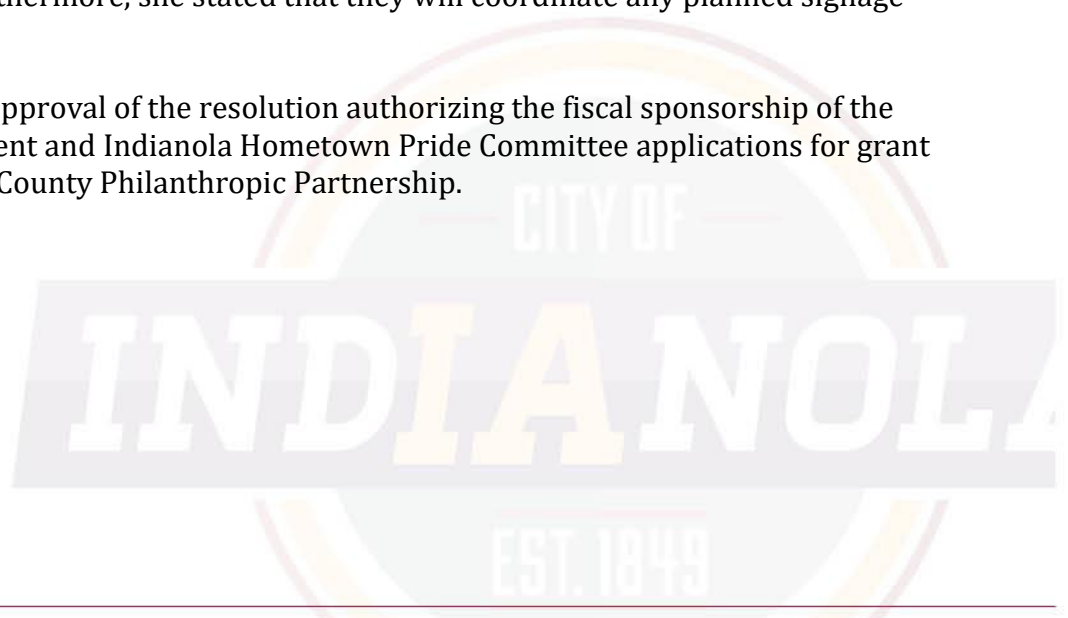
To: Mayor and Council
From: Andrew J. Lent, City Clerk/CFO
CC: Ryan Waller, City Manager
Date: 5 April 2021
Re: Grant Fiscal Sponsorship

The Police Department and the Indianola Hometown Pride Committee have applied to the Warren County Philanthropic Partnership (WCPP) for grant money to accomplish the projects as described on the documents included with this memo. The WCPP requires applicants to be 501c3 organizations or local governments. Neither organization is directly a local government, but part of the City of Indianola.

The WCPP does allow an organization to have a Fiscal Sponsor that is a 501c3 or local government. Therefore, the City of Indianola has been requested to act as a fiscal sponsor for the project and account for the money received and distributed under the grant. The City would have done this anyway as, again, both organizations are part of the City of Indianola.

I have been informed in an email on March 30, 2021 by Lorin Ditzler from Hometown Pride that the Indianola Parks and Recreation Commission has been made aware of the Wayfaring Sign grant and supports it. Furthermore, she stated that they will coordinate any planned signage including the design.

Therefore, I recommend approval of the resolution authorizing the fiscal sponsorship of the Indianola Police Department and Indianola Hometown Pride Committee applications for grant funding from the Warren County Philanthropic Partnership.



RESOLUTION 2021-

**RESOLUTION APPROVING FISCAL SPONSORSHIP OF
CERTAIN GRANT OPPORTUNITIES**

WHEREAS, the Indianola Police Department and the Indianola Hometown Pride Committees have applied for grant funding from the Warren County Philanthropic Partnership (WCPP), and

WHEREAS, the WCPP requires a grant applicant to have a fiscal sponsor if the applicant is not a local government or 501c3 organization, and

WHEREAS, the Indianola Police Department and Indianola Hometown Pride Committee are not stand-alone government agencies or 501c3 organizations

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

1. the fiscal sponsorship of the Indianola Police Department and Indianola Hometown Pride Committee for the grants indicated on the attached agreements is approved, and
2. the projects indicated on the attached agreements are consistent with the Sponsor's purpose and mission, and
3. the City Clerk/CFO is the designated representative for the City of Indianola and is authorized to sign the attached agreements on behalf of the City.

Passed and approved this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO



Grant Application Fiscal Sponsorship Agreement

This form is only needed when a grant applicant is using a "fiscal sponsor" – an organization or party that will be responsible for receiving and managing grant dollars on behalf of the applicant. An applicant will need a fiscal sponsor when the applicant is neither a 501(c)(3) or section 170(b) unit of government.

An example of a fiscal sponsor is when the City of XYZ is accepting and managing money on behalf of City XYZ's Parks and Recreation Department (applicant).

Fiscal Sponsor/Legal Applicant: City of Indianola

Fiscal Sponsor/Legal Applicant's IRS Tax ID#: 42-6004797

Fiscal Sponsor Address: 110 N 1st St City/State/ZIP: Indianola, IA 50125

Fiscal Sponsor Phone: 961-9410 Email: alent@indianolaiowa.gov

Applicant/Sponsored Organization: Indianola Hometown Pride

Project Name: Connecting Indianola's Parks: Wayfinding Signs

Fiscal Sponsor/Legal Applicant, hereafter referred to as **the Sponsor**, has agreed to serve as a fiscal/program sponsor for the **Applicant**, the organization conducting the project, hereafter referred to as the **Sponsored Organization**, as outlined in the attached application and supporting materials.

The City Council of **the Sponsor** has passed a resolution adopting the **Sponsored Organization's** project as a program or project consistent with the Sponsor's purpose and mission. The Sponsored Organization's financial activities will be accounted for as a program of the Sponsor for IRS auditing and financial reporting purposes.

Since the **Sponsored Organization** is *not* recognized by the IRS as a charitable tax-exempt entity, the **Sponsor** must exercise full control over the Sponsored Organization's financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated Andrew J. Lent (name of person(s)) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the City Council of the Sponsor. The Sponsor is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Warren County Philanthropic Partnership's Administrative Office. Failure to ensure timely reporting on behalf of the Sponsored Organization/Sponsor will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended, and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/Fiscal Sponsor Representative Signature

Andrew J. Lent
Printed Name

Date



Grant Application Fiscal Sponsorship Agreement

This form is only needed when a grant applicant is using a "fiscal sponsor" – an organization or party that will be responsible for receiving and managing grant dollars on behalf of the applicant. An applicant will need a fiscal sponsor when the applicant is neither a 501(c)(3) or section 170(b) unit of government.

An example of a fiscal sponsor is when the City of XYZ is accepting and managing money on behalf of City XYZ's Parks and Recreation Department (applicant).

Fiscal Sponsor/Legal Applicant: City of Indianola

Fiscal Sponsor/Legal Applicant's IRS Tax ID#: 42-6004797

Fiscal Sponsor Address: 110 N 1st St City/State/ZIP: Indianola, IA 50125

Fiscal Sponsor Phone: 961-9410 Email alent@indianolaiowa.gov

Applicant/Sponsored Organization: Indianola Hometown Pride

Project Name: Indianola Square: Permanent Infrastructure for Community Events (sound system)

Fiscal Sponsor/Legal Applicant, hereafter referred to as **the Sponsor**, has agreed to serve as a fiscal/program sponsor for the **Applicant**, the organization conducting the project, hereafter referred to as the **Sponsored Organization**, as outlined in the attached application and supporting materials.

The City Council of **the Sponsor** has passed a resolution adopting the **Sponsored Organization's** project as a program or project consistent with the Sponsor's purpose and mission. The Sponsored Organization's financial activities will be accounted for as a program of the Sponsor for IRS auditing and financial reporting purposes.

Since the **Sponsored Organization** is *not* recognized by the IRS as a charitable tax-exempt entity, the **Sponsor** must exercise full control over the Sponsored Organization's financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated Andrew J. Lent (name of person(s)) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the City Council of the Sponsor. The Sponsor is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Warren County Philanthropic Partnership's Administrative Office. Failure to ensure timely reporting on behalf of the Sponsored Organization/Sponsor will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended, and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/Fiscal Sponsor Representative Signature

Andrew J. Lent
Printed Name

Date



Grant Application Fiscal Sponsorship Agreement

This form is only needed when a grant applicant is using a "fiscal sponsor" – an organization or party that will be responsible for receiving and managing grant dollars on behalf of the applicant. An applicant will need a fiscal sponsor when the applicant is neither a 501(c)(3) or section 170(b) unit of government.

An example of a fiscal sponsor is when the City of XYZ is accepting and managing money on behalf of City XYZ's Parks and Recreation Department (applicant).

Fiscal Sponsor/Legal Applicant: City of Indianola

Fiscal Sponsor/Legal Applicant's IRS Tax ID#: 42-6004797

Fiscal Sponsor Address: 110 N 1st St City/State/ZIP: Indianola, IA 50125

Fiscal Sponsor Phone: 961-9410 Email: alent@indianolaiowa.gov

Applicant/Sponsored Organization: Indianola Police Department

Project Name: Crowd Control/Riot Gear

Fiscal Sponsor/Legal Applicant, hereafter referred to as **the Sponsor**, has agreed to serve as a fiscal/program sponsor for the **Applicant**, the organization conducting the project, hereafter referred to as the **Sponsored Organization**, as outlined in the attached application and supporting materials.

The City Council of **the Sponsor** has passed a resolution adopting the **Sponsored Organization's** project as a program or project consistent with the Sponsor's purpose and mission. The Sponsored Organization's financial activities will be accounted for as a program of the Sponsor for IRS auditing and financial reporting purposes.

Since the **Sponsored Organization** is *not* recognized by the IRS as a charitable tax-exempt entity, the **Sponsor** must exercise full control over the Sponsored Organization's financial administration, management and disbursement of funds resulting from this grant application. **The Sponsor** has delegated Andrew J. Lent (name of person(s)) as responsible for fulfilling of these accounting and reporting functions subject to the ultimate authority of the City Council of the Sponsor. The Sponsor is responsible for ensuring completion of timely reports and submission of necessary financial statements to the Warren County Philanthropic Partnership's Administrative Office. Failure to ensure timely reporting on behalf of the Sponsored Organization/Sponsor will also result in a loss of good standing.

This agreement will be in effect from the date of a grant award to support the above-named project until the grant funds are expended, and the final report has been submitted and accepted.

We agree to the terms stated above in this agreement:

Legal Applicant/Fiscal Sponsor Representative Signature

Andrew J. Lent

Printed Name

Date

Meeting Date: 04/05/2021

Subject

Resolution authorizing submittal of a Federal Surface Transportation Block Grant (STBG) application to the Central Iowa Regional Transportation Planning Alliance (CIRTPA) for the Hillcrest Avenue reconstruction project.

Information

Roll call is in order.

