IMU Board of Trustees of the
Electric, Water and Communications Utilities
April 8, 2019
City Hall Council Chambers
5:30 p.m.

Agenda

1. Call to Order

2. Roll Call

3. Public Comments

4. Consent Agenda

   A. April 1, 2019 Claims

   B. March 25, 2019 Minutes

5. Electric Utility Action Items

   A. Consider approval of the Geographic Information System (GIS) Commission 28E Agreement

6. Electric Utility Informational Items

7. Water Utility Action Items

   A. Background information and possible motion regarding AT&T/Century Link requests to renegotiate existing Tower Lease with Option Agreement

8. Water Utility Informational Items

9. Communications Utility Action Items

   A. Consider approval of change order #3 in an amount of ($1,950.00) for the Telecommunications Utility Shop Renovation - revised contract amount $505,600.62

10. Communications Utility Informational Items

11. Combined Electric, Water and Communications Utilities Action Items

A. Discussion and possible motion regarding the Bankers Trust Notice of Assignment to UMB Bank

B. Discussion and possible motion regarding the Electric Utility and Communications Utility Joint Use Agreement

12. Combined Electric, Water and Communications Utilities Informational Items

13. Other Business

14. Adjourn

IMU Regular Downstairs **4.A.**

Meeting Date: 04/08/2019

Information

Subject

April 1, 2019 Claims

Information

Fiscal Impact

Attachments

Claims

eLation Claims

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WATER OPERATING FUND				
DES MOINES REGISTER MEDIA	600-8190-64020	PH BUDGET	02/28/2019	34.85
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-01	02/28/2019	37.68
DES MOINES REGISTER MEDIA	600-8190-64020	BT MIN-02	02/28/2019	31.48
DES MOINES WATER WORKS	600-8150-63453	1108 PINPOINT LEAK	03/11/2019	611.00
DUST PROS JANITORIAL	600-8120-64090	SCRUB AND BUFF - MARCH	03/20/2019	180.00
ELBERT, LOUIS	600-8120-63410	AUTOMATIC SYSTEMS THUMB DRIVE	03/26/2019	3.66
IOWA ONE CALL	600-8110-64990	WA-LOCATING NOTIFICATION - 60 TICKETS	03/21/2019	54.00
ITRON INC.	600-8170-64990	SOFTWARE MAINT (4/1/19 - 6/30/19) HARDWARE MAINT (4/1/19 -	03/12/2019	391.49
MCCOY HARDWARE INC	600-8120-65070	MURIATIC ACID	03/14/2019	25.62
MUNICIPAL ENERGY AGENCY	600-8110-63710	PURCHASED POWER - FEB 19 (WELL KWH)	03/12/2019	1,248.96
O'REILLY AUTO PARTS	600-8160-63320	STARTER	02/22/2019	410.50
O'REILLY AUTO PARTS	600-8160-63320	CREDIT - STARTER	02/25/2019	153.65-
O'REILLY AUTO PARTS	600-8160-63320	STARTER EXCHANGE	02/26/2019	19.29
O'REILLY AUTO PARTS	600-8160-63320	CREDIT - CORE RETURN	03/21/2019	20.00-
SHULL, DOUG	600-8190-64990	TREASURER CONTRACT	03/22/2019	15.84
U.S. CELLULAR	600-8110-63730	CELL PHONES - 4	03/12/2019	178.74
UPHDM OCCUPATIONAL HEAL	600-8110-64990	CONSORTIUM ANNUAL ADMIN FEE & DRIVER ENROLLMENT (E	02/28/2019	19.50
WELLS FARGO CCER	600-8150-63453	NORTHERN TOOL EQUIPMNTtrash pump	02/25/2019	529.99
WELLS FARGO CCER	600-8190-64020	INDEEDWA Operator Hiring	02/11/2019	12.53
WELLS FARGO CCER	600-8150-63453	NORTHERN TOOL EQUIPMNTtrash pump	02/28/2019	529.99-
WELLS FARGO CCER	600-8110-65070	CROSS BORDER TRANS FEEFRAUDULENT CHARGES - CREDI	02/11/2019	30.43
WELLS FARGO CCER	600-8190-64020	INDEEDWA Operator Hiring	02/21/2019	251.00
WELLS FARGO CCER	600-8110-65070	KATEPAL PRODUCTS (UK) LTFRAUDULENT CHARGES - CREDI	02/11/2019	3,043.01
Total WATER OPERATING FUND:				6,425.93
IMU ADMINISTRATION FUND				
CAPITAL EXPRESS	620-8090-65080	BILL TRANSPORT	03/02/2019	37.65
CINTAS CORPORATION	620-8090-65070	CINTAS	02/19/2019	48.64
CINTAS CORPORATION	620-8090-65070	CINTAS	03/15/2019	39.60
DES MOINES REGISTER MEDIA	620-8091-64020	FY18 AUDIT PUBLICATION	02/28/2019	28.08
DES MOINES WATER WORKS	620-8090-65080	FEBRUARY POSTAGE	03/11/2019	1,807.95
INDOFF INCORPORATED	620-8090-65070	MATERIALS AND SUPPLIES	03/08/2019	6.19
NOLASOFT DEVELOPMENT	620-8091-64990	QUARTERLY WEB SITE HOSTING	03/17/2019	120.00
PELLA PRINTING	620-8090-64140	ENVELOPES IMU AND CITY	02/20/2019	4,583.55
WELLS FARGO CCER	620-8090-65070	WM SUPERCENTER #1491Office Supplies	02/28/2019	30.24
WELLS FARGO CCER	620-8090-65080	USPS PO 1843650625February 1, 2019 Utility Bills	02/04/2019	1,644.95
WELLS FARGO CCER	620-8090-64020	INDEEDUSR HIring	02/21/2019	251.00
WELLS FARGO CCER	620-8090-64020	INDEEDUSR Hiring	02/11/2019	12.52
WELLS FARGO CCER	620-8090-65070	WM SUPERCENTER #1491Office Supplies	02/18/2019	12.50
WELLS FARGO CCER	620-8090-65080	USPS PO 1843650625postage	02/04/2019	2,000.00
WELLS FARGO CCER	620-8090-64190	WWW.NEWEGGBUSINESS.COMRefund on Scanners	02/11/2019	42.99-
Total IMU ADMINISTRATION FUND:				10,579.88
ELECTRIC OPERATING FUND				
D.A. DAVIDSON & CO.	630-8290-64500	GO/ELECTRIC REVENUE ISSUES EMMA FILING	03/18/2019	500.00
DES MOINES REGISTER MEDIA	630-8190-64020	PH BUDGET	02/28/2019	132.10
DES MOINES REGISTER MEDIA	630-8190-64020	BT MIN-01	02/28/2019	142.83
DES MOINES REGISTER MEDIA	630-8190-64020	BT MIN-02	02/28/2019	119.31
DUST PROS JANITORIAL	630-8220-64090	MONTHLY CLEANING - MARCH - ELECTRIC	03/20/2019	1,016.50
IOWA ONE CALL	630-8240-65990	EL-LOCATING NOTIFICATION	03/21/2019	743.40
ITRON INC.	630-8270-64990	SOFTWARE MAINT (4/1/19 - 6/30/19) HARDWARE MAINT (4/1/19 -	03/12/2019	391.50
JESS' LOCK AND KEY	630-8220-65072	LOCKOUT TAGOUT LOCKS	02/19/2019	140.00
MID AMERICAN ENERGY CO.	630-8250-65072	POLE ATTACHMENT FEES	03/05/2019	75.00
MUNICIPAL ENERGY AGENCY	630-8200-45629	20% 69KV 30.9 CREDIT/ADMIN FEE - FEB 19	03/12/2019	9,651.85-
MUNICIPAL ENERGY AGENCY	630-8230-63990	WIND & LANDFILL GAS ATRIBUTES - FEB 19	03/12/2019	30,804.00

