



CITY OF INDIANOLA COUNCIL MEETING

July 15, 2024

6:00 PM

City Council Chambers

110 N 1st Street, Indianola, IA

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Consent Agenda**
 - A. Approval of Agenda
 - B. Approval of Claims
 - C. Approval of Minutes of the June 27, 2024, and July 1, 2024 meetings.
 - D. Setting dates for future public hearings
 1. Resolution setting a public hearing for 6:00 PM on Monday, August 19, 2024, to take public comments regarding a request to amend Chapter 165, regarding building design alternatives to the building design standards, of the Code of Ordinances of the City of Indianola, Iowa.
 2. Resolution setting a public hearing for 6:00 PM on Monday, August 19, 2024, to take public comments regarding a proposed rezoning from the R-1 'Single-Family Residential Detached' Zoning District and the R-2 'Single-Family Residential Attached' Zoning District from the A-1 'Agricultural/Open-Space' Zoning District for property located in the North Half of the Southwest Quarter of Section 13, Township 76 North, Range 24 West of the 5th PM, Warren County, Iowa.
 - E. Approval of Applications
 1. Consideration of the approval of a renewal liquor license for West Hill Brewing Company, LLC.
 2. Consideration of the approval of a renewal liquor license for Danlee Corp.
 - F. Resolution approving liability, auto, property, worker's compensation and machinery and equipment replacement insurance for Fiscal Year 25.
 - G. Resolution approving Payment Application Number 1 in the amount of \$165,577.76 to Vanderpool Construction and Change Order Number 1 in the amount of \$11,706.50 for the South K Street Paving Project.

- H. Resolution approving Payment Application Number 9 in the amount of \$623,604.27 to Vanderpool Construction and Change Order Number 8 in the amount of \$2,200 for the East Hillcrest Avenue Reconstruction Project.
- I. Second consideration of an ordinance regarding an amendment to Section 165.06, Zoning Regulations: Site Plan Regulations and Procedures of the Code of Ordinances of Indianola, Iowa.
- J. Second consideration of an ordinance regarding an amendment to Section 165.09, Zoning Regulations: Building Design Standards of the Code of Ordinances of Indianola, Iowa.
- K. Second consideration of an ordinance regarding an application for a right-of-way vacation and conveyance of an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition, Indianola, Warren County, Iowa.
- L. Second consideration of an ordinance regarding an application for a right-of-way vacation and conveyance of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola, Warren County, Iowa.
- M. Third consideration of an ordinance adding Chapter 160A, False Fire Alarm.
- N. Resolution amending the Fee Schedule to include false fire alarm fees.
- O. Resolution waiving the right to review a plat of survey for Chad Daniels, for a property located within two miles of the City of Indianola.
- P. Resolution amending and correcting Resolution Number 2024-151 to correct an error transferring money to the Indianola Wellness Campus.
- Q. Approval of Urban Revitalization Designations.
- R. Resolution approving salaries.

6. Council Reports

- A. Council Committee Reports
- B. Receive and file the June 2024 Treasurer's Report.
- C. Consideration of the appointment of Jayme Hansen to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2027.
- D. Consideration of the appointment of Brian Williams to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2027.

7. Mayor's Report

8. Public Consideration

- A. Old Business
 - 1. Chapter 165 Amendment
 - a. Public hearing regarding a request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services, or similar uses.

- b. First consideration of an ordinance amending Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services, or similar uses.

B. New Business

- 1. First consideration of an ordinance for establishing a reduced school speed zone on East 2nd Avenue.
- 2. Consideration of the approval of a Homebase Iowa Application.
- 3. Resolution approving a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3 (1604 East Orchard Place).

9. Other Business

- A. City Manager's Report - Ben Reeves
- B. Enter into closed session in accordance with Iowa Code Section 21.5 (1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.
- C. Any action necessitated by closed session.

10. Adjourn



MEMORANDUM

To: Mayor and City Council

From:

Date: July 15, 2024

Subject: Approval of Claims

Recommendation: Roll call is in order.

Attachments: 1. Vendor Report 7152024

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ACCO UNLIMITED CORP.				
ACCO UNLIMITED CORP.	POOL CHLORINE	06/27/2024	858.40	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	POOL CHEMICALS & REAGENTS	06/27/2024	749.65	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	POOL CHLORINE	07/03/2024	714.40	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	POOL ACID SOLUTION	07/03/2024	347.80	POOL (MEMORIAL)
Total ACCO UNLIMITED CORP.:			2,670.25	
ACE HARDWARE				
ACE HARDWARE	HAMMER DRILL BIT	06/20/2024	6.59	PARK & RECREATI
ACE HARDWARE	STATION SUPPLIES FOR KITCHEN	06/28/2024	30.75	FIRE FUND
ACE HARDWARE	POOL PLUMBING VALVE	07/03/2024	10.99	POOL (MEMORIAL)
ACE HARDWARE	IWC	07/08/2024	20.97	MAINTENANCE
Total ACE HARDWARE:			69.30	
ACME TOOLS				
ACME TOOLS	DEWALT HAMMER DRILL	07/03/2024	158.99	ROAD USE TAX FU
Total ACME TOOLS:			158.99	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	URBAN RENEWAL LEGAL SERVICES	06/30/2024	1,850.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			1,850.00	
ALLSUP, PAT				
ALLSUP, PAT	JUNE 2024 CELL	06/28/2024	50.00	POLICE FUND
Total ALLSUP, PAT:			50.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	IWC SHOWER VALVES	06/23/2024	378.60	MAINTENANCE
AMAZON CAPITAL SERVICES	SUPPLIES	07/05/2024	34.73	MAINTENANCE
AMAZON CAPITAL SERVICES	WATER FILTER FOR REFER	07/09/2024	49.98	FIRE FUND
AMAZON CAPITAL SERVICES	RETURN OF CORNER BRACKETS	07/01/2024	14.49	LIBRARY FUND
AMAZON CAPITAL SERVICES	ARTS FESTIVAL SUPPLIES	06/26/2024	115.28	GENERAL FUND
AMAZON CAPITAL SERVICES	TREE WATERING BAGS	06/14/2024	174.15	PARK & RECREATI
AMAZON CAPITAL SERVICES	IWC - WATER FOUNTAIN REPAIR	07/09/2024	79.27	MAINTENANCE
AMAZON CAPITAL SERVICES	ACTIVITY CENTER CURTAINS	06/30/2024	164.09	PARK & RECREATI
AMAZON CAPITAL SERVICES	PARADE CANDY	06/30/2024	140.32	PARK & RECREATI
AMAZON CAPITAL SERVICES	HR CELL PHONE PROTECTION	07/03/2024	43.64	GENERAL FUND
AMAZON CAPITAL SERVICES	EMS - DOOR CLOSURE	07/05/2024	39.95	MAINTENANCE
AMAZON CAPITAL SERVICES	PROPERTY SIGNS - NO TRESPASSING	07/09/2024	7.99	CH BUILDING PRO
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	06/19/2024	36.21	SEWER FUND
AMAZON CAPITAL SERVICES	BUILDING MAINTENANCE	07/01/2024	39.43	LIBRARY FUND
AMAZON CAPITAL SERVICES	COLLECTION MATERIALS- MEMORIALS	07/01/2024	46.99	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	SPECIAL COLLECTION MATERIALS	07/01/2024	1,046.56	LIBRARY FUND
AMAZON CAPITAL SERVICES	GENERAL COLLECTION MATERIALS	07/01/2024	102.14	LIBRARY FUND
AMAZON CAPITAL SERVICES	FRIENDS SRP PURCHASES	07/01/2024	1,074.46	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/01/2024	16.93	LIBRARY FUND
AMAZON CAPITAL SERVICES	SPECIAL USE FUNDS AND GRANTS	07/01/2024	151.34	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	MATERIALS AND SUPPLIES	07/01/2024	6.98	LIBRARY FUND
AMAZON CAPITAL SERVICES	PROGRAM SUPPLIES	07/01/2024	128.19	LIBRARY FUND
AMAZON CAPITAL SERVICES	IWC - POOL HEATER PUMP	07/09/2024	40.88	MAINTENANCE
AMAZON CAPITAL SERVICES	STATION SUPPLIES FOR CLEANING	06/29/2024	46.63	FIRE FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	07/07/2024	37.98	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total AMAZON CAPITAL SERVICES:			3,988.23	
ASHWORTH, LAUREN				
ASHWORTH, LAUREN	ENTERTAINMENT	07/08/2024	120.00	GENERAL FUND
Total ASHWORTH, LAUREN:			120.00	
AUBERT'S TOWING				
AUBERT'S TOWING	VEHICLE IMPOUND	05/30/2024	165.00	POLICE FUND
AUBERT'S TOWING	TOW	06/23/2024	170.00	POLICE FUND
Total AUBERT'S TOWING:			335.00	
AVESIS THIRD PARTY ADMINISTRATORS INC				
AVESIS THIRD PARTY ADMINIS	VISION - CITY MGR	07/01/2024	10.89	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - HR	07/01/2024	21.78	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - IT	07/01/2024	22.45	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - FINANCE/CLERK	07/01/2024	32.10	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - COMM DEV	07/01/2024	29.60	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - STREETS	07/01/2024	69.09	ROAD USE TAX FU
AVESIS THIRD PARTY ADMINIS	VISION - POLICE	07/01/2024	198.35	POLICE FUND
AVESIS THIRD PARTY ADMINIS	VISION - FIRE	07/01/2024	8.93	FIRE FUND
AVESIS THIRD PARTY ADMINIS	VISION - AMBULANCE	07/01/2024	101.49	AMBULANCE FUN
AVESIS THIRD PARTY ADMINIS	VISION - P&R	07/01/2024	32.27	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION - PARKS	07/01/2024	22.45	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION - LIBRARY	07/01/2024	28.43	LIBRARY FUND
AVESIS THIRD PARTY ADMINIS	VISION - SEWER	07/01/2024	56.86	SEWER FUND
AVESIS THIRD PARTY ADMINIS	VISION - COBRA	07/01/2024	16.21	HEALTH INSURAN
AVESIS THIRD PARTY ADMINIS	VISION - IWC	07/01/2024	23.62	WELLNESS CAMP
AVESIS THIRD PARTY ADMINIS	VISION - EE LIABILITY	07/01/2024	365.00	GENERAL FUND
Total AVESIS THIRD PARTY ADMINISTRATORS INC:			1,039.52	
BAKER & TAYLOR ENTERTAINMENT				
BAKER & TAYLOR ENTERTAINM	DVDS	06/24/2024	13.99	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	06/24/2024	27.99	LIBRARY FUND
Total BAKER & TAYLOR ENTERTAINMENT:			41.98	
BAKER AND TAYLOR				
BAKER AND TAYLOR	BOOKS	06/24/2024	312.60	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	06/27/2024	356.21	LIBRARY FUND
Total BAKER AND TAYLOR:			668.81	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	FRIENDS SRP	06/11/2024	51.50	LIBRARY SPECIAL
BOB'S CUSTOM TROPHIES	MEMORIAL SIGN	06/25/2024	25.00	PARK & RECREATI
Total BOB'S CUSTOM TROPHIES:			76.50	
BOCHART, KYLE				
BOCHART, KYLE	ENTERTAINMENT	07/08/2024	150.00	GENERAL FUND
Total BOCHART, KYLE:			150.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BOLTON & HAY INC.				
BOLTON & HAY INC.	POOL CONCESSIONS	06/27/2024	161.04	POOL (MEMORIAL)
Total BOLTON & HAY INC.:			161.04	
BOOK PAGE				
BOOK PAGE	12 MONTHLY SHIPMENT 8/24-7/25	07/25/2024	414.00	LIBRARY FUND
Total BOOK PAGE:			414.00	
BOUND TREE MEDICAL LLC				
BOUND TREE MEDICAL LLC	EMS SUPPLIES	07/11/2022	151.00-	AMBULANCE FUN
BOUND TREE MEDICAL LLC	EMS SUPPLIES	05/25/2022	335.34-	AMBULANCE FUN
BOUND TREE MEDICAL LLC	EMS SUPPLIES	10/26/2022	440.70-	AMBULANCE FUN
BOUND TREE MEDICAL LLC	EMS SUPPLIES	03/20/2024	789.03	AMBULANCE FUN
BOUND TREE MEDICAL LLC	EMS SUPPLIES	06/28/2024	1,012.97	AMBULANCE FUN
BOUND TREE MEDICAL LLC	EMS SUPPLIES	07/02/2024	354.00	AMBULANCE FUN
BOUND TREE MEDICAL LLC	EMS SUPPLIES	07/09/2024	1,354.33	AMBULANCE FUN
Total BOUND TREE MEDICAL LLC:			2,583.29	
BREWER, TRACI				
BREWER, TRACI	MYC SCHOOL NECESSITY PANTRY DONATI	07/01/2024	600.00	PARK & RECREATI
Total BREWER, TRACI:			600.00	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	CODE ENFORCEMENT LEGAL SERVICE FEE	06/25/2024	3,717.88	GENERAL FUND
BRICK GENTRY P.C.	COM DEV LEGAL SERVICE FEES	06/25/2024	635.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL REVIEW OF CHANGES TO ORDINAN	06/25/2024	90.00	FIRE FUND
BRICK GENTRY P.C.	CH BLDG PROJECT LEGAL FEES	06/25/2024	1,120.00	CH BUILDING PRO
BRICK GENTRY P.C.	GENERAL SERVICE FEES	06/25/2024	2,115.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICES FEE	06/25/2024	135.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICES FEE	06/25/2024	345.00	POLICE FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES - POLICE UNION	06/25/2024	510.00	POLICE FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES - GENERAL UNIT WR	06/25/2024	180.00	SEWER FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES - GENERAL UNIT STR	06/25/2024	270.00	ROAD USE TAX FU
Total BRICK GENTRY P.C.:			9,117.88	
BROWN EQUIPMENT				
BROWN EQUIPMENT	OIL FILTERS, AIR FILTERS, OIL FOR FERRIS	06/28/2024	294.27	PARK & RECREATI
Total BROWN EQUIPMENT:			294.27	
CDW GOVERNMENT INC				
CDW GOVERNMENT INC	OWL CASE	06/27/2024	137.97	GENERAL FUND
CDW GOVERNMENT INC	ABSOLUTE SECURE ACCESS (NETMOTION)	07/04/2024	4,598.00	GENERAL FUND
Total CDW GOVERNMENT INC:			4,735.97	
CENTRAL IOWA FASTENERS				
CENTRAL IOWA FASTENERS	JANITORIAL SUPPLIES FOR PICKARD RR	07/08/2024	446.70	PARK & RECREATI
CENTRAL IOWA FASTENERS	JANITORIAL SUPPLIES FOR SHOP	07/08/2024	90.20	PARK & RECREATI
CENTRAL IOWA FASTENERS	POOL JANITORIAL SUPPLIES	07/08/2024	411.43	POOL (MEMORIAL)
Total CENTRAL IOWA FASTENERS:			948.33	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CENTURYLINK				
CENTURYLINK	MONTHLY SERVICE	06/22/2024	65.00	GENERAL FUND
CENTURYLINK	MONTHLY SERVICE	06/22/2024	67.84	GENERAL FUND
Total CENTURYLINK:			132.84	
CINTAS CORPORATION				
CINTAS CORPORATION	FIRST AID SUPPLIES - PARKS SHOP	06/26/2024	3.56	PARK & RECREATI
Total CINTAS CORPORATION:			3.56	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	CONCRETE PATCH	06/27/2024	24.99	POOL (MEMORIAL)
Total CIRCLE B CASHWAY:			24.99	
CITY OF PELLA				
CITY OF PELLA	BEN REEVES - LUNCH IACMA SC REGIONAL	06/18/2024	13.00	GENERAL FUND
Total CITY OF PELLA:			13.00	
CIVIC SYSTEMS LLC				
CIVIC SYSTEMS LLC	SEMI -ANNUAL SUPPORT FEES	06/27/2024	9,227.00	GENERAL FUND
Total CIVIC SYSTEMS LLC:			9,227.00	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	REPAIRS ON HT 101 STIHL POLE SAWS, PR	06/19/2024	37.97	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	EDGER BLADES	07/08/2024	31.92	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			69.89	
CONFLUENCE INC.				
CONFLUENCE INC.	HOUSING STUDY & NEEDS ASSESSMENT	06/28/2024	1,310.00	GENERAL FUND
Total CONFLUENCE INC.:			1,310.00	
CORE & MAIN				
CORE & MAIN	LOCATOR EQUIPMENT	06/27/2024	4,970.91	ROAD USE TAX FU
Total CORE & MAIN:			4,970.91	
CORE-MARK MIDCONTINENT INC				
CORE-MARK MIDCONTINENT I	POOL CONCESSIONS	06/25/2024	509.90	POOL (MEMORIAL)
CORE-MARK MIDCONTINENT I	PICKARD CONCESSIONS	06/28/2024	1,534.80	PARK & RECREATI
CORE-MARK MIDCONTINENT I	POOL CONCESSIONS	07/02/2024	988.05	POOL (MEMORIAL)
Total CORE-MARK MIDCONTINENT INC:			3,032.75	
CRITICAL HIRE				
CRITICAL HIRE	MMPI READ/RESULTS	07/07/2024	150.00	POLICE FUND
Total CRITICAL HIRE:			150.00	
CURTIS ARCHITECTURE & DESIGN PC				
CURTIS ARCHITECTURE & DES	DOWNTOWN FACADE GRANT ARCHITECTU	07/01/2024	15,796.68	DOWNTOWN BIZ I

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CURTIS ARCHITECTURE & DESIGN PC:			15,796.68	
DEMCO EDUCATIONAL CORP				
DEMCO EDUCATIONAL CORP	MATERIALS & SUPPLIES	06/26/2024	350.10	LIBRARY FUND
Total DEMCO EDUCATIONAL CORP:			350.10	
DLH GRAFX				
DLH GRAFX	PICKARD SPONSORSHIP BANNER	06/27/2024	86.00	PARK & RECREATI
DLH GRAFX	CLOTHING - PASS THROUGH	06/27/2024	496.90	WELLNESS CAMP
DLH GRAFX	TENNIS CAMP SHIRTS	07/03/2024	187.15	PARK & RECREATI
Total DLH GRAFX:			770.05	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	331 TIRE REPAIR	06/28/2024	55.98	FIRE FUND
DOWNEY TIRE PROS	NEW TIRE FOR CONCRETE BUGGY	07/01/2024	122.48	PARK & RECREATI
Total DOWNEY TIRE PROS:			178.46	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	REGIONS - CEILING TILES	06/30/2024	105.00	CH BUILDING PRO
DUST PROS JANITORIAL	JANITORIAL SERVICES	07/01/2024	1,500.00	LIBRARY FUND
DUST PROS JANITORIAL	JANITORIAL SUPPLIES	07/01/2024	161.00	LIBRARY FUND
Total DUST PROS JANITORIAL:			1,766.00	
GALLS LLC				
GALLS LLC	M BUTCHER CLASS A UNIFORM	07/01/2024	155.75	FIRE FUND
Total GALLS LLC:			155.75	
GEIGER, ALEX				
GEIGER, ALEX	ENTERTAINMENT	07/08/2024	200.00	GENERAL FUND
Total GEIGER, ALEX:			200.00	
GLAXO SMITH KLINE PHARM.				
GLAXO SMITH KLINE PHARM.	TWINRIX VACCINE HEP/A&B	06/27/2024	1,094.87	FIRE FUND
GLAXO SMITH KLINE PHARM.	FLU VACCINES	04/16/2024	82.94	FIRE FUND
Total GLAXO SMITH KLINE PHARM.:			1,011.93	
GRIFFITH, SARAH				
GRIFFITH, SARAH	DANCE INSTRUCTOR	06/18/2024	800.00	PARK & RECREATI
Total GRIFFITH, SARAH:			800.00	
GROTE, ZAK				
GROTE, ZAK	ENTERTAINMENT	07/08/2024	25.00	GENERAL FUND
Total GROTE, ZAK:			25.00	
GROUP CREATIVE SERVICES LLC				
GROUP CREATIVE SERVICES L	WONDER ON BUXTON PROJECT MANAGEM	06/21/2024	90,482.00	PARK & REC SPEC