Attachments

Hillcrest Avenue Memorandum
Project Report
Resolution Authorizing Grant Submission



— PUBLIC WORKS —

To: Mayor and City Council

CC: Ryan Waller, City Manager

From: Akhilesh Pal, Public Works Director

Date: April 5, 2021

Re: Resolution authorizing submittal of Federal Surface Transportation Grant (STBG) application to the Central Iowa Regional Transportation Planning Alliance (CIRTPA).

The Central Iowa Regional Transportation Planning Alliance (CIRTPA) is currently requesting project applications for Federal Surface Transportation Grant (STBG) funds. CIRTPA coordinates the planning and programming efforts with Iowa DOT in our region.

City staff is recommending that the City submit an application for the Hillcrest Avenue Reconstruction Project. This pavement reconstruction project will be located on Hillcrest Avenue from North 4th Street to North 14th Street. The proposed project proposes to replace the existing failed concrete pavement with a new three-lane paved street consisting of 37' wide PCC pavement with integral curb and gutter. The scope of this project also has new storm-sewer infrastructure, new sidewalk on one side of the road, new trees, improved trail crossing, and a new trail head.

The City has previously applied for \$3.1 million of federal STBG funds for two separate projects on South K Street and Hillcrest Avenue. This revised application for the federal STBG funding will be only for one project at Hillcrest Avenue. The funding for the South K Street will be allocated solely from City funds and is included in the Council approved Capital Improvement Program (CIP). Local matching funds for the Hillcrest Avenue Reconstruction Project is also included in the CIP, as listed below:

- STBG Funds Requested \$3,100,000 (FY2022-24)
- Anticipated City Funds \$1,422,600 (FY2022-24)
- Total Estimated Project Cost \$4,522,600

Staff is recommending that the City submit an application for Hillcrest Avenue Reconstruction Project with \$3.1 million of STBG funding.

New CIRTPA STBG Project Report

In order to help ensure that projects utilizing CIRTPA funding meet the goals and objectives of the Long Range Transportation Plan, the following report template has been prepared for member communities. When programming new projects with CIRTPA STBG funding, communities shall complete this report for each new project.

Basic Project Information

Project Title: Hillcrest Avenue Reconstruction Project

Project Number: STBG-SWAP-3680()--SG-91

TPMS Number: 45451

Funding:

Programmed Year	FFY 2021	FFY 2022	FFY 2023	FFY 2024
STBG Funding Amount		\$367,000	\$1,550,000	\$1,183,000
Other Federal Aid Amount				
Total Project Cost	\$240,000	\$903,000	\$1,839,600	\$1,540,000

Project Location: Hillcrest Avenue from North 4th Street to North 14th Street.

Project Description:

The project proposes to replace the existing failed concrete pavement with new three-lane paved street consisting of 37' wide PCC pavement with integral curb and gutter. The scope of this project also has new storm-sewer infrastructure, new sidewalk on one side of the road, new trees, improved trail crossing, and a new trail head.

Relation to Long Range Transportation

See the attached excerpts from CIRTPA's Long Range Transportation Plan for a better description of goals and objectives.

Which of the goal(s) of the LRTP does the proposed project meet? How?

The proposed project on Hillcrest Avenue meets all four goals of the LRTP: 1.) to maintain and optimize our existing transportation system, 2.) to provide a safe and accessible transportation system, 3.) to promote livability, and 4.) to protect the environment and conserve resources.

Hillcrest Avenue is a two-lane collector type street, with heavy truck traffic volume, that acts an important link between city's business park on North 14th Street and the principal arterial on Highway 65/69. As traffic volumes and turning movements increase, this existing two-lane undivided roadway on Hillcrest Avenue is experiencing traffic safety concerns. This proposed project provides an opportunity to replace the existing failed concrete pavement surface with new three-lane paved street with integral curb and gutter, improved drainage performance, improved sidewalk connectivity, new trees, improved trail crossing, and a new trail head. The proposed three-lane pavement will allow for two through lanes and a center two-way left-turn lane that will improve traffic operations and safety to meet increasing traffic and pedestrian demand. The Hillcrest Trail, along the north side of the project will be maintained.

The 1st goal is met by replacing the failed concrete pavement surface with a new three-lane concrete pavement surface that helps maintain the city's existing roadway infrastructure. The 2nd goal is met by planning for a new three lane configuration, with a center two-way left-turn lane, that will not only improve traffic operations and safety, but it also increases access and mobility. This project also improves drainage through the addition of curb and gutter system, storm sewers, and improved culverts. The 3rd goal is met by including a new sidewalk along the south side of Hillcrest Avenue. The existing shared use recreational trail along one side and the proposed sidewalk along the other side of the roadway will help with improving pedestrian and bicycle accessibility. The 4th goal is met by adding a trail head at the intersection of the Summerset Trail, of regional significance, and the Hillcrest Trail, of local significance with connection to local neighborhoods and the Indianola YMCA, improving the Summerset Trail crossing, and adding new trees throughout this project that will facilitate multiple modes of transportation and reducing carbon emissions.

Which of the objective(s) of the LRTP does the proposed project meet? How?

This proposed project on Hillcrest Avenue allows to meet the objectives of the LRTP by improving the safety of this corridor by converting the existing two-lane roadway to a three-lane configuration, which should improve the traffic operations and safety of this corridor. The proposed sidewalk and the existing recreational trail with new trees will help with promoting livability and reducing emissions.

Is there additional information that you would like the CIRTPA to know?

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING SUBMITTAL OF A FEDERAL SURFACE TRANSPORTATION BLOCK GRANT
FOR THE HILLCREST AVENUE RECONSTRUCTION PROJECT**

WHEREAS, the City of Indianola is a member of the Central Iowa Regional Transportation Planning Alliance (CIRTPA); and

WHEREAS, the Federal Surface Transportation Block Grant (STBG) Program provides funding to local jurisdictions for the construction of eligible projects; and

WHEREAS, CIRTPA coordinates the planning and programming efforts, with Iowa DOT, of STBG programs; and

WHEREAS, the five-year Capital Improvement Plan has allocated \$4,522,600 for the Hillcrest Avenue Reconstruction Project during fiscal year 2022-2024, with plans to request STBG funds of \$3,100,000 and anticipated City funds of \$1,422,600; and

WHEREAS, the City of Indianola would like to request \$3,100,000 of federal STBG funds for the Hillcrest Avenue Reconstruction Project.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Indianola, Iowa that the City Manager, or his designee, is authorized to submit the application to the CIRTPA for \$3,100,000 of Federal STBG funds for the Hillcrest Avenue Reconstruction project.

APPROVED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Meeting Date: 04/05/2021

Subject

Resolution approving a three-year mowing contract with Excel Lawns & Landscape for City properties in an amount not to exceed \$75,429.

Information

Roll call is in order.

Attachments

Mowing Contract Memorandum
Bid Tabulation by Department
Professional Services Agreement
Resolution Approving Agreement



— Parks and Recreation —

To: Mayor Pepper and Indianola City Council

From: Doug Bylund, Parks and Recreation Director
Rick Graves, Wastewater Superintendent
Michelle Patrick, Library Director

Cc: Ryan Waller, City Manager
Andy Lent, Director of Finance

Date: March 30, 2021

Subject: Mowing Contract Service Agreement

Below is the summary of results from RFP's for mowing of certain city properties that were opened on March 24, 2021. The bids include mowing of several park and trail areas, City Hall, The Library, Veteran's Memorial Aquatic Center and Water Pollution Control properties. The costs below are for the amount per mowing and the total cost anticipated in 2021 with 29 scheduled mowings. The 2020 cost for contract mowing with Woosley Landscaping was \$3,075 for a total of \$89,175.

Summary of Bid Results (Cost per mowing)

		2021	2022	2023	Total 2021
Excel Lawns & Landscape	Des Moines	\$2,601	\$2,696	\$2,785	\$75,429
Woosley Landscaping	Indianola	\$3,370	\$3,505	\$3,605	\$97,730
Brilar	Des Moines	\$4,634	\$4,634	\$4,634	\$134,386
Mr. Mow It All Lawn Care	Des Moines	\$5,897	\$5,897	\$5,897	\$171,013
White Sky Snow Removal	Winterset	\$6,270	\$6,270	\$6,270	\$181,830

Staff has discussed the work plan and schedule for the city properties with the owner of Excel Lawns & Landscape and they agree to our mowing expectations such as the timing to avoid crowded park times and near the end of the week to have the parks looking the best for the weekend uses. Staff has also reviewed the equipment inventory they would plan to use to evaluate the quality and timeliness of the mowings. The total cost to each department (Library, WPC, Aquatic Center, and Parks) is also lower with Excel Lawns & Landscaping than any of the other vendors. The 2020 cost per mowing was \$3,075

Staff recommends entering into the mowing contract with Excel Lawns and Landscaping for the three-year contract from 2021 through 2023.

Mowing Bid 2021-2023 Bid Comparison - Combined City Properties

		2021 Bid	2022 Bid	2023 Bid
		Amount Per	Amount Per	Amount Per
Company		Mowing	Mowing	Mowing
Excel Lawns & Landscape	Des Moines	\$2,601.00	\$2,696.00	\$2,785.00
Woosley Landscaping & Mowing	Indianola	\$3,370.00	\$3,505.00	\$3,605.00
Brilar	Des Moines	\$4,633.65	\$4,633.65	\$4,633.65
Mr. Mow It All Lawn Care	Des Moines	\$5,897.00	\$5,897.00	\$5,897.00
White Sky Snow Removal	Winterset	\$6,270.00	\$6,270.00	\$6,480.00

Mowing Bid 2021-2023 Bid Comparison - Parks

Excel Lawns & Landscape	\$1,869.00	\$1,933.00	\$1,985.00
Woosley Landscaping & Mowing	\$2,365.00	\$2,445.00	\$2,505.00
Brilar	\$3,292.64	\$3,286.39	\$3,286.39
Mr. Mow It All Lawn Care	\$4,218.00	\$4,218.00	\$4,218.00
White Sky Snow Removal	\$4,160.00	\$4,160.00	\$4,340.00

Mowing Bid 2021-2023 Bid Comparison - WPC

Excel Lawns & Landscape	\$571.00	\$597.00	\$629.00
Woosley Landscaping & Mowing	\$755.00	\$800.00	\$840.00
Brilar	\$1,147.26	\$1,147.26	\$1,147.26
Mr. Mow It All Lawn Care	\$1,219.00	\$1,219.00	\$1,219.00
White Sky Snow Removal	\$1,465.00	\$1,465.00	\$1,490.00

Mowing Bid 2021-2023 Bid Comparison - Library

Excel Lawns & Landscape	\$52.00	\$53.00	\$55.00
Woosley Landscaping & Mowing	\$80.00	\$85.00	\$85.00
Brilar	\$68.75	\$75.00	\$75.00
Mr. Mow It All Lawn Care	\$85.00	\$85.00	\$85.00
White Sky Snow Removal	\$135.00	\$135.00	\$140.00

Mowing Bid 2021-2023 Bid Comparison - VMAC

Excel Lawns & Landscape	\$109.00	\$113.00	\$116.00
Woosley Landscaping & Mowing	\$170.00	\$175.00	\$175.00
Brilar	\$125.00	\$125.00	\$125.00
Mr. Mow It All Lawn Care	\$375.00	\$375.00	\$375.00
White Sky Snow Removal	\$510.00	\$510.00	\$510.00

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this 5th day of April, 2021, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and **Excel Lawns & Landscape, 616 E Granger Ave, Des Moines, IA 50315**, hereinafter referred to as "SERVICE PROVIDER."