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
MUNICIPAL ENERGY AGENCY	630-8230-63991	PURCHASED POWER - FEB 19 (NET ELECTRIC)	03/12/2019	742,475.95
MUNICIPAL ENERGY AGENCY	630-8230-63992	TRANSMISSION - FEB 19	03/12/2019	69,142.15
MUNICIPAL SUPPLY INC	630-8250-65072	PVC CAPS - HIGH VOLTAGE BLANKET CONTAINERS	03/07/2019	230.10
SHULL, DOUG	630-8290-64990	TREASURER CONTRACT	03/22/2019	60.00
SKARSHAUG TESTING LABORA	630-8250-65072	REPLACEMENT HIGH VOLTAGE GLOVES	03/05/2019	44.00
SKARSHAUG TESTING LABORA	630-8250-65072	HIGH VOLTAGE GLOVES AND PROTECTORS - MORRIS	03/13/2019	313.30
SKARSHAUG TESTING LABORA	630-8250-65072	HIGH VOLTAGE GLOVE AND PROTECTORS - REPLACE	03/13/2019	231.07
SPEE-DEE DELIVERY SERVICE	630-8250-65072	ONCALL SHIPMENT - TESTING IN AMES	03/18/2019	26.60
U.S. CELLULAR	630-8240-63730	CELL PHONES - 9	03/12/2019	402.15
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEGarage heater supplies and batteries for mult	02/01/2019	33.14
WELLS FARGO CCER	630-8260-65072	MCCOY TRUE VALUEUnit 34 hydraulic hose rack repair in boom.	02/11/2019	15.60
WELLS FARGO CCER	630-8250-65072	CIRCLE B CASHWAY OF INDIAMaterial for work bench	02/18/2019	36.60
WELLS FARGO CCER	630-8250-65072	THE HOME DEPOT 2104job box for unit 6 that got returned due to d	02/18/2019	210.94-
WELLS FARGO CCER	630-8225-63410	OREILLY AUTO #0337Turbine 8 Water pump Clamps	02/21/2019	9.63
WELLS FARGO CCER	630-8260-65072	NAPA PARTS 0000514mini bulb replacement unit 11	02/11/2019	3.20
WELLS FARGO CCER	630-8260-65072	MIDWEST WHEEL-DMstep pad for unit 6 and unit 7 for nerf bars	02/12/2019	22.07
WELLS FARGO CCER	630-8220-65072	WALMART.COM 8009666546Ink for printer	02/14/2019	29.95
WELLS FARGO CCER	630-8220-65072	WALMART.COM16 ft USB Male to Female Cable Meter reading car	02/20/2019	15.52
WELLS FARGO CCER	630-8225-63410	MCCOY TRUE VALUEElectrical connectors for new charger in East	02/28/2019	12.82
WELLS FARGO CCER	630-8260-65072	NAPA PARTS 0000514white aerosol spray paint for unit 34	02/04/2019	7.16
WELLS FARGO CCER	630-8250-65072	THEISENS #21Hardware for shop and bucket for emergency shower	02/05/2019	4.33
WELLS FARGO CCER	630-8260-65072	MCCOY TRUE VALUEUnit 34 hydraulic hose rack repair in boom.	02/11/2019	19.37
WELLS FARGO CCER	630-8250-65072	AMZN MKTP US MI1Q463X0Laptop batteries for 7,11 and 29	02/12/2019	102.33
WELLS FARGO CCER	630-8250-65072	NALL AND COMPANY INCUnit #31 Ladder Decals.	02/20/2019	20.00
WELLS FARGO CCER	630-8250-65072	NAPA PARTS 0000514Double sided tape for stainless splash guard	02/15/2019	16.46
WELLS FARGO CCER	630-8260-65072	ELECTRONIC ENGINEERINGUnit 8 outside speaker wire harness	02/18/2019	6.95
WELLS FARGO CCER	630-8260-65072	THEISENS #21Rubber washers for ladder mounts unit 6	02/20/2019	1.97
WELLS FARGO CCER	630-8225-63410	OREILLY AUTO #0337Ring Terminals for batteries Substations	02/22/2019	6.41
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEScrews for field maintenance	02/07/2019	1.88
WELLS FARGO CCER	630-8260-65072	THEISENS #212 seat covers unit 11	02/12/2019	53.48
WELLS FARGO CCER	630-8250-65072	BOMGAARS # 65 DES MOINESTool box unit 6	02/15/2019	228.74
WELLS FARGO CCER	630-8250-65072	BOMGAARS # 65 DES MOINESReturn tool box	02/18/2019	228.74-
WELLS FARGO CCER	630-8260-65072	THEISENS #21silicone for unit 6 ladder install	02/20/2019	4.27
WELLS FARGO CCER	630-8250-65072	CNM OUTDOOR EQUIPMENTgas stick saw repair, carburetor kit	02/22/2019	106.34
WELLS FARGO CCER	630-8250-65072	CHUMBLEYS AUTO CAREkerosene for hotsy washer	02/28/2019	23.88
WELLS FARGO CCER	630-8250-65072	THE HOME DEPOT #2104drill bits, nut drivers and bit holders for un	02/04/2019	39.62
WELLS FARGO CCER	630-8260-65072	THEISENS #21materials for external speaker on unit 6	02/07/2019	31.31
WELLS FARGO CCER	630-8250-65072	THEISENS #21Shop vac filters	02/12/2019	23.52
WELLS FARGO CCER	630-8250-65072	THEISENS #21Tordon is a chemical used to kill tree stumps and bru	02/15/2019	19.25
WELLS FARGO CCER	630-8250-65072	THE HOME DEPOT #2115Unit 7 tool bag	02/18/2019	46.54
WELLS FARGO CCER	630-8250-65072	THEISENS #21Supplies for stainless splash guards	02/20/2019	12.82
WELLS FARGO CCER	630-8220-65072	THEISENS #21Concrete anchors for hanging monitor in new SCAD	02/22/2019	12.75
WELLS FARGO CCER	630-8250-65072	THEISENS #21Wood screws for various projects around our new sh	02/26/2019	7.48
WELLS FARGO CCER	630-8250-65072	NATIONALSAFETYCOMPLNew Lineshop SDS Binders and Holders	02/01/2019	74.97
WELLS FARGO CCER	630-8260-65072	OREILLY AUTO #0337Truck #5 Vacuum line for the 4 Wheel drive	02/08/2019	4.59
WELLS FARGO CCER	630-8260-65072	MCCOY TRUE VALUEDeck over trailer storage lid repair	02/18/2019	23.48
WELLS FARGO CCER	630-8250-65072	CIRCLE B CASHWAY OF INDIALineshop cabinet installation	02/28/2019	5.09
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEBattery for welding helmet	02/04/2019	5.34
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEPaint and snow shovel for shop	02/13/2019	42.12
WELLS FARGO CCER	630-8260-65072	EXECUTIVE LASER WASH INCWash Equinox - Unit 8 - Prior to Me	02/18/2019	8.00
WELLS FARGO CCER	630-8250-65072	WM SUPERCENTER #1723totes for rubber goods	02/21/2019	30.15
WELLS FARGO CCER	630-8250-65072	CNM OUTDOOR EQUIPMENTchainsaw bar oil	02/01/2019	17.07
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUEVelcro for bucket bag cover	02/07/2019	8.66
WELLS FARGO CCER	630-8260-65072	ELECTRONIC ENGINEERINGexternal speakers for unit 6 and unit 3	02/13/2019	114.66
WELLS FARGO CCER	630-8220-65072	THEISENS #21Tapcons for drop box at CSC and battery for Caliper	02/15/2019	10.48
WELLS FARGO CCER	630-8225-63410	OREILLY AUTO #0337clamps for glycol line for starting motor for tur	02/18/2019	11.75
WELLS FARGO CCER	630-8225-63410	HOTSTARTHotstart Coolant Heater Turbine 8	02/26/2019	514.89
WELLS FARGO CCER	630-8225-63410	THEISENS #21Electrical connectors for new charger in east Iowa 2	02/28/2019	6.09