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total GROUP CREATIVE SERVICES LLC:			90,482.00	
HARRIS, DOUGLAS				
HARRIS, DOUGLAS	COED SB OFFICIAL	06/28/2024	64.00	PARK & RECREATI
Total HARRIS, DOUGLAS:			64.00	
HOFER, CASSANDRA				
HOFER, CASSANDRA	CLERK CLASS MILEAGE	07/08/2024	293.73	GENERAL FUND
HOFER, CASSANDRA	CLERK CLASS MEALS	07/08/2024	41.50	GENERAL FUND
Total HOFER, CASSANDRA:			335.23	
HR GREEN INC				
HR GREEN INC	FY 2024 ON-CALL ENGINEERING SRV	06/30/2024	4,726.00	SEWER CAPITAL P
Total HR GREEN INC:			4,726.00	
IMU - UTILITIES				
IMU - UTILITIES	TELEPHONE	07/01/2024	516.38	GENERAL FUND
IMU - UTILITIES	FIBER	07/01/2024	569.00	GENERAL FUND
IMU - UTILITIES	FIBER - N HOWARD	07/01/2024	53.39	CH BUILDING PRO
IMU - UTILITIES	IWC UTILITIES	07/01/2024	13,976.62	WELLNESS CAMP
IMU - UTILITIES	UTILITIES 410 N JEFFERSON WAY	07/01/2024	279.71	FIRE FUND
IMU - UTILITIES	IMU UTILITIES - ADULT SOFTBALL	07/01/2024	1,669.57	PARK & RECREATI
IMU - UTILITIES	UTILITIES - PICKARD YOUTH	07/01/2024	408.44	PARK & RECREATI
IMU - UTILITIES	UTILITIES	07/01/2024	1,975.86	LIBRARY FUND
IMU - UTILITIES	IMU UTILITIES - ACTIVITY CENTER	07/01/2024	1,052.83	PARK & RECREATI
IMU - UTILITIES	UTILITIES - DOWNEY (DOG PARK)	07/01/2024	66.90	PARK & RECREATI
IMU - UTILITIES	UTILITIES - DOWNTOWN SQUARE	07/01/2024	67.84	PARK & RECREATI
IMU - UTILITIES	UTILITIES - MCCORD	07/01/2024	101.14	PARK & RECREATI
IMU - UTILITIES	IMU UTILITIES - VMAC	07/01/2024	5,113.09	POOL (MEMORIAL)
IMU - UTILITIES	UTILITIES - HWY 65/69 MEDIANS	07/01/2024	206.06	PARK & RECREATI
IMU - UTILITIES	UTILITIES - MEMORIAL	07/01/2024	107.43	PARK & RECREATI
IMU - UTILITIES	WRRF FIBER	07/01/2024	2,403.16	SEWER FUND
IMU - UTILITIES	LIFT STATION UTILITIES	07/01/2024	10,937.21	SEWER FUND
IMU - UTILITIES	UTILITIES - PICKARD CAMPGROUND	07/01/2024	984.96	PARK & RECREATI
IMU - UTILITIES	UTILITIES - MOATS	07/01/2024	92.99	PARK & RECREATI
IMU - UTILITIES	UTILITIES - BARKER	07/01/2024	46.30	PARK & RECREATI
IMU - UTILITIES	BUXTON OFFICE UTILITIES	07/01/2024	527.82	GENERAL FUND
IMU - UTILITIES	UTILITIES	07/01/2024	6,588.49	GENERAL FUND
IMU - UTILITIES	RENEWABLE	07/01/2024	53.00	FIRE FUND
IMU - UTILITIES	STREETLIGHTS	07/01/2024	11,530.19	ROAD USE TAX FU
IMU - UTILITIES	UTILITIES - BUXTON	07/01/2024	759.14	PARK & RECREATI
IMU - UTILITIES	UTILITIES - MCVAY TRAILHEAD	07/01/2024	75.83	PARK & RECREATI
IMU - UTILITIES	UTILITIES - PARKS SHOP	07/01/2024	215.18	PARK & RECREATI
IMU - UTILITIES	STREETS UTILITIES	07/01/2024	600.15	ROAD USE TAX FU
IMU - UTILITIES	110 N HOWARD UTILITIES	07/01/2024	161.56	CH BUILDING PRO
IMU - UTILITIES	UTILITIES 206 N. 1ST STREET	07/01/2024	61.21	FIRE FUND
IMU - UTILITIES	114 N HOWARD UTILITIES	07/01/2024	1,609.74	CH BUILDING PRO
Total IMU - UTILITIES:			62,811.19	
INDEPENDENT ADVOCATE				
INDEPENDENT ADVOCATE	20240617 CC MINUTES	06/26/2024	403.36	GENERAL FUND
INDEPENDENT ADVOCATE	PH NOTICE 705 N HOWARD ALLEY	06/26/2024	34.56	GENERAL FUND
INDEPENDENT ADVOCATE	PH NOTICE LIBRARY ALLEY	06/26/2024	35.75	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
INDEPENDENT ADVOCATE	PH NOTICE CHPT 165	07/03/2024	17.87	GENERAL FUND
Total INDEPENDENT ADVOCATE:			491.54	
INDIANOLA CHAMBER OF COMMERCE				
INDIANOLA CHAMBER OF COM	FY25 CONTRIBUTION	06/26/2024	50,000.00	GENERAL FUND
Total INDIANOLA CHAMBER OF COMMERCE:			50,000.00	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITIE	UTILITY SERVICES JULY 2024 - SEWER	07/05/2024	8,142.00	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	UTILITY SERVICES JULY 2024 - STORM SEW	07/05/2024	4,416.00	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	UTILITY SERVICES JULY 2024 - RECYCLING	07/05/2024	1,242.00	RECYCLING FUND
INDIANOLA MUNICIPAL UTILITIE	CC PROCESSING FEE JULY 2024 - SEWER	07/05/2024	2,740.21	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	CC PROCESSING FEE JULY 2024 - STORM	07/05/2024	155.69	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	CC PROCESSING FEE JULY 2024 - RECYCLI	07/05/2024	217.98	RECYCLING FUND
INDIANOLA MUNICIPAL UTILITIE	BUXTON TRASH, RECYCLE, GAS	07/05/2024	125.40	GENERAL FUND
Total INDIANOLA MUNICIPAL UTILITIES:			17,039.28	
INNOVATIVE INTERFACES INC				
INNOVATIVE INTERFACES INC	OPAC ANNUAL SUBSCRIPTION	05/23/2024	10,731.36	LIBRARY FUND
INNOVATIVE INTERFACES INC	MOBILE APP ANNUAL SUBSCRIPTION	05/23/2024	2,800.00	LIBRARY FUND
INNOVATIVE INTERFACES INC	INTEGRATED LIBRARY SYSTEM	05/23/2024	15,270.00	LIBRARY FUND
Total INNOVATIVE INTERFACES INC:			28,801.36	
INT ASSOC OF FIRE CHIEFS				
INT ASSOC OF FIRE CHIEFS	IAFC MEMBERSHIP FEE	04/27/2024	215.00	FIRE FUND
Total INT ASSOC OF FIRE CHIEFS:			215.00	
INTOXIMETERS INC.				
INTOXIMETERS INC.	PBT DRY GAS	06/19/2024	125.00	POLICE FUND
Total INTOXIMETERS INC.:			125.00	
IOWA DOWNTOWN RESOURCE CENTER				
IOWA DOWNTOWN RESOURCE	CONFERENVCE - MELISSA SONES	07/11/2024	175.00	GENERAL FUND
Total IOWA DOWNTOWN RESOURCE CENTER:			175.00	
IOWA ONE CALL				
IOWA ONE CALL	IOWA ONE CALL	06/28/2024	532.80	SEWER FUND
Total IOWA ONE CALL:			532.80	
IOWA SIGNAL INC.				
IOWA SIGNAL INC.	REMOVAL OF FLASHING LIGHTS ON HWY 92	07/01/2024	2,300.00	ROAD USE TAX FU
Total IOWA SIGNAL INC.:			2,300.00	
IOWA WATER MANAGEMENT CO.				
IOWA WATER MANAGEMENT C	WTR MGMT LIBRARY	07/01/2024	49.50	LIBRARY FUND
IOWA WATER MANAGEMENT C	WTR MGMT MUNICIPAL	07/01/2024	165.00	GENERAL FUND
Total IOWA WATER MANAGEMENT CO.:			214.50	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
KING, NOAH				
KING, NOAH	ENTERTAINMENT	07/08/2024	25.00	GENERAL FUND
Total KING, NOAH:			25.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	MONTHLY CONTRACTED SERVICES - JULY	07/08/2024	4,500.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			4,500.00	
KOTZ, ANN HANIGAN				
KOTZ, ANN HANIGAN	ACTIVITY CENTER PRESENTATION	06/28/2024	50.00	PARK & RECREATI
Total KOTZ, ANN HANIGAN:			50.00	
LEIGHTRONIX				
LEIGHTRONIX	ANNUAL LICENSING	07/02/2024	2,388.00	GENERAL FUND
Total LEIGHTRONIX:			2,388.00	
LIBRARY PASS INC				
LIBRARY PASS INC	COMICS PLUS DATABASE	06/28/2024	1,158.00	LIBRARY FUND
Total LIBRARY PASS INC:			1,158.00	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	MEDICAL OXYGEN	07/02/2024	142.30	AMBULANCE FUN
MATHESON TRI-GAS INC	MEDICAL OXYGEN	06/30/2024	136.75	AMBULANCE FUN
Total MATHESON TRI-GAS INC:			279.05	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	PZC SIGNS VINYL NUMBER	08/02/2021	4.64	GENERAL FUND
MCCOY HARDWARE INC	PZC SIGNS LETTER/NUMBER	08/02/2021	3.41	GENERAL FUND
MCCOY HARDWARE INC	STATION SUPPLIES	08/02/2021	57.18	FIRE FUND
MCCOY HARDWARE INC	WASP AND BEE KILLER	08/04/2021	10.78	PARK & RECREATI
MCCOY HARDWARE INC	POOL CONCESSIONS	08/07/2021	32.89	POOL (MEMORIAL)
MCCOY HARDWARE INC	15A GFCI OUTLET	06/27/2024	27.89	PARK & RECREATI
MCCOY HARDWARE INC	FLIP COVER FOR GFCI OUTLET	06/27/2024	8.54	PARK & RECREATI
MCCOY HARDWARE INC	CAMPGROUND HOSE SPLITTERS	06/29/2024	26.97	PARK & RECREATI
MCCOY HARDWARE INC	111 S BUX SUPPLIES	07/01/2024	4.94	MAINTENANCE
MCCOY HARDWARE INC	POOL BUILDING KEY	07/02/2024	2.06	POOL (MEMORIAL)
MCCOY HARDWARE INC	POOL VALVE REPAIR	07/08/2024	23.39	POOL (MEMORIAL)
MCCOY HARDWARE INC	KEY FOR AMMO LOCKER - STEVER	07/08/2024	2.06	POLICE FUND
MCCOY HARDWARE INC	POOL SIGN HARDWARE	07/08/2024	11.13	POOL (MEMORIAL)
Total MCCOY HARDWARE INC:			215.88	
McFABLE FARM				
McFABLE FARM	ACTIVITY CENTER PRESENTATION	07/02/2024	150.00	PARK & RECREATI
Total McFABLE FARM:			150.00	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	NATURAL GAS	06/18/2024	16.62	LIBRARY FUND
Total MID AMERICAN ENERGY CO.:			16.62	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MILLER ELECTRICAL SERVICES				
MILLER ELECTRICAL SERVICE	REPLACE ELECTRICAL PEDESTAL @ PICKA	06/27/2024	712.00	PARK & RECREATI
Total MILLER ELECTRICAL SERVICES:			712.00	
MURPHY TRACTOR & EQUIPMENT				
MURPHY TRACTOR & EQUIPME	HAUL AWAY HOUSE AT 204 NO C ST	06/25/2024	2,145.00	REAL PROPERTY I
Total MURPHY TRACTOR & EQUIPMENT:			2,145.00	
MUTT MITT				
MUTT MITT	MUTT MITT WASTE BAGS	07/02/2024	2,174.80	PARK & RECREATI
Total MUTT MITT:			2,174.80	
MUTUAL OF OMAHA				
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - CITY MGR	06/04/2024	94.00	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - HR	06/04/2024	170.85	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - IT	06/04/2024	322.91	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - FINANCE/CLERK	06/04/2024	301.20	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - COMM DEV	06/04/2024	375.90	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - STREETS	06/04/2024	579.87	ROAD USE TAX FU
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - POLICE	06/04/2024	2,034.99	POLICE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - FIRE	06/04/2024	192.32	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - AMBULANCE	06/04/2024	1,089.79	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - P&R	06/04/2024	370.92	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - PARKS	06/04/2024	271.80	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - LIBRARY	06/04/2024	363.33	LIBRARY FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - SEWER	06/04/2024	464.15	SEWER FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - IWC	06/04/2024	240.52	WELLNESS CAMP
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - EE LIABILITY	06/04/2024	1,636.46	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - CITY MGR	06/20/2024	95.66	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - HR	06/20/2024	191.32	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - IT	06/20/2024	161.27	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - FINANCE/CLERK	06/20/2024	203.92	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - FINANCE/CLERK ADJ	06/20/2024	20.00	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - COMM DEV	06/20/2024	164.54	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - COMM DEV ADJ	06/20/2024	21.81-	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - STREETS	06/20/2024	599.16	ROAD USE TAX FU
MUTUAL OF OMAHA	DENTAL - POLICE	06/20/2024	1,355.82	POLICE FUND
MUTUAL OF OMAHA	DENTAL - FIRE	06/20/2024	127.52	FIRE FUND
MUTUAL OF OMAHA	DENTAL - FIRE ADJ	06/20/2024	3.00-	FIRE FUND
MUTUAL OF OMAHA	DENTAL - AMBULANCE	06/20/2024	722.59	AMBULANCE FUN
MUTUAL OF OMAHA	DENTAL - AMBULANCE ADJ	06/20/2024	17.00-	AMBULANCE FUN
MUTUAL OF OMAHA	DENTAL - P&R	06/20/2024	279.89	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL - PARKS	06/20/2024	138.31	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL - LIBRARY	06/20/2024	233.97	LIBRARY FUND
MUTUAL OF OMAHA	DENTAL - SEWER	06/20/2024	467.94	SEWER FUND
MUTUAL OF OMAHA	DENTAL - IWC	06/20/2024	173.30	WELLNESS CAMP
MUTUAL OF OMAHA	DENTAL - EE LIABILITY	06/20/2024	1,610.18	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - EE LIABILITY ADJ	06/20/2024	43.79-	GENERAL FUND
Total MUTUAL OF OMAHA:			14,968.80	
NAPA AUTO PARTS				
NAPA AUTO PARTS	HYD. HOSES FOR BACKHOE	07/01/2024	256.08	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total NAPA AUTO PARTS:			256.08	
NORWALK READY-MIXED CONCRETE INC				
NORWALK READY-MIXED CON	CONCRETE REPAIR @ E HILLCREST	06/25/2024	7,098.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ SCOTT FELTON & CO	06/26/2024	2,771.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ SCOTT FELTON & CO	06/27/2024	1,793.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ SCOTT FELTON & CO	07/01/2024	1,336.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ SCOTT FELTON & CO	07/03/2024	435.25	ROAD USE TAX FU
Total NORWALK READY-MIXED CONCRETE INC:			13,433.25	
O'HALLORAN INTERNATIONAL				
O'HALLORAN INTERNATIONAL	JET TRUCK FUSES	07/02/2024	114.93	SEWER FUND
Total O'HALLORAN INTERNATIONAL:			114.93	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	WIPER BLADES	06/28/2024	10.45	POLICE FUND
O'REILLY AUTO PARTS	OIL + AIR FILTERS, MOTOR OIL FOR 2022 RA	07/02/2024	91.59	PARK & RECREATI
O'REILLY AUTO PARTS	WINDSHIELD WIPER FLUID	07/02/2024	12.78	PARK & RECREATI
Total O'REILLY AUTO PARTS:			114.82	
OUTDOOR REC. PRODUCTS				
OUTDOOR REC. PRODUCTS	REPLACE 3 SWIGGLE STIXS @ MOATS 5-12	06/25/2024	2,641.30	PARK & RECREATI
Total OUTDOOR REC. PRODUCTS:			2,641.30	
PELLA PRINTING				
PELLA PRINTING	SUMMER MAGAZINE	06/27/2024	6,822.50	GENERAL FUND
PELLA PRINTING	SUMMER MAGAZINE	06/27/2024	6,822.50	PARK & RECREATI
PELLA PRINTING	SUMMER MAGAZINE POSTAGE	06/27/2024	2,283.15	GENERAL FUND
Total PELLA PRINTING:			15,928.15	
PEPSI BEVERAGES COMPANY				
PEPSI BEVERAGES COMPANY	PICKARD CONCESSIONS	06/28/2024	405.72	PARK & RECREATI
PEPSI BEVERAGES COMPANY	POOL CONCESSIONS	06/28/2024	703.14	POOL (MEMORIAL)
Total PEPSI BEVERAGES COMPANY:			1,108.86	
PERFECTION PEST MANAGEMENT				
PERFECTION PEST MANAGEM	PEST CONTROL	06/27/2024	53.50	ROAD USE TAX FU
Total PERFECTION PEST MANAGEMENT:			53.50	
PLASTIC RECYCLING OF IA FALLS				
PLASTIC RECYCLING OF IA FAL	6' MALIBU BENCH	06/25/2024	634.86	PARK & RECREATI
Total PLASTIC RECYCLING OF IA FALLS:			634.86	
POULSEN, JAMIE				
POULSEN, JAMIE	ENTERTAINMENT	07/08/2024	450.00	GENERAL FUND
Total POULSEN, JAMIE:			450.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
PROSCREENING LLC				
PROSCREENING LLC	DRUG SCREEN - PAUL, CIJI	07/01/2024	48.00	POOL (MEMORIAL)
Total PROSCREENING LLC:			48.00	
PROTECT YOUTH SPORTS				
PROTECT YOUTH SPORTS	COACH BACKGROUND CHECK	06/30/2024	9.90	PARK & RECREATI
Total PROTECT YOUTH SPORTS:			9.90	
PURCHASE POWER				
PURCHASE POWER	POSAGE OVERAGE	06/20/2024	9.75	GENERAL FUND
Total PURCHASE POWER:			9.75	
RANGEMASTERS TRAINING CENTER				
RANGEMASTERS TRAINING CE	UNIFORMS STAFF	06/27/2024	824.34	FIRE FUND
RANGEMASTERS TRAINING CE	CAPTAIN PAYETTE UNIFORMS	07/09/2024	165.98	FIRE FUND
Total RANGEMASTERS TRAINING CENTER:			990.32	
RECORD-HERALD & INDIANOLA TRIBUNE				
RECORD-HERALD & INDIANOL	ANNUAL SUBSCRIPTION	07/09/2024	60.00	LIBRARY FUND
Total RECORD-HERALD & INDIANOLA TRIBUNE:			60.00	
REEVES, BEN				
REEVES, BEN	JUNE 2024 CELL	07/08/2024	75.00	GENERAL FUND
Total REEVES, BEN:			75.00	
RELIANT FIRE APPARATUS				
RELIANT FIRE APPARATUS	334 AERIAL ACTUATOR FOR NOZZLE	06/26/2024	2,683.85	FIRE FUND
RELIANT FIRE APPARATUS	MEDIC 246 REPAIR A/C	06/28/2024	365.28	AMBULANCE FUN
Total RELIANT FIRE APPARATUS:			3,049.13	
RT'S LAWN & LANDSCAPE LLC				
RT'S LAWN & LANDSCAPE LLC	MOWING - 404 S B ST - ABATEMENT	06/27/2024	220.00	GENERAL FUND
RT'S LAWN & LANDSCAPE LLC	MOWING - 1001 N L ST - ABATEMENT	06/27/2024	165.00	GENERAL FUND
RT'S LAWN & LANDSCAPE LLC	MOWING - 1901 W 4TH AVE - ABATEMENT	06/27/2024	220.00	GENERAL FUND
Total RT'S LAWN & LANDSCAPE LLC:			605.00	
SECTOR LLC				
SECTOR LLC	RADIO EQUIPMENT FOR FIRE APPARATUS	06/28/2024	198.96	FIRE FUND
Total SECTOR LLC:			198.96	
SHULL, DOUG				
SHULL, DOUG	MONTHLY CONTRACTED SERVICE - JULY 2	07/08/2024	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SPORTSMAN SOLUTIONS LC				
SPORTSMAN SOLUTIONS LC	PICKARD SPONSORSHIPS	07/10/2024	3,862.50	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SPORTSMAN SOLUTIONS LC:			3,862.50	
SUNDOWN EQUIPMENT				
SUNDOWN EQUIPMENT	AXLE REPAIRS - KUBOTA F3990 MOWER	07/01/2024	2,182.29	PARK & RECREATI
Total SUNDOWN EQUIPMENT:			2,182.29	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	N HOWARD TRASH SERVICE	06/24/2024	92.00	CH BUILDING PRO
T.R.M. DISPOSAL LLC	CITY HALL TRASH	06/24/2024	104.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE BILL	06/24/2024	21.00	POLICE FUND
T.R.M. DISPOSAL LLC	TRASH REMOVAL	06/24/2024	118.00	LIBRARY FUND
T.R.M. DISPOSAL LLC	TRASH REMOVAL	06/24/2024	117.00	WELLNESS CAMP
T.R.M. DISPOSAL LLC	TRASH REMOVAL	06/24/2024	156.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			608.00	
TARGETSOLUTIONS LEARNING LLC				
TARGETSOLUTIONS LEARNIN	ONLINE SOFTWARE DEPARTMENT TRAININ	06/20/2024	4,109.48	FIRE FUND
Total TARGETSOLUTIONS LEARNING LLC:			4,109.48	
TERRACON CONSULTANTS INC				
TERRACON CONSULTANTS INC	CITY SQUARE RECONSTRUCTION MATERIA	06/17/2024	1,197.50	SQUARE STREETS
Total TERRACON CONSULTANTS INC:			1,197.50	
THEISEN'S				
THEISEN'S	WATERING WANDS	07/05/2024	49.98	PARK & RECREATI
THEISEN'S	BATTERY BOX FOR POTHOLER	07/05/2024	48.68	ROAD USE TAX FU
THEISEN'S	K9 DOG FOOD	07/06/2024	236.97	POLICE FUND
THEISEN'S	TORDON, TRIMMER LINE, PICK/AXE	07/08/2024	105.96	PARK & RECREATI
THEISEN'S	SEA FOAM MOTOR TREATMENT	07/08/2024	89.93	PARK & RECREATI
Total THEISEN'S:			531.52	
TK ELEVATOR CORPORATION				
TK ELEVATOR CORPORATION	ELEVATOR REPAIR	07/08/2024	534.00	GENERAL FUND
Total TK ELEVATOR CORPORATION:			534.00	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	TRANUNION CONTRACT	07/01/2024	100.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			100.00	
VAN WALL EQUIPMENT				
VAN WALL EQUIPMENT	OIL + AIR FILTERS, ENGINE OIL FOR JD GAT	07/01/2024	79.48	PARK & RECREATI
VAN WALL EQUIPMENT	STIHL CONCRETE SAW	07/08/2024	1,364.99	SEWER FUND
Total VAN WALL EQUIPMENT:			1,444.47	
VANDERPOOL CONSTRUCTION				
VANDERPOOL CONSTRUCTION	SOUTH K STREET CONSTRUCTION - PAY N	06/30/2024	165,577.76	SOUTH K STREET
VANDERPOOL CONSTRUCTION	HILLCREST AVENUE RECONSTRUCTION - P	06/30/2024	623,604.27	HILLCREST AVENU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total VANDERPOOL CONSTRUCTION:			789,182.03	
VANNONI, STACEY				
VANNONI, STACEY	JULY 2024 WELLNESS	07/01/2024	25.00	GENERAL FUND
Total VANNONI, STACEY:			25.00	
VERIZON WIRELESS				
VERIZON WIRELESS	VERIZON WRRF - LOCATE LAPTOP	06/26/2024	40.01	SEWER FUND
Total VERIZON WIRELESS:			40.01	
VERSATERM				
VERSATERM	BWC LDU ACCESSORY	07/08/2024	105.00	POLICE FUND
Total VERSATERM:			105.00	
VON BREISE / VON VON'S BALLOONS				
VON BREISE / VON VON'S BALL	ARTS FESTIVAL - BALLOON ARTIST	04/18/2024	500.00	GENERAL FUND
Total VON BREISE / VON VON'S BALLOONS:			500.00	
WALDINGER CORPORATION, THE				
WALDINGER CORPORATION, T	CITY HALL - HVAC	07/03/2024	3,017.90	MAINTENANCE
Total WALDINGER CORPORATION, THE:			3,017.90	
WARREN COUNTY ABSTRACT				
WARREN COUNTY ABSTRACT	REPORT OF LIENS - 801 E 1ST AVE	07/02/2024	200.00	GENERAL FUND
WARREN COUNTY ABSTRACT	REPORT OF LIENS - 404 S B ST	07/02/2024	200.00	GENERAL FUND
WARREN COUNTY ABSTRACT	REPORT OF LIENS - 201 N JEFFERSON WAY	07/02/2024	200.00	GENERAL FUND
Total WARREN COUNTY ABSTRACT:			600.00	
WARREN COUNTY ECONOMIC DEV CORP				
WARREN COUNTY ECONOMIC	WCEDC DUES - FIRST HALF	07/01/2024	12,500.00	GENERAL FUND
Total WARREN COUNTY ECONOMIC DEV CORP:			12,500.00	
WARREN COUNTY HEALTH SERVICES				
WARREN COUNTY HEALTH SE	ANNUAL POOL INSPECTION	06/28/2024	574.00	POOL (MEMORIAL)
Total WARREN COUNTY HEALTH SERVICES:			574.00	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	ALLEY SEWER EASEMENT	06/30/2024	22.00	GENERAL FUND
WARREN COUNTY RECORDER	ALLEY UTILITY EASEMENT	06/30/2024	22.00	GENERAL FUND
WARREN COUNTY RECORDER	ALLEY VACATION NEW HEIGHTS	06/30/2024	32.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - WHARTON	06/30/2024	32.00	GENERAL FUND
WARREN COUNTY RECORDER	DRAINAGE EASEMENT - WHARTON	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	OVERLAND FLOWAGE EASEMENT - HOLLA	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - STONE	06/30/2024	37.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - SULLIVAN	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - TSG	06/30/2024	37.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - TSG	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEWMP EASEMENT - NEW HEIGHTS	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - CAPONE	06/30/2024	37.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - ENGLE	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - BLUE LOCK	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - CAPONE	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - M&D	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - DARR	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - LARAMY K	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - GREGORY	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - APEX	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - INDIANOLA SR HOUSING	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - SPIKER	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - CRIMSON DEV	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - HARMAN	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - CEMEN TECH	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - HARMAN	06/30/2024	37.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - NORWALK READY MIX	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - MKZ PROPERTY	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - BUSSANMAS	06/30/2024	37.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - BUSSANMAS	06/30/2024	37.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - BUNNELL	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - BUNNELL	06/30/2024	37.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - TULIP APTS	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	TEMP EASEMENT - FAREWAY	06/30/2024	27.00	GENERAL FUND
WARREN COUNTY RECORDER	SEWER EASEMENT - CAPONE	06/30/2024	37.00	GENERAL FUND
Total WARREN COUNTY RECORDER:			1,025.00	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	TRANSLATION SERVICE FEES WCSO	07/01/2024	45.65	POLICE FUND
Total WARREN COUNTY SHERIFF:			45.65	
WARREN WATER DISTRICT				
WARREN WATER DISTRICT	WRRF WATER	06/21/2024	3,220.05	SEWER FUND
Total WARREN WATER DISTRICT:			3,220.05	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	KYBO AT BRUSH FACILITY	07/01/2024	65.00	GENERAL FUND
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - PARKS	07/01/2024	1,020.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - MEMORIAL AQUATI	07/01/2024	95.00	POOL (MEMORIAL)
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - RECREATION	07/01/2024	50.00	PARK & RECREATI
Total WIEGERT DISPOSAL CO.:			1,230.00	
WOOSLEY LANDSCAPING & MOWING LLC				
WOOSLEY LANDSCAPING & M	N.PLANT/WRRF	07/01/2024	195.00	SEWER FUND
WOOSLEY LANDSCAPING & M	SOUTH PLANT	07/01/2024	1,200.00	SEWER FUND
Total WOOSLEY LANDSCAPING & MOWING LLC:			1,395.00	
Grand Totals:			1,225,052.86	

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



MEMORANDUM

To: Mayor and City Council
From:
Date: July 15, 2024
Subject: Approval of Minutes of the June 27, 2024, and July 1, 2024 meetings.

Recommendation: Simple motion is in order.

Attachments:

1. 20240627 CC Minutes
2. 20240701 CC Minutes



CITY OF INDIANOLA COUNCIL MEETING

June 27, 2024

6:00 PM

City Council Chambers
110 N 1st Street, Indianola, IA
Minutes

Call to Order

The Indianola City Council met in regular session at 6:00 PM on June 27, 2024, in the City Hall Council Chambers. Mayor Stephanie Erickson called the meeting to order and on roll call the following members were present: Steve Richardson, Christina Beach, Josh Rabe, Steve Armstrong. Absent: Mellisa Sones, Ron Dalby.

Public Comment

There were no public comments offered.

Consent Agenda

Council Member Rabe moved to approve the Consent Agenda and Beach seconded it. Council Member Sones joined the meeting at 6:03 PM. On roll call, the vote was AYES: Richardson, Beach, Rabe, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda was as follows:

- Approval of Agenda
- Approval of Claims
- Resolution approving year-end transfers.
- Resolution suspending the requirements of Chapter 400 as it pertains to the Civil Service Commission certifying a list of names eligible for appointment to a civil service position.
- Resolution approving Payment Application Number 8 in the amount of \$333,093.74 and Change Order Number 7 in the amount of (\$4,043.31) to Vanderpool Construction for the East Hillcrest Avenue Reconstruction Project.

Adjourn

The meeting was adjourned at 6:04 PM on a motion by Richardson and seconded by Beach. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY OF INDIANOLA COUNCIL MEETING

July 1, 2024

6:00 PM

City Council Chambers 110 N 1st Street, Indianola, IA

Minutes

Call to Order

The Indianola City Council met in regular session at 6:00 PM on July 1, 2024, in the City Hall Council Chambers. Mayor Stephanie Erickson called the meeting to order and on roll call the following members were present: Steve Richardson, Christina Beach, Josh Rabe, Ron Dalby, Mellisa Sones, Steve Armstrong. Absent: None.

Oath of Office

Mayor Erickson administered the oath of office to Fire Captain Ted Neller and EMS Captain Aaron Payette.

Public Comment

Jay Clark, 203 W 2nd Avenue, commented on the costs of complying with zoning regulations.

Timothy Patterson, 1305 E 1st Ave, commented on traffic safety.

Joe Moody, 908 Angela Dr, spoke regarding chickens.

Barbara Moody, 908 Angela Dr, spoke regarding chickens.

Council Member Richardson spoke regarding a potential bond referendum and council priorities related to the strategic plan.

Consent Agenda

Council Member Beach requested to pull the third reading of an ordinance regarding various amendments to Chapter 165, Zoning Regulations. Beach moved to approve the Consent Agenda and Armstrong seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda was as follows:

- Approval of Agenda
- Approval of Claims
- Approval of Minutes of the June 17, 2024, meeting.
- Resolution 2024-154 setting a public hearing for July 29 at 6:00 PM regarding an amendment to Chapter 55 and 165 of the Code of Ordinances of Indianola, Iowa by adding regulations for the keeping of urban chickens.
- Consideration of the approval of a renewal liquor license for Feed and Foster.
- Consideration of the approval of a renewal liquor license for SKF, Inc. dba I Towner Stop.
- Consideration of the issuance of a special event permit to the Elks Lodge #2814 for a Custom and Classic Car Show to be held on July 28, 2024, contingent upon receipt and approval of the certificate of insurance.
- Consideration of the approval of Payment Application Number 29 in the amount of

\$81,481.26 to Absolute Concrete for the Square Reconstruction Project.

- Third consideration and adoption of an ordinance amending the Subdivision Regulations of Chapter 170 of the Code of Ordinances of Indianola, Iowa.
- Third consideration and adoption of an ordinance adding Chapter 171, Parkland Dedication, to the Code of Ordinances of Indianola, Iowa.
- Third consideration and adoption of an ordinance adding Chapter 172, Stream Buffer Protection, to the Code of Ordinances of Indianola, Iowa.
- Second consideration of an ordinance adding Chapter 160A, False Fire Alarm.
- Resolution 2024-155 suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of alcohol in city parks for the Indianola Summer Arts Festival in Buxton Park.
- Resolution 2024-156 suspending enforcement of Indianola Code 45.02(2) regarding the use and consumption of alcoholic liquor, wine or beer upon certain public streets for RAGBRAI.
- Resolution 2024-157 approving a Waiver of Sidewalk Requirement and Installation Covenant for no curb and gutter at 1400 South K Street.
- Resolution 2024-158 approving the purchase of streetlight poles from Wesco.
- Resolution 2024-159 accepting the easement for the Buxton Avenue Traffic Signal Project.
- Resolution 2024-160 approving certain amendments to City of Indianola Policies related to Boards and Commissions.
- Resolution 2024-161 authorizing the City of Indianola, Iowa to submit sites to a regional joint application for funding from the Federal Highway Administration's Charging and Fueling Infrastructure Discretionary Grant Program (CFI) for sites at 114 North B Street (west square parking lot) and 106 West First Avenue (south square parking lot) to the Des Moines Area Metropolitan Planning Organization (MPO) for inclusion and further approving the application which obligates the City Of Indianola to matching funds of at least 20% for the construction of said project if funding is granted.
- Resolution 2024-162 approving a Professional Services Agreement with HR Green for Fiscal Year 25 General Wastewater Engineering Services.
- Resolution 2024-163 approving Amendment Number 4 to a Professional Services Agreement with Bolton and Menk, Inc. for engineering services for the Downtown Square Reconstruction Project.
- Resolution 2024-164 declaring an official intent under Treasury Regulation 1.150-2 to issue debt to reimburse the City for certain original expenditures paid in connection with specified Projects.
- Receive and file the listing of board and commission members.
- Approval of the submission of first quarter 2024 utility write-offs to the State Setoff Program for collection.
- Resolution 2024-165 approving salaries.

Council Member Richardson moved to approve the third consideration and adoption of an ordinance regarding various amendments to Chapter 165, Zoning Regulations and Rabe seconded it. On roll call, the vote was AYES: Richardson, Rabe, Dalby. NAYS: Beach, Sones, Armstrong. Whereas the motion failed.

Council Member Beach moved to approve the third consideration and adoption of an ordinance regarding various amendments to Chapter 165, Zoning Regulations with no changes to section one and Armstrong seconded it. Council directed staff to draft a new amendment to section one to include an amendment to the three-fourths voting requirement.

On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion passed.

Council Reports

Council Member Rabe moved to receive and file the May 2024 EMS Billing Activity Report and Dalby seconded it. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Council Member Beach moved to approve the appointment of Joey Nelson to the Hometown Pride Committee for a term beginning immediately and ending July 1, 2025, and Richardson seconded it. Mayor Erickson questioned if the committee should remain a city entity. Council Member Sones provided information on other Hometown Pride committees. Staff was directed to look at this issue after November. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Greater Des Moines Partnership community outreach update provided by Council Member Armstrong.

Mayor's Report

Mayor Erickson informed the community of upcoming events.

Council Member Richardson moved to approve the appointment of Scott Grissom to the Indianola Wellness Campus Board of Trustees for a term beginning July 1, 2024, and ending July 1, 2027, and Beach seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Rabe moved to approve the reappointment of Adam Voigts to the Indianola Municipal Utilities Board of Trustees for a term beginning July 1, 2024, and ending July 1, 2030, and Armstrong seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Old Business

Council Member Richardson moved to approve Resolution 2024-166 approving the Indianola Housing Study and Needs Assessment and Sones seconded it. Abbey Eckberg, Project Planner with Confluence, presented the housing study and needs assessment results. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Mayor Erickson opened the hearing regarding a nuisance at 911 North C Street. Staff stated the nuisance issues have been abated. No other comments were offered. The Mayor closed the hearing.

Council Member Richardson moved to approve Resolution 2024-167 determining that a nuisance does not exist at 911 North C Street, and Rabe seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Richardson moved to open the public hearing regarding an amendment to Section 165.06, Zoning Regulations: Site Plan Regulations and Procedures of the Code of Ordinances of Indianola, Iowa. Dalby seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Deputy City Manager Charlie Dissell stated the changes are due to state code changes. There were no other comments offered.

Council Member Dalby moved to close the public hearing and Rabe seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Rabe moved to approve the first consideration of an ordinance regarding an amendment to Section 165.06, Zoning Regulations: Site Plan Regulations and Procedures of the Code of Ordinances of Indianola, Iowa. Sones seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Dalby moved to open the public hearing regarding an amendment to Section 165.09, Zoning Regulations: Building Design Standards of the Code of Ordinances of Indianola, Iowa. Rabe seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Dissell stated the amendment is due to changes in state regulations. There were no other comments offered.

Dalby moved to close the public hearing and Rabe seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Rabe moved to approve the first consideration of an ordinance regarding an amendment to Section 165.09, Zoning Regulations: Building Design Standards of the Code of Ordinances of Indianola, Iowa. Dalby seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Dalby moved to open the public hearing regarding an application for a right-of-way vacation and conveyance of an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition, Indianola, Warren County, Iowa. Beach seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Dissell explained the request for the vacation and conveyance of the alley. There were no other comments offered.

Richardson moved to close the public hearing and Armstrong seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Dalby moved to approve the first consideration of an ordinance regarding an application for a right-of-way vacation and conveyance of an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition, Indianola, Warren County, Iowa. Rabe seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Rabe moved to open the public hearing regarding an application for a right-of-way vacation and conveyance of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola, Warren County, Iowa. Dalby seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Dissell stated this request is part of the land exchange between the City and Warren County. No other public comments were offered.

Rabe moved to close the public hearing and Sones seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Richardson moved to approve the first consideration of an ordinance regarding an application for a right-of-way vacation and conveyance of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola, Warren County, Iowa. Dalby seconded it. On roll call, the vote was AYES: Richardson, Beach, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Other Business

City Manager Ben Reeves provided information on upcoming conferences the council may be interested in.

Adjourn

The meeting was adjourned at 7:33 PM on a motion by Rabe and seconded by Sones. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Resolution setting a public hearing for 6:00 PM on Monday, August 19, 2024, to take public comments regarding a request to amend Chapter 165, regarding building design alternatives to the building design standards, of the Code of Ordinances of the City of Indianola, Iowa.

Introduction:

Background: At its meeting on July 15, the City Council will be asked to set a public hearing for an amendment to Chapter 165 (Zoning Regulations), which would amend the Building Design Standards. If the public hearing is set by the Council, staff will present all application materials and recommendations at that meeting.

Discussion:

Budget Impact:

Recommendation: Staff recommends the public hearing be set for the August 19, 2024 City Council meeting.

Attachments:

1. Ch 165 Public Hearing Notice
2. Ch 165 PH RESOLUTION

NOTICE OF PUBLIC HEARING FOR 6:00 PM ON MONDAY, AUGUST 19, 2024, TO TAKE PUBLIC COMMENTS REGARDING A REQUEST TO AMEND CHAPTER 165, REGARDING BUILDING DESIGN ALTERNATIVES TO THE BUILDING DESIGN STANDARDS, OF THE CODE OF ORDINANCES OF INDIANOLA, IOWA.

Notice is Hereby Given that at 6:00 P.M., at the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125 on August 19, 2024, the City Council of the City of Indianola, Iowa will hold a public hearing to consider zoning regulation amendments to Chapter 165 (Zoning Regulations) which would amend the Building Design Standards.

A copy of the proposed ordinance is on file for public inspection in the office of the City Clerk.

At said hearing any interested person may file written objections or present oral comments with respect to the subject matter of the hearing.

\s\Jackie Raffety
City Clerk

City of Indianola
RESOLUTION NO. 2024-_____

RESOLUTION SETTING A PUBLIC HEARING FOR 6:00 PM ON MONDAY, AUGUST 19, 2024, TO TAKE PUBLIC COMMENTS REGARDING A REQUEST TO AMEND CHAPTER 165, REGARDING BUILDING DESIGN ALTERNATIVES TO THE BUILDING DESIGN STANDARDS, OF THE CODE OF ORDINANCES OF INDIANOLA, IOWA

WHEREAS, the City Council of the City of Indianola, Iowa desires to consider amendments to Chapter 165 (Zoning Regulations), which would amend the Building Design Standards; and

WHEREAS, a public hearing upon the proposed amendments to the Zoning Regulations should be held and a time and place for hearing thereon should be fixed.

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

1. That a public hearing be held by the Indianola City Council on the proposed amendments to the Zoning Regulations, at the Indianola City Hall, 110 N 1st Street, Indianola, Iowa, at 6:00 p.m. on August 19, 2024, at which time the City Council will consider any objections to the proposed amendment and will hear all interested persons.

2. That the Mayor and Clerk be and hereby are authorized and instructed to give Notice of said public hearing, as required by law.

APPROVED this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Resolution setting a public hearing for 6:00 PM on Monday, August 19, 2024, to take public comments regarding a proposed rezoning from the R-1 'Single-Family Residential Detached' Zoning District and the R-2 'Single-Family Residential Attached' Zoning District from the A-1 'Agricultural/Open-Space' Zoning District for property located in the North Half of the Southwest Quarter of Section 13, Township 76 North, Range 24 West of the 5th PM, Warren County, Iowa.

Introduction:

Background: At its meeting on July 15, the City Council will be asked to set a public hearing for rezoning request. If the public hearing is set by the Council, staff will present all application materials and recommendations at that meeting.

Discussion:

Budget Impact:

Recommendation: Staff recommends the public hearing be set for the August 19, 2024 City Council meeting.

Attachments:

1. Public Hearing Notice - Rezoning
2. RESOLUTION_Rezoning

NOTICE OF PUBLIC HEARING AT 6:00 PM ON MONDAY, AUGUST 19, 2024, TO TAKE PUBLIC COMMENTS REGARDING A PROPOSED REZONING FROM THE R-1 'SINGLE-FAMILY RESIDENTIAL DETACHED' ZONING DISTRICT AND THE R-2 'SINGLE-FAMILY RESIDENTIAL ATTACHED' ZONING DISTRICT FROM THE A-1 'AGRICULTURAL/OPEN-SPACE' ZONING DISTRICT FOR PROPERTY LOCATED IN THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH PM, WARREN COUNTY, IOWA

Notice is Hereby Given: That at 6:00 P.M., at the Council Chambers, City Hall, 110 N. 1st Street, Indianola, IA 50125 on August 19, 2024, the City Council of the City of Indianola, Iowa will hold a public hearing to consider approval of a rezoning from the A-1 'Agricultural/Open-Space' Zoning District to the R-1 'Single-Family Residential Detached' Zoning District and the R-2 'Single-Family Residential Attached' Zoning District.

A copy of the proposed rezoning is on file for public inspection in the office of the City Clerk. At said hearing any interested person may file written objections or present oral comments with respect to the subject matter of the hearing.

\s\ Jackie Raffety, City Clerk

City of Indianola
RESOLUTION NO. 2024-_____

RESOLUTION SETTING A PUBLIC HEARING FOR 6:00 PM ON MONDAY, AUGUST 19, 2024, TO TAKE PUBLIC COMMENTS REGARDING A PROPOSED REZONING FROM THE R-1 'SINGLE-FAMILY RESIDENTIAL DETACHED' ZONING DISTRICT AND THE R-2 'SINGLE-FAMILY RESIDENTIAL ATTACHED' ZONING DISTRICT FROM THE A-1 'AGRICULTURAL/OPEN-SPACE' ZONING DISTRICT FOR PROPERTY LOCATED IN THE NORTH HALF OF THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5TH PM, WARREN COUNTY, IOWA

WHEREAS, the City Council of the City of Indianola, Iowa (the "City") desires to consider approval of a proposed rezoning from the A-1 'Agricultural/Open-Space' Zoning District to the R-1 'Single-Family Residential Detached' Zoning District and the R-2 'Single-Family Residential Attached' Zoning District; and

WHEREAS, a public hearing upon the proposed rezoning should be held and a time and place for hearing thereon should be fixed.

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

1. That a public hearing be held by the Indianola City Council on the proposed rezoning from the A-1 'Agricultural/Open-Space' Zoning District to the R-1 'Single-Family Residential Detached' Zoning District and the R-2 'Single-Family Residential Attached' Zoning District, at the Indianola City Hall, 110 N 1st Street, Indianola, Iowa, at 6:00 p.m. August 19, 2024, at which time the City Council will consider any objections to the rezoning and will hear all interested persons.

2. That the Mayor and Clerk be and hereby are authorized and instructed to give Notice of said public hearing, as required by law.

APPROVED this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. to City Manager/Asst. Finance Director
Date: July 15, 2024
Subject: Consideration of the approval of a renewal liquor license for West Hill Brewing Company, LLC.

Introduction: This is a renewal of West Hill Brewing's Special Class C retail alcohol license, with outdoor service privileges.

Background: Their current license expires July 31, 2024.

Discussion: West Hill Brewing Company, located at 219 W Salem Avenue, is a limited liability company. The individual owners listed on the application are Heather Gaumer and Douglas Gaumer. Staff reviewed the application and inspected the premises.

Budget Impact:

Recommendation: Approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. to City Manager/Asst. Finance Director
Date: July 15, 2024
Subject: Consideration of the approval of a renewal liquor license for Danlee Corp.

Introduction: Danlee Corp, 311 N Jefferson (Jiffy), has a Class E retail alcohol license that will expire on July 31, 2024.

Background:

Discussion: Danlee Corp is a corporation with the following owners listed on the application: Lee Adams, Christine Adams, and Daniel Moellers. Staff has inspected the premises and reviewed the application.

Budget Impact:

Recommendation: Approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Courtney Silliman, Human Resources and Risk Management Director
Date: July 15, 2024
Subject: Resolution approving liability, auto, property, worker's compensation and machinery and equipment replacement insurance for Fiscal Year 25.

