



CITY OF INDIANOLA COUNCIL MEETING

May 6, 2019

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. **Page 4** April 15, 2019 Minutes
 - C. Applications
 1. **Page 9** An outdoor area liquor license for The Groggy Dog - 116 W. Ashland
 2. **Page 10** A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor License and Sunday Sales Privilege for Walgreen Company - 1000 N. Jefferson Street.
 3. **Page 11** A renewal Class "C" Liquor License for Sodexo Management dba Simpson College - Kent Campus Center
 4. **Page 12** A new Special Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for the Des Moines Metro Opera - 513 North "D"
 - D. **Page 13** Resolution making final determination on sale of interest in real property to Gil and Becky Wigeland
 - E. **Page 17** Resolution extending the real estate agreement with Iowa Realty for the dangerous and dilapidated lots
 - F. **Page 21** Resolution approving health insurance benefits for the employees of the City of Indianola
 - G. **Page 29** Resolution authorizing an agreement with Weinman Insurance/TrueNorth Companies, L.C. of Cedar Rapids, Iowa for Risk Consultation Services

- H. **Page 32** Resolution approving a professional service agreement with OMG Midwest, Inc. dba Des Moines Asphalt in an amount of \$5.50/sq yd for the 2019 Seal Coat Program
- I. **Page 40** Resolution approving a professional service agreement with Formation Group for continuation of City Hall/Public Safety Facility assessment project
- J. **Page 53** Resolution authorizing final internal loan to fund urban renewal project costs in accordance with the development agreement with the 360 Group in Summercrest Hills Plat 4 and 5
- K. **Page 56** Resolution approving an agreement with Sternquist Construction for concrete disposal for the City
- L. **Page 62** Resolution Approving Salaries
- M. **Page 64** Release Judgment for Costs related to Supreme Court appeal of Gray v. Indianola
- N. **Page 67** Change order number five in an amount of (-\$10,927.18) for the 2018 Capital Street Improvement Project - revised contract amount \$548,975.54
- O. **Page 70** Resolution to accept final completion of the 2018 Capital Street Improvement Project and release retained funds
- P. **Page 73** A street usage event application from the American Legion Post 165 for the Veteran's Memorial Day Parade - May 27, 2019 from 9:00 a.m. - 11:15 p.m. - will use Buxton Street, Salem Street and Highway 65/69 to the IOOF Cemetery
- Q. **Page 78** Street closure request from the Des Moines Metro Opera on June 25, 2019 from 1:00 p.m. - 9:00 p.m. - will close Buxton Avenue between Boston and Clinton Avenue
- R. **Page 89** Prior and Final approval on applications for Urban Revitalization Designation.
- S. **Page 91** Claims on the computer printout for May 6, 2019
- 6. Council Reports
 - A. **Page 110** Greater Des Moines Presentation - Greg Edwards
 - B. **Page 124** FY 2018 Audit Presentation - Robert Endriss
- 7. Mayor's Report - Kelly B. Shaw
 - A. **Page 136** Consider re-nomination to the Civil Service Commission
 - B. Community Update
- 8. Public Consideration
 - A. Old Business

1. RAGBRAI

- a. Page 142** Second consideration of an Ordinance amending the City Code establishing a temporary RAGBRAI Ordinance that will remain in effective until 5:00 p.m. on July 24, 2019
- b. Page 150** Street and Park closure request from the Indianola RAGBRAI Committee - July 21, 2019 - July 24, 2019 - setup begins on July 21 at a time to be determined and dismantle on July 24, 2019 during the a.m. and p.m. - will close and be using West 2nd, 110th Avenue, Euclid, "G" Street and Salem. Parks that will be closed include Barker, Buxton, DeNelsky, Memorial, Moats, Pickard and South Park

B. New Business

1. Traffic Signal Timing and Sequencing

- a. Page 164** Resolution approving an agreement between the IDOT and the City of Indianola for an Iowa's Clean Air Attainment Program (ICAAP) Federal-aid Swap Project
- b. Page 175** Resolution approving the traffic signal timings update agreement

9. Other Business

- A. Page 183** City Manager's Report — Ryan Waller
* Receive and file correspondence from April 12, 19, 23 and 26, 2019

- 1. Page 280** Discussion and direction regarding the recycling contract with Waste Management

10. Adjourn

Subject
April 15, 2019 Minutes

Information

Fiscal Impact
Attachments

Minutes

REGULAR SESSION – APRIL 15, 2019

The City Council met in regular session at 6:00 p.m. on April 15, 2019 in the City Hall Council Chambers. Mayor Kelly B. Shaw called the meeting to order and on roll the following members were present: Shirley Clark, Joe Gezel, Bob Kling, Greg Marchant, John Parker and Greta Southall.

Mayor Shaw administered the oath office to Paramedics/Firefighters Robert Collier, Jason Kling and Samuel Hofer.

Item “J” – Agreement between The Sport Page Grill, Inc. dba BrickHouse Tavern and the City of Indianola for a deck located at 107 N. Buxton was pulled from the consent agenda.

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

Approval of agenda

April 1, 2019 Minutes

Applications

- A renewal Class “B” Wine, Class “C” Beer, Class “E” Liquor and Sunday Sales Privilege for Wal Mart located at 1500 N. Jefferson
- A renewal Class “C” Liquor License and Sunday Sales Privilege for The Garage located at 114 E Ashland
- A renewal Class “B” Wine, Class “C” Beer, Class “E” Liquor License and Sunday Sales Privilege for Indy 66 located at 1201 N. Jefferson

Approval of a sidewalk use agreement for The Local Vine and an addition of an outdoor area liquor license at 126 W. Ashland

Resolution No. 2019-70 authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of nuisance abatement against property (The complete resolution may be viewed at the City Clerk’s Office)

Resolution No. 2019-71 adopting the FCC Small Cell Order Policy and adding it to the City Council Policy (The complete resolution may be viewed at the City Clerk’s Office)

Resolution No. 2019-72 approving the Warren County Geographic Information System (GIS) Commission 28E Agreement (The complete resolution may be viewed at the City Clerk’s Office)

Resolution No. 2019-73 approving the purchase of a Raw Pump for the North Plant (The complete resolution may be viewed at the City Clerk’s Office)

Resolution No. 2019-74 approving salaries (The complete resolution may be viewed at the City Clerk’s Office)

Noise permit for A.J. Nelson – Warren County Speedway

Prior and final approval applications for Urban Revitalization Designation (the complete list may be viewed At the City Clerk’s Office)

Resolution No. 2019-75 setting dates of a consultation (April 24, 2019) and a public hearing (May 20, 2019) on a proposed Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa (The complete resolution may be viewed at the City Clerk’s Office)

Claims on the computer printout for April 15, 2019

A motion was made by Parker and seconded by Kling to approve the agreement between The Sports page Grill, Inc. dba BrickHouse Tavern and the City of Indianola for a deck located at 107 N. Buxton – Agreement shall be automatically renewed annually and shall not exceed five, one-year renewals. On roll call the vote was, AYES: Kling, Marchant, Gezel, Southall and Parker. NAYS: Clark. Whereupon the Mayor declared the motion carried.

The February 2019 Treasurer's report was approved on a motion by Marchant and seconded by Parker. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

It was moved by Southall and seconded by Parker to receive and file the monthly update regarding the EMS Billing Activity. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

Mayor Shaw update the City Council regarding the 911 Commission Emergency Management meeting.

Mayor Shaw proclaimed April 26, 2019 as Arbor Day.

A public hearing was held to consider the adoption of the second amendment to FY 19 budget. There were no objections either oral or written. Finance Director Andy Lent presented the FY 19 budget amendment. A motion was made by Kling and seconded by Gezel to adopt the following resolution entitled, "RESOLUTION APPROVING THE ADOPTING OF THE SECOND AMENDMENT TO THE FY 19 BUDGET". On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-76
RESOLUTION APPROVING THE ADOPTING OF THE SECOND
AMENDMENT TO THE FY 19 BUDGET

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

A public hearing and first consideration of a request from Mark Putney with Putney Auction Services for an amendment to Chapter 165 (Zoning Regulations), Section 09 to include "Auction Sales" under M-2 (General Industrial) as a permitted principal use was held. There were no objections either oral or written. Clark moved, and Kling seconded to approve the first consideration of this amendment. On roll call the vote was, AYES: Marchant, Gezel, Southall, Parker, Kling and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously. A motion was made by Gezel and seconded by Clark to suspend the rules requiring an ordinance be considered at three separate meetings before its adoption and to adopt ORDINANCE NO. 1611 entitled, "AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, ZONING REGULATIONS, M-2 GENERAL INDUSTRIAL TO ADD AUCTION SALES." On roll call the vote was, AYES: Southall, Parker, Kling, Clark, Marchant and Gezel. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the ordinance to be effective upon publication.

The first consideration of an Ordinance amending the City Code establishing a temporary RAGBRAI Ordinance that will remain in effective until 5:00 p.m. on July 24, 2019 was approved on a motion by Southall and seconded by Marchant. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

It was moved by Marchant to contribute \$10,000 to RAGBRAI. Parker seconded the motion. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

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

The following resolution entitled, "RESOLUTION ADOPTING PLANS, SPECS, FORM OF CONTRACT

AND ESTIMATE OF COSTS” for the 2019 Jerry Kelley Trail Improvement Project was approved on a motion by Southall and seconded by Clark. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-77
RESOLUTION ADOPTING PLANS, SPECS, FORM OF CONTRACT AND ESTIMATE OF COSTS
for the 2019 Jerry Kelley Trail Improvement Project

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

Council member Kling moved and Southall seconded to adopt the “RESOLUTION AWARDING CONTRACT” for the 2019 Jerry Kelley Trail Improvement Project to Howrey Construction in an amount of \$484,711.06. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-78
RESOLUTION AWARDING CONTRACT
for the 2019 Jerry Kelley Trail Improvement Project

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

The Mayor and City Council discussed the recommendation from the Hometown Pride regarding Iowa Great Places Designation. It was the consensus of the City Council that the City of Indianola applies for Great Places Designation in 2020 and the Hometown Pride will take the leadership role in applying for the IGP designation.

The Indianola Square Lease Agreement with the City of Indianola and Indianola Bike Night was approved on a motion by Parker and seconded by Gezel. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall and Parker. NAYS: None. ABSTAINED: Kling. Whereupon the Mayor declared the motion carried unanimously.

A motion was made by Southall and seconded by Gezel to approve the following resolution entitled, “RESOLUTION REGARDING TEMPORARY CLOSURE/NO PARKING ON THE DOWNTOWN SQUARE AND ONE BLOCK IN ALL DIRECTIONS FOR INDIANOLA BIKE NIGHT” (May 17, June 21, July 19, August 18 and September 20, 2019 from 5:00 p.m. - 10:30 p.m.). On roll call the vote was, AYES: Parker, Clark, Marchant, Gezel and Southall. NAYS: None. ABSTAINED: Kling. Whereupon the Mayor declared the motion carried unanimously.

RESOLUTION NO. 2018-79
“RESOLUTION REGARDING TEMPORARY CLOSURE/NO PARKING ON THE DOWNTOWN SQUARE
AND ONE BLOCK IN ALL DIRECTIONS FOR INDIANOLA BIKE NIGHT”
April 20, May 18, June 15, July 20, August 17 and September 21, 2018 from 5:00 p.m. - 10:30 p.m.

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

The noise permit for Indianola Bike Night (May 17, June 21, July 19, August 19 and September 20, 2019 from 5:00 p.m. - 10:30 p.m.) was approved on a motion by Clark and seconded by Gezel. On roll call the vote was, AYES: Marchant, Gezel, Southall, Parker and Clark. NAYS: None. ABSTAINED: Kling. Whereupon the Mayor declared the motion carried unanimously.

A new Class “B” Beer Permit and Outdoor Area for Indianola Bike Night on May 17, June 21, July 19, August 19 and September 20, 2019 from 5:00 p.m. - 10:30 p.m. was approved on a motion by Clark and seconded by Gezel. On roll call the vote was, AYES: Marchant, Gezel, Southall, Parker and Clark. NAYS: None. ABSTAINED: Kling. Whereupon the Mayor declared the motion carried unanimously.

Council member Southall introduced the following resolution entitled, “RESOLUTION APPROVING THE HOLD HARMLESS AGREEMENT BETWEEN THE CITY OF INDIANOLA AND WEST HILL BREWING COMPANY” and moved its adoption. Council member Marchant seconded the motion to adopt. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-80
RESOLUTION APPROVING THE HOLD HARMLESS AGREEMENT BETWEEN THE CITY OF INDIANOLA
AND WEST HILL BREWING COMPANY

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

Clark moved and Gezel seconded to approve a \$300 contribution to Dollars for Scholars. On roll call the vote was, AYES: Gezel, Southall and Clark. NAYS: Marchant, Parker and Kling. Whereupon the Mayor voted AYE and declared the motion carried.

A motion was made by Parker and seconded by Kling to receive and file correspondence of the weekly updates dated March 29 and April 5, 2019 from Ryan Waller, City Manager and the following update:

- Starting April 30, 2019, the City will be doing maintenance on the northern quarter median and the inside lane of will be closed
- The Census point person will be Charlie Dissell, Community and Economic Development Director
- The non-emergency offices at City Hall will be closed April 26, 2019 for a cleaning day
- Iowa Realty requires a documentation to be signed for the sale of the D&D lots next to Keller's Garage in order to proceed - it was Council direction to authorize the City Manager to sign these
- Bill Stow, spouse of City Attorney Amy Beattie, passed away and staff will be circulated a sympathy card

On roll call the vote was, AYES: Kling, Clark, Marchant, Gezel, Southall and Parker. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

City Manager Ryan Waller updated the Mayor and Council regarding the turkey vultures that are a nuisance at a home on West Clinton Avenue.

Andy Lint, Finance Director, updated the Mayor and Council regarding Banker's Trust Notice of Assignment to UMB Bank. A resolution will be placed on a future council agenda.

A motion was made by Clark and seconded by Southall to enter into closed session in accordance with Iowa Code Section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. On roll call the vote was, AYES: Marchant, Gezel, Southall, Parker, Kling and Clark. NAYS: None. Whereupon the Mayor declared the motion carried unanimously.

It was moved by Marchant and seconded by Parker to return to regular session. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None Whereupon the Mayor declared the motion carried unanimously.

The following item was struck from the council agenda - enter into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

Meeting adjourned at 8:27 p.m. on a motion by Southall and seconded by Parker.

Kelly B. Shaw, Mayor

Diana Bowlin, City Clerk

Meeting Date: 05/06/2019

Subject

An outdoor area liquor license for The Groggy Dog - 116 W. Ashland

Information

This is an addition of an outdoor area for The Groggy Dog located at 116 W. Ashland. All of the paperwork is in order and staff has approved. Owners are Marvin Gibbins and Lori Hayden.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/06/2019

Subject

A renewal Class "B" Wine, Class "C" Beer, Class "E" Liquor License and Sunday Sales Privilege for Walgreen Company - 1000 N. Jefferson Street.

Information

This is a renewal of Walgreen Co. liquor license located at 1000 N. Jefferson St. All of the paperwork is in order and staff has approved. The owners are Mark Wagner, Alexander Gourlay, Alan Nielsen, Crystal Lake, Jan Reed and Amelia Legutki.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/06/2019

Subject

A renewal Class "C" Liquor License for Sodexo Management dba Simpson College - Kent Campus Center

Information

This is a renewal Class "C" Liquor License for Sodexo Management dba Simpson College at the Kent Campus Center. All of the paperwork is in order and staff has approved. Owners are Scott Robins, Thomas Morse and Lorna Donatone.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/06/2019

Subject

A new Special Class "C" Liquor License, Sunday Sales Privilege and Outdoor Area for the Des Moines Metro Opera - 513 North "D"

Information

This is a new liquor license for the Des Moines Metro Opera located at 513 N. "D" Street. All of the paperwork is in order and staff has approved. Michael Egel and Elaine Raleigh are the owners.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/06/2019

Subject

Resolution making final determination on sale of interest in real property to Gil and Becky Wigeland

Information

In your packet is the resolution that will sale the north and south alley lying east of Lot 4 in Block 4 in Crosthwait and Company's Addition to Gil and Becky Wigeland.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. _____

RESOLUTION MAKING FINAL DETERMINATION ON SALE
OF INTEREST IN REAL PROPERTY TO GIL AND BECKY
WIGELAND

WHEREAS, the City of Indianola, Iowa (the “City”) owns certain real property (the “Property”) which is located in Indianola and which is legally described as follows:

The North and South Alley lying east of Lot 4 in Block 4 in Crosthwait and Company’s Addition to Indianola, Iowa, also known as South Indianola Addition, Warren County, Iowa; and

WHEREAS, the City has reached an agreement with Gil and Becky Wigeland in accordance with the offer presented by them; and

WHEREAS, in compliance with Iowa Code 364.7, the Council has set forth its proposal to dispose of interests in the Property by publication of notice of a public hearing on the Agreement; and

WHEREAS, pursuant to said notice published as required by law, this Council has held a public meeting and hearing upon the proposal to transfer the Property and, accordingly the following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. The Council finds that sale of the Property to Gil and Becky Wigeland is in the best interests of the residents of the City. The agreement to sell the Property to them is hereby approved.

Section 2. The Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Warranty Deed for and on behalf of the City in substantially the form and content now before this meeting, and that the Mayor and the City Clerk are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with this Resolution.

PASSED AND APPROVED this _____ day of _____ 2019.

Mayor

ATTEST:

City Clerk

Meeting Date: 05/06/2019

Subject

Resolution extending the real estate agreement with Iowa Realty for the dangerous and dilapidated lots

Information

On May 7, 2018 the City Council unanimously approved a real estate agreement for one year with Iowa Realty for the dangerous and dilapidated lots. In your packet is the resolution extending this agreement with Iowa Realty for 910 E. 2nd (packet).

This agreement allows Iowa Realty to place a sign on the property and to advertise the properties to the community and beyond. The agreement also allows their office to reach out to many people and educated them to the process of purchasing one of the lots and designing a building that meets city code.

Fiscal Impact

Attachments

Agreement

Resolution

Listing Change Form



Date: May 6, 2019 MLS # 561275

☐ Residential

☒ Land

☐ Commercial

Property Address: 910 E 2nd Avenue City: Indianola

Owner's Name: City of Indianola List Price: \$115,095.00

Listing Firm: Iowa Realty Indianola Listing Agent: Kim Tierney Keller Phone: 515-453-5320

BACK ON THE MARKET

☐ Listing is back on the market.

PRICE CHANGE/EXTENSION

Price - From: \$115,095.00 To: _____

Extension - From: May 15, 2019 To: May 15, 2020

Seller City of Indianola Date _____

Seller _____ Date _____

CORRECTIONS / REMARKS



Address: **910 E 2nd Avenue, Indianola Iowa 50125**
 MLS Area: **Indianola** Status: **Active**
 ID#: **561275** Property Class:
 Price: **\$115,095** County: **Warren**
 REO: **No** Listing Date: **05/15/18**
 Auction?: **No** Auction Type:
 Sch Dist: **Indianola**
 FSBOA: Acres: **0.5730**
 Lot Size: Lot SF: **24,960**
 Directions: **Hwy 65/69 to east on Hwy 92. Property on the north side.**

Remarks: **Large highway commercial road frontage lot located in the path of Balloon Classic traffic, Pickard Park traffic, and daily school traffic! This lot is currently owned by the City of Indianola and is ready to be developed. Final**

Zoning: C2		Parcel: 48860000285		Water: City	
Sewer: City				Street: Asphalt	
Legal Description: 30-76-23 AUDITORS OUT LOTS S 1/2 E 156' LOT 28					

Mortgage, Financing and Tax Information			
Terms Available: Cash, Conventional			
Gross Taxes: \$1,533	Net Taxes: \$970	Tax Year:	

Realtor Information	
List Agent Name: <u>KIM TIERNEY KELLER</u>	Agent Phone: 515-453-5320
(1652) ktkeller@iowarealty.com	
List Office: <u>Iowa Realty Indianola</u>	Agent Cell: 515-681-2123
Agent Remarks: Sales price to be negotiated based upon potential tax repayment over 10 years tied to a development agreement with the City of Indianola.	

How to Show:		Sold Date:		Sold Price:
Accept Date:		Home Phone:		Other Phone:
Owner: City of Indianola		SC to SF: 3.500 %		Sell Disclose:
Reserved Buyer:		Expire Dt: 05/15/19		Pending Date:
Var Rate Comm:				

Prepared By: KIM TIERNEY KELLER

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

RESOLUTION NO. 2019-____

**RESOLUTION EXTENDING THE REAL ESTATE AGREEMENT WITH
IOWA REALTY FOR THE SALE OF REAL ESTATE OWNED BY THE
CITY OF INDIANOLA**

WHEREAS, the City has acquired certain real estate through its D & D program including the properties at 910 E 2nd Avenue; and

WHEREAS, it is in the best interests of the City of Indianola that said real estate be put to its best and highest use; and

WHEREAS, the City entered into a one-year agreement with Iowa Realty to market the property in accordance with the Listing Agreements on May 7, 2018; and

WHEREAS, the City of Indianola believes it is in the best interest of the City to renew this agreement and list the property with a local realtor under the terms and conditions set out in the Listing Agreement; and.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, the City shall renew the agreement with Iowa Realty to market the properties in accordance with the Listing Agreements.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the Listing Agreement and the City staff is authorized to do all things necessary to carry out the terms and conditions of said Agreement.

PASSED this 6th day of May, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/06/2019

Subject

Resolution approving health insurance benefits for the employees of the City of Indianola

Information

Council will need to consider the resolution (packet) approving the health plan with a health savings account plan and appropriate renewals for dental, vision, short term disability, long term disability and life insurance (packet).

Staff is recommending the following (memo):

- Health Insurance - Wellmark
- Dental - Metlife
- Vision - Avesis
- Life & Disability Coverage - Mutual of Omaha

Fiscal Impact

Attachments

Resolution

Memo

Exhibit A

Exhibit B

Exhibit C

Exhibit D

RESOLUTION NO. 2019-

**RESOLUTION APPROVING HEALTH INSURANCE BENEFITS FOR
THE EMPLOYEES OF THE CITY OF INDIANOLA**

WHEREAS, the City Indianola, Iowa, offers a comprehensive benefits package, which includes medical, dental, vision, short-term disability, long-term disability and life insurance; and

WHEREAS, working through its insurance broker, the City of Indianola, Iowa, reviewed different insurance plan options; and

WHEREAS, upon direction from the City Council, the City of Indianola, Iowa will renew the qualified high deductible health plan with a health savings account plan and appropriate renewals for dental, vision, short term disability, long term disability and life insurance (“Plans”).

WHEREAS, the Plans and costs for each are attached as Exhibit A, Exhibit B, Exhibit C and Exhibit D.

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

1. The City Council of the City of Indianola, Iowa approve the health 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

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



— Human Resources —

Date: May 6, 2019

To: Mayor and Council & Board of Trustees

From: Melissa McCoy, Human Resources Director

CC: Ryan Waller, City Manager & Tom Gaffigan, General Manager

RE: Health Insurance Renewal

Health Insurance

The City of Indianola and IMU run on a fiscal year benefit plan year (July 1 – June 30). We currently have a qualified high deductible health plan with a health savings account (HSA). Our deductibles are \$2700 for single and \$5400 for all other tiers (EE+Spouse, EE+Child(ren), Family). Qualified high deductible health plans with an HSA option are governed by the IRS. For FY19/20, the IRS has mandated the single deductible to remain at \$2700 and the other tiers to remain at a \$5400 deductible.

For the last few months, staff has been working with our broker, Holmes Murphy, on health insurance renewals for FY19/20. Attached as Exhibit A is a document that shows our renewals. As you can see, our trend is positive and our fund balance in the 820 fund is improving. Employees have done a great job at managing the health plan. Because of their due diligence and commitment to wellness, Wellmark has only increased our rates by 4%. Therefore, we are recommending we stay with Wellmark for the new benefit plan year. We are further recommending keeping the premiums at the current rates: (Single: \$605, EE+Spouse: \$1124, EE+Child(ren): \$1004, Family: \$1647). Our goal is to have employee contributions at 12% of the premium however staff is currently recommending employee contributions remain flat which will cause contributions to be a percent or two below 12%.

According to the actuaries, these rates will be appropriate to cover claims, will help to properly fund the 820 fund and will provide employees with relief as their contributions will remain flat for a second consecutive year. This is important because as a self-insured plan, we need funds in our 820 fund to pay claims.

The City's Financial Policy regarding the Health Insurance Fund Balance currently says, "It is the City's goal to ensure the upcoming Fiscal Year health insurance fund balance is equal

to the preceding two fiscal years' claims average prorated to 6 months." Our fund balance as of the end of March is \$1,163,827. In accordance with the current policy, this would equate to \$494,754. However, at our most recent renewal meeting with our health insurance broker Holmes Murphy, it was recommended we have two years worth of claims in our fund. That would mean we would need \$1,979,019 in the fund. Our goal is to get to that two year recommendation. It is important to have two years worth of claims in our fund because it could take up to two years for claims to be paid. City staff will be recommending an amendment to the policy to reflect two years worth of claims later this year.

Dental

Our current dental plan has a \$1750 benefit maximum payout. For this plan, Metlife has increased our dental rates by 9% for FY19/20. Metlife is currently offering a plan with a \$1500 benefit maximum payment for a 7.24% increase, see Exhibit B. Being that the average use for Iowa is \$750, staff is recommending moving to the \$1500 benefit maximum payout with a 7.24% increase. Staff budgeted a 7% increase for the dental plan.

Vision

Our current vision plan is through Avesis. Being that Avesis is only increasing rates by 3%, staff is recommending we stay with Avesis for the FY19/20 plan year; see Exhibit C. With this renewal, we will receive a rate guarantee of two years. Staff budgeted a 7% increase for the vision plan.

Other

Last year the decision was to move to Mutual of Omaha for life and disability coverage. At that time, they gave us a 2-year rate guarantee on the short-term disability plan and a 3-year rate guarantee on the long-term disability and life insurance plan. Therefore, our life and disability plans are staying the same as current year, see Exhibit D. These rates were budgeted for in the FY19/20 budget.

 City of Indianola Medical & Rx Insurance Renewal / Comparison Effective July 1, 2019		
		Wellmark \$50K Specific Wellmark Renewal
		\$2,700 QHDHP
ADMINISTRATION (fixed) COSTS		
- Medical, PBM & COBRA	97	\$46.25
- Network Access Fee	97	\$6.95
- Broker Fee	97	\$20.00
Administrative Total Per Person		\$73.20
Monthly Administrative Costs		\$7,100
Annual Administrative Costs		\$85,205
SPECIFIC STOP LOSS		
Specific Deductible		\$50,000
Contract Type		24/12
SPECIFIC PREMIUM		
- Single	26	\$253.51
- Employee + Spouse	18	\$253.51
- Employee + Child(ren)	5	\$253.51
- Family	48	\$253.51
Monthly Specific Premium		\$24,590
Annual Specific Premium		\$295,086
AGGREGATE STOP LOSS		
AGGREGATE PREMIUM		
Risk Corridor		125%
Per employee per month		\$9.07
Monthly Aggregate Premium		\$880
Annual Aggregate Premium		\$10,557
Total Annual Stop Loss Costs		\$305,643
Total Annual Fixed Costs		\$390,848
Annual Expected Claims		\$956,860
Est. Aggregate Attachment Point		\$1,196,075
Minimum Attachment Point		\$1,196,075
TOTALS		
Total Annulized Expected Costs		\$1,347,708
Total Annualized Maximum Costs		\$1,586,922
Percent Difference from Current		
Expected		3.9%
Maximum		4.0%
Notes		
The above analysis is for illustrative purposes only. Please refer to contract and/or proposal for details.		
Final rates are determined by many variables. See Disclosures Page for further details. Confidential & Proprietary		



EXHIBIT B

City of Indianola
Voluntary Dental Insurance Renewal
Effective July 1, 2019

BENEFITS	MetLife Alternate 1	
DEDUCTIBLE	<u>In Network</u>	<u>Out of Network</u>
- Individual	\$50	\$75
- Family	\$150	\$225
COINSURANCE		
- Preventive	0%	20%
- Basic	20%	50%
- Major	50%	50%
CATEGORIZATION OF SERVICES		
- Periodontics (Maintenance)	Major Services	
- Periodontics (Surgery)	Major Services	
- Endodontics	Major Services	
- Simple Extractions	Basic Services	
- Complex Extractions / Oral Surgery	Major Services	
- Implants	Major Services	
ANNUAL MAXIMUM	\$1,500	
LIFETIME ORTHODONTIA	50% to \$1,500 - Child Only	
ELIGIBILITY/ENROLLMENT PROVISIONS		
- Annual Open Enrollment	Included	
- Timely Entrant Waiting Period	None	
- Late Entrant Waiting Period	Not Allowed	
- Dependent Age Limit	26, date dependent reaches limiting age	
- Orthodontia Age Limit	19, date dependent reaches limiting age	
Monthly	\$6,423.78	
Annual	\$77,085.36	
Rate Change	7.24%	

The above analysis is for illustrative purposes only. Please refer to contract and/or proposal for details.

Final rates are determined by many variables see Disclosures Page for further

EXHIBIT C



City of Indianola

Voluntary Vision Insurance Renewal

Effective July 1, 2019

BENEFITS	Avesis Current/Renewal	
BENEFIT COPAYMENTS	<u>In Network</u>	<u>Out of Network</u>
- Exam	\$10 Copay	Up to \$35
- Contact Lens Fitting and Evaluation	\$25 Copay	See Below
- Materials	\$25 Copay	See Below
FREQUENCY GUIDELINES		
- Examinations	12 Months	
- Frames	24 Months	
- Lenses	12 Months	
- Contacts	12 Months	
FRAME ALLOWANCE	\$35 wholesale allowance up to \$100	Up to \$45
LENSE ALLOWANCE		
- Single Vision	100% after copay	Up to \$25
- Bifocal	100% after copay	Up to \$40
- Trifocal	100% after copay	Up to \$50
- Lenticular	100% after copay	Up to \$80
ELECTIVE CONTACT ALLOWANCE	Up to \$110	Up to \$110
Monthly	\$1,002.42	\$1,032.56
Annual	\$12,029.08	\$12,390.72
Rate Change	3%	
RATE GUARANTEE	Until 7/1/21	

The above analysis is for illustrative purposes only. Please refer to contract and/or proposal for details.
 Final rates are determined by many variables see Disclosures Page for further details. Confidential & Proprietary

Exhibit D

Non-Medical Review of Carriers

Life/AD&D Annual Premiums

Mutual	\$7,175	*Rate guarantee until 7/1/21
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Fully-Insured STD

Mutual	\$24,786	*Rate guarantee until 7/1/20
--------	----------	------------------------------

LTD

Mutual	\$15,979	*Rate guarantee until 7/1/21
--------	----------	------------------------------

Total for all Carriers

Mutual	\$47,940
--------	----------

Meeting Date: 05/06/2019

Subject

Resolution authorizing an agreement with Weinman Insurance/TrueNorth Companies, L.C. of Cedar Rapids, Iowa for Risk Consultation Services

Information

In your packet is the resolution authorizing an agreement with Weinman Insurance/TrueNorth Companies to provide risk consultation services. Staff is recommending the City remain with Weinman Insurance/TrueNorth (memo).