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	630-8260-65072	NAPA PARTS 0000514Shop tool for seized grease zerks	02/08/2019	48.14
WELLS FARGO CCER	630-8250-65072	NAPA PARTS 0000514JB weld	02/11/2019	8.55
WELLS FARGO CCER	630-8250-65072	MCCOY TRUE VALUERoll pin for hand crimper on unit 29	02/13/2019	.54
WELLS FARGO CCER	630-8250-65072	THE HOME DEPOT 2104job box for unit 6 and new welder plug in s	02/18/2019	225.85
WELLS FARGO CCER	630-8250-65072	THE HOME DEPOT #2104job box for unit 6 with 10 percent off scrat	02/18/2019	189.85
WELLS FARGO CCER	630-8250-65072	WM SUPERCENTER #1491totes for rubber goods	02/21/2019	163.67
WELLS FARGO CCER	630-8220-65072	MCCOY TRUE VALUEPaint for the cabinets in the meter room	02/25/2019	41.39
WESCO	630-8240-65500	FR COATS - MORRIS	03/08/2019	134.82
WESCO	630-8250-65072	HARD HAT SWEATBANDS	03/13/2019	77.55
WESCO	630-8240-65500	FR HEAVY JACKET - METCALF	03/22/2019	181.90
Total ELECTRIC OPERATING FUND:				839,823.42
FIBER/COMMUNICATIONS FUND				
WELLS FARGO CCER	640-8550-65072	AMZN MKTP US MI13T4Q51Cat 6 connectors	02/26/2019	43.45
WELLS FARGO CCER	640-8550-65070	NAPA PARTS 0000514shrink tube for trailer	02/08/2019	18.36
WELLS FARGO CCER	640-8550-65080	THE UPS STORE #6682Shipping to return wrong splitters	02/13/2019	57.57
WELLS FARGO CCER	640-8550-65070	MCCOY TRUE VALUEIn line phone splitter for testing	02/14/2019	3.59
WELLS FARGO CCER	640-8550-67240	WM SUPERCENTER #1491Roku Devices for Testing	02/28/2019	97.65
WELLS FARGO CCER	640-8550-65070	INDOFF INCORPORATEDOffice Supplies	02/06/2019	67.95
WELLS FARGO CCER	640-8550-65072	WALMART.COMExt Cords for Installs	02/12/2019	107.07
WELLS FARGO CCER	640-8550-65070	THEISENS #21masonry screws and drill bits	02/04/2019	23.50
WELLS FARGO CCER	640-8550-65072	WALMART.COMAdj for ext cords	02/13/2019	5.28-
WELLS FARGO CCER	640-8550-65070	AMZN MKTP US MI45V44X1Boot Covers	02/07/2019	40.03
WELLS FARGO CCER	640-8550-65070	THEISENS #21Erics truck headlight tail light	02/20/2019	12.28
WELLS FARGO CCER	640-8550-67240	GOOGLE GSUITE_IMUFIBEG Suite Subscription	02/04/2019	159.00
Total FIBER/COMMUNICATIONS FUND:				625.17
WATER CAPITAL PROJECTS FUND				
CORE & MAIN	700-8100-67906	MATERIALS	03/19/2019	438.19
Total WATER CAPITAL PROJECTS FUND:				438.19
ELECTRIC CAPITAL PROJECTS FUND				
BORDER STATES INDUSTRIES	730-8200-67906	150 WATT HPS BULBS	03/18/2019	550.70
IOWA PRISON INDUSTRIES	730-8200-67900	OFFICE DESK	03/11/2019	2,151.00
METERING & TECHNOLOGY SO	730-8200-67906	9S AND 16S ELECTRIC METERS	03/11/2019	2,413.63
METERING & TECHNOLOGY SO	730-8200-67906	CREDIT - 6S METER	03/26/2019	283.55-
MUNICIPAL ENERGY AGENCY	730-8200-45629	80% 69 KV 30.9 CREDIT/ADMIN FEE - FEB 19	03/12/2019	38,607.41-
POWER LINE SUPPLY	730-8200-67906	TRANSMISSION POLES	03/20/2019	16,726.24
SHI INTERNATIONAL CORP	730-8200-67901	APC 850VA BATTERY BACKUP X2	03/07/2019	196.00
SHI INTERNATIONAL CORP	730-8200-67901	D-LINK SWITCH X1, D-LINK TRANSRECEIVER X10	03/07/2019	466.00
SHI INTERNATIONAL CORP	730-8200-67901	D-LINK SWITCH X2	03/13/2019	292.00
SKARSHAUG TESTING LABORA	730-8200-67906	HIGH VOLTAGE GLOVE PROTECTORS AND LINERS	03/05/2019	139.34
WELLS FARGO CCER	730-8200-67900	WAL-MART #1723paper shreader for new shop	02/04/2019	80.56
WELLS FARGO CCER	730-8200-67900	WAL-MART #1491File cabinet for new SCADA room	02/27/2019	48.02
WELLS FARGO CCER	730-8200-67900	MENARDS ALTOONA IAmaterial for heater in tool room	02/01/2019	10.45
WELLS FARGO CCER	730-8200-67900	CIRCLE B CASHWAY OF INDIANew Line Shop Top for shop bench	02/18/2019	22.05
WELLS FARGO CCER	730-8200-67900	MENARDS DES MOINES IALineshop shelving material return	02/18/2019	30.87-
WELLS FARGO CCER	730-8200-67900	WAL-MART #1491TV and Bracket for new SCADA room	02/22/2019	638.79
WELLS FARGO CCER	730-8200-67900	SQ CR SERVICESfloor squeegees in new shop	02/04/2019	94.91
WELLS FARGO CCER	730-8200-67901	WWW.NEWEGG.COMNew Scada room networking adapters	02/25/2019	57.50
WELLS FARGO CCER	730-8200-67900	MENARDS DES MOINES IAshelf brackets for new shop next to med	02/04/2019	27.03
WELLS FARGO CCER	730-8200-67901	WAL-MART #1491 SE2Return of SCADA networking cables	02/25/2019	21.27-
WELLS FARGO CCER	730-8200-67900	MENARDS DES MOINES IANew Lineshop shelving materials	02/11/2019	372.72
WELLS FARGO CCER	730-8200-67901	WWW.NEWEGG.COMSCADA networking, fiber adapters	02/18/2019	106.98
WELLS FARGO CCER	730-8200-67900	THEISENS #21New Line Shop connector for welder plug	02/26/2019	1.49