Introduction:

Background:

Discussion: In working with our broker, TrueNorth and Weinman Insurance, staff recommends the City of Indianola and Indianola Municipal Utilities stay with ICAP for its property, casualty, and liability insurance, IMWCA for its workers' compensation coverage, Cincinnati Insurance for its boiler and machinery coverage and Cowbell Cyber Risk Insurance for cyber insurance.

Property, Casualty and Liability
Our ICAP FY25 renewal came in at \$702,880.

Workers' Compensation
Our IMWCA renewal came in at \$205,399. Our FY25 renewal comes with a decreased experience modification factor of .78 from .82, and increased discounts. Our pure premium of \$414,761 is discounted down to \$156,518.

Boiler and Machinery Coverage
Our Cincinnati Insurance coverage renewed a three-year rate lock 07/01/2023-07/01/2026 at \$59,636.

Cowbell Cyber Coverage
Aggregate limit of \$1,000,000 is decreasing from \$15,386 to \$14,880 for 07/01/2024-06/30/2025 due to additional protections the City and IMU have implemented.

Please review the enclosed letter from Weinman/TrueNorth, explaining each of the renewals listed above.

Budget Impact:

Recommendation:

Attachments:

1. 24-25 PCKG Renewal Proposal 124
2. Res Risk Benefits for 2024-2025

TO: City Council – City of Indianola & IMU Board of Trustees
FROM: Weinman Insurance & TrueNorth Companies
CC: Courtney Silliman Director of Human Resources
DATE: 7/1/2024
RE: Property & Casualty Insurance Renewal (2024-2025)

Dear Members of the Council and Board of Trustees,

We are pleased to present the attached summary of coverage and premiums for the Property & Casualty insurance program renewing July 1, 2024. This program encompasses Property & Casualty coverage placed with Iowa Communities Insurance Pool (ICAP), Workers' Compensation with Iowa Municipal Workers' Compensation Association (IMWCA), Equipment Breakdown (Cincinnati Insurance) Cyber Liability (Cowbell Cyber) and Public Officials Fidelity Bond as required by statute (Travelers).

As previously stated in meetings with the Council and Board of Trustees, there was an expectation of increases in premiums within the ICAP program. This increase includes both rate increases for property and auto physical damage, as well as increases in exposures based on total insured values, and overall City/IMU budgets.

To protect against continued inflationary pressures, ICAP added a 10% increase in valuations for all property of members within the pool. The total insured value of the property owned by the City and IMU increased from \$203,097,476 to \$223,396,522. The total insured value of vehicles owned by the City and IMU increased from \$9,298,797 to \$10,192,380.

The attached premium breakout shows a line-by-line comparison of the renewal term vs. last year's insurance program. At the bottom it will show the overall change in the City's & IMU's total cost of risk (TCOR) The overall increase in the TCOR for the City and IMU is \$27,142. This represents a year over year increase in your insurance costs of 3%.

All of us at Weinman Insurance and TrueNorth Companies are pleased to work with the leadership and department heads. Courtney Silliman and Chris Longer continue to provide our team with the necessary information and updates, and they are a pleasure to work with.

It is an honor to be the Property & Casualty Insurance Broker for the City of Indianola and Indianola Municipal Utilities. Our team has the great pleasure of partnering with many metro cities, and we are grateful to have gained the trust of our public entity partners.

Do not hesitate to contact our team with any questions regarding this document and comparison. We are always happy to be of service. Thank you for all that you do for the Citizens of Indianola.

Sincerely,

Scott Weinman, Account Manager, Weinman Insurance

Brad Bengston, Risk Management Specialist, TrueNorth Companies

Denise Anderson, Director of Agency Operations, Weinman Insurance

Included: Coverage & Limit Breakdown 2024 - 2025

COVERAGES	23-24 Prem	24-25 Prem	\$ Diff
Property	\$ 317,658	\$ 469,880	\$ 152,222
Total Blanket TIV	203,097,476	223,396,522	20,299,046
Building	186,921,411	207,788,434	20,867,023
Personal Property	9,185,670	10,124,949	939,279
Fine Arts	76,458	84,104	7,646
Misc Property Scheduled	3,774,805	4,432,994	658,189
Misc Property Unscheduled	900,619	978,173	77,554
Average Rate	0.16	0.21	0.05
Wind / Hail Deductible	30,000	2%	
Deductible	30,000	30,000	
General Liability	\$ 69,886	\$ 78,343	\$ 8,457
Each Occurrence	2,000,000	2,000,000	
Medical Expense Limit	10,000	10,000	
General Aggregate	2,000,000	2,000,000	
Employee Benefit Liability	1,000,000	1,000,000	
Professional Liability	\$ 31,746	\$ 39,161	\$ 7,415
Public Official Liability Limit	2,000,000	2,000,000	
Deductible	10,000	10,000	
Law Enforcement Liability Limit	2,000,000	2,000,000	
Deductible Per Claim	3,000	3,000	
Work Comp	\$ 371,456	\$ 205,399	\$ (166,057)
Total Payroll	12,328,069	15,044,754	2,716,685
City Payroll	-	11,398,921	
IMU Payroll	-	3,645,833	
City Premium	338,200	137,439	
411 Premium	33,256	48,561	15,305
IMU Premium	-	19,399	
Auto	\$ 62,416	\$ 86,653	\$ 24,237
Liability Limit	2,000,000	2,000,000	
Vehicle Value Limit	9,298,797	10,192,380	893,583
Vehicle Count	88	93	5
Excess Liability	\$ 27,469	\$ 28,843	\$ 1,374
Limit	3,000,000	3,000,000	
Crime ICAP - Excess	Included	Included	
Coverage Limit	10,000	10,000	
Deductible	500	500	
Crime	\$ 1,525	\$ 1,525	\$ -
Employee Dishonesty	300,000	300,000	
Cyber	\$ 15,386	\$ 14,880	\$ (506)
Aggregate Limit	1,000,000	1,000,000	
ACCOUNT PREMIUM	\$ 897,542	\$ 924,684	\$ 27,142

NOTE: This Summary of Coverages is not meant as a statement of coverage, but rather as a guide to major points of coverage. Please refer to your policy for terms, conditions, limitations and exclusions.

RESOLUTION NO.

RESOLUTION APPROVING LIABILITY, AUTO, PROPERTY, WORKER'S COMPENSATION AND MACHINERY AND EQUIPMENT REPLACEMENT INSURANCE FOR FY 24/25

WHEREAS, the City Indianola, Iowa, annually approves insurance policies for the City's various liability, worker's compensation, machinery and equipment replacement insurance needs for the ensuing fiscal year; and

WHEREAS, working through its insurance broker, the City of Indianola, Iowa, has searched the market and negotiated with current providers, and as a result provides the following recommendations for the City of Indianola's insurance policies for July 1, 2024 to June 30, 2025:

- **ICAP – Liability, Auto and Property Coverage**
 - Total annual cost: \$702,880
 - Premium increase from FY23/24 of \$200,021
 - This is a shared cost with IMU
- **IMWCA – Worker's Compensation**
 - Total annual cost: \$205,399
 - Premium decrease from FY23/24 of \$166,057
 - City and IMU have separate invoices 07/01/2024, shared cost with IMU
- **Cowbell Cyber Security**
 - Total annual cost: \$14,880
 - Premium decrease from FY23/24 of \$506
 - This is a shared cost with IMU
- **Cincinnati – Boiler and Machinery Coverage**
 - Total annual City cost: \$59,636
 - Three-year rate lock 07/01/2023-07/01/2026
 - This is a shared cost with IMU

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the following insurance proposals are accepted and approved as the policies to cover the City of Indianola's liability, property, worker's compensation and machinery and equipment replacement:

- **ICAP – Liability, Auto and Property Coverage**
 - Total annual cost: \$702,880
 - Premium increase from FY23/24 of \$200,021
 - This is a shared cost with IMU
- **IMWCA – Worker's Compensation**
 - Total annual cost: \$205,399
 - Premium decrease from FY23/24 of \$166,057
 - City and IMU have separate invoices 07/01/2024, shared cost with IMU

- Cowbell Cyber Security
 - Total annual cost: \$14,880
 - Premium decrease from FY23/24 of \$506
 - This is a shared cost with IMU
 - Cincinnati – Boiler and Machinery Coverage
 - Total annual City cost: \$59,636
 - Three-year rate lock 07/01/2023-07/01/2026
 - This is a shared cost with IMU
1. The City Council of the City of Indianola, Iowa approve the risk insurance plans and premiums presented; and
 2. The Mayor or City Manager are authorized to execute the necessary documents, as may be required by the insurance companies.

PASSED this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Akhilesh Pal, Public Works Director

Date: July 15, 2024

Subject: Resolution approving Payment Application Number 1 in the amount of \$165,577.76 to Vanderpool Construction and Change Order Number 1 in the amount of \$11,706.50 for the South K Street Paving Project.

Introduction: Staff has received Payment Application No. 1, in the amount of \$165,577.76, from Vanderpool Construction Inc. for the South K Street Paving Project. Additionally, a Change Order #1 has been submitted, increasing \$11,706.50 from the approved construction contract amount. This memorandum provides an overview of the items associated with these submissions.

Background: The scope of the South K Street Paving Project encompasses substantial infrastructure improvements. It includes a 12" cement-treated subgrade preparation with 3" asphalt pavement from the southern City limits to approximately 350 feet south of West 2nd Ave. Additionally, subgrade preparation with concrete pavement is proposed from approximately 350 feet south of West 2nd Ave to the West 2nd Ave intersection, incorporating a right turn lane on West 2nd Ave. The project also entails the replacement of major culverts while maintaining roadside ditches to convey stormwater flow along the roadway.

The South K Street Paving Project is a critical infrastructure initiative aimed at enhancing road safety and traffic flow in our community. Vanderpool Construction Inc. has been diligently executing the project, ensuring progress and adherence to project specifications.

Discussion: The attached letter from Synder & Associates, including the enclosed change order outlines the primary items associated with Payment Application No. 1, amounting to \$165,577.76. Change Order #1, totaling \$11,706.50, was necessary due to unforeseen circumstances and essential enhancements to the project design. This change order includes addressing unknown subsurface conditions discovered during construction and adding detour signs along the south end of the project.

The total cost breakdown for this project to date is listed as follows:

Summary of Contract:	Total Amounts	Council Approval Date:
Original Contract Total:	\$1,774,635.00	6-May-24
Change Order #1**	\$11,706.50	15-Jul-24
Total Contract:	\$1,786,341.50	

Summary of Pay Requests:	Total Amounts:	Council Approval Date:
Pay Request No. 1*	\$165,577.76	15-Jul-24
Total Amount Paid:	\$165,577.76	
Retainage:	\$8,714.62	
Amount Remaining on the Contract:	\$1,612,049.12	

*Applies only if this Pay Application is approved by City Council on July 15, 2024.

**Change order is within the council approved contingency amount requiring City Manager approval.

Budget Impact: Payment Application No. 1 totals \$165,577.76, while Change Order #1 amounts to \$11,706.50.

Recommendation: Staff recommends approval of Payment Application No. 1 and Change Order #1 for the South K Street Paving Project. The expenses outlined in Change Order #1 are essential for project completion and align with our commitment to delivering safe and efficient infrastructure for our community.

Attachments:

1. Snyder Letter SouthKStreet
2. Resolution K Street Pay1 and CO1
3. PaymentApp01 SouthKStreet
4. Change Order01 SouthKStreet

July 15, 2024

Akhilesh Pal, PE
Public Works Director
City of Indianola
110 North 1st Street
Indianola, IA 50125

RE: PARTIAL PAYMENT APPLICATION NO. 1
CHANGE ORDER NO. 1
SOUTH K STREET PAVING PROJECT

Dear Mr. Pal:

Partial payment application no. 1 in the amount of \$165,577.76 includes work completed in June 2024. The project commenced on June 3, 2024.

Work for this pay period included mobilization, tree clearing and grubbing, removal and construction of storm culverts and structures, pavement removal, temporary granular access, erosion and sediment control devices, storm water permit administration, and postal, solid waste, and recycling maintenance. The Contractor, Vanderpool Construction Inc., has 92 working days to complete the project. At the end of the pay period, 14 working days had been used.

Change order no. 1 in the amount of \$11,706.50 includes the following items:

- 58 LF of additional culvert removal to excavate and dispose of an existing culvert discovered during installation of a new culvert.
- 5 LF of additional new 60-inch concrete based on field measured quantities
- Alterations to one culvert system to elevate the culvert over an existing 20-inch IMU water main.
- Connecting five (5) existing tile lines discovered when excavating for a culvert crossing the Jehovah Witness Church driveway
- Changing the detour route on US 65/69 to route traffic to Nevada Street instead of West 17th Avenue and to add signs and barricades on the south end of the project indicating the South K Street closure.
- Adding two (2) working days to the contract as storm sewer and tile line work took two additional days.

Snyder recommends that pay application no. 1 and change order no. 1 be approved for work complete by Vanderpool Construction during the June 2024 pay period. Approximately 9.8% of construction is complete when comparing the earned value, the dollar amount of work

completed, to the total contract amount. For the same period, approximately 15.2% of the total contract working days have been used.

These values are shared as follows:

Payment and Completion Summary for June 2024	
Item	Amount
Partial Payment Application No. 1	\$165,577.76
Total of All Payments	\$165,577.76
Total Earned	\$174,292.38
5% Retainage	\$8,714.62
Total Contract Price	\$1,786,341.50
Percent Complete	9.8%

Please do not hesitate to call or email me should you have any questions.

Very Truly Yours,

SNYDER & ASSOCIATES, INC.



Jerry Selbher, P.E.
Project Manager

Enclosure

City of Indianola
RESOLUTION NO 2024-

**RESOLUTION APPROVING PAYMENT APPLICATION NUMBER 1
AND CHANGE ORDER NUMBER 1 FOR THE SOUTH K STREET PAVING PROJECT**

WHEREAS, the City of Indianola is currently under obligation of a construction contract with Vanderpool Construction Inc. for the South K Street Paving Project; and

WHEREAS, Vanderpool Construction Inc. has submitted Payment Application Number 1 and Change Order Number 1 as described on the attached application; and

WHEREAS, the City Council now deems it appropriate to approve Payment Application Number 1 and Change Order Number 1, as attached.

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

1. Change Order Number 1, in the amount of \$11,706.50, is hereby approved.
2. Payment Application Number 1, in the amount of \$165,577.76, shall be paid.
3. The Mayor is hereby authorized to sign the documents on behalf of the City of Indianola.

PASSED AND APPROVED this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

APPLICATION FOR PARTIAL PAYMENT NO. 1

PROJECT: South K Street Paving Project

S&A PROJECT NO.: 118.1214.01

OWNER: City Of Indianola
CONTRACTOR: Vanderpool Construction, Inc.
ADDRESS: 1100 N 14th St
Indianola, IA 50125
DATE: 7/15/2024

PAYMENT PERIOD: 6/3/2024
to 6/30/2024

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 1,774,635.00
Net Change by Change Order: \$ 11,706.50
Contract Amount to Date: \$ 1,786,341.50

CONTRACT PERIOD: TOTAL WORKING DAYS:

Notice to Proceed: May 31, 2024
Original Contract Working Days: 90.0
Subtracted or Added Working Days: 2.0
Contract Working Days: 92.0
Number of Workin Days Used: 14.0
Working Days Remaining: 78.0
Percentage of Workind Days Remaining: 84.8%

2. WORK SUMMARY:

Total Work Performed to Date: \$ 174,292.38
Retainage: 5% \$8,714.62
Total Earned Less Retainage: \$165,577.76
Less Previous Applications for Payment: \$0.00
AMOUNT DUE THIS APPLICATION: \$165,577.76

Total Previous Payments: \$0.00

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Vanderpool Construction Inc.
CONTRACTOR
By [Signature]

DATE: 7/9/2024

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER
By [Signature]

DATE: 7-9-2024

5. OWNER'S APPROVAL

OWNER
By _____

DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK TO DATE				
		PLAN QTY.	UNIT	UNIT COST	TOTAL	DIV 1	QTY.		CO #	COST TOTAL
							DIV 2	TOTAL		
	EARTHWORK, SUBGRADE, AND SUBBASE									
2.01	CLEARING AND GRUBBING	1.00	LS	\$ 18,000.00	\$ 18,000.00	0.20	0.80	1.00		\$ 18,000.00
2.02	TOPSOIL, ON-SITE, 6 INCH DEPTH	2,975.00	CY	\$ 10.50	\$ 31,237.50	0.00	0.00	0.00		\$ -
2.03	TOPSOIL, OFF-SITE, 6 IN DEPTH	152.00	CY	\$ 25.00	\$ 3,800.00	0.00	0.00	0.00		\$ -
2.04	EXCAVATION, CLASS 10	744.00	CY	\$ 48.00	\$ 35,712.00	0.00	0.00	0.00		\$ -
2.05	EXCAVATION, CLASS 10, CONTRACTOR FURNISH	18,060.00	CY	\$ 6.70	\$ 121,002.00	0.00	0.00	0.00		\$ -
2.06	EXCAVATION, CLASS 12	75.00	CY	\$ 30.00	\$ 2,250.00	0.00	0.00	0.00		\$ -
2.07	SUBGRADE PREPARATION, 12 INCH DEPTH	2,491.00	SY	\$ 2.50	\$ 6,227.50	0.00	0.00	0.00		\$ -
2.08	SUBGRADE TREATMENT, GEOGRID, TRIANGULAR TYPE 3	250.00	SY	\$ 7.70	\$ 1,925.00	0.00	0.00	0.00		\$ -
2.09	SUBGRADE TREATMENT, CEMENT TREATED BASE (CTB)	23,368.00	SY	\$ 7.50	\$ 175,260.00	0.00	0.00	0.00		\$ -
2.10	SUBBASE, MODIFIED, 6 INCH DEPTH	2,660.00	SY	\$ 11.70	\$ 31,122.00	0.00	0.00	0.00		\$ -
2.11	REMOVAL OF STRUCTURE, RETAINING WALL	2.00	EACH	\$ 500.00	\$ 1,000.00	0.00	2.00	2.00		\$ 1,000.00
2.12	REMOVAL OF STRUCTURE, 24 INCH X 24 INCH HEADWALL	1.00	EACH	\$ 1,100.00	\$ 1,100.00	0.00	0.00	0.00		\$ -
2.13	REMOVAL OF STRUCTURE, PIPE APRON, 42 INCH	1.00	EACH	\$ 450.00	\$ 450.00	0.00	0.00	0.00		\$ -
2.14	REMOVAL OF KNOWN PIPE CULVERT, CMP, LESS THAN OR EQUAL TO 36 INCH DIAMETER	335.00	LF	\$ 25.00	\$ 8,375.00	0.00	36.00	36.00		\$ 900.00
2.15	REMOVAL OF KNOWN PIPE CULVERT, CMP, GREATER THAN 36 INCH DIAMETER	62.00	LF	\$ 28.00	\$ 1,736.00	0.00	62.00	62.00		\$ 1,736.00
2.16	REMOVAL OF KNOWN PIPE CULVERT, RCP, LESS THAN OR EQUAL TO 36 INCH DIAMETER	16.00	LF	\$ 27.00	\$ 432.00	0.00	0.00	0.00		\$ -
2.17	COMPACTION TESTING	1.00	LS	\$ 7,000.00	\$ 7,000.00	0.00	0.00	0.00		\$ -
	TRENCH EXCAVATION AND BACKFILL									
3.01	TRENCH COMPACTION TESTING	1.00	LS	\$ 3,000.00	\$ 3,000.00	0.00	0.10	0.10		\$ 300.00
	STORM SEWER									
4.01	STORM SEWER GRAVITY MAIN, TRENCHED, PVC, 8 INCH DIAMETER	42.00	LF	\$ 52.00	\$ 2,184.00	0.00	0.00	0.00		\$ -
4.02	STORM SEWER GRAVITY MAIN, TRENCHED, PVC, 15 INCH DIAMETER	38.00	LF	\$ 83.00	\$ 3,154.00	0.00	0.00	0.00		\$ -
4.03	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 18 INCH DIAMETER	125.00	LF	\$ 64.00	\$ 8,000.00	0.00	0.00	0.00		\$ -
4.04	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 36 INCH DIAMETER	8.00	LF	\$ 285.00	\$ 2,280.00	0.00	0.00	0.00		\$ -
4.05	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 42 INCH DIAMETER	427.00	LF	\$ 185.00	\$ 78,995.00	0.00	0.00	0.00		\$ -
4.06	REMOVAL OF STORM SEWER, PVC, LESS THAN OR EQUAL TO 36 INCH DIAMETER	30.00	LF	\$ 27.00	\$ 810.00	0.00	0.00	0.00		\$ -
4.07	REMOVAL OF STORM SEWER, RCP, GREATER THAN 36 INCH DIAMETER	34.00	LF	\$ 81.00	\$ 2,754.00	0.00	0.00	0.00		\$ -
	PIPE CULVERTS									
4.08	PIPE CULVERT, TRENCHED, RCP, 15 INCH DIAMETER	142.00	LF	\$ 71.00	\$ 10,082.00	0.00	61.00	61.00		\$ 4,331.00
4.09	PIPE CULVERT, TRENCHED, RCP, 24 INCH DIAMETER	125.00	LF	\$ 93.00	\$ 11,625.00	0.00	64.00	64.00		\$ 5,952.00
4.10	PIPE CULVERT, TRENCHED, CMP, 24 INCH DIAMETER	9.00	LF	\$ 156.00	\$ 1,404.00	0.00	0.00	0.00		\$ -
4.11	PIPE CULVERT, TRENCHED, RCP, 30 INCH DIAMETER	172.00	LF	\$ 124.00	\$ 21,328.00	0.00	68.00	68.00		\$ 8,432.00
4.12	PIPE CULVERT, TRENCHED, RCP, 42 INCH DIAMETER	83.00	LF	\$ 208.00	\$ 17,264.00	0.00	0.00	0.00		\$ -
4.13	PIPE CULVERT, TRENCHED, RCP, 60 INCH DIAMETER	75.00	LF	\$ 332.00	\$ 24,900.00	0.00	75.00	75.00		\$ 24,900.00
4.14	PIPE APRON, RCP, 15 INCH DIAMETER (FOOTING AND GUARD)	2.00	EACH	\$ 2,200.00	\$ 4,400.00	0.00	1.00	1.00		\$ 2,200.00
4.15	PIPE APRON, RCP, 24 INCH DIAMETER (FOOTING AND GUARD)	3.00	EACH	\$ 3,100.00	\$ 9,300.00	0.00	2.00	2.00		\$ 6,200.00
4.16	PIPE APRON, RCP, 30 INCH DIAMETER (FOOTING AND GUARD)	2.00	EACH	\$ 3,600.00	\$ 7,200.00	0.00	1.00	1.00		\$ 3,600.00
4.17	PIPE APRON, RCP, 42 INCH DIAMETER (FOOTING AND GUARD)	1.00	EACH	\$ 5,700.00	\$ 5,700.00	0.00	0.00	0.00		\$ -
4.18	PIPE APRON, RCP, 60 INCH DIAMETER (FOOTING AND GUARD)	1.00	EACH	\$ 8,400.00	\$ 8,400.00	0.00	1.00	1.00		\$ 8,400.00
	SUBDRAINS AND FOOTING DRAIN COLLECTORS									
4.19	SUBDRAIN, CORRUGATED PVC, TYPE 1, 6 INCH DIAMETER	1,153.00	LF	\$ 17.00	\$ 19,601.00	0.00	0.00	0.00		\$ -
4.20	SUBDRAIN CLEANOUT, TYPE A-1, 6 INCH DIAMETER	3.00	EACH	\$ 550.00	\$ 1,650.00	0.00	0.00	0.00		\$ -
4.21	SUBDRAIN OUTLETS AND CONNECTIONS, OUTLET TO STRUCTURE	6.00	EACH	\$ 400.00	\$ 2,400.00	0.00	0.00	0.00		\$ -
4.22	SUBDRAIN OUTLETS AND CONNECTIONS, OUTLET TO DITCH	1.00	EACH	\$ 425.00	\$ 425.00	0.00	0.00	0.00		\$ -
	WATER PIPE AND FITTINGS									
5.01	WATER MAIN, TRENCHED, PVC, 12 INCH DIAMETER	158.00	LF	\$ 129.00	\$ 20,382.00	0.00	0.00	0.00		\$ -
5.02	FITTING, 45° PVC, 8 INCH DIAMETER	2.00	EACH	\$ 200.00	\$ 400.00	0.00	0.00	0.00		\$ -
5.03	FITTING, 90° PVC, 15 INCH DIAMETER	1.00	EACH	\$ 925.00	\$ 925.00	0.00	0.00	0.00		\$ -
5.04	FITTING, DIP, 12 INCH DIAMETER	2,750.00	LB	\$ 7.00	\$ 19,250.00	0.00	0.00	0.00		\$ -
5.05	WATER MAIN REMOVAL, 12 INCH DIAMETER	155.00	LF	\$ 30.00	\$ 4,650.00	0.00	0.00	0.00		\$ -
	STRUCTURES FOR SANITARY AND STORM SEWER									
6.01	MANHOLE, SW-401, 48 INCH DIAMETER	4.00	EACH	\$ 5,000.00	\$ 20,000.00	0.00	1.00	1.00		\$ 5,000.00
6.02	MANHOLE, SW-401, 60 INCH DIAMETER	2.00	EACH	\$ 6,600.00	\$ 13,200.00	0.00	1.00	1.00		\$ 6,600.00
6.03	MANHOLE, SW-401, 72 INCH DIAMETER	3.00	EACH	\$ 12,100.00	\$ 36,300.00	0.00	0.00	0.00		\$ -
6.04	INTAKE, SW-505	2.00	EACH	\$ 5,200.00	\$ 10,400.00	0.00	0.00	0.00		\$ -
6.05	INTAKE, SW-512, 24 INCH DIAMETER	2.00	EACH	\$ 2,400.00	\$ 4,800.00	0.00	1.00	1.00		\$ 2,400.00
6.06	INTAKE, SW-513, 4 FOOT X 4 FOOT	1.00	EACH	\$ 5,500.00	\$ 5,500.00	0.00	0.00	0.00		\$ -
6.07	INTAKE, SW-513, 5 FOOT X 4 FOOT, MODIFIED	1.00	EACH	\$ 10,200.00	\$ 10,200.00	0.00	1.00	1.00		\$ 10,200.00
6.08	INTAKE, SW-513, 6 FOOT X 4 FOOT	1.00	EACH	\$ 7,900.00	\$ 7,900.00	0.00	0.00	0.00		\$ -
6.09	INTAKE, SW-513, 6 FOOT X 5 FOOT	1.00	EACH	\$ 9,100.00	\$ 9,100.00	0.00	0.00	0.00		\$ -
6.10	INTAKE, SW-513, 6 FOOT X 6 FOOT	1.00	EACH	\$ 10,600.00	\$ 10,600.00	0.00	1.00	1.00		\$ 10,600.00
6.11	INTAKE, SW-513, 7 FOOT X 6 FOOT, MODIFIED	1.00	EACH	\$ 17,100.00	\$ 17,100.00	0.00	1.00	1.00		\$ 17,100.00
6.12	MANHOLE ADJUSTMENT, MAJOR	3.00	EACH	\$ 3,500.00	\$ 10,500.00	0.00	0.00	0.00		\$ -
	PORTLAND CEMENT CONCRETE PAVEMENT									
7.01	PAVEMENT, PCC, 8 INCH DEPTH, C-4WR MIX	2,318.00	SY	\$ 65.50	\$ 151,829.00	0.00	0.00	0.00		\$ -
7.02	CURB AND GUTTER, 2.5 FOOT WIDTH, 8 INCH DEPTH, C-4WR MIX	130.00	LF	\$ 38.00	\$ 4,940.00	0.00	0.00	0.00		\$ -
7.03	PCC PAVEMENT SAMPLES AND TESTING	1.00	LS	\$ 2,400.00	\$ 2,400.00	0.00	0.00	0.00		\$ -
	ASPHALT PAVEMENT									
7.04	PAVEMENT, ASPHALT, MAINLINE PAVEMENT, 3 INCH DEPTH, SURFACE, 1/2 INCH AGG., PG 58-28S	3,800.00	TON	\$ 98.00	\$ 372,400.00	0.00	0.00	0.00		\$ -
7.05	PAVEMENT, ASPHALT, SIDE ROAD AND DRIVEWAY PAVEMENT, 3 INCH DEPTH, SURFACE, 1/2 INCH AGG., PG 58-28S	133.00	TON	\$ 127.00	\$ 16,891.00	0.00	0.00	0.00		\$ -
7.06	ASPHALT PAVEMENT SAMPLES AND TESTING	1.00	LS	\$ 1,100.00	\$ 1,100.00	0.00	0.00	0.00		\$ -
	SIDEWALK, SHARED USE PATHS, AND DRIVEWAY									
7.07	REMOVAL OF SIDEWALK	124.00	SY	\$ 8.00	\$ 992.00	0.00	0.00	0.00		\$ -
7.08	REMOVAL OF DRIVEWAY, PAVED	442.00	SY	\$ 9.00	\$ 3,978.00	0.00	115.00	115.00		\$ 1,035.00
7.09	SIDEWALK, PCC, 4 INCH DEPTH, C-4WR MIX	90.00	SY	\$ 43.00	\$ 3,870.00	0.00	0.00	0.00		\$ -
7.1	SIDEWALK, PCC, 6 INCH DEPTH, C-4WR MIX	45.00	SY	\$ 106.00	\$ 4,770.00	0.00	0.00	0.00		\$ -
7.11	DETECTABLE WARNING	37.00	SF	\$ 57.00	\$ 2,109.00	0.00	0.00	0.00		\$ -
7.12	DRIVEWAY, PAVED, PCC, 6 INCH DEPTH, C-4WR MIX	294.00	SY	\$ 54.00	\$ 15,876.00	0.00	0.00	0.00		\$ -
7.13	DRIVEWAY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE	21.00	TON	\$ 35.00	\$ 735.00	0.00	0.00	0.00		\$ -
7.14	ROADWAY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE	71.00	TON	\$ 35.00	\$ 2,485.00	0.00	0.00	0.00		\$ -
7.15	TEMPORARY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE	136.00	TON	\$ 35.00	\$ 4,760.00	0.00	53.44	53.44		\$ 1,870.40
	PAVEMENT REHABILITATION									
7.16	PAVEMENT REMOVAL	392.00	SY	\$ 22.00	\$ 8,624.00	0.00	0.00	0.00		\$ -
7.17	CURB AND GUTTER REMOVAL	479.00	LF	\$ 17.00	\$ 8,143.00	0.00	0.00	0.00		\$ -
	PAVEMENT MARKINGS									
8.01	PAINTED PAVEMENT MARKINGS, DURABLE	15.00	STA	\$ 525.00	\$ 7,875.00	0.00	0.00	0.00		\$ -
8.02	PAINTED SYMBOLS AND LEGENDS, DURABLE	6.00	EACH	\$ 550.00	\$ 3,300.00	0.00	0.00	0.00		\$ -
8.03	RAISED PAVEMENT MARKERS	230.00	EACH	\$ 10.00	\$ 2,300.00	0.00	0.00	0.00		\$ -
8.04	GROOVES CUT FOR PAVEMENT MARKINGS	15.00	STA	\$ 400.00	\$ 6,000.00	0.00	0.00	0.00		\$ -
8.05	GROOVES CUT FOR SYMBOLS AND LEGEND	6.00	EACH	\$ 250.00	\$ 1,500.00	0.00	0.00	0.00		\$ -
	TEMPORARY TRAFFIC CONTROL									
8.06	TEMPORARY TRAFFIC CONTROL	1.00	LS	\$ 19,500.00	\$ 19,500.00	0.00	0.00	0.00		\$ -
8.07	PORTABLE DYNAMIC MESSAGE SIGN (PDMS)	20.00	CDAY	\$ 150.00	\$ 3,000.00	0.00	0.00	0.00		\$ -
	TRAFFIC SIGNS AND POSTS									