Fiscal Impact

Attachments

Resolution

Memo

RESOLUTION NO. 2019-

**RESOLUTION AUTHORIZING AN AGREEMENT WITH WEINMAN
INSURANCE/TRUENORTH COMPANIES, L.C. OF CEDAR RAPIDS,
IOWA FOR RISK CONSULTATION SERVICES**

WHEREAS, the City Indianola, Iowa, offers a comprehensive risk program, for property and casualty and worker's compensation insurance coverage; and

WHEREAS, the City of Indianola, Iowa, received proposals for this service; and

WHEREAS, after review of the proposals, and interviews, it is recommended that the City Council authorize an agreement with Weinman Insurance/TrueNorth Companies, L.C. to provide risk consultation services for City employees.

WHEREAS, on May 6, 2019, the City of Indianola, Iowa received direction from the City Council to proceed with Weinman Insurance/TrueNorth Companies, L.C. consultation services.

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

1. The Mayor or City Manager is authorized and directed to execute necessary documents with Weinman Insurance/TrueNorth Companies, L.C. and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



— Human Resources —

Date: May 6, 2019

To: Mayor and Council & Board of Trustees

From: Melissa McCoy, Human Resources Director

CC: Ryan Waller, City Manager & Tom Gaffigan, General Manager

RE: Risk Broker Services

The City of Indianola & IMU currently utilize Weinman Insurance/TrueNorth as their Risk Broker. This partnership has been in place for many years and therefore staff felt it was necessary to issue an RFP. An RFP was issued on March 11, 2019 with three firms responding. A staff committee representing Finance, HR and IMU conducted a series of interviews and recommends the selection of Weinman Insurance/TrueNorth to serve as the City and IMU's insurance broker for three years.



Meeting Date: 05/06/2019

Subject

Resolution approving a professional service agreement with OMG Midwest, Inc. dba Des Moines Asphalt in an amount of \$5.50/sq yd for the 2019 Seal Coat Program

Information

Staff issued an RFQ for bituminous seal coat services. Staff evaluated various roadways around the City and determined that approximately 8,000 square yards could be let for RFQ based on preliminary cost estimates and budget allocations within the FY Budget. Three companies were sent the RFQ and it was also posted on the Iowa League of Cities and City's web site.

The following bid was received on April 23, 2019 for the 2019 Seal Coating Project:

Des Moines Asphalt & Paving - Ankeny, Iowa at \$5.50/square yard in an amount not to exceed \$50,000 per budgetary allocations.

Staff recommends the quote from Des Moines Asphalt and Paving (memo).

Council will need to consider the resolution (packet) approving the professional service agreement (packet) with Des Moines Asphalt.

Fiscal Impact

Attachments

Resolution
Professional Serv Agreement
Seal Quote
Memo

RESOLUTION NO. 2019-__

**RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH DES MOINES ASPHALT & PAVING. FOR THE
2019 BITUMINOUS SEAL COAT PROGRAM**

WHEREAS, the City Indianola, Iowa, is in need of engaging a company to provide Bituminous Seal Coat for the City (hereinafter referred to as “Services”); and

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

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Des Moines Asphalt & Paving of Ankeny, Iowa to perform the Services; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Des Moines Asphalt & Paving. in the form attached as Exhibit “A”.

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

1. The Professional Services Agreement with Des Moines Asphalt & Paving is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this ____ day of ____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this ____ day of _____, 2019, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as "CITY," and Des Moines Asphalt & Paving. of Ankeny, Iowa hereinafter referred to as "SERVICE PROVIDER" for the 2019 Seal Coat Program.

WHEREAS, the CITY is in need of a Dust Control, hereinafter referred to as "Services"; and

WHEREAS, the CITY solicited proposals for said Services; and

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

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

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

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

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

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

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

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

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

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

"CITY":

CITY OF INDIANOLA

By: _____
Kelly B. Shaw, Mayor

Attest: _____
Diana Bowlin, City Clerk

"SERVICE PROVIDER":

By: _____
Name: _____
Title: _____

QUOTES FOR 2019 INDIANOLA BITUMINOUS SEAL COAT PROGRAM

The City of Indianola Streets Department is accepting quotes for single seal coating roadways within the City limits of Indianola, Iowa.

This contract will be for the application of approximately 7,950 square yards of single bituminous seal coat consisting of 3/8" aggregate and conforming to Iowa DOT Specification 2307. Aggregate shall be applied at a rate of 30 pounds per square yard. Bituminous binding agent shall be MC3000 with an application rate of 0.3 gallons per square yard. Any and all quotation providers are encouraged to contact Jason Etnyre, Street Superintendent, prior to quotation submittal with any and all additional questions.

Areas or work performance:

Street	Start point	End Point	Approximate Square yardage
S G St	W 1 st Ave	E 2 nd Ave (Hwy 92)	800 sq yd
S G St	1005 S G St	1004 W 12 th St	4000 sq yd
N F St	W Clinton Ave	W Detroit Ave	770 sq yd
W Detroit Av	N E St	Pool Driveway	1200 sq yd
W Henderson	N C St	N D St	840 sq yd
N D St	T- intersection at W Henderson (100 ft)		280 sq yd
N C St	W Girard	S end at Simpson College concrete drive	600 sq yd

Actual square yardage will be determined in the field between City staff and the Contractor but is not anticipated to exceed +/-5% in difference.

The City shall: use a motorized street sweeper to clean and remove all debris from the roadway within 48 hours of commencement of said project, make necessary repairs (potholing and/or crack sealing) to roadway within 7 days of commencement of said project, notify adjacent property owners and general public of project timing, and shall be responsible for removing excess aggregate when the contractor completes the project.

The Contractor shall: furnish all other labor, equipment, vehicles, materials, supplies, traffic control, and miscellaneous needed to perform necessary single coat bituminous seal coating. Be responsible for covering all manholes, water shutoffs, and storm water intakes with tar paper to prevent being coated in oil.

The City of Indianola reserves the right to refuse all bids/quotes.

The Contractor shall have work completed on or before July 15, 2019.

The contractor shall obtain and carry insurance throughout the term with a reputable company, acceptable to the city and allowed to do business in the State of Iowa, with the following minimum limits:

Workers Compensation as provided by law.

QUOTATION

2019 INDIANOLA BITUMINOUS SEAL COAT PROGRAM

INDIANOLA, IOWA

Name of Bidder OMG Midwest, Inc. dba Des Moines Asphalt & Paving

Address of Bidder 2401 SE Tones Dr., Ste. 13, Ankeny, IA 50021
515-262-8296

Phone Number and Email of Bidder Brian.Beaird@desmoinesasphalt.com

To: City of Indianola
City Seal Coat Program
c/o: Diana Bowlin, City Clerk
P.O. Box 299
Indianola, Iowa 50125-0299

Quotes will be received until **2:00pm on Tuesday April 23rd, 2019** at the Indianola City Hall. All bids need to be in a sealed envelope and mailed to the above address or dropped off to the City Clerk's office at 110 North 1st Street. No email quotes will be accepted.

Quote:

\$ 5.50 : Square yard unit rate of single bituminous seal coat consisting of 3/8" aggregate, 30#/sq. yd aggregate application rate, MC3000 binding agent applied at a rate of 0.3 gallons/sq. yd, and conforming to Iowa DOT Specification 2307

8,450 SY

Bidder OMG Midwest, Inc. dba Des Moines Asphalt & Paving

By Brian Beaird Date 4-15, 2019



— Streets Department —

Date: May 1, 2019

To: Mayor and City Council
From: Jason C. Etnyre, Street Superintendent
Cc: Ryan Waller, City Manager
Andy Lent, Finance Director
Subject: 2019 Bituminous Seal Coat RFQ

City staff issued an RFQ requesting quotes for bituminous seal coat services. This RFQ provides an avenue of preventive and ongoing maintenance on asphalt and/or seal coated-based roads throughout the community. Staff evaluated various roadways around the City and determined that approximately 8,000 square yards could be let for RFQ based on preliminary cost estimates and budget allocations within the FY20 Budget. Three (3) companies were sent quotation forms directly and the RFQ was also posted online to seek further potential companies. On April 23rd at the close of the RFQ submission period the City had received 1 quotations for bituminous seal coating services.

The quote received was as follows:

<u>Firm</u>	<u>Location</u>	<u>Square Yard rate</u>
DSM Asphalt & Paving	Ankeny, Iowa	\$5.50

This service will become annual operation and is accounted for within the budget of the Street Department.

Recommendation to Council:

City staff recommends Council approve the quotation of OMG Midwest, Inc dba Des Moines Asphalt and Paving in the amount of \$5.50/sq yd with total cost not to exceed \$50,000 per budgetary allocations.

Meeting Date: 05/06/2019

Subject

Resolution approving a professional service agreement with Formation Group for continuation of City Hall/Public Safety Facility assessment project

Information

Council will need to consider the resolution (packet) approving the professional service agreement with Formation Group of Des Moines for the continuation of the City Hall/Public Safety Facility assessment.

Highlights of the agreement include:

- Part 1 (3-6 months) \$25,780.00 Formation Group fee + \$13,450 plus fee
 - Address issues related to way finding, accessibility and security
 - Engage environmental engineer to conduct building assessment and testing
 - Validate departmental space planning needs to reduce operational inefficiencies
 - Evaluate comparable building energy use and operational expenses for ongoing budget savings
 - Evaluate other City owned site opportunities to accommodate space program deficit
- Part 2 (6-12 months) \$16,000 Formation Group Fee
 - Establish schedule, project constraints and ongoing facility operational needs (Police/Fire/City Admin)
 - Work with the City to establish project responsibilities and funding strategy
 - Prepare a project budget including all soft costs for design, building construction, equipment technology, security and administration, contingency and other related costs
- Part 3 (12-24 months) \$5,730 Formation Group Request for Proposal development fee
 - Develop request for proposals and contract for design services

\$690 above the budget will be billed July 1, 2019.

Fiscal Impact

Attachments

Resolution

Professional Serv Agreement

RESOLUTION NO. 2019-__

**RESOLUTION APPROVING A PROFESSIONAL SERVICES
AGREEMENT WITH FORMATION GROUP FOR THE ASSESSMENT
OF THE CITY HALL/PUBLIC SAFETY FACILITY**

WHEREAS, the City Indianola, Iowa, is in need of engaging a company to provide an assessment of the City Hall/Public Safety Facility for the City (hereinafter referred to as “Services”); and

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

WHEREAS, after review of the proposals the City Council believes it to be in the best interest of the City to engage Formation Group of Des Moines, Iowa to perform the Services; and

WHEREAS, it is the determination of the City Council that the City should enter into a Professional Services Agreement with Formation Group of Des Moines, Iowa in the form attached as Exhibit “A”.

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

1. The Professional Services Agreement with Formation Group of Des Moines, Iowa is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The City Manager is authorized and directed to execute the Professional Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 6th day of May, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered this ____th day of May 2019, by and between the **CITY OF INDIANOLA**, a municipal corporation of the State of Iowa, hereinafter referred to as “CITY,” and **FORMATION GROUP** of Des Moines, Iowa hereinafter referred to as “SERVICE PROVIDER” for the assessment of the City Hall/Public Safety Facility.

WHEREAS, the CITY is needing a continued assessment to refine Police and Fire Space program, determine solution for City Hall staff and remediate current wayfinding, security and environmental issues in existing building. The additional scope of the City Hall/Public Safety Facility Part 1, 2, 3 is hereinafter referred to as “Services”; per Exhibit A.

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

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

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

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

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

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

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

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

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

“CITY”

CITY OF INDIANOLA

By: _____

Ryan J. Waller, City Manager

Attest: _____

Diana Bowlin, City Clerk

SERVICE PROVIDER

By: _____

Name: _____

Title: _____



Exhibit A

City Hall/Public Safety Facility – Part 1, 2, 3

Part 1 (3-6 months) \$25,780 Formation Group fee + \$13,450 per the attached fee proposal

- Address issues related to wayfinding, accessibility and security
- Engage environmental engineer to conduct building assessment and testing
- Validate departmental space planning needs to reduce operational inefficiencies
- Evaluate comparable building energy use and operational expenses for ongoing budget savings
- Evaluate other City owned site opportunities to accommodate space program deficit

Part 2 (6-12 months) \$16,000 Formation Group fee

- Establish schedule, project constraints and ongoing facility operational needs (Police/Fire/City Admin)
- Work with the City to establish project responsibilities and funding strategy
- Prepare a project budget including all soft costs for design, building construction, equipment, technology, security and administration, contingency and other related costs

Part 3 (12-24 months) \$5,730 Formation Group Request for Proposal development fee

- Develop request for proposals and contract for design services

Hours Matrix - Indianola Next Steps

		Matt Brown			Ben Hayes			Paula Sanders			Grand Total
Task	Time Duration (Weeks)	Hours	Rate	Total	Hours	Rate	Total	Hours	Rate	Total	
Part 1	26										
§Address issues related to wayfinding, accessibility and security.		8	\$ 225	\$ 1,800	12	\$ 120	\$ 1,440	4	\$ 50	\$ 200	\$ 3,440
§Engage environmental engineer to conduct building assessment and testing.		6	\$ 225	\$ 1,350	12	\$ 120	\$ 1,440	2	\$ 50	\$ 100	\$ 2,890
§Validate departmental space planning needs to reduce operational efficiencies.		32	\$ 225	\$ 7,200	12	\$ 120	\$ 1,440	16	\$ 50	\$ 800	\$ 9,440
§Evaluate comparable building energy use and operational expenses for ongoing savings.		6	\$ 225	\$ 1,350	6	\$ 120	\$ 720	2	\$ 50	\$ 100	\$ 2,170
§Evaluate other City owned site opportunities to accommodate space program deficit.		16	\$ 225	\$ 3,600	32	\$ 120	\$ 3,840	8	\$ 50	\$ 400	\$ 7,840
Part 2	52										Part 1 \$ 25,780
§Establish schedule, project constraints and ongoing facility operational needs.		8	\$ 225	\$ 1,800	16	\$ 120	\$ 1,920	2	\$ 50	\$ 100	\$ 3,820
§Work with the City to establish project responsibilities and funding strategy.		12	\$ 225	\$ 2,700	12	\$ 120	\$ 1,440	4	\$ 50	\$ 200	\$ 4,340
§Prepare a project budget including all soft costs for design, building construction, equipment, technology, security and administration, contingency and other related costs.		16	\$ 225	\$ 3,600	32	\$ 120	\$ 3,840	8	\$ 50	\$ 400	\$ 7,840
Part 3	2yrs										Part 2 \$ 16,000
§RFP design services.		10	\$ 225	\$ 2,250	24	\$ 120	\$ 2,880	12	\$ 50	\$ 600	\$ 5,730
§Develop schematic design concepts and refine project budget.		TBD									
		114			158			58			\$ 47,510

Note that the Formation Group fee does not include environmental studies cost. This scope would be contracted directly with environmental engineer, and coordinated by Formation Group.
Environmental engineer fees \$13,450 per attached proposal



Professional Services Agreement

Project:	Asbestos & Lead-Based Paint Survey		
Property:	Indianola Municipal Building	Date:	4/22/2019

Client:	City of Indianola		
Contact:	Ryan Waller, City Manager		
Address:	110 North 1st Street		
City/State/Zip:	Indianola, Iowa 50125		
Phone:	515-962-5274		
Email:	rwaller@indianolaiowa.gov		

AGREEMENT made this 22nd day of April, 2019, by and between the service provider, Impact7G, Inc. ("Impact7G") and City of Indianola ("Client").

WHEREAS, the Client intends to engage the services of Impact7G to: Asbestos Containing Material (ACM) and Lead-Based Paint (LBP) consulting services.

WHEREAS, Impact7G agrees to provide said services pursuant to the terms of this Agreement.

NOW THEREFORE, the parties agree as follows:

1. **Project**

Impact7G agrees to complete an ACM Survey and LBP Survey compliant with state and federal regulations. It is our understanding that the Client is preparing for a major renovation of the structure.

2. **Scope of Services**

ACM Survey

Impact7G will review existing inspection reports, if available, for the existing structure and develop a sampling strategy for the subject property. A State of Iowa licensed asbestos inspector will perform the surveys by collecting samples of all suspect materials. The sampling strategy will be consistent with appropriate OSHA Regulation 1926.1101 and 40 CFR Part 61 – National Emission Standards for Hazardous Air Pollutants (NESHAPs). The samples collected will be analyzed by a certified laboratory, for asbestos content via the polarized light microscopy method. Sampling of the structure will consist of developing a survey protocol, determining what materials will be sampled, what materials will be presumed/assumed (if any), identifying all homogeneous spaces within the structure and quantification of all asbestos containing materials. All associated field notes, chain of custody forms, and sample identification will be checked for accuracy and completeness and documented by the Impact7G Project Manager. It will also be the role of the Project Manager to inspect the data and provide final review and approval to ensure that it meets industry standard sampling requirements.

As this survey will include samples of the roof and roofing components (unless otherwise directed), Impact7G makes no guarantee of the integrity of the roofs following sampling procedures. Impact7G will patch all roof samples with roofing compound to best of our abilities. Impact7G recommends having a certified roofing contractor inspect all sample locations as a result of the survey if the structure is not scheduled for demolition. It is our understanding that this structure is to be renovated and is currently occupied, therefore, Impact7G will use discrete sampling measures to collect building material samples throughout the structure. Impact7G will not be repairing sample locations.

LBP Survey

Impact7G will complete a LBP Survey of the property to identify sources of LBP. A State of Iowa licensed LBP inspector will perform the survey. The inspector will collect samples of all painted surfaces and components within the structure for LBP using an X-Ray Fluorescence (XRF) analyzer. Paint chip samples may be collected from inconclusive or positive XRF readings and submitted to a certified laboratory for analysis. Additional XRF readings will be collected from the exterior of the structure. By collecting XRF readings from all painted surfaces from within the structure, and from the exterior of the structure, a comprehensive LBP inventory can be developed. The sampling strategy will be consistent with state and federal guidelines.

Reporting and Site Meeting

Impact7G will prepare a final report for ACMs and LBP that will consist of methods and conditions with estimated quantities, laboratory results, photographic documentation, and sample locations. Based on the proposed renovations to occur at the property, specific recommendations can be made for building components identified as ACM and LBP containing. Such recommendations may include, but are not limited to, enclosure, encapsulation, and/or removal and will be dependent on the proposed use of the property. Impact7G will present the findings with the Client at the property to go over in detail all areas that require remediation.

3. Impact7G Responsibilities Impact7G hereby agrees to:

- (i) Provide the professional services as set forth in this Agreement; and
- (ii) Perform said services in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing at the same time and in the same or similar locality.

4. Client Responsibilities Client hereby agrees to:

- (i) Provide a knowledgeable representative of the Property, who will be available to coordinate all on-site work;
- (ii) Provide unrestricted access to the Property for Impact7G to perform the services; and
- (iii) Provide copies of any previously-completed reports that may be pertinent to this Project.

5. Schedule

The Project will commence immediately upon receipt of the executed Professional Services Agreement (PSA) from the Client. Impact7G anticipates being able to complete the Surveys within approximately four to six weeks of receiving the PSA.

6. **Project Cost, Payment and Termination**

The Client shall pay Impact7G the Lump Sum Cost of Thirteen Thousand Four Hundred Fifty dollars (\$13,450.00) for the performance of this Agreement. Direct costs such as communications, postage, routine printing and copying are not invoiced separately, but are included with the Lump Sum to streamline the accounting process and reduce overhead costs.

Tasks: Indianola Municipal Building	Cost
ACM & LBP Survey	\$13,450.00
TOTAL	\$13,450.00

Invoices for Impact7G's services will be submitted upon project completion. Invoices shall be due and payable upon receipt. If any invoice is not paid within 30 days, Impact7G may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, suspend or terminate the performance of services.

7. **Work Product** All reports, plans, specifications, field data, field notes, laboratory test data, calculations, estimates and other documents including all documents on electronic media prepared by Impact7G as instruments of service shall remain the property of Impact7G.

All project documents including, but not limited to, plans and specifications furnished by Impact7G under this project are intended for use on this project only. Any reuse, without specific written verification or adoption by Impact7G, shall be at the Client's sole risk, and Client shall defend, indemnify and hold harmless Impact7G from all claims, damages and expenses including attorney's fees arising out of or resulting therefrom.

Under no circumstances shall delivery of electronic files for use by the Client be deemed a sale by Impact7G, and Impact7G makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall Impact7G be liable for indirect or consequential damages as a result of the Client's use or reuse of the electronic files.

Because electronic file information can be easily altered, corrupted, or modified by other parties, either intentionally or inadvertently, without notice or indication, Impact7G reserves the right to remove itself from its ownership and/or involvement in the material from each electronic medium not held in its possession. Client shall retain copies of the work performed by Impact7G in electronic form only for information and use by Client for the specific purpose for which Impact7G was engaged. Said material shall not be used by Client or transferred to any other party, for use in other projects, additions to this project, or any other purpose for which the material was not strictly intended by Impact7G without Impact7G's expressed written permission. Any unauthorized use or reuse or modifications of this material shall be at Client's sole risk. Furthermore, the Client agrees to defend, indemnify, and hold Impact7G harmless from all claims, injuries, damages, losses, expenses, and attorney's fees arising out of the modification or reuse of these materials.

8. **Project Site** The Client agrees that it shall be solely responsible for job site safety and warrants that this intent shall be made evident in the Client's agreements with any third parties. The Client also agrees that Impact7G and Impact7G's consultants shall be indemnified and shall be made additional insureds on the Client's general liability policies on a primary and non-contributory basis.

9. **Claims and Disputes** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or Impact7G. Impact7G's services under this Agreement are being performed solely for the Client's benefit, and

no other party or entity shall have any claim against Impact7G because of this Agreement or the performance or nonperformance of services hereunder. The Client and Impact7G agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors and other entities involved in this Project to carry out the intent of this provision.

The Client shall make no claim for professional negligence, either directly or in a third party claim, against Impact7G unless the Client has first provided Impact7G with a written certification executed by an independent professional currently practicing in the same discipline as Impact7G and licensed in the State in which the claim arises.

10. **Limited Liability** The Client agrees, to the fullest extent permitted by law, to limit the liability of Impact7G and Impact7G's officers, directors, partners, employees, shareholders, owners and subconsultants to the Client so that the total aggregate liability of Impact7G and its officers, directors, partners, employees, shareholders, owners and subconsultants to all those named shall not exceed \$500,000. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

11. **Mediation** In an effort to resolve any conflicts that arise during the project or following the completion of the project, the Client and Impact7G agree that all disputes between them arising out of or relating to this Agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise. The Client and Impact7G further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with subcontractors, sub-consultants, suppliers or fabricators so retained, thereby providing for mediation as the primary method for dispute resolution between the parties to those agreements.

12. **Attorney's Fees** If litigation arises for purposes of collecting fees or expenses due under this Agreement, the Court in such litigation shall award reasonable costs and expenses, including attorney fees, to the prevailing party. In awarding attorney fees, the Court shall not be bound by any Court fee schedule, but shall, in the interest of justice, award the full amount of costs, expenses, and attorney fees paid or incurred in good faith.

13. **Controlling Law** This Agreement shall be construed and enforced in accordance with the laws of the state of Iowa.

14. **Assignment** Neither the Agreement nor any of the rights or obligations arising under the Agreement may be assigned without prior written consent.

This agreement is approved and accepted by the Client and Impact7G upon both parties signing and dating the agreement. The effective date of the agreement shall be the last date entered below.

City of Indianola

Impact7G, Inc.

Accepted by: _____

Project
Manager:



Printed/
Typed Name: _____

Printed/
Typed Name: Ryan Peterson

Title: _____

Date: 4/22/2019

Date: _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/19/2018

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

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

PRODUCER Holmes Murphy & Assoc - WDM PO Box 9207 Des Moines, IA 50306-9207	1-800-247-7756	CONTACT NAME: PHONE (A/C, No. Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: INTEGRITY MUT INS CO INSURER B: UNDERWRITERS AT LLOYDS INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 14303 32727
INSURED DCI Group, Inc. Formation Group, Inc. 220 SE 6th Street Suite 200 Des Moines, IA 50309			

COVERAGES**CERTIFICATE NUMBER: 53439659****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			CPP2746489	01/01/18	01/01/19	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			CA2746790	01/01/18	01/01/19	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			CUP2746493	01/01/18	01/01/19	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	WCP2746492	01/01/18	01/01/19	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			LL00021	01/01/18	01/01/19	Limit \$ 2,000,000

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

CERTIFICATE HOLDER**CANCELLATION**

City of Indianola 110 N. 1st Street Indianola, IA 50125 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Meeting Date: 05/06/2019

Subject

Resolution authorizing final internal loan to fund urban renewal project costs in accordance with the development agreement with the 360 Group in Summercrest Hills Plat 4 and 5

Information

In your packet is the resolution authorizing a final internal loan to fund urban renewal project costs in an amount of \$137,500. The City entered into a Development Agreement with the 360 Group for the construction of infrastructure improvements in Summercrest Hills Plat 4 and 5 as an urban renewal project in order to facilitate economic development in the Urban Renewal Area.

Under the terms of the Development Agreement, the Group is to develop the property to include a hotel, convenience store and multi-family complex with a combined assessed valuation of \$10 million to receive the full payments of the economic development grants of \$137,500.

With the receipt of the Developer's Certification on April 12, 2019, which Finance Director Andy Lent has verified with the Warren County Assessor's Beacon website as correct assessment valuations, the City is now obligated to make the eight and final payment of \$137,500 (memo).

Fiscal Impact

Attachments

Memo

Resolution



— FINANCE DEPARTMENT —

To: Mayor and Council
From: Andrew J. Lent, Director of Finance
CC: Ryan Waller, City Manager
Date: 6 May 2019
Re: Final Summercrest Economic Development Grant Payment

The City of Indianola has been in an economic development agreement with the Three-Sixty Group for the developments in the Summercrest area. This agreement obligated the City to make regular economic development grants pending the fulfillment of obligations on behalf of the developers.

With the receipt of the Developer's Certification on April 12, 2019, which I have verified on the Warren County Assessor's Beacon website as correct assessment valuations, the City is now obligated to make the eighth and final payment of \$137,500.

I recommend approval of the final amount.



RESOLUTION NO. 2019-__

AUTHORIZING INTERNAL LOAN TO FUND URBAN RENEWAL PROJECT COSTS

WHEREAS, the City Council of City of Indianola, Iowa (the “City”), has established the City of Indianola Economic Development Urban Renewal Area (the “Urban Renewal Area”) and has established the City of Indianola Economic Development Urban Renewal Area Tax Increment Revenue Fund (the “Tax Increment Fund”) in connection therewith; and

WHEREAS, the City has entered into a Development Agreement with the 360 Group for the construction of infrastructure improvements in Summercrest Hills Plat 4 and 5 as an urban renewal project (the “Project”) in the Urban Renewal Area in order to facilitate economic development in the Urban Renewal Area; and

WHEREAS, it has been proposed that the City facilitate a final internal loan of funds in the amount of \$137,500 (the “Loan”) in order to pay the costs of the Project, and the City desires to make the Loan eligible to be repaid from future incremental property tax revenues to be derived from the Urban Renewal Area;

NOW, THEREFORE, IT IS RESOLVED by the City Council, as follows:

Section 1. It is hereby directed that the Loan in the amount of One Hundred Thousand Thirty-Seven Five Hundred and zero cents (\$137,500) be loaned for the funding of the Project from the General Fund. The Loan shall be repaid to the General Fund without interest, out of future incremental property tax revenues received into the Tax Increment Fund.

It is intended that the Loan shall be repaid by Tax Increment Financing, provided however that repayment of the Loan is subject to the determination of the City Council that there are incremental property tax revenues available for such purpose which have been allocated to or accrued in the Tax Increment Fund relative to the Loan, and the City Council reserves the right to appropriate funds, or to withhold such appropriation, at its discretion.

Section 2. A copy of this Resolution shall be filed in the office of the Auditor of Warren County, Iowa to evidence the Loan. Pursuant to Section 403.19 of the Code of Iowa, the City Clerk is hereby directed to certify, no later than December 1, 2019, the original amount of the Loan plus projected accrued interest as provided for herein.

Section 3. All resolutions or parts thereof in conflict herewith, are hereby repealed, to the extent of such conflict.

PASSED AND APPROVED this 6th day of May, 2019.

Kelly B. Shaw, Mayor

Attest:

Diana Bowlin, City Clerk

Meeting Date: 05/06/2019

Subject

Resolution approving an agreement with Sternquist Construction for concrete disposal for the City

Information

Council will need to consider the resolution (packet) approving the agreement (packet) between the City and Sternquist Construction for concrete disposal for the City. Under the proposed agreement with Sternquist, City and IMU Departments would deliver concrete rubble directly to Sternquist's facility on North 14th Street. Material would be weighed and recorded by Sternquist's staff. The City and IMU would then have the contractual option to purchase this material back as crushed concrete at the cost of \$10/ton.

City staff recommends Council approve this contract with Sternquist Construction. The delivery portion of this contract would expire December 31, 2020 and the City would have the option to purchase finished material at the cost of \$10/ton until December 31, 2021.

Fiscal Impact

Attachments

Resolution
Agreement
Memo

RESOLUTION NO. 2019-____

**RESOLUTION APPROVING AN AGREEMENT BETWEEN
THE CITY OF INDIANOLA AND STERNQUIST CONSTRUCTION FOR
CONCRETE DISPOSAL FOR THE CITY**

WHEREAS, the City of Indianola and Sternquist Construction will enter into an Agreement for concrete disposal for the City as outline in Exhibit A attached; and

WHEREAS, it is the determination of the City Council that the City should enter into the Agreement in the form attached as Exhibit “A”.

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

1. The Agreement with Sternquist Construction is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 6th day of May, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

**AGREEMENT
BETWEEN CITY OF INDIANOLA, IOWA AND CONTRACTOR**

THIS AGREEMENT (“Agreement”), is effective as of the 5th day of May, 2019, and is entered into between the City of Indianola, Iowa (the “City”), and the Contractor identified below, in connection with concrete disposal for the City (the “Project”).

ARTICLE 1

1.1_ Contractor. The “Contractor” is:

Name: Sternquist Construction, Inc.
Address: 1110 N 14th Street
Indianola, Iowa 50125

Telephone No. (515) 961-8127
Fax No. _____
Contact Person: _____
Federal EIN: _____

1.2 Purchase Price. The purchase price per ton of material to be paid by the City to the Contractor for crushed material purchased by the City shall be \$10 per ton.

1.3 Contractor Services. Contractor shall accept concrete rubble from the City and provide crushed concrete to be purchased by the City. This Agreement shall be applicable to all City departments and Indianola Municipal Utilities. The point of contact for the City shall be the Street Superintendent.

1.4 City and Contractor Responsibilities.

- a. The City shall take measures deemed necessary to remove as much dirt, rock, and foreign material from this rubble as possible during normal pavement removal operations.
- b. The City shall size rubble consistent with normal pavement removal operations. The City shall not be responsible for further breakdown of material in order for Contractor to process.
- c. Contractor shall weigh in and record all of the City’s material.
- d. In the event the City exercises its option as described in subsection e below, Contractor shall sell crushed concrete back to the City at the price set out above. Material shall be loaded and weighed by Contractor and hauled by the City. Normal trucking rates shall apply if hauled by Contractor.
- e. The City shall have the option to purchase back an amount equal to what is hauled into Contractor at the price set out above; however, the Parties recognize that the purchase may or may not be from the same lot of material delivered to Contractor by the City. If the City fails to exercise its right to the fullest extent available, Contractor shall have the right to sell the excess to others under such terms as agreed upon between Contractor and said other parties.
- f. Any material that the City wishes to purchase above and beyond the amount delivered to Contractor will be purchased at the standard retail price that Contractor sells to the public.
- g. Notwithstanding anything in this Agreement, the City shall have the right to drop material into its own facility. Example of this need are if the City removes a large volume of

pavement in the southwest part of town and it is more efficient to drop into the City's disposal site to stockpile; the pavement breaks into nicely sized riprap material that can be used for erosion concerns; or the City cannot sort out a large volume of mud.