Vendor Name	GL Account Number	Description	Invoice Date	Net Invoice Amount
WELLS FARGO CCER	730-8200-67900	MENARDS ANKENY IAHeater for tool room	02/01/2019	158.99
WELLS FARGO CCER	730-8200-67901	WAL-MART #1491New SCADA room networking cables	02/25/2019	26.59
WELLS FARGO CCER	730-8200-67900	MENARDS DES MOINES IAMezzanine shelving and supplies for be	02/25/2019	1,016.39
WELLS FARGO CCER	730-8200-67900	1884 CEDNew Line Shop breakers for both welder plugs	02/28/2019	115.33
WELLS FARGO CCER	730-8200-67900	MENARDS DES MOINES IACabinets and Countertop For Meter Ro	02/25/2019	541.63
WELLS FARGO CCER	730-8200-67900	1884 CED40A 2pole breaker for heater in tool room	02/01/2019	57.57
WESCO	730-8200-67906	HIGH VOLTAGE GLOVE DUST	03/08/2019	76.94
WESCO	730-8200-67906	GUY WIRE MATERIAL - STRAIN COUPLER	03/12/2019	532.24
WESCO	730-8200-67906	RED LOCATE PAINT	03/22/2019	178.73
Total ELECTRIC CAPITAL PROJECTS FUND:				11,843.28-
Grand Totals:				846,049.31

Board of Trustees: ____________________

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AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Friday, March 29, 2019
12:07:45 PM