8.08	REMOVE AND REINSTALL TRAFFIC SIGNS	16.00	EACH	\$ 325.00	\$ 5,200.00	0.00	0.00	0.00	\$ -
	SEEDING								
9.01	CONVENTIONAL SEEDING, FERTILIZING, AND BFM MULCHING, TYPE 1	1.40	ACRE	\$ 5,100.00	\$ 7,140.00	0.00	0.00	0.00	\$ -
9.02	CONVENTIONAL SEEDING, FERTILIZING, AND BFM MULCHING, TYPE 2	9.00	ACRE	\$ 3,700.00	\$ 33,300.00	0.00	0.00	0.00	\$ -
	EROSION AND SEDIMENT CONTROL								
9.03	SWPPP PREPARATION	1.00	LS	\$ 1,500.00	\$ 1,500.00	0.50	0.50	1.00	\$ 1,500.00
9.04	SWPPP MANAGEMENT	1.00	LS	\$ 3,000.00	\$ 3,000.00	0.06	0.06	0.12	\$ 360.00
9.05	FILTER SOCK, 9 INCH DIAMETER	1,100.00	LF	\$ 1.75	\$ 1,925.00	250.00	0.00	250.00	\$ 437.50
9.06	FILTER SOCK, REMOVAL	1,100.00	LF	\$ 0.25	\$ 275.00	0.00	0.00	0.00	\$ -
9.07	TEMPORARY RECP, TYPE 2B	4,358.00	SY	\$ 2.00	\$ 8,716.00	0.00	0.00	0.00	\$ -
9.08	RIP RAP, EROSION STONE	45.00	TON	\$ 73.00	\$ 3,285.00	0.00	0.00	0.00	\$ -
9.09	RIP RAP, CLASS E REVETMENT	165.00	TON	\$ 77.00	\$ 12,705.00	0.00	50.74	50.74	\$ 3,906.98
9.10	SILT FENCE OR SILT FENCE DITCH CHECK	3,530.00	LF	\$ 1.75	\$ 6,177.50	0.00	0.00	0.00	\$ -
9.11	SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE	3,530.00	LF	\$ 0.25	\$ 882.50	0.00	0.00	0.00	\$ -
9.12	EROSION CONTROL MULCHING, CONVENTIONAL, BFM	10.40	ACRE	\$ 2,400.00	\$ 24,960.00	0.00	0.00	0.00	\$ -
9.13	INLET PROTECTION DEVICE, DROP-IN	4.00	EACH	\$ 200.00	\$ 800.00	0.00	0.00	0.00	\$ -
9.14	INLET PROTECTION DEVICE, FILTER SOCK	8.00	EACH	\$ 50.00	\$ 400.00	0.00	0.00	0.00	\$ -
9.15	INLET PROTECTION DEVICE, MAINTENANCE	12.00	EACH	\$ 50.00	\$ 600.00	0.00	0.00	0.00	\$ -
	CHAIN LINK FENCE								
9.16	REMOVAL AND REINSTALLATION OF EXISTING FENCE	250.00	LF	\$ 17.00	\$ 4,250.00	0.00	0.00	0.00	\$ -
	MOBILIZATION								
11.01	MOBILIZATION	1.00	LS	\$ 54,000.00	\$ 54,000.00	0.10	0.15	0.25	\$ 13,500.00
	TEMPORARY SERVICES DURING CONSTRUCTION								
11.02	MAINTENANCE OF POSTAL SERVICE	1.00	LS	\$ 4,600.00	\$ 4,600.00	0.05	0.20	0.25	\$ 1,150.00
11.03	MAINTENANCE OF SOLID WASTE AND RECYCLING COLLECTION	1.00	LS	\$ 3,900.00	\$ 3,900.00	0.05	0.20	0.25	\$ 975.00
	CONCRETE WASHOUT								
11.04	CONCRETE WASHOUT	1.00	LS	\$ 1,300.00	\$ 1,300.00	0.00	0.00	0.00	\$ -
	SPECIAL								
11.05	HIGH TENSION CABLE GUARD RAIL	1,225.00	LF	\$ 37.00	\$ 45,325.00	0.00	0.00	0.00	\$ -
11.06	RUMBLE STRIPS	115.00	STA	\$ 55.00	\$ 6,325.00	0.00	0.00	0.00	\$ -
				TOTAL ORIGINAL CONTRACT = \$ 1,774,635.00				\$ 162,585.88	
CHANGE ORDER SUMMARY:									
	CHANGE ORDER 01					Div. 1	Div. 2		
2.14	REMOVAL OF KNOWN PIPE CULVERT, CMP, LESS THAN OR EQUAL TO 36-INCH DIAMETER	58.00	LF	\$ 25.00	\$ 1,450.00		58.00	58.00	\$ 1,450.00
4.13	PIPE CULVERT, TRENCHED, RCP, 60-INCH DIAMETER	5.00	LF	\$ 332.00	\$ 1,660.00		5.00	5.00	\$ 1,660.00
4.23	CULVERT C-05 ALTERATION DUE TO 20-INCH WATER MAIN CONFLICT	1.00	LS	\$ 3,474.00	\$ 3,474.00		1.00	1.00	\$ 3,474.00
4.24	TILE CONNECTION TO CULVERT C-12	5.00	EA	\$ 700.00	\$ 3,500.00		5.00	5.00	\$ 3,500.00
8.06	TEMPORARY TRAFFIC CONTROL	1.00	LS	\$ 1,622.50	\$ 1,622.50		1.00	1.00	\$ 1,622.50
					TOTAL:	\$ 11,706.50			\$ 11,706.50
				TOTAL CHANGE ORDERS = \$ 11,706.50				\$ 11,706.50	
				TOTAL CONTRACT & CHANGE ORDERS \$ 1,786,341.50				\$ 174,292.38	

CHANGE ORDER NO. 1

OWNER: City of Indianola

PROJECT: South K Street Paving Project
S&A PROJECT #: 118.1214.01

To: Vanderpool Construction, Incorporated
Contractor
1100 North 14th Street
Address
Indianola, IA 50125
City, State, Zip

You are directed to make the following changes in this contract:

1. Description of change to be made:

- 2.14 REMOVAL OF KNOWN PIPE CULVERT, CMP, LESS THAN OR EQUAL TO 36-INCH DIAMETER
- 4.13 PIPE CULVERT, TRENCHED, RCP, 60-INCH DIAMETER
- 4.23 [New Item] CULVERT C-05 ALTERATION DUE TO 20-INCH WATER MAIN CONFLICT
- 4.24 [New Item] TILE CONNECTION TO CULVERT C-12
- 8.06 TEMPORARY TRAFFIC CONTROL

2. Reason for Change:

- 2.14 Unknown subsurface conditions - an existing corrugated metal culvert was buried and found during construction.
- 4.13 Field measured final quantities for this item.
- 4.23 Field modification to culvert system to avoid relocation of 20-inch water main.
- 4.24 Unknown subsurface conditions - field tiles found during construction and routed into culvert C-12.
- 8.06 Added additional signs and barricades on South K Street near south closure. Changed signs to place detour on Nevada Street instead of West 17th Avenue.

3. Settlement for the cost of making the change shall be as follows:

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
2.14	SEE ABOVE	58.0	LF	\$25.00	\$1,450.00
4.13	SEE ABOVE	5.0	LF	\$332.00	\$1,660.00
4.23	SEE ABOVE	1.0	LS	\$3,474.00	\$3,474.00
4.24	SEE ABOVE	5.0	EA	\$700.00	\$3,500.00
8.06	SEE ABOVE	1.0	LS	\$1,622.50	\$1,622.50
				TOTAL:	\$11,706.50

4. This change order will result in a net change in the contract completion time of 2 days and a net change in the cost of the project of \$11706.50 divided as follows:

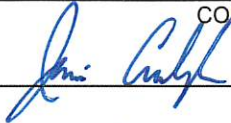
	Contract Amount	Contract Working Days
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$1,774,635.00	90.0
Change due to this C.O. (+ or -)	\$11,706.50	2
Totals including this C.O.:	\$1,786,341.50	92.0

The change described herein is understood, and the terms of settlement are hereby agreed to:

Vanderpool Construction, Incorporated

CONTRACTOR

By



DATE:

7/9/2024

Snyder & Associates, Inc.

ENGINEER

By



DATE:

7-9-2024

City of Indianola

OWNER

By

DATE:



MEMORANDUM

To: Mayor and City Council

From: Akhilesh Pal, Public Works Director

Date: July 15, 2024

Subject: Resolution approving Payment Application Number 9 in the amount of \$623,604.27 to Vanderpool Construction and Change Order Number 8 in the amount of \$2,200 for the East Hillcrest Avenue Reconstruction Project.

Introduction: Staff has received Payment Application No. 9, in the amount of \$623,604.27, from Vanderpool Construction Inc. for the East Hillcrest Avenue Reconstruction Project. Additionally, a Change Order #8 has been submitted, increasing \$2,200 from the approved construction contract amount. This memorandum provides a detailed overview of the items associated with these submissions.

Background: The East Hillcrest Avenue Reconstruction Project is a critical infrastructure initiative aimed at enhancing road safety and traffic flow in our community. Vanderpool Construction Inc. has been diligently executing the project, ensuring progress and adherence to project specifications.

Discussion: The attached letter from Synder & Associates, including the enclosed change order on Iowa DOT forms outlines the primary items associated with Payment Application No. 9, amounting to \$623,604.27. Change Order #8, totaling \$2,200, was necessary due to unforeseen circumstances and essential enhancements to the project design. Specifically, the manhole structure size was increased from 60 inches to 72 inches to improve efficiency and better accommodate future needs, even though the 60-inch manhole would have sufficed.

The total cost breakdown for this project to date is listed as follows:

Summary of Contract:	Total Amounts	Council Approval Date:
Original Contract Total:	\$5,098,494.70	3-Apr-23
Change Order #1	\$0.00	19-Jun-23
Change Order #2	(\$20,000.00)	17-Jul-23
Change Order #3	(\$35,500.00)	21-Aug-23
Change Order #4	\$9,200.00	18-Sep-23
Change Order #5	(\$9,155.00)	4-Dec-23
Change Order #6	\$19,744.36	20-May-24
Change Order #7	(\$4,043.31)	27-Jun-24
Change Order #8**	\$2,200.00	15-Jul-24

Total Contract:	\$5,060,940.75	
Summary of Pay Requests:	Total Amounts:	Council Approval Date:
Pay Request No. 1	\$159,176.66	19-Jun-23
Pay Request No. 2	\$317,240.25	17-Jul-23
Pay Request No. 3	\$393,824.92	21-Aug-23
Pay Request No. 4	\$240,881.39	18-Sep-23
Pay Request No. 5	\$328,600.29	16-Oct-23
Pay Request No. 6	\$319,954.39	4-Dec-23
Pay Request No. 7	\$388,567.70	20-May-24
Pay Request No. 8	\$333,093.74	27-Jun-24
Pay Request No. 9*	\$623,604.27	15-Jul-24
Total Amount Paid:	\$3,104,943.61	
3% Retainage:	\$96,029.18	
Amount Remaining on the Contract:	\$1,859,967.96	

*Applies only if this Pay Application is approved by City Council on July 15, 2024.

**Change order is within the council approved contingency amount requiring City Manager approval.

Budget Impact: Payment Application No. 9 totals \$623,604.27, while Change Order #8 amounts to \$2,200.

Recommendation: Staff recommends approval of Payment Application No. 9 and Change Order #8 for the East Hillcrest Avenue Reconstruction Project. The expenses outlined in Change Order #8 are essential for project completion and align with our commitment to delivering safe and efficient infrastructure for our community.

Attachments:

1. Snyder Letter Hillcrest
2. Resolution Hillcrest Pay 9 and CO8
3. Payment App 09 Hillcrest
4. Change Order 08 Hillcrest

July 15, 2024

Akhilesh Pal, PE
Public Works Director
City of Indianola
110 North 1st Street
Indianola, IA 50125

RE: Partial Payment Application No. 9
Change Order No. 8
East Hillcrest Avenue Reconstruction Project

Dear Mr. Pal:

Partial payment application no. 9 in the amount of \$623,604.27 includes work completed in June 2024. Work for this pay period included topsoil grading, shoulder finishing, roadway and driveway paving, granular driveways, manhole adjusts, storm sewer removal and construction, mobilization, and water valve adjustments. The contractor, Vanderpool Construction Inc., has 260 working days to complete the project. At the end of the pay period, approximately 150.5 working days had been used.

Change order no. 8 in the amount of \$2,200.00 was submitted during the pay period. Please see the enclosed change order on Iowa DOT forms.

Snyder & Associates recommends that partial payment application no. 9 in the amount of \$623,604.27 and change order no. 8 in the amount of \$2,200.00 be approved for work completed in June by Vanderpool Construction.

Approximately 63.3% of construction is complete when comparing the earned value, the dollar amount of work completed, to the total contract amount. For the same period, approximately 57.9% of the total working days have been used.

These values are shared as follows:

Payment and Completion Summary	
Item	Amount
Partial Payment No. 1	\$159,176.66
Partial Payment No. 2	\$317,240.25
Partial Payment No. 3	\$393,824.92
Partial Payment No. 4	\$240,881.39
Partial Payment No. 5	\$328,600.29
Partial Payment No. 6	\$319,954.39
Partial Payment No. 7	\$388,567.70
Partial Payment No. 8	\$333,093.74
Partial Payment No. 9	\$623,604.27
Total of All Payments	\$3,104,943.61
Total Earned	\$3,200,972.79
3% Retainage	\$96,029.18
Total Contract Price	\$5,060,940.75
Percent Complete	63.3%

Please do not hesitate to call or email me should you have any questions.

Very Truly Yours,

SNYDER & ASSOCIATES, INC.



Jerry Selbher, P.E.
Project Manager

Enclosure

City of Indianola
RESOLUTION NO. 2024-

**RESOLUTION APPROVING PAYMENT APPLICATION NUMBER 9
AND CHANGE ORDER NUMBER 8 FOR THE EAST HILLCREST AVENUE
RECONSTRUCTION PROJECT**

WHEREAS, the City of Indianola is currently under obligation of a construction contract with Vanderpool Construction Inc. for the East Hillcrest Avenue Reconstruction Project; and

WHEREAS, Vanderpool Construction Inc. has submitted Payment Application Number 9 and Change Order Number 8 as described on the attached application; and

WHEREAS, the City Council now deems it appropriate to approve Payment Application Number 9 and Change Order Number 8, as attached.

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

1. Change Order Number 8, in the amount of \$2,200, is hereby approved.
2. Payment Application Number 9, in the amount of \$623,604.27, shall be paid.
3. Mayor is hereby authorized to sign the documents on behalf of the City of Indianola.

PASSED AND APPROVED this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

APPLICATION FOR PARTIAL PAYMENT NO. 9

PROJECT: E Hillcrest Ave Reconstruction

S&A PROJECT NO.: 121.0558.01

OWNER: City Of Indianola
CONTRACTOR: Vanderpool Construction, Inc.
ADDRESS: 1100 N 14th St
Indianola, IA 50125
DATE: 7/15/2024

PAYMENT PERIOD: 6/1/2024
to 6/30/2024

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 5,098,494.70
Net Change by Change Order: \$ (37,553.95)
Contract Amount to Date: \$ 5,060,940.75

CONTRACT PERIOD: TOTAL WORKING DAYS:

Notice to Proceed: May 16, 2023

Number of Contract Working Days: 260

Working Days Used: 150.5

Working Days Remaining: 109.5

Percentage of Workind Days Remaining: 42.1%

2. WORK SUMMARY:

Total Work Performed to Date: \$ 3,200,972.79
Retainage: 3% \$96,029.18
Total Earned Less Retainage: \$3,104,943.61
Less Previous Applications for Payment: \$ 2,481,339.34
AMOUNT DUE THIS APPLICATION: \$623,604.27

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

(1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and

(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Vanderpool Construction Inc.
CONTRACTOR

By

[Signature]

DATE: 7/9/2024

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By

[Signature]

DATE: 7-9-2024

5. OWNER'S APPROVAL

OWNER

By

DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:								
ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	TOTAL	QTY. TO DATE	CO #	COST TOTAL
2101-0850001	CLEARING AND GRUBBING	0.41	ACRE	\$ 20,500.00	\$ 8,405.00	0.41		8,405.00
2101-0850002	CLEARING AND GRUBBING	113.80	UNIT	\$ 130.00	\$ 14,794.00	113.80		14,794.00
2102-271007	EXCAVATION, CLASS 10, ROADWAY AND BORROW	18,887.00	CY	\$ 10.50	\$ 198,313.50	11,920.00		125,160.00
2102-271009	EXCAVATION, CLASS 10, WASTE	2,412.00	CY	\$ 11.00	\$ 26,532.00	0.00		-
2105-8425005	TOPSOIL, FURNISH AND SPREAD	106.00	CY	\$ 26.00	\$ 2,756.00	0.00		-
2105-8425015	TOPSOIL, STRIP, SALVAGE AND SPREAD	5,332.00	CY	\$ 20.00	\$ 106,640.00	2,666.00		53,320.00
2109-8225100	SPECIAL COMPACTION OF SUBGRADE	48.30	STA	\$ 1,680.00	\$ 81,144.00	32.89		55,255.20
2115-0100000	MODIFIED SUBBASE	3,646.00	CY	\$ 66.00	\$ 240,636.00	2,500.00		165,000.00
2123-7450020	SHOULDER FINISHING, EARTH	101.20	STA	\$ 405.00	\$ 40,986.00	57.80		23,409.00
2213-7100400	RELOCATION OF MAILBOXES	5.00	EACH	\$ 765.00	\$ 3,825.00	2.00		1,530.00
2301-1033070	STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 7 IN.	543.30	SY	\$ 92.00	\$ 49,983.60	543.30		49,983.60
2301-1033080	STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 8 IN.	19,254.50	SY	\$ 76.50	\$ 1,472,969.25	12,671.89		969,399.59
2301.4875008	MEDIAN, P. C. CONCRETE, 8 IN.	33.90	SY	\$ 155.00	\$ 5,254.50	33.90		5,254.50
2301-6911722	PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES	1.00	LS	\$ 15,000.00	\$ 15,000.00	0.00		-
2304-0101000	TEMPORARY PAVEMENT	3,230.50	SY	\$ 63.00	\$ 203,521.50	430.80		27,140.40
2312-8260051	GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE	553.00	TON	\$ 55.00	\$ 30,415.00	296.48		16,306.40
2315-8275025	SURFACING, DRIVEWAY, CLASS A CRUSHED STONE	52.70	TON	\$ 60.00	\$ 3,162.00	41.06		2,463.60
2402-0425040	FLOODED BACKFILL	71.00	CY	\$ 80.00	\$ 5,680.00	11.10		888.00
2402-2720100	EXCAVATION, CLASS 20, FOR ROADWAY PIPE CULVERT	26.60	CY	\$ 45.00	\$ 1,197.00	26.60		1,197.00
2416-0100015	APRONS, CONCRETE, 15 IN. DIA.	2.00	EACH	\$ 2,900.00	\$ 5,800.00	2.00		5,800.00
2416-0100018	APRONS, CONCRETE, 18 IN. DIA.	4.00	EACH	\$ 3,100.00	\$ 12,400.00	4.00		12,400.00
2416-0100024	APRONS, CONCRETE, 24 IN. DIA.	2.00	EACH	\$ 4,100.00	\$ 8,200.00	2.00		8,200.00
2416-0100030	APRONS, CONCRETE, 30 IN. DIA.	2.00	EACH	\$ 5,100.00	\$ 10,200.00	2.00		10,200.00
2416-0100036	APRONS, CONCRETE, 36 IN. DIA.	2.00	EACH	\$ 6,100.00	\$ 12,200.00	2.00		12,200.00
2416-1165015	CULVERT, 2000D CONCRETE, ENTRANCE PIPE 15 IN. DIA.	38.00	LF	\$ 79.00	\$ 3,002.00	38.00		3,002.00
2416-1165018	CULVERT, 2000D CONCRETE, ENTRANCE PIPE 18 IN. DIA.	88.00	LF	\$ 89.00	\$ 7,832.00	88.00		7,832.00
2435-0140148	MANHOLE, STORM SEWER, SW-401, 48 IN.	5.00	EACH	\$ 5,400.00	\$ 27,000.00	3.00		16,200.00
2435-0140160	MANHOLE, STORM SEWER, SW-401, 60 IN.	4.00	EACH	\$ 9,100.00	\$ 36,400.00	4.00		36,400.00
2435-0250500	INTAKE, SW-505	13.00	EACH	\$ 6,600.00	\$ 85,800.00	7.00		46,200.00
2435-0250600	INTAKE, SW-506	16.00	EACH	\$ 10,800.00	\$ 172,800.00	14.00		151,200.00
2435-0250604	INTAKE, SW-506, TOP ONLY	2.00	EACH	\$ 4,900.00	\$ 9,800.00	0.00		-
2435-0251224	INTAKE, SW-512, 24 IN.	15.00	EACH	\$ 3,000.00	\$ 45,000.00	5.00		15,000.00
2435-0251230	INTAKE, SW-512, 30 IN.	1.00	EACH	\$ 3,600.00	\$ 3,600.00	1.00		3,600.00
2435-0251300	INTAKE, SW-513	1.00	EACH	\$ 7,000.00	\$ 7,000.00	1.00		7,000.00
2435-0600010	MANHOLE ADJUSTMENT, MINOR	2.00	EACH	\$ 3,300.00	\$ 6,600.00	2.00		6,600.00
2435-0600020	MANHOLE ADJUSTMENT, MAJOR	2.00	EACH	\$ 3,300.00	\$ 6,600.00	1.00		3,300.00
2435-0600120	INTAKE ADJUSTMENT, MAJOR	1.00	EACH	\$ 700.00	\$ 700.00	0.00		-
2502-8212036	SUBDRAIN, LONGITUDINAL, (SHOULDER) 6 IN. DIA.	8,837.80	LF	\$ 17.00	\$ 150,242.60	5,965.00		101,405.00
2502-8215106	SUBDRAIN, CORRUGATED METAL PIPE, 6 IN. DIA.	12.00	LF	\$ 40.00	\$ 480.00	12.00		480.00
2502-8221303	SUBDRAIN OUTLET, DR-303	37.00	EACH	\$ 600.00	\$ 22,200.00	37.00		22,200.00
2503-0114212	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 12 IN.	96.00	LF	\$ 99.00	\$ 9,504.00	4.00		396.00
2503-0114215	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 15 IN.	1,454.00	LF	\$ 113.00	\$ 164,302.00	858.70		97,033.10
2503-0114218	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 18 IN.	1,218.00	LF	\$ 124.00	\$ 151,032.00	641.00		79,484.00
2503-0114224	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 24 IN.	654.00	LF	\$ 137.00	\$ 89,598.00	630.00		86,310.00
2503-0114230	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 30 IN.	140.00	LF	\$ 163.00	\$ 22,820.00	140.00		22,820.00
2503-0114236	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 36 IN.	144.00	LF	\$ 207.00	\$ 29,808.00	144.00		29,808.00
2503-0200036	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	1,431.00	LF	\$ 18.00	\$ 25,758.00	1,197.00		21,546.00
2503-0200341	STORM SEWER ABANDONMENT, FILL AND PLUG, LESS THAN OR EQUAL TO 36 IN.	193.00	LF	\$ 18.00	\$ 3,474.00	177.00		3,186.00
2504-0200404	SANITARY SEWER SERVICE STUB, POLYVINYL CHLORIDE PIPE (PVC), 4 IN.	120.00	LF	\$ 164.00	\$ 19,680.00	120.00		19,680.00
2504-0240036	REMOVE SANITARY SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	266.00	LF	\$ 36.00	\$ 9,576.00	0.00		-
2504-0240145	SANITARY SEWER CLEANOUT	1.00	EACH	\$ 1,500.00	\$ 1,500.00	1.00		1,500.00
2506-4984000	FLOWABLE MORTAR	24.90	CY	\$ 200.00	\$ 4,980.00	0.00		-

2507-3250005	ENGINEERING FABRIC	129.30	SY	\$	8.00	\$	1,034.40	129.30		1,034.40
2507-6800061	REVTMENT, CLASS E	112.30	TON	\$	98.00	\$	11,005.40	112.30		11,005.40
2510-6745850	REMOVAL OF PAVEMENT	13,986.40	SY	\$	5.00	\$	69,932.00	9,417.24		47,086.20
2510-6750600	REMOVAL OF INTAKES AND UTILITY ACCESSES	9.00	EACH	\$	800.00	\$	7,200.00	6.00		4,800.00
2511-0300000	REMOVAL OF RECREATIONAL TRAIL	843.10	SY	\$	7.00	\$	5,901.70	690.93		4,836.51
2511-0302600	RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN.	882.00	SY	\$	56.00	\$	49,392.00	314.00		17,584.00
2511-0310100	SPECIAL COMPACTION OF SUBGRADE FOR RECREATIONAL TRAIL	8.30	STA	\$	635.00	\$	5,270.50	2.93		1,860.55
2511-6745900	REMOVAL OF SIDEWALK	61.70	SY	\$	11.00	\$	678.70	38.72		425.92
2511-7526004	SIDEWALK, P.C. CONCRETE, 4 IN.	1,870.00	SY	\$	51.00	\$	95,370.00	1,092.80		55,732.80
2511-7526006	SIDEWALK, P.C. CONCRETE, 6 IN.	179.10	SY	\$	56.00	\$	10,029.60	94.55		5,294.80
2511-7528101	DETECTABLE WARNINGS	474.00	SF	\$	66.00	\$	31,284.00	228.00		15,048.00
2512-1725356	CURB AND GUTTER, P.C. CONCRETE, 3.5 FT.	89.70	LF	\$	63.00	\$	5,651.10	40.00		2,520.00
2515-2475006	DRIVEWAY, P.C. CONCRETE, 6 IN.	104.70	SY	\$	66.00	\$	6,910.20	103.58		6,836.28
2515-2475008	DRIVEWAY, P.C. CONCRETE, 8 IN.	1,411.30	SY	\$	81.00	\$	114,315.30	852.10		69,020.10
2515-6745600	REMOVAL OF PAVED DRIVEWAY	1,349.90	SY	\$	6.00	\$	8,099.40	773.82		4,642.92
2520-3350015	FIELD OFFICE	1.00	EACH	\$	20,000.00	\$	20,000.00	0.00		-
2524-6765010	REMOVE AND REINSTALL SIGN AS PER PLAN	26.00	EACH	\$	355.00	\$	9,230.00	9.00		3,195.00
2524-6765110	REMOVAL OF TYPE A SIGN	6.00	EACH	\$	255.00	\$	1,530.00	6.00		1,530.00
2524-9276010	PERFORATED SQUARE STEEL TUBE POSTS	145.50	LF	\$	45.00	\$	6,547.50	145.50		6,547.50
2524-9276021	PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY SOIL INSTALLATION	9.00	EACH	\$	205.00	\$	1,845.00	0.00		-
2524-9325001	TYPE A SIGNS, SHEET ALUMINUM	65.25	SF	\$	45.00	\$	2,936.25	58.30		2,623.50
2526-8285000	CONSTRUCTION SURVEY	1.00	LS	\$	35,500.00	\$	35,500.00	0.00		-
2527-9263117	PAINTED PAVEMENT MARKINGS, DURABLE	135.48	STA	\$	153.00	\$	20,728.44	44.26		6,771.78
2527-9263131	WET RETROREFLECTIVE REMOVABLE TAPE MARKINGS	85.25	STA	\$	153.00	\$	13,043.25	0.00		-
2527-9263143	PAINTED SYMBOLS AND LEGENDS, DURABLE	27.00	EACH	\$	560.00	\$	15,120.00	15.00		8,400.00
2527-9263180	PAVEMENT MARKINGS REMOVED	12.92	STA	\$	205.00	\$	2,648.60	12.92		2,648.60
2527-9270111	GROOVES CUT FOR PAVEMENT MARKINGS	135.48	STA	\$	115.00	\$	15,580.20	61.45		7,066.75
2527-9270120	GROOVES CUT FOR SYMBOLS AND LEGENDS	27.00	EACH	\$	205.00	\$	5,535.00	15.00		3,075.00
2528-2518000	SAFETY CLOSURE	22.00	EACH	\$	305.00	\$	6,710.00	13.00		3,965.00
2528-8400048	TEMPORARY BARRIER RAIL, CONCRETE	687.50	LF	\$	40.00	\$	27,500.00	0.00		-
2528-8445110	TRAFFIC CONTROL	1.00	LS	\$	61,000.00	\$	61,000.00	0.50		30,500.00
2528-9290050	PORTABLE DYNAMIC MESSAGE SIGN (PDMS)	60.00	CDAY	\$	76.00	\$	4,560.00	20.00		1,520.00
2533-4980005	MOBILIZATION	1.00	LS	\$	321,175.51	\$	321,175.51	1.00		321,175.51
2551-0000110	TEMP CRASH CUSHION	2.00	EACH	\$	2,550.00	\$	5,100.00	0.00		-
2552-0000210	TRENCH FOUNDATION	200.00	TON	\$	45.00	\$	9,000.00	18.00		810.00
2552-0000220	REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	200.00	CY	\$	35.00	\$	7,000.00	10.00		350.00
2552-0000300	TRENCH COMPACTION TESTING	1.00	LS	\$	16,000.00	\$	16,000.00	0.60		9,600.00
2554-0112004	WATER MAIN, TRENCHED, DUCTILE IRON PIPE (DIP), 4 IN.	23.00	LF	\$	320.00	\$	7,360.00	0.00		-
2554-0114012	WATER MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC), 12 IN.	285.00	LF	\$	185.00	\$	52,725.00	0.00		-
2554-0203000	FITTINGS BY WEIGHT, DUCTILE IRON	2,117.00	LB	\$	18.00	\$	38,106.00	0.00		-
2554-0204110	WATER SERVICE STUB, COPPER, 1 IN.	1.00	EACH	\$	1,900.00	\$	1,900.00	1.00		1,900.00
2554-0205710	WATER SERVICE CURB STOP AND BOX, COPPER, 1 IN.	1.00	EACH	\$	800.00	\$	800.00	1.00		800.00
2554-0212040	VALVE BOX ADJUSTMENT, MINOR	13.00	EACH	\$	500.00	\$	6,500.00	11.00		5,500.00
2554-0214000	FIRE HYDRANT ADJUSTMENT	5.00	EACH	\$	5,500.00	\$	27,500.00	3.00		16,500.00
2599-9999005	('EACH' ITEM) CLEANOUT (SUBDRAIN)	13.00	EACH	\$	2,200.00	\$	28,600.00	13.00		28,600.00
2599-9999005	('EACH' ITEM) CONNECTION TO STORM SEWER PIPE	3.00	EACH	\$	3,000.00	\$	9,000.00	2.00		6,000.00
2599-9999005	('EACH' ITEM) GRID TIED MAT GROUND ANCHOR TYPE 1	364.00	EACH	\$	32.00	\$	11,648.00	16.00		512.00
2599-9999005	('EACH' ITEM) REMOVE AND REINSTALL GATE	2.00	EACH	\$	2,500.00	\$	5,000.00	0.00		-
2599-9999005	('EACH' ITEM) WATER METER PIT	1.00	EACH	\$	2,300.00	\$	2,300.00	1.00		2,300.00
2599-9999009	(LINEAR FEET' ITEM) REMOVAL OF EXISTING WATER MAIN	275.00	LF	\$	25.00	\$	6,875.00	0.00		-
2599-9999010	('LUMP SUM' ITEM) CONCRETE WASHOUT	1.00	LS	\$	10,500.00	\$	10,500.00	0.50		5,250.00
2599-9999010	('LUMP SUM' ITEM) MAINTENANCE OF SOLID WASTE AND RECYCLING COLLECTION	1.00	LS	\$	5,600.00	\$	5,600.00	0.20		1,120.00
2599-9999010	('LUMP SUM' ITEM) REMOVE AND REINSTALL MAILBOX CLUSTER	1.00	LS	\$	7,300.00	\$	7,300.00	0.00		-
2599-9999018	('SQUARE YARDS' ITEM) GRID TIED CONCRETE BLOCK MAT, RIVERINE	128.00	SY	\$	119.00	\$	15,232.00	106.67		12,693.73
2599-9999020	('TONS' ITEM) REMOVAL OF CLASS E REVTMENT	88.00	TON	\$	26.00	\$	2,288.00	70.00		1,820.00
2601-2634105	MULCHING, BONDED FIBER MATRIX	10.50	ACRE	\$	3,700.00	\$	38,850.00	4.26		15,762.00
2601-2636043	SEEDING AND FERTILIZING (RURAL)	1.50	ACRE	\$	1,000.00	\$	1,500.00	0.00		-
2601-2636044	SEEDING AND FERTILIZING (URBAN)	4.00	ACRE	\$	1,550.00	\$	6,200.00	2.80		4,340.00
2601-2638352	SLOPE PROTECTION, WOOD EXCELSIOR MAT	340.00	SQ	\$	11.00	\$	3,740.00	203.40		2,237.40
2601-2643110	WATERING FOR SOD, SPECIAL DITCH CONTROL, OR SLOPE PROTECTION	17.00	MGAL	\$	60.00	\$	1,020.00	0.00		-
2601-2643300	MOBILIZATION FOR WATERING	3.00	EACH	\$	350.00	\$	1,050.00	0.00		-
2602-0000150	STABILIZED CONSTRUCTION ENTRANCE, EC-303	450.00	LF	\$	66.00	\$	29,700.00	60.00		3,960.00
2602-0000312	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 12 IN.	10,884.00	LF	\$	3.40	\$	37,005.60	1,253.00		4,260.20
2602-0000351	REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDIMENT CONTROL DEVICE	12,858.00	LF	\$	0.25	\$	3,214.50	0.00		-
2602-0000362	DITCH CHECK SEDIMENT CONTROL DEVICE, 12 IN. DIA.	1,974.00	LF	\$	3.40	\$	6,711.60	0.00		-
2602-0000500	OPEN THROAT CURB INTAKE SEDIMENT FILTER EC-602	88.00	LF	\$	18.00	\$	1,584.00	29.00		522.00
2602-0000510	MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIIMENT FILTER	8.00	EACH	\$	10.00	\$	80.00	0.00		-
2602-0000520	REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER	8.00	EACH	\$	10.00	\$	80.00	0.00		-
2602-0000530	GRATE INTAKE SEDIMENT FILTER BAG	62.00	EACH	\$	189.00	\$	11,718.00	26.00		4,914.00
2602-0000540	MAINTENANCE OF GRATE INTAKE SEDIMENT FILTER BAG	62.00	EACH	\$	10.00	\$	620.00	0.00		-