ARTICLE 2

- 2.1 **Term.** The term of this Agreement is from the date first above written through December 31, 2020; provided, however, that the City has the right to purchase crushed material under the terms sent out in this Agreement until December 31, 2021.
- 2.2 **Modifications.** No employee or agent of City is authorized to direct any changes by oral order, except in an emergency, affecting persons or property. Changes to the Agreement may be made only by a written amendment to the Agreement ("Modification") signed by the City.
- 2.3 **General Warranties.** The Contractor warrants to the City that (i) materials will be free from defects not inherent in the quality required and free from defects not permitted by the Agreement; (ii) the materials will at all times be free of all claims and liens; and (iii) Contractor holds all required licenses.
- 2.4 **Contractor's Default.** If the Contractor fails or neglects to carry out the Agreement, or is otherwise in default of any of its obligations and fails to commence and continue correction of such default or neglect with diligence and promptness, the City may, after 48 hours following delivery to the Contractor of written notice thereof and without prejudice to any other remedy the City may have, supplement the Contractor's performance with additional material supplies, equipment or labor, pay for same and deduct the amount so paid from any money then or thereafter due Contractor (if such offset is not sufficient, Contractor shall pay any deficiency promptly upon demand).

ARTICLE 3

- 3.1 **Attorneys' Fees.** In the event it shall become necessary for either party to institute legal proceedings against the other party under the Agreement, it is expressly agreed that the prevailing party in any such action shall be entitled to recover from the non-prevailing party all costs, including reasonable attorneys' fees, of suit and post-judgment or settlement collection including those incurred on appeal.
- 3.2 **Assignment.** The Contractor agrees not to assign or sublet the Agreement or any part thereof and not to assign any money due or to become due without first obtaining the written consent of the City, which consent may be withheld in City's sole discretion.

Signatures on following page

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on the dates set forth below, to be effective on the date set forth above.

CONTRACTOR:

DATED: _____

By: _____

Its: _____

CITY OF INDIANOLA, IOWA:

DATED: _____

By: _____

Kelly B. Shaw, Mayor

Attest:

Diana Bowlin, City Clerk



— Streets Department —

Date: May 1, 2019

To: Mayor and City Council

From: Jason C. Etnyre, Street Superintendent

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

Subject: Concrete Rubble Disposal and Purchase Contract

Staff has been involved in discussions with Britt Sternquist, owner of Sternquist Construction of Indianola, regarding disposal and further processing of the City's concrete rubble that accumulates as a result of various departmental operations.

The current process involves multiple departments dumping and storing concrete rubble at the City Brush Facility. Annually, the Street Department then bids out services to have the concrete crushed.

Under the proposed agreement with Sternquist, City and IMU Departments would deliver concrete rubble directly to Sternquist's facility on N 14th Street. Material would be weighed and recorded by Sternquist's staff. The City and IMU would then have the contractual option to purchase this material back as crushed concrete at the cost of \$10/ton.

Upon review of costs associated with stockpiling this material at the City facility, using loaders to consolidate the pile, further processing the rubble into crushable sizes, and then hiring the crush process performed annually it is best estimated that the current cost to the City is \$11-12/ton.

Recommendation to Council:

City staff recommends Council approve this contract with Sternquist Construction. The delivery portion of this contract would expire December 31st, 2020 and the City would have the option to purchase finished material at the cost of \$10/ton until December 31st, 2021.

Meeting Date: 05/06/2019

Subject

Resolution Approving Salaries

Information

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

Andy Lent - Finance Director - from CE 13-5 \$97,346.47/year to CE 13-6 \$100,229.82/year effective April 28, 2019

Jim Van Syoc - Seasonal Brush Facility Monitor - \$12.046/hour effective April 23, 2019

Justin Robinson - Seasonal Complex Maintenance - \$9.00/hour effective April 18, 2019

Jessica Anderson - Seasonal Concessions Attendant - Pickard - \$8.00/hour effective May 8, 2019

Patricia Steinfeldt - Seasonal Support and Operations (Year 1) - \$7.25/hour effective April 26, 2019

Annalies Green - Seasonal Concessions Attendant - Pickard - \$8.00/hour effective May 6, 2019

Fiscal Impact

Attachments

Resolution

RESOLUTION 2019-____
APPROVING SALARIES

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

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

Andy Lent - Finance Director - from CE 13-5 \$97,346.47/year to CE 13-6 \$100,229.82/year effective April 28, 2019

Jim Van Syoc - Seasonal Brush Facility Monitor - \$12.046/hour effective April 23, 2019

Justin Robinson - Seasonal Complex Maintenance - \$9.00/hour effective April 18, 2019

Jessica Anderson - Seasonal Concessions Attendant - Pickard - \$8.00/hour effective May 8, 2019

Patricia Steinfeldt - Seasonal Support and Operations (Year 1) - \$7.25/hour effective April 26, 2019

Annalies Green - Seasonal Concessions Attendant - Pickard - \$8.00/hour effective May 6, 2019

Passed and approved on the 6th day of May, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 05/06/2019

Subject

Release Judgment for Costs related to Supreme Court appeal of Gray v. Indianola

Information

In your packet is the release of judgment for costs related to Supreme Court appeal of Gray v Indianola. The release states that the judgment for costs taxed against the Appellees, as well as any lien on the property of any Plaintiff-Appellee stemming from said judgment of costs, as set forth by the Iowa Supreme Court in its June 15, 2011 Bill of Costs are hereby dismissed, discharged and fully released.

Fiscal Impact

Attachments

Release of Judgment Liens

IN THE SUPREME COURT OF IOWA AND THE
DISTRICT COURT OF WARREN COUNTY IOWA

Phillip Gray, Linda, Gray, Edward : Supreme Court No. 09-1147
Cole, Michelle Cole, Leland Goode : Warren County No. EQCV030511
Lora Goode, Randall Ingram, :
Terry Jorgensen, Tamara Jorgensen
Richard Decklever, Neva Kellett, :
Loren Meyer, Linda Meints-Meyer
Dennis Ripperger, Mary Ripperger :
Lucille Mae Sindric, James Steffen;
and Tracy Steffen :

Plaintiffs-Appellee : **Release of Judgement Lien**
vs.

City of Indianola, Iowa :

Defendant-Appellant :

Beverly Sloan and Bruce Sloan

Plaintiffs-Appellees,

vs.

City of Indianola, Iowa

Defendant-Appellant.

I, _____, being duly authorized by the City of Indianola, the Defendant-Appellant in the above-entitled matter, do hereby state that the judgment for costs taxed against the Appellees in the above-captioned matter, as well as any lien on the property of any Plaintiff-Appellee stemming from said judgment of costs, as set forth by the Iowa Supreme Court in its June 15, 2011 Bill of Costs are hereby dismissed, discharged and fully released.

Dated this ____ day of _____, 2019

The City of Indianola, Iowa

By: _____
Title: _____

Subscribed and sworn to before me by _____, on this ____ day of _____, 2019.

Notary Public

Meeting Date: 05/06/2019

Subject

Change order number five in an amount of (-\$10,927.18) for the 2018 Capital Street Improvement Project - revised contract amount \$548,975.54

Information

In your packet is change order number five in an amount of (-\$10,927.18) and includes the following:

- Adjust contract quantities to as-built quantities
- Remove and replace sidewalk at the SE corner of Clinton Avenue and Howard Street in order to meet ADA compliance
- Grind curb at NE and NW corners of Clinton Avenue and 1st Street to allow curb ramps to meet ADA compliance
- Connect existing roof drain from Simpson College to proposed storm sewer

Fiscal Impact

Attachments

Change Order

CHANGE ORDER NO. 5

OWNER: City of Indianola

PROJECT: 2018 Capital Street Improvements Project
S&A PROJECT #: 118.0129

To: Sternquist Construction, Inc.
Contractor
1110 N. 14th St.
Address
Indianola, Iowa 50125
City, State, Zip

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

1. Description of change to be made:

Items 4.1-7.1, 7.6-7.11,

ADD-4.1 - ADD-7.8: Adjust contract quantities to as-built quantities.

Items 7.3 & 7.5: Remove and replace sidewalk at the SE corner of Clinton Avenue and Howard Street in order to meet ADA compliance. Remove and replace panel for Helping Hand roof drain.

Item 12.14: Grind curb at NE and NW corners of Clinton Avenue and 1st Street to allow curb ramps to meet ADA compliance.

Item 12.15: Connect existing roof drain from Simpson College to proposed storm sewer.

2. Reason for Change:

Items 4.1-7.1, 7.6-7.11,

ADD-4.1 - ADD-7.8: Adjust contract quantities to as-built quantities.

Items 7.3 & 7.5: Existing non-compliant sidewalk prevented proposed curb ramp from meeting acceptable grades. Additional sidewalk required to be removed and replaced to meet ADA compliance. Panel for new Helping Hand roof drain.

Item 12.14: Proposed curb ramp locations require grinding of existing curb.

Item 12.15: Existing drain was not reconnected during sewer construction.

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

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
4.1	Storm Sewer, Trenched, RCP, 15"	38	LF	59.7	\$2,268.60
4.2	Removal of Storm Stewer	38	LF	11.75	\$446.50
5.3	Water Service Stub, Near	1	EA	1369.9	\$1,369.90
7.1	Pavement, PCC 8"	-136	SY	\$60.75	-\$8,262.00
7.3	Removal of Sidewalk	22	SY	\$8.80	\$193.60
7.5	Sidewalk, PCC, 4"	6	SY	\$38.00	\$228.00
7.6	Sidewalk, PCC, 6"	2	SY	\$70.00	\$140.00
7.7	Detectable Warning	2	SF	\$30.00	\$60.00
7.8	Driveway, Paved, PCC, 6"	-14	SY	\$63.25	-\$885.50
7.9	Driveway, Paved, PCC, 7"	-4	SY	\$63.32	-\$253.28
7.10	Full Depth Patches, 8" PCC	-50	SY	\$80.00	-\$4,000.00
7.11	Full Depth Patches, 9" PCC	-28	SY	\$105.00	-\$2,940.00
12.14	Curb Grinding	2	EA	\$250.00	\$500.00
12.15	Drain Connection	1	EA	\$1,400.00	\$1,400.00
ADD-4.1	Subdrain Cleanout, Type A-1, 6"	2	EA	\$630.00	\$1,260.00
ADD-4.2	Subdrain Cleanout, Type A-2, 6"	-2	EA	\$472.50	-\$945.00
ADD-7.8	Permeable Interlocking Pavers	-29	SY	\$52.00	-\$1,508.00
TOTAL					-\$10,927.18

4. This change order will result in a net change in the contract completion time of 0 days and a net change in the cost of the project of -\$10927.18 divided as follows:

	Contract Amount	Contract Completion Date
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$559,902.72	November 16, 2018
Change due to this C.O. (+ or -)	(\$10,927.18)	0
Totals including this C.O.:	\$548,975.54	November 16, 2018

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

Sternquist Construction, Inc.

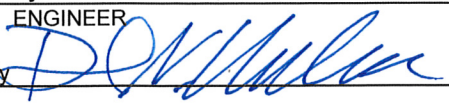
CONTRACTOR

By _____

DATE: _____

Snyder & Associates, Inc.

ENGINEER

By  _____

DATE: 5-2-2019

City of Indianola

OWNER

By _____

DATE: _____

Meeting Date: 05/06/2019

Subject

Resolution to accept final completion of the 2018 Capital Street Improvement Project and release retained funds

Information

The 2018 Capital Street Improvement Project is now complete. Snyder and Associates (packet) and staff recommend approval of the resolution (packet) accepting the project and release of the retainage funds of \$27,448.78 in 30 days.

Fiscal Impact

Attachments

Resolution

Letter

RESOLUTION NO. 2019-__

A RESOLUTION TO ACCEPT FINAL COMPLETION OF THE 2018 CAPITAL STREET IMPROVEMENT PROJECT AND RELEASE RETAINED FUNDS

WHEREAS, the City of Indianola is currently under obligation of a construction contract with Snyder and Associates and Sternquist Construction for the completion of the 2018 Capital Street Improvement Project; and

WHEREAS, the remaining change order items have been completed and Sternquest Construction has fully completed the construction in accordance with the terms and conditions of said contract and plans and specifications; and

WHEREAS, the City now deems it appropriate to give final approval and acceptance of said project as having been fully completed in accordance with the plans, specifications, and form of contract.

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

1. The 2018 Capital Street Improvement project is hereby approved and accepted as fully complete.
2. The City shall release \$27,448.78 to Sternquist Construction within 30 days in accordance with law.

APPROVED this 6th day of May, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk



May 2, 2019

Jason Etnyre
City of Indianola
110 North 1st Street
P.O. Box 299
Indianola, IA 50125

RE: PARTIAL PAYMENT APPLICATION NO. 5
2018 CAPITAL STREET IMPROVEMENTS
CITY OF INDIANOLA
SNYDER & ASSOCIATES PROJECT NO. 118.0129

Dear Mr. Etnyre:

Partial Payment Application No. 5 includes the completion of all work on the 2018 Capital Street Improvements Project. Work completed or accepted between January 28, 2019 and May 2, 2019 includes permeable paver systems, topsoil placement, surface restoration, and final punch list items.

Change Order No. 5 reconciles all contract quantities to match the as-built quantities, and adds items for curb grinding and a roof drain connection, resulting in a net decrease of \$10,927.18. This brings the final contract amount to \$548,975.54. The work performed on the project has been completed in general conformance with the Contract Documents and we recommend final approval and acceptance of the construction work.

We recommend payment of \$39,396.19 to the Contractor, Sternquist Construction, Inc., and approval of Change Order No. 5. Retainage in the amount of \$27,448.78 can be released after 30 days if no claims are on file.

Please contact me should you have any questions on this pay application.

Sincerely,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'D. N. Moeller', is written over the printed name.

David N. Moeller, P.E.
President

MLA

Enclosure

Meeting Date: 05/06/2019

Subject

A street usage event application from the American Legion Post 165 for the Veteran's Memorial Day Parade - May 27, 2019 from 9:00 a.m. - 11:15 p.m. - will use Buxton Street, Salem Street and Highway 65/69 to the IOOF Cemetery

Information

In your packet is the street usage event application for the annual Veteran's Memorial Day Parade. The route will start at the corner of Boston and Buxton Street, south on Buxton Street, east on Salem Avenue and south on Hwy 65/69 to the IOOF Cemetery on May 27, 2019 from 9:00 a.m. - 11:15 a.m. The parade will start at 10:00 a.m. Staff has approved.

Fiscal Impact

Attachments

Parade Application

Date: 3/29/19

Event Application

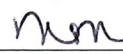
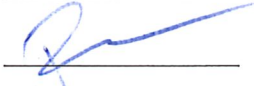
For Veterans Memorial Day Parade

Event Date : May 27, 2019 (9:00 a.m. -11:15 a.m.)

Staff Recommendation and Chamber Notification

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

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

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

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name:

Veterans Memorial Day Parade

Event Type (Check all that apply):

☒ Parade☐ Bike Ride/Race☐ ConcertRunning Event: Fun Run ☐ Timed Race ☐Will trails/sidewalks be utilized? Yes ☐ No ☐☐ Other (please specify): _____

Date/Time of Event:

May 27, 2019

Location of Event:

Start at Admin Bldg - end at IOOF Cemetery

Event Sponsor(s):

American Legion Post 165

Contact Information:

Organization:

American Legion Post 165

Contact Name:

Kathy Fensterman

Address:

105 W. 1st Ave

Telephone Number:

515-961-0127

Cell Phone Number:

Fax Number:

515-961-9651

Email Address:

Katfen44@gmail.com

Today's Date:

3-28-2019

Anticipated Attendance:

200 Per Day200 Total

Event Information:

Setup Begins

Date: 5-27Time: 9:00amDay of Week: Monday

Event Starts

Date: "Time: 10:00Day of Week: "

Event Ends

Date: "Time: 11:00Day of Week: "

Dismantle

Date: "Time: 11:15Day of Week: "

Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Event Application

4

Narrative:

Please describe your request and event:

Parade and program to honor veterans on Memorial Day

Please describe what streets you are planning to close:

Hwy 65/69, Buxton, Salem

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

Annual Memorial Day parade and program. Request police escort to lead the parade and to control traffic on the parade route. Request police assistance to block Hwy 65/69 at Plainview (IOOF cemetery) for parade.

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

We will have cell phones for communication.

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

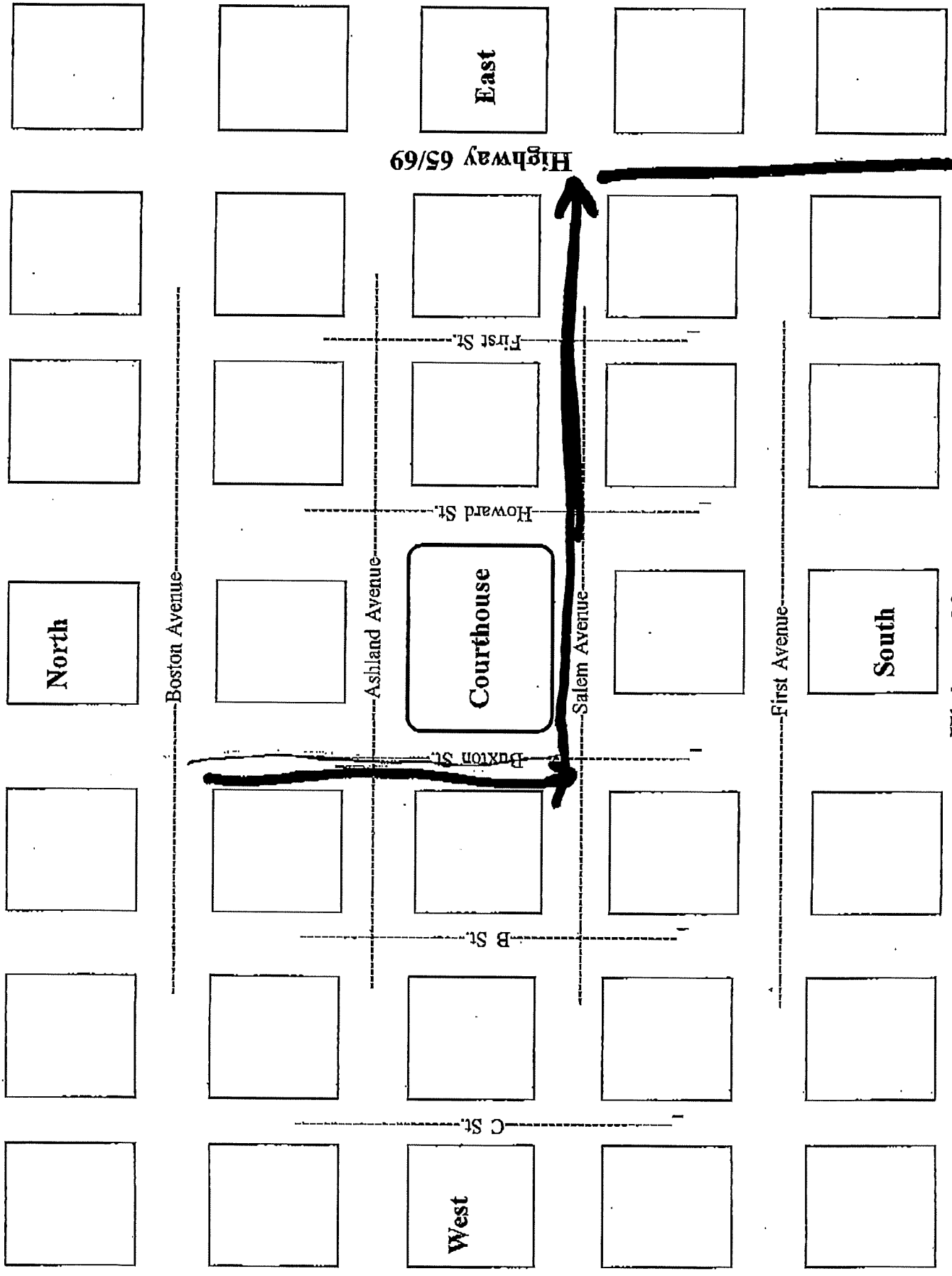
Members of the American Legion and VFW will provide clean up detail.

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

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

TOP*

Memorial Day Parade



Highway 65/69

Highway 92

Meeting Date: 05/06/2019

Subject

Street closure request from the Des Moines Metro Opera on June 25, 2019 from 1:00 p.m. - 9:00 p.m. - will close Buxton Avenue between Boston and Clinton Avenue

Information

The Des Moines Metro Opera is requesting to close Buxton Avenue between Boston and Clinton Avenue on June 25th from 1:00 p.m. - 9:00 p.m. for the hosting of the dsm Magazine unveiling party (packet). All of the paperwork is in order and staff has approved.

Fiscal Impact

Attachments

Event Application

Date: 5/1/19

Event Application

For Des Moines Metro Magazine Unveiling - Des Moines Metro Opera

Event Date : June 25, 2019 (1:00 p.m. - 9:00 p.m.)

Staff Recommendation and Chamber Notification

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

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

	Approve	Disapprove
Street Department – Jason Etnyre	<u>X</u>	<u></u>
Fire Department – Greg Chia	<u>X</u>	<u></u>
Police Department – Brian Sher	<u>X</u>	<u></u>
HR & Risk Manager – Melissa McCoy	<u>✓</u>	<u></u>
City Manager – Ryan Waller	<u>X</u>	<u></u>
Chamber of Commerce		

Fax: 961-9753

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name:

dsm Magazine Unveiling - July/August issue

Event Type (Check all that apply):

☐ Parade

☐ Bike Ride/Race

☐ Concert

Running Event: Fun Run ☐ Timed Race ☐

Will trails/sidewalks be utilized? Yes ☒ No ☐

☐ Other (please specify): _____

Date/Time of Event: Tuesday, June 25, 2019 5:00pm-7:00pm

Location of Event: Des Moines Metro Opera - 106 W Boston Ave

Event Sponsor(s): Des Moines Metro Opera

Contact Information:

Organization: Des Moines Metro Opera

Contact Name: Scott Arens

Address: 106 W Boston Ave, Indianola IA, 50125

Telephone Number: 515-961-6221

Cell Phone Number: 605-661-9659

Fax Number: —

Email Address: sarens@dmmo.org

Today's Date: May 1, 2019 5/1/19

Anticipated Attendance: 350 Per Day 350 Total

Event Information:

Setup Begins	Date: <u>6/25</u>	Time <u>1:00pm</u>	Day of Week <u>Tues</u>
Event Starts	Date: <u>6/25</u>	Time <u>5:00pm</u>	Day of Week <u>Tues</u>
Event Ends	Date: <u>6/25</u>	Time <u>7:00pm</u>	Day of Week <u>Tues</u>
Dismantle	Date: <u>6/25</u>	Time <u>7-9pm</u>	Day of Week <u>Tues</u>

Scott Arens
Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Narrative:

Please describe your request and event:

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

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

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

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

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

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Please describe your request and event:

Des Moines Metro Opera (DMMO) is hosting the dsm Magazine unveiling party for the magazine's July/August issue on Tuesday, June 25 from 5:00-7:00pm. We would like to request the closure of Buxton Avenue between Boston Avenue and Clinton Avenue beginning at 1:00pm the day of the event.

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

DMMO would like to use Buxton Avenue (between Boston and Clinton Aves) during the event.

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

Due to the anticipated size of the crowd (300-400), Des Moines Metro Opera has applied for, and subsequently received, use of the Warren County Administration building at 301 N Buxton Ave for additional restroom facilities, parking and as an emergency venue in case of inclement weather. Additionally, Des Moines Metro Opera has been granted permission to place a large 40' by 90' tent on the Warren County parking lot directly to the north of the Lauridsen Opera Center, which will be where the unveiling ceremony will occur.

The first hour of the event will feature an open house of the Lauridsen Opera Center along with a lawn party on the DMMO grounds. Guests will be arriving intermittently throughout the hour and will explore the grounds on their own during this time. Once the unveiling begins at 6:00pm in the north tent, we anticipate the crowd will consolidate and grow to its largest point during the event. Our plan is to have the west and south sides of the tent completely open, allowing easy access into and out of the tent for the attendees as well as additional viewing opportunities for those who wish to stay outside during the unveiling. The unveiling ceremony and remarks will last approximately 10-15 minutes. At 6:15pm, the event will revert back to the open house/lawn party format. We anticipate a majority of the attendees will depart once the unveiling concludes at 6:15pm. At 7:00pm, the event will end.

Throughout the event, DMMO will have nine full-time staff members and four administrative interns monitoring and enforcing crowd control procedures. DMMO Director of Marketing and Public Relations Scott Arens will act as the event coordinator and will be in constant contact with DMMO staff (via walkie-talkies) throughout the event to ensure crowd management and safety. DMMO also has a staff member trained and certified to provide CPR, and we will have several DMMO board members in attendance who are medical professionals in case of any medical emergencies.

DMMO will be placing signage throughout the grounds indicating where guests may find restroom facilities, parking and emergency weather shelters. DMMO will also place trash and recycling receptacles throughout the grounds.

Event Description

Des Moines Metro Opera will host dsm Magazine's unveiling party for the magazine's July/August issue on Tuesday, June 25, 2019. At the event, guests will tour Des Moines Metro Opera's newly renovated administrative facilities, the Lauridsen Opera Center, enjoy food and refreshments (wine and beer will be served) on the DMMO grounds, and attend the official unveiling ceremony at 6:00pm, which will occur in the tent on the Warren County parking lot directly north of the DMMO office. Des Moines Metro Opera has invited the National Balloon Classic to participate at this event. Details regarding their involvement are still being discussed.

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

Emergency/Medical Plan

DMMO staff will closely monitor the weather prior to the event and, if severe weather is predicted, DMMO will cancel this event and work with dsm Magazine to inform guests. In the event of an unpredicted weather emergency during the event, Des Moines Metro Opera staff will immediately direct event attendees into the Lauridsen Opera and the Warren County Administration building using the speaker system in the tent. DMMO staff will be stationed at both buildings to direct guests.

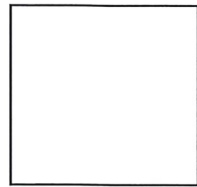
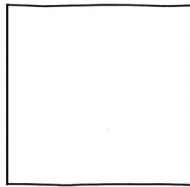
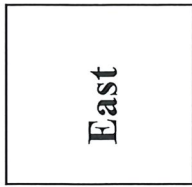
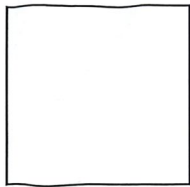
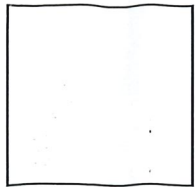
Signage indicating emergency weather shelters will be placed at visible locations throughout the grounds.

In the event of a medical emergency, DMMO has a CPR trained staff member who will be at the event as well as several board members who are medical professionals. DMMO staff will be instructed to alert the event coordinator of any medical emergency, and the event coordinator will assess the situation and contact emergency services.

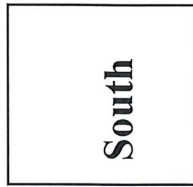
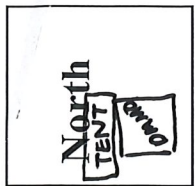
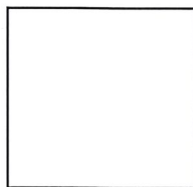
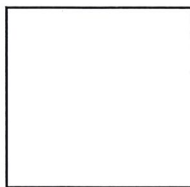
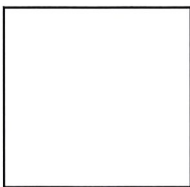
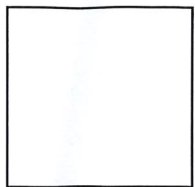
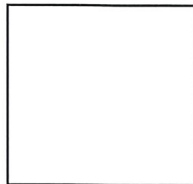
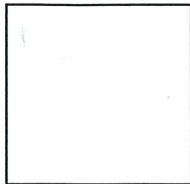
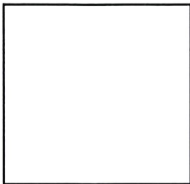
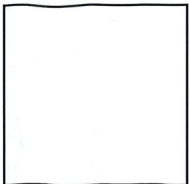
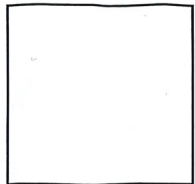
Please describe your plan for cleanup and removal of recyclable goods and garbage during and after your event.

Event Cleanup

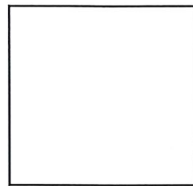
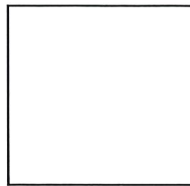
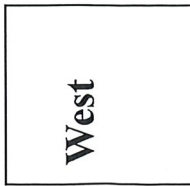
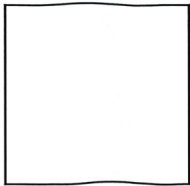
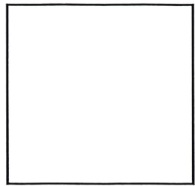
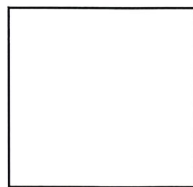
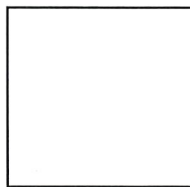
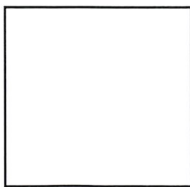
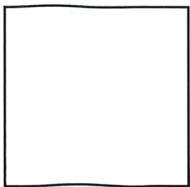
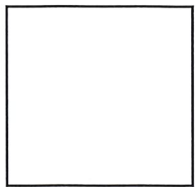
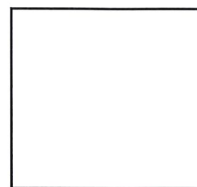
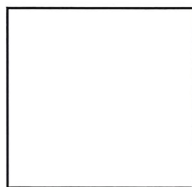
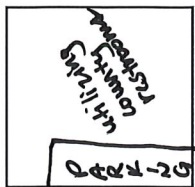
DMMO staff will place trash and recycling receptacles throughout the grounds prior to the event, and will monitor and maintain them to ensure a clean, sanitary environment for guests. All trash and recycling will be collected and placed in DMMO's large bins on the southeast side of the grounds.



Highway 65/69



Highway 92



barricade
C/O 5 W
Ramp
barricade

Boston Avenue

Ashland Avenue

Salem Avenue

First Avenue

First St.

Howard St.

Buxton St.

B St.

C St.



City Owned Parking Lot

City Owned Parking Lot

City Owned Parking Lot

Meeting Date: 05/06/2019

Subject

Prior and Final approval on applications for Urban Revitalization Designation.

Information

The following comprise a list of prior and final applications for Urban Revitalization Designation. The paperwork is in order.