Vendor / Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
Account To Be Paid From	**0000-11101-999**								
Beck Electric - VEND-1027									
4/24/2019	Install Wiring at Fiber Bldg	Net 30	195.00	0.00	15.00	195.00	195.00	15505	BL-1514
						195.00	**195.00**		
Big Ten Network - VEND-1096									
4/12/2019	BTN Subs	Net 30	391.23	0.00	15.00	391.23	391.23	P85152	BL-1506
						391.23	**391.23**		
Calix Inc - VEND-1028									
4/20/2019	ONT's	Net 30	85,341.25	0.00	15.00	85,341.25	85,341.25	1402241	BL-1516
						85,341.25	**85,341.25**		
Casual Rags - VEND-1006									
4/25/2019	Service Award Shirts	Net 30	40.98	0.00	15.00	40.98	40.98	152730	BL-1507
						40.98	**40.98**		
CDW Government - VEND-1029									
4/19/2019	Surface Pro	Net 30	943.99	0.00	15.00	943.99	943.99	RNL8286	BL-1519
						943.99	**943.99**		
Cedar Falls Utilities - VEND-1045 - BL-1517									
4/4/2019	Wholesale Bandwidth Service	Net 30	2,904.85	0.00	15.00	2,904.85	2,904.85	5809817155	BL-1517
						2,904.85	**2,904.85**		
Cintas Corporation - VEND-1007									
4/25/2019	First Aid Supplies	Net 30	53.66	0.00	15.00	53.66	53.66	5013281695	BL-1518
						53.66	**53.66**		
Consortia Consulting - VEND-1009									
4/24/2019	Consullting Agreement	Net 30	1,650.00	0.00	15.00	1,650.00	1,650.00	19965	BL-1508
						1,650.00	**1,650.00**		
Des Moines Register Media - VEND-1010									
3/22/2019	BOT Minutes	Net 30	14.91	0.00	15.00	14.91	14.91	2283912	BL-1509
						14.91	**14.91**		
Doug Shull - VEND-1105									

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Friday, March 29, 2019
12:07:45 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
5/1/2019	0419 Treasurer Contract	Net 30	7.50	0.00	15.00	7.50	7.50	0419 Treasurer Contract	BL-1510
						7.50	**7.50**		
Dust Pros Janitorial - VEND-1011									
4/19/2019	0319 Cleaning	Net 30	856.00	0.00	15.00	856.00	856.00	2033	BL-1520
						856.00	**856.00**		
Fox Sports Midwest - VEND-1097									
4/8/2019	Fox Midwest Subs	Net 30	980.91	0.00	15.00	980.91	980.91	P81356	BL-1511
						980.91	**980.91**		
Iowa One Call - VEND-1015									
4/20/2019	0219 Locates	Net 30	27.90	0.00	15.00	27.90	27.90	209832	BL-1521
						27.90	**27.90**		
Mid American Energy Co - VEND-1018									
4/24/2019	Gas Utilities	Net 30	337.94	0.00	15.00	337.94	337.94	385162969	BL-1522
						337.94	**337.94**		
NewCom Technologies, Inc - VEND-1091									
4/21/2019	Engineering Services	Net 30	667.50	0.00	15.00	667.50	667.50	48167	BL-1523
						667.50	**667.50**		
Power & Tel - VEND-1037									
4/21/2019	Power Supply Wall Mount	Net 30	123.16	0.00	15.00	123.16	123.16	6653285-00	BL-1524
						123.16	**123.16**		
U.S. Cellular - VEND-1104									
4/11/2019	Tech Cell Phones	Net 30	131.67	0.00	15.00	131.67	131.67	299516750	BL-1513
						131.67	**131.67**		
UPHDM Occupational Medicine - VEND-1101									
3/30/2019	0219 Consortium Fees	Net 30	19.50	0.00	15.00	19.50	19.50	251309	BL-1512
						19.50	**19.50**		
Wiegert Disposal Inc - VEND-1081									
5/1/2019	0319 Trash Pick Up	Net 30	110.00	0.00	15.00	110.00	110.00	0319 Trash Pick Up	BL-1525
						110.00	**110.00**		

AP Check Preview

Date Range: All Dates

Indianola Municipal Utilities

Friday, March 29, 2019
12:07:45 PM

Vendor Due Date	Notes	Terms	Bill Total	Discount	Interest	Amount Due	Payment	Invoice Number	Bill Number
		Check Count: **19**			Totals:	**$94,797.95**	**$94,797.95**		

IMU Regular Downstairs **4.B.**

Meeting Date: 04/08/2019

Information

Subject

March 25, 2019 Minutes

Information

Fiscal Impact

Attachments

Minutes

BOARD OF TRUSTEE MINUTES
REGULAR SESSION – MARCH 25, 2019

The Board of Trustees met in regular session at 5:30 p.m. on March 25, 2019 in the City Hall Council Chambers. Chairperson Mike Rozga called the meeting to order and on roll call the following members were present: Lesley Forbush, Jim McClymond (via phone), Mike Rozga, Adam Voigts and Deb White.

David Dobson, 315 S. Spruce Street, spoke regarding his excessively high-water bill during January 4, 2019 – February 5, 2019. There was no action taken.

The consent agenda consisting of the following was approved on a motion by Voigts and seconded by White. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Claims list for March 19, 2019

Minutes from March 11, 2019

Electric Utility Informational Items – Mike Metcalf, Electric Superintendent, presented the Electric Utility Informational items.

Water Utility Informational Items – Lou Elbert, Water Superintendent, presented the Water Utility Informational items.

Communications Utility Action Items – It was moved by Voigts and seconded by White to approve the purchase of a Ditch Witch plow in an amount of $42,750 plus tax from Ditch Witch. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

Communications Utility Informational Items – Kurt Ripperger, Telecommunications Superintendent, reported on the Communications Utility Informational Items.

Combined Electric, Water and Communications Utilities Action Items

A motion was made by White and seconded by Forbush to approve the following resolution entitled, "RESOLUTION APPROVING A CREDIT CARD PROGRAM WITH TRU BANK." On roll call the vote was, AYES: Rozga, Voigts, McClymond, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-305
RESOLUTION APPROVING A CREDIT CARD PROGRAM WITH TRU BANK

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

White moved and McClymond seconded to receive and file an update on the HRA Program. Question was called for and on voice vote the Chairperson declared the motion carried unanimously.