2602-0000550	REMOVAL OF GRATE INTAKE SEDIMENT FILTER BAG	62.00	EACH	\$ 10.00	\$ 620.00	0.00		-
2602-0010010	MOBILIZATIONS, EROSION CONTROL	1.00	EACH	\$ 500.00	\$ 500.00	1.00		500.00
2602-0010020	MOBILIZATIONS, EMERGENCY EROSION CONTROL	1.00	EACH	\$ 1,000.00	\$ 1,000.00	0.00		-
2610-0000120	TREES	11.00	EACH	\$ 600.00	\$ 6,600.00	0.00		-
		TOTAL ORIGINAL CONTRACT = \$ 5,098,494.70				\$ 3,127,486.24		
CHANGE ORDER SUMMARY:								
	CHANGE ORDER 02							
2520-3350015	FIELD OFFICE	-1	EA	20,000.00	\$ (20,000.00)		2	-
	CHANGE ORDER 03							
2526-8285000	CONSTRUCTION SURVEY	-1	EA	35,500.00	\$ (35,500.00)		3	-
	CHANGE ORDER 04							
2435-0250500	INTAKE, SW-505	-1	EA	6,600.00	\$ (6,600.00)			-
2435-0250610	INTAKE, SW-506, MODIFIED	1	EA	15,800.00	\$ 15,800.00	1	4	15,800.00
				TOTAL:	\$ 9,200.00			15,800.00
	CHANGE ORDER 05							
2528-8445110	ADDITIONAL TRAFFIC CONTROL	1	EA	7,095.00	\$ 7,095.00	1	5	7,095.00
2599-9999005	('EACH' ITEM) CLEANOUT (SUBDRAIN), TYPE B	-13	EA	2,200.00	\$ (28,600.00)	-13	5	(28,600.00)
2599-9999005	('EACH' ITEM) CLEANOUT (SUBDRAIN), TYPE A-1	13	EA	950.00	\$ 12,350.00	10	5	9,500.00
				TOTAL:	\$ (9,155.00)			(12,005.00)
	CHANGE ORDER 06							
2507-6800061	REVTMENT, CLASS E	23.82	TON	98.00	\$ 2,334.36	23.82	6	2,334.36
2528-8445110	ADDITIONAL TRAFFIC CONTROL	1	EA	13,145.00	\$ 13,145.00	1	6	13,145.00
2599-9999005	('EACH' ITEM) REMOVAL OF RAILROAD FOOTINGS	1	EA	1,305.00	\$ 1,305.00	1	6	1,305.00
2599-9999006	('EACH' ITEM) STORM SEWER ADJUSTMENT IN FIELD	1	EA	2,960.00	\$ 2,960.00	1	6	2,960.00
				TOTAL:	\$ 19,744.36			19,744.36
	CHANGE ORDER 07							
2301-1033070	STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 7 IN.	32.42	SY	92.00	\$ 2,982.64	32.42	7	2,982.64
2435-0140148	MANHOLE, STORM SEWER, SW-401, 48 IN. DIA	-1	EA	5,400.00	\$ (5,400.00)		7	-
2435-0140160	MANHOLE, STORM SEWER, SW-401, 60 IN. DIA	1	EA	9,100.00	\$ 9,100.00	1	7	9,100.00
2502-8215106	SUBDRAIN, CORRUGATED METAL PIPE, 6 IN. DIA.	16	LF	40.00	\$ 640.00	16	7	640.00
2502-8221303	SUBDRAIN OUTLET, DR-303	22	EA	600.00	\$ 13,200.00	4	7	2,400.00
2503-0114236	STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 36 IN.	13	LF	207.00	\$ 2,691.00	13	7	2,691.00
2524-9276010	PERFORATED SQUARE STEEL TUBE POSTS	220	LF	45.00	\$ 9,900.00	66	7	2,970.00
2527-9263180	PAVEMENT MARKINGS REMOVED	0.31	STA	205.00	\$ 63.55	0.31	7	63.55
2554-0112004	WATER MAIN, TRENCHED, DUCTILE IRON PIPE (DIP), 4 IN.	-23	LF	320.00	\$ (7,360.00)		7	-
2554-0114012	WATER MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC), 12 IN.	-142	LF	185.00	\$ (26,270.00)		7	-
2554-0203000	FITTINGS BY WEIGHT, DUCTILE IRON	-1,058.5	LB	18.00	\$ (19,053.00)		7	-
2599-9999005	('EACH' ITEM) CLEANOUT (SUBDRAIN), TYPE B	2	EA	2,200.00	\$ 4,400.00	2	7	4,400.00
2599-9999005	('EACH' ITEM) CLEANOUT (SUBDRAIN), TYPE A-1	-2	EA	950.00	\$ (1,900.00)		7	-
2599-9999009	(LINEAR FEET' ITEM) REMOVAL OF EXISTING WATER MAIN	-137.5	LF	25.00	\$ (3,437.50)		7	-
2602-0010010	MOBILIZATIONS, EROSION CONTROL	16	EA	500.00	\$ 8,000.00	10	7	5,000.00
2599-9999010	('LUMP SUM' ITEM) STORM SEWER MANHOLE, SPECIAL	1	LS	8,400.00	\$ 8,400.00	1	7	8,400.00
				TOTAL:	\$ (4,043.31)			38,647.19
	CHANGE ORDER 08							
2435-0140160	MANHOLE, STORM SEWER, SW-401, 60 IN.	-1	EA	9,100.00	\$ (9,100.00)		8	-
2435-0140172	MANHOLE, STORM SEWER, SW-401, 72 IN.	1	EA	11,300.00	\$ 11,300.00	1.00	8	11,300.00
				TOTAL:	\$ 2,200.00			11,300.00
		TOTAL CHANGE ORDERS = \$ (37,553.95)				\$ 73,486.55		
		TOTAL CONTRACT & CHANGE ORDERS \$ 5,060,940.75				\$ 3,200,972.79		

CHANGE ORDER
For Local Public Agency Projects

No.: 8

Non-Substantial: ☐

Substantial: ☐

Administering Office
Concurrence Date

Accounting ID No. (5-digit number):39303

Project Number: STBG-SWAP-3680(621)--SG-91

Contract Work Type: PCC Pavement - Grade & Replace

Local Public Agency: City of Indianola

Contractor: Vanderpool Construction, Inc.

Date Prepared: July 15, 2024

You are hereby authorized to make the following changes to the contract documents.

A - Description of change to be made:

28 - 2435-0140160 - Manhole, Storm Sewer, SW-401, 60 In. - subtract 1.

8006 - 2435-0140184 - Manhole, Storm Sewer, SW-401, 72 In. - add 1.

B - Reason for change:

28 - 2435-0140160 - One 60-inch manhole was increased in size to a 72-inch - please see Item 2.

8006 - 2435-0140184 - A 72-inch manhole was necessary to bring two 36-inch storm pipes into a junction structure.

C - Settlement for cost(s) of change as follows with items addressed in Sections F and/or G:

28 - 2435-0140160 - Decrease contract by \$9,100.00

8006 - 2435-0140184 - Increase contract by \$11,300.00.

Net increase is \$2,200.

D - Justification for cost(s) (See I.M. 6.000, Attachment D, Chapter 2.36, for acceptable justification):

28 - 2435-0140160 - Manhole, Storm Sewer, SW-401, 60 In. The contract unit price was utilized for the reduced quantity.

8006 - 2435-0140184 - Manhole, Storm Sewer, SW-401, 72 In. The average price of 11 of the same units during the February and April 2023 bid period yielded an average price of 11,322.91 according to the Iowa DOT's bidding website (www.bidx.com). The project was originally bid in March 2023. As such the price of \$11,300 submitted by Vanderpool is reasonable.

E - Contract time adjustment: ☒ No Working Days added ☐ Working Days added: _____ ☐ Unknown at this time

Justification for selection:

Additional contract time not requested by Vanderpool Construction.

F - Items included in contract:

Participating				For deductions enter as "-x.xx"		
Federal-aid	State-aid	Line Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		28	Manhole, Storm Sewer, SW-401, 60 In.	\$9,100.00	-1.000	-\$9,100.00
				TOTAL		-\$9,100.00

G - Items not included in contract:

Participating					For deductions enter as "-x.xx"		
Federal-aid	State-aid	Change Number	Item Number	Item Description	Unit Price .xx	Quantity .xxx	Amount .xx
		8006	2435-0140172	Manhole, Storm Sewer, SW-401, 72 In.	\$11,300.00	1.000	\$11,300.00
				TOTAL			\$11,300.00

H. Signatures

Signatures will be applied through DocExpress.



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Second consideration of an ordinance regarding an amendment to Section 165.06, Zoning Regulations: Site Plan Regulations and Procedures of the Code of Ordinances of Indianola, Iowa.

Recommendation:

Attachments: 1. 165.06 Ordinance

ORDINANCE NO. 2024 - _____

AN ORDINANCE AMENDING SECTION 165.06, ZONING
REGULATIONS: SITE PLAN REGULATIONS AND PROCEDURES OF
THE CODE OF ORDINANCES OF INDIANOLA, IOWA.

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

Section 1. Section 165.06(4)(B)(1) of the Code of Ordinances of the City of Indianola, Iowa is hereby amended by inserting the underlined language and deleting the stricken language as follows:

- e. Storm water detention is required for all sites larger than one acre in size, unless it is determined by the Zoning Administrator to be unnecessary or impractical. The maximum allowable discharge rate from the storm water detention facility will be limited to that from a five-year return frequency storm after development of the site or ~~to the proportionate capacity of existing downstream sewers and drainageways during a five year storm which was utilized by the runoff from the site prior to the development, whichever discharge rate is less.~~ Storm water runoff and storm water detention facilities shall be determined using the method prescribed in this subsection, in accordance with the provisions of Iowa Code Section 364.3(18). The discharge rate shall be controlled at the detention facilities outlets and not in the storm sewer size serving the site.

Section 2. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Passed by the City Council on the _____ day of _____, 2024, and approved
this _____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

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

Indianola, Iowa, on _____, 2024, and was published on _____, 2024.

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Second consideration of an ordinance regarding an amendment to Section 165.09, Zoning Regulations: Building Design Standards of the Code of Ordinances of Indianola, Iowa.

Recommendation: Roll call is in order.

Attachments: 1. 165.09 Ordinance

ORDINANCE NO. 2024 - _____

AN ORDINANCE AMENDING SECTION 165.09, ZONING REGULATIONS:
BUILDING DESIGN STANDARDS OF THE CODE OF ORDINANCES OF
INDIANOLA, IOWA.

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

Section 1. Section 165.09(5) of the Code of Ordinances of the City of Indianola, Iowa is hereby amended by inserting the underlined language as follows:

5. GENERAL PROVISIONS

The following provisions shall not apply to agricultural buildings, single-family and two-family dwellings, townhomes, rowhouses, and multi-family residential buildings with 12 or fewer units.

Section 2. Section 165.09(7) of the Code of Ordinances of the City of Indianola, Iowa is hereby amended by inserting the underlined language and deleting the stricken language as follows:

B. Buildings Design Standards by Building Use Type

- 1) Agricultural Building: No specific standards.
- 2) Single-Family and Two-Family Dwellings: All dwellings including accessory structures shall have roofs with a minimum 4-12 pitch, except as may be appropriate based on its architectural style; ~~and be constructed of a combination of Class 1, 2, 3, and 4 building exterior and roofing materials.~~
- 3) Horizontally Attached Residential:
 - a. ~~All dwellings including accessory structures shall be constructed of a combination of Class 1, 2, 3, and 4 building exterior and roofing materials.~~
 - b. ~~Each primary façade shall have no less than three (3) different class 1, class 2, class 3, or class 4 façade materials.~~
 - c. Each dwelling unit shall have its own functional porch, patio, deck, or roof-top patio.
 - d. The primary façade of each individual unit dwelling must have a change in the wall plane ~~and/or a change in the exterior material type, texture, and/or color to differentiate it from the adjoining units.~~
- 4) Vertically Attached Residential (Buildings with 12 or Fewer Units):
 - a. ~~Each primary façade shall contain no less than three (3) different class 1 or class 2 façade materials, together composing at least 40% of the primary façade area. Class 3 and class 4 façade materials in aggregate shall not exceed 60% of any primary façade area. Class 4 façade materials shall not exceed 5% of any primary façade area.~~
 - b. ~~All structures shall utilize Class 1 or 2 roofing materials.~~
 - c. Elevated open walkways along the exterior of the building are prohibited.
 - d. Each dwelling unit shall have its own functional porch, patio, deck, or roof-top patio or access to a shared roof-top or outdoor amenity space.
 - e. No primary façade shall exceed 60 feet in length without interruption by one or more of the following architectural features:
 - i. Projection or recess in the wall plane of at least two (2) feet in depth.
 - ii. Columns, piers, pilasters or other equivalent structural and/or decorative elements.

- 5) Vertically Attached Residential (Buildings with 13 or More Units):
- a. Each primary façade shall contain no less than three (3) different class 1 or class 2 façade materials, together composing at least 40% of the primary façade area. Class 3 and class 4 façade materials in aggregate shall not exceed 60% of any primary façade area. Class 4 façade materials shall not exceed 5% of any primary façade area.
 - b. All structures shall utilize Class 1 or 2 roofing materials.
 - c. Elevated open walkways along the exterior of the building are prohibited.
 - d. Each dwelling unit shall have its own functional porch, patio, deck, or roof-top patio or access to a shared roof-top or outdoor amenity space.
 - e. No primary façade shall exceed 60 feet in length without interruption by one or more of the following architectural features:
 - i. Projection or recess in the wall plane of at least two (2) feet in depth.
 - ii. Columns, piers, pilasters or other equivalent structural and/or decorative elements.

Section 3. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section 4. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.

Passed by the City Council on the _____ day of _____, 2024, and approved
this _____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

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

Indianola, Iowa, on _____, 2024, and was published on _____, 2024.

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Second consideration of an ordinance regarding an application for a right-of-way vacation and conveyance of an alley located west of a residence located at 705 North Howard Street and located in Block 27 of College Addition, Indianola, Warren County, Iowa.

Recommendation: Roll call is in order.

Attachments: 1. ORDINANCE_Howard Alley Vacation

ORDINANCE NO. 2024 - _____

**AN ORDINANCE VACATING RIGHT-OF-WAY FOR AN ALLEY LOCATED WEST OF A RESIDENCE
LOCATED AT 705 NORTH HOWARD STREET AND LOCATED IN BLOCK 27 OF COLLEGE
ADDITION, INDIANOLA, WARREN COUNTY, IOWA**

WHEREAS, on the 1st day of July 2024, pursuant to published notice as required by law, the City Council of the City of Indianola, Iowa held a public hearing on a proposal to vacate a portion of real estate owned by the City generally described as an alley and more specifically described as:

A part of the 12' wide Alleyway running North/South West and adjacent to West Line of LOT 4 and LOT 5 and adjacent to East Line of LOT 3 and LOT 6, all in BLOCK 27 in COLLEGE ADDITION, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa, more particularly described as follows:

Beginning at the Northwest Corner of the South 64.5 feet of said LOT 4; thence South 00°06'06" East along the West Line of said LOT 4 and LOT 5, a distance of 89.67 feet to the Northwest Corner of the South 48.5 feet of said LOT 5; thence North 89°05'47" West along the projected North Line of the South 48.5 feet of said LOT 5 and LOT 6 to the Northwest Corner of the East 10 feet of the South 48.5 feet of said LOT 6, a distance of 23.13 feet; thence North 00°06'06" West along the West Line of the East 10 feet of said LOT 6, a distance of 12.00 feet to the Southwest Corner of the North 10.5 feet of the East 10 feet of said LOT 6; thence South 89°05'47" East along the South Line of the North 10.5 feet of the East 10 feet of said LOT 6, a distance of 11.13 feet to the Southeast Corner of the North 10.5 feet of the East 10 feet of said LOT 6; thence North 00°06'06" West along the East Line of said LOT 6 and LOT 3, a distance of 77.63 feet to the Northeast Corner of the South 64.5 feet of the East 10 feet of said LOT 3; thence South 89°17'10" East along the projected North Line of the South 64.5 feet of said LOT 3 and LOT 4, a distance of 12.00 feet to the Point of Beginning, containing 1,209 Square Feet, subject to all easements, restrictions and covenants of record; and

WHEREAS, the City Council of the City of Indianola, Iowa, has determined that the vacation will not deny owners of property abutting on the alley reasonable access to their property and the alley is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.

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

Section 1. The City of Indianola, Iowa, hereby vacates the following described real estate:

A part of the 12' wide Alleyway running North/South West and adjacent to West Line of LOT 4 and LOT 5 and adjacent to East Line of LOT 3 and LOT 6, all in BLOCK 27 in

COLLEGE ADDITION, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa, more particularly described as follows:

Beginning at the Northwest Corner of the South 64.5 feet of said LOT 4; thence South 00°06'06" East along the West Line of said LOT 4 and LOT 5, a distance of 89.67 feet to the Northwest Corner of the South 48.5 feet of said LOT 5; thence North 89°05'47" West along the projected North Line of the South 48.5 feet of said LOT 5 and LOT 6 to the Northwest Corner of the East 10 feet of the South 48.5 feet of said LOT 6, a distance of 23.13 feet; thence North 00°06'06" West along the West Line of the East 10 feet of said LOT 6, a distance of 12.00 feet to the Southwest Corner of the North 10.5 feet of the East 10 feet of said LOT 6; thence South 89°05'47" East along the South Line of the North 10.5 feet of the East 10 feet of said LOT 6, a distance of 11.13 feet to the Southeast Corner of the North 10.5 feet of the East 10 feet of said LOT 6; thence North 00°06'06" West along the East Line of said LOT 6 and LOT 3, a distance of 77.63 feet to the Northeast Corner of the South 64.5 feet of the East 10 feet of said LOT 3; thence South 89°17'10" East along the projected North Line of the South 64.5 feet of said LOT 3 and LOT 4, a distance of 12.00 feet to the Point of Beginning, containing 1,209 Square Feet, subject to all easements, restrictions and covenants of record.

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

Section 3. This Ordinance shall be in effect upon its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Second consideration of an ordinance regarding an application for a right-of-way vacation and conveyance of an alley located south and west of the Indianola Public Library located at 207 North B Street and located in Block 6 of the Original Town Plat of Indianola, Warren County, Iowa.

Recommendation: Roll call is in order.

Attachments: 1. ORDINANCE_Library Alley Vacation

ORDINANCE NO. 2024 - _____

AN ORDINANCE VACATING RIGHT-OF-WAY FOR AN ALLEY LOCATED SOUTH AND WEST OF THE INDIANOLA PUBLIC LIBRARY LOCATED AT 207 NORTH B STREET AND LOCATED IN BLOCK 6 OF THE ORIGINAL TOWN PLAT OF INDIANOLA, WARREN COUNTY, IOWA

WHEREAS, on the 1st day of July 2024, pursuant to published notice as required by law, the City Council of the City of Indianola, Iowa held a public hearing on a proposal to vacate a portion of real estate owned by the City generally described as an alley and more specifically described as:

THE NORTH/ SOUTH AND EAST/WEST ALLEY LYING IN BLOCK 6, ORIGINAL TOWN PLAT OF INDIANOLA, WARREN COUNTY, IOWA, EXCEPT THE SOUTH 1/2 OF SAID NORTH/SOUTH ALLEY OF SAID BLOCK 6. PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD; and

WHEREAS, the City Council of the City of Indianola, Iowa, has determined that the vacation will not deny owners of property abutting on the alley reasonable access to their property and the alley is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.

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

Section 1. The City of Indianola, Iowa, hereby vacates the following described real estate:
THE NORTH/ SOUTH AND EAST/WEST ALLEY LYING IN BLOCK 6, ORIGINAL TOWN PLAT OF INDIANOLA, WARREN COUNTY, IOWA, EXCEPT THE SOUTH 1/2 OF SAID NORTH/SOUTH ALLEY OF SAID BLOCK 6. PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

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

Section 3. This Ordinance shall be in effect upon its passage, approval and publication as provided by law.

PASSED AND APPROVED this ____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____



MEMORANDUM

To: Mayor and City Council
From: Ted Neller
Date: July 15, 2024
Subject: Third consideration of an ordinance adding Chapter 160A, False Fire Alarm.

Introduction: The Indianola Fire Department is in the process of updating several of its current ordinances. The first one we would like to address is Adding a Malicious fire alarm definition in 160A.01, and adding the option to fine for a malicious fire alarm in 160A.05. Legal counsel cleared up some wording in 160A.02 (3).

Background: The current ordinance has some unclear and inaccurate information in it.

Discussion:

Budget Impact:

Recommendation: It is the recommendation of staff to adopt the new ordinance as written by legal counsel.

Attachments: 1. 24.03.22 False Fire Alarm Ordinance

Ordinance No. _____

**AN ORDINANCE AMENDING INDIANOLA MUNICIPAL
CODE TO ADD CHAPTER 160A, FALSE FIRE ALARM**

BE IT ORDAINED by the City Council of the City of Indianola, Iowa:

Section 1. Chapter 160A of the Indianola Municipal Code is hereby added as follows:

**CHAPTER 160A
False Fire Alarm**

160A.01 DEFINITIONS.

The following terms are defined for use in this chapter:

1. “False alarm” means the activation of a fire alarm system through mechanical failure, malfunction, improper installation, improper maintenance, or the negligence of the owner or lessee of the fire alarm system or of his or her employees or agents. This does not include alarms caused by unauthorized tampering with a fire alarm system by anyone other than the fire alarm user or his or her agent.
2. “Fire alarm system” means any assembly of equipment, mechanical or electrical, installed by a fire alarm business, arranged to signal the occurrence of a fire, smoke, water flow, or other condition to which the Fire Department may be expected to respond.
3. “Fire alarm user” means a person who is in control of any building, structure, or facility where a fire alarm system is present.
4. “Malicious fire alarm” refers to a false or intentionally triggered fire alarm intended to cause disruption, panic, or harm rather than to alert occupants of a genuine fire emergency.
5. “Testing and maintenance” means when an alarm service technician or alarm company conducts fire alarm system testing.
6. “Year” means a twelve-month period beginning with the first day of July and ending on the last day of June of each year.

160A.02 FALSE ALARM PROCEDURE AND USER FEE.

1. Whenever Fire Department personnel respond to an activated fire alarm system the fire official in charge of the incident shall determine if the response was caused by a false alarm and shall indicate that fact upon the incident report.
2. The Fire Department shall regularly review incident reports to monitor the accumulation of false alarms at any one location. When two false alarms have occurred at the same location within one year, and the location is within the incorporated area of the City of Indianola, the Fire Department shall notify the fire alarm user by letter, citing the location and date of each false alarm. The letter shall recommend that appropriate action be taken on the part of the fire alarm user to alleviate the causes of false alarms. It shall include a statement that an accumulation of more than three (3) false alarms within a year shall result in a charge for services. Another similar letter shall be sent when three false alarms have occurred at the same location within the year.
3. When four false alarms have occurred at one location within a year, a user fee for service for false alarm response shall be billed to the property owner. Each additional false alarm within the year shall require the billing of an additional fee. However, no fire alarm user shall be charged with accumulating more than one false alarm in any 24-hour period. In the event that payment of

the fee is not made within thirty (30) days of billing, an administrative charge for collection shall be assessed. All fees shall be established by resolution of the Council, as adopted from time to time. The fee hereby established affords only partial recovery of the expenses incurred in responding to the false alarm.

4. Whenever Fire Department personnel respond to a fire alarm that has been activated due to testing and maintenance, the fire official in charge of the incident shall determine if the response resulted from failure to make the proper notification to the Warren County Communication Center and shall so indicate on the incident report. Notwithstanding anything contained in any other section of this chapter, if a fire alarm is activated due to testing and maintenance and the Warren County Communication Center was not given proper notification, a user fee established by resolution will be imposed upon each false alarm. The responsible party will be the agency, testing or maintenance company representative, or individual who initiated the alarm testing or maintenance.

160A.03 EVIDENCE OF REPAIR ACCEPTED IN LIEU OF FEE.

An alarm user may submit evidence that a malfunctioning system has been repaired in lieu of paying a user fee within ten (10) days of the date of notification of the fee. Evidence such as a receipt from a licensed alarm business with a statement of repairs made to the system is acceptable. For a repeated problem with a system after a repair is alleged to have been made, the City Manager may decide not to accept an alternative to paying the fee.

160A.04 REVIEW OF FALSE ALARM CHARGE.

Any person may appeal the imposition of the fee to the City Manager. A false alarm user shall appeal in writing and such appeal shall be made to the City Manager within ten (10) days of the date of notification of the fee.

160A.05 MALICIOUS FIRE ALARM CHARGE. Whenever Fire Department personnel determine a malicious fire alarm has occurred, the malicious fire alarm charge shall be treated as a Municipal Infraction in accordance with Chapter 4 of this Code.

Section 2. If any ordinance or parts of ordinances shall be deemed to be inconsistent with the provisions of this ordinance, the provisions of this ordinance shall control.

Section 3. If any section or provision of this ordinance shall be adjudged invalid, unenforceable or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole and this ordinance shall be given full force and effect as those such invalid, unenforceable or unconstitutional provision had not been included.

Section 4. This ordinance shall be effective upon its passage, approval and publication as provided by law.

Passed and approved the ____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Ted Neller
Date: July 15, 2024
Subject: Resolution amending the Fee Schedule to include false fire alarm fees.

Introduction: With the adoption of the False Fire Alarm Ordinance, it is necessary to set the fees referenced in the ordinance.

Background:

Discussion: For false alarms, per 160A.02, staff proposes that after the third false alarm, the first fine should be \$105.00 as outlined in 1.14 Standard Penalties. Each subsequent false alarm will incur an additional fine of \$105.00.

For malicious alarms, according to Indianola Code 4.03, staff requests that an initial fine of \$750 be imposed. Chapter 4.03 states that for each civil penalty, the first offense can be fined up to \$750 with repeat offenses not to exceed \$1000.

Budget Impact:

1st False Alarm	No Charge
2nd False Alarm	No Charge
3rd False Alarm	No Charge
4th False Alarm	\$105.00
5th False Alarm	\$210.00
Each additional False Alarm, additional amount	\$105.00
Malicious Alarm	\$750.00

Recommendation: Approval

Attachments: 1. Res 2024- approving fee schedule_false fire alarm
2. Fire Alarm Fees

CITY OF INDIANOLA, IOWA
RESOLUTION NO. 2024-

RESOLUTION APPROVING FEE SCHEDULE

WHEREAS, the Indianola City Council reviews and approves the fee schedule for city services on an annual basis; and

WHEREAS, the Fee Schedule is being amended to include a user fee for service for false fire alarm responses; and

WHEREAS, the attached amendment is being presented for the Council's consideration.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, that the attached Fee Schedule for the City of Indianola is hereby approved.

Adopted this 15th day of July 2024.

Stephanie Erickson, Mayor

Attest:

Jackie Raffety, City Clerk

False Fire Alarm Fees	Cost
1 st , 2 nd or 3 rd False Alarm	No Charge
4 th False Alarm	\$105.00
5 th False Alarm	\$210.00
Each additional false alarm	\$210.00 plus \$150 for each incident beyond 5 false alarms

Malicious Fire Alarm	Cost
Each Incident	\$750.00; repeat offenses not to exceed \$1000.00



MEMORANDUM

To: Mayor and City Council

From: Charlie Dissell, Deputy City Manager Development and Operations

Date: July 15, 2024

Subject: Resolution waiving the right to review a plat of survey for Chad Daniels, for a property located within two miles of the City of Indianola.

Introduction:

Background: Chad Daniels, on behalf of Christopher and Alexandria Jacob, are requesting plat of survey approval for Parcels #140/0015-0621, -0640, and #140/0016-0820. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

Discussion: Chad Daniels has submitted a plat of survey application, on behalf of Christopher and Alexandria Jacob for Parcels #140/0015-0621, -0640, and #140/0016-0820. The plat of survey application proposes creating Parcel 'H', a 12.89-acre parcel. The subject property is currently vacant and is in row-crop production.

To the north of the subject area exists four properties, two of which are vacant and two containing single-family residential dwellings. To the east exists two properties, including a 36.78-acre vacant ground in row-crop production and one single-family dwelling. To the south exists three properties, including two vacant aliquot parcels in row-crop production and one parcel containing a series of agricultural buildings. To the west exists one vacant 27.99-acre parcel.

The subject property fronts along R63 Highway. According to the Iowa Department of Transportation (IDOT) in 2016, this highway has an Annual Average Daily Traffic (AADT) of 1770 vehicles and is also classified as a farm to market road. The Elevate Indianola Comprehensive Plan designates this road as a Major Arterial Road.

The subject property does contain environmentally sensitive features including heavy woodlands and meandering streams. The site also includes floodplains near the western most property line.

A portion of the subject parcel is designated for the 'Community Mixed Use' future land use designation. This land use designation guides for low to medium density residential uses, commercial uses such as retail, office, restaurants, bars, and personal/business services, overnight accommodations, and automobile-orientated uses. Remaining portions of the site are designated for the agricultural designation.

The proposed plat of survey, if approved, would create Parcel "H", a 12.89-acre parcel. The applicant has indicated that this split is intended to create a parcel developable for a single-family dwelling.

Budget Impact:

Recommendation: The City of Indianola Planning and Zoning Commission recommends approving a resolution waiving the City's subdivision authority.

Attachments:

1. 1. Staff Report
2. 2. Application
3. 3. Plat of Survey
4. Resolution waiving plat of survey_



COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • www.indianolaiowa.gov
(515) 961-9430 • comdev@indianolaiowa.gov

STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: July 9, 2024

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

Application Type: Plat of Survey

Applicant: Chad Daniels

Property Owner: Christopher and Alexandria Jacob

Property Address/Parcel: Parcels #140/0015-0621, -0640, & #140/0016-0820

Current Zoning: A-1 'Agricultural' Zoning District (Unincorporated – Warren County)

Comprehensive Plan Designation: Community Mixed Use / No Designation

Application Summary

Chad Daniels, on behalf of Christopher and Alexandria Jacob, are requesting plat of survey approval for Parcels #140/0015-0621, -0640, and #140/0016-0820. This property is located outside of Indianola's corporate limits but within the two-mile jurisdictional boundary of Indianola.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following code sections of the Code of Ordinances of Indianola, Iowa apply to this request:

170.06 FINAL PLATTING PROCEDURE

1. A final plat shall be submitted within six months of the approval of the preliminary plat, or such approval shall expire and the preliminary plat shall be resubmitted for approval prior to the preparation of a final plat.
2. Procedures for final plats shall be the same as set out for preliminary plats in Section 170.05 above.
3. Upon approval of the final plat, a certification of approval signed by the Mayor and attested by the Clerk shall be affixed to the original tracing of the final plat and copies of the same filed with the Clerk, County Auditor and County Recorder, along with such other certifications and instruments that may be required by law.

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.
 - D. Accurate metes and bounds description of the boundary.

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

- E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.
 - F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.
5. The final plat shall also be accompanied by the following at the time it is presented for filing at the Warren County Recorder's Office.

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

- A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.
- B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.
- C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

170.11 DESIGN STANDARDS – STREETS

1. General Considerations that must comply with the current Iowa Statewide Urban Design Standards for Public Improvements (“SUDAS”).

- A. The street and alley layout shall provide access to all lots and parcels of land within the subdivision.
- B. Street jogs of less than 150 feet shall be avoided.
- C. Cul-de-sacs shall not exceed 700 feet in length.
- D. New subdivisions shall make provisions for continuation and extension of thoroughfares and collector streets and roads.
- E. No dead-end streets will be permitted except at subdivision boundaries and in no event shall any dead-end street be in excess of 500 feet.
- F. Thoroughfare and collector streets in a subdivision shall extend through to the boundaries thereof, unless a terminal point within the subdivision is shown in the master street plan.
- G. Alleys shall be discouraged in residential areas but shall be provided in commercial and industrial areas unless other suitable public or private access to loading and service areas is provided.
- H. Intersection of road centerlines shall be between 80 degrees and 100 degrees.
- I. Intersection of more than two streets at a point shall not be permitted.
- J. Where parkways or special types of streets are proposed, the Commission may apply special standards for the design of such parkways or streets.
- K. Proposed streets that are extensions of or in alignment with existing streets shall bear the name of the existing street. Names of new streets shall avoid duplication of or similarity to existing names of streets, or public and semi-public buildings and areas.
- L. Streets, avenues, places, and courts shall be named in the following manner:

General Direction	Long Streets	Short Streets
North and South	Streets	Courts
East and West	Avenues	Places
Diagonal	Roads	Ways
Curving	Drives	Lanes

2. Minimum rights-of-way shall be provided as follows:

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

- A. Thoroughfares - 100 feet. In addition, access spacing on thoroughfares is as follows: (i) intersection spacing – 600 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- B. Residential collector streets - 70 feet.
- C. Commercial collector streets - 80 feet.
- D. Residential streets - 60 feet.
- E. Cul-de-sacs - 110 feet in diameter.
- F. Alleys - 20 feet.

3. The minimum width of surfacing to be provided shall be as follows:

- D. Residential Street – 25 feet or 31 feet within the discretion of the Council.
- E. Cul-de-sacs – 85 feet in diameter.
- F. Alleys – 20 feet.
- G. Sidewalks – 4 feet.