Prior

WJH LLC - 602 N. 17th Street - SFD - \$65,766
 WJH LLC - 1500 E. Euclid Avenue - SFD - \$74,145
 WJH LLC - 1502 E. Euclid Avenue - SFD - \$85,594
 WJH LLC - 1504 E. Euclid Avenue - SFD - \$78,176
 WJH LLC - 1506 E. Euclid Avenue - SFD - \$74,145
 WJH LLC - 1508 E. Euclid Avenue - SFD - \$88,083
 WJH LLC - 1600 E. Euclid Avenue - SFD - \$85,594
 WJH LLC - 1602 E. Euclid Avenue - SFD - \$74,145
 WJH LLC - 1604 E. Euclid Avenue - SFD - \$65,786
 WJH LLC - 1606 E. Euclid Avenue - SFD - \$74,145
 WJH LLC - 1700 E. Euclid Avenue - SFD - \$78,176
 WJH LLC - 1704 E. Euclid Avenue - SFD - \$65,786
 WJH LLC - 1706 E. Euclid Avenue - SFD - \$85,594
 WJH LLC - 1708 E. Euclid Avenue - SFD - \$88,084
 WJH LLC - 1710 E. Euclid Avenue - SFD - \$74,145
 WJH LLC - 1800 E. Euclid Avenue - SFD - \$85,594
 GBH - 1310 South "O" - SFD - \$166,000
 Orton Homes - 1306 N. 9th SFD - \$255,000 - 3 year tax abatement
 Jerry's Homes - 1701 E. Detroit Place - SFD - \$142,000 - 3 year tax abatement
 Jerry's Homes - 1700 E. Detroit Place - SFD - \$167,200 - 3 year tax abatement

Final

Jerry's Homes - 1701 E. Detroit Place - SFD - 4142,000 - 3 year tax abatement
 Jerry's Homes - 1700 E. Detroit Place - SFD - \$167,200 - 3 year tax abatement
 Ground Breaker Homes - 612 Trail Ridge Rd - SFD - \$286,700 - 3 year tax abatement
 R.M. Madden Construction - 102 W. Orchard Avenue - SFD - \$121,000 - 3 year tax abatement
 Orton Homes - 1005 E. Madison Avenue - SFD - \$250,000 - 5 year tax abatement
 Orton Homes - 1201 E. Madison Avenue - SFD - \$143,000 - 3 year tax abatement
 GBH - 1310 South "O" Street - SFD - \$166,000

Below is a list of permits issued through March 2018 and previous years.

	2019		2018		2017		2016		2015	
SFD	17	\$1,505,877 \$88,581	2	\$281,000 \$140,500	14	\$2,529,350 \$180,668	6	\$1,305,500 \$217,538	1	\$184,000
Duplexes	0	-0-	0	-0-	1	\$241,000	0	-0-	0	-0-
MFD	0	-0-	0	-0-	0	-0-	1	\$10,944,453	0	-0-
Add/Alt	12	\$214,324	10	\$208,847	10	\$112,595	9	\$115,538	4	\$49,700
Non-Residential	5	\$216,294	12	\$2,127,717	12	\$393,652	7	\$4,998,869	9	\$10,330,710
Total	34	\$1,936,495	24	\$2,617,564	37	\$3,276,597	23	\$17,364,360	14	\$10,564,410

Fiscal Impact**Attachments**

No file(s) attached.

Meeting Date: 05/06/2019

Subject

Claims on the computer printout for May 6, 2019

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
2 THE TOP				
2 THE TOP	TEAM CHARTER DEVELOPMENT	04/12/2019	330.00	PARK & RECREATI
Total 2 THE TOP:			330.00	
A-CHECK GLOBAL				
A-CHECK GLOBAL	BACKGROUND CHECK	03/29/2019	36.50	ROAD USE TAX FU
A-CHECK GLOBAL	BACKGROUND CHECK	03/29/2019	101.75	GENERAL FUND
Total A-CHECK GLOBAL:			138.25	
ACME TOOLS				
ACME TOOLS	DEWALT CORDLESS IMPACT	04/12/2019	107.99	SEWER FUND
ACME TOOLS	3 PIECE PLIER SET	04/12/2019	26.99	SEWER FUND
Total ACME TOOLS:			134.98	
ADAMS, MARTY				
ADAMS, MARTY	REFUND SHELTER FEE. NO WATER AT MCC	04/18/2019	30.00	PARK & RECREATI
Total ADAMS, MARTY:			30.00	
AGRILAND FS INC				
AGRILAND FS INC	FERTILIZER/HERBICIDE	04/03/2019	388.00	PARK & RECREATI
AGRILAND FS INC	GREENHOUSE PROPANE	03/16/2019	787.09	PARK & RECREATI
Total AGRILAND FS INC:			1,175.09	
AIR-CON MECHANICAL CORP.				
AIR-CON MECHANICAL CORP.	CITY HALL - PUMP LOUD - REPAIRED	04/16/2019	1,506.78	GENERAL FUND
AIR-CON MECHANICAL CORP.	ACTIVITY CENTER AIR CONDITIONER REPAI	04/16/2019	236.90	PARK & RECREATI
AIR-CON MECHANICAL CORP.	ACTIVITY CENTER MAINTENANCE CONTRA	04/16/2019	417.75	PARK & RECREATI
AIR-CON MECHANICAL CORP.	REPLACE BELTS ON AIR HANDLER	04/26/2019	130.81	GENERAL FUND
Total AIR-CON MECHANICAL CORP.:			2,292.24	
ARDENT LIGHTING GROUP LLC				
ARDENT LIGHTING GROUP LLC	MCCORD/PLAINVIEW PAYMENT #3	04/18/2019	46,597.50	SEWER CAPITAL P
Total ARDENT LIGHTING GROUP LLC:			46,597.50	
ASC PUMPING EQUIPMENT				
ASC PUMPING EQUIPMENT	AQUATIC CENTER 2 FEATURE PUMPS	04/25/2019	21,966.00	CAPITAL PROJECT
Total ASC PUMPING EQUIPMENT:			21,966.00	
ATKIN, HOLLY				
ATKIN, HOLLY	REFUND OF OVERPAYMENT	04/15/2019	15.00	POOL (MEMORIAL)
Total ATKIN, HOLLY:			15.00	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	04/19/2019	687.94	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			687.94	
AUBERT'S TOWING				
AUBERT'S TOWING	TOWING - ABANDONED	03/19/2019	160.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AUBERT'S TOWING	TOW - EXTRICATION VEHICLES	04/12/2019	450.00	FIRE FUND
Total AUBERT'S TOWING:			610.00	
AVESIS THIRD PARTY ADMINISTRATORS INC				
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	50.40	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	15.35	FIRE FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	39.74	LIBRARY FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	14.54	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	18.06	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	86.97	AMBULANCE FUN
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	61.06	SEWER FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	29.08	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	205.18	POLICE FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	35.86	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	6.32	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	72.70	ROAD USE TAX FU
AVESIS THIRD PARTY ADMINIS	VISION	04/24/2019	44.16	PARK & RECREATI
Total AVESIS THIRD PARTY ADMINISTRATORS INC:			679.42	
BANKERS TRUST COMPANY				
BANKERS TRUST COMPANY	FINANCIAL MGT SERVICES	04/12/2019	5,132.41	GENERAL FUND
Total BANKERS TRUST COMPANY:			5,132.41	
BARCO MUNICIPAL PROD INC				
BARCO MUNICIPAL PROD INC	POLE BRACKETS	04/03/2019	529.74	ROAD USE TAX FU
Total BARCO MUNICIPAL PROD INC:			529.74	
BELIEU CONCRETE				
BELIEU CONCRETE	SHALLOW POOL PERIMETER CONCRETE	04/17/2019	22,440.00	CAPITAL PROJECT
Total BELIEU CONCRETE:			22,440.00	
BLUEBIRD NURSERY INC.				
BLUEBIRD NURSERY INC.	PLANTS	04/23/2019	476.80	PARK & RECREATI
Total BLUEBIRD NURSERY INC.:			476.80	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	MYC MUGS FOR SENIORS	04/11/2019	70.00	GENERAL FUND
Total BOB'S CUSTOM TROPHIES:			70.00	
BOLTON & HAY INC.				
BOLTON & HAY INC.	CONCESSIONS: THERMOMETERS	04/10/2019	94.91	PARK & RECREATI
BOLTON & HAY INC.	CONCESSIONS: THERMOMETERS	04/10/2019	64.88	POOL (MEMORIAL)
BOLTON & HAY INC.	POPCORN MAKER - PICKARD	04/11/2019	718.95	PARK & RECREATI
Total BOLTON & HAY INC.:			878.74	
BOLTON & MENK INC				
BOLTON & MENK INC	MISC CONSULTING SERVICES	03/27/2019	4,360.00	GENERAL FUND
Total BOLTON & MENK INC:			4,360.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	AQUATIC CENTER CONCRETE RFP, HOMET	03/25/2019	105.00	PARK & RECREATI
Total BRICK GENTRY P.C.:			105.00	
BUHROW, LUKE				
BUHROW, LUKE	CELL PHONE 03/09/19 - 04/08/19	04/23/2019	50.00	POLICE FUND
Total BUHROW, LUKE:			50.00	
BURGETT BBQ/CUSTOM CATERING				
BURGETT BBQ/CUSTOM CATE	METRO CHIEFS MTG MEAL	04/08/2019	347.75	FIRE FUND
Total BURGETT BBQ/CUSTOM CATERING:			347.75	
BURK, MARJORY				
BURK, MARJORY	OVERPAYMENT - EMS	04/12/2019	106.65	AMBULANCE FUN
Total BURK, MARJORY:			106.65	
CASH				
CASH	CASH FOR IMU AFTER HOURS PAYMENTS	04/16/2019	100.00	POLICE FUND
Total CASH:			100.00	
CASUAL RAGS				
CASUAL RAGS	EMPLOYEE RECOGNITION	04/22/2019	51.98	FIRE FUND
CASUAL RAGS	DEPARTMENT APPAREL	04/23/2019	308.84	GENERAL FUND
Total CASUAL RAGS:			360.82	
CENTURYLINK				
CENTURYLINK	PHONE	04/22/2019	56.37	GENERAL FUND
Total CENTURYLINK:			56.37	
CERO, BAMBI K.				
CERO, BAMBI K.	OVERPAYMENT - EMS	04/12/2019	94.96	AMBULANCE FUN
Total CERO, BAMBI K.:			94.96	
CINTAS CORPORATION				
CINTAS CORPORATION	MEDICAL CABINET SUPPLIES	04/11/2019	65.02	ROAD USE TAX FU
Total CINTAS CORPORATION:			65.02	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	FORM BOARDS	04/25/2019	29.91	ROAD USE TAX FU
Total CIRCLE B CASHWAY:			29.91	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	REPAIR ON FS 55R TRIMMER	04/12/2019	47.54	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			47.54	
CO-LINE WELDING INC				
CO-LINE WELDING INC	VMAC GOALSETTER BACKBOARD & EDGE	04/12/2019	719.00	POOL (MEMORIAL)

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CO-LINE WELDING INC:			719.00	
COLLINS, NIKKI				
COLLINS, NIKKI	YOUTH SB	04/23/2019	65.00	PARK & RECREATI
COLLINS, NIKKI	YOUTH SB	04/25/2019	32.50	PARK & RECREATI
Total COLLINS, NIKKI:			97.50	
CONTRACT SPECIALTY LC				
CONTRACT SPECIALTY LC	BATTERY FOR PAINT MACHINE	04/12/2019	98.64	PARK & RECREATI
Total CONTRACT SPECIALTY LC:			98.64	
CR SERVICES				
CR SERVICES	SUPPLIES	04/08/2019	131.37	ROAD USE TAX FU
CR SERVICES	TOILET PAPER	04/22/2019	72.60	PARK & RECREATI
CR SERVICES	PINK FOAMING SOAP	04/22/2019	65.40	PARK & RECREATI
CR SERVICES	SAFETY VESTS	04/22/2019	86.63	PARK & RECREATI
Total CR SERVICES:			356.00	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	REPAIR VEHICLE	03/11/2019	190.65	POLICE FUND
CRAIG'S AUTOMOTIVE	REPAIR VEHICLE	03/12/2019	438.65	POLICE FUND
CRAIG'S AUTOMOTIVE	REPAIR VEHICLE	03/15/2019	20.00	POLICE FUND
CRAIG'S AUTOMOTIVE	REPAIR VEHICLE	03/25/2019	149.95	POLICE FUND
CRAIG'S AUTOMOTIVE	SERVICE VEHICLES	03/28/2019	234.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			1,033.25	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	COED LEAGUE SB	04/25/2019	84.00	PARK & RECREATI
CRAWFORD, RICHARD L.	CHURCH LEAGUE	04/15/2019	84.00	PARK & RECREATI
CRAWFORD, RICHARD L.	CHURCH LEAGUE SB	04/22/2019	84.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			252.00	
D & K PRODUCTS				
D & K PRODUCTS	PESTICIDE	04/08/2019	259.10	PARK & RECREATI
Total D & K PRODUCTS:			259.10	
DASH MEDICAL GLOVES				
DASH MEDICAL GLOVES	SUPPLIES	03/27/2019	71.90	POLICE FUND
Total DASH MEDICAL GLOVES:			71.90	
DAVIS, HANNAH				
DAVIS, HANNAH	QUARTERLY TRAINING ASSESSOR	04/15/2019	90.00	AMBULANCE FUN
Total DAVIS, HANNAH:			90.00	
DENNING, RACHEL				
DENNING, RACHEL	TRAINING	04/03/2019	29.39	POLICE FUND
Total DENNING, RACHEL:			29.39	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
DES MOINES AREA COMM COLLEGE				
DES MOINES AREA COMM COL	CEH'S	04/03/2019	15.00	AMBULANCE FUN
DES MOINES AREA COMM COL	CEH'S	04/25/2019	15.00	AMBULANCE FUN
DES MOINES AREA COMM COL	CEH'S	04/25/2019	15.00	AMBULANCE FUN
Total DES MOINES AREA COMM COLLEGE:			45.00	
DES MOINES STAMP MFG				
DES MOINES STAMP MFG	UNIFORMS	04/10/2019	54.00	POLICE FUND
Total DES MOINES STAMP MFG:			54.00	
DLH GRAFX				
DLH GRAFX	YOUTH SOFTBALL SHIRTS	04/10/2019	346.64	PARK & RECREATI
Total DLH GRAFX:			346.64	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	UNIT 9 FLAT	04/22/2019	40.25	ROAD USE TAX FU
DOWNEY TIRE PROS	TIRE REPAIR	04/23/2019	19.71	PARK & RECREATI
Total DOWNEY TIRE PROS:			59.96	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	TOWELS - PAPER	04/10/2019	75.30	FIRE FUND
DUST PROS JANITORIAL	FLOORS BUFFER	04/15/2019	50.00	FIRE FUND
DUST PROS JANITORIAL	MONTHLY CLEANING	04/19/2019	4,000.00	GENERAL FUND
DUST PROS JANITORIAL	MONTHLY CLEANING FEE	04/19/2019	1,462.00	PARK & RECREATI
Total DUST PROS JANITORIAL:			5,587.30	
ELECTRONIC ENGINEERING CO				
ELECTRONIC ENGINEERING C	RADIO REPAIR	04/02/2019	108.00	POLICE FUND
ELECTRONIC ENGINEERING C	REPAIR 151/EQUIP.	04/10/2019	166.75	POLICE FUND
Total ELECTRONIC ENGINEERING CO:			274.75	
EMBLEM ENTERPRISES INC				
EMBLEM ENTERPRISES INC	PATCHES/UNIFORMS	04/08/2019	405.05	POLICE FUND
Total EMBLEM ENTERPRISES INC:			405.05	
FARNER-BOCKEN				
FARNER-BOCKEN	SOFTBALL CONCESSIONS	04/22/2019	951.40	PARK & RECREATI
FARNER-BOCKEN	PICKARD CONCESSIONS	04/11/2019	521.65	PARK & RECREATI
FARNER-BOCKEN	PICKARD CONCESSIONS	04/15/2019	967.55	PARK & RECREATI
Total FARNER-BOCKEN:			2,440.60	
FBI-LEEDA				
FBI-LEEDA	TRAINING	04/08/2019	695.00	POLICE FUND
FBI-LEEDA	TRAINING	04/09/2019	695.00	POLICE FUND
FBI-LEEDA	TRAINING	04/12/2019	695.00	POLICE FUND
Total FBI-LEEDA:			2,085.00	
FIRE SERVICE TRAINING BUREAU				
FIRE SERVICE TRAINING BURE	FIRE CHIEFS DEVELOPMENT SERVICES	04/03/2019	95.00	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
FIRE SERVICE TRAINING BURE	COMPANY OPERATIONS	04/09/2019	50.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			145.00	
GALLS LLC				
GALLS LLC	UNIFORMS/BAUGHMAN	02/14/2019	66.99	FIRE FUND
GALLS LLC	UNIFORMS/SOUKUP	02/14/2019	81.99	FIRE FUND
GALLS LLC	UNIFORMS/WHITE	02/14/2019	54.98	FIRE FUND
GALLS LLC	UNIFORMS/WHITE	02/14/2019	36.98	FIRE FUND
GALLS LLC	UNIFORMS/HOFER	02/22/2019	22.99	FIRE FUND
GALLS LLC	UNIFORMS	04/08/2019	213.98	POLICE FUND
GALLS LLC	UNIFORMS	04/08/2019	90.98	POLICE FUND
GALLS LLC	UNIFORMS	04/08/2019	97.54	POLICE FUND
GALLS LLC	UNIFORMS	04/09/2019	430.80	POLICE FUND
GALLS LLC	UNIFORMS	04/09/2019	434.60	POLICE FUND
GALLS LLC	UNIFORMS	04/09/2019	121.98	POLICE FUND
GALLS LLC	UNIFORMS	04/11/2019	60.99	POLICE FUND
GALLS LLC	UNIFORMS	04/11/2019	182.97	POLICE FUND
GALLS LLC	UNIFORMS	04/15/2019	91.18	POLICE FUND
GALLS LLC	UNIFORMS	04/17/2019	261.99	POLICE FUND
Total GALLS LLC:			2,250.94	
GRAVES, RICK				
GRAVES, RICK	MILEAGE - 2019 LDR INSTITUTE	04/18/2019	64.96	SEWER FUND
Total GRAVES, RICK:			64.96	
HACH COMPANY				
HACH COMPANY	LAB SUPPLIES	04/08/2019	56.29	SEWER FUND
Total HACH COMPANY:			56.29	
HALBERT, MATTHEW				
HALBERT, MATTHEW	PERFORMANCE FOR JUNE 6 TUNES & TREA	03/06/2019	200.00	PARK & RECREATI
Total HALBERT, MATTHEW:			200.00	
HARRISON TRUCK CENTERS				
HARRISON TRUCK CENTERS	UNIT 7 & 9 SNOW/ICE DAMAGE	04/16/2019	312.46	ROAD USE TAX FU
HARRISON TRUCK CENTERS	UNIT 7 - SNOW/ICE DAMAGE	04/18/2019	64.36	ROAD USE TAX FU
Total HARRISON TRUCK CENTERS:			376.82	
HART, NORMAN				
HART, NORMAN	WELLNESS MAR & APR	04/18/2019	50.00	SEWER FUND
Total HART, NORMAN:			50.00	
HAWKINS, ROB				
HAWKINS, ROB	CELL PHONE 1/26/19 - 2/25/19	04/03/2019	50.00	POLICE FUND
HAWKINS, ROB	UNIFORM ALLOWANCE	04/05/2019	185.69	POLICE FUND
Total HAWKINS, ROB:			235.69	
HOTSY CLEANING SYSTEMS				
HOTSY CLEANING SYSTEMS	FLEETWASH/O-RINGS	04/05/2019	136.20	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total HOTSYS CLEANING SYSTEMS:			136.20	
HR GREEN INC				
HR GREEN INC	WWTP CONSULTING	04/16/2019	870.00	SEWER CAPITAL P
HR GREEN INC	15TH STREET SEWER IMPROVEMENTS	04/16/2019	1,878.50	SEWER CAPITAL P
HR GREEN INC	MISC COLLECTION SYSTEM ANALYSIS	04/16/2019	484.21	SEWER CAPITAL P
HR GREEN INC	PLAINVIEW/MCCORD LIFT STATIONS	04/16/2019	1,865.32	SEWER CAPITAL P
Total HR GREEN INC:			5,098.03	
HY-VEE				
HY-VEE	INSTRUCTION COOKING CLASS	04/10/2019	90.00	PARK & RECREATI
Total HY-VEE:			90.00	
IA DEPT OF INSPECTIONS/APEALS				
IA DEPT OF INSPECTIONS/APP	FOOD SERVICE LICENSE - PICKARD	04/25/2019	150.00	PARK & RECREATI
Total IA DEPT OF INSPECTIONS/APEALS:			150.00	
INDIANOLA DOLLARS FOR SCHOLARS				
INDIANOLA DOLLARS FOR SCH	DONATION-MAYOR/COUNCIL APPROVED AP	04/15/2019	300.00	GENERAL FUND
Total INDIANOLA DOLLARS FOR SCHOLARS:			300.00	
INDOFF INCORPORATED				
INDOFF INCORPORATED	OFFICE SUPPLIES	04/16/2019	14.40	GENERAL FUND
Total INDOFF INCORPORATED:			14.40	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	OFFICE SUPPLIES - PLOTTER INK	04/10/2019	271.44	GENERAL FUND
Total INFOMAX OFFICE SYSTEMS INC.:			271.44	
INGRAM, RANDY P.				
INGRAM, RANDY P.	OVERPAYMENT - EMS	04/12/2019	50.94	AMBULANCE FUN
Total INGRAM, RANDY P.:			50.94	
INTEGRIVault				
INTEGRIVault	MONTHLY OFFSITE BACKUP	05/01/2019	500.00	GENERAL FUND
Total INTEGRIVault:			500.00	
INTERSTATE POWER SYSTEMS				
INTERSTATE POWER SYSTEMS	331 - TRANSMISSION LEAK	04/18/2019	1,417.09	FIRE FUND
Total INTERSTATE POWER SYSTEMS:			1,417.09	
IOWA DEPT OF PUBLIC SAFETY				
IOWA DEPT OF PUBLIC SAFETY	NCIC SYSTEM	04/04/2019	810.00	POLICE FUND
Total IOWA DEPT OF PUBLIC SAFETY:			810.00	
IOWA FIRE CHIEFS ASSOC.				
IOWA FIRE CHIEFS ASSOC.	IOWA FIRE CHIEFS ASSOC.	04/26/2019	50.00	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total IOWA FIRE CHIEFS ASSOC.:			50.00	
IOWA LAW ENFORCEMENT ACADEMY				
IOWA LAW ENFORCEMENT AC	EDUCATION/MMPI	04/03/2019	300.00	POLICE FUND
Total IOWA LAW ENFORCEMENT ACADEMY:			300.00	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	04/12/2019	651.60	SEWER FUND
Total IOWA ONE CALL:			651.60	
IOWA PARK & REC. ASSOC.				
IOWA PARK & REC. ASSOC.	CPO WORKSHOP - BRADLEY	04/15/2019	40.00	POOL (MEMORIAL)
IOWA PARK & REC. ASSOC.	IPRA CONFERENCE, BYLUND, DECOOK, BR	04/15/2019	705.00	PARK & RECREATI
Total IOWA PARK & REC. ASSOC.:			745.00	
JAKES, JOHN				
JAKES, JOHN	CISM/TRAINING	04/04/2019	252.97	FIRE FUND
Total JAKES, JOHN:			252.97	
JESS' LOCK AND KEY				
JESS' LOCK AND KEY	UNLOCK RESIDENCE	03/13/2019	60.00	POLICE FUND
Total JESS' LOCK AND KEY:			60.00	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	WEEKLY LAB TESTS	04/17/2019	145.00	SEWER FUND
KEYSTONE LABORATORIES IN	WEEKLY LAB TESTS	04/23/2019	230.00	SEWER FUND
KEYSTONE LABORATORIES IN	WEEKLY LAB TESTS	04/26/2019	230.00	SEWER FUND
KEYSTONE LABORATORIES IN	NPDES PERMIT SAMPLES	04/29/2019	444.70	SEWER FUND
KEYSTONE LABORATORIES IN	QUARTERLY TN, TP SAMPLES	04/29/2019	110.80	SEWER FUND
Total KEYSTONE LABORATORIES INC:			1,160.50	
KIESLER POLICE SUPPLY INC				
KIESLER POLICE SUPPLY INC	SHOTGUNS/TRAINING	03/19/2019	2,200.00	POLICE FUND
Total KIESLER POLICE SUPPLY INC:			2,200.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - MAY 2019	04/19/2019	2,787.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,787.00	
KLOCKE'S EMERGENCY VEHICLES				
KLOCKE'S EMERGENCY VEHIC	GOLD TRIM	04/02/2019	168.07	CITY LIAB INS RES
Total KLOCKE'S EMERGENCY VEHICLES:			168.07	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	OXYGEN	04/10/2019	161.41	AMBULANCE FUN
MATHESON TRI-GAS INC	OXYGEN	04/30/2019	71.40	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MATHESON TRI-GAS INC:			232.81	
MCCAULEY ESTATE, LARRY E.				
MCCAULEY ESTATE, LARRY E.	OVERPAYMENT - EMS	04/12/2019	107.97	AMBULANCE FUN
Total MCCAULEY ESTATE, LARRY E.:			107.97	
MCCONNELL, TIM				
MCCONNELL, TIM	REFUND DEPOSIT - BUXTON ROOM	04/30/2019	150.00	PARK & RECREATI
MCCONNELL, TIM	CREDIT FOR ART & CRAFT ROOM	04/30/2019	60.00	PARK & RECREATI
MCCONNELL, TIM	CREDIT FOR CONFERENCE ROOM	04/30/2019	60.00	PARK & RECREATI
Total MCCONNELL, TIM:			270.00	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	HEAVY DUTY ZIP TIES	04/16/2019	28.60	PARK & RECREATI
MCCOY HARDWARE INC	1' BALL VALVE	04/16/2019	26.99	PARK & RECREATI
MCCOY HARDWARE INC	CONCRETE REPAIR CAULKING, MORTAR MI	04/17/2019	13.47	PARK & RECREATI
MCCOY HARDWARE INC	BOLTS AND NUTS	04/17/2019	2.58	SEWER FUND
MCCOY HARDWARE INC	HEAVY DUTY ZIP TIES, KEYS	04/18/2019	18.42	PARK & RECREATI
MCCOY HARDWARE INC	CONCRETE REPAIR CAULKING, SAND MIX	04/18/2019	10.11	PARK & RECREATI
MCCOY HARDWARE INC	GLOVES	04/19/2019	25.86	SEWER FUND
MCCOY HARDWARE INC	HANGERS	04/19/2019	4.94	SEWER FUND
MCCOY HARDWARE INC	LAG BOLTS	04/22/2019	17.09	ROAD USE TAX FU
MCCOY HARDWARE INC	FORM SCREWS/BITS	04/22/2019	44.84	ROAD USE TAX FU
MCCOY HARDWARE INC	SUPPLIES	04/22/2019	26.08	PARK & RECREATI
MCCOY HARDWARE INC	BATTERIES FOR LOCATOR	04/23/2019	8.99	SEWER FUND
MCCOY HARDWARE INC	3/4" BRASS PLUG	04/25/2019	5.84	PARK & RECREATI
MCCOY HARDWARE INC	FLUX BRUSH, HALO BULB	04/25/2019	7.90	PARK & RECREATI
MCCOY HARDWARE INC	1/2" PIPE STRAPS, SOLDER	04/26/2019	14.81	PARK & RECREATI
MCCOY HARDWARE INC	NEVERKINK HOSE	04/29/2019	25.19	PARK & RECREATI
MCCOY HARDWARE INC	HUSQVARNA PUSH MOWER	04/10/2019	287.99	PARK & RECREATI
MCCOY HARDWARE INC	LIGHT BULBS, BRASS CONNECTOR, BRASS	04/11/2019	47.27	PARK & RECREATI
MCCOY HARDWARE INC	4 PK LIQUA FEED MIRACLE GROW	04/11/2019	16.19	PARK & RECREATI
MCCOY HARDWARE INC	THREAD LOCK, BRASS CONNECTOR, 5/8" M	04/15/2019	16.00	PARK & RECREATI
MCCOY HARDWARE INC	TAPE MEASURE	04/15/2019	11.06	SEWER FUND
Total MCCOY HARDWARE INC:			660.22	
MCCOY, MELISSA				
MCCOY, MELISSA	WELLNESS - MARCH	04/09/2019	21.10	GENERAL FUND
Total MCCOY, MELISSA:			21.10	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	COED LEAGUE	04/18/2019	84.00	PARK & RECREATI
MCINTYRE, CRAIG	COED LEAGUE SB	04/25/2019	84.00	PARK & RECREATI
Total MCINTYRE, CRAIG:			168.00	
MEDPRO DISPOSAL LLC				
MEDPRO DISPOSAL LLC	MEDICAL WASTE DISPOSAL	05/01/2019	137.81	AMBULANCE FUN
Total MEDPRO DISPOSAL LLC:			137.81	
MEDTRAK SERVICES				
MEDTRAK SERVICES	411 RX	04/15/2019	84.68	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MEDTRAK SERVICES:			84.68	
MENARDS				
MENARDS	TWO LEVELS FOR MANHOLES	04/09/2019	169.98	SEWER FUND
Total MENARDS:			169.98	
METCALF, BRAD				
METCALF, BRAD	TRAINING 4/8/19 - 4/12/19	04/12/2019	28.70	POLICE FUND
METCALF, BRAD	TRAINING 4/1/19 - 4/5/19	04/05/2019	57.70	POLICE FUND
Total METCALF, BRAD:			86.40	
METLIFE - GROUP BENEFITS				
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	198.46	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	1,229.63	POLICE FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	206.73	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	305.96	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	89.79	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	532.98	AMBULANCE FUN
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	286.19	SEWER FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	94.05	FIRE FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	252.21	LIBRARY FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	25.71	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	396.92	ROAD USE TAX FU
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	230.11	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	04/22/2019	99.23	GENERAL FUND
Total METLIFE - GROUP BENEFITS:			3,947.97	
METRO WASTE AUTHORITY				
METRO WASTE AUTHORITY	COMPOST FOR BACKFILLING	04/11/2019	149.60	ROAD USE TAX FU
Total METRO WASTE AUTHORITY:			149.60	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	ACTIVITY CENTER UTILITIES	04/22/2019	194.82	PARK & RECREATI
MID AMERICAN ENERGY CO.	26321-30003 ST LIGHTING	04/12/2019	11.98	GENERAL FUND
MID AMERICAN ENERGY CO.	05931-25003 N HWY 65/69 ENTRANCE SIGN	04/12/2019	130.87	GENERAL FUND
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	04/17/2019	76.86	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	04/17/2019	40.31	SEWER FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS LIFT	04/22/2019	57.62	SEWER FUND
MID AMERICAN ENERGY CO.	UTILITIES	04/22/2019	96.01	FIRE FUND
MID AMERICAN ENERGY CO.	UTILITIES	04/22/2019	14.55	FIRE FUND
MID AMERICAN ENERGY CO.	HEAT/BUILDING	04/22/2019	87.76	POLICE FUND
MID AMERICAN ENERGY CO.	74080-22010 FUEL HEAT	04/29/2019	859.65	GENERAL FUND
Total MID AMERICAN ENERGY CO.:			1,570.43	
MILLER ELECTRIC SERVICES				
MILLER ELECTRIC SERVICES	LANDING PAD LIGHTS	04/23/2019	2,842.21	AMBULANCE FUN
Total MILLER ELECTRIC SERVICES:			2,842.21	
MUNICIPAL PIPE TOOL CO.				
MUNICIPAL PIPE TOOL CO.	SEWER MAIN LINING	04/30/2019	62,058.00	SEWER CAPITAL P