WHEREAS, the CITY is in need of mowing for several city properties including parks, trails, city hall, the library, water pollution control and the aquatic center hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

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

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

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

1. SERVICE PROVIDER shall be paid for the 2021-2023 Contract Mowing Services in an amount not to exceed two thousand, six-hundred and one Dollars (\$ 2,601) per mowing for said Services in 2021, two thousand, six hundred and ninety-six Dollars (\$ 2,696) per mowing for said Services in 2022, and two thousand, seven hundred and eighty-five Dollars (\$ 2,785) per mowing for said Services in 2023. SERVICE PROVIDER acknowledges and agrees that the CITY shall not issue payment until such time as CITY staff determines Services have been provided in accordance with Exhibit "A".

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

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

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

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

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

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

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

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

"CITY":

CITY OF INDIANOLA

By: _____
Pam Pepper, Mayor

Attest: _____
Andrew J. Lent, City Clerk/CFO

"SERVICE PROVIDER":

By: Excel Lawns & Landscape

Name: _____

Title: _____

INDIANOLA PARKS AND RECREATION DEPARTMENT

Parks Mowing Contract Agreement

This agreement is entered into this 23 day of MARCH, 2021, by and between the Indianola Parks and Recreation Department, a city governmental agency hereafter referred to as "Agency" and

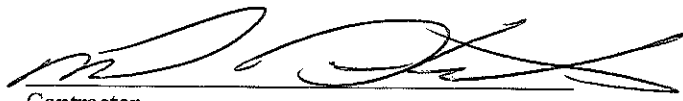
EXCEL LAWN & LANDSCAPE, LLC hereafter referred to as "Contractor".

Agreement to be for a three (3) year period for a total amount of \$ 2030 per mowing of all areas listed on bid form for each year.

1. Agency agrees to hire the Contractor named above for services described in the attached bid form.
2. Contractor will be providing labor, equipment, and operating supplies.
3. Agency agrees to pay contractor for services rendered as described in the attached bid form.
4. Contractor agrees to notify the Parks Supervisor and/or Parks and Recreation Director as soon as possible if an emergency will prevent scheduled services from being performed.
5. Agency reserves the right to cancel this contract if services provided by the Contractor do not meet standards set by the Parks Supervisor and/or Parks and Recreation Director. A written review will be completed after each of the first two (2) years of this agreement and discussed with the Contractor by the end of November of each year.
6. Contractor and Agency agree that if any of the terms herein stated are breached, appropriate action could result in complete and final termination of this contract agreement.
7. Contractor will be liable for any damages to public or private property, as well as injuries to any person.
8. Contractor will be liable for any damages to trees, fences, shrubs and any other plant materials caused by mowers and/or string trimmers. The Agency will check for and determine the cost of such damage. Cost of damage shall be charged against the Contractor's bill for service.
9. Any intent to not continue to honor this agreement by either party for each successive year must be made known to the other party in writing by no later than January 1 or each year.

I agree to the above terms of this part-time services contract agreement. I understand that the work schedule will be determined by and agreed upon by the Agency and the Contractor.

3/23/2021
Date


Contractor

Parks and Recreation Director

Parks Supervisor

Parks Mowing Bid Form

Park Name	2021 Bid Amount Per Mowing	2022 Bid Amount Per Mowing	2023 Bid Amount Per Mowing
1. McCord Park	\$ 143 ⁰⁰	\$ 148 ⁰⁰	\$ 152 ⁰⁰
2. Moats Park	\$ 130 ⁰⁰	\$ 134 ⁰⁰	\$ 138 ⁰⁰
3. Memorial Park	\$ 218 ⁰⁰	\$ 225 ⁰⁰	\$ 231 ⁰⁰
4. McVay Trail	\$ 117 ⁰⁰	\$ 121 ⁰⁰	\$ 124 ⁰⁰
5. Barker Park	\$ 54 ⁰⁰	\$ 56 ⁰⁰	\$ 57 ⁰⁰
6. Dayton Park	\$ 54 ⁰⁰	\$ 56 ⁰⁰	\$ 57 ⁰⁰
7. Easton Park	\$ 72 ⁰⁰	\$ 75	\$ 77 ⁰⁰
8. Willow Creek Tot-Lot	\$ 36 ⁰⁰	\$ 38	\$ 39 ⁰⁰
9. City Hall Complex	\$ 36 ⁰⁰	\$ 38	\$ 39 ⁰⁰
10. Library	\$ 52 ⁰⁰	\$ 54 ⁰⁰	\$ 55 ⁰⁰
11. Sesquicentennial Park (bagging required)	\$ 54 ⁰⁰	\$ 56 ⁰⁰	\$ 57 ⁰⁰
12. Other City Property	\$ 135 ⁰⁰	\$ 140 ⁰⁰	\$ 144 ⁰⁰
13. Activity Center	\$ 103 ⁰⁰	\$ 107 ⁰⁰	\$ 110 ⁰⁰
14. Downey Park	\$ 130 ⁰⁰	\$ 134 ⁰⁰	\$ 138 ⁰⁰
15. Pickard Park	\$ 597 ⁰⁰	\$ 604 ⁰⁰	\$ 622 ⁰⁰
16. Memorial Aquatic Center (bagging required)	\$ 109 ⁰⁰	\$ 113 ⁰⁰	\$ 116 ⁰⁰
	2030	2099	2156

** Other City Property includes Island at McCord Park, 2 city parking lots at 1st & 1st and 1st and South Buxton, West Euclid trail, north City sign bed

Any areas you do not want to bid, Please do not leave blank- write NO BID on the lines

The City reserves the right to remove any sites from the contract-mowing list, all areas listed may not be awarded in the contract.

Be sure to notice any and all supplemental pages supplied with packet.

Type of Mowing/Trimming Equipment

Mowers/Trimmers				
Quantity	Make	Model	Deck Size	Engine Size
(3)	EMMANK	X SERIES	60"	26 Hp
(1)	Scag	TIGER 10	52"	31 Hp
(2)	Toro	ZIMASTER	62"	26 Hp
(5)	STIHL	KM131R	N/A	36 CC

My signature below indicates that I understand the mowing specifications and requirements and agree to the terms and conditions of the contract.

MICHAEL DEWIESE

Name (print)

Signature



616 E GRANGER AVE

Address

DES MOINES

City

50315

Zip

3/23/2021

Date

515-329-0294

Phone

Water Pollution Control

Mowing Bid Form

Area Name	2021 Bid Amount Per Mowing	2022 Bid Amount Per Mowing	2023 Bid Amount Per Mowing
1. WPC North Plant (Weekly)	\$ 217	\$ 227	\$ 239
2. WPC North Plant (Bi-Monthly)	\$ 76	\$ 79	\$ 83
3. WPC South Plant (Bi-Monthly)	\$ 133	\$ 139	\$ 146
4. WPC Plainview Lift Station (Bi-Monthly)	\$ 40	\$ 42	\$ 45
5. WPC Morlock Lift Station (Bi-Monthly)	\$ 105	\$ 110	\$ 116
	571	597	629

Type of Mowing/Trimming Equipment

Mowers/Trimmers				
Quantity	Make	Model	Deck Size	Engine Size
(3)	Edmark	X SERIES	60"	26Hp
(1)	SLAG	TIGER CAT	52"	31 Hp
(2)	Toro	ZMASTER	62"	26 hp
(5)	STIKL	KM131R	N/A	36 CC

My signature below indicates that I understand the mowing specifications and requirements and agree to the terms and conditions of the contract.

MICHAEL DEWIESE
Name (print)

[Signature]
Signature

EXCEL LAWN & LANDSCAPE, LLC

City of Indianola
RESOLUTION NO. 2021-

**RESOLUION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH EXCEL LAWNS & LANDSCAPE
FOR MOWING SERVICES FOR THE PARKS, LIBRARY AND WATER POLLUTION CONTROL DEPARTMENTS**

WHEREAS, the City of Indianola, Iowa is in need of engaging a company to provide mowing services for the Parks, Library and Water Pollution Control Departments for the City (hereinafter referred to as "Services"); and

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

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Excel Lawns & Landscape of Des Moines, Iowa for the 2021-2023 Contract Mowing Services.

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

1. The Professional Services Agreement with Excel Lawns & Landscape of Des Moines, Iowa for the Services in the amounts of \$2,601 per mowing in 2021, \$2,696 per mowing in 2022 and \$2,785 per mowing in 2023 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 on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City to the documents required to complete the contract.

PASSED this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andy J. Lent, City Clerk/CFO

Meeting Date: 04/05/2021

Subject

Resolution approving a supplemental Professional Services Agreement with Snyder & Associates for phase three of the Jerry Kelley Trail.

Information

Roll call is in order.

Attachments

Agreement Memorandum
Resolution Approving Agreement
Supplemental Agreement



— Parks and Recreation —

To: Mayor Pepper and Indianola City Council

From: Doug Bylund, Parks and Recreation Director

Cc: Ryan Waller, City Manager
Andy Lent, Director of Finance

Date: March 31, 2021

Subject: Supplemental Agreement with Snyder & Associates for Jerry Kelley Trail Phase 3

Attached is a Resolution for a Supplemental Agreement with Snyder & Associates for municipal engineering services for Phase 3 of the Jerry Kelley Trail. This segment will remove the shared bike trail off Iowa Avenue from Stephen Court to North Kenwood Boulevard. The project consists of completing concepts, survey, preliminary design, final design, right-of-way (ROW) acquisition, and construction administration and observation for ½ mile of concrete trail.

The cost of this agreement has been included in the FY21 Capital Improvement Plan and the estimated cost of the trail construction has been included in the FY23 Capital Improvement Plan in the amount of \$355,000.



City of Indianola
RESOLUTION 2021-

**RESOLUTION APPROVING A SUPPLEMENTAL PROFESSIONAL SERVICES AGREEMENT
WITH SNYDER & ASSOCIATES FOR PHASE 3 OF THE JERRY KELLEY TRAIL**

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

WHEREAS, the City is in need of a supplemental agreement with Snyder & Associates for phase 3 of the Jerry Kelley Trail project; and

WHEREAS, it is the determination of the City Council of the City of Indianola that the City should enter into the Supplemental Professional Services Agreement with Snyder & Associates in the form attached hereto as Exhibit A.

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

1. The Supplemental Professional Services Agreement with Snyder & Associates for phase 3 of the Jerry Kelley Trail project is in the public interest of the citizens of Indianola and is hereby approved; and
2. The Mayor is authorized and directed to execute the Supplemental Professional Services Agreement on behalf of the City.

Approved this 5th day of April 2021.