4. Grades. No street grade shall be less than one-half of one percent and shall not exceed the following limits:

- A. Thoroughfare streets – 4 percent.
- B. Collector streets – 6 percent.
- C. Residential streets – 8 percent.

170.13 DESIGN STANDARDS – LOTS

- 1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 25 feet at the intersection.
- 2. Sidelines of lots shall approximate right angles to straight street lines and radial angles to curbed street lines except where a variation will provide better lot layout.
- 3. Lots with double frontage shall be avoided, except in specific locations where good planning indicates their use. In that event a planting screen shall be provided along the rear of the lot.
- 4. Corner lots shall not be less than 80 feet in width and interior lots shall not be less than 70 feet in width at the building line.
- 5. Lot depth shall not exceed two and one-half times the width.
- 6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

170.14 EASEMENTS

- 1. Easement not less than 15 feet in width shall be provided along each side of the front yard lot lines of all lots, and in the case of corner lots, the side street yard, and along such other lot liens as may be required by public and private utility companies.
- 2. Easements of greater width may be required for trunk lines, pressure lines, open drainage courses or high voltage lines and shall be provided as determined by the utility or Council.
- 3. Utility easements shall convey to the City, its successors and assigns, the perpetual right within the areas shown on the plat and described in the easement, to construct, reconstruct, operate and maintain electric lines consisting of poles, wires, cables, conduits, fixtures, anchors and other similar equipment, including the right to trim or remove trees within such areas where necessary to secure a clearance of four feet from the wires or poles, together with the right to extend to any telephone, telegraph, electric or power company, the right to use separately or jointly with the City, the areas included in the easement for the purposes above enumerated.

170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS.

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

170.16 NATURAL DRAINAGE COURSES

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

Whenever any stream or important surface drainage course is located in an area which is being subdivided, the subdivider shall provide an adequate easement along each side of the stream for the purpose of widening, deepening, sloping, improving or protecting the stream or drainage course.

170.17 EROSION CONTROL (DESIGN STANDARDS)

Methods for controlling soil erosion shall be in accordance with current Iowa Department of Natural Resources Standards and requirements of NPDES permit.

170.19 SANITARY SEWERS

The subdivider shall at the subdivider's expense provide the subdivision with a complete sanitary sewer system including all necessary pumping stations, force mains, pumping equipment and other appurtenances, which shall connect with a sanitary sewer outlet or treatment facility approved by the Council. The sewers shall extend to the subdivision boundaries as necessary to provide for the extension of the sewers by adjacent property. Where sewers in excess of 15 inches in diameter are required, the additional cost shall be borne by the City.

170.20 PROHIBITED DISCHARGE

No storm water, surface water, ground water, roof runoff, swimming pool, subsurface drainage, cooling water or unpolluted water shall be discharged into the City sanitary sewer system. Any such discharge into the City sanitary sewer system shall be deemed a public nuisance and a municipal infraction.

170.21 STORM DRAINS

1. The subdivider shall, at the subdivider's expense, provide the subdivision with adequate drains, ditches, culverts, complete bridges, storm sewers, intakes and manholes to provide the collection and removal of all surface waters. These improvements shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties. Where oversize storm sewers or drainage structures are required to serve other areas of the watershed, the additional cost shall be borne by the developer.

2. The subdivider shall, at the subdivider's expense, provide the subdivision with a storm sewer system to adequately handle a five-year rain storm. The system shall include culverts, ditches, intakes, manholes, or any structure deemed necessary. All such structures shall meet the City of Indianola Standard Specifications. In addition, the subdivider shall, at the subdivider's expense, provide the subdivision with overland drainage courses and easements to adequately handle storm water in excess of a five-year rain storm and up to a 100-year rain storm. For any subdivision containing new streets, the system shall be designed by a licensed engineer registered to practice in the State of Iowa.

- A. Each lot shall be provided with minimum six-inch diameter storm sewer service line that is a minimum of four feet below ground level, stubbed to the property line, unless the Director of Community Development determines that sump lines can be taken to an existing overland drainage area. The sump pump line shall be a minimum of one and one-half inches in diameter.
- B. The storm sewer system line shall be made of reinforced concrete pipe or polyvinyl chloride (PVC) pipe. The sump pump lines shall be made of PVC, PVC Truss, or PVC corrugated pipe. All structures shall be built in accordance with City of Indianola Standard Construction Specifications for Subdivisions.
- C. The storm sewer system shall be large enough to provide for anticipated extension of use to serve additional areas, as set out in Indianola Comprehensive Plan.
- D. Storm sewer service lines shall be connected to the City storm sewer system at intakes, manholes, or directly into the City storm sewer pipe. Tapping storm sewer service lines into the City storm sewers shall be by using approved methods.

Should it not be possible to install a storm sewer service, as described above, alternate plans may be submitted for review by the City's consulting engineer and City staff.

170.22 WATER

The subdivider shall at the subdivider's expense provide the subdivision with a complete water main supply system including hydrants, valves and other appurtenances which shall be extended into and through the subdivision to the boundary lines, and which shall provide a water connection for each lot, and shall be connected to the City water

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

system. Fire hydrants shall be uniform throughout the subdivision and shall meet the standards and design approved by the Utilities Board of Trustees. Where water mains in excess of eight inches are required, the additional cost shall be borne by the City if the area is zoned R-2 or R-3. If at the time the main is to be installed the area in question is zoned R-4, any commercial or any industrial classification, the subdivider may be required to put in a water main in excess of eight inches at the subdivider's own expense. Whether the City shall pay a portion of the additional cost shall be discretionary with the Board of Trustees. Water mains shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties.

170.23 SIDEWALKS

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

170.24 MARKERS

The subdivider shall at the subdivider's expense place an iron rod not less than one-half inch in diameter and 24 inches in length as follows:

1. Set in concrete three feet deep at the intersection of all lines forming angles in the boundary of the subdivision, and at all street intersections.
2. At lot corners and changes in direction of block and lot boundaries.

170.25 GRADING

The subdivider shall at the subdivider's expense bring all streets and alleys with the platted area which are being dedicated for public use to the grade approved by the Council.

170.26 CURB AND GUTTER

The subdivider shall at the subdivider's expense install curb and gutter on all streets in the plat being dedicated for public use. Curb and gutter shall be constructed of Portland cement concrete in accordance with designs and specifications and at grades approved by the Council.

170.27 EROSION CONTROL (REQUIRED IMPROVEMENTS)

The subdivider shall be responsible for controlling soil erosion and surface water runoff within the subdivision during its construction and development and shall provide erosion and runoff control measures as work progresses on site grading, the installation of sewers or other improvements or phases of work. Insofar as practical, erosion control measures shall be undertaken prior to any other development within the subdivision which will contribute to runoff or erosion.

170.28 SURFACING

The subdivider shall at the subdivider's expense surface all streets being dedicated for public use from curb to curb. Surfacing shall consist of not less than six inches of Portland cement concrete over a prepared subgrade and shall be constructed in accordance with designs and specifications and at grades approved by the Council. Where a surface width in excess of 31 feet is required, the cost of the additional surface width, which shall be assumed to be the center portion of the roadway surface, shall be paid by the City. On collector and thoroughfare streets where a higher standard than is herein required or a thickness of greater than eight inches is deemed necessary by the Council, the additional cost shall be born by the City. Where unimproved street right-of-way exists the owner or developer at the owner's or developer's own expense shall improve such right-of-way as required by this section for the entire width of the lot or lots (or for the entire width and the length of the lot or lots in the case of lot or lots bordered by more than one street) prior to or contemporaneous with the development of the lot or lots. The owner or developer shall also improve all other portions of unimproved street right of way serving such areas.

170.29 SPECIFICATIONS

Agenda Item: 7.C Consider waiving right to review of a Plat of Survey for Chad Daniels, for a property located within two miles of the City of Indianola

The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled Iowa Statewide Urban Design and Specification for Public Improvements which is on file in the Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and specifications for subdivisions shall be submitted to the Community Development for approval prior to construction, accompanied by a fee as set by resolution of the City Council, and construction shall not be started until the plans and specifications have been approved.

170.30 APPROVAL OF PLANS AND SPECIFICATIONS

The approval of plans and specifications relative to improvements required by this chapter shall be effective for a period of two years after the approval. If the required improvements are not in place and accepted by the City within the times specified, the approval shall lapse and construction shall not be started and construction under way shall cease until resubmitted plans and specifications have been approved. The City shall have the right, at the time of the new request for approval, to require the subdivider to use the type of construction, the materials, the methods and standard of subdivision improvements equal to the specifications of the City for like work which are in effect at that time. The City may also require that the subdivider comply with any amended ordinance or ordinances relative to improvements under this chapter or any successor chapter relative to subdivision improvements which have been adopted between the time of initial approval and the renewed approval as herein required. The reapproval as required by this section specifically applies only to the plans and specifications relative to subdivision improvements and has no application as to lot sizes, set backs, lot boundaries, street location or other platting requirements which shall be final on Council approval unless changed by some other method permitted by law.

170.31 INSPECTION

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

170.32 ACCEPTANCE

All of the improvements required in this chapter under **Sections 170.19 through 170.28** shall, upon their completion, inspection, approval and acceptance by the City of Indianola, become the property of the City.

170.33 ELECTRICAL SERVICE

The City, by and through Indianola Municipal Utilities, shall extend electric service to the subdivision and shall make electric service available to each lot in the subdivision that is within Indianola Municipal Utilities' assigned area of service pursuant to Code of Iowa Chapter 476. The City, by and through Indianola Municipal Utilities, shall install street lighting that is within Indianola Municipal Utilities' assigned area of service pursuant to Code of Iowa Chapter 476 to current Indianola Municipal Utilities' standards and specifications. In residential subdivisions, all electric lines, including individual house service lines installed by the owner or developer, shall be placed underground.

170.34 CHARGE FOR INSTALLATION OF ELECTRICAL SERVICE

The City, by and through Indianola Municipal Utilities, reserves the right to make a reasonable charge to be paid by the developer, builder or owner for any service extended as provided by Section 170.33 above. Said charges may be changed from time to time, but shall be in accordance with a schedule of charges set by the Indianola Municipal Utilities Board of Trustees.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

In addition to other remedies and penalties as prescribed by law, the provisions of this chapter shall not be violated subject to the following:

1. No plat of survey or subdivision in the City of within two miles thereof shall be recorded or filed with the County Auditor or County Recorder, nor shall any plat of subdivision have any validity until it complies with the provisions of this chapter and has been approved by the Council as prescribed herein.

ANALYSIS

Subject Property

Chad Daniels has submitted a plat of survey application, on behalf of Christopher and Alexandria Jacob for Parcels #140/0015-0621, -0640, and #140/0016-0820. The plat of survey application proposes creating Parcel 'H', a 12.89-acre parcel. The subject property is currently vacant and is in row-crop production.

To the north of the subject area exists four properties, two of which are vacant and two containing single-family residential dwellings. To the east exists two properties, including a 36.78-acre vacant ground in row-crop production and one single-family dwelling. To the south exists three properties, including two vacant aliquot parcels in row-crop production and one parcel containing a series of agricultural buildings. To the west exists one vacant 27.99-acre parcel.

The subject property fronts along R63 Highway. According to the Iowa Department of Transportation (IDOT) in 2016, this highway has an Annual Average Daily Traffic (AADT) of 1770 vehicles and is also classified as a farm to market road. The Elevate Indianola Comprehensive Plan designates this road as a Major Arterial Road.

The subject property does contain environmentally sensitive features including heavy woodlands and meandering streams. The site also includes floodplains near the western most property line.

Future Land Use

A portion of the subject parcel is designated for the 'Community Mixed Use' future land use designation. This land use designation guides for low to medium density residential uses, commercial uses such as retail, office, restaurants, bars, and personal/business services, overnight accommodations, and automobile-orientated uses. Remaining portions of the site are designated for the agricultural designation.

The proposed plat of survey, if approved, would create Parcel "H", a 12.89-acre parcel. The applicant has indicated that this split is intended to create a parcel developable for a single-family dwelling.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on June 26, 2024. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) **The City of Indianola Planning and Zoning Commission recommends approving a resolution waiving the City's subdivision authority.**
- 2) The City of Indianola Planning and Zoning Commission recommends declining to waive the City's subdivision authority.
- 3) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

LAND DIVISION APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299
(515) 961-9430 • comdev@indianolaiowa.gov



PROPERTY OWNER

(Last Name) Jacob
(First Name) Christopher & Alexandra
(Address) 305 NE 54th Street
(City) Ankeny (State) IA (Zip) 50021
(Phone) 515-402-9082 (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Daniels Land Surveying
(First Name) _____
(Address) 22470 18th Lane
(City) New Virginia (State) IA (Zip) 50210
(Phone) 515-577-2583 (Email) PLS17532@gmail.com

☒ PLAT OF SURVEY

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☒ Completed Application
- ☒ Filing Fee: \$125 per request
- ☐ Proposed plat of survey (hard copy)
- ☒ Proposed plat of survey (electronic copy)
- ☒ Legal description (electronic in word format)
- ☐ Other Information as required by Director

☐ PRELIMINARY PLAT

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☐ Completed Application
- ☐ Filing Fee: \$350, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering
- ☒ Proposed preliminary plat (hard copy)
- ☐ Proposed preliminary plat (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 170.09 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

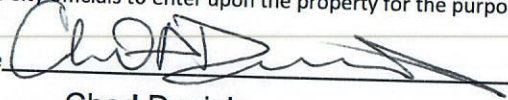
☐ FINAL PLAT

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☐ Completed Application
- ☐ Filing Fee: \$200, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering
- ☒ Proposed plat of survey (hard copy)
- ☐ Proposed plat of survey (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 170.10 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application.

Signature 

Name (printed) Chad Daniels

Date 25 June 2024

FOR OFFICE USE ONLY: Code to 45685 (prelim & final)
Code to 45686 (plat of survey)

Date Received: _____

Receipt No: _____

Receipt Amount: _____

PLAT OF SURVEY

INDEX LEGEND

LOCATION: Part of the N 1/2 of the SW 1/4 of Section 15 and part of the NE 1/4 of the SE 1/4 of Section 16, T 76N, R 24W, Warren County, Iowa

OWNER: Christopher & Alexandra Jacob
305 NE 54th Street, Ankeny IA 50021

SURVEY FOR: (Owner)

ASSOCIATED DOCUMENTS: Trustee Warranty Deed: Instrument # 2023-00511
Warranty Deed: Instrument # 2023-00510

PREPARED BY CHAD A. DANIELS
DANIELS LAND SURVEYING, 22470 18TH LN, NEW VIRGINIA IA 50210

RETURN TO: 515-577-2583

SURVEY LEGEND

() - Recorded Distance/Bearing
— — — — Road Easement
— · — · — Section line

Monuments

▲ - Found section corner
● - Set 1/2" red plastic capped rebar, #17532
○ - Set Cut 'X' in highway

BASIS OF BEARINGS IS IA RCS ZONE 8

DESCRIPTION - PARCEL H:
That part of the North Half of the Southwest Quarter of Section 15, and the Northeast Quarter of the Southeast Quarter of Section 16, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows;
Commencing at the Center of said Section 15; thence South 00 degrees 08 minutes 14 seconds East, 579.75 feet along the East line of said North Half of the Southwest Quarter of Section 15 to the Point of Beginning; thence South 00 degrees 08 minutes 14 seconds East, 150.05 feet along said East line; thence North 88 degrees 42 minutes 16 seconds West, 61.49 feet; thence North 01 degrees 58 minutes 17 seconds East, 40.00 feet; thence North 88 degrees 42 minutes 16 seconds West, 2463.28 feet; thence South 00 degrees 12 minutes 10 seconds East, 266.25 feet; thence North 89 degrees 01 minutes 02 seconds West, 889.63 feet; thence North 00 degrees 12 minutes 10 seconds West, 427.17 feet; thence South 89 degrees 01 minutes 02 seconds East, 889.63 feet; thence South 00 degrees 12 minutes 10 seconds East, 90.90 feet; thence South 88 degrees 42 minutes 16 seconds East, 2463.36 feet; thence North 00 degrees 08 minutes 17 seconds West, 40.01 feet; thence South 88 degrees 42 minutes 16 seconds East, 60.02 feet to the Point of Beginning, having an area of 12.89 Acres including 0.21 Acres of Road Easement.

AREA BY TRACT:			
TRACT:	NET (AC):	R.O.W. (AC):	TOTAL (AC):
NE SW 15	2.04	0.21	2.25
NW SW 15	3.24	0.00	3.24
NE SE 16	7.40	0.00	7.40
TOTAL	12.68	0.21	12.89

LICENSED LAND SURVEYOR
CHAD A. DANIELS
17532
I O W A

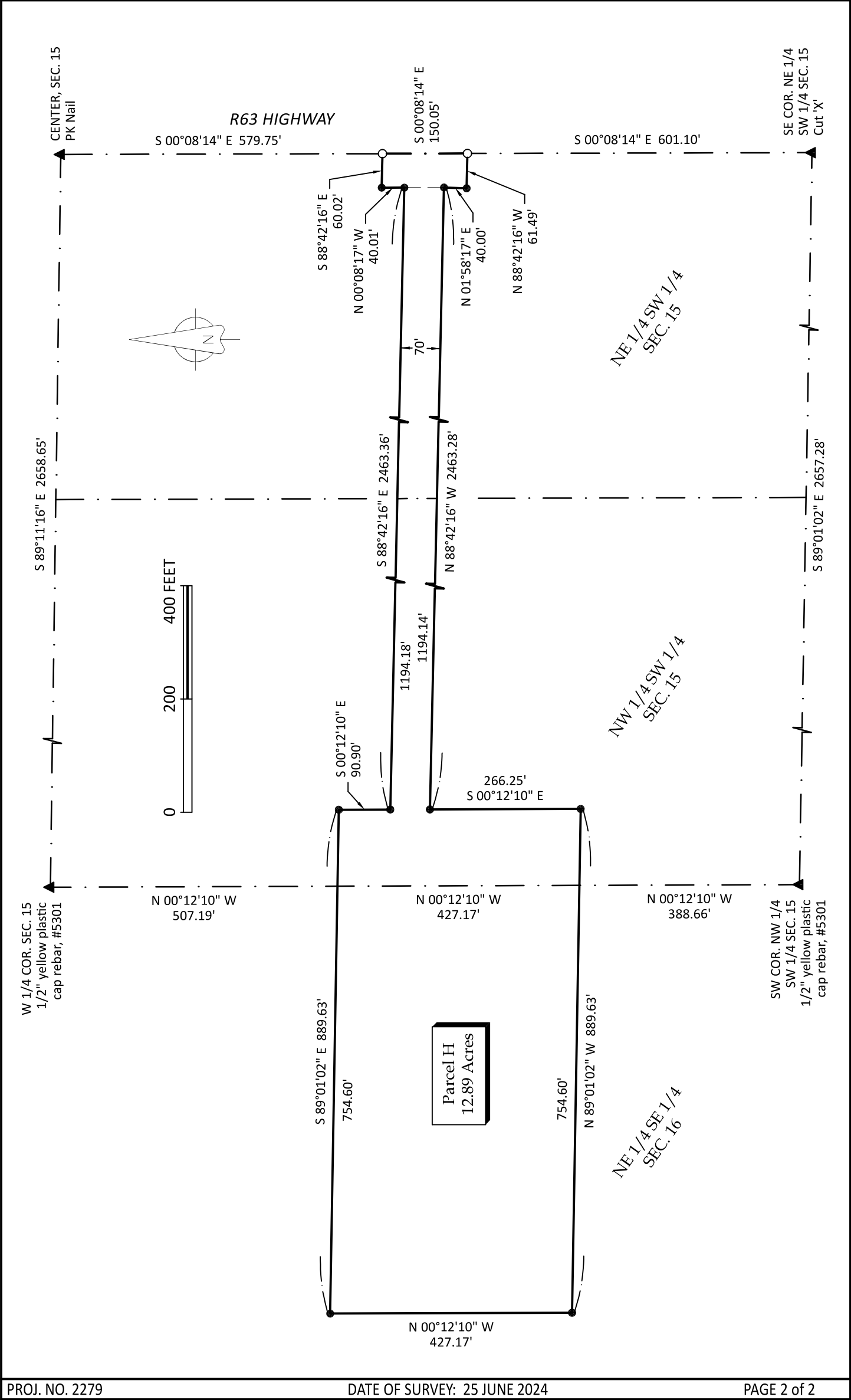
I hereby certify that this surveying document was prepared by me and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.
Signed  25 JUN 24
Chad A. Daniels Date
Iowa License No. 17532
My license renewal date is 12-31-2024
Page No.'s covered by this seal: 1 and 2

PROJ. NO. 2279

DATE OF SURVEY: 25 JUNE 2024

PAGE 1 of 2

Page 91 of 149



City of Indianola
RESOLUTION NO. 2024-

**RESOLUTION WAIVING THE RIGHT TO REVIEW A PLAT OF SURVEY
FOR CHAD DANIELS, FOR A PROPERTY LOCATED WITHIN TWO MILES
OF THE CITY OF INDIANOLA**

WHEREAS Chad Daniels is requesting plat of survey approval on behalf of the property owner, Christopher and Alexandria Jacob, for a parcel of land legally described as:

That part of the North Half of the Southwest Quarter of Section 15, and the Northeast Quarter of the Southeast Quarter of Section 16, Township 76 North, Range 24 West of the 5th P.M., Warren County, Iowa, described as follows;

Commencing at the Center of said Section 15; thence South 00 degrees 08 minutes 14 seconds East, 579.75 feet along the East line of said North Half of the Southwest Quarter of Section 15 to the Point of Beginning; thence South 00 degrees 08 minutes 14 seconds East, 150.05 feet along said East line; thence North 88 degrees 42 minutes 16 seconds West, 61.49 feet; thence North 01 degrees 58 minutes 17 seconds East, 40.00 feet; thence North 88 degrees 42 minutes 16 seconds West, 2463.28 feet; thence South 00 degrees 12 minutes 10 seconds East, 266.25 feet; thence North 89 degrees 01 minutes 02 seconds West, 889.63 feet; thence North 00 degrees 12 minutes 10 seconds West, 427.17 feet; thence South 89 degrees 01 minutes 02 seconds East, 889.63 feet; thence South 00 degrees 12 minutes 10 seconds East, 90.90 feet; thence South 88 degrees 42 minutes 16 seconds East, 2463.36 feet; thence North 00 degrees 08 minutes 17 seconds West, 40.01 feet; thence South 88 degrees 42 minutes 16 seconds East, 60.02 feet to the Point of Beginning, having an area of 12.89 Acres including 0.21 Acres of Road Easement; and

WHEREAS, this Plat of Survey is located in unincorporated Warren County, Iowa, but located within two miles of the City of Indianola, Iowa; and

WHEREAS, the City of Indianola, Iowa has jurisdiction of such plat of survey pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances; and

WHEREAS, the property in question is located outside of the City of Indianola's Priority Growth Areas, as outlined in the 'Elevate Indianola' Comprehensive Plan; and

WHEREAS, on July 9, 2024, the Planning and Zoning Commission met and has submitted a recommendation to the City Council to waive the right to review the submitted plat per Iowa Code 354.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa hereby waives its right to review the plat of survey submitted by Chad Daniels on behalf of property owner, Christopher and Alexandra Jacob.

Passed and approved this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Roxanne Stotler, Senior Budget Analyst

Date: July 15, 2024

Subject: Resolution amending and correcting Resolution Number 2024-151 to correct an error transferring money to the Indianola Wellness Campus.

Introduction: Resolution 2024-151, approving year-end transfers contained a scrivener's error in which a transfer was listed from the general fund into the Wellness Campus Capital Fund, instead of into the Wellness Campus Fund.

Background:

Discussion: Correcting this error will bring the Wellness Fund (680) into the positive.

Budget Impact:

Recommendation: Approval.

Attachments: 1. Res 2024- Amend Year-End Transfer Resolution

City of Indianola
RESOLUTION NO. 2024-

**RESOLUTION AMENDING AND CORRECTING RESOLUTION NUMBER 2024-151 TO
CORRECT AN ERROR TRANSFERRING MONEY
TO THE INDIANOLA WELLNESS CAMPUS**

WHEREAS, on June 27, 2024, the City Council of the City of Indianola, Iowa, authorized year-end transfers by Resolution No. 2024-151; and,

WHEREAS, Resolution No. 2024-151 erroneously misstated a transfer from the General Fund (001-9500-69000) to Wellness Campus Capital (681-7800-49000); and

WHEREAS, the Council finds that Resolution No. 2024-151 should be amended with the correct transfer to Wellness Campus Fund (680-8700-49000) in the amount of \$5,83333.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that Resolution No. 2024-151 should be amended and corrected with the correct General Ledger Account, Wellness Campus Fund, 680-8700-49000 and the remaining resolution shall remain in full force and effect.

PASSED AND APPROVED this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. to City Manager/Asst. Finance Director
Date: July 15, 2024
Subject: Approval of Urban Revitalization Designations.

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

Background:

Discussion: The following comprise a list of Urban Revitalization Designations:

Address	Titleholder or Contract Buyer	Estimated or Actual Cost of Improvements	Type of Improvement
206 W Iowa Ave	C-Build LLC	\$195,000	Residential Rehab/Addition
2320 N 8th Ct	Devin/Amber Rodgers	\$629,900	Residential New Construction
2008 N Summercrest St	Kelsey/Steven Strobe	\$336,000	Residential New Construction

Budget Impact:

Recommendation: All applications are in order for approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From:
Date: July 15, 2024
Subject: Resolution approving salaries.

Recommendation: Roll call is in order.

Attachments: 1. Res 2024- approving salaries

City of Indianola
RESOLUTION NO 2024-

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:

Ciji Paul to Seasonal Lifeguard, Year 1, \$12.00/hour, effective July 10, 2024; and

Nicole Cormeny, Full-time Police Clerical, to R14-2, \$43,610.23/year, effective July 28, 2024; and

BE IT FURTHER RESOLVED that the city staff is hereby authorized to execute the resolution to issue payroll checks and make all required supporting payroll payments as required per the personnel manual or required by law.

Passed and approved this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Roxanne Stotler, Senior Budget Analyst
Date: July 15, 2024
Subject: Receive and file the June 2024 Treasurer's Report.

Introduction: June 2024 Treasurer Report

Background: The City Council requested budget-to-actual expenditure percentages with the Treasurer's Report each month, as well as explanations for any large variances.

Discussion: *The Treasurer's report reflects changes of the Resolution amending and correcting resolution number 2024-151 to correct an error transferring money to the Indianola Wellness Campus, presented in the consent agenda and is only applicable if approved by City Council on July 15, 2024.

As of June 2024, funds should have expended their budgets. Percentage variances greater than 100% and lower than 30% will be explained further. In addition, funds with negative balances will also be explained in greater detail.

Funds over 100% Budgeted Expenditures with Budgeted Revenues to cover the overages

- Fund 045 (Memorial Pool)
- Fund 125 (TIF)

Funds over 100% Budget that are Grouped with Other Funds

In addition, there are several funds over 100% budget, but are grouped with other funds. As long as the total grouped funds are not in the negative, these funds will not pose a problem in the financial statements:

- Fund 142 (Parks Special Revenue Fund) – grouped with Special Revenue Funds
- Fund 321 (Capital Projects-Streets)– grouped with Capital Project Funds
- Fund 353 (Community Redevelopment -D&D) – grouped with Capital Project Funds
- Fund 681 (Indianola Wellness Campus-Capital) was part of the year-end transfers with its parent fund 680 (Indianola Wellness Campus) – grouped with Internal Service Funds
- Fund 820 (Health Insurance) – grouped with Internal Service Funds

Funds under 30%

For the below funds, contracts/services were not complete by the end of the year to produce an invoice:

- Fund 324 (K Street Improvements)
- Fund 650 (Stormwater Utility)

These projects will be carried forward into FY25.

Funds in the Negative

- Fund 340 (CH/Public Safety Building) – A “Transfer In” was not budgeted to cover the cash difference; however, this fund is grouped with Capital Projects and overall the fund balance is healthy.

Lastly, the preliminary ending general fund balance percentage for FY24 is 45%, but is subject to change after auditor review.

Budget Impact: The funds over 100% expenditures have revenues that are greater than expenditures or are grouped with other funds to cover the difference. The funds under 30% did not have completed construction/services to obtain an invoice before the end of FY24. The funds in the negative will not pose a problem in the audit or the financial statements as they are grouped with other funds. Lastly, the general fund balance percentage at this point prior to auditor review is 45%.

Recommendation: Receive and file by simple motion.

Attachments: 1. June 2024 Treasurers Report

**FINANCIAL REPORT
MONTH OF JUNE 2024**

Fund	Beginning Balance	Revenue	Expense	Transfers In	Transfers Out	Fund Balance	Revenue Percent	Expense Percent
001 General Government	3,054,365.39	311,465.93	291,628.76	69,309.85	170,833.33	2,972,679.08	128.2%	86.4%
011 Police	2,280,054.84	102,712.87	339,444.63	18,021.33	165,201.00	1,896,143.41	99.9%	91.8%
015 Fire	182,962.58	10,574.47	43,419.51	2,478.33	100,000.00	52,595.87	106.9%	83.3%
016 Ambulance	570,699.10	102,497.06	174,981.11	4,506.04	100,000.00	402,721.09	114.3%	86.4%
041 Library	456,888.15	5,626.36	73,061.29	1,577.10	103,000.00	288,030.32	96.4%	92.3%
042 Park & Recreation	1,029,501.13	49,820.53	179,116.96	13,745.62	236,600.00	677,350.32	97.8%	97.6%
045 Memorial Pool	101,917.22	65,337.60	69,335.12	-	16,563.00	81,356.70	103.8%	100.6%
099 Franchise Fee-MEC	778,327.44	-	-	-	-	778,327.44	65.1%	0.0%
GENERAL FUND SUB-TOTAL	8,454,715.85	648,034.82	1,170,987.38	109,638.27	892,197.33	7,149,204.23		
-	-	-	-	-	-	-		
110 Road Use Tax (Streets)	2,133,142.56	252,444.54	158,989.44	-	633,590.16	1,593,007.50	103.3%	81.0%
112 Trust & Agency	166,473.79	22,530.22	-	-	22,530.22	166,473.79	97.5%	95.3%
121 Local Option sales Tax	2,185,135.48	151,593.69	-	-	2,336,000.00	729.17	91.4%	93.4%
125 TIF	7,620,099.81	20,001.64	-	-	1,635,183.00	6,004,918.45	128.6%	101.2%
141 Library Special Revenue	64,893.42	1,682.44	7,933.98	-	-	58,641.88	50.8%	41.6%
142 Park & Rec Special Revenue	78,058.40	-	-	-	-	78,058.40	100.0%	100.5%
160 Downtown Revolving Loan	103,340.43	-	-	-	-	103,340.43	0.0%	64.0%
161 Downtown BIZ Program	79,779.36	-	47.19	-	-	79,732.17	76.5%	68.1%
177 Police Forfeiture	-	-	-	-	-	-	0.0%	100.0%
SPECIAL REVENUE SUB-TOTAL	12,430,923.25	448,252.53	166,970.61	-	4,627,303.38	8,084,901.79		
-	-	-	-	-	-	-		
200 DEBT SERVICE (SUB-TOTAL)	697,887.43	12,348.88	3,243,338.56	2,835,183.00	-	302,080.75	99.7%	99.6%
-	-	-	-	-	-	-		
301 Capital Projects (General)	614,357.11	-	3,837.99	303,000.00	-	913,519.12	92.5%	52.7%
321 Capital Projects (Streets)	1,169,082.53	-	-	436,000.00	-	1,605,082.53	72.8%	129.0%
322 Downtown Square Streetscape	631,854.60	-	979.00	-	-	630,875.60	99.5%	74.7%
323 Hillcrest Ave Improvements	2,321,542.84	-	400,006.04	-	-	1,921,536.80	88.0%	73.3%
324 K Street Improvements	3,002,329.53	-	77,950.00	-	-	2,924,379.53	0.0%	20.0%
340 CH/Public Safety Building	(59,886.30)	10,795.54	130,431.47	-	-	(179,522.23)	118.3%	63.2%
353 Community Redevelopment (D&D)	3,463.48	-	3,000.00	-	-	463.48	0.0%	158.3%
354 Industrial Park Improvements	520,200.22	-	24,030.00	-	-	496,170.22	100.0%	91.8%
CAPITAL PROJECTS SUB-TOTAL	8,202,944.01	10,795.54	640,234.50	739,000.00	-	8,312,505.05		
-	-	-	-	-	-	-		
541 LIBRARY ENDOWMENT FUND	59,336.27	358.48	-	-	-	59,694.75	0.0%	0.0%
610 Sewer	809,858.47	-	137,688.04	187,500.00	44,871.56	814,798.87	100.0%	82.1%
650 Stormwater Utility	1,618,141.45	55,575.85	23,800.51	-	1,250.00	1,648,666.79	140.1%	19.5%
670 Recycling	203,041.48	37,555.05	29,773.53	-	833.33	209,989.67	110.1%	94.7%
680 Indianola Wellness Campus	(215,491.79)	90,574.59	144,476.61	272,833.33	-	3,439.52	135.4%	86.8%
681 Indianola Wellness Campus-Capital	452,327.20	-	-	-	382,000.00	70,327.20	158.3%	1172.1%
710 Sewer Capital Projects	2,983,281.79	429,796.15	29,030.10	1,000,000.00	2,960,903.00	1,423,144.84	113.8%	87.1%
771 Sewer Reserve	114,238.70	-	-	-	-	114,238.70	0.0%	0.0%
781 WRRF Construction	1,250,353.83	-	-	-	-	1,250,353.83	100.0%	37.4%
791 Sewer Revenue Bonds	(7,043.70)	-	1,939,844.71	2,458,403.00	-	511,514.59	100.0%	99.3%
820 Health Insurance	2,994,200.36	5,827.90	101,229.37	-	-	2,898,798.89	69.4%	100.4%
830 Health Reimbursement Accounts	483.41	-	-	-	-	483.41	99.9%	0.0%
840 Flex/STD	36,958.83	-	15.30	-	-	36,943.53	39.4%	42.3%
850 Liability Insurance Reserve-City	1,303.91	-	-	-	-	1,303.91	0.0%	0.0%
860 Facilities Maintenance	(98,209.87)	-	12,071.83	115,000.00	-	4,718.30	0.0%	86.2%
890 ISF Vehicles and Equipment	27,120.45	-	50,706.72	1,191,801.00	-	1,168,214.73	102.7%	69.2%
CITY UTILITY & ISF SUB-TOTAL	10,170,564.52	619,329.54	2,468,636.72	5,225,537.33	3,389,857.89	10,156,936.78		
City Funds Subtotal	40,016,371.33	1,739,119.79	7,690,167.77	8,909,358.60	8,909,358.60	34,065,323.35		
IMU Funds Subtotal	(1,527.24)	-	-	-	-	(1,527.24)		
GRAND TOTAL CITY FUNDS	40,014,844.09	1,739,119.79	7,690,167.77	8,909,358.60	8,909,358.60	34,063,796.11		
Cross Check Total						34,063,796.11		
Investments				Clerk's Balance		34,063,796.11		
Bankers Trust	\$ 27,232,956.21							
Iowa Public Agency Inv. Trust	\$ 126,676.36							
Payroll Account, TruBank								
Checking Account, TruBank	\$ 110,036.17			Plus Outstanding Checks	\$ 996,547.64			
Sweep Account, TruBank	\$ 6,576,041.52			Minus Outstanding Deposits	\$ (2,768.49)			
Indianola Hometown Pride, TruBank	\$ 25,840.40			Bank Adjustment				
Indianola EMS - TruBank	\$ 975,540.01			Book Adjustment	\$ -			
Indianola EMS - Bankers Trust	\$ 10,484.59							
BANK BALANCE	35,057,575.26					35,057,575.26		

		Fund Balance					Page 2
	Fund		Revenue	Expense	Transfers In	Transfers Out	Fund Balance
600	Water	155.00	-	-	-	-	155.00
620	IMU Administration	(1,682.24)	-	-	-	-	(1,682.24)
625	Revolving Economic Development	-	-	-	-	-	-
626	USDA RLF	-	-	-	-	-	-
630	Electric	0.00	-	-	-	-	0.00
640	Fiber/Communications	-	-	-	-	-	-
700	Water Capital Projects	-	-	-	-	-	-
730	Electric Capital Projects	132.05	-	-	-	-	132.05
740	Fiber/Comm Capital Projects	(132.05)	-	-	-	-	(132.05)
IMU SUB-TOTAL		-1,527.24	0.00	0.00	0.00	0.00	-1,527.24

			INTEREST		YTD
<u>INTEREST DISTRIBUTION</u>			<u>INCOME</u>		<u>Interest</u>
		% OF TOTAL			
General Fund (Non-Program 9500)	001-9500-43000	74.00%	\$	26,527.90	\$ 896,052.16
TIF (Fund 125)	125-5200-43000	15.00%	\$	5,377.28	\$ 181,632.21
Library Endowment Fund (Fund 541)	541-4100-43000	1.00%	\$	358.49	\$ 12,108.13
Sewer (Fund 710)	710-8300-43000	2.00%	\$	716.97	\$ 24,217.62
Health Insurance	820-9300-43000	8.00%	\$	2,867.87	\$ 96,870.50
TOTAL		100.00%	\$	35,848.51	\$ 1,210,880.62



MEMORANDUM

To: Mayor and City Council

From:

Date: July 15, 2024

Subject: Consideration of the appointment of Jayme Hansen to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2027.