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MUNICIPAL PIPE TOOL CO.:			62,058.00	
MUNICIPAL SUPPLY INC				
MUNICIPAL SUPPLY INC	BRASS GATE VALVE, BRASS NIPPLES	04/08/2019	143.50	PARK & RECREATI
MUNICIPAL SUPPLY INC	PRO RINGS AND ADHESIVE	04/09/2019	928.80	SEWER CAPITAL P
MUNICIPAL SUPPLY INC	BRASS FITTING FOR HYDRANT METER	04/12/2019	74.25	SEWER FUND
Total MUNICIPAL SUPPLY INC:			1,146.55	
MUTUAL OF OMAHA				
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	80.17	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	773.14	POLICE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	133.91	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	192.81	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	1,111.55	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	49.63	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	85.61	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	369.20	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	226.05	SEWER FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	44.56	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	249.37	ROAD USE TAX FU
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	170.48	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	92.30	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	04/24/2019	154.47	LIBRARY FUND
Total MUTUAL OF OMAHA:			3,733.25	
MYERS, ROBERT				
MYERS, ROBERT	CHURCH LEAGUE	04/15/2019	84.00	PARK & RECREATI
MYERS, ROBERT	COED LEAGUE	04/18/2019	84.00	PARK & RECREATI
MYERS, ROBERT	CHURCH LEAGUE SB	04/22/2019	56.00	PARK & RECREATI
Total MYERS, ROBERT:			224.00	
NAPA AUTO PARTS				
NAPA AUTO PARTS	BUTT CONNECTORS FOR UNIT 9	04/22/2019	4.47	ROAD USE TAX FU
Total NAPA AUTO PARTS:			4.47	
NOLASOFT DEVELOPMENT				
NOLASOFT DEVELOPMENT	QUARTERLY WEB SITE HOSTING - CITY	05/01/2019	45.00	GENERAL FUND
Total NOLASOFT DEVELOPMENT:			45.00	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	SF/1ST FROST HEAVE	04/02/2019	3,160.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	SF/1ST FROST HEAVE	04/02/2019	1,381.25	ROAD USE TAX FU
NORWALK READY-MIXED CON	SF/1ST FROST HEAVE	04/03/2019	522.75	ROAD USE TAX FU
NORWALK READY-MIXED CON	SF/1ST FROST HEAVE	04/04/2019	1,195.25	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE	04/18/2019	2,288.25	PARK & RECREATI
NORWALK READY-MIXED CON	CONCRETE	04/19/2019	1,673.50	PARK & RECREATI
Total NORWALK READY-MIXED CONCRETE:			10,221.50	
O'HALLORAN INTERNATIONAL				
O'HALLORAN INTERNATIONAL	UNIT 24 TRANSMISSION LINE	04/16/2019	66.75	ROAD USE TAX FU
O'HALLORAN INTERNATIONAL	UNIT 12	02/25/2019	3,240.38	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total O'HALLORAN INTERNATIONAL:			3,307.13	
O'KEEFE ELEVATOR CO.				
O'KEEFE ELEVATOR CO.	INSTALL MICROLIGHT	04/23/2019	2,118.64	GENERAL FUND
Total O'KEEFE ELEVATOR CO.:			2,118.64	
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	ANTIFREEZE	04/09/2019	38.97	ROAD USE TAX FU
O'REILLY AUTO PARTS	HYDRAULIC HOSE	04/09/2019	73.74	ROAD USE TAX FU
O'REILLY AUTO PARTS	PAINT	04/15/2019	39.86	ROAD USE TAX FU
O'REILLY AUTO PARTS	AIR FILTER	04/15/2019	43.55	ROAD USE TAX FU
O'REILLY AUTO PARTS	OIL	04/16/2019	11.48	ROAD USE TAX FU
O'REILLY AUTO PARTS	AIR FILTERS	04/17/2019	103.06	ROAD USE TAX FU
O'REILLY AUTO PARTS	ELECTRICAL PARTS	04/22/2019	17.56	ROAD USE TAX FU
O'REILLY AUTO PARTS	FUEL FILTERS	04/22/2019	8.65	PARK & RECREATI
O'REILLY AUTO PARTS	ALTERNATOR FOR 2007 F-150	04/23/2019	192.50	PARK & RECREATI
O'REILLY AUTO PARTS	FITTING FOR LEADER HOSE	04/29/2019	25.34	SEWER FUND
Total O'REILLY AUTO PARTS:			554.71	
PARK, KRIS				
PARK, KRIS	CHURCH LEAGUE	04/15/2019	56.00	PARK & RECREATI
PARK, KRIS	COED LEAGUE	04/18/2019	84.00	PARK & RECREATI
PARK, KRIS	CHURCH LEAGUE SB	04/22/2019	84.00	PARK & RECREATI
PARK, KRIS	COED LEAGUE SB	04/25/2019	84.00	PARK & RECREATI
Total PARK, KRIS:			308.00	
PECK, STEVEN L.				
PECK, STEVEN L.	OVERPAYMENT - EMS	04/12/2019	284.24	AMBULANCE FUN
PECK, STEVEN L.	OVERPAYMENT - EMS	04/12/2019	254.79	AMBULANCE FUN
Total PECK, STEVEN L.:			539.03	
PELLA PRINTING				
PELLA PRINTING	PRINTING	03/22/2019	581.00	POLICE FUND
PELLA PRINTING	SPRING 2019 MAGAZINE	03/27/2019	6,267.50	GENERAL FUND
PELLA PRINTING	SPRING 2019 MAGAZINE	03/27/2019	6,267.50	PARK & RECREATI
PELLA PRINTING	BUSINESS CARDS	03/22/2019	90.00	GENERAL FUND
Total PELLA PRINTING:			13,206.00	
PHILIPS MEDICAL CAPITAL				
PHILIPS MEDICAL CAPITAL	CARDIAC MONITOR LEASE	04/06/2019	1,348.11	AMBULANCE FUN
Total PHILIPS MEDICAL CAPITAL:			1,348.11	
PINE VALLEY INSPECTIONS/CONSULTING LLC				
PINE VALLEY INSPECTIONS/CO	PLAN REVIEW CONT. SREVICES	04/24/2019	490.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			490.00	
PURCHASE POWER				
PURCHASE POWER	POSTAGE	04/10/2019	13.50	GENERAL FUND
PURCHASE POWER	POSTAGE	04/24/2019	500.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PURCHASE POWER:			513.50	
R1 ADVANCED DATE PROCESSING INC				
R1 ADVANCED DATE PROCESS	EMS BILLING	03/31/2019	2,289.18	AMBULANCE FUN
Total R1 ADVANCED DATE PROCESSING INC:			2,289.18	
SANDRY FIRE SUPPLY LLC				
SANDRY FIRE SUPPLY LLC	PPE - PATCH	04/03/2019	55.50	FIRE FUND
SANDRY FIRE SUPPLY LLC	TFT ADAPTER FEMALE ROCKER	04/23/2019	34.14	FIRE FUND
Total SANDRY FIRE SUPPLY LLC:			89.64	
SECURE SHRED SOLUTIONS LLC				
SECURE SHRED SOLUTIONS L	SHRED/RECYCLE	04/30/2019	115.00	GENERAL FUND
Total SECURE SHRED SOLUTIONS LLC:			115.00	
SHER, BRIAN				
SHER, BRIAN	CELL PHONE 03/23/19 - 04/22/19	04/29/2019	50.00	POLICE FUND
Total SHER, BRIAN:			50.00	
SHI INTERNATIONAL CORP				
SHI INTERNATIONAL CORP	IPAD AIR	04/16/2019	455.00	SEWER FUND
Total SHI INTERNATIONAL CORP:			455.00	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	04/19/2019	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
SITEONE LANDSCAPE SUPPLY LLC				
SITEONE LANDSCAPE SUPPLY	SPRINKLER HEADS	04/24/2019	102.21	PARK & RECREATI
SITEONE LANDSCAPE SUPPLY	SPRINKLER HEADS	04/24/2019	388.00	PARK & RECREATI
Total SITEONE LANDSCAPE SUPPLY LLC:			490.21	
SNYDER & ASSOCIATES INC				
SNYDER & ASSOCIATES INC	HILLCREST AVE CONCEPT STUDY	03/31/2019	1,715.00	STREET CAPITAL
SNYDER & ASSOCIATES INC	SOUTH K ST PAVING	03/31/2019	4,643.24	STREET CAPITAL
SNYDER & ASSOCIATES INC	SITE PLAN REVIEW	03/31/2019	507.00	GENERAL FUND
SNYDER & ASSOCIATES INC	MISCELLANEOUS SERVICES	03/31/2019	1,800.00	GENERAL FUND
SNYDER & ASSOCIATES INC	STREET ISSUES	03/31/2019	120.00	ROAD USE TAX FU
SNYDER & ASSOCIATES INC	DRAINAGE ISSUES	03/31/2019	240.00	STORMWATER UTI
SNYDER & ASSOCIATES INC	GRIT PERFORMANCE 515 (REIMBURSABLE)	03/31/2019	467.00	GENERAL FUND
SNYDER & ASSOCIATES INC	HILLCREST TRAIL CONNECTOR	03/31/2019	4,880.00	CAPITAL PROJECT
SNYDER & ASSOCIATES INC	203 SW 2ND AVE BOUNDARY RETRACEMEN	03/31/2019	1,827.22	CP--COMM RE-DE
SNYDER & ASSOCIATES INC	COMPREHENSIVE PLAN	03/31/2019	980.00	GENERAL FUND
Total SNYDER & ASSOCIATES INC:			17,179.46	
SNYDER, MICHELLE				
SNYDER, MICHELLE	TRAINING	04/03/2019	13.34	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SNYDER, MICHELLE:			13.34	
STANARD & ASSOCIATES INC				
STANARD & ASSOCIATES INC	HIRING/CONTRACT	01/30/2019	92.50	POLICE FUND
Total STANARD & ASSOCIATES INC:			92.50	
STERNQUIST CONST. INC.				
STERNQUIST CONST. INC.	2018 STREET PROJECT #5	05/02/2019	21,756.52	STORMWATER UTI
STERNQUIST CONST. INC.	2018 STREET PROJECT #5	05/02/2019	15,483.27	STREET CAPITAL
Total STERNQUIST CONST. INC.:			37,239.79	
STETSON BUILDING PRODUCTS INC				
STETSON BUILDING PRODUCT	BOLLARDS FOR PARKING LOT	04/04/2019	613.50	ROAD USE TAX FU
Total STETSON BUILDING PRODUCTS INC:			613.50	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT 1506	04/30/2019	85.00	GENERAL FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	04/24/2019	54.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	04/24/2019	82.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			221.00	
THEISEN'S				
THEISEN'S	CABLE TIES	04/10/2019	98.97	PARK & RECREATI
THEISEN'S	OIL DRY	04/11/2019	179.41	ROAD USE TAX FU
THEISEN'S	SHOP TOWELS	04/12/2019	7.99	SEWER FUND
THEISEN'S	COPPER FITTINGS	04/25/2019	46.60	PARK & RECREATI
Total THEISEN'S:			332.97	
TRANS-IOWA EQUIPMENT INC				
TRANS-IOWA EQUIPMENT INC	OIL COOLER	04/08/2019	1,187.18	ROAD USE TAX FU
TRANS-IOWA EQUIPMENT INC	WATER PUMP/BROOM COVER	04/10/2019	879.03	ROAD USE TAX FU
Total TRANS-IOWA EQUIPMENT INC:			2,066.21	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	CONTRACT	04/01/2019	71.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			71.00	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES -3	04/12/2019	102.35	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONE	04/12/2019	167.84	FIRE FUND
U.S. CELLULAR	CELL PHONES - 2	04/12/2019	61.48	PARK & RECREATI
U.S. CELLULAR	CELL PHONES - 2	04/12/2019	90.99	SEWER FUND
Total U.S. CELLULAR:			422.66	
UNITEDHEALTHCARE				
UNITEDHEALTHCARE	OVERPAYMENT - EMS ACCT #49386288	04/12/2019	429.01	AMBULANCE FUN
UNITEDHEALTHCARE	OVERPAYMENT - EMS ACCT #50677044	04/12/2019	429.01	AMBULANCE FUN

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total UNITEDHEALTHCARE:			858.02	
VANDERPOOL PLUMBING				
VANDERPOOL PLUMBING	RECIR PUMP	04/18/2019	621.71	GENERAL FUND
Total VANDERPOOL PLUMBING:			621.71	
VERIZON WIRELESS				
VERIZON WIRELESS	DATA	04/15/2019	358.60	POLICE FUND
Total VERIZON WIRELESS:			358.60	
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 3/9/19 - 4/8/19	04/09/2019	75.00	GENERAL FUND
Total WALLER, RYAN:			75.00	
WALTERS GARDENS INC.				
WALTERS GARDENS INC.	PERENNIALS	03/11/2019	2,516.82	PARK & RECREATI
WALTERS GARDENS INC.	PLANT SALE	04/01/2019	2,404.40	PARK & RECREATI
WALTERS GARDENS INC.	PLANT SALE	04/01/2019	1,123.88	PARK & RECREATI
Total WALTERS GARDENS INC.:			6,045.10	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	PRISONER FEES APRIL 2019	04/01/2019	1,800.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			1,800.00	
WEBB, BETH				
WEBB, BETH	OVERPAYMENT - EMS	04/12/2019	183.80	AMBULANCE FUN
Total WEBB, BETH:			183.80	
WELLS FARGO CCER				
WELLS FARGO CCER	PERFORMANCE HEALTH SUPFirst Aid Kit - Gr	03/21/2019	23.83	PARK & RECREATI
WELLS FARGO CCER	AED SUPERSTOREaed pad replacements	03/22/2019	204.95	POLICE FUND
WELLS FARGO CCER	AMZN MKTP US MW0169PK12018 Awards Ba	03/25/2019	12.60	GENERAL FUND
WELLS FARGO CCER	AMAZON.COM MW0XB5TJ2 AMZN65022- DV	03/26/2019	50.41	LIBRARY FUND
WELLS FARGO CCER	HY VEE 1271Program supplies for adults	03/27/2019	8.98	LIBRARY FUND
WELLS FARGO CCER	INDOFF INCORPORATEDRuler, Kleenex, Fold	03/28/2019	41.67	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US MW80J6PG2Family	03/29/2019	28.97	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MW07X10S2office supplies	03/27/2019	27.64	POLICE FUND
WELLS FARGO CCER	OTC BRANDS, INC.2018 Awards Banquet, Tab	03/27/2019	21.41	GENERAL FUND
WELLS FARGO CCER	DISPUTE-SQ EMERGENCY MEDDispute Res	03/28/2019	1,970.05	AMBULANCE FUN
WELLS FARGO CCER	BSN SPORTS LLCSoftball Equipment	03/28/2019	159.10	PARK & RECREATI
WELLS FARGO CCER	ADOBE ACROPRO SUBSsoftware	03/28/2019	14.99	POLICE FUND
WELLS FARGO CCER	HOBBY-LOBBY #797Tea party supplies	03/29/2019	38.88	PARK & RECREATI
WELLS FARGO CCER	CNA CLASSIFIEDSemployment ad	03/21/2019	300.00	POLICE FUND
WELLS FARGO CCER	BEACON ATHLETICSSoftball Field Dig Out Too	03/22/2019	116.93	PARK & RECREATI
WELLS FARGO CCER	WM SUPERCENTER #14912018 Awards Banq	03/22/2019	18.49	GENERAL FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Office supplies	03/22/2019	51.93	PARK & RECREATI
WELLS FARGO CCER	WARREN COUNTY OILLP for North Plant	03/25/2019	1,974.61	SEWER FUND
WELLS FARGO CCER	GOOD HOUSEKEEPING MAGANon-requested	03/25/2019	21.37	PARK & RECREATI
WELLS FARGO CCER	DEWEY FORDDeductible for Medic 248 repair	03/18/2019	5,000.00	CITY LIAB INS RES
WELLS FARGO CCER	GEEKNET, INCSR19 Kids, Teens	03/18/2019	61.68	LIBRARY SPECIAL
WELLS FARGO CCER	INTERSTATE POWERSYSTEMRepair Engine	03/18/2019	3,933.51	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMZN MKTP US MW9IS8061Thermostat Label	03/20/2019	135.41	SEWER FUND
WELLS FARGO CCER	AMZN MKTP US MW9TU5E4165060- Whitebo	03/20/2019	29.95	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MW4LI3AC0Summer Reading	03/20/2019	7.00	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MI4LP6U32Summer Reading	03/13/2019	10.99	LIBRARY SPECIAL
WELLS FARGO CCER	AERVOE.COMBaton Traffic Flare kits purchase	03/13/2019	843.75	POLICE FUND
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPCPR cards	03/13/2019	100.00	AMBULANCE FUN
WELLS FARGO CCER	GOTPRINT.COMPickard sponsor banners	03/14/2019	874.88	PARK & RECREATI
WELLS FARGO CCER	BOUND TREE MEDICAL LLCAmbulance Suppl	03/15/2019	64.50	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US MI22C0WO2Summer Reading	03/18/2019	13.50	LIBRARY SPECIAL
WELLS FARGO CCER	DISCOUNTMUGS.COMSummer Reading Progr	03/08/2019	432.65	LIBRARY SPECIAL
WELLS FARGO CCER	RUBES STEAKHOUSEMeal at Collection Conf	03/08/2019	45.00	SEWER FUND
WELLS FARGO CCER	AMAZON.COM MW4TY4FG165022- DVDs	03/11/2019	36.31	LIBRARY FUND
WELLS FARGO CCER	WAL-MART #1491Postage. p4 receipt	03/11/2019	33.00	LIBRARY FUND
WELLS FARGO CCER	USPS PO 1843650625Forever stamped envelo	03/12/2019	311.40	PARK & RECREATI
WELLS FARGO CCER	SP ASP INCASP Training handcuffs	03/13/2019	186.00	POLICE FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Senior supplies	03/01/2019	17.70	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM MI07E06S0Adult programming	03/04/2019	37.64	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI11O72L0SRP19 Family, Te	03/04/2019	35.44	LIBRARY SPECIAL
WELLS FARGO CCER	HY VEE 1271Flower arrangement and sympath	03/05/2019	60.79	FIRE FUND
WELLS FARGO CCER	INDOFF INCORPORATEDWastebaskets and D	03/06/2019	27.96	GENERAL FUND
WELLS FARGO CCER	BOUND TREE MEDICAL LLCAmbulance Suppl	03/08/2019	292.50	AMBULANCE FUN
WELLS FARGO CCER	FIRE SERVICE TRAINING BURFire Investigato	03/20/2019	325.00	FIRE FUND
WELLS FARGO CCER	AMZN MKTP US MW1D790K1Summer Readin	03/20/2019	25.96	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MW3SV50T1Summer Readin	03/21/2019	11.39	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM MW7JV6EE0 AMZNOffice suppl	03/22/2019	29.09	POLICE FUND
WELLS FARGO CCER	SIMPSON COLLEGE FOODThink Spring Gard	03/01/2019	281.31	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US MI8Q272R1SRP19 teen	03/01/2019	8.48	LIBRARY SPECIAL
WELLS FARGO CCER	SP OUT OF PRINTSummer Reading Program	03/15/2019	49.95	LIBRARY SPECIAL
WELLS FARGO CCER	WM SUPERCENTER #1491Tea party supplies	03/18/2019	14.70	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US MW5DW4T71Summer Readin	03/18/2019	222.15	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM MW3F69TM1 AMZN65022- DV	03/18/2019	19.99	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI7MD3YM2Summer Readin	03/18/2019	8.59	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MW6D35AT065060- Wall File	03/20/2019	37.79	LIBRARY FUND
WELLS FARGO CCER	HY VEE 1271Dry cleaning three Dr Seuss costu	03/12/2019	75.00	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MW1FN44Y0Ram usb mounts	03/13/2019	91.08	POLICE FUND
WELLS FARGO CCER	GOTPRINT.COMPickard sponsor banners	03/13/2019	521.82	PARK & RECREATI
WELLS FARGO CCER	CNA CLASSIFIEDSEmployment ad	03/13/2019	300.00	POLICE FUND
WELLS FARGO CCER	USPS PO 1843650625Think Spring Garden Se	03/13/2019	5.60	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM65022- DVD Pre-Order Price Pr	03/14/2019	.36-	LIBRARY FUND
WELLS FARGO CCER	SIMPSON COLLEGE FOODOverbilled Charge	03/06/2019	63.72-	PARK & RECREATI
WELLS FARGO CCER	JIMMY JOHNS # 1091 -Library Board - Strategi	03/06/2019	55.64	LIBRARY FUND
WELLS FARGO CCER	RUBES STEAKHOUSEMeal at Collection Conf	03/08/2019	36.55	SEWER FUND
WELLS FARGO CCER	AMAZON.COM MI43X5YQ165020- Book	03/08/2019	19.08	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MI9Q05SV265070- BOB hold	03/11/2019	25.99	LIBRARY FUND
WELLS FARGO CCER	OTC BRANDS, INC.Refund of Tax on OTC that	03/11/2019	6.36-	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491SRP19 Family program	03/01/2019	20.86	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MI3WM3SV1Program supplie	03/01/2019	74.96	LIBRARY FUND
WELLS FARGO CCER	SIMPSON COLLEGE FOODThink Spring Gard	03/01/2019	1,911.60	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM MI8V37UZ165022- DVDs	03/04/2019	38.61	LIBRARY FUND
WELLS FARGO CCER	WM SUPERCENTER #1491x1 Iron Skillet @-1	03/04/2019	49.69	FIRE FUND
WELLS FARGO CCER	OREILLY AUTO #0337Batteries Attack 338	03/04/2019	292.81	FIRE FUND
WELLS FARGO CCER	AMAZON.COM MW3F69TM1 AMZN65020- Bo	03/18/2019	19.08	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MW8JW7JM1Summer Readin	03/18/2019	149.99	LIBRARY SPECIAL
WELLS FARGO CCER	GOTPRINT.COMPickard sponsor banners	03/19/2019	174.78	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US MW59464V2Summer Reading	03/20/2019	97.63	LIBRARY SPECIAL
WELLS FARGO CCER	GOTPRINT.COMPickard sponsor banners	03/20/2019	366.46	PARK & RECREATI
WELLS FARGO CCER	NASCO FORT ATKINSONTraining Aid for EMS	03/21/2019	236.88	AMBULANCE FUN
WELLS FARGO CCER	OREILLY AUTO #0337parts	03/13/2019	40.10	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	AMAZON.COM MI9LP0UY2Office supplies	03/13/2019	61.98	LIBRARY FUND
WELLS FARGO CCER	BOUND TREE MEDICAL LLCAmbulance Suppl	03/14/2019	2,058.86	AMBULANCE FUN
WELLS FARGO CCER	PB TEEN E-COMMERCESummer Reading Pro	03/15/2019	53.49	LIBRARY SPECIAL
WELLS FARGO CCER	AMAZON.COM MW4VD7O62 AMZN65022- DV	03/18/2019	17.96	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MW6WY9T11Summer Readin	03/18/2019	262.82	LIBRARY SPECIAL
WELLS FARGO CCER	HOLIDAY INN DOWNTOWN F&BLunch at Pryo	03/08/2019	14.16	GENERAL FUND
WELLS FARGO CCER	HOLIDAY INN EXPRESSMotel charged in error	03/11/2019	273.74	POLICE FUND
WELLS FARGO CCER	PHILLIPS 66 - WESTLAND FAFuel on trip to Al	03/11/2019	48.31	AMBULANCE FUN
WELLS FARGO CCER	THE SPORTS PAGE GRILLAward for Adult Bas	03/11/2019	150.00	PARK & RECREATI
WELLS FARGO CCER	WAL-MART #1491Supplies for office	03/12/2019	57.72	PARK & RECREATI
WELLS FARGO CCER	DEMCO65070- Book covering materials	03/13/2019	94.25	LIBRARY FUND
WELLS FARGO CCER	GIH GLOBALINDUSTRIALEQhex keys for cars	03/04/2019	20.39	POLICE FUND
WELLS FARGO CCER	CIRCLE B CASHWAY OF INDIAx1- Aluminum	03/04/2019	42.49	FIRE FUND
WELLS FARGO CCER	AMZN MKTP USerror charge - return	03/04/2019	10.65-	PARK & RECREATI
WELLS FARGO CCER	THE INTERNATIONAL SOCIISFSI Training Offi	03/06/2019	290.00	FIRE FUND
WELLS FARGO CCER	HY VEE 1271Library Board	03/06/2019	5.78	LIBRARY FUND
WELLS FARGO CCER	HY VEE 1271Kids BBBC	03/08/2019	2.29	LIBRARY FUND
WELLS FARGO CCER	USPS PO 184365062565080-ILL Postage	03/20/2019	13.38	LIBRARY FUND
WELLS FARGO CCER	OTC BRANDS, INC.Refund of order from OCT.	03/20/2019	90.86-	PARK & RECREATI
WELLS FARGO CCER	FIRE SERVICE TRAINING BURFire Investigato	03/21/2019	50.00	FIRE FUND
WELLS FARGO CCER	AMZN MKTP US MI9XO6Q80SRP Family and k	03/01/2019	49.62	LIBRARY SPECIAL
WELLS FARGO CCER	ADOBE CREATIVE CLOUDmonthly software s	03/01/2019	56.17	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COMerror charge	03/01/2019	17.49-	PARK & RECREATI
WELLS FARGO CCER	BOUND TREE MEDICAL LLCAmbulance Suppl	03/18/2019	152.78	AMBULANCE FUN
WELLS FARGO CCER	AMAZON.COM MI45V8YD2Summer Reading P	03/18/2019	35.00	LIBRARY SPECIAL
WELLS FARGO CCER	BOUND TREE MEDICAL LLCAmbulance Suppl	03/18/2019	103.61	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US MW6RQ3Z00Summer Readin	03/18/2019	19.95	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MI1432L01Summer Reading	03/19/2019	63.82	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MW59464V2Library supplies	03/20/2019	7.76	LIBRARY FUND
WELLS FARGO CCER	NPI/RAM MOUNTSUSB mounts for cars	03/12/2019	105.30	POLICE FUND
WELLS FARGO CCER	TEEX ECOMMERCEField Training Officer See t	03/13/2019	80.00	AMBULANCE FUN
WELLS FARGO CCER	AMZN MKTP US MI4LP6U32Kids and family pr	03/13/2019	87.93	LIBRARY FUND
WELLS FARGO CCER	TEEX ECOMMERCEField Training Officer Train	03/13/2019	80.00	FIRE FUND
WELLS FARGO CCER	AMZN MKTP US MW4ZR7N41Summer Readin	03/14/2019	82.55	LIBRARY SPECIAL
WELLS FARGO CCER	PARKING METERSParking for Metro Managers	03/14/2019	2.50	GENERAL FUND
WELLS FARGO CCER	AED SUPERSTORE reimbursement of taxes ch	03/06/2019	18.48-	POLICE FUND
WELLS FARGO CCER	AMAZON.COM MI43X1YQ165060- Neon Label	03/08/2019	22.36	LIBRARY FUND
WELLS FARGO CCER	SPENCER MUNICIPAL HOSPCPR cards	03/08/2019	220.00	AMBULANCE FUN
WELLS FARGO CCER	NAPA PARTS 0000514Spark plug attack 339 po	03/08/2019	6.58	FIRE FUND
WELLS FARGO CCER	BEST WESTERN REGENCYHotel for Kevin an	03/11/2019	89.59	SEWER FUND
WELLS FARGO CCER	WM SUPERCENTER #1491Senior supplies	03/11/2019	39.12	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP USerror charge	03/01/2019	42.79-	PARK & RECREATI
WELLS FARGO CCER	AMZN MKTP US MI3XJ4251SRP19 Family	03/01/2019	21.87	LIBRARY SPECIAL
WELLS FARGO CCER	WAL-MART #1491Supplies for Special Friends	03/01/2019	17.33	PARK & RECREATI
WELLS FARGO CCER	HOBBY-LOBBY #258Garden Seminar décor ret	03/04/2019	27.96-	PARK & RECREATI
WELLS FARGO CCER	MESSICKS - ECOMMERCEBushing for Front A	03/04/2019	31.41	PARK & RECREATI
WELLS FARGO CCER	SOUTHLAND TOOL MFG INC Poles for camera	03/05/2019	665.00	SEWER FUND
WELLS FARGO CCER	AMZN MKTP US MW7SP8192SRP19 kids	03/28/2019	5.99	LIBRARY SPECIAL
WELLS FARGO CCER	QUILL CORPORATIONCard Stock	03/28/2019	15.43	PARK & RECREATI
WELLS FARGO CCER	BSN SPORTS LLCSoftball Equipment	03/28/2019	175.46	PARK & RECREATI
WELLS FARGO CCER	NAPA PARTS 0000514True Fuel for small engin	03/29/2019	84.22	AMBULANCE FUN
WELLS FARGO CCER	WM SUPERCENTER #1491Hula hoops and sti	03/29/2019	13.74	GENERAL FUND
WELLS FARGO CCER	ADOBE PRODUCTSRefund of taxes charged	03/01/2019	.90-	POLICE FUND
WELLS FARGO CCER	PARKING RAMPSParking for IPRA Conference	03/29/2019	7.00	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM MW6ZG6NZ2Tea party books f	03/22/2019	27.96	PARK & RECREATI
WELLS FARGO CCER	GRADUATE IOWA CITYHotel room for Iowa Mu	03/25/2019	215.84	GENERAL FUND
WELLS FARGO CCER	AMZN MKTP US MW26B6052Summer Reading	03/26/2019	40.54	LIBRARY SPECIAL
WELLS FARGO CCER	CNA CLASSIFIEDSemployment ad	03/27/2019	300.00	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WELLS FARGO CCER	UNITED STATES SENATE5 American Flags	03/28/2019	149.00	GENERAL FUND
WELLS FARGO CCER	WAL-MART #1491Softball Concessions Supplie	03/26/2019	43.17	PARK & RECREATI
WELLS FARGO CCER	MOOD PANDORAMonthly Pandora Service	03/27/2019	26.95	GENERAL FUND
WELLS FARGO CCER	DISPUTE-SQ EMERGENCY MEDDispute Res	03/28/2019	830.00-	AMBULANCE FUN
WELLS FARGO CCER	PARKING RAMPSParking for Conference	03/28/2019	7.00	PARK & RECREATI
WELLS FARGO CCER	QUILL CORPORATIONZip ties	03/28/2019	9.55	PARK & RECREATI
WELLS FARGO CCER	BP#8317505COLONY POINTFuel for personal	03/29/2019	48.38	FIRE FUND
WELLS FARGO CCER	AMAZON.COM MW7PK0M20SRP19 kids	03/28/2019	59.88	LIBRARY SPECIAL
WELLS FARGO CCER	QUILL CORPORATIONOffice Supplies	03/28/2019	78.31	PARK & RECREATI
WELLS FARGO CCER	AMAZON.COM AMZN.COM/BILL65022- Preord	03/28/2019	.90-	LIBRARY FUND
WELLS FARGO CCER	AMZN MKTP US MW3YQ28K1Summer Readin	03/29/2019	8.10	LIBRARY SPECIAL
WELLS FARGO CCER	AMZN MKTP US MW80J6PG2SRP19 Kids	03/29/2019	172.90	LIBRARY SPECIAL
WELLS FARGO CCER	OTC BRANDS, INC.2018 Awards Banquet, Tab	03/25/2019	71.51	GENERAL FUND
Total WELLS FARGO CCER:			25,385.21	
WHEELER, JESSICA				
WHEELER, JESSICA	REFUND OF PERMIT CHARGE	04/24/2019	20.00	PARK & RECREATI
Total WHEELER, JESSICA:			20.00	
WOOSLEY LANDSCAPING & MOWING				
WOOSLEY LANDSCAPING & M	MAC MOW CONTRACT	04/29/2019	320.00	POOL (MEMORIAL)
WOOSLEY LANDSCAPING & M	PARKS MOW CONTRACT	04/29/2019	4,240.00	PARK & RECREATI
WOOSLEY LANDSCAPING & M	LIBRARY MOW CONTRACT	04/29/2019	140.00	LIBRARY FUND
Total WOOSLEY LANDSCAPING & MOWING:			4,700.00	
WPS TRICARE				
WPS TRICARE	OVERPAYMENT - EMS ACCT #41671203	04/12/2019	100.01	AMBULANCE FUN
Total WPS TRICARE:			100.01	
YOUNG, ROGER				
YOUNG, ROGER	BAND FOR JUNE 14 SENIOR DANCE	03/14/2019	300.00	PARK & RECREATI
Total YOUNG, ROGER:			300.00	
Grand Totals:			357,345.46	

City Council: _____

Meeting Date: 05/06/2019

Subject

Greater Des Moines Presentation - Greg Edwards

Information

President and CEO Greg Edwards will present the Greater Des Moines Partnership report (packet).