Pam Pepper, Mayor

ATTEST:

Andrew J. Lent, City Clerk/CFO

Project No.: TBD

Supplemental Agreement No. 27
A Supplement to the
City of Indianola, IA & Snyder & Associates, Inc.
PROFESSIONAL Services Agreement

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

PROJECT NAME:

Jerry Kelley Trail, Phase 3

PROJECT DESCRIPTION:

The PROJECT consists of completing concepts, survey, preliminary design, final design, right-of-way (ROW) acquisition, and construction administration and observation for ½ mile of concrete trail from North Kenwood Blvd east to Stephen Court.

SCOPE OF WORK:

Refer to attached Exhibit "A".

SCHEDULE:

Snyder & Associates, Inc. is prepared to begin work on these services upon completion of an executed agreement.

COMPENSATION:

Snyder & Associates, Inc. will provide the above services at the standard hourly rate found in Exhibit B, not to exceed \$58,000

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

CITY OF INDIANOLA

SNYDER & ASSOCIATES, INC.

By:

By:

(Authorized signature)

(Authorized signature)

(Title)

President
(Title)

Date:

Date:

4/5/2021

EXHIBIT ‘A’

JERRY KELLEY TRAIL, PHASE 3 FOR CITY OF INDIANOLA, IOWA

SCOPE OF WORK

April 5, 2021

I. PROJECT DESCRIPTION

The project includes PROFESSIONAL engineering services for a trail grading and paving project for the construction of Jerry Kelley Trail Phase 3 from the intersection of West Iowa Avenue and North Kenwood Boulevard easterly to the T-intersection of West Iowa Avenue and Stephen Court. The project is approximately 0.50 miles in length and is located in the corporate limits of the City of Indianola, Iowa. PROFESSIONAL services will include topographic and right of way survey, conceptual and preliminary trail design, public information meetings, utility coordination, and right of way design. The work also includes final construction plans and specifications, bidding documents and assistance during bidding, and construction administration and observation.

II. SCOPE OF SERVICES

A. BASIC SERVICES

1. Project Administration

- a. Monthly progress reports to the CLIENT.
- b. Monthly billing reports.
- c. The PROFESSIONAL will develop preliminary plans for the purpose of coordinating with existing utility owners in the corridor. The PROFESSIONAL will meet with utility owners when the design and construction plans are approximately 50% complete. PROFESSIONAL will coordinate with the CLIENT and utility companies to discuss location of facilities and potential impacts as a result of the project. This agreement does not include design of any private utility facilities. It is understood that the PROFESSIONAL will hold and facilitate one (1) group utility meeting to address specific issues related to the project. PROFESSIONAL will prepare and distribute meeting minutes to all attendees. Any subsurface utility engineering (SUE) services requested to obtain accurate utility depth and location information will be paid for as a change to the agreement
- d. Project design review with the CLIENT, as needed.
- e. Utility Coordination. The PROFESSIONAL will coordinate the design of the improvements with private utilities including communications, gas and cable television present in the corridor. Coordination with Indianola Municipal Utilities will also be conducted through the project related to potential water main conflicts, existing and proposed fiber, electrical

distribution and street lighting. It is understood that IMU is responsible for the street lighting and the PROFESSIONAL will coordinate any relocation or adjustments as needed.

- f. Public Engagement. The PROFESSIONAL will conduct a public information meeting, in open house format, to present preliminary findings and project information and to gather concerns and issues from the public. Project progress will be presented to council and a final public information meeting will be conducted to set the letting date and approve the plans, specifications and form of contract.

2. Topographic Survey

The PROFESSIONAL will survey a variable width corridor from the street centerline to the north ROW line. Additional survey may take place on the Simpson College parcel and between North O and L Streets as the trail alignment and grading may extend beyond existing ROW lines. This service includes:

- a. Horizontal Datum will be provided using local datum.
- b. Vertical Datum will be provided using NAVD 88.
- c. Set a minimum of one permanent benchmark on site with description and elevation to the nearest 0.01-foot. Larger sites will require benchmarks at intervals not to exceed 1000-feet horizontal or 25-feet vertical.
- d. Spot elevations displayed to the nearest 0.01 feet to be included for shots and are to be shown on a separate computer-aided design (CAD) drawing level to view when applicable. An approximate 50-foot grid will be used to create a topography map along with other grade breaks such as tops, toes, drainage ways, tops and bottoms of retaining walls, etc.
- e. Contours shall be shown at 1-foot intervals.
- f. The PROFESSIONAL will perform a field survey locating visible improvements such as structures, parking, signs, sidewalks and other visible features above grade will be shown. Below grade non-visible structures or improvements will be shown from information as provided by site owner and would be approximate. Below grade non-visible structures may require further investigation if potentially in conflict with proposed improvements.
- g. The PROFESSIONAL will provide known existing utility information based on record information, surface evidence, as-built drawings and utility company field locates. This service includes contacting Iowa One Call following Chapter 480 of the Iowa Code to locate existing public utilities on the site and perform a field survey locating visible utilities and the location of below grade utility locates by Iowa One Call. Private utilities will not be located. The utility survey will meet the requirements of an ASCE Standard CI/ASCE 38-02 Quality Level "C" Subsurface Utility Engineering survey. Quality Level C involves surveying visible above-ground utility facilities, such as manholes, valve boxes, posts, etc., and correlating this information with existing utility records. When using this information, it is not unusual to find that many underground utilities

have been either omitted or erroneously plotted. Enhancing the survey to a Quality Level B or A will be considered additional services.

- h. Location of trees 6 inches and greater not lying with wooded area will be noted as deciduous or coniferous.
- i. The drip line or perimeter outline of wooded/brush areas will be shown.

3. Existing Right of Way Survey

- a. The PROFESSIONAL will field locate the existing right of way lines to facilitate right of way design and enable creation of construction documents. This service includes, researching the public records in the county courthouse to acquire the current recorded deed(s), subdivision plat(s), and recorded survey(s); perform field review to attempt to locate existing monuments and best available physical features to locate existing right of way lines; graphically show the boundary on the construction documents for design purposes only. The CLIENT shall provide or disclose all known information pertaining to the property. This would include but not limited to boundary conflicts with adjoining owners, deeds, surveys concepts drawings and easements. This work does not constitute a certified boundary survey and missing monuments will not be set.
- b. Ambiguities in existing deed(s), disputed boundaries/corners, revisions, modifications and changes of scope will be considered additional services.
- c. Ten (10) temporary easements descriptions are planned for the project.

4. Trail Concepts

- a. The PROFESSIONAL will coordinate with CLIENT trail concepts including the preferred route along the Simpson College parcel, trail cross section, impacts to adjacent properties and existing private and public utilities, traffic considerations, construction schedules, and verification that estimated construction costs will not exceed CIP budget amounts. If budget amounts are exceeded, the project scope may need to be adjusted accordingly.
- b. If the preferred route is outside the existing right of way, extra survey, easement descriptions, and plats may be required and accomplished as extra services.

5. Preliminary Design and Plans

- a. Preliminary Design. Preliminary design will be performed for trail grading and paving, driveway crossings, and intersection ADA compliance.
- b. PROFESSIONAL will make two (2) site visits coordinating with CLIENT staff to review the project site and discuss construction methods, existing pavement conditions, existing pavement structure, proposed pavement section options, underground utility assessment, and agree on a mutual course of action.

- c. PROFESSIONAL will make site visits as required to gain information regarding pavement condition, construction limits, general utility and surface features, and other pertinent information to design the improvements.
 - d. Iowa SUDAS shall be used for guidance on applicable design standards. If variations of these design standards is required for the project the CLIENT shall coordinate these design exceptions with the CLIENT for general concurrence.
 - e. All plans shall be prepared on 11"x17" paper in black and white ink unless color plans are required to show details. Construction plans shall be at a general scale of 1" = 40'. Site aerials will be shown as a background image on plan drawing sheets.
 - f. Preliminary Plans will be submitted to the CLIENT for review and comment.
 - g. Final plan preparation shall not commence until after the CLIENT has reviewed the preliminary plans and approval with a notice to proceed is given.
6. Final Design Plans & Specifications. PROFESSIONAL will utilize the topographic survey and base maps to prepare construction drawings for this Project. This plan shall be in substantial conformance with the agreed plan of action from the CLIENT. The construction documents and specifications shall include:
- 1. Project title sheet
 - 2. General notes sheet
 - 3. Typical sections for proposed improvements including materials and subgrade work.
 - 4. Tabulations of quantities and estimate reference information.
 - 5. Plan and profile sheets with standard features such as construction limits, existing features, proposed pavement limits, pavement markings, etc.
 - 6. Horizontal and vertical control plan
 - 7. Existing Right of Way plan
 - 8. Temporary easement descriptions
 - 9. A traffic control and staging plan to complete the construction with the intent of minimal inconvenience to adjacent property owners.
 - 10. Detail sheets for driveway and intersection design.
 - 11. Typical details for pedestrian ramp reconstruction including detailed sheets for compliance with Iowa SUDAS.
 - 12. Erosion control plan
 - 13. Special details
 - 14. Cross sections
- a. The PROFESSIONAL shall complete the final design, plans and specifications for the improvements for the established scope for the project and shall furnish a copy of these documents to the CLIENT for review and approval prior to final acceptance. The design documents will follow the current CLIENT requirements.

- b. Specification “front ends” shall be prepared by the PROFESSIONAL for this project. The “front ends” shall include: Notice of Hearing and Letting, Information for Bidders, Bid Form, Standard Form of Agreement, Bid Bond, Performance Bond, Payment Bond, Notice to Proceed, General Conditions, and Supplemental General Conditions.
- c. Permits – The PROFESSIONAL shall complete and obtain required permits from the Iowa Department of Natural Resources as necessary for NPDES General Permit No. 2 coverage. All applicable fees shall be paid by the CLIENT and are included in the estimated fees.
- d. Opinion of Probable Construction Costs - The PROFESSIONAL shall prepare an opinion of total probable construction costs based upon the designs developed for the project improvements. Statements of probable construction costs prepared by the PROFESSIONAL represent the best judgment as a design PROFESSIONAL familiar with the construction industry. It is recognized, however, that the PROFESSIONAL has no control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the PROFESSIONAL does not guarantee that any actual cost will not vary from any cost estimate prepared by the PROFESSIONAL.
- e. PROFESSIONAL shall administer a quality control review which includes a site walk through and a thorough plan review. This quality review of the plan will be performed by a PROFESSIONAL Engineer at least once during the project development process.

B. BID PHASE SERVICES

1. Bid Assistance

Upon receipt of authorization by the CLIENT to proceed, the PROFESSIONAL shall perform the following services:

- a. Construction Contract Documents - The project will be let by the CLIENT, and the PROFESSIONAL shall supply the necessary documents for this process.
- b. Advertising - The PROFESSIONAL shall answer questions from potential contractors, subcontractor and suppliers, and coordinate with CLIENT staff during this phase of services.
- c. The PROFESSIONAL shall attend the meeting at which bids are received, tabulate the bids and make recommendations to the City Council regarding the awarding of the construction contract to the lowest qualified bidder for the project.