Recommendation: The Indianola Public Arts Commission currently has three openings. Roll call is in order.

Attachments: 1. Jayme Hansen 2024 Application



City Clerk's Office

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

Volunteer Application Form to Serve on a City Board or Commission

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

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

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

Personal Information

Name:		Today's Date:
Street Address:		
City, State, Zip:		Years Resided in Indianola:
Email:		
Home Phone:	Cell Phone:	Work Phone:
Occupation:		
Gender:	Age (Optional):	Race (Optional):
Have you previously volunteered on a City Board, here or elsewhere?		
Board Name:	Years Served:	City:
Application for (Name of Board/Commission or Committee):		
Why do you want to serve on this Board/Commission or Committee?		
What will you contribute to this Board/Commission or Committee?		

Please attach additional pages if necessary.

Boards, Commissions and Committees

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

Jayme Hansen
1004 Summerset Place
Indianola, IA 50125

June 10, 2024

Indianola City Council
c/o Indianola City Clerk's Office
110 North 1st Street
Indianola, IA 50125

Dear members of the City Council:

I moved to Indianola in 2021 when my husband, Matt, took the Dean of Students position at Simpson College. We had lived – and been active - in our previous town of Davenport, Iowa for over 20 years. As I continue to grow roots in this community, I desire to become even more involved.

My early career focused on public affairs, lobbying, and grant writing. Some of my volunteer work focused on those areas as well. Throughout my children's school years, I volunteered with their schools and with the community. My most recent professional work was with Wastyn & Associates where my work focused on grant management and administrative support. I bring this wealth of volunteer and non-profit work experience to my desire to serve on the Indianola Public Arts Commission. I enjoy working on teams with a common goal.

I am excited by the opportunity to make a positive difference in my new hometown of 3 years now and was pleased when current member, Tim Wilson, approached me about applying to fill the position he will be vacating as he and his wife relocate. I would be honored to join this commission to further the arts and create events for Indianola.

Sincerely,
Jayme Hansen

JAYME HANSEN

hansenjayme@gmail.com • (563) 650-5146

SKILLS

Community Outreach and Organizing
Volunteer Recruitment & Management
Non-Profit Boards

Grant Research and Writing
Public Speaking
Event Planning

EXPERIENCE

- Warren County Auditor's Office Indianola, IA
Precinct Election Official (PEO) 2023 – Present
- Collaborate with team to maintain rules, protocols, & policies for election polling place
 - Set up, manage, & accurately operate polling equipment
 - Attend training before each election
- Wastyn & Associates Davenport, IA
Grant Management/Administrative Support 2017 – 2021
- Researched grant opportunities
 - Accurately met grant criteria with writing style and length
 - Maintained accurate records and scheduling for grants and staff
 - Provided support for projects and others on the team
- Hilltop Campus Village (HCV) Davenport, IA
Promotions Committee Member 2009 – 2021
- HCV is a Main Street Iowa Community serving the residents, businesses, and institutions of the Hilltop neighborhood in central Davenport, Iowa
 - Planned annual events including Hilltop Music Festival and Small Business Saturday
 - Canvassed neighborhood to promote events and solicit participation
 - Surveyed local businesses and residents to better understand needs and goals
- United Way Quad Cities Davenport, IA
Grant Reviewer for Community Impact Grants 2017
- Read and score grants submitted using appropriate rubrics
 - Collaborate with review panel to rank and decide on funded projects
- Scott County Regional Authority Davenport, IA
Grant Reviewer for Davenport Community School Grants 2016
- Read and score grants submitted to determine best projects with greatest impact
 - Aided with the prioritization of projects to submit for philanthropic fund requests
- Davenport Community School District Davenport, IA
Local School Improvement Advisory Committee (LSIAC) 2015 – 2021
- Appointed by superintendent of schools to provide parent and community feedback
 - Advocated for strong policy to ensure best practices and optimal educational goals
- Davenport Central High School Davenport, IA
Iowa Safe and Supportive Schools (IS3) Core Team Member 2013 - 2016
- Promoted student: learning, healthy development, and success in school and life
 - Communicated findings, reports, & updates to grant manager

EDUCATION

Bachelor of Arts in Political Science and Speech Communication
Macalester College

St. Paul, MN



MEMORANDUM

To: Mayor and City Council

From:

Date: July 15, 2024

Subject: Consideration of the appointment of Brian Williams to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2027.

Recommendation: The Indianola Public Arts Commission currently has three openings. Roll call is in order.

Attachments: 1. Brian Williams Application 2024



City Clerk's Office

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

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

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

Personal Information

Name:		Today's Date:
Street Address:		
City, State, Zip:		Years Resided in Indianola:
Email:		
Home Phone:	Cell Phone:	Work Phone:
Occupation:		
Gender:	Age (Optional):	Race (Optional):
Have you previously volunteered on a City Board, here or elsewhere?		
Board Name:	Years Served:	City:
Application for (Name of Board/Commission or Committee):		
Why do you want to serve on this Board/Commission or Committee?		
What will you contribute to this Board/Commission or Committee?		

Please attach additional pages if necessary.

Boards, Commissions and Committees

- ☐ **Board of Adjustment/Appeals** meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. The City Council appoint this Commission.
- ☐ **Bravo** is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
- ☐ **Civil Service Commission** meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
- ☐ **Downtown Square Commission** consists of property owners, business owners and residents in the Downtown Square area. This Commission is responsible for recommending sidewalk and street use permits, street closure permits and reviewing façade grant applications. The Commission consists of 9 members who serve 3-year terms. The City Council appoint commission members.
- ☐ **Hometown Pride Committee** meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
- ☐ **Human Relations Commission** fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
- ☐ **IMU Board of Trustees** meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
- ☐ **Indianola Public Arts Commission** is comprised of 7 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4th Thursday of the month.
- ☐ **Indianola Wellness Campus Board of Trustees** consists of 7 members appointed by the Mayor. This board adopts rules, policies and regulations governing the use of the facility to foster recreational and wellness activities for the community. They meet monthly at the campus.
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- ☐ **Sustainability Committee** educates, informs, and encourages clean, renewable energy, conserving resources, reducing waste, encouraging recycling and promoting access to nature. The Committee meets the first Thursday of the month at 5:00 p.m.. The City Council appoints committee members.
- ☐ **Veterans Memorial Aquatic Center Commission** meets quarterly at 5:30 p.m. at the Activity Center. The Commission consists of honorably discharged soldiers, marines, airmen or coast guard members who manage and control the Veteran's Memorial Aquatic Center and establish rules and regulations for management. The Commission consists of five members serving 3-year terms.

July 1, 2024

To Whom It May Concern:

I am writing to express my interest in serving on the Indianola Public Arts Commission. I have lived in Indianola both as a student at Simpson College and as a professional, serving previously as Associate Pastor at Indianola First United Methodist Church, and now as its lead pastor beginning July 1. In that time, I have developed a love for the city of Indianola and also a desire to see it grow. One of those areas where I think there is growing excitement matched with unrealized potential is in the appreciation and support of local arts and artists.

I am a musician, primarily vocals and keyboard, and I think I would add that perspective of the fine arts to the commission. I confess that while I have musical experience in performing and leading ensembles, including a year of studying music, I do not have any formal degrees or certifications on my resume to point to. Instead, what I bring is a passion for the arts and a desire to see them become even more weaved into the fabric of our community. And, insofar as I am a leader of a community organization, I find it important to support creativity as a means of personal and communal expression.

Lastly, as drafts and plans come out detailing what is next for Indianola, including a potential cultural district, this seems a fitting place to invest out time and energy. I hope you'll consider me a suitable addition to this work and this commission.

Best,

Rev. Brian E. Williams

Pastor at Indianola First United Methodist Church

M.Div '19, Duke University Divinity School

B.A. Religion, Simpson College '15

Contact

402-618-0363 (Mobile)
brianwilliams201@gmail.com

www.linkedin.com/in/brian-williams-3358043b (LinkedIn)

Top Skills

Music
Photography
Religion

Brian Williams

Pastor at Indianola First United Methodist Church
Indianola, Iowa, United States

Experience

Indianola First United Methodist Church
Lead Pastor
June 2024 - Present (2 months)
Indianola, Iowa, United States

THE UNITED METHODIST CHURCH OF PELLA

Lead Pastor
July 2021 - May 2024 (2 years 11 months)
Pella, Iowa, United States

Indianola First United Methodist Church
Associate Pastor
January 2019 - June 2021 (2 years 6 months)

Serving as a Full-Time Provisional Elder under appointment in the Iowa Annual conference of The United Methodist Church.

Bethany United Methodist Church
Emerging Ministry Coordinator
September 2017 - December 2018 (1 year 4 months)
Raleigh-Durham-Chapel Hill Area

United Methodist Publishing House
Ministry Resources Intern
May 2017 - August 2017 (4 months)
Nashville Metropolitan Area

As part of my internship at the United Methodist Publishing House this summer, I was tasked with conducting a qualitative research survey that sought to learn more about how and why churches are using adult ministry resources—as well as how congregations use (or do not use) digital media forms to enhance small groups and worship. Beyond a basic understanding of what congregations are using to resource their adults, I was especially aiming to understand why they choose certain resources and learn about what excites them in that regard. What matters and what doesn't? In addition to that, I also had plenty of opportunities to “dip my toes in” to the world of publishing.

Duke University
Service Learning Assistant
August 2016 - December 2016 (5 months)
Raleigh-Durham-Chapel Hill Area

Simpson College

1 year 11 months

Chapel Ministry Intern

January 2016 - June 2016 (6 months)

Special focus on the United Methodist "Justice and Dignity Initiative."

President of the Religious Life Community

January 2015 - December 2015 (1 year)

UGA Intern of Worship for the Religious Life Community

August 2014 - December 2014 (5 months)

- Planning Quench, a contemporary Wednesday night worship service for students
- Planning Calm Cafe, a "spiritual, not religious" time on Monday nights
- Overseeing regular functions within these weekly services: speakers, Praise Band, set up/tear down, etc
- Recruiting outside artists for special music events
- Big picture: Seeing to it that students' worship-related needs are known and met

Rockbrook Animal Clinic

Veterinary Assistant

June 2011 - August 2014 (3 years 3 months)

Omaha

Religious Life Community at Simpson College

Intern of Formation

January 2014 - May 2014 (5 months)

Indianola, IA

- Compiling and/or overseeing weekly Bible studies
- Organizing small groups (i.e- Knitting Club)
- Compiling formative materials for students

Bloomfield United Methodist Church

Ministry Intern

September 2013 - December 2013 (4 months)

Various responsibilities in the areas of care, service, worship and preaching.

Nebraska Wesleyan University

University Ministries Intern

September 2012 - August 2013 (1 year)

General office work, compiled Advent Devotional Guide. Helped to plan and lead music during Spring 2013 semester Chapel Service.

Prairie View United Methodist Church

Music Minister

August 2012 - August 2013 (1 year 1 month)

Led the praise band and coordinated all music within worship. Also in charge of band recruitment and leasing rehearsal time.

Education

Duke Divinity School

Master of Divinity (M.Div.) · (2016 - 2019)

Simpson College

Bachelor of Arts (BA), Religion/Religious Studies · (2013 - 2015)

Nebraska Wesleyan University

Bachelor of Arts (B.A.), Religion · (2012 - 2013)



MEMORANDUM

To: Mayor and City Council
From: Charlie Dissell, Deputy City Manager Development and Operations
Date: July 15, 2024
Subject: Chapter 165 Amendment

Introduction:

Background: Ben Carpenter, owner of Integra Electrical, seeks to move his business from its current location at 205 North Buxton Street to 215 North Buxton Street. Currently, the zoning code does not allow for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3, Downtown Mixed-use Zoning District.

Discussion: Ben Carpenter, owner of Integra Electrical, seeks to move his business from its current location at 205 North Buxton Street to 215 North Buxton Street. Currently, the zoning code does not allow for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3, Downtown Mixed-use Zoning District.

Mr. Carpenter intends to purchase the property at 215 North Buxton, which contains a single-family dwelling that previously contained a dental office and has been vacant for about two (2) years. If successful in purchasing, Mr. Carpenter would relocate Integra Electric into this building, as that business has outgrown its current location at 205 North Buxton.

Currently, City Code allows for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses with no outdoor storage in the C-2, M-1 and M-2 zoning districts, and construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar uses with outdoor storage only in the M-2 zoning district.

The C-3 zoning district is intended to preserve and promote the Downtown area with a pedestrian-oriented, walkable environment with retail, office and upper-story residential uses. As construction sales and services, contractor offices, offices for plumbers, electricians, and HVAC service businesses tend to have storage/warehousing components to them, they are not allowed in the C-3 zoning district.

Integra Electric does not store/warehouse any materials at their current site and does not intend to do so in the future. As such, this use does meet the statement of intent of the C-3 zoning district as it is strictly a contractor office use. To assure that construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses can meet the statement of intent of the C-3 District, staff proposes the following code amendment, which would allow for these uses with no indoor or outdoor storage.

Budget Impact:

Recommendation: The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.

Attachments:

1. Staff Report
2. Request



community development

110 N. First Street, Indianola IA 50125-0299 • www.indianolaiowa.gov
(515) 961-9430 • comdev@indianolaiowa.gov

staff report

planning and zoning commission

Date of Meeting: June 11, 2024

Agenda Item: 7.E Consider request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses.

Application Type: Ordinance Amendment

Applicant: Ben Carpenter

Application Summary: Ben Carpenter, owner of Integra Electrical, seeks to move his business from its current location at 205 North Buxton Street to 215 North Buxton Street. Currently, the zoning code does not allow for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3, Downtown Mixed-use Zoning District.

applicable code sections

The following code sections of the Code of Ordinances of Indianola, Iowa apply to this request:

1.07 AMENDMENTS. All ordinances which amend, repeal or in any manner affect this Code of Ordinances shall include proper reference to chapter, section, subsection or paragraph to maintain an orderly codification of ordinances of the City.

165.02(5) AMENDMENTS

The City Council may, from time to time, on its own action or on petition, after public notice and hearings as provided by law, and after report by the Zoning Commission, amend, supplement, or change the boundaries or regulations herein or subsequently established, and such amendment shall not become effective except by the favorable vote of a majority of all the members of the Council. The procedures for amendment are as follows:

A. Request by Petition

Whenever any person desires that any amendment, or change be made in the Zoning Ordinance, including the text and/or map, as to any property covered by the Zoning Ordinance, and there is presented to the Council a petition requesting such change or amendment and clearly describing the property and its boundaries as to which the change or amendment is desired, duly signed by the owners of fifty percent (50%) of the area of all real estate included within the boundaries of said tract as described in said petition, and in addition, duly signed by the owners of fifty percent (50%) of the area of all real estate lying outside of said tract but within two hundred (200) feet of the boundaries thereof, and intervening streets and alleys not to be included in computing such two hundred (200) feet, it is the duty of the Council to receive and refer the request to the Zoning Commission for its review and consideration at a duly noticed public meeting in accordance to the Commission's rules of procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action.

B. City Council Referral

The owner of a property may submit a written request to the Zoning Administrator for their property to be rezoned. If the requested rezoning is not consistent with the adopted Comprehensive Plan, the property owner may further request the Comprehensive Plan be amended as part of the requested rezoning. The Zoning Administrator will then present this request to the City Council, who, at their discretion, may adopt a motion to refer the request to the Zoning Commission for consideration at a duly noticed public meeting in accordance with their procedures and the noticing requirements contained herein. The findings and recommendations of the Zoning Commission shall then be forwarded to the City Council for consideration and action. The City Council may further by motion forward their own request to the Zoning Commission to review and consider an amendment to the adopted Comprehensive Plan, the rezoning of a given property or properties, or amendments to the zoning regulations.

C. Zoning Commission Disapproval or Protest Petition

In case the proposed amendment, supplement or change is disapproved by the Zoning Commission, or a protest is presented duly signed by the owners of twenty percent (20%) or more either of the area of the lots included in such proposed change, or of those immediately adjacent in the rear thereof, extending the depth of one lot or not to exceed two hundred (200) feet therefrom, or of those directly opposite thereto, extending the depth of one lot or not to exceed two hundred (200) feet from the street frontage of such opposite lots, such amendment shall not become effective except by the favorable vote of at least three-fourths ($\frac{3}{4}$) of all members of the Council. Whenever any petition for

amendment, supplement or change of the zoning districts or regulations herein contained or subsequently established has been denied by the Council, then no new petition covering the same property or the same property and additional property shall be filed with or considered by the Council until one year shall have elapsed from the date of filing of the first petition.

D. Public Hearing Noticing

Not less than seven nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City. The Commission shall not make any recommendation to the Council on an amendment to any zoning district boundaries until a sign 18 inches by 24 inches indicating the amendment requested has been prepared and posted by the City in a visible location on the premises for a period of 10 days. Notice of the Commission meeting shall be mailed by first class mail 10 days prior to the meeting to all property owners within 200 feet of the boundary of the property requesting an amendment to its zoning district boundaries.

E. Filing Fees

Before any action is taken as provided in this section, the owner or owners of the property requesting the proposed changed in the district regulations or district boundaries shall pay to the City Clerk the fee as established by resolution of the City Council.

analysis

Ben Carpenter, owner of Integra Electrical, seeks to move his business from its current location at 205 North Buxton Street to 215 North Buxton Street. Currently, the zoning code does not allow for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3, Downtown Mixed-use Zoning District.

Mr. Carpenter intends to purchase the property at 215 North Buxton, which contains a single-family dwelling that previously contained a dental office and has been vacant for about two (2) years. If successful in purchasing, Mr. Carpenter would relocate Integra Electric into this building, as that business has outgrown its current location at 205 North Buxton.

Currently, City Code allows for construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses with no outdoor storage in the C-2, M-1 and M-2 zoning districts, and construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar uses with outdoor storage only in the M-2 zoning district.

The C-3 zoning district is intended to preserve and promote the Downtown area with pedestrian oriented, walkable environment with retail, office and upper-story residential uses. As construction sales and services, contractor offices, offices for plumbers, electricians, and HVAC service businesses tend to have storage/warehousing components to them, they are not allowed in the C-3 zoning district.

Integra Electric does not store/warehouse any materials at their current site and does not intend to do so in the future. As such, this use does meet the statement if intent of the C-3 zoning district as it is strictly a contractor office use. To assure that construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses can meet the statement of intent of the C-3 District, staff proposes the following code amendment, which would allow for these uses with no indoor or outdoor storage.

Agenda Item: 7.E Consider request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses.

PERMITTED AND SPECIAL USES TABLE											
USE		ZONING DISTRICT									
		A-1	R-1	R-2	R-3	R-4	C-1	C-2	C-3	M-1	M-2
COMMERCIAL USES											
Construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar use											
	No indoor/outdoor storage							P	P	P	P
	No outdoor storage							P		P	P
	With outdoor storage										P

comments from the general public

At the time of writing this report, no public comment has been received by the Community Development Department.

alternatives

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends that the request be approved, as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends the request be approved, with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends the request to be denied.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

recommendation

Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

Charlie Dissell

From: Ben Carpenter <ben@integraelectrical.co>
Sent: Wednesday, May 29, 2024 10:00 AM
To: Charlie Dissell
Cc: Jaime Carpenter
Subject: Re: 215 N Buxton Street

Charlie, thank you for your kind reply.

I would like to formally request the City Council consider amending the zoning for C-3 Downtown Commercial Zoning District to include businesses like ours. Our business Integra Electrical has been located on the Indianola Town Square since 2016. In 2001 my wife and I opened a store called Jaime's Hometown Health Foods. We believe that you go to Mainstreet America to grow a business and for us that is the Indianola Town Square.

My wife and I are so passionate about the town square, we even bought and renovated our home located across from the library which is right at the back door of the square. We love our downtown, and could not imagine growing our home service business and electrical apprenticeship anywhere else.

I respectfully request the city council change the current zoning which would allow home service companies like ours to grow their business and continue to thrive on the Indianola Town Square. Please allow construction sales and service, contractor offices, offices for plumber, electrician, HVAC service or similar use, with no outdoor storage in the C-3 Downtown Commercial zoning district.

Thank you again and I look very much to hearing from you.

Kind regards,

515-689-8900
www.integraelectrical.com



YOUR 5 STAR ELECTRICIANS!

Here's what our customers have to say.....

[Google Reviews](#)



MEMORANDUM

To: Mayor and City Council

From:

Date: July 15, 2024

Subject: Public hearing regarding a request to amend Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services, or similar uses.

Recommendation: Roll call to open and close the public hearing is in order.

Attachments: None



MEMORANDUM

To: Mayor and City Council

From:

Date: July 15, 2024

Subject: First consideration of an ordinance amending Chapter 165, regarding construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services, or similar uses.

Recommendation: Roll call is in order.

Attachments: 1. Proposed Ordinance_CHAPTER 165

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF
INDIANOLA, IOWA CREATING AN EXCEPTION TO
NONCONFORMING STRUCTURES**

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

Section 1. Section 165.05(4) be and is hereby amended by inserting the underlined language as follows:

PERMITTED AND SPECIAL USES TABLE										
USE	ZONING DISTRICT									
	A-1	R-1	R-2	R-3	R-4	C-1	C-2	C-3	M-1	M-2
COMMERCIAL USES										
Construction sales and service, contractor office, office for plumber, electrician, HVAC service or similar use										
No indoor/outdoor storage							P	P	P	P
No outdoor storage							P		P	P
With outdoor storage										P

Section 2. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

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

Passed by the City Council on the _____ day of _____, 2024, and approved

this _____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of Indianola, Iowa, on _____, 2024, and was published on _____, 2024.

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Akhilesh Pal, Public Works Director
Date: July 15, 2024
Subject: First consideration of an ordinance for establishing a reduced school speed zone on East 2nd Avenue.

Introduction: The School District has requested a reduced school speed zone on East 2nd Avenue to enhance safety in the vicinity of the school area. This request includes the installation of flashing school zone signs with a reduced speed limit.

Background: The School District is currently rebuilding the high school on the north side of Highway 92. During the construction phase, high school students will park in the Middle School parking lot on the south side of Highway 92. Consequently, there will be an increase in pedestrian traffic at the intersection of East 2nd Avenue and 12th Street.

Discussion: The School District has requested both the City and Iowa DOT to implement a reduced school speed zone on East 2nd Avenue to improve safety for pedestrians and motorists. Staff requested the School District cover the installation costs of the traffic control devices associated with the flashing signs, while the City will handle maintenance.

Staff also advised the School District to engage traffic engineers to provide necessary data for adjusting signal timing at Highway 92 intersections due to altered traffic patterns from the construction. The School District has been asked to submit their proposal in writing to the Iowa DOT, and upon receipt, the City will formally approach the Iowa DOT for approval.

Given the urgency to install the signs by mid-August and the need for Iowa DOT approval, staff is presenting the first reading of this ordinance at the current meeting on July 15th. If the Iowa DOT approves the request before the second reading, staff will present the second reading on July 29th and recommend waiving the third reading. If the Iowa DOT does not approve the request before the second reading, staff will present the second reading on July 29th, with the third reading to adopt the ordinance only after receiving Iowa DOT approval.

Staff is seeking clarification from the School District on whether they are requesting a 25 or 30 mph school speed zone. The Police Department has expressed concerns that reducing the speed to 25 mph may lead to noncompliance, given the existing 45-50 mph speed zones on Highway 92 near the middle school. Therefore, our recommendation is for a 30 mph school speed zone in a regular 40 mph speed zone, as reducing the speed by more than 10 mph may result in noncompliance issues.

Budget Impact: The School District will cover the installation costs of the flashing signs, while the City will take on the maintenance costs.

Recommendation: Staff recommends the City Council approve the ordinance for a reduced school speed zone on East 2nd Avenue, with a 30 mph speed limit, to ensure the safety of pedestrians and motorists during the high school construction phase. Staff further recommends that the City Council consider waiving the third reading if the Iowa DOT approval is received promptly.

Attachments: 1. Ordinance Speed Regulations

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCE OF THE CITY OF INDIANOLA, IOWA, BY
AMENDING CHAPTER 63, SPEED REGULATIONS, AND ESTABLISHING A REDUCED SCHOOL
SPEED ZONE ON EAST 2ND AVENUE.**

WHEREAS, the School District has requested a reduced school speed zone on East 2nd Avenue to enhance safety for pedestrians and motorists; and

WHEREAS, the City Council finds it necessary to implement a Thirty (30) miles per hour school speed zone to ensure safety and compliance; and

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

SECTION 1. Section 63.04 - "Special Speed Zones" is amended by adding the following:

3. School Speed Zones. School speed zones are established with the following maximum speed limits at the specified locations. The City Manager, or their designee, will establish flashing warning signs to designate these zones:
 - A. Thirty (30) miles per hour in the school zone on East Second Avenue adjacent to Indianola Middle School and Indianola High School.

Section 2. Repealer. All ordinances or parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

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

Passed by the City Council on the _____ day of _____, 2024, and approved this _____ day of _____, 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of Indianola, Iowa, on _____, 2024, and was published on _____, 2024.

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Asst. to City Manager/Asst. Finance Director
Date: July 15, 2024
Subject: Consideration of the approval of a Homebase Iowa Application.

Introduction: Council will need to consider the approval of the Home Base Iowa Initiative Application and a handwritten warrant in an amount of \$1,500.00. A Veteran who was discharged under honorable conditions according to Chapter 35.1 Code of Iowa and had Title 10 active service duty for 90 days is eligible for this benefit. The applicant must complete the application, provide proof of DD Form 214 or Certificate of Release or Discharge from Active Duty and proof of previous residency outside of Indianola.

Background: City Guidelines:

1. Veteran shall make an application in person. Vouchers will only be issued to a qualified Veteran in person.
2. **Purchase a home in Indianola in the past six months at the time of application.** Only new residents shall receive the \$1500 incentive.
3. Ownership title/deed must be transferred, or in the process of being transferred, to the individual requesting payment of incentive.
4. Complete the certification form (City application) and have it signed by the Warren County Auditor and Veteran's Affairs.
5. Allow two weeks for Auditor to process, sign, and return the form to the applicant.
6. Bring the completed form to City Hall, 110 N 1st St, Indianola, IA 50125.
7. The program will be administered through the City of Indianola and will be provided on a first come, first served basis, with up to ten incentives per fiscal year.
8. Payment must be used for closing costs or other similar expenses related to the purchase of a home.

Discussion: Wayne Bedfor purchased their home on June 28, 2023, and the application was received on June 25, 2024. The applicant did not know of this program until recently and has requested that Council waive the requirement that the home must be purchased within 6 months of the time of the application, for this one instance.

Budget Impact: This is the first application received in FY25; \$15,000 was budgeted for this year. If approved, the applicant will receive \$1500, leaving \$13,500 left in the budget.

Recommendation: Roll call is in order.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Charlie Dissell, Deputy City Manager Development and Operations
Date: July 15, 2024
Subject: Resolution approving a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3 (1604 East Orchard Place).

Introduction:

Background: Indianola Industrial Park LLC has submitted a plat of survey request for property addressed as 1604 E Orchard Place (Parcel #493/8200-0030). The split would result in Parcel 'A', a 4.05-acre lot, developable for an industrial type use allowable in the M-2 Zoning District.

Discussion: Chad Daniels, on behalf of Indianola Industrial Park LLC, has submitted a plat of survey application for 1604 E Orchard Place (Parcel #493/8200-0030), also identified as Lot 3 of the Indianola Industrial Park Plat 3. The plat proposes the creation of Parcel 'A', a 4.05-acre lot. The subject property is currently vacant and has a pending site plan application that is in review by city staff. The site plan proposes industrial manufacturing, production, and services, as it relates to erosion control.

To the north of the subject area are two properties, a vacant 10-acre land in row-crop production and property developed for single-family residential. To the east exists one 28.65-acre property in row-crop production. To the south exists a vacant lot zoned for industrial development. To the west exists two properties, including one vacant 5.33-acre property and one developed for an industrial-type use.

The subject parcel contains three frontages, one along East Hillcrest Avenue/G36 Highway, one along North 17th Street, and one along East Orchard Place. Proposed Parcel 'A' would be considered a corner lot with frontage along East Orchard Place and North 17th Street. No Annual Daily Traffic (AADT) is available from the Iowa Department of Transportation (IDOT) for either road at this time.

The subject property does not appear to contain any environmentally sensitive features, and no floodplain exists for this site.

The subject property is designated for future industrial within the "Elevate Indianola" Comprehensive Plan. This land use designation guides for office/warehouse buildings, manufacturing, and outdoor storage or operations when screened from public rights-of-way and adjacent properties.

The proposed division, if approved, would create Parcel 'A', a proposed 4.05-acre lot. The applicant has indicated that the intent of the division would be to split off an industrial lot for the purpose of sale/transfer. An active site plan application is currently in review by City Staff for the site. The site plan proposes industrial manufacturing, production, and services, as it relates to an erosion control business.

Budget Impact:

Recommendation: The City of Indianola Planning and Zoning Commission recommends approving the request as submitted.