Fiscal Impact

Attachments

Presentation

CATCH DES MOINES

CITY OF INDIANOLA

May 6, 2019

ABOUT US



MISSION: Market the region as a visitor destination increasing economic impact and enhancing the visitor experience.

TOURISM MATTERS

2017 POLK & DALLAS COUNTY TOURISM



POLK AND DALLAS COUNTIES

Each household would pay **\$661** more in taxes without the revenue generated by travel and tourism.

Source: The Economic Impact of Travel on Iowa Counties report (September 2018); US Census

HOTEL/MOTEL TAX PROCESS



CATCH DES MOINES INVESTORS

CORPORATE INVESTORS

American Equity
Atlantic Coca-Cola Bottling Company
Bankers Trust
Corteva
Meredith Corporation
Northwest Bank
Orchestrate Management
Prairie Meadows Casino Racetrack & Hotel
Principal
UnityPoint Health
Wells Fargo
West Bank

PARTNERSHIPS

Fiscal year 2017-18

957 PARTNERS

98.96% RETENTION RATE

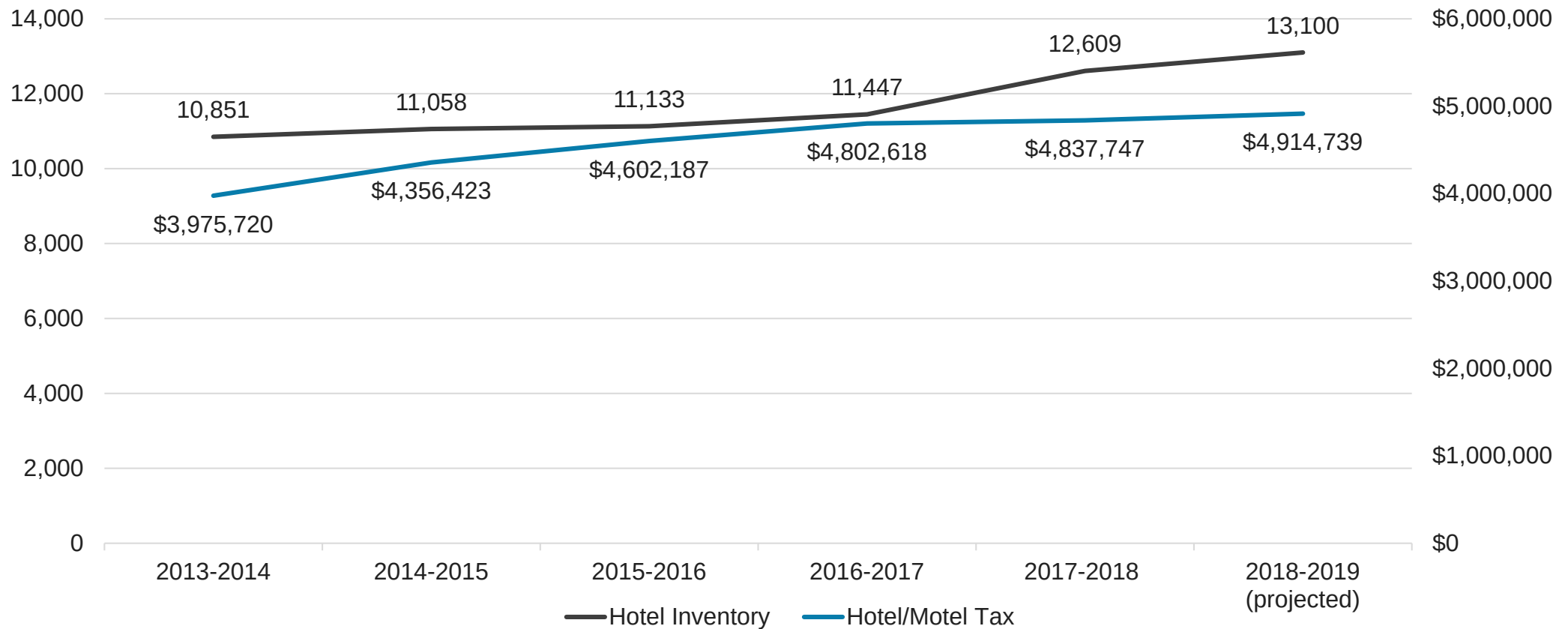


33 PARTNERS
IN INDIANOLA

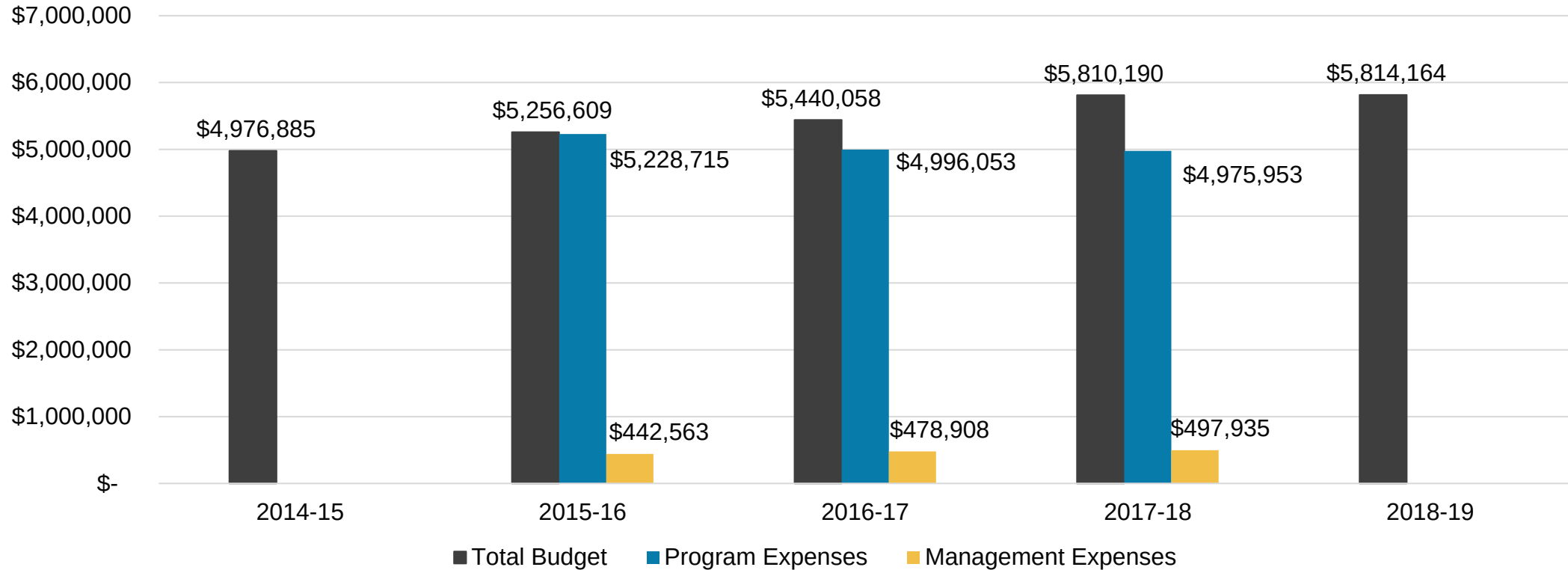
>>> **\$673,500** <<<

Fiscal year 2018-19 revenue goal

5-YEAR HOTEL INVENTORY & TAX GROWTH



5-YEAR TOTAL BUDGET



Program and management expenses are according to CPA audit firm. Program expenses are directly related to perform the program/purpose, as well as the portion of indirect costs allocated to program expenses. Management expenses are indirect expenses incurred to operate but can't be directly allocated to the program. This often includes management and general office expenses, or overhead items.

RESERVE AND INVESTMENT POLICY

RESERVE FUNDS	POLICY	ACTUAL	TARGET	% FUNDED
Future Bid Incentives	5%	\$ 290,708.20	\$ 290,708.20	5%
Operating Reserves	17%	\$ 988,407.88	\$ 988,407.88	17%
Total	22%	\$ 1,279,116.08	\$ 1,279,116.08	22%

» Board of directors established parameters to hold 22% of total budget in reserves.

Fiscal Year 2017-18

5-YEAR RETURN ON INVESTMENT



20 : 1

These numbers reflect only convention/sports/group bookings. Does not include leisure travel.

2017-18 YEAR IN REVIEW



715 CONVENTIONS/EVENTS
UTILIZED
CATCH DES MOINES
RESOURCES IN
2017-2018

296 OF THOSE
CONVENTIONS/EVENTS
OCCURRED BECAUSE
OF **SALES EFFORTS**
CREATING **\$78.47**
MILLION IN ECONOMIC
IMPACT

\$110.98 MILLION
ECONOMIC IMPACT OF
302 BOOKED EVENTS

- » Sales booking growth was 19% over five years while hotel inventory grew by 16%

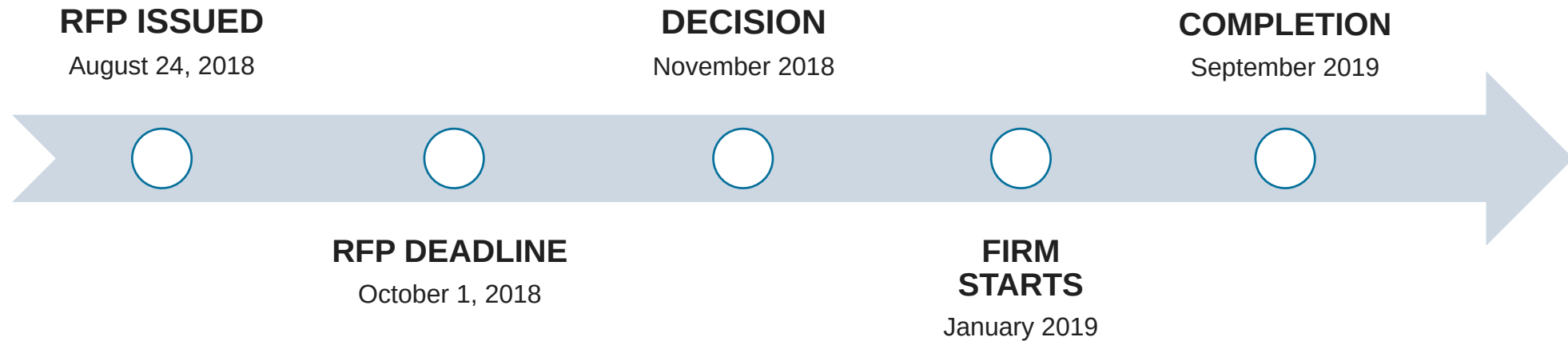
COMPETITIVE ANALYSIS

CITY	BUDGET	#OF HOTEL ROOMS	HOTEL/MOTEL TAX	% OF HOTEL/MOTEL TAX TO CVB	FTEs
Greater Des Moines	\$5.80M	12,694	7.0%	28.50%	27.9

Omaha	\$6.0M	9,739	5.0%	40.0%	24
Madison	\$6.3M	9,783	10.0%	26.0%	39.5
Oklahoma City	\$6.6M	17,582	5.5%	45.5%	23
Milwaukee	\$8.8M	17,000	9.5%	45.0%	42
Grand Rapids	\$11.0M	8,000	9.0%	44.0%	30
Kansas City	\$13.9M	33,000	7.5%	34.7%	48
Louisville	\$18.0M	20,126	9.5%	28.0%	60

- » Lowest overall budget
- » 5th largest hotel market
- » Staff size has grown by one FTE in five years

DESTINATION MASTER PLAN



OBJECTIVES

- » Inventory of Existing Amenities
- » Inventory of Planned Amenities
- » Study of Area Infrastructure
- » Comparisons with Similar Destinations
- » Industry Changes
- » SWOT Analysis

CATCH DES MOINES



Accredited since 2007, in recognition of Catch Des Moines' commitment to industry excellence and meeting the industry standard for performance and accountability of destination organizations around the world.

Meeting Date: 05/06/2019

Subject

FY 2018 Audit Presentation - Robert Endriss

Information

In your packet is the presentation for the FY 18 audit that Robert Endriss, Denman-CPA, will present.

Fiscal Impact

Attachments

2018 Audit



Financial Audit

June 30, 2018

rendriss@denman-cpa.com

dellis@denman-cpa.com

City of Indianola

Audit Team

David Ellis, CPA

- Partner

Robert Endriss, CPA

- Manager

City of Indianola

Outline

- **Audit of Financial Statements**
- **Internal Control and Statutory Compliance**
- **Communications With Those Charged With Governance**

Audit of Financial Statements

- **Responsibilities**
- **Audit standards**
- **Unmodified opinions**
- **Cash basis financial statements**
- **Notes to financial statements**

City of Indianola

STATEMENT OF ACTIVITIES AND CHANGE IN NET POSITION

	2018	2017	Change
Receipts	\$ 21,693,554	\$ 20,950,952	\$ 742,602
Disbursements	<u>18,664,461</u>	<u>16,081,581</u>	<u>2,582,880</u>
Change in Net Position	<u>\$ 3,029,093</u>	<u>\$ 4,869,371</u>	<u>\$ (1,840,278)</u>
Restricted	9,217,919	6,668,633	2,535,286
Unrestricted	<u>11,311,008</u>	<u>10,404,965</u>	<u>906,043</u>
Total Net Position	<u>\$ 20,528,927</u>	<u>\$ 17,087,598</u>	<u>\$ 3,441,329</u>

City of Indianola

Change in Governmental Fund Balances

	General	Road Use Tax	Local Option Sales Tax	Urban Renewal	Debt Service	Capital Projects
NET CHANGE IN FUND BALANCES	\$ 471,588	\$ (38,214)	\$ 1,791,000	\$ 799,065	\$ (427,071)	\$ 44,122
FUND BALANCES BEGINNING OF YEAR (as restated)	<u>6,421,200</u>	<u>1,595,615</u>	<u>1,690,405</u>	<u>942,917</u>	<u>1,603,076</u>	<u>697,121</u>
FUND BALANCES END OF YEAR	<u>\$6,892,788</u>	<u>\$ 1,557,401</u>	<u>\$ 3,481,405</u>	<u>\$ 1,741,982</u>	<u>\$ 1,176,005</u>	<u>\$ 741,243</u>

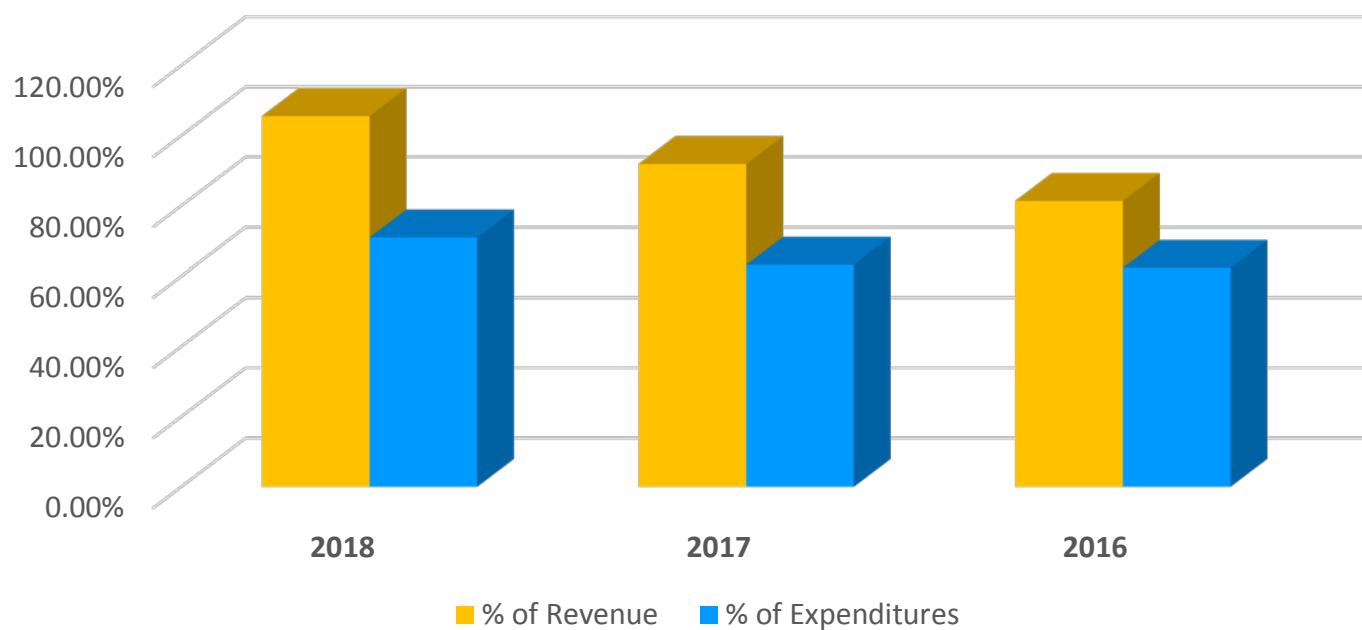
City of Indianola

Change in Proprietary Funds Net Position

	Sewer	Nonmajor Enterprise Funds
CHANGE IN CASH BALANCES	\$ 365,128	\$ (52,520)
CASH BALANCES		
BEGINNING OF YEAR	<u>2,685,605</u>	<u>717,598</u>
CASH BALANCES		
END OF YEAR	<u>\$3,050,733</u>	<u>\$665,078</u>

City of Indianola

General Fund Balance, Unassigned (As a Percent of Revenue & Expenditures)



City of Indianola

FINDINGS AND RECOMMENDATIONS

Internal Control Deficiencies

- Segregation of duties
- Credit Cards
- Financial reporting

Required Statutory Reporting

- Certified budget
- Annual Urban Renewal Report
- Annual Financial Report

City of Indianola

Required Communications

- Significant Accounting Policies – New Standard
- Accounting Estimates
- Significant Audit Adjustments
- Restatement of beginning fund balances
- No Disagreements with Management
- Consultations with Other Accountants
- Issues Discussed Prior to Retention of Auditors
- No Difficulties Encountered in Performing the Audit

City of Indianola

QUESTIONS

**Thank you for the
opportunity to serve you.**

Meeting Date: 05/06/2019

Subject

Consider re-nomination to the Civil Service Commission

Information

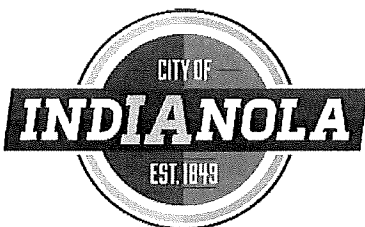
Council will need to consider the Mayor's re-nomination of Jason Trotter (see application) to the Civil Service Commission. Jason was approved at the July 2, 2018 City Council meeting to fill a term until April 2, 2019.

Roll call is in order.

Fiscal Impact

Attachments

Application



OFFICE OF CITY CLERK

JUN 25 2018

INDIANOLA, IOWA

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

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

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

Name: Jason Trotter			
Street Address: 807 North V St	City: Indianola	State: IA	Zip: 50125
E-Mail: jtrotter@prointeltech.com			
Phone Home: 515-778-7039	Cell: 515-778-7039	Work: 866-492-3218	
Gender: Male	Age (Optional): 44	Race (Optional):	

Please attach a Resume or Bio

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

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

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

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

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

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

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

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

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

Inactive Boards and Commissions:

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

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

Email: dbowlin@indianolaiowa.gov

or

Mail:

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

Jason C Trotter

807 North V St, Indianola IA 50125 515-778-7039 jaytrot@mchsi.com

STRATEGIC TECHNOLOGY & LEADERSHIP EXECUTIVE

ENTERPRISE TECHNOLOGY VISIONARY
CREATIVE LEADERSHIP & TEAM DEVELOPMENT
MOTIVATED – DIRECTED – OUTSTANDING ORGANIZATIONAL DEVELOPMENT

With over 20 years in operations and leadership, Jason has cultivated a distinguished reputation and a proven track record. Noted for team building and a high aptitude for creativity, Jason is a seasoned and accomplished professional, a strategic thinker, a team builder, a nurturing leader, and well-known for his commitment to the mission. He exhibits strong troubleshooting and analytical skills, and expertly combines managing expectations with exceptional communications.

PROFESSIONAL EXPERIENCE & SELECTED ACCOMPLISHMENTS

Progressive Intelligence Technologies, Owner/Founder

11/2011 to Current

As an entrepreneur of a startup, I've crafted and developed every aspect of the business. Aside from my many roles (visionary, leader, organizer, and chief creative), I've called on every skill and business lesson of the previous decades.

- Understand, in depth, the business of our clients (almost exclusively state & local government public safety, building & planning/community development, utilities, etc).
- Organizational Management, Mission/Vision/Values, Overall Company & Product Strategy
- Product Management (concept, strategy, execute, evaluate, repeat)
- Developed Communications/Marketing, Business Development, Sales Organization
- Cultivate a strong workforce

Group 1 Inc., Vice President

10/2010 to 11/2011

At Group 1, we provided technology to Emergency Responders. I called on previous experiences to stabilize, improve, and advance the overall organization, product offering, and team. A particular challenge, where I found great success, was managing both stakeholder expectations and client-facing business operation. As a result of collaboration with executives in my client organizations, these firms were able to optimize their field operations and decision making. The culture that we fostered and the teams that we built became a strong force in growth and retention of our clients in an ever increasingly competitive marketplace.

Xerox, National Sales Director

1/2008 to 10/2010

This position had the responsibilities of previous position, and added the management of "outside" sales representatives. I coordinated both internal and external sales resources and guided the organization to continued success throughout the rest of my employment. Additional responsibilities typically included working with company executives and business owners. I provided analysis of existing process gaps and opportunities to enhance business performance.

ACS Inc., Sales Manager

8/2005 to 1/2008

Under ACS, I continued many of the same roles while assuming a number of new ones including business analysis, business guidance, product vision, etc. Until I assumed the National Sales Director role, I had largely focused on a consultative sales approach to enable my clients to automate and optimize their business operations.

- Earned Presidents awards for exceeding performance (prestigious award)
- Responsible for ALL of the major accounts and opportunities
- Entrusted to manage the transition (successfully executed)
- Strengthened relationships with clients and partners
- Continued to develop the internal sales team, earning the Directorship ahead of the transition to Xerox.

- Communications Specialist – Media, Marketing, Messaging, Social Media, Crowd Management

Visionary Systems, *Management - Product & Quality Management, Sales* 5/1997 to 8/2005

At Visionary Systems, I began in the mail room while completing my educational interest and my paramedic certification. In short-order, I earned numerous promotions including customer service, technical support, testing & quality control, and levels of management. I earned the latitude to receive customer requirements, uniquely fit them into the development cycle, lend vision and direction to the quality control and ensure all stakeholders were informed to ensure successful launch of new product. I was credited with revolutionizing the way we delivered sales, support, and training. In the end, I was selected to represent ACS to high profile clients, and to engineer a smooth transition through the acquisition.

- Developed and performed high-tech quality control procedures, including performance measurement (business analytics)
- Developed and organized process and teams of individuals performing various product-centric tasks
- Located & Sold New Accounts, and developed relationships that still do business today.
- Developed and lead a very successful sales organization
- Supported agile technology engineering strategies
- Managed stakeholder/client expectations, developed use-case scenarios, communicated with developers, provided quality control and functional testing, delivered end product to stakeholders.

Stone Container Corp, *Press Operator+ all Floor Positions* 12/1992 to 6/1999

Over the course of 7 years at Stone Container, I had the opportunity to work in various aspects of the company. I operated nearly every machine in the facility, earning my way into the printing department as a press operator. In later years, I had the opportunity to take a leadership role in technology and helping with QA/QC. As a result of leadership success, my team was actually selected to represent the company in an industry magazine.

EDUCATION

Advanced Training

- Xerox Professional Selling Skills
 - Leadership, Culture, and Professional Development Seminars (20+, too many to list)
 - Continuous Processional Advancement, Ex: Self-Study Agile Development Methodologies
- I constantly studying my craft with 400+ books (thousands of hours) on business operations, management & leadership, sales/techniques/strategies, organizational change, professional improvement and much more.

Formal Education (Associate of Science EMS/Education)

- AS Degree - Mercy College of Health Sciences, Des Moines IA
- Paramedic Certification - Mercy College of Health Sciences, Des Moines IA

OTHER: Strong business acumen, excellent verbal, written, & presentation skills, analytical & creative. Specific Interests include; Former Indianola Firefighter/EMT, Family, Travel, Hunting, Fishing, Working with Indianola Middle School and Indianola High School Students in an after school technology program and statewide capstone competition.

Subject
RAGBRAI

Information

Fiscal Impact
Attachments

No file(s) attached.

Meeting Date: 05/06/2019

Subject

Second consideration of an Ordinance amending the City Code establishing a temporary RAGBRAI Ordinance that will remain in effective until 5:00 p.m. on July 24, 2019

Information

Council will need to consider the second consideration of an ordinance amending the City Code establishing a temporary RAGBRAI Ordinance (packet) that will remain in effect until 5:00 p.m. on July 24, 2019.

Highlights of the ordinance include:

- Commercial Vendor Booth - establishes a permit, fees and location
- Non-Profit Vendor Booth - establishes a permit, fees and location
- Health regulations
- Application deadline of May 24, 2019
- Outdoor Alcoholic Beverage Garden - the Council determines that there may be no more than one applicant permitted to operate an outdoor alcoholic beverage garden from temporary location(s) with a five day or fourteen day beer permit. To help support the cost incurred by the Indianola RAGBRAI Committee to host RAGBRAI as an overnight stop, the Indianola RAGBRAI Committee, or its designee, shall have the first option to apply, but if the Committee does not secure such a permit and/or license before July 1, 2019, the Council shall have the option to consider applications from other vendors. Businesses that have an existing liquor license for an outdoor beverage garden as of the date of approval of this Ordinance shall be permitted to operate such within the space defined in their license.
- Motorized Vehicles - Scooters, golf carts, ATV's, etc are prohibited in event venue areas, as designated by the Indianola RAGBRAI Committee, unless the motorized vehicle is property registered with the Indianola Police Department utilizing forms provided by the Indianola Police Department
- Street Closings

Roll call is in order.

Fiscal Impact

Attachments

RAGBRAI Ordinance

Golf Cart Registration

INDIANOLA, IOWA - ORDINANCE NO.

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA ENACTED TO ASSIST CITY OFFICIALS AND THE RAGBRAI COMMITTEE DEAL WITH THE PUBLIC HEALTH AND SAFETY ISSUES CREATED BY THE INFUSION OF A LARGE NUMBER OF PEOPLE INTO THE CITY OF INDIANOLA WHEN THE DES MOINES REGISTER'S ANNUAL GREAT BICYCLE RIDE ACROSS IOWA (RAGBRAI) ARRIVES IN INDIANOLA ON JULY 23, 2019, AND DEPARTS ON JULY 24, 2019

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

Section I. That the Municipal Code of the City of Indianola, Iowa be amended by the following Ordinance designated "RAGBRAI ORDINANCE", which because of its temporary nature shall not be printed as part of the permanent Code of Ordinances. The RAGBRAI Ordinance is as follows:

"RAGBRAI ORDINANCE"

Section 1. Definitions.

A. As used herein, "food" shall include food products of all kind including food packaged for consumption off premises as well as meals prepared for consumption either on or off premises. Food shall also include beverages of every kind, including both alcoholic and nonalcoholic, except for water provided without cost to the consumer.

B. As used herein, "person" shall include any individual person, club, group, organization, partnership, corporation or entity of any kind.

C. The RAGBRAI Committee for purposes herein shall be defined as the Advisory Board and the Executive Committee as designated by the City and the Indianola Chamber Board.

Section 2. Commercial Vendor Booth – Permit Required.

No for-profit person or vendor shall provide or sell food or goods to the public in Indianola, Iowa on July 23, 2019 or July 24, 2019 at a location other than their regularly-established place of business unless said person shall first obtain a Commercial Vendor Booth Permit from the Indianola RAGBRAI Committee. The Indianola RAGBRAI Committee shall approve all permits.

Section 3. Commercial Vendor Booth Fees

The fee for a Commercial Food Booth Permit shall be \$800.00. The fee is required for every designated vendor location occupied. If a permitted vendor desires to have an additional location at a designated campground, the permitted vendor shall be required to pay an additional \$400.

Section 4. Commercial Vendor Booth Location

A Vendor who has been granted an Indianola Commercial Vendor Booth Permit shall locate its temporary sale facility at a location, and only at that location, to be determined by the official Indianola RAGBRAI Committee.

Section 5. Non-Profit Vendor Booth – Permit Required

No non-profit person of any kind shall provide or sell food or goods to the public in Indianola on July 23, 2019 or July 24, 2019, at a location other than their regularly-established place of business unless said person or entity shall first obtain a Non-Profit Vendor Booth permit from the Indianola RAGBRAI Committee. The Indianola RAGBRAI Committee shall approve all permits.

Section 6. Non-Profit Vendor Booth Fees

The fee for a local Non-Profit Vendor Booth Permit shall be \$400.00. The fee is required for every designated vendor location occupied. If a permitted non-profit vendor desires to have an additional location at a designated campground, the permitted non-profit vendor shall be required to pay an additional \$200.

Section 7. Non-Profit Vendor Booth Location

A vendor who has been granted an Indianola Non-Profit Vendor Booth Permit shall locate its temporary facility at a location, and only at that location, to be determined by the official Indianola RAGBRAI Committee.

Section 8. Health Regulations

A person issued a commercial or non-profit food booth permit pursuant to this Ordinance shall comply with the Iowa Department of Health and Warren County Department of Health rules and regulations, including obtaining appropriate permits, pertaining to the sale and dispensing of food for consumption on its premises.

Section 9. Declining Permit

The Indianola RAGBRAI committee shall make recommendations to the City of Indianola. The City of Indianola shall have the authority to approve all permits, and shall have sole discretion to decline to issue a permit for any reason, provided, however, that no applicant for a permit shall be denied based upon the race, creed, color, sex, age, or country of origin of the applicant.

Section 10. Application Deadline

All applications for permits must be received by May 24, 2019. Applications received after this date are not ensured of approval and are subject to a \$250 late fee.