C. CONSTRUCTION PHASE SERVICES

1. Construction Administration

Upon award of the construction contract, the PROFESSIONAL shall perform the following administrative services during construction of the proposed improvements:

- a. During the construction phases, the PROFESSIONAL shall specify the testing of materials and administrative procedures as per the CLIENT's requirements and as directed by the PROFESSIONAL.

- b. Preconstruction Conferences - The PROFESSIONAL shall arrange and conduct a preconstruction conference with the Contractor and CLIENT, to review the contract requirements, details of construction, utility conflicts and work schedule prior to construction.
 - c. Periodic Site Observation - The PROFESSIONAL shall make periodic visits to the construction site to (a) observe the progress and (b) determine if the results of the construction work substantially conform to the drawings and specifications in the construction contract.
 - d. Contractor Payment Requests - The PROFESSIONAL shall review the requests of the contractor for progress payments and shall approve a request, based on site observations, which authorizes payments and is a declaration that the contractor's work has progressed to the point indicated. The PROFESSIONAL shall review one (1) request per month.
 - e. Notification of Nonconformance - The PROFESSIONAL shall notify the CLIENT of any known work which does not conform to the construction contract, make recommendations to the CLIENT for the correction of nonconforming work and, at the request of the CLIENT, see that these recommendations are implemented by the contractor.
 - f. Shop Drawings - The PROFESSIONAL shall review shop drawings and other submissions of the Contractor for general compliance with the construction contract.
 - g. Change Orders - The PROFESSIONAL shall prepare change orders for approval of the CLIENT.
 - h. Substantially Complete Final Site Observation - The PROFESSIONAL shall perform a site observation to determine if the project is substantially complete according to the plans and specifications and make recommendation on final payment for each construction phase.
 - i. During the Construction Services phase, the Project Manager shall confer with the CLIENT to report project status. A written progress report shall be submitted and written in such a way that it is suitable for use as a City Council information item.
 - j. If the Contractor exceeds the estimated working days in completing construction of the project for any of the project lettings, or if change orders or project additions require additional working days, the PROFESSIONAL will be compensated for administration, inspecting and staking services based on established hourly rates and fixed expenses outlined in the PROFESSIONAL's Standard Fee Schedule (Exhibit "B").
 - k. Final Acceptance. It is understood that the CLIENT will accept any portion of the project only after recommendation by the PROFESSIONAL. Final acceptance of the project by the CLIENT shall not be deemed to release the Contractor from responsibility for insuring that the work is done in a good and workmanlike manner, free of defects in materials and workmanship nor the PROFESSIONAL for liability of design.
2. Construction Observation. The PROFESSIONAL will provide one or more resident construction observer for the project as required during the construction

phase. If the Contractor requests a waiver of any provisions of the plans and specifications, the PROFESSIONAL will make a recommendation on the request to the CLIENT for their determination. No waiver shall be granted if such waiver would serve to reduce the quality of the final product. The CLIENT shall never be deemed to have authorized the PROFESSIONAL to consent to the use of defective workmanship or materials. The construction observer will give guidance to the project during the construction periods, including the following:

- a. Checking of lines and grades required during construction.
- b. Observation of the work for general compliance with plans and specifications.
- c. Keep a record or log of Contractor's activities throughout construction, including notation on the nature and cost of any extra work or changes ordered during construction.
- d. Resident Services provide the CLIENT with representation at the job site during the construction phases of the project which results in increasing the probability that the project will be constructed in substantial compliance with the plans and specifications, and contract documents. However, such resident services do not guarantee the Contractor's performance. Resident services do not include responsibility for construction means, controls, techniques, sequences, procedures or safety.
- e. Construction Testing. The construction observer shall coordinate the acceptance testing and monitoring according to CLIENT requirements. Concrete field air and slump tests required will be completed by the Resident Engineer or construction observer. Moisture and density control tests will be required by the contractor.

3. Record Drawings

Record Documents. The PROFESSIONAL shall furnish reproducible record documents for each project phase according to CLIENT requirements. Such as-builts may contain a waiver of liability phrase in regard to unknown changes made by the Contractor without CLIENT/PROFESSIONAL approval.

III. SCHEDULE

The PROFESSIONAL will complete the above scope of services to accommodate a July bid letting. Milestone dates for the project are as follows:

Preliminary Design	April 2021
Public Information Meeting	April 2021
Final Design Plans Specifications & Estimate	June 2021
Public Hearing	January 2022
Bid Letting	February 2022
Construction	August 2022 – October 2022

IV. FEES

The above scope of services will be billed at the standard hourly rates found in Exhibit B.

BASIC SERVICES

Project Administration	\$4,800
Topographic Survey	\$3,200
Existing Right of Way	\$2,400
Preliminary Design & Plans	\$7,550
Final Design Plans & Specifications	\$10,100
Mileage	\$250
Application Fees	<u>\$200</u>
SUBTOTAL	\$28,500

BID PHASE SERVICES

Bid Assistance	\$2,900
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CONSTRUCTION PHASE SERVICES

Construction Administration	\$10,700
Construction Observation	\$8,500
Construction Staking	\$5,100
Record Drawings	\$1,800
Mileage	<u>\$500</u>
SUBTOTAL	\$26,600

Right of Way Services

By Amendment

TOTAL\$58,000

EXTRA SERVICES

The following items shall be considered extra services and are not included within the Scope of Work. These items are listed to further assist with clarity of project scope as well as provide a listing of services, which PROFESSIONAL could perform upon request.

1. Right of Way Boundary
2. Proposed Easement Plats
3. Sidewalk Assessments
4. Street lighting analysis and design
5. CLIENT requested major revisions or trail rerouting
6. Utility company locates
7. Quality Level A or B Subsurface Utility Engineering Surveys
8. Environmental permit application process
9. Environmental studies
10. Existing roadway culvert condition analysis

EXHIBIT 'B'
SNYDER & ASSOCIATES, INC.
2021-22
STANDARD FEE SCHEDULE

Billing Classification/Level		Billing Rate	
Professional			
Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way Agent, Graphic Designer			
Principal II		\$220.00	/hour
Principal I		\$209.00	/hour
Senior		\$190.00	/hour
VIII		\$174.00	/hour
VII		\$165.00	/hour
VI		\$157.00	/hour
V		\$146.00	/hour
IV		\$136.00	/hour
III		\$124.00	/hour
II		\$112.00	/hour
I		\$99.00	/hour
Technical			
CADD, Survey, Construction Observation			
Lead		\$133.00	/hour
Senior		\$127.00	/hour
VIII		\$118.00	/hour
VII		\$109.00	/hour
VI		\$98.00	/hour
V		\$88.00	/hour
IV		\$80.00	/hour
III		\$72.00	/hour
II		\$66.00	/hour
I		\$58.00	/hour
Administrative			
II		\$68.00	/hour
I		\$56.00	/hour
Reimbursables			
Mileage		current IRS standard rate	
Outside Services		As Invoiced	

Meeting Date: 04/05/2021

Subject

Discussion and direction regarding a request for a possible zoning code text amendment.

Information

Attachments

Request Memorandum

Request

Rendered Displays

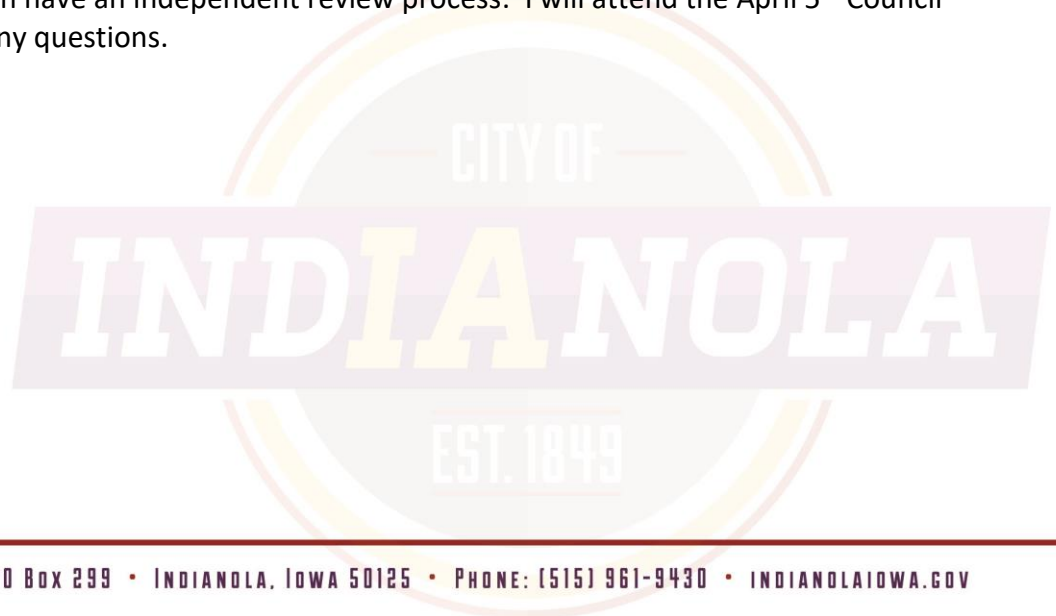


COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Charlie E. Dissell, Community and Economic Development Director
CC: Ryan Waller, City Manager
Date: March 29, 2021
Re: Discussion and Direction Regarding a Request for a Possible Zoning Code Text Amendment

Attached to this memo is a request from Karey Bishop, who owns property located at 1812 North 7th Street that is zoned M-2, General Industrial. Ms. Bishop has a possible tenant interested in the building who wishes to open a childcare facility on the north side of town. Currently, the zoning code allows for childcare facilities as a special used in the R-1, R-2 R-3 C-2 and C-3 zoning district, and as a permitted use in the R-4 district. To allow for childcare facilities in the industrial zoning districts, the Planning and Zoning Commission would need to review an amendment. The next available meeting for the Planning and Zoning Commission to review a change (with time for staff to research and formulate a staff report) would be at its May 11 meeting.

Additionally, as Council is aware, the City is currently in the process of updating many of its development codes. As part of Phase 1, the City is updating the zoning a site plan codes. The current schedule would have these updates reviewed by the Planning and Zoning Commission at its May 11 meeting. Knowing this, it is my recommendation that the Council forward Ms. Bishop's request onto the Planning and Zoning Commission for review and a recommendation as part of the zoning code update that will be reviewed by the Planning and Zoning Commission on May 11, rather than have an independent review process. I will attend the April 5th Council meeting if you have any questions.



March 21, 2021

Dear Mayor Pepper and City Council Members,

As an Indianola community member and business owner, I understand the critical role zoning laws play in stimulating our local economy and making our town a great place to live. It is from this lens that I am requesting a zoning amendment for our property at 1812 North 7th Street in Indianola.