- Attachments:**
1. 1. Staff Report
 2. 2. Application
 3. 3. Plat of Survey
 4. Resolution plat of survey Industrial Park_



COMMUNITY DEVELOPMENT

110 N. First Street, Indianola IA 50125-0299 • www.indianolaiowa.gov
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STAFF REPORT

PLANNING AND ZONING COMMISSION

Date of Meeting: March 26, 2024

Agenda Item: 7.B Consider approval of a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3.

Application Type: Land Division

Applicant/Property Owner: Indianola Industrial Park LLC

Property Address/Parcel: 1604 E Orchard Place (Parcel #493/8200-0030)

Current Zoning: M-2 'General Industrial' Zoning District

Application Summary

Indianola Industrial Park LLC has submitted a plat of survey request for property addressed as 1604 E Orchard Place (Parcel #493/8200-0030). The split would result in Parcel 'A', a 4.05-acre lot, developable for an industrial type use allowable in the M-2 Zoning District.

AERIAL MAP



APPLICABLE CODE SECTIONS

The following code sections of the Code of Ordinances of Indianola, Iowa apply to this request:

170.06 FINAL PLATTING PROCEDURE

1. A final plat shall be submitted within six months of the approval of the preliminary plat, or such approval shall expire and the preliminary plat shall be resubmitted for approval prior to the preparation of a final plat.
2. Procedures for final plats shall be the same as set out for preliminary plats in Section 170.05 above.
3. Upon approval of the final plat, a certification of approval signed by the Mayor and attested by the Clerk shall be affixed to the original tracing of the final plat and copies of the same filed with the Clerk, County Auditor and County Recorder, along with such other certifications and instruments that may be required by law.

170.10 FINAL PLAT REQUIREMENTS

The final plat shall meet the following specifications:

1. It may include all or only part of the preliminary plat.
2. The plat shall be drawn to the scale of 50 feet to one inch, provided that if the resulting drawing would be over 36 inches in its shortest dimension, a scale of 100 feet to one inch may be used. An electronic file is required to be filed prior to Planning and Zoning action with the Clerk.
3. The final plat shall contain the following:
 - A. Accurate boundary lines, with dimensions and angles, which provide a survey of the tract, closing with an error of not more than one foot in 3,000 feet.
 - B. Accurate references to known or permanent monuments, giving the bearing and distance from some corner of a congressional division of the county of which the subdivision is a part.
 - C. Accurate locations of all existing and recorded streets intersecting the boundaries of the tract.

Agenda Item: 7.B Consider approval of a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3.

- D. Accurate metes and bounds description of the boundary.
 - E. Street names.
 - F. Complete curve notes for all curves included in the plat.
 - G. Street right-of-way lines with accurate dimensions in feet and hundredths of feet with angles to right-of-way lines and lot lines.
 - H. Lot numbers and dimensions.
 - I. Accurate locations and descriptions of easements for utilities and any limitations on such easements.
 - J. Accurate dimensions for any property to be dedicated or reserved for public, semi-public or community use.
 - K. Building lines and dimensions.
 - L. The location, type, material and size of all monuments and markers.
 - M. The name of the subdivision.
 - N. The name and address of the owner and the subdivider.
 - O. North point, scale, and date.
 - P. Certification by a registered land surveyor of the State of Iowa.
 - Q. Certification of dedication of streets, easements and other public property.
 - R. A resolution and certificate of approval by the Council for signatures of the Mayor and Clerk, stating that the plat, as described, has been acted upon and approved as required by Chapter 354, Code of Iowa, and that all dedications of streets easements and public lands have been accepted by the City.
 - S. Location and dimensions of sidewalks to be installed prior to the occupancy of a developed lot.
4. The final plat shall be accompanied by the following instruments:
- A. A statement by the proprietors and their spouses, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgments of deeds. The statement by the proprietors may also include a dedication to the public of all lands within the plat that are designated for streets, alleys, parks, open areas, school property, or other public use, if the dedication is approved by the Council.
 - B. A statement by the Auditor approving the name or title on the subdivision plat.
 - C. Either (i) a certificate bearing the approval of the Council stating that all improvements and installations in the subdivision required by this chapter have been made or installed in accordance with the City specifications, or (ii) a certificate from the owner or developer stating that all improvements required by this chapter shall be made or installed in accordance with City specifications before an occupancy compliance certificate is issued under the Zoning Ordinance, except as otherwise provided for in this chapter.
 - D. A petition by the subdivider to the Council to provide the necessary improvements and to assess the costs thereof against the subdivided property in accordance with the requirements regarding special assessments, provided, however, that the subdivider or property owners shall furnish the necessary waivers to permit the assessment of the entire cost of the improvement plus the necessary and reasonable cost of the assessment proceedings against the platted property even though the total amount exceeds the statutory limitations. The final plat shall state that the subdivider, the grantees, assignees and successors in interest agree that public services including but not limited to street maintenance, snow removal, rubbish, refuse and garbage collection will not be extended to this subdivision until the improvements have been completed and accepted by the City.
 - E. Easement(s) for Overland Drainage and/or Public Storm Sewer is required by and shall be in a form approved by the City.
 - F. A letter from the owner's engineer designing the public improvement stating that all public improvements completed have been made or installed in accordance with City Specifications prior to acceptance of maintenance bonds for such improvements.

Agenda Item: 7.B Consider approval of a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3.

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

- A. A statement from the mortgage holders or lienholders, if any, that the plat is prepared with their free consent and in accordance with their desire, signed and acknowledged before an officer authorized to take the acknowledgment of deeds. An affidavit and bond as provided for in Section 354.12 of the Code of Iowa may be recorded in lieu of the consent of the mortgage or lienholder. When a mortgage or lienholder consents to the subdivision, a release of mortgage or lien shall be recorded for any areas conveyed to the City or dedicated to the public.
- B. An opinion by an attorney-at-law who has examined the abstract of title of the land being platted. The opinion shall state the names of the proprietors and holders of mortgages, liens or other encumbrances on the land being platted and shall note the encumbrances, along with any bonds securing the encumbrances. Utility easements shall not be construed to be encumbrances for the purpose of this section.
- C. A certificate of the County Treasurer that the land is free from certified taxes and certified special assessments or that the land is free from certified taxes and that the certified special assessments are secured by bond in compliance with Section 354.12 of the Code of Iowa.

The Council or Commission may request drafts or copies of any of the above instruments for examination at the time of processing the final plat if, in their opinion, the review of such instruments is deemed necessary to properly evaluate the proposed subdivision.

170.11 DESIGN STANDARDS – STREETS

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

- A. The street and alley layout shall provide access to all lots and parcels of land within the subdivision.
- B. Street jogs of less than 150 feet shall be avoided.
- C. Cul-de-sacs shall not exceed 700 feet in length.
- D. New subdivisions shall make provisions for continuation and extension of thoroughfares and collector streets and roads.
- E. No dead-end streets will be permitted except at subdivision boundaries and in no event shall any dead-end street be in excess of 500 feet.
- F. Thoroughfare and collector streets in a subdivision shall extend through to the boundaries thereof, unless a terminal point within the subdivision is shown in the master street plan.
- G. Alleys shall be discouraged in residential areas but shall be provided in commercial and industrial areas unless other suitable public or private access to loading and service areas is provided.
- H. Intersection of road centerlines shall be between 80 degrees and 100 degrees.
- I. Intersection of more than two streets at a point shall not be permitted.
- J. Where parkways or special types of streets are proposed, the Commission may apply special standards for the design of such parkways or streets.
- K. Proposed streets that are extensions of or in alignment with existing streets shall bear the name of the existing street. Names of new streets shall avoid duplication of or similarity to existing names of streets, or public and semi-public buildings and areas.
- L. Streets, avenues, places, and courts shall be named in the following manner:

General Direction	Long Streets	Short Streets
North and South	Streets	Courts
East and West	Avenues	Places
Diagonal	Roads	Ways
Curving	Drives	Lanes

2. Minimum rights-of-way shall be provided as follows:

- A. Thoroughfares - 100 feet. In addition, access spacing on thoroughfares is as follows: (i) intersection spacing – 600 foot minimum; (ii) entrance spacing – 300 foot minimum; (iii) separation of entrance from intersection – 150 foot minimum.
- B. Residential collector streets - 70 feet.
- C. Commercial collector streets - 80 feet.
- D. Residential streets - 60 feet.
- E. Cul-de-sacs - 110 feet in diameter.
- F. Alleys - 20 feet.

3. The minimum width of surfacing to be provided shall be as follows:

- D. Residential Street – 25 feet or 31 feet within the discretion of the Council.
- E. Cul-de-sacs – 85 feet in diameter.
- F. Alleys – 20 feet.
- G. Sidewalks – 4 feet.

4. Grades. No street grade shall be less than one-half of one percent and shall not exceed the following limits:

- A. Thoroughfare streets – 4 percent.
- B. Collector streets – 6 percent.
- C. Residential streets – 8 percent.

170.13 DESIGN STANDARDS – LOTS

- 1. All lots shall abut on a street or place. Corner lots which abut on a thoroughfare or collector street shall have a minimum radius of 25 feet at the intersection.
- 2. Sidelines of lots shall approximate right angles to straight street lines and radial angles to curbed street lines except where a variation will provide better lot layout.
- 3. Lots with double frontage shall be avoided, except in specific locations where good planning indicates their use. In that event a planting screen shall be provided along the rear of the lot.
- 4. Corner lots shall not be less than 80 feet in width and interior lots shall not be less than 70 feet in width at the building line.
- 5. Lot depth shall not exceed two and one-half times the width.
- 6. No lot shall have less area than required by the Zoning Ordinance for the district in which it is located.

170.14 EASEMENTS

- 1. Easement not less than 15 feet in width shall be provided along each side of the front yard lot lines of all lots, and in the case of corner lots, the side street yard, and along such other lot liens as may be required by public and private utility companies.
- 2. Easements of greater width may be required for trunk lines, pressure lines, open drainage courses or high voltage lines and shall be provided as determined by the utility or Council.
- 3. Utility easements shall convey to the City, its successors and assigns, the perpetual right within the areas shown on the plat and described in the easement, to construct, reconstruct, operate and maintain electric lines consisting of poles, wires, cables, conduits, fixtures, anchors and other similar equipment, including the right to trim or remove trees within such areas where necessary to secure a clearance of four feet from the wires or poles, together with the right to extend to any telephone, telegraph, electric or power company, the right to use separately or jointly with the City, the areas included in the easement for the purposes above enumerated.

170.15 PARKS, SCHOOL SITES AND PUBLIC AREAS.

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

170.16 NATURAL DRAINAGE COURSES

Whenever any stream or important surface drainage course is located in an area which is being subdivided, the subdivider shall provide an adequate easement along each side of the stream for the purpose of widening, deepening, sloping, improving or protecting the stream or drainage course.

170.17 EROSION CONTROL (DESIGN STANDARDS)

Methods for controlling soil erosion shall be in accordance with current Iowa Department of Natural Resources Standards and requirements of NPDES permit.

170.19 SANITARY SEWERS

The subdivider shall at the subdivider's expense provide the subdivision with a complete sanitary sewer system including all necessary pumping stations, force mains, pumping equipment and other appurtenances, which shall connect with a sanitary sewer outlet or treatment facility approved by the Council. The sewers shall extend to the subdivision boundaries as necessary to provide for the extension of the sewers by adjacent property. Where sewers in excess of 15 inches in diameter are required, the additional cost shall be borne by the City.

170.20 PROHIBITED DISCHARGE

No storm water, surface water, ground water, roof runoff, swimming pool, subsurface drainage, cooling water or unpolluted water shall be discharged into the City sanitary sewer system. Any such discharge into the City sanitary sewer system shall be deemed a public nuisance and a municipal infraction.

170.21 STORM DRAINS

1. The subdivider shall, at the subdivider's expense, provide the subdivision with adequate drains, ditches, culverts, complete bridges, storm sewers, intakes and manholes to provide the collection and removal of all surface waters. These improvements shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties. Where oversize storm sewers or drainage structures are required to serve other areas of the watershed, the additional cost shall be borne by the developer.

2. The subdivider shall, at the subdivider's expense, provide the subdivision with a storm sewer system to adequately handle a five-year rain storm. The system shall include culverts, ditches, intakes, manholes, or any structure deemed necessary. All such structures shall meet the City of Indianola Standard Specifications. In addition, the subdivider shall, at the subdivider's expense, provide the subdivision with overland drainage courses and easements to adequately handle storm water in excess of a five-year rain storm and up to a 100-year rain storm. For any subdivision containing new streets, the system shall be designed by a licensed engineer registered to practice in the State of Iowa.

- A. Each lot shall be provided with minimum six-inch diameter storm sewer service line that is a minimum of four feet below ground level, stubbed to the property line, unless the Director of Community Development determines that sump lines can be taken to an existing overland drainage area. The sump pump line shall be a minimum of one and one-half inches in diameter.
- B. The storm sewer system line shall be made of reinforced concrete pipe or polyvinyl chloride (PVC) pipe. The sump pump lines shall be made of PVC, PVC Truss, or PVC corrugated pipe. All structures shall be built in accordance with City of Indianola Standard Construction Specifications for Subdivisions.
- C. The storm sewer system shall be large enough to provide for anticipated extension of use to serve additional areas, as set out in Indianola Comprehensive Plan.
- D. Storm sewer service lines shall be connected to the City storm sewer system at intakes, manholes, or directly into the City storm sewer pipe. Tapping storm sewer service lines into the City storm sewers shall be by using approved methods.

Should it not be possible to install a storm sewer service, as described above, alternate plans may be submitted for review by the City's consulting engineer and City staff.

170.22 WATER

Agenda Item: 7.B Consider approval of a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3.

The subdivider shall at the subdivider's expense provide the subdivision with a complete water main supply system including hydrants, valves and other appurtenances which shall be extended into and through the subdivision to the boundary lines, and which shall provide a water connection for each lot, and shall be connected to the City water system. Fire hydrants shall be uniform throughout the subdivision and shall meet the standards and design approved by the Utilities Board of Trustees. Where water mains in excess of eight inches are required, the additional cost shall be borne by the City if the area is zoned R-2 or R-3. If at the time the main is to be installed the area in question is zoned R-4, any commercial or any industrial classification, the subdivider may be required to put in a water main in excess of eight inches at the subdivider's own expense. Whether the City shall pay a portion of the additional cost shall be discretionary with the Board of Trustees. Water mains shall extend to the boundaries of the subdivision so as to provide for extension by adjoining properties.

170.23 SIDEWALKS

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

170.24 MARKERS

The subdivider shall at the subdivider's expense place an iron rod not less than one-half inch in diameter and 24 inches in length as follows:

1. Set in concrete three feet deep at the intersection of all lines forming angles in the boundary of the subdivision, and at all street intersections.
2. At lot corners and changes in direction of block and lot boundaries.

170.25 GRADING

The subdivider shall at the subdivider's expense bring all streets and alleys with the platted area which are being dedicated for public use to the grade approved by the Council.

170.26 CURB AND GUTTER

The subdivider shall at the subdivider's expense install curb and gutter on all streets in the plat being dedicated for public use. Curb and gutter shall be constructed of Portland cement concrete in accordance with designs and specifications and at grades approved by the Council.

170.27 EROSION CONTROL (REQUIRED IMPROVEMENTS)

The subdivider shall be responsible for controlling soil erosion and surface water runoff within the subdivision during its construction and development and shall provide erosion and runoff control measures as work progresses on site grading, the installation of sewers or other improvements or phases of work. Insofar as practical, erosion control measures shall be undertaken prior to any other development within the subdivision which will contribute to runoff or erosion.

170.28 SURFACING

The subdivider shall at the subdivider's expense surface all streets being dedicated for public use from curb to curb. Surfacing shall consist of not less than six inches of Portland cement concrete over a prepared subgrade and shall be constructed in accordance with designs and specifications and at grades approved by the Council. Where a surface width in excess of 31 feet is required, the cost of the additional surface width, which shall be assumed to be the center portion of the roadway surface, shall be paid by the City. On collector and thoroughfare streets where a higher standard than is herein required or a thickness of greater than eight inches is deemed necessary by the Council, the additional cost shall be born by the City. Where unimproved street right-of-way exists the owner or developer at the owner's or developer's own expense shall improve such right-of-way as required by this section for the entire width of the lot or lots (or for the entire width and the length of the lot or lots in the case of lot or lots

Agenda Item: 7.B Consider approval of a plat of survey request for Chad Daniels for Lot 3 of the Indianola Industrial Park Plat 3.

bordered by more than one street) prior to or contemporaneous with the development of the lot or lots. The owner or developer shall also improve all other portions of unimproved street right of way serving such areas.

170.29 SPECIFICATIONS

The type of construction, the materials, the methods, the standards of subdivision improvements and the maintenance bonds shall be in accordance with the specifications found in a bound volume which is entitled Iowa Statewide Urban Design and Specification for Public Improvements which is on file in the Clerk's office. The Council may from time to time amend by resolution the standard construction specifications for subdivisions found in the volume. The Clerk shall keep a record of all amendments made to the specifications. Plans and specifications for subdivisions shall be submitted to the Community Development for approval prior to construction, accompanied by a fee as set by resolution of the City Council, and construction shall not be started until the plans and specifications have been approved.

170.30 APPROVAL OF PLANS AND SPECIFICATIONS

The approval of plans and specifications relative to improvements required by this chapter shall be effective for a period of two years after the approval. If the required improvements are not in place and accepted by the City within the times specified, the approval shall lapse and construction shall not be started and construction under way shall cease until resubmitted plans and specifications have been approved. The City shall have the right, at the time of the new request for approval, to require the subdivider to use the type of construction, the materials, the methods and standard of subdivision improvements equal to the specifications of the City for like work which are in effect at that time. The City may also require that the subdivider comply with any amended ordinance or ordinances relative to improvements under this chapter or any successor chapter relative to subdivision improvements which have been adopted between the time of initial approval and the renewed approval as herein required. The reapproval as required by this section specifically applies only to the plans and specifications relative to subdivision improvements and has no application as to lot sizes, set backs, lot boundaries, street location or other platting requirements which shall be final on Council approval unless changed by some other method permitted by law.

170.31 INSPECTION

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

170.32 ACCEPTANCE

All of the improvements required in this chapter under **Sections 170.19** through **170.28** shall, upon their completion, inspection, approval and acceptance by the City of Indianola, become the property of the City.

170.33 ELECTRICAL SERVICE

The City, by and through Indianola Municipal Utilities, shall extend electric service to the subdivision and shall make electric service available to each lot in the subdivision that is within Indianola Municipal Utilities' assigned area of service pursuant to Code of Iowa Chapter 476. The City, by and through Indianola Municipal Utilities, shall install street lighting that is within Indianola Municipal Utilities' assigned area of service pursuant to Code of Iowa Chapter 476 to current Indianola Municipal Utilities' standards and specifications. In residential subdivisions, all electric lines, including individual house service lines installed by the owner or developer, shall be placed underground.

170.34 CHARGE FOR INSTALLATION OF ELECTRICAL SERVICE

The City, by and through Indianola Municipal Utilities, reserves the right to make a reasonable charge to be paid by the developer, builder or owner for any service extended as provided by Section 170.33 above. Said charges may be changed from time to time, but shall be in accordance with a schedule of charges set by the Indianola Municipal Utilities Board of Trustees.

170.36 FEES

Each plat of survey, preliminary plat and final plat submitted for approval shall be accompanied by a fee as set by Resolution of the City Council.

170.38 ENFORCEMENT

In addition to other remedies and penalties as prescribed by law, the provisions of this chapter shall not be violated subject to the following:

1. No plat of survey or subdivision in the City of within two miles thereof shall be recorded or filed with the County Auditor or County Recorder, nor shall any plat of subdivision have any validity until it complies with the provisions of this chapter and has been approved by the Council as prescribed herein.

ANALYSIS

Subject Property

Chad Daniels, on behalf of Indianola Industrial Park LLC, has submitted a plat of survey application for 1604 E Orchard Place (Parcel #493/8200-0030), also identified as Lot 3 of the Indianola Industrial Park Plat 3. The plat proposes the creation of Parcel 'A', a 4.05-acre lot. The subject property is currently vacant and has a pending site plan application that is in review by city staff. The site plan proposes industrial manufacturing, production, and services, as it relates to erosion control.

To the north of the subject area are two properties, a vacant 10-acre land in row-crop production and property developed for single-family residential. To the east exists one 28.65-acre property in row-crop production. To the south exists a vacant lot zoned for industrial development. To the west exists two properties, including one vacant 5.33-acre property and one developed for an industrial-type use.

The subject parcel contains three frontages, one along East Hillcrest Avenue/G36 Highway, one along North 17th Street, and one along East Orchard Place. Proposed Parcel 'A' would be considered a corner lot with frontage along East Orchard Place and North 17th Street. No Annual Daily Traffic (AADT) is available from the Iowa Department of Transportation (IDOT) for either road at this time.

The subject property does not appear to contain any environmentally sensitive features, and no floodplain exists for this site.

Future Land Use

The subject property is designated for future industrial within the "Elevate Indianola" Comprehensive Plan. This land use designation guides for office/warehouse buildings, manufacturing, and outdoor storage or operations when screened from public rights-of-way and adjacent properties.

The proposed division, if approved, would create Parcel 'A', a proposed 4.05-acre lot. The applicant has indicated that the intent of the division would be to split off an industrial lot for the purpose of sale/transfer. An active site plan application is currently in review by City Staff for the site. The site plan proposes industrial manufacturing, production, and services, as it relates to an erosion control business.

COMMENTS FROM THE GENERAL PUBLIC

Notification letters were mailed to surrounding property owners within 200 feet of the subject property regarding the request on June 26, 2024. No comments have been received by the general public at the time of writing this report.

ALTERNATIVES

The City of Indianola Planning and Zoning Commission may consider the following alternatives:

- 1) The City of Indianola Planning and Zoning Commission recommends approving the request as submitted.**
- 2) The City of Indianola Planning and Zoning Commission recommends approving the request with conditions.
- 3) The City of Indianola Planning and Zoning Commission recommends denying the request.
- 4) The City of Indianola Planning and Zoning Commission remands the request, back to the applicant and/or staff for further review and/or modifications and directs staff to place this item on a future Planning and Zoning agenda.

RECOMMENDATION

Staff recommends that the Indianola Planning and Zoning Commission move alternative 1, that the request be approved, as submitted.

LAND DIVISION APPLICATION

Community Development

110 North 1st Street, Indianola, Iowa 50125-0299
(515) 961-9430 • comdev@indianolaiowa.gov



PROPERTY OWNER

(Last Name) Indianola Industrial Park LLC
(First Name) _____
(Address) 1110 North 14th St
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) Daniels Land Surveying
(First Name) _____
(Address) 22470 18th Lane
(City) New Virginia (State) IA (Zip) 50210
(Phone) 5155772583 (Email) PLS17532@gmail.com

☒ PLAT OF SURVEY

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☒ Completed Application
- ☒ Filing Fee: \$125 per request
- ☒ Proposed plat of survey (hard copy)
- ☒ Proposed plat of survey (electronic copy)
- ☒ Legal description (electronic in word format)
- ☐ Other Information as required by Director

☐ PRELIMINARY PLAT

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☐ Completed Application
- ☐ Filing Fee: \$350, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering
- ☒ ~~Cost~~ Proposed preliminary plat (hard copy)
- ☐ Proposed preliminary plat (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 170.09 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

☐ FINAL PLAT

Submittal Requirements:

*All submittal requirements must be completed.
Incomplete applications will not be considered*

- ☐ Completed Application
- ☐ Filing Fee: \$200, plus \$10.00 for each lot in excess of 10 lots, land plus Outside Engineering
- ☒ ~~Cost~~ Proposed plat of survey (hard copy)
- ☐ Proposed plat of survey (electronic copy)
- ☐ Legal description (electronic in word format)
- ☐ All items as required by Section 170.10 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application.

Signature _____

Name (printed) Chad Daniels

Date 31 May 2024

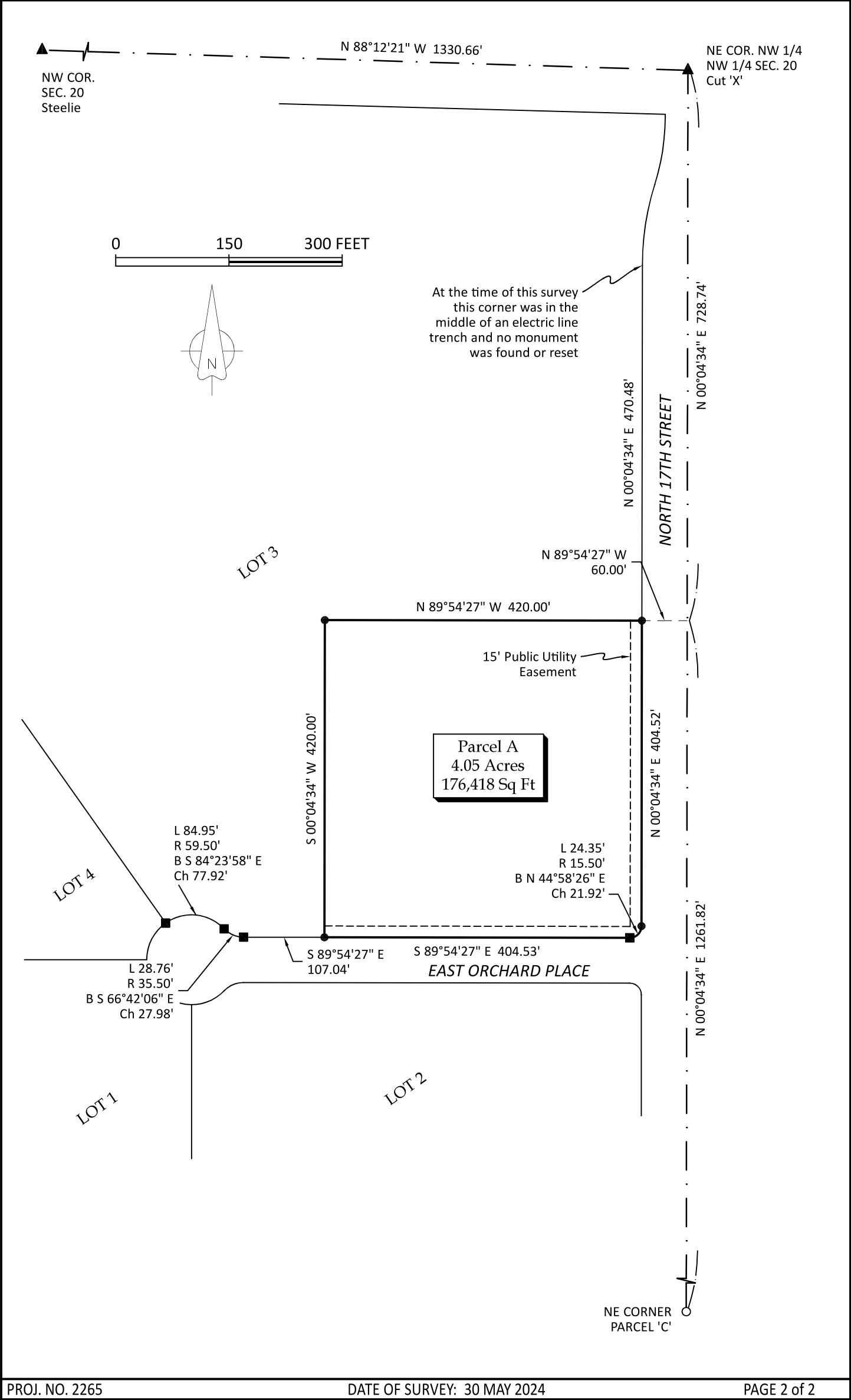
FOR OFFICE USE ONLY: Code to 45685 (prelim & final)
Code to 45686 (plat of survey)

Date Received: _____

Receipt No: _____

Receipt Amount: _____

PLAT OF SURVEY INDEX LEGEND LOCATION: Part of Lot 3 of Indianola Industrial Park Plat 3, City of Indianola, Warren County, Iowa OWNER: Indianola Industrial Park LLC 1110 North 14th Street, Indianola IA 50125 SURVEY FOR: (Owner) ASSOCIATED Warranty Deed: 2021 - 11891 DOCUMENTS: Subdivision Plat: 2023 - 08633 PREPARED BY CHAD A. DANIELS RETURN TO: DANIELS LAND SURVEYING, 22470 18TH LN, NEW VIRGINIA IA 50210 515-577-2583	SURVEY LEGEND — · — · — Section line Monuments ▲ - Found section corner ● - Set 1/2" red plastic capped rebar, #17532 ○ - Found 1/2" red plastic capped rebar, #17532 ■ - Found 1/2" yellow #19710 BASIS OF BEARINGS IS IA RCS ZONE 8
DESCRIPTION - PARCEL A: That part of Lot 3 of Indianola Industrial Park Plat 3, an official subdivision of the City of Indianola, Warren County, Iowa, described as follows; Commencing at the Southwest corner of said Lot 3; thence with a curve turning to the right with an arc length of 84.95 feet, with a radius of 59.50 feet, with a chord bearing of South 84 degrees 23 minutes 58 seconds East, with a chord length of 77.92 feet to a corner of said Lot 3; thence with a curve turning to the left with an arc length of 28.76 feet, with a radius of 35.50 feet, with a chord bearing of South 66 degrees 42 minutes 06 seconds East, with a chord length of 27.98 feet to a corner of said Lot 3; thence South 89 degrees 54 minutes 27 seconds East, 107.04 feet along the South line of said Lot 3 to the Point of Beginning; thence South 89 degrees 54 minutes 27 seconds East, 404.53 feet to a corner of said Lot 3; thence with a curve turning to the left with an arc length of 24.35 feet, with a radius of 15.50 feet, with a chord bearing of North 44 degrees 58 minutes 26 seconds East, with a chord length of 21.92 feet to a corner of said Lot 3; thence North 00 degrees 04 minutes 34 seconds East, 404.52 feet along the East line of said Lot 3; thence North 89 degrees 54 minutes 27 seconds West, 420.00 feet; thence South 00 degrees 04 minutes 34 seconds West, 420.00 feet to the Point of Beginning, having an area of 4.05 Acres.	
LICENSED LAND SURVEYOR CHAD A. DANIELS 17532 I O W A	I hereby certify that this surveying document was prepared by me and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa. Signed Chad A. Daniels 31 MAY 24 Date Iowa License No. 17532 My license renewal date is 12-31-2024 Page No.'s covered by this seal: 1 and 2
PROJ. NO. 2265 DATE OF SURVEY: 30 MAY 2024 PAGE 1 of 2	



City of Indianola
RESOLUTION NO. 2024-

**RESOLUTION APPROVING A PLAT OF SURVEY REQUEST FOR CHAD DANIELS FOR
LOT 3 OF THE INDIANOLA INDUSTRIAL PARK PLAT 3 (1604 EAST ORCHARD PLACE)**

WHEREAS Chad Daniels is requesting plat of survey approval on behalf of the property owner, Indianola Industrial Park, LLC, for a parcel of land legally described as:

That part of Lot 3 of Indianola Industrial Park Plat 3, an official subdivision of the City of Indianola, Warren County, Iowa, described as follows:

Commencing at the Southwest corner of said Lot 3; thence with a curve turning to the right with an arc length of 84.95 feet, with a radius of 59.50 feet, with a chord bearing of South 84 degrees 23 minutes 58 seconds East, with a chord length of 77.92 feet to a corner of said Lot 3; thence with a curve turning to the left with an arc length of 28.76 feet, with a radius of 35.50 feet, with a chord bearing of South 66 degrees 42 minutes 06 seconds East, with a chord length of 27.98 feet to a corner of said Lot 3; thence South 89 degrees 54 minutes 27 seconds East, 107.04 feet along the South line of said Lot 3 to the Point of Beginning; thence South 89 degrees 54 minutes 27 seconds East, 404.53 feet to a corner of said Lot 3; thence with a curve turning to the left with an arc length of 24.35 feet, with a radius of 15.50 feet, with a chord bearing of North 44 degrees 58 minutes 26 seconds East, with a chord length of 21.92 feet to a corner of said Lot 3; thence North 00 degrees 04 minutes 34 seconds East, 404.52 feet along the East line of said Lot 3; thence North 89 degrees 54 minutes 27 seconds West, 420.00 feet; thence South 00 degrees 04 minutes 34 seconds West, 420.00 feet to the Point of Beginning, having an area of 4.05 Acres; and

WHEREAS, the City of Indianola, Iowa has jurisdiction of such plat of survey pursuant to the Subdivision Regulations of Chapter 170, Indianola Code of Ordinances; and

WHEREAS, the 'Elevate Indianola' Comprehensive Plan shows the subject parcel's future land use is Industrial; and

WHEREAS, on July 9, 2024, the Planning and Zoning Commission met and has submitted a recommendation to the City Council to approve the plat of survey.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa hereby approves the plat of survey for Indianola Industrial Park Plat 3 for property located at 1604 East Orchard Place.

Passed and approved this 15th day of July 2024.

Stephanie Erickson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From:

Date: July 15, 2024

Subject: Enter into closed session in accordance with Iowa Code Section 21.5 (1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.

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

Attachments: None



MEMORANDUM

To: Mayor and City Council
From:
Date: July 15, 2024
Subject: Any action necessitated by closed session.

Recommendation: The Council may make a motion and vote by roll call on any matters discussed in the closed session.

Attachments: None