It was the consensus of the Board to nomination Chairperson Mike Rozga to the City of Indianola Comprehensive Plan Update Steering Committee.

Continued on Page 88

Combined Electric, Water and Communications Utilities Informational Items – No items were presented.

Board member Voigts moved and White seconded to enter closed session to discuss marketing and pricing strategies and proprietary information of the telecommunications division whose competitive position will be harmed by public disclosure that is not required of potential or actual competitors and no public purpose is served by such disclosure, pursuant to Section 388.9(1) Code of Iowa. On roll call the vote was, AYES: McClymond, Forbush, White, Rozga and Voigts. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

A motion was made by White and seconded by Forbush to return to regular session. On roll call the vote was, AYES: Rozga, Voigts, McClymond, Forbush and White. NAYS: None. Whereupon the Chairperson declared the motion carried unanimously.

Meeting adjourned on a motion by White and seconded by Forbush.

Mike Rozga, Chairperson

Diana Bowlin, City Clerk

IMU Regular Downstairs **5.A.**

Meeting Date: 04/08/2019

Information

Subject

Consider approval of the Geographic Information System (GIS) Commission 28E Agreement

Information

In your packet is the GIS 28E Agreement. Highlights of the agreement are:

- Agreement will create a legal entity under Iowa Code Chapter 28E to manage a geographic information system (GIS) in a coordinated and efficient manner to benefit citizens, taxpayers, and other consumers of public information.
- Commission shall be called the Warren County Geographic Information Commission.
- The Commission shall be comprised of the following members:
    - The Director of Community and Economic Development designated by the City Manager of the City of Indianola or their designee
    - An employee of Indianola Municipal Utilities designated by the General Manager of Indianola Municipal Utilities
    - The Director of Information Technology Department of the City of Indianola or their designee;
    - The Community Development Director of the City of Norwalk or their designee;
    - The City Administrator of the City of Carlisle or their designee;
    - An employee of the Warren County Assessor's Office as designated by the Warren County Conference Board or their designee;
    - The Director of Information Technology Department of Warren County as designated by the Warren County Board of Supervisors or their designee;
    - A member of the Warren County Board of Supervisors or their designee; and
    - The Warren County GIS System Administrator as designated by the Warren County Assessor
- The Commission shall establish policies, procedures and guidelines for the joint use of the GIS system
- All funds coming under the management of the Commission shall be held by the Warren County Auditor's Office

Simple motion is in order.

Fiscal Impact

Attachments

28E Agreement

WARREN COUNTY GEOGRAPHIC INFORMATION SYSTEM COMMISSION 28E AGREEMENT

Be it remembered that in consideration of the mutual promises, covenants and consideration herein contained, the City of Indianola; Indianola Municipal Utilities; the City of Norwalk; the City of Carlisle; the Warren County Conference Board; and the Warren County Board of Supervisors (the "Creating Entities") in order to jointly exercise certain powers, have entered into the following agreement, to wit:

Article 1. The purpose of this agreement is to create a legal entity under Iowa Code Chapter 28E to manage a geographic information system (the "GIS" system) in a coordinated and efficient manner to benefit citizens, taxpayers, and other consumers of public information.

Article 2. The Commission created by this agreement shall be called the Warren County Geographic Information System Commission ("Commission"). The Commission shall develop procedures for the joint use of the GIS system. This agreement shall continue until terminated by any one creating entity. Termination shall become effective one hundred and eighty days after written notice is received by the Commission. If a seat on the WCGIS Commission becomes vacant, the managing body or position that appointed the individual whose seat is vacant shall appoint another individual to serve in the interim until the position listed in Article 3 is filled.

Article 3. The Commission shall be comprised of the following members:

a. The Director of Community and Economic Development designated by the city manager of the City of Indianola or their designee;

b. An employee of Indianola Municipal Utilities designated by the General Manager of Indianola Municipal Utilities;

c. The Director of Information Technology Department of the City of Indianola or their designee;

d. The Community Development Director of the City of Norwalk or their designee;

e. The City Administrator of the City of Carlisle or their designee;

f. An employee of the Warren County Assessor's Office as designated by the Warren County Conference Board or their designee;

g. The Director of Information Technology Department of Warren County as designated by the Warren County Board of Supervisors or their designee;

h. A member of the Warren County Board of Supervisors or their designee; and

i. The Warren County GIS System Administrator as designated by the Warren County Assessor.

Article 4. The members of the Commission shall each serve at the pleasure of the governing body that appointed them.

Article 5. The Commission shall establish the policies, procedures, and guidelines for the joint use of the GIS system and for its own management and the conduct of its affairs. The members of the Commission shall meet at least annually and shall elect one of its members as chairman. The Chairman shall conduct all meetings. The Commission shall have authority to do all things necessary to implement the purpose of this agreement.

Article 6. All funds coming under the management of the Commission shall be held by the Warren County Auditor's Office until the Commission determines how the funds shall be used. The Commission shall grant each creating entity the right to use the GIS data for which it has ownership. Any revenue derived from the sale or lease of data shall be provided directly to the creating entity that has ownership of that data.

Article 7. Each creating entity shall be the owner of their own data; however, the Warren County Board of Supervisors shall be the custodian of all data within the GIS system. At any time any of the creating entities may request an updated electronic copy of its own data. Each creating entity shall have the right to determine the media distribution methods for the data that it owns.

Article 8. Additional public entities within Warren County may apply for membership to the Commission at any time and membership shall be granted if the application is approved by two-thirds (2/3) of the existing Commission members. If approved, the public entity shall be considered a creating entity.

Article 9. If any provisions of these articles of agreement, or the application thereof to any person or circumstance, are held to be invalid, such invalidity shall not affect other provisions or applications of these articles which can be given effect without the invalid provisions or application, and to this end the provisions of these articles are declared to be severable.

Article 10. This agreement shall become effective upon adoption by resolution by each of the Creating Entities and its filing with the Secretary of State and recording in Warren County, Iowa.