Property Background

My husband and I custom built the space in 2008 to meet the needs of Midwest Labs, a growing local business. Founded in the 1980s, Midwest Labs was an eye glass manufacturer in Indianola. After outgrowing their space on the square, the company was looking for a larger building to accommodate their office and production needs. In 2007, we began working with Midwest Labs Operations Manager Sue Nutgrass to design a space that met needed water, electricity and space specifications for their manufacturing and business processes. Ultimately, the 9600 square foot property was built to include 12' ceilings, a well-lit area with water access for mixing water soluble chemicals, and double doors to meet shipping needs. As Midwest Labs placed a strong emphasis on cleanliness and quality, they kept the space in pristine condition and were model tenants. Their business was successful; however, in the Fall of 2018, the company was sold. As Midwest Labs was nearing the end of its 10 year lease in Indianola, the new owner decided it was a logical time to shut down the location. This was disheartening to the staff, many of whom had been employed by Midwest Labs for decades.

Our most recent tenant has been the State of Iowa. They reached out to us as they were looking for a new location for the Department of Human Services (DHS) in Indianola. Again, through collaboration with the prospective tenants, we were able to convert nearly half of the building (4068 square feet) to meet their needs for office space. DHS began a 7 year lease of the space in March 2019.

The remaining 5500+ square feet of the building contains the original production area: well-lit, plenty of electricity, water access, production floor, ADA restroom, offices & double doors. Beginning in the summer 2019, we have had conversations with several interested businesses, but none were a strong long-term fit (see Appendix A for details).

Rather than entering into a lease with a tenant that wasn't going to be a good match, we have been patient for the right tenant who would benefit from the space's many features including: solid building, well-lit, some office space, open area, plumbing and electric, green space, parking, easy access to highway and a good match for long term tenant in Suite 100.

Current Opportunity

Lil Hands Big Dreams, a well-established child care center in Norwalk since 2010. They have been named Favorite Warren County Daycare the previous 2 years in the Living Magazine. Recently, the owners Brian and Mary Ferden identified an opportunity to expand their services to include a child care center location in Indianola based on current customer demand and relatively limited offerings in Indianola compared to other towns of similar size. Lil Hands Big Dreams representatives have toured the building and have determined many benefits of the space and location, which they have shared:

Lil Hands Big Dreams Interest in 1812 North 7th Street, Suite 200	
Location	"After touring the housing developments, we realized quickly that the traffic on Hillcrest would be commuting to the Des Moines area. Plus, with the Medical clinics and new businesses North of town, there is a need for childcare."
Accessibility	"We like that the location is convenient but not on a busy road."
Building flexibility	"The building is a blank canvas that we can build out to meet the needs of the community. The square footage of the building gives us the ability to provide care for multiple families quickly and/or allow us to open slowly. The green space west of the building would provide room for the children to play and potentially room to expand in the future if the opportunity presented itself."
Community context	"Indianola business professionals, community members and a local CCR&R representative have advised us of the need for a quality childcare program. We have an incredible reputation and connections in the community to help us grow."
Opportunity for collaboration with local businesses	"We have witnessed the growth of commercial and medical facilities in this area. We are very interested in becoming a reason that businesses want to move into this area of town. We are happy to work with local businesses to promote that their employees would be able to work & have their child in a quality program close to work."

As 1812 North 7th Street is currently an industrial area, it would require a change in zoning for Lil Hands Big Dreams to come to Indianola. Such a change would be in alignment with Ames that has identified an opportunity for childcare in otherwise industrial areas. For example, Eagle's Loft Early Learning Center has been located at 2715 Dayton Ave in Ames for more than 2 decades in response to demand for childcare options conducive to commuting parents. They have also seen that offering childcare in these areas increases options for high quality childcare for nearby businesses. See Ames Industrial Zoning regulations in Appendix B for reference.

When I first moved back to Indianola with my family in 2000, both my husband and I worked in Des Moines. Despite living on the north side of town, we drove our daughter to Little Miracles

on Highway 92. Indianola's unique workforce lends itself to a commuter-centered childcare offering and the demand in north Indianola has only compounded alongside the growing economic development near Hillcrest. I believe that through changing the zoning regulation, Indianola is positioned to gain a new business, new jobs, and meet a growing need for high quality childcare among young families.

Thank you for your consideration,

Karey Bishop

515.229.7344

Appendix A

Company	Reason for interest	Potential challenges
Furniture Company	Growing demand for product	- Need to grow business in order to secure capital for the building - Need loading dock
Contractor	- Looking for new space for business - Liked the size and condition of property	Highway frontage was important
Contractor	- Needed additional storage space for materials and vehicles - Size of space was attractive	Felt the space was “too nice” to store construction vehicles
Discount Appliance Center	Interested in starting business in Indianola	- Limited capital - Request for larger doors
Fitness Center	Liked the high ceilings, cleanliness and bright lights	Playing loud music wouldn’t work with an adjoining business

ARTICLE 9 INDUSTRIAL

Sec. 29.900. INDUSTRIAL BASE ZONES.

(1) **Purpose.** The industrial base zones established by this Ordinance are General Industrial (GI) Zone and Planned Industrial (PI) Zone. Each of these zones is intended to reserve appropriately located areas for predominantly industrial uses and to protect these areas from intrusion by dwellings and other inharmonious uses. The zones are intended to promote the economic viability of the City's industrial areas and to provide standards to assure safe, functional, efficient and environmentally sound industrial areas and to provide standards to assure safe, functional, efficient and environmentally sound operations. Differentiation between the zones is intended to provide appropriate areas for industrial uses of different character, intensity or impact while minimizing potential conflicts among land users.

(2) **Use Regulations.** Use regulations for the Industrial Base Zones are set forth on the Use Tables as follows: GI Zone, Table 29.901(2), and PI Zone, Table 29.902(2).

Sec. 29.901. "GI" GENERAL INDUSTRIAL ZONE.

(1) **Purpose.** This Zone is intended to provide a limited development review procedure, involving only developer- and staff-coordinated efforts to satisfy the planning and permitting requirements. This District applies to those areas where there is a need to provide a desirable industrial environment and to promote economic viability of a type generally not appropriate for or compatible with retail sales areas. A site plan review process is required in order to assure such development and intensity of use in a way that assures safe, functional, efficient and environmentally sound operations.

(2) **Permitted Uses.** The uses permitted in the GI Zone are set forth in Table 29.901(2) below:

**Table 29.901(2)
General Industrial (GI) Zone Uses**

USE CATEGORY	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY
RESIDENTIAL USES	N	--	--
OFFICE USES	Y	SDP Minor	Staff
TRADE USES			
Retail Sales and Service - General Uses greater than one 3,000 sf use per site require a Special Use Permit from the ZBA.	Y	SDP Minor/SP	Staff/ZBA
Automotive and Marine Craft Uses greater than one 10,000 sf use per site require a Special Use Permit from the ZBA.	Y	SDP Minor/SP	Staff/ZBA
Entertainment, Restaurant and Recreation - General	N	--	--
Banquet halls, and Exhibition and meeting areas	Y when in combination with manufacturing and processing industrial uses on the same lot or parcel	SDP Minor	Staff
Wholesale Trade	Y	SDP Minor	Staff
INDUSTRIAL USES			
Manufacturing/Processing *Except Major Industrial Groups 28 & 29	Y*	SDP Minor	Staff
Resource Production/Extraction	Y	SDP Minor	Staff
Warehousing/ Freight Storage	Y	SDP Minor	Staff

USE CATEGORY	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY
Industrial Service (except Salvage Yards)	Y	SDP Minor	Staff
Salvage Yards See Sections 29.1306 and 29.1503.	Y	SP	ZBA
Waste-Processing and Transfer	Y	SP	ZBA
INSTITUTIONAL USES			
Child Day Care Facilities and Vocational/ Technical High Schools	Y	SDP Minor	Staff
Colleges and Universities	Y	SP	ZBA
TRANSPORTATION, COMMUNICATIONS, AND ESSENTIAL SERVICES	Y*	SDP Minor	Staff
*Except Passenger Terminals			
Personal Wireless Communication Facilities	Y	SP	ZBA
MISCELLANEOUS USES			
Adult Entertainment Facilities	N	--	--
Commercial Outdoor Recreation	N	--	--
Detention Facilities	Y	SP	ZBA
Major Event			
Entertainment	N	--	--
Vehicle Servicing Facilities	Y	SDP Minor	Staff

Y = Yes: permitted as indicated by required approval.

N = No: prohibited

SP = Special Use Permit required: See Section 29.1503

SDP Minor = Site Development Plan Minor: See Section 29.1502(3)

SDP Major = Site Development Plan Major: See Section 29.1502(4)

ZBA = Zoning Board of Adjustment

(Ord. No. 3591, 10-10-00; Ord. No. 3817, 01-11-2005; Ord No. 4105, 01-10-12)

(3) **Zone Development Standards.** The zone development standards applicable in the GI Zone are set forth in Table 29.901(3) below:

Table 29.901(3)
General Industrial (GI) Zone Development Standards

DEVELOPMENT STANDARD	GI ZONE
Minimum Lot Area	No limit
Minimum Frontage	25 ft.
Minimum Building Setbacks	
Front Lot Line	10 ft.; 40 ft. if abutting an arterial street, except for a fuel pump canopy, which shall maintain a 10 ft. setback from an arterial street, measured from the front edge of the canopy
Side and Rear Lot Lines	12 ft.; 40 ft. if abutting an arterial street except for a fuel pump canopy, which shall maintain a 10 ft. setback from an arterial street, measured from the front edge of the canopy
Lot line abutting a Residentially Zoned Lot	20 ft.
Landscaping in Setbacks Abutting a Residentially-Zoned Lot	10 ft. minimum with Industrial screen and wall. See Section 29.403
Maximum Building Coverage	85%
Minimum Landscaped Area	15%
Maximum Height	100 ft. or 9 stories
Parking Allowed Between Building and Streets	Yes
Drive-Through Facilities Permitted	Yes. See Section 29.1303
Outdoor Display Permitted	Yes. See Section 29.405
Outdoor Storage Permitted	Yes. See Section 29.405
Trucks and Equipment Permitted	Yes

(Ord. No. 3970, 10-28-08; Ord. No. 4312, 6-27-16)

(4) **Site Development Plan Requirements.**

(a) In addition to Minor or Major Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

- (i) approximate number of employees;
 - (ii) approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons per Day + Chemical Oxygen Demand or Biochemical Oxygen Demand) electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons); and...
- (Ord. No. 3591, 10-10-00; Ord No. 3893, 10-5-06)

(iii) possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, or fumes, vibration, heat.

(b) No Site Development Plan approval will be issued for any use in the GI District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state and federal regulations.

Sec. 29.902. "PI" PLANNED INDUSTRIAL ZONE.

(1) **Purpose.** This District is intended to be applied to those areas where there is a need to provide a desirable industrial environment. It is also intended to:

- (a) Accommodate large-scale industrial land uses;
- (b) Promote a clustered and integrated development in a park-like setting; and
- (c) Locate such developments near limited-access highways, air transportation or the Research Park.

(2) **Permitted Uses.** The uses permitted in the PI Zone are set forth in Table 29.902(2) below:

Table 29.902(2)
Planned Industrial (PI) Zone Uses

USE CATEGORY	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY
RESIDENTIAL USES			
Group Living	N	--	--
Household Living	N	--	--
Short-term Lodgings	N	--	--
OFFICE USES	Y	SDP Minor	Staff
TRADE USES			
Retail Sales and Services - General	N	--	--
Retail Trade - Automotive, etc.	N	--	--
Entertainment, Restaurant and Recreation Trade Except as necessary to an industrial use, in which case a Special Use Permit is required from the ZBA.	N	--	--
Wholesale Trade	N	--	--
INDUSTRIAL USES			
Industrial Service - limited to: printing, publishing, commercial art and reproduction services; and research and development laboratories	Y	SDP Minor	Staff

USE CATEGORY	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY
Manufacturing and Processing - all uses except concrete batching and asphalt mixing; lumber and wood products manufacturing; manufactured homes and prefabricated structures manufacturing; and rock crushing and screening	Y	SDP Minor	Staff
Warehouse and Freight Handling limited to: inter-modal transfer facilities, parcel services, regional postal distribution facilities, and wholesale distribution centers	Y	SDP Minor	Staff
INSTITUTIONAL USES			
Colleges and Universities	N	--	--
Public Facilities and Services	Y	SDP Minor	Staff
Social Service Providers	N	--	--
Medical Centers	N	--	--
Parks and Open Areas	Y	SP	ZBA
Religious Institutions	N	--	--
Schools	N	--	--
TRANSPORTATION, COMMUNICATIONS AND UTILITY USES			
Passenger Terminals	Y	SDP Minor	Staff
Basic Utilities	Y	SDP Major	City Council
Commercial Parking	Y	SDP Minor	Staff
Personal Wireless Communication Facilities	Y	SP	ZBA
Radio and TV Broadcast Facilities	Y	SDP Minor	Staff
Rail Line and Utility Corridors	Y	SDP Minor	Staff
Railroad Yards	N	--	--
MISCELLANEOUS USES			
Commercial Outdoor Recreation	N	--	--
Child Day Care Facilities	Y	SDP Minor	Staff
Detention Facilities	N	--	--
Major Event Entertainment	N	--	--
Vehicle Service Facilities	N	--	--
Vehicle Repair	N	--	--

Y = Yes: permitted as indicated by required approval.
 N = No: prohibited
 SP = Special Use Permit required: See Section 29.1503
 SDP Minor = Site Development Plan Minor: See Section 29.1502(3)
 SDP Major = Site Development Plan Major: See Section 29.1502(4)
 ZBA = Zoning Board of Adjustment
 (Ord. No. 3595, 10-24-00)

(3) **Zone Development Standards.** The zone development standards applicable in the PI Zone are set forth in Table 29.902(3) below:

Table 29.902(3)
Planned Industrial (PI) Zone Development Standards

DEVELOPMENT STANDARDS	PI ZONE
Maximum FAR	.35
Minimum Lot Area	One Acre
Minimum Lot Frontage	100 ft.

DEVELOPMENT STANDARDS	PI ZONE
Minimum Building Setbacks: Street Lot Line Side Lot Line Rear Lot Line Lot Line Abutting an R Zoned Lot	50 ft. 20 ft. 30 ft. 50 ft. side 50 ft. rear
Maximum Building Setbacks: Street Lot Line	None
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. with High Screen. See Section 29.403
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Maximum Height	100 ft.
Parking Allowed Between Buildings and Streets	Yes
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	Yes, See Section 29.405; Screened per Section 29.403(1)(c)
Trucks and Equipment Permitted	Yes

(Ord. No. 4094, 12-20-11; Ord. No. 4312, 6-27-17)

(4) **Site Development Plan Requirements.**

(a) In addition to Minor or Major Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

(i) Approximate number of employees;
(ii) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand

or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons); and

(Ord. No. 3591, 10-10-00)

(iii) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, or fumes, vibration, heat.

(b) No Site Development Plan approval will be issued for any use in the PI District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state and federal regulations.

Sec. 29.903. "RI" RESEARCH PARK INNOVATION DISTRICT

(Ord. No. 4427, 12-22-20)

(1) **Purpose.** This District supports development of an integrated commercial service and concentrated employment area to:

(a) Allow for mixing of use and interaction of people to foster a collaborative environment;
(b) Create a node of activity and commercial services for the district;
(c) Design development to promote the new innovation district by integrating multi-modal transportation facilities, intensification of land use, and a wide range of office and research uses; and
(d) Promote a high level of architectural and site design features that signify the commitment to innovation and investment through architecture with visual interest and unique identity, site design incorporating stewardship of natural resources, district layout and development supporting the pedestrian environment, and green building techniques demonstrating the commitment to sustainability.

(2) **Permitted Uses.** The RI Zoning District is to be established by the City Council through the requirements of 29.1507. Hub Activity Area uses may only be allowed for properties that are consistent with a City Council approved master plan accompanying a rezoning request. A Hub Activity Area means an area of concentrated commercial uses providing support services intended primarily to provide service and retail uses supportive of the surrounding businesses and their employees.

The uses permitted in the RI Zone are set forth in Table 29.903(2) below:

Table 29.903(2)
RI Zone Uses

USE CATEGORY	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY
RESIDENTIAL USES			
Group Living	N	--	--
Household Living	N	--	--
Short-Term Lodging	Y, except Bed & Breakfast Establishment, Vacation Lodging	SDP Minor	Staff
OFFICE USES	Y	SDP Minor	Staff
TRADE USES			
Retail Sales and Services - General	N	--	--
Retail Sales and Services - General-Located within Hub Activity Area	Y	SDP Minor	Staff
Retail Trade - Automotive, etc.	N	--	--
Restaurant -Located within Hub Activity Area- no drive throughs	Y	SDP Minor	--
Entertainment, Restaurant, Recreation Trade-Outside Hub Activity Area	N	--	--
Small Production Facility	Y	SPU	ZBA
Recreation Trade-Within Hub Activity Area	Y	SDP Minor/	Staff
Wholesale Trade	N	--	--
INDUSTRIAL USES			
Research and Development Facilities and Laboratories	Y	SDP Minor	Staff
Manufacturing and Processing - all uses except concrete batching and asphalt mixing; lumber and wood products manufacturing; manufactured homes and prefabricated structures manufacturing; printing and publishing; and rock crushing and screening	Y	SDP Minor	Staff
Warehouse and Freight Handling	N	--	--
INSTITUTIONAL USES			
Colleges and Universities	N	--	--
Public Facilities and Services	Y	SDP Minor	Staff
Social Service Providers	N	--	--
Medical Centers	N	--	--
Parks and Open Areas (as designated in a Master Plan)	Y	SDP Minor	Staff
Religious Institutions	N	--	--
Schools	N	--	--

TRANSPORTATION, COMMUNICATIONS AND UTILITY USES			
Passenger Terminals	Y	SDP Minor	Staff
Basic Utilities- outside of the Hub Activity Area	Y	SDP Major	City Council
Commercial Parking	Y	SDP Minor	Staff
Personal Wireless Communication Facilities	Y	Article 13	--
Radio and TV Broadcast Facilities	Y	SDP Minor	Staff
Rail Line and Utility Corridors	Y	SDP Minor	Staff
Railroad Yards	N	--	--
MISCELLANEOUS USES			
Commercial Outdoor Recreation	N	--	--
→ Child Day Care Facilities	Y	SDP Minor	Staff
Detention Facilities	N	--	--
Major Event Entertainment	N	--	--
Vehicle Service Facilities	N	--	--
Vehicle Repair	N	--	--

Y = Yes: permitted as indicated by required approval.
 N = No: prohibited
 SP = Special Use Permit required: See Section 29.1503
 SDP Minor = Site Development Plan Minor: See Section 29.1502(3)
 SDP Major = Site Development Plan Major: See Section 29.1502(4)
 ZBA = Zoning Board of Adjustment
 (Ord. No. 4223, 8-11-15; Ord. No. 4398, 11-12-19)

(3) **Zone Development Standards.** The zone development standards applicable in the RI Zone are set forth in Table 29.903(3) below:

**Table 29.903(3)
Development Standards**

DEVELOPMENT STANDARDS	RI ZONE
Maximum FAR	.35 for areas outside of Hub Activity Area/ No limit within Hub Activity Area
Minimum Lot Area	One Acre
Minimum Lot Frontage	100 ft.
Minimum Building Setbacks:	
Street Lot Line University Ave	30 ft.
Street Lot Line	10 ft.
Side Lot Line	10 ft.
Rear Lot Line	10 ft.
Lot Line Abutting a Residential Zoned Lot	50 ft.
Maximum Building Setbacks in Hub Activity Area for Principal Facade, excepting central common area	20 ft.
Landscaping in Setbacks Abutting an R Zoned Lot	20 ft. with High Screen. See Section 29.403
Maximum Impervious Surface Coverage	70%
Minimum Landscaped Area	20%
Maximum Height	100 ft.

DEVELOPMENT STANDARDS	RI ZONE
Minimum Height Hub Activity Area, except accessory structures	2-Stories
Parking Allowed Between Buildings and Streets	Yes
Parking Location	Parking within the public right-of-way may count toward required on-site parking in the Hub Activity Area for an adjacent individual site as approved with a site development plan. Parking must be setback a minimum of 20 feet from a street lot line.
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted-not between building and the street	Yes, See Section 29.405; Screened per Section 29.403(1)(c)
Trucks and Equipment Permitted	Yes

(Ord. No. 4223, 8-11-15; Ord. No. 4232, 10-13-15; Ord. No. 4312, 6-27-17; Ord. No. 4349, 5-8-18)

(4) Site Development Plan Requirements.

(a) In addition to Site Development Plan submittals, a Use Analysis Report shall be prepared by the applicant that shows the following:

- (i) Approximate number of employees;
- (ii) Approximate utility needs and effect upon existing systems, e.g., projected water demand (Gallons Per Minute or Gallons Per Day), waste water generation (Gallons Per Day + Chemical oxygen Demand or Biochemical oxygen Demand), electricity demand (Kilowatts), storm water increase (Cubic Feet Per Second), solid waste generation (tons);
- (iii) Possible nuisance factors and means for alleviating those factors, such as noise, odor, smoke, dust, fumes, vibration, or heat; and
- (iv) Uses with a substantial inventory of hazardous materials, as regulated by the Ames Fire Department, shall be sited away from residential uses across University Boulevard.

(b) No Site Development Plan approval will be issued for any use in the RI District if the determination is made by the approving authority exercising independent judgment, that there is reason to believe that the proposed use or structure, as presented by the application, will create a nuisance in terms of diminished air quality, smoke, noise, toxic matter, odor, vibration, glare, sewage waste, water quality, street system capacity, heat or other condition detrimental to the public health and safety or reasonable use, enjoyment and value of other properties; or diminish the quality or quantity of any utility service presently provided by the City. Furthermore, no approval or permit shall be issued unless there is compliance with all other applicable City, state, and federal regulations.

(5) Design Guidelines

(a) The goal is to create a development that acknowledges its natural surroundings, develops a human scale, and provides innovative contemporary architectural designs which harmonize with the environment, express individuality and promote worker health, wellness and productivity. Site Plan approvals must be found to conform to site development standards and the design guidelines. Design guidelines are to be applied with discretion by the Planning and Housing Director to promote consistency with the intent of the District and to adapt to individual site needs.

(b) **Site Design Guidelines**

- (i) Use site design to locate buildings and site improvement in manner that is supportive of the pedestrian environment.
- (ii) Coordinate building and parking in manner that is supportive of a transition to trails and pedestrian areas.
- (iii) Extend walkways to both public streets and trail system.
- (iv) Coordinate shared access points for lots to reduce driveway intersections along bike and pedestrian facilities.
- (v) Locate support areas such as mechanical areas and storage areas away from pedestrian areas and behind the principal building.

(c) **Landscape Design Guidelines**

- (i) Use landscape design to support sustainable site features, such as stormwater treatment and parking lot shading.
- (ii) Locate landscape areas in a manner which is complementary to adjacent open space areas in types of vegetation and planting.
- (iii) Incorporate vegetation that provides for screening of storage and equipment areas from trails and streets.
- (iv) Use landscape design to enhance pedestrian environments with shading of sidewalks and creating visual interest with art, trellis, gathering spaces, and interesting vegetation.

(d) **Architectural Design Guidelines**

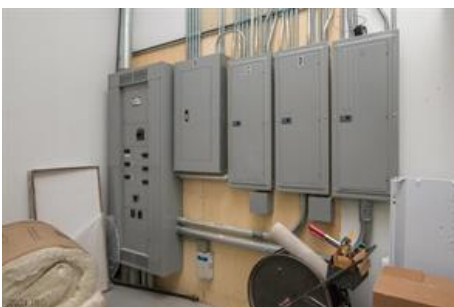
- (i) Identify and accentuate main building entrances with architectural elements or projections.
 - (ii) Utilize high levels of glazing to identify areas of activity and interest for customers, employees, and public. Prefer location of office and other active uses at street sides of buildings to provide support for building identity and interest.
 - (iii) Building massing should distinguish building components through variations in height, building relief, and exterior materials.
 - (iv) These architectural design guidelines are not mandatory for accessory structures.
- (Ord. 4223; 8-11-2015; Ord. No. 4349, 5-8-18)*

Cross Property Photo Gallery

MLS#: [613022](#)

1812 N 7th Street Unit#200, Indianola, Iowa, 50125-4726

\$3,715





Information is believed to be accurate but should not be relied upon without verification.

Meeting Date: 04/05/2021

Subject

Receive and file correspondence from March 19 and 26, 2021 weekly updates from City Manager, Ryan Waller.

Information

Simple motion is in order.

Attachments

Weekly Update 0319

Weekly Update 0326

Jackie Raffety

From: Jackie Raffety
Sent: Friday, March 19, 2021 3:11 PM
Subject: Waller's Weekly 03.19.2021

Good afternoon!

Here is this week's update email. If you have any question, please feel free to call or visit City Hall or email City Manager Ryan Waller (rwaller@indianolaiowa.gov).

Have a great weekend!

Jackie Raffety

Deputy City Clerk
City of Indianola
110 N 1st St
Indianola, IA 50125
515-961-9410, option 1
515-962-5240



Weekly Update

Warren County Sewer Project

A friendly reminder that Warren County's contractor (Vanderpool Construction, Inc.) will be performing storm and sanitary sewer repairs for the County's new Justice Center between March 22 and April 2. This work requires temporary road closures on the Square (Salem Avenue, between Howard Street and Buxton Street). A map is linked below.

[Project Areas \(PDF\)](#)

March 23 (Tuesday) City Council Meetings

The City Council will meet on Tuesday, March 23 for its regular meeting and study session (immediately follows regular meeting). The agendas and comprehensive meeting materials are available on the City's website (linked below). The meetings are aired live via the City's YouTube Channel and a Zoom Webinar (links and login information may be found in the meeting packet).

Economic Development District

City Staff received notification from our peers at the Des Moines Area Metro Planning Organization (MPO) that permission has been granted to pursue an Economic Development District (EDD) for Central Iowa. At its meeting on January 4, 2021, the City Council gave direction to City Staff to work on necessary actions needed to join an Economic Development District, if it is formed. City Staff have already met with Des Moines Area MPO staff to review the City's recently approved Comprehensive Plan, as well as other priority projects in the City where a potential EDD could assist. City Staff will continue to work with MPO staff on this matter and will provide updates as information becomes available.

Statewide Tornado Drill

The Iowa Statewide Tornado Drill is scheduled to take place at 11:00 a.m. on Wednesday, March 24.

Traffic Signalization Project

Last year, the City completed a traffic signalization project along State Highways 65/69 and 92. The goal of the project, which was partially funded by a grant, was to synchronize the traffic signals to improve the traffic flow along these corridors. Data collected as part of the project has revealed that the project was successful in not only meeting the project goal, but also in reducing key pollutants along the corridor caused by idling vehicles.

Water Resource Recovery Facility (WRRF) Project

The second phase of the WRRF project commenced on Tuesday, March 16. This phase of the project will connect the new sewer plant (currently under construction) to the City's sanitary sewer system. As reported during a previous Study Session of the City Council, the WRRF project remains on schedule and under budget by \$44,000.

East Iowa Extension

Construction on this important economic development project is scheduled to begin on March 22. This will require the temporary road closure on East Iowa Avenue, located east of 15th Street. The project, which will extend utilities and result in the paving of the gravel portion of East Iowa Avenue, from 15th Street to approximately 0.25 miles east of 15th Street, is 50% funded by a Federal Economic Development Grant.

Community Development Reports

Attached are the following reports provided by the Community Development Department:

Current Projects Update (PDF)

Of the 14 projects listed, one is awaiting a submittal from the developer, four are in review and nine have been approved and are in construction.

2021 Building Permits (PDF)

This week, four building permits were submitted and three were issued. There are currently three building permit applications in review and 18 building permits have been issued year to date.

Code Enforcement (PDF)

There are currently 22 open code enforcement cases (14 code enforcement cases have been opened for the year).

Home Builders Association of Greater Des Moines Monthly Report (PDF)

The Home Builders Association of Greater Des Moines issued its February 2021 building permit report. The Des Moines Metro area reported 288 more permits for dwellings, and 101 more permits for single-family dwellings, in February 2021 compared to 2020. Year to date, The Des Moines Metro area reported 330 more permits for dwellings, and 180 more permits for single-family dwellings, in 2021 compared to 2020. Indianola issued 1 less building permit for residential dwellings for the month of February 2021 compared to 2020 and issued 2 less permits for the year 2021 compared to 2020.

City Council Anticipated Agendas

Below please find links to the documents containing anticipated agenda items for upcoming City Council meetings. These are working drafts. Agendas are published on the City's website the Thursday prior to a scheduled City Council meeting.

[Anticipated Draft Agenda – April 5, 2021 \(PDF\)](#)

[Anticipated Draft Agenda – April 19, 2021 \(PDF\)](#)

Jackie Raffety

From: Jackie Raffety
Sent: Friday, March 26, 2021 2:25 PM
Subject: Waller's Weekly 03.26.2021

Good afternoon!

Here is this week's update email. If you have any question, please feel free to call or visit City Hall or email City Manager Ryan Waller (rwaller@indianolaiowa.gov).

Have a great weekend!

Jackie Raffety

Deputy City Clerk
City of Indianola
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Indianola, IA 50125
515-961-9410, option 1
515-962-5240



WALLER'S WEEKLY UPDATE

Indianola Featured

Linked below is an article featuring our community that appears in the I & I magazine. Thank you to the members of our Water Pollution Control Department for their dedicated work on maintaining this vital infrastructure.

[Indianola Article \(LINK\)](#)

March 31 Utility Bill Forum

Indianola Municipal Utilities (IMU) will hold an information session entitled "Understanding Your Utility Bill" on March 31, 2021, from 6:00 to 7:00 p.m. at Indianola City Hall, located at 110 N. First Street. City representatives will also be available to answer questions regarding City services (recycling, stormwater and sewer) that are included on the IMU utility bill.

Brush Facility & Other Disposal Services

The City's Brush Facility will open for the 2021 season on Saturday, April 3, 2021. Also, the following are some key dates for disposal services:

- City cleanup (curbside): April 26 – 30 (on your recycling day)
- Electronics and appliance recycling: April 24 and October 16
- Household hazardous waste disposal: April 29 and October 16

For additional details, please visit the Brush Facility's webpage linked below.

[Brush Facility Information \(LINK\)](#)

Aquatic Center Opening

The opening day for the Veteran's Memorial Aquatic Center is scheduled for May 29. Early Bird season passes are on sale now through April 19. For additional information regarding the upcoming season, including new safety guidelines, please visit the Aquatic Center's webpage linked below. Guidelines will be evaluated regularly and may be adjusted for the safety of the pool users and pool employees.

[Aquatic Center \(LINK\)](#)

Legislative Update

The City received an update from the Iowa League of Cities regarding certain legislative bills under consideration by the State Legislator that will negatively impact Indianola. The following is a synopsis of these bills, which if passed, will have a negative financial impact on the City of Indianola:

- SSB 1253 will phase out the Backfill in four to six years. If passed, this will not affect the City's recently adopted FY22 budget but will on future budgets. The Backfill was replacement funding from the State for valuation loss when commercial and industrial properties' taxable valuation was reduced several years ago to 90 percent.
- HF 849 caps all future Tax Increment Finance Districts to 20 years. If passed, this legislation would reduce the City's economic development efforts in the future.

Infrastructure Maintenance and Improvements

This week Streets Division staff continued repairing potholes that required 20 hours of labor and 1 ton of cold mix asphalt. Staff also coordinated with IMU staff to install new street-name signs at the signalized intersection of 2nd

Avenue East and South 12th Street. Lastly, Streets Division staff continued with the street sweeping operations that required 27 labor hours to clean more than 87 miles of roadway.

Community Development Reports

Attached are the following reports provided by the Community Development Department:

[Current Projects Update \(PDF\)](#)

This week, the site plan for Williams Terrace was submitted. Of the 14 projects listed, one is awaiting a submittal from the developer, four are in review and nine have been approved and are in construction.

[2021 Building Permits \(PDF\)](#)

This week, nine building permits were submitted and four were issued. On Thursday, there were seven permits submitted worth over a combined \$1 Million in valuation. There are currently eight building permit applications in review and 22 building permits have been issued year to date.

[Code Enforcement \(PDF\)](#)

This week, two cases were opened, and one was closed. There are currently 23 open code enforcement cases (16 code enforcement cases have been opened for the year).

City Council Anticipated Agendas

Below please find links to the documents containing anticipated agenda items for upcoming City Council meetings. These are working drafts. Agendas are published on the City's website the Thursday prior to a scheduled City Council meeting.

[Anticipated Draft Agenda – April 5, 2021 \(PDF\)](#)

[Anticipated Draft Agenda – April 19, 2021 \(PDF\)](#)

Meeting Date: 04/05/2021

Subject

Enter into closed session in accordance with Iowa Code Section 21.5 (1)(c) to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the government.

Information

Roll call to enter and exit the closed session is in order.

Attachments

No file(s) attached.