Section 11. Electrical Service

This section is intentionally left blank

Section 12. Outdoor Alcoholic Beverage Garden.

The presence of 20,000 to 25,000 extra people in Indianola on July 23, 2019, many of whom may be consuming alcoholic beverages, has the potential to overwhelm local law enforcement personnel. Therefore, in order to ensure public safety and to facilitate police protection, the Council determines that there may be no more than one applicant permitted to operate an outdoor alcoholic beverage garden from temporary location(s) with a five day or fourteen day beer permit and/or five day or fourteen day liquor license. To help support the cost incurred by the Indianola RAGBRAI Committee to host RAGBRAI as an overnight stop, the Indianola RAGBRAI Committee, or its designee, shall have the first option to apply for the necessary permits or licenses to operate such alcoholic beverage garden at such location, but if the Committee does not secure such a permit and/or license before July 1, 2019, the Council shall have the option to consider applications from other vendors. Businesses that have an existing liquor license for an outdoor beverage garden

as of the date of approval of this Ordinance shall be permitted to operate such within the space defined in their license.

Section 13. Motorized Vehicles

The use of motorized vehicles such as scooters, golf carts, ATV's, etc. is prohibited in event venue areas, as designated by the Indianola RAGBRAI Committee, unless the motorized vehicle is properly registered with the Indianola Police Department utilizing forms provided by the Indianola Police Department.

Section 14. Nuisance.

The sale of food or the erection of a temporary facility for the sale of food or other merchandise without a commercial or non-profit vendor permit on July 23, 2019 and July 24, 2019 is in violation of this Ordinance and shall be considered a nuisance as defined by Chapter 50 of the Municipal Code. If this type of nuisance is determined to exist by a member of the Indianola RAGBRAI Committee, an authorized enforcement officer of the City of Indianola or an appropriate designee, the non-permitted vendor will be informed of the nuisance by any means necessary and shall be required to comply with the provisions of this Ordinance. If compliance is refused and the nuisance remains, an emergency abatement procedure pursuant to Section 50.09 of the Municipal Code is hereby authorized and may be executed by any peace officer or those acting at their discretion by dismantling and removing the nuisance without notice.

Section 15. Violations - Penalties

Selling or supplying food or goods to the public without an Indianola Commercial/Non-Profit Vendor Booth Permit on July 23, 2019 or July 24, 2019 when such a permit is required, is in violation of this Ordinance. If any person is deemed to be in violation of this provision, the City of Indianola at its sole discretion may issue a permit, subject to receipt of booth fee, regular late fee, and an additional late fee of \$250.00.

Section 16. Street Closings

During the Effective dates of this ordinance and without prior Council approval regarding the blocking of any city streets, any Indianola police officer, or those at their direction, may place barricades or road blocks in any City street, alley or roadway to redirect vehicular traffic in order to enhance the proper and safe flow of bicycle and vehicular traffic within the City limits of the City of Indianola.

Section 17. Effective

The provisions of this Ordinance shall be in effect upon passage by the Indianola City Council and remain in effect until 5:00 p.m. on July 24, 2019.

Section 18. Certain Ordinances Suspended

Effective July 23, 2019 5:00am to July 24, 2019 5:00pm, the operational provisions of City Code Chapter 76 (Bicycle Regulations) shall be suspended and shall not be enforced.

Section 19. Authority.

Any and all issues and appeals regarding this ordinance will be brought to the local Indianola RAGBRAI Committee and the City of Indianola for resolution.

Section II. All previous ordinances or parts of such ordinances in conflict with provisions of this Ordinance are hereby repealed.

Section III. If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole, or any section thereof, or part thereof, not adjudged invalid or unconstitutional.

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

PASSED AND APPROVED this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Indianola RAGBRAI 2019 Golf Cart Registration Rules

Due to the overnight RAGBRAI stay in Indianola on July 23rd, 2019, the City recognizes that traffic and congestion will make it difficult for committee members, workers, and volunteers to move goods and persons throughout the city. Accordingly, for one (1) day only, golf carts will be allowed to operate on city streets, pursuant to **Indianola Iowa Ordinance #** under the following circumstances:

- The motorized vehicle must be properly registered with the Indianola Police Department utilizing the form attached hereto as Exhibit A.
- The registration application must be submitted to the Indianola Police Department by July 19, 2019. Approved registration permits may be picked up at the police department between **July 19th** and **July 21st**.
- Issued permits must be clearly affixed to the front of the golf cart.
- Only the registrant may operate the golf cart. In instances where more than one person will be operating the same cart, each must obtain a permit must be affixed to the **front** of the cart.
- Operator/Registrant must be at least 18 years old and possess a valid driver's license.
- Permits will only be granted to those RAGBRAI committee volunteers or vendor workers.
- Operation of the golf cart will only be allowed while workers or volunteers are fulfilling their official duties.
- No beer or alcoholic beverages on the cart, except in the performance of a committee having a responsibility involving transportation of alcoholic beverages.
- No All-Terrain Vehicles (ATVs) will be permitted except for use by Public Safety officials.
- All rules of the road apply; including operating while intoxicated.
- No clinging to cart. All riders must be seated in a factory-installed seat.
- Golf carts cannot be operated on state highways (65/9, 92); however, state highways may be crossed at signalized intersections.
- A golf cart permit allows the registrant to operate on city streets from July 22nd at 7:00 am to July 24th at noon.
- Any police officer may revoke the golf cart permit for any violation of these rules, law, ordinance or any unsafe operation of the golf cart as determined by the police officer.
- Due to anticipated pedestrian traffic, golf carts should be operated at less than 5 m.p.h. in populated areas.
- Each registrant/operator is wholly liable for the operation of the golf cart. The City of Indianola, RAGBRAI, the RAGBRAI committees shall be held harmless in the event of loss, injury or death.

My signature below indicates my understanding that I am wholly liable for any loss, injury or death resulting from the operation of a golf cart on city streets in Indianola. My signature below is also acknowledgement that I have secured insurance for the golf cart to be operated on city streets. Insurance that insures golf carts on golf courses does not normally cover other uses of the golf cart. You are advised to contact your insurance carrier before operating a golf cart on any city street.

Signature

Printed Name

Photocopy of drivers license _____

EXHIBIT A

Indianola RAGBRAI 2019 Registration for Golf Cart Permit issuance

Please fill out the following information: (one of these will need to be filled out by every driver of the cart)

Name of Golf Cart driver: _____

DOB: _____ Male/ Female (please circle one)

Telephone: _____

Name of RAGBRAI Committee or Vendor

serving: _____

Description of Golf Cart:

Make: _____

Color: _____

Other identifiers: _____

Meeting Date: 05/06/2019

Subject

Street and Park closure request from the Indianola RAGBRAI Committee - July 21, 2019 - July 24, 2019 - setup begins on July 21 at a time to be determined and dismantle on July 24, 2019 during the a.m. and p.m. - will close and be using West 2nd, 110th Avenue, Euclid, "G" Street and Salem. Parks that will be closed include Barker, Buxton, DeNelsky, Memorial, Moats, Pickard and South Park

Information

You have the request from the Indianola RAGBRAI Committee to close and use the following streets, West 2nd, 110th Avenue, Euclid, "G" Street and Salem Avenue from July 21, 2019 (time to be determined) to July 24, 2019 (a.m./p.m.). The following parks will also be closed for the event: Barker, Buxton, DeNelsky, Memorial, Moats, Pickard and South Park.

FYI - The Committee is working on getting insurance.

Roll call is in order.

Fiscal Impact

Attachments

Event Application

Date: 4/30/19

Event Application

For Indianola RAGBRAI Committee

Event Date : July 21, 2019 - July 24, 2019

Staff Recommendation and Chamber Notification

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

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

	Approve	Disapprove
Park and Recreation Director – Doug Bylund	<u>X</u>	<u></u>
Street Department – Jason Etnyre	<u>X</u>	<u></u>
Fire Department – Greg Chia	<u>X</u>	<u></u>
Police Department – Brian Sher	<u>X</u>	<u></u>
HR & Risk Manager – Melissa McCoy	<u>X</u>	<u></u>
City Manager – Ryan Waller	<u>X</u>	<u></u>
Chamber of Commerce		

Fax: 961-9753

Comments:

The committee is working on getting insurance

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name:

Indianola RAGBRAI

Event Type (Check all that apply):

☐ Parade

☐ Bike Ride/Race

☒ Concert

Running Event: Fun Run ☐ Timed Race ☐

Will trails/sidewalks be utilized? Yes ☒ No ☐

☒ Other (please specify): RAGBRAI

Date/Time of Event:

7/23/19

Location of Event:

See attached

Event Sponsor(s):

Indianola RAGBRAI Committee

Contact Information:

Organization: Indianola RAGBRAI Committee

Contact Name: Gina Piper, Cathy Krapf, Darrin Johnson, Brian Shor

Address: Roger Natch, Ron Smith and Jeff Petersen

Telephone Number: Gina Piper 515 249 9420

Cell Phone Number: _____

Fax Number: _____

Email Address: _____

Today's Date: April 29, 2019

Anticipated Attendance: 30k-50k Per Day

30k-50k Total

Event Information:

Setup Begins	Date: <u>7/21/19</u>	Time: <u>TBD</u>	Day of Week: <u>Sunday</u>
Event Starts	Date: <u>7/23/19</u>	Time: <u>AM</u>	Day of Week: <u>Tuesday</u>
Event Ends	Date: <u>7/24/19</u>	Time: <u>AM</u>	Day of Week: <u>Wednesday</u>
Dismantle	Date: <u>7/24/19</u>	Time: <u>AM/PM</u>	Day of Week: <u>Wednesday</u>

Gina Piper
Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Narrative:

Please describe your request and event:

Read closures

Use of Public Space

Request being done for RAGBRAI overnight stop.

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

See attached

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

PD + FD are involved in safety planning.

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

PD + FD are involved in safety planning.

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

Contracted w/ TRM
Will also use volunteers

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

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

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

OFFICE USE ONLY

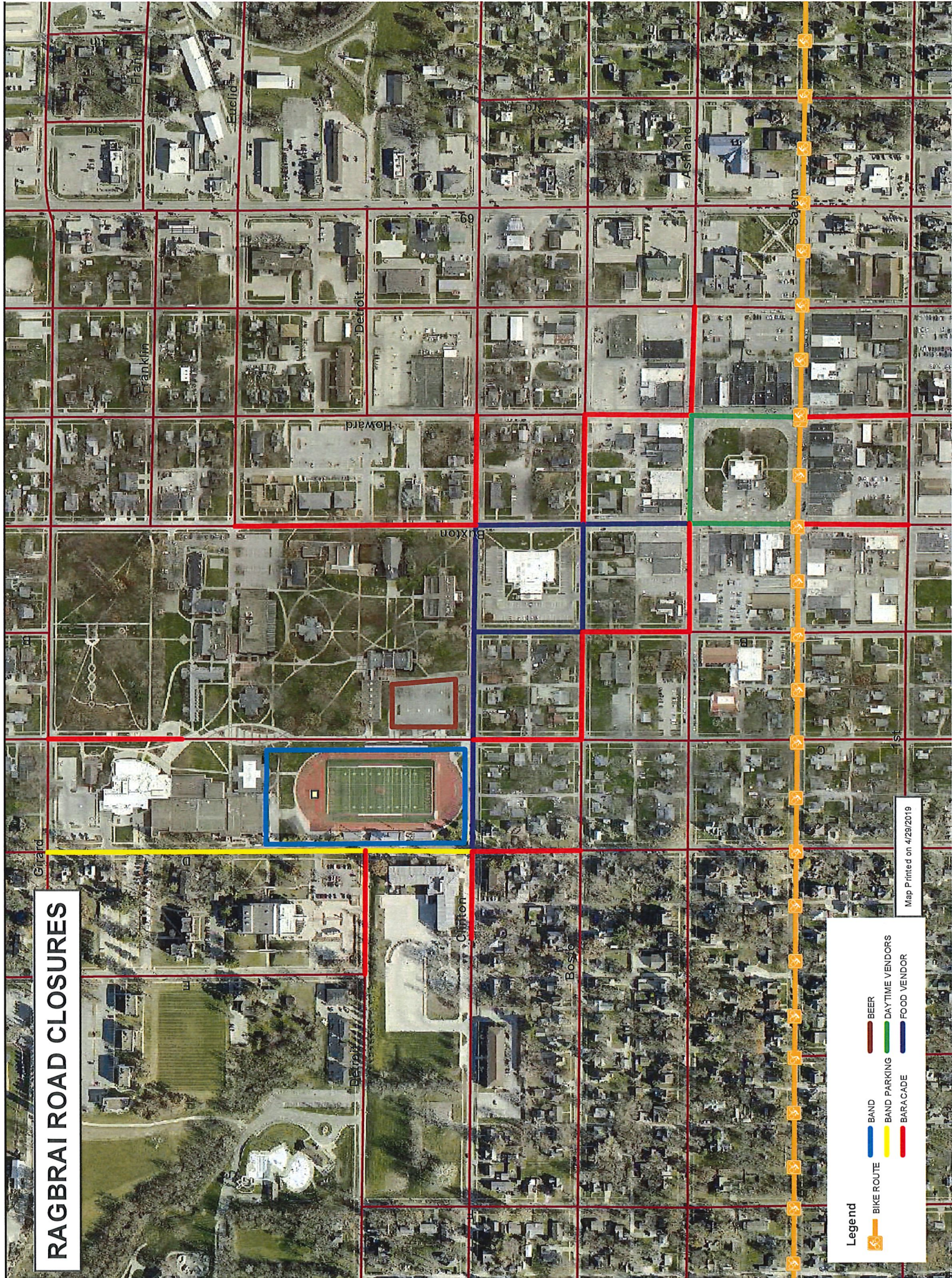
DATE RECEIVED:		Signature	Date	Approved	Denied
Police Department:					
Fire Department:					
Public Works:					
City Manager:					
Park and Recreation Department					

Parks To Be Closed

Barker
Buxton
DeNecky
Memorial
moats
Pickard
South

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

RAGBRAI ROAD CLOSURES

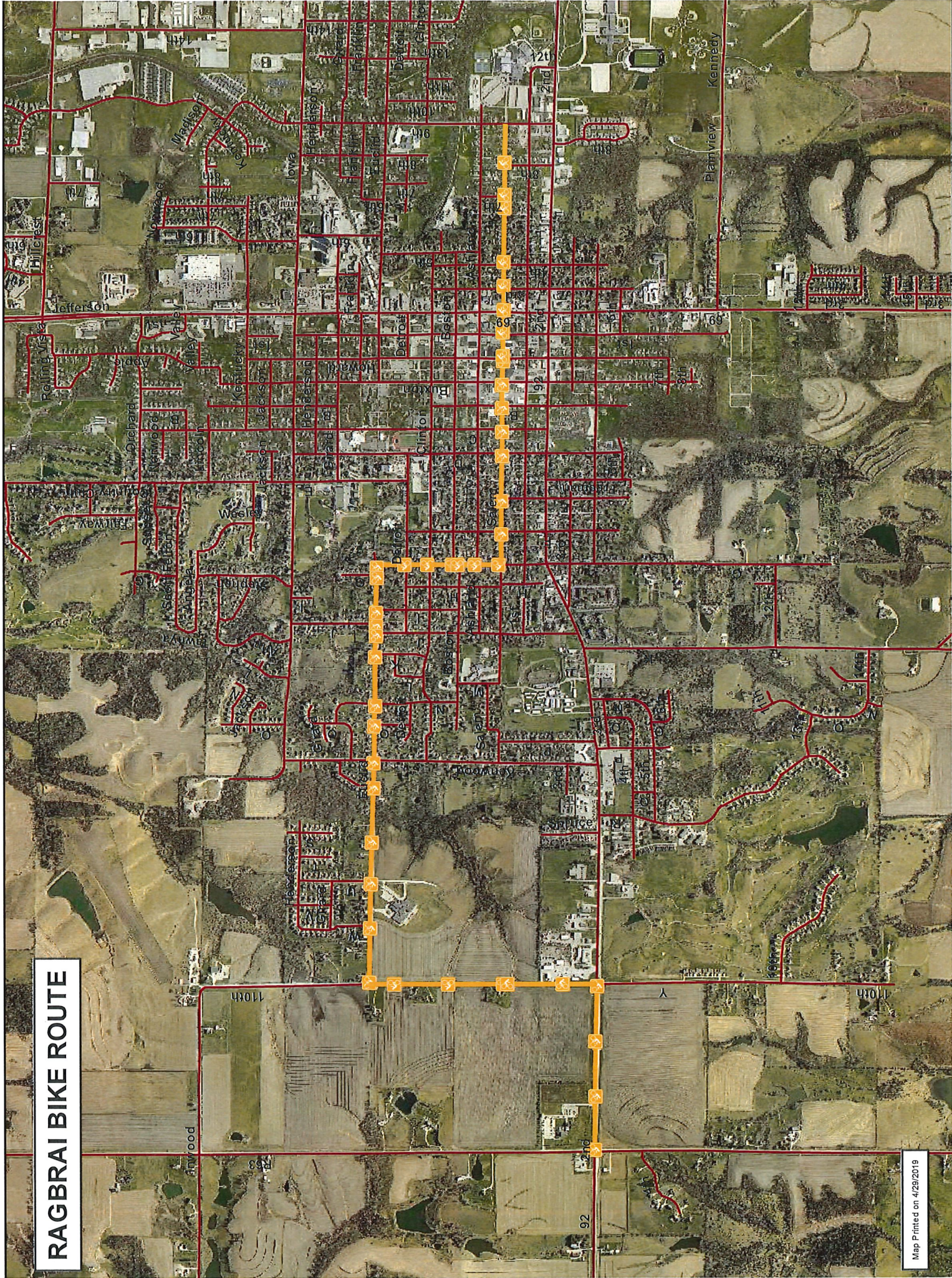


Legend

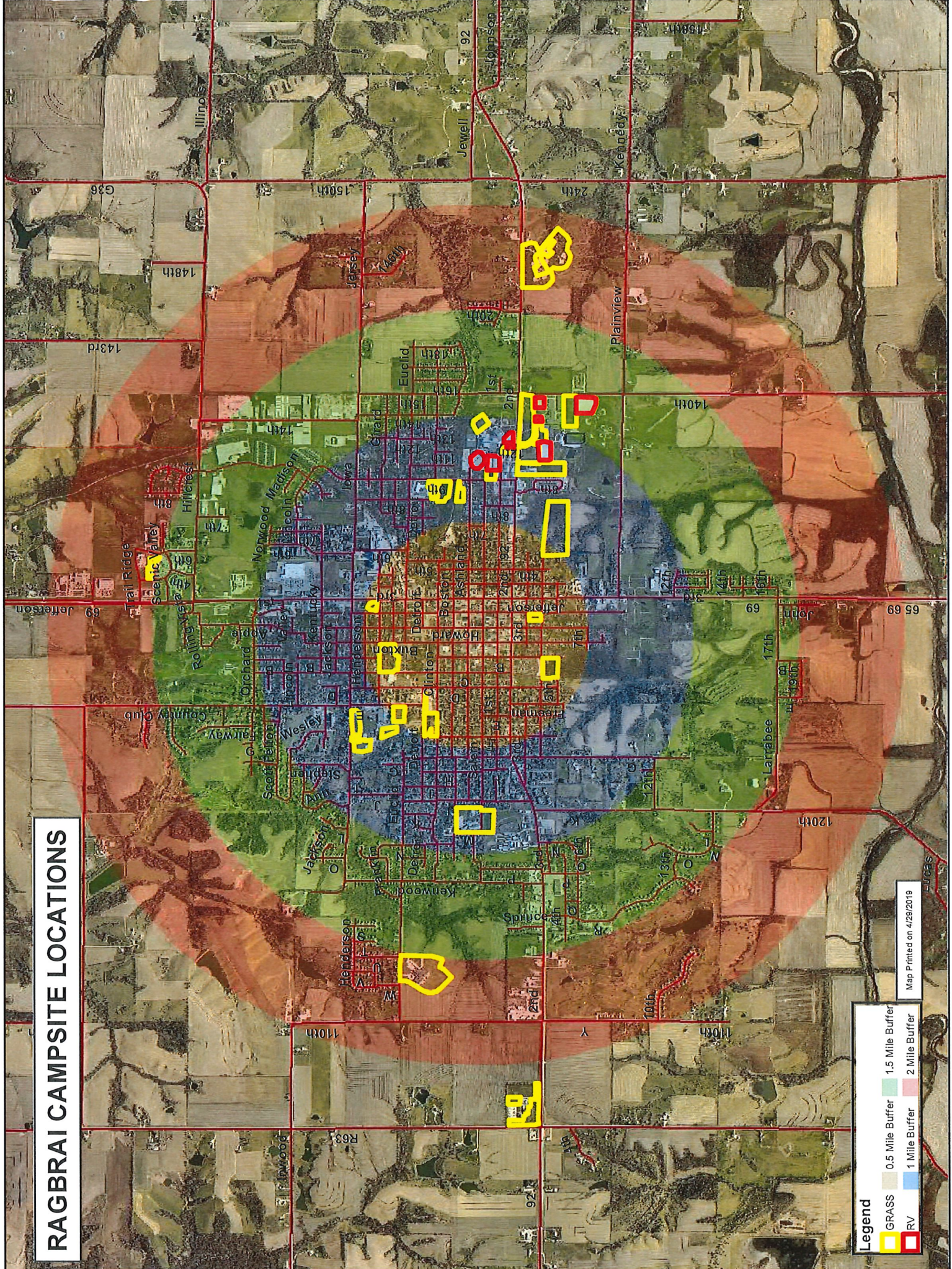
- BIKE ROUTE
- BAND
- BAND PARKING
- BARACADE
- BEER
- DAYTIME VENDORS
- FOOD VENDOR

Map Printed on 4/29/2019

RAGBRAI BIKE ROUTE



RAGBRAI CAMPSITE LOCATIONS



City Council Regular

8.B.1.

Meeting Date: 05/06/2019

Subject

Traffic Signal Timing and Sequencing

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 05/06/2019

Subject

Resolution approving an agreement between the IDOT and the City of Indianola for an Iowa's Clean Air Attainment Program (ICAAP) Federal-aid Swap Project

Information

The agreement (packet) is between the IDOT and the City of Indianola for an Iowa's Clean Air Attainment Program (ICAAP) Federal-aid Swap Project. Highlights of the agreement include:

- The City shall be the lead local governmental agency for carrying out the provisions of this agreement
- The City shall be responsible for the development completion of the following described ICAAP project:
 - Develop and complete a comprehensive review and update of the traffic signal timing and sequencing on US 65/69 from Willowcrest Avenue to Iowa Highway 92 and on Iowa Highway 92 from S. Buxton Street to US 65/69 and 12th Street to 15th Street. The project will also include construction activities involving the fiber optic cable between Hillcrest Avenue to Valley Place, vehicle detection at Iowa Avenue west approach, and traffic signal cabinet and controllers on US 65/69 and Iowa Highway 92, as related to the review and update to traffic signal timing.
- The City shall receive reimbursement for costs of authorized and approved eligible project activities from ICAAP Federal-aid Swap funds. The portion of the project costs reimbursed with ICAAP Federal-aid Swap funds shall be limited to a maximum of either 80 percent of eligible costs or \$(121,600), whichever is less.
- Eligible project costs in excess of the amount reimbursed by the Department above will be considered the local contribution. The local contribution must equal a minimum of 20 percent of eligible project costs.
- The City must have let the contract or have otherwise completed the project within two years of October 1, 2018.

Roll call approving the resolution and agreement (packet) is in order.

Fiscal Impact

Attachments

Resolution
Agreement

RESOLUTION NO. 2019-____

**RESOLUTION APPROVING AN AGREEMENT BETWEEN
THE CITY OF INDIANOLA AND THE IOWA DEPARTMENT OF
TRANSPORTATION FOR AN IOWA'S CLEAN AIR ATTAINMENT
PROGRAM (ICAAP) FEDERAL-AID SWAP PROJECT**

WHEREAS, the City of Indianola and Iowa Department of Transportation will enter into an Agreement for an Iowa's Clean Air Attainment Program (ICAAP) Federal-Aid Swap Project as outline in Exhibit A attached; and

WHEREAS, it is the determination of the City Council that the City should enter into the Agreement in the form attached as Exhibit "A".

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

1. The Agreement will provide reimbursement from the Iowa Department of Transportation for costs of authorized and approved eligible project activities from ICAAP Federal-aid Swap funds; and
2. The Agreement with the IDOT is in the public interest of the citizens of the City of Indianola and is hereby approved.
3. The Mayor is authorized and directed to execute the Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this 6th day of May, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

IOWA DEPARTMENT OF TRANSPORTATION
Agreement for an
Iowa's Clean Air Attainment Program (ICAAP) Federal-aid Swap Project

Recipient: **City of Indianola**

Project Number(s): **ICAAP-SWAP-3680(620)—SH-91**

Iowa DOT Agreement Number: **2018-ICAAP-SWAP-01**

This agreement, made as of the date of the last party's signature below, is between City of Indianola, Iowa (hereinafter referred to as the Recipient) and the Iowa Department of Transportation (hereinafter referred to as the Department) for Iowa's Clean Air Attainment Program (ICAAP) Federal-aid Swap funds under 761 Iowa Administrative Code (IAC) Chapter 162. Iowa Code Section 306A.7 provides for the Recipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa.

Pursuant to the terms of this agreement, applicable statutes, and administrative rules, the Department agrees to provide ICAAP Federal-aid Swap funding to the Recipient for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The Recipient shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The Department's contact person will be Zac Bitting, Office of Systems Planning, 800 Lincoln Way, Ames, Iowa 50010, 515-239-1713. The Recipient's contact person shall be Jason Etnyre, City of Indianola, 706 North 6th Street, Indianola, Iowa 50125, 515-962-5292.
3. The Recipient shall be responsible for the development and completion of the following described ICAAP project:

Develop and complete a comprehensive review and update of the traffic signal timing and sequencing on US 65/69 from Willowcrest Avenue to Iowa Highway 92 and on Iowa Highway 92 from S Buxton Street to US 65/69 and 12th Street to 15th Street. The project will also include construction activities involving fiber optic cable between Hillcrest Avenue to Valley Place, vehicle detection at Iowa Avenue west approach, and traffic signal cabinet and controllers on US 65/69 and Iowa Highway 92, as related to the review and update of traffic signal timing.

4. Eligible project activities will be limited to the following: construction, engineering, inspection, and right-of-way acquisition. Under certain circumstances, eligible activities may also include utility relocation or railroad work that is required for construction of the project. All costs must be directly related to the project described in this agreement. Costs incurred prior to the date of this agreement are not eligible for reimbursement. The Department has the sole authority to determine the eligibility of a cost for reimbursement.

5. The Recipient shall receive reimbursement for costs of authorized and approved eligible project activities from ICAAP Federal-aid Swap funds. The portion of the project costs reimbursed with ICAAP Federal-aid Swap funds shall be limited to a maximum of either 80 percent of eligible costs or \$(121,600), whichever is less.
6. Eligible project costs in excess of the amount reimbursed by the Department above will be considered the local contribution. The local contribution must equal a minimum of 20 percent of eligible project costs.
7. The Recipient shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The Recipient shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the Department, includes that project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, funds will not be reimbursed.
8. The Recipient must have let the contract or have otherwise completed the project within two years of October 1, 2018. If the Recipient does not do this, they will be in default for which the Department can revoke funding commitments. The Department may approve extensions of this agreement for periods up to six months upon receipt of a written request from the Recipient at least sixty (60) days prior to the deadline.
9. The Recipient shall provide a summary report measuring the success of its effect on vehicle emissions to the Department upon completion of the project and prior to requesting final reimbursement of ICAAP Federal-aid Swap funds. The report will include before and after project emissions calculations comparing new data compiled after project completion to the data submitted with the project application. Through a quantitative analysis, the summary must show how many kilograms of pollutants (including CO, VOC, NOx, and if applicable PM) have been reduced. The preparation of this summary may require additional data collection or modeling. These tasks or services are not considered project costs and are not eligible for reimbursement.
10. If the Recipient fails to perform any obligation under this agreement, the Department shall have the right, after first giving thirty (30) days written notice to the Recipient by certified mail return receipt requested, to declare any part or all of this agreement in default. The Recipient shall have thirty (30) days from date of mailing of the notice to cure the default. If the Recipient cures the default, the Recipient shall notify Department no later than five (5) days after cure or before the end of said thirty (30) day period given to cure the default. The Department may thereafter determine whether the default has, in fact, been cured, or whether the Recipient remains in default.
11. This agreement may be declared to be in default by the Department if the Department determines that the Recipient's application for funding contained inaccuracies, omissions, errors or misrepresentations; or if the Department determines that the project is not developed as described in the application and according to the requirements of this agreement.
12. In the event a default is not cured the Department may do any of the following: a) revoke funding commitments of funds loaned or granted by this agreement; b) seek repayment of funds loaned or granted by this agreement; or c) revoke funding commitments of funds loaned

or granted by this agreement and also seek repayment of funds loaned or granted by this agreement. By signing this agreement the Recipient agrees to repay said funding if they are found to be in default. Repayment methods may include cash repayment, installment repayments with negotiable interest rates, or other methods as approved by the Department.

13. The Recipient shall maintain, or cause to be maintained for the intended public use, the improvement for fifteen (15) years from the completion date in a manner acceptable to the Department.
14. This agreement is not assignable without the prior written consent of the Department.
15. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
16. It is the intent of both parties that no third-party beneficiaries be created by this agreement.
17. This agreement and the attached Exhibit 1 constitute the entire agreement between the Department and the Recipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written acceptance of the Department and the Recipient.

IN WITNESS WHEREOF, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

RECIPIENT: City of Indianola

By: _____ Date _____, _____

Title: Mayor

CERTIFICATION:

I, _____, certify that I am the Clerk of the city, and that
(Name of City Clerk)

_____, who signed said Agreement for and on behalf of
(Name of Mayor/Signer Above)

the city was duly authorized to execute the same by virtue of a formal resolution duly passed and adopted by the city, on the ____ day of _____, _____.

Signed: _____

City Clerk of Indianola, Iowa.

IOWA DEPARTMENT OF TRANSPORTATION

Planning, Programming and Modal Division

800 Lincoln Way, Ames, Iowa 50010

Tel. 515-239-1664

By: _____ Date _____, _____

Craig Markley

Director

Office of Systems Planning

EXHIBIT 1

General Agreement Provisions for use of ICAAP Federal-aid Swap Funds on Non-primary Projects

Unless otherwise specified in this agreement, the Recipient shall be responsible for the following:

1. General Requirements.

- a. The Recipient shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the Recipient, the Department has provided guidance in the Instructional Memorandums to Local Public Agencies (I.M.s), available on-line at: https://iowadot.gov/local_systems/publications/im/lpa_ims. The Recipient shall follow the applicable procedures and guidelines contained in the I.M.s in effect at the time project activities are conducted.
- b. In accordance with Iowa Code Chapter 216 and associated subsequent nondiscrimination laws and regulations, the Recipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability.
- c. The Recipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in I.M. 1.080, ADA Requirements. When pedestrian facilities are constructed, reconstructed, or altered, the Recipient shall make such facilities compliant with the ADA and Section 504.
- d. The Recipient agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and acceptance process, plan and construction reviews, and funding participation.
- e. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the Department shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the Department to appropriate funds sufficient to allow the Department to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; or 3) If the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The Department shall provide the Recipient with written notice of termination pursuant to this section.

2. Design and Consultant Services

- a. The Recipient shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the Department in the Guide and applicable I.M.s.

3. Environmental Requirements and other Agreements or Permits.

- a. The Recipient shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the Department, or other agencies as required. The Recipient shall follow the applicable procedures in the Instructional Memorandums to Local Public Agencies Table of Contents, Chapter 4 – Environmental Regulations.

4. Right-of-Way, Railroads, and Utilities.

- a. The Recipient shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in I.M. 3.600, Right-of-Way Acquisition, and the Department's Office of Right of Way Local Public Agency Manual. The Recipient shall contact the Department for assistance, as necessary, to ensure compliance with the required procedures.
- b. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the Recipient shall obtain agreements, easements, or permits as needed from the railroad. The Recipient shall follow the procedures in I.M. 3.670, Work on Railroad Right-of-Way.
- c. The Recipient shall obtain agreements from utility companies as needed. The Recipient shall comply with the "Policy for Accommodating Utilities on the County and City a Non-Primary Federal-aid Road System" for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the Recipient shall follow the Department's "Policy for Accommodating and Adjustment of Utilities on the Primary Road System" The Recipient should also use the procedures outlined in I.M. 3.640, Utility Accommodation and Coordination, as a guide to coordinating with utilities.

5. Contract Procurement.

The following provisions apply only to projects involving physical construction or improvements to transportation facilities. Such projects will let at the Department.

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer or architect, as applicable, licensed in the State of Iowa.
- b. The Recipient shall be responsible for the following:
 - i. Prepare and submit the PS&E and other contract documents to the Department for review and acceptance in accordance with I.M. 3.700, Check and Final Plans and I.M. 3.500, Bridge or Culvert Plans, as applicable.

- ii. The contract documents shall use the Department's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the Recipient (special provisions) for individual construction items shall be approved by the Department.
- iii. Follow the procedures in I.M. 5.030, Iowa DOT Letting Process, to analyze the bids received; make a decision to either award a contract to the lowest responsive bidder or reject all bids; and if a contract is awarded, execute the contract documents and return to Department.

Note: The Department may not be able to allow a project to be let in the scheduled letting due to possible issues with cash flow availability.

- c. The Recipient shall forward a completed Project Development Certification (Form 730002) to the Department in accordance with I.M. 5.050, Project Development Certification Instructions. The project will not be turned in for bid letting until the Department has reviewed and accepted the Project Development Certification.
- d. If the Recipient is a city, the Recipient shall comply with the public hearing requirements of the Iowa Code section 26.12.
- e. The Recipient shall not provide the contractor with notice to proceed until after receiving written notice that the Department has concurred in the contract award.

6. Construction.

- a. The Recipient shall follow the procedures in I.M. 6.000, Construction Inspection, and the Department's Construction Manual, as applicable, for conducting construction inspection activities. The Recipient's engineer shall at all times be responsible for inspection of the project.
- b. A full-time employee of the Recipient shall serve as the person in responsible charge of the project. For cities that do not have any full time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the Department.
- c. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. Proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as needed.
- d. The project shall be constructed under the Department's Standard Specifications for Highway and Bridge Construction and the Recipient shall comply with the procedures and responsibilities for materials testing according to the Department's Materials I.M.s. Available on-line at: <https://www.iowadot.gov/erl/index.html>.
- e. If the Department provides any materials testing services to the Recipient, the Department will bill the Recipient for such testing services according to its normal policy as per Materials I.M. 103.

7. Reimbursements.

- a. Costs incurred prior to the date of the executed project funding agreement are not eligible for reimbursement. Reimbursement of eligible costs may be requested only after the project is programmed in the Regional Planning Affiliation (RPA) or Metropolitan Planning Organization

(MPO) Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP).

- b. The Recipient will be initially responsible for all project costs. After costs have been incurred, the Recipient shall submit to the Department periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least semi-annually but not more than bi-weekly.
- c. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the Department by August 1, if possible, but no later than August 15.
- d. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the Recipient, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- e. The Department will reimburse the Recipient for properly documented and certified claims for eligible project costs. The Department may withhold up to 5% of the total funds available for the project. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final review or audit selected by the Administering Office, the Department determines the Recipient has been overpaid, the Recipient shall reimburse the overpaid amount to the Department. After the final review is complete and after the Recipient has provided all required paperwork, the Department will release the funds withheld.
- f. The total funds collected by the Recipient for this project shall not exceed the total project costs. The total funds collected shall include any funds received including but not limited to: Federal funds, state funds, any special assessments made by the Recipient (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the Recipient do exceed the total project costs, the Recipient shall either:
 - i. in the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
 - ii. refund to the Department all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds.

8. Project Close-out.

- a. Acceptance of the completed construction shall be with the concurrence of the Department. Within 30 days of completion of construction or other activities authorized by this agreement, the Recipient shall provide written notification to the Department. The Recipient shall follow and request a final review, in accordance with the procedures in I.M. 6.110, Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects. Failure to comply with the procedures may result in loss of funds and the ability to let future projects

through the Department; reimbursed funds shall be returned and a possible suspension may be placed on the Recipient from receiving funds from the Department on future projects until the Recipient has demonstrated responsible management of funds on roadway projects.

- b. For construction projects, the Recipient shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of funds shall be made only after the Department accepts the project as complete and the Department has approved the emissions summary report submitted by the Recipient after completion of the project.
- d. The Recipient shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The Recipient shall also make this documentation available at all reasonable times for review by the Department. Copies of this documentation shall be furnished by the Recipient if requested. Such documentation shall be retained for at least 3 years from the date of the Department's signature of the Department's Final Payment Form (Form 830436) or the bottom part of the Certificate of Completion and Final Acceptance of Agreement Work (Form 640003).

Meeting Date: 05/06/2019

Subject

Resolution approving the traffic signal timings update agreement

Information

Council will need to consider the resolution (packet) approving the Traffic Signal Timings Update Agreement (packet) in an amount not to exceed \$51,000.

The project includes professional engineering services for the review and update of traffic signal timing plans along the US 65/69 corridor and IA 92 corridor as identified on the map (packet). The project also includes improvements to the existing fiber optic network, vehicle detection and traffic signal cabinet and controllers at several intersections. Professional services will include existing condition data collection, traffic molding to optimize traffic signal timing plans, implementation of the new traffic signal timing plans, and documentation of before and after corridor travel times for submission to Iowa DOT ICAAP staff. Construction plans and specifications will be developed for the fiber optic system, vehicle detection, and traffic signal cabinet improvements.

Tentative Schedule includes:

Concept Statement Submittal	May 14, 2019
Data Collection	May 2019
Preliminary Plans to Iowa DOT	June 18, 2019
Traffic Signal Timing Modeling	June/July 2019
Check Plans to Iowa DOT	July 16, 2019
Final Plans and Project	August 20, 2019
Development Certification Contracts Turn-In	September 3, 2019
Bid Letting (Iowa DOT)	November 19, 2019
Construction	Spring 2020
Signal Timing Implementation	Spring 2020
Summary Report	Spring 2020

Roll call is in order.

Fiscal Impact**Attachments**

Resolution
Agreement

RESOLUTION NO. 2019-____

**RESOLUTION APPROVING A TRAFFIC SIGNAL TIMINGS
UPDATE WITH SNYDER AND ASSOCIATES**

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

WHEREAS, the City of Indianola, Iowa, is in need of an updated agreement with Snyder and Associates for the Traffic Signal Timings Update; and

WHEREAS, it is the determination of the City Council that the City should enter into the Traffic Signal Timings Update Agreement in an amount of \$51,000 with Snyder & Associates in the form attached as Exhibit "A".

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

1. The Traffic Signal Timings Update Agreement with Snyder & Associates in an amount of \$51,000 is in the public interest of the citizens of the City of Indianola and is hereby approved.

2. The Mayor is authorized and directed to execute the Timing Signal Timings Update Agreement in an amount of \$51,000 on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

PASSED this ____ day of May 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

EXHIBIT ‘A’

TRAFFIC SIGNAL TIMINGS UPDATE
FOR
CITY OF INDIANOLA, IOWA

SCOPE OF SERVICES
March 20, 2019

I. PROJECT DESCRIPTION

The project includes professional engineering services for the review and update of traffic signal timing plans along the US 65/69 corridor and IA 92 corridor as identified in the attached location map. To accommodate the new timing plans, the project also includes improvements to the existing fiber optic network, vehicle detection, and traffic signal cabinet and controllers at several intersections. Professional services will include existing condition data collection, traffic modeling to optimize traffic signal timing plans, implementation of the new traffic signal timing plans, and documentation of before and after corridor travel times for submission to Iowa DOT ICAAP staff. Construction plans and specifications will be developed for the fiber optic system, vehicle detection, and traffic signal cabinet improvements. Construction administration and observation may be added as additional services, but are not included in this scope of services.

II. SCOPE OF SERVICES

A. BASIC SERVICES

1. Project Administration

- a. Monthly progress reports to the CLIENT.
- b. Monthly billing reports.
- c. Project coordination for engineering and coordination with the OWNER and Utility Companies.
- d. Project design review with the CLIENT, as needed.
- e. Iowa DOT Concept Statement submittal to the CLIENT and Iowa DOT.

2. Data Collection

- a. Obtain existing traffic count data from CLIENT and Iowa DOT
- b. Perform 24 hour turning movement traffic counts during a typical weekday for the following intersections: US 65/69 and Willowcrest Avenue, US 65/69 and Trail Ridge Avenue, US 65/69 and Valley Place, US 65/69 and Euclid Avenue, US 65/69 and Clinton Avenue, US 65/69

and Salem Avenue, IA 92 and S 12th Street (all other signalized intersections were counted by the Iowa DOT in 2016)

- c. Perform daily traffic recorder counts (24 – 48 hours) at up to 4 locations to evaluate daily directional traffic patterns.
- d. Document lane configurations, turn-lane lengths, and speed limits at study intersections.
- e. Obtain existing signal controller timing data.

3. Traffic Signal Timing Modeling

- a. Review existing basic timing parameters and determine recommended timings.
- b. Prepare a Synchro base model with functional geometry, speed limits, and basic timing parameters.
- c. Utilize the base model and traffic count data to develop a timing model for each proposed timing plan (AM, Noon, PM, weekend, special event). Models will be optimized, reviewed, and adjusted as needed to determine recommended phasing splits, cycle lengths, and offsets for each coordinated traffic signal.
- d. Identify any recommended phasing changes at each intersection. Recommended changes will be provided to the CLIENT for approval prior to completion of the timing models.
- e. Identify any recommended geometric changes at each intersection that would improve traffic signal efficiency.

4. Timing Plan Implementation

- a. Field implement all traffic signal timing plans.
- b. Observe signal operations at each intersection during the peak and off-peak times on a typical weekday, weekend, and during a special event.
- c. Adjust timing plans as necessary and update the traffic signal timing models to reflect the changes.

5. Travel-Time Studies

- a. Perform post-implementation travel time studies for comparison to the pre-implementation travel time studies completed as part of the ICAAP application to document improved travel speeds and reduced stops/idling.

6. Summary Report

- a. Prepare a summary report outlining the data collection, timing model and plan development, implementation, and travel time studies. The report will be submitted to the CLIENT and the Iowa DOT for documentation to satisfy the ICAAP requirements.

7. Design and Plans

- a. The base drawings will be developed with aerial base mapping and as-built drawing information with field verification for fiber optic handhole and traffic signal cabinet locations. The preliminary design phase will conclude with a field review with CLIENT staff. The preliminary design will be approved by the CLIENT before moving forward with detailed final design. The preliminary plans will be sent to utility companies in order for them to identify potential conflicts. Preliminary and final plans will include the following:

1. Title sheet
2. Typical details
3. Fiber optic improvements
4. Vehicle detection improvements
5. Traffic signal cabinet/controller improvements
6. Specifications (final plans only)

- b. Probable Costs - The PROFESSIONAL shall prepare a statement of the total probable cost for the PROJECT based upon the design developed for the preliminary and final design. Statements of probable construction costs prepared by the PROFESSIONAL represent the best judgment as a design professional familiar with the construction industry. It is recognized, however, that the PROFESSIONAL has no control over the cost of labor, materials or equipment, over the Contractor's methods of determining bid prices, or over competitive bidding or market conditions. Accordingly, the PROFESSIONAL does not guarantee that any actual cost will not vary from any cost estimate prepared by the PROFESSIONAL.

- c. Traffic Control Device Permit – The PROFESSIONAL shall prepare and submit to the CLIENT and the Iowa DOT the required Iowa DOT traffic control device permit application.

III. SCHEDULE

The PROFESSIONAL will complete the above scope of services to accommodate a November 2019 bid letting through the Iowa Department of Transportation for the physical improvements for the project. Milestone dates for the project are as follows:

Concept Statement Submittal	May 14, 2019
Data Collection	May 2019
Preliminary Plans to Iowa DOT	June 18, 2019
Traffic Signal Timing Modeling	June/July 2019
Check Plans to Iowa DOT	July 16, 2019
Final Plans and Project	August 20, 2019
Development Certification	
Contracts Turn-In	September 3, 2019
Bid Letting (Iowa DOT)	November 19, 2019
Construction	Spring 2020
Signal Timing Implementation	Spring 2020
Summary Report	Spring 2020

IV. FEES

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

BASIC SERVICES

Project Administration	\$5,000
Data Collection	\$15,750
Traffic Signal Timing Modeling	\$9,250
Timing Plan Implementation	\$7,750
Travel-Time Studies	\$2,750
Summary Report	\$1,000
Design and Plans	\$9,500

SUBTOTAL.....\$51,000

CONSTRUCTION PHASE SERVICES

a. By Amendment

TOTAL\$51,000

EXTRA SERVICES

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

1. CLIENT requested major revisions
2. Utility company locates
3. Quality Level A or B Subsurface Utility Engineering Surveys
4. Construction services

EXHIBIT 'B'

**SNYDER & ASSOCIATES, INC.
2019-20
STANDARD FEE SCHEDULE**

Billing Classification/Level		Billing Rate
Professional		
<i>Engineer, Landscape Architect, Land Surveyor, GIS, Environmental Scientist Project Manager, Planner, Right-of-Way, Graphic Designer</i>		
Principal II	\$208.00	/hour
Principal I	\$197.00	/hour
Senior	\$177.00	/hour
VIII	\$163.00	/hour
VII	\$155.00	/hour
VI	\$148.00	/hour
V	\$138.00	/hour
IV	\$128.00	/hour
III	\$116.00	/hour
II	\$106.00	/hour
I	\$93.00	/hour
Technical		
<i>Technicians--CADD, Survey, Construction Observation</i>		
Lead	\$125.00	/hour
Senior	\$119.00	/hour
VIII	\$111.00	/hour
VII	\$103.00	/hour
VI	\$92.00	/hour
V	\$82.00	/hour
IV	\$76.00	/hour
III	\$64.00	/hour
II	\$56.00	/hour
I	\$48.00	/hour
Administrative		
II	\$64.00	/hour
I	\$52.00	/hour
Reimbursables		
Mileage	<i>Current IRS standard rate</i>	
Outside Services	<i>As Invoiced</i>	

Meeting Date: 05/06/2019

Subject

City Manager's Report — Ryan Waller

* Receive and file correspondence from April 12, 19, 23 and 26, 2019

Information

In your packet are the March 29 and April 5, 2019, weekly updates from Ryan Waller, City Manager.

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

Fiscal Impact

Attachments

Waller's Weekly 041219

A Planning Perspective April

Spencer Resolution

Draft May 6 Agenda

Draft May 20 Agenda

WC EMA PPT

Legislature Link

BRAVO

Waller's Weekly 041919

Draft 050619 Agenda

Draft 052019 Agenda

RAG USAT

RAGBRAI

Legislature Link A

Exp Permit 041919

Prop Maint 041919

Projects Update 041919

Waller's Weekly 042319

Lent's Weekly 042619

Draft 050619 Agenda B

Draft 052019 Agenda B

Demo of Warren Co Courthouse

Indianola Letter

Open House Poster

Streetscape Comm

Comp Plan Comm

Line of Duty Workshop

Project Update 042519

Exp Permit 042719

Prop Maint 042719

DM Reg Tax Reform Bill

Diana Bowlin

From: Ryan Waller
Sent: Friday, April 12, 2019 4:00 PM
To: City Employees; All Department Heads
Subject: FW: Waller's Weekly 4.12.19
Attachments: APlanningPerspective_Apr2019.pdf; Draft May 6, 2019 Agenda.pdf; Draft May 20, 2019 Agenda.pdf; Legislative Link.pdf; Spencer Resolution Opposing.pdf; 20190412152807234.pdf; WC EMA PPT.pdf

Good afternoon, all.

I hope this finds everyone well. Here is this week's update email. As always, if there are any questions or items your departments would like to see included, please let me know.

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

RAGBRAI - As you are aware, RAGBRAI is a major event that has a tremendous economic impact for a community. In addition to the publicity of being a host community for this year's event, our community has benefitted in other ways because of our involvement with RAGBRAI 2019. On Saturday, April 6th at Simpson College's Black Box Theatre, RAGBRAI officials hosted a day-long training for nearly 140 people representing the pass-through towns along this year's route. Several of the attendees commented that this was their first time visiting Indianola while others commented that Indianola was a lot closer than they thought. We are currently working with RAGBRAI officials on securing a location for another state-wide meeting here in our town.

Legislative Link- Attached is the most recent version of the Legislative Link from the League of Cities. Please be aware of the write up regarding HF 773. Due to the negative impact this bill will have on cities, the League and community members have registered against this proposed legislation. Also attached is a resolution that the City of Spencer will be passing on Monday.

EMA Meeting – On Tuesday, April 9th Chief Chia attended a meeting between 911 Commission and Emergency Management Commission. The content of the meeting was Warren County

Communication System. Attached is a copy of the presentation that was delivered at the meeting. One of the main items discussed involved the purchase of portable and mobile radios for all public safety services in the county, excluding those departments who had already purchased updated portable and mobile radios. Additional information will be provided as it becomes available.

Median Maintenance - Staff has scheduled the spring maintenance of the Highway 65/69 medians for Tuesday, April 30th. The inside lanes are required to be closed and the work is scheduled to take place from 9:00 a.m. to 4:00 p.m. to minimize the impact on commuters. Work will include replacing plants that have died, mulching, fertilizing and weed control applications, removing sand from the concrete areas and crack sealing the concrete. Information regarding this scheduled maintenance will be advertised via the City's communications tools.

Civic Upgrade - On Tuesday, April 9th staff had a conference call with Cassandra Camren from Civic Systems. They established a tentative schedule for the upgrade of the accounting system, addition of the mobile pay application, addition of accounts payable and budget functions to the department head portals, and the addition of the community development module. Most of the work will be completed in the next couple of months. The community development module installation may go into the summer months depending on how busy the department is during that time. As part of this process, Community Development will be updating all its permit applications and reviewing the fee structures associated with those permits. As you will recall, this was one of the parking lot list items approved by Council with the FY20 budget to be paid from the remaining FY2018 PILOT payment from IMU.

Pedestrian Crossing Update - The 2018 TSIP project is nearing completion. This project was a two-part project with pedestrian heads being updated on all traffic signals throughout the community. The second portion involves the installation of battery back-ups at our traffic signals. As of the writing of this update, all battery boxes are installed and the contractor is waiting for assistance from the battery back-up manufacturer to wire and program these units into our systems. This project is expected to be finalized in the next 10 days to 2 weeks. Upon completion all portable stop sign assemblies will be removed from the areas surrounding the traffic signal cabinets.

Comprehensive Master Plan – Attached is a quarterly newsletter that is published by the Iowa Chapter of the American Planning Association. This newsletter contains an article on the City's Comprehensive Master Plan update project.

BRAVO Letter - Attached is a letter from Sally Dix, BRAVO Executive Director, thanking the City for its ongoing support.

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

A PLANNING PERSPECTIVE

APA-IOWA CHAPTER
QUARTERLY NEWSLETTER

APR. 2019, ISSUE 2



CHAPTER UPDATE FROM THE APA IA PRESIDENT

SUBMITTED BY DYLAN MULLENIX, AICP
PRESIDENT | APA IOWA CHAPTER

The last several months have been busy for the APA-Iowa Chapter board. In January, the board approved the 2019 Work Plan and the 2019-2024 Strategic Plan. These documents will help guide the organization in the coming years and were developed using ideas generated at a board retreat in August 2018 and from feedback received from the APA-Iowa Chapter membership survey administered in October 2018. These documents can be found at <http://www.iowa-apa.org/about-apa-iowa/>.

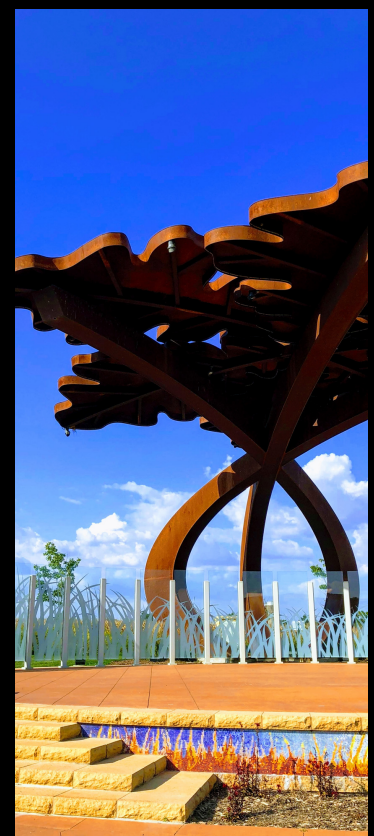
A focus of the APA-Iowa Chapter board has been to ensure we are providing value to the membership. To this end we have pursued several initiatives. One has been to foster existing, and establish new, relationships with allied organizations. Examples of this include participating in the Tomorrow Plan Speaker Series, identifying opportunities to partner with the Urban Land Institute Iowa District Council on its events, and coordinating with organizations like Professional Developers of Iowa and the Iowa League of Cities on legislative matters. Given that APA-Iowa Chapter is a relatively low-budget, volunteer run organization, these partnerships are critical in expanding APA-Iowa Chapter's capacity to serve its members and result in more CM events in the state.

Another related initiative is to improve communication with the membership. In January the board approved a communications policy that helps outline what types of information will be communicated to the membership via various channels, including via emails, on social media, on the website, and in the newsletter. Additionally, the chapter has developed an events calendar to help increase awareness of APA-Iowa Chapter events, or events that may be of interest to the membership.



IN THIS ISSUE:

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APA-IOWA CHAPTER ELECTIONS CALL FOR NOMINATIONS

SUBMITTED BY BEN CHAMP, AICP, EDFP, ASLA
CITY MANAGER, CITY OF PLEASANT HILL, BCHAMP@PLEASANTHILLIOWA.ORG

APA-Iowa Chapter is seeking nominations for its four elected board positions (president, vice-president, secretary, and treasurer) through April 24th. These positions are two-year terms and will run from January 2020-December 2021. APA-Iowa Chapter participates in APA's consolidated elections process, and APA will conduct email balloting for all positions, including for APA-Iowa Chapter board positions, from July 15 to August 15. Visit <https://www.planning.org/elections/> for additional information on the nomination process. Contact Ben Champ, APA-Iowa Chapter Past President, for any questions at bchamp@pleasanthilliowa.org

NEW APA-IOWA CHAPTER BOARD MEMBER

SUBMITTED BY DYLAN MULLENIX, AICP
ASSISTANT DIRECTOR, DES MOINES MPO, DMULLENIX@DMAMPO.ORG

At its March meeting, the APA-Iowa Chapter board approved the appoint of Trina Flack to the position of Planning Board Member. Trina currently serves on the Ankeny Planning and Zoning Commission. She will be replacing Dave Tallman in this position. Dave is a Planning and Zoning Commissioner for the City of Davenport and has served on the APA-Iowa Chapter board since 2010. We thank Dave for his years of service to the APA-Iowa Chapter.



INDIANOLA UPDATED COMPREHENSIVE PLAN

SUBMITTED BY MINDY MOORE, AICP
PLANNER, SNYDER & ASSOCIATES, INC., MMOORE@SNYDER-ASSOCIATES.COM

The City of Indianola hired Snyder & Associates to update their Comprehensive Plan. With this update, the City has placed an emphasis strong public engagement in order to identify the community's needs and establish a vision for a preferred community character and potential future growth.

The Comprehensive Plan Project Management Team had its kickoff meeting on Tuesday, April 2 at Indianola City Hall. Nineteen committee members were in attendance. Mindy Moore and Jared Foss of Snyder & Associates, presented the team with census data, existing conditions mapping, status of existing plans, and the proposed public engagement process. The project team discussed where Indianola is today (both positives and negatives), and where the team would like to see Indianola in the future.

To articulate that vision for the future, the committee participated in a "headline" exercise in which participants listed the news headlines that they wish to read about their community within the next 20 years. These reflected visions for transportation, technology, economic development, education, and recreation. Some headline examples include:

- Indianola – An Iowa Town Where You Can get Anywhere Without a Motor.
- Iowa's First Smart City saves Millions!
- Block Parties on the Rise in Indianola
- Indianola Schools Recognized Nationally for Excellence

The next step in the process is to continue data collection and for the consultants to host focus group meetings with various groups and organizations in Indianola. The public engagement process will begin in June when a community survey is released. The consultants also plan to attend some community events to get public input, as well as have a public open house later on in the fall. This planning process is anticipated to last for about nine months.



NEWEST AICP MEMBERS & CANDIDATE

SUBMITTED BY DAVID WILWERDING, AICP

COMMUNITY DEVELOPMENT DIRECTOR, CITY OF JOHNSTON, DWILWERDING@CITYOFJOHNSTON.COM

The APA-Iowa Chapter wishes to congratulate the five chapter members who became AICP Certified and one chapter member who became an AICP Candidate by successfully passing the AICP Exam in November 2018:

Mitchell Brouse, AICP

Iris Lehmann, AICP

Nathan Mueller, AICP

Alex Pfaltzgraff, AICP

Anuprit Kaur Minhas, AICP

Steven Stransky, AICP Candidate

If you are interested in learning more about becoming AICP Certified or an AICP Candidate, are you already enrolled and need assistance studying for the exam? If so, please visit <https://www.planning.org/certification/> or contact the David Wilwerding, AICP, APA-Iowa Chapter Professional Development Officer at dwilwerding@cityofjohnston.com or 515-727-7775.

DES MOINES AREA MPO TRANSLOAD FACILITY RECEIVES BUILD GRANT

SUBMITTED BY ZACH YOUNG, AICP, MRTPI, CNU-A

PRINCIPAL PLANNER, DES MOINES MPO, ZYOUNG@DMAMPO.ORG

A years-long effort by the Des Moines Area Metropolitan Planning Organization (MPO) to bring a transloading facility got a significant boost in December, when the U.S. Department of Transportation announced an \$11.2 million BUILD Transportation Grant for the Des Moines Transload Facility.

A transload facility serves to transfer raw goods from trucks to trains, which can ship goods at a lower cost. The Des Moines Transload Facility is uniquely situated at a site in southeast Des Moines with access to three Class 1 railroads that span the country, as well as the regional Iowa Interstate Railroad. This location also allows for connections to the Interstate road system.

The Des Moines Transload Facility is projected to lower shipping costs for businesses within a 150-mile radius of the capital city.

The MPO had previously secured a \$1.9 million no-interest loan from the Iowa Department of Transportation for the project. But without the BUILD grant, the Des Moines Transload Facility likely would have been built in phases over several years.

"The grant is hugely significant," MPO Executive Director Todd Ashby said. "The funding will accelerate the timeline for building the facility - bringing the full economic impact to the region much sooner."

**Des Moines Transload Facility
receives \$11.2 million BUILD Grant
from U.S. DOT**



GREATER DES MOINES
PARTNERSHIP



Now, with the project nearly entirely funded, the transload facility is anticipated to open and be fully operational much more quickly. The Des Moines Area MPO is in the process of selecting an operator.

The MPO has been fostering the concept for a Des Moines Transload Facility for more than five years, teaming with a coalition of partners to push the project into being. Partners include the U.S. Department of Transportation, the U.S. congressional delegation, the Iowa Department of Transportation, the City of Des Moines, the Greater Des Moines Partnership, and the MPO Freight Roundtable.

For more information on the project, please visit dmampo.org/transload-facility/.

URBAN LAND INSTITUTE OF IOWA

SUBMITTED BY AIMEE STAUDT

VICE PRESIDENT AND DIRECTOR OF DEVELOPMENT, KNAPP PROPERTIES,

AIMEE.STAUDT@KNAPPPROPERTIES.COM

APA-Iowa Chapter and ULI Iowa are collaborating to bring you more events and CM opportunities. Here's some information about ULI Iowa. For more information on the organization, please visit <http://www.iowa.uli.org>

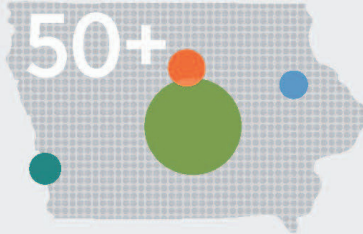


5 YEARS OF EDUCATION & ENGAGEMENT

OUR MISSION

Provide leadership in the responsible use of land and in creating and sustaining thriving communities worldwide.

EVENTS, TOURS, CONVENINGS



EDUCATION



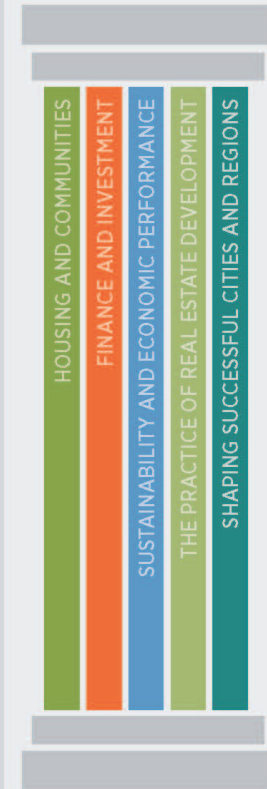
ADVOCACY



LOCAL PARTNERS

Iowa Chapter American Planning Assoc.
Polk County Housing Trust Fund
Greater Des Moines Partnership
Des Moines Bicycle Collective
City of Des Moines
Greater Des Moines Partnership
Des Moines Area Regional Transit
City of Cedar Rapids
Iowa Commercial Real Estate Assoc.
Drake University
Iowa State University
Iowa Women in Architecture
Energize DSM
Commercial Real Estate Women

PILLARS



MEMBERS



CONNECT WITH ULI IOWA

www.iowa.uli.org



APA-IOWA CHAPTER PARTNERS WITH SPEAKER SERIES

SUBMITTED BY GUNNAR OLSON

COMMUNICATIONS MANAGER, DES MOINES MPO, GOLSON@DMAMPO.ORG

The APA-Iowa Chapter has partnered with the Tomorrow Plan Speaker Series to increase programming opportunities for members, as well as offer CM credits.

The Tomorrow Plan Speaker Series is an outgrowth of The Tomorrow Plan, a regional plan for the sustainable development of Greater Des Moines through 2050. It was developed by the Des Moines Area MPO through the Sustainable Communities Initiative of the U.S. Department of Housing and Urban Development.

The MPO started bringing speakers into Greater Des Moines during the development of The Tomorrow Plan. Since the plan's adoption in 2013, the speaker series has continued as an implementation strategy.

Speakers have covered a wide range of topics, from walkable street design and parking policy, to diversity in outdoor recreation and the sharing economy. Notable speakers have included Don Shoup, author of "The High Cost of Free