Warren County Conference Board:

By: ______________________________ dated: ________________

Warren County Board of Supervisors:

By: ______________________________ dated: ________________

City of Indianola:

By: ______________________________ dated: ________________

Indianola Municipal Utilities:

By: ______________________________ dated: ________________

City of Norwalk:

By: ______________________________ dated: ________________

City of Carlisle:

By: ______________________________ dated: ________________

IMU Regular Downstairs **7.**

Meeting Date: 04/08/2019

Information

Subject

Water Utility Action Items

Information

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs **7.A.**

Meeting Date: 04/08/2019

Information

Subject

Background information and possible motion regarding AT&T/Century Link requests to renegotiate existing Tower Lease with Option Agreement

Information

The Board will discuss the AT&T/Century Link request to renegotiate existing Tower Lease with Option Agreement.

Simple motion is in order.

Fiscal Impact

Attachments

No file(s) attached.

IMU Regular Downstairs **9.A.**

Meeting Date: 04/08/2019

Information

Subject

Consider approval of change order #3 in an amount of ($1,950.00) for the Telecommunications Utility Shop Renovation - revised contract amount $505,600.62

Information

Change order #3 (packet) consists of the following:

Deduct for workmanship at the epoxy floor patch due to plumbing repair	($3,500.00)
Install expansion joints in corridor 104 where drywall cracks have developed	$1,550.00
Total	($1,950.00)

Simple motion is in order.

Fiscal Impact

Attachments

Change Order

AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
Indianola Municipal Utilities 111 South Buxton Street, Indianola, Iowa.	Contract For: General Construction Date: April 10, 2018	Change Order Number: 003 Date: March 25, 2019
OWNER: *(Name and address)* Indianola Municipal Utilities 111 South Buxton Street Indianola, IA 50125	**ARCHITECT:** *(Name and address)* Martin Gardner Architecture, P.C. 700 11th Street Suite 200 Marion, IA 52302	**CONTRACTOR:** *(Name and address)* DDVI, Inc. 1817 N 7th Street Indianola, IA 50125

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

See attached Change Order #3 backup dated March 11, 2019.

The original Contract Sum was	$	488,705.00
The net change by previously authorized Change Orders	$	18,845.62
The Contract Sum prior to this Change Order was	$	507,550.62
The Contract Sum will be decreased by this Change Order in the amount of	$	1,950.00
The new Contract Sum including this Change Order will be	$	505,600.62

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be unchanged.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Martin Gardner Architecture, P.C.	DDVI, Inc.	Indianola Municipal Utilities
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE**	**SIGNATURE**
Kyle Martin, AIA, LEED AP, President	Gina Piper, President	Herbert T. Gaffigan, Jr.,, General Manager
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**
3/26/2019	3-26-19	
DATE	**DATE**	**DATE**

DDVI PCO#				Increase / (Decrease)
17	Fire alarm conduit and wiring not accepted.			$0.00
18	Deduct for workmanship at the epoxy floor patch due to plumbing repair.			
		Subtotal:		($3,500.00)
19	Install expansion joints in corridor 104 where drywall cracks have developed. Paint touch up after installation.			
	Expansion joint installation - labor:		$850.00	
	Expansion joint installation - material:		$250.00	
	Paint touch up at expansion joint installation - labor:		$350.00	
	Paint touch up at expansion joint installation - material:		$100.00	
		Subtotal:		$1,550.00
		Total C.O. #3:		($1,950.00)

DDVI

General Contractor
Remittance Address: P.O. Box 743 - Indianola, Iowa 50125
Physical Address: 1817 North 7th Street - Indianola, Iowa 50125
515-962-2176 ph/515-962-2199 fax

PROJECT
IMU
Project #18-602

ITC#	
CO#	

Cost for Proposed Change 19

Approved	
Gina	
JC	
Sub	
Field	

DATE: 03/09/19

ARCHITECT: Martin & Garnder

DESCRIPTION: Installation of expansion joints in corridor 104

Contractor:	Description		Total
DDVI			$0.00
	Expansion joint installation	labor	$850.00
		material	$250.00
	Touch up paint @ corridor walls	labor	$350.00
		material	$100.00
		DDVI total:	**$1,550.00**
			$0.00
			$0.00
			$0.00
		Sub Total:	**$0.00**
DDVI Markup (10%)			$155.00
Sub Markup (5%)			
Bonds/Ins on sub (2.8%)			
Cost for Proposed Change	19		**$1,550.00**

NOTE: We are requesting a (0) day time extension

DDVI

General Contractor
Remittance Address: P.O. Box 743 - Indianola, Iowa 50125
Physical Address: 1817 North 7th Street - Indianola, Iowa 50125
515-962-2176 ph/515-962-2199 fax

PROJECT
IMU
Project #18-602

ITC#	
CO#	

Cost for Proposed Change	18

Approved	
Gina	
JC	
Sub	
Field	

DATE: 03/09/19

ARCHITECT: Martin & Garnder

DESCRIPTION: deduct for detective workmanship at the epoxy floor patch due to plumbing repair

Contractor:	Description		Total
DDVI			$0.00
		DDVI total:	$0.00
Bell Brothers			($3,500.00)
			$0.00
			$0.00
			$0.00
		Sub Total:	($3,500.00)
DDVI Markup (10%)			$0.00
Sub Markup (5%)			
Bonds/Ins on sub (2.8%)			
Cost for Proposed Change	18		($3,500.00)

NOTE: We are requesting a (0) day time extension

IMU Regular Downstairs **11.A.**
Meeting Date: 04/08/2019

Information

Subject
Discussion and possible motion regarding the Bankers Trust Notice of Assignment to UMB Bank

Information
In your packet is a memo from Mike Maloney of D.A. Davidson regarding the registrar paying agent change for Series 2017C Electric Revenue Capital Loan Notes.

Simple motion is in order.

Fiscal Impact

Attachments

Memo

Memorandum

To:	Board of Trustees, Indianola Municipal Utilities Tom Gaffigan, General Manager, Indianola Municipal Utilities Chris Longer, Finance and HR Director, Indianola Municipal Utilities
From:	Michael Maloney, Senior Vice President – D.A. Davidson & Co. Telephone: 515.471.2723 Email: mmaloney@dadco.com
Date:	Thursday, April 4, 2019
Re:	Registrar Paying Agent Change for Series 2017C Electric Revenue Capital Loan Notes

We wanted to take this opportunity to provide this correspondence because Davidson provides dissemination agent services to Indianola Municipal Utilities ("IMU"). This work primarily entails the compiling and posting of annual disclosure information to noteholders (investors) through the centralized online repository created by the Municipal Securities Rulemaking Board ("MSRB") called Electronic Municipal Market Access ("EMMA"). In addition to the annual filings, we also assist in the event any of the ongoing material events listed in the Notes' continuing disclosure certificate does occur over the course of a given year.

One of the material events listed is change in trustee, which has further guidance from the Federal government that in this case "trustee" also encompasses the role of registrar/paying agent. A paying agent is an agent who accepts payments from the issuer of a security and then distributes the payments to the holders of the security.

Paying agents are usually banks, designated to make principal and interest payments to the security holder on behalf of the issuer. In addition, a paying agent may provide further services including processing the early redemption or "call" of outstanding bonds/notes.

Historically most bond issues in Iowa have included Bankers Trust as paying agent to service the loan between the noteholders and the entity which issued the notes. On March 5th, it was announced Bankers Trust sold its Corporate Trust department which handles this service to United Missouri Bank. IMU has already received information on this topic directly from Bankers Trust.

Whether you assign the business to United Missouri Bank or an alternative service provider, the notice of this change must be submitted to EMMA as a continuing disclosure event within 10 days of the occurrence. Your communication with D.A. Davidson on the matter is the only way we are able to complete the submission on your behalf pursuant to your continuing disclosure requirement. We will not be charging a fee for this service.

Over the last four weeks, Davidson has been reviewing this situation with the bonding attorneys to ensure this is addressed consistently around Iowa. In short, you will need Board action for a resolution changing registrar/paying agent regardless of your chosen provider. This process would be effective after the next payment date (Bankers Trust will make payments through the June 10th when the transition to United Missouri Bank is effective). For IMU, the next payment is May 1st, so any changes would be effective after that time.

The other provider that has been pursuing business in Iowa is BOK Financial (Bank of Oklahoma) currently staffed out of Lincoln, Nebraska. We have worked with them elsewhere on transactions (in Nebraska and Illinois) and they are a reputable firm. They are a lower cost for this annual service: $150 less per year and additional services (most applicably to IMU is redemption of outstanding bonds) are included rather than an additional cost. So for the Series 2017C bond issue (only outstanding series with a paying agent), IMU would save $1,950.

The decision at this time is simply: does IMU want to work with BOK Financial or United Missouri Bank on a go forward basis?

The Board can then take action (by resolution) regardless of provider selected at the May meeting. Please let us know your decision and we will ensure IMU, Ahlers (IMU's bond counsel) and Davidson are all in the loop to effect the change through resolution by the Board and make the necessary disclosure within 10 days of the change.

BOK FINANCIAL

Trustee, PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT FEE SCHEDULE

ADMINISTRATION FEE – PAYING AGENT

• Book Entry Bonds	$300 initial/$450 annual
• Registered/Private Placement Bonds	$300 initial/$700 annual

ADMINISTRATION FEE – TRUSTEE / PAYING AGENT

• Book Entry Bonds	$750 initial/$1,250 annual
• Registered/Private Placement Bonds	$750 initial/$1,500 annual

*Initial Fees paid at Closing
*Annual Fees paid at Interest/Principal Dates

ADDITIONAL SERVICES

• Placement of CDs or Sinking Funds	Included in Annual Fee
• Optional or Partial Redemption	Included in Annual Fee
Mandatory Redemption	Included in Annual Fee
• Early Termination/Full Call	Included in Annual Fee
• Paying Costs of Issuance	Included in Annual Fee

SERVICES AVAILABLE UPON REQUEST

• Dissemination Agent	$250 Annual Fee
• Tax credit bond filing	$350 Annual Fee
• Disbursement Agent	Included in Annual Fee
• Disbursement Agent wires/check	Included in Annual Fee

Reasonable charges will be made for additional services or reports not contemplated at the time of execution of the Agreement or not covered specifically elsewhere in this schedule. Extraordinary out-of-pocket expenses will be charged at cost. However, this does not include ordinary out-of-pocket expenses such as normal postage and supplies, which are included in the annual fees quoted above.

Effective January 1, 2019

Paying Agent, Bond Registrar and Transfer Agent Fee Schedule

Administration Fee

• Book Entry Bonds	$300 initial/$600 annual
• Registered/Private Placement Bonds	$500 initial/$1,000 annual

*Initial Fees paid at Closing
*Annual Fees paid at Interest/Principal Dates

Additional Services

• Placement of CDs or Sinking Funds	$500 per set up/outside BTC
• Optional or Partial Redemption	$300
• Mandatory Redemption	$100
• Early Termination/Full Call	$500
• Paying Costs of Issuance	$500 one-time fee

Services Available Upon Request

• Dissemination Agent	$1,000 annual
• Tax credit bond filing	$500 annual
• Disbursement Agent	$5,000 initial/$3,000 annual
• Disbursement Agent wires/check	$10 per wire or check

Changes in Fee Schedule

Bankers Trust reserves the right to renegotiate this fee schedule.

Reasonable charges will be made for additional services or reports not contemplated at the time of execution of the Agreement or not covered specifically elsewhere in this schedule. Extraordinary out-of-pocket expenses will be charged at cost. However, this does not include ordinary out-of-pocket expenses such as normal postage and supplies, which are included in the annual fees quoted above.

Effective January 1, 2018

IMU Regular Downstairs **11.B.**
Meeting Date: 04/08/2019

Information

Subject

Discussion and possible motion regarding the Electric Utility and Communications Utility Joint Use Agreement

Information

The Board will discuss the Electric Utility and Communications Utility Joint Use Agreement.

Simple motion is in order.

Fiscal Impact

Attachments

No file(s) attached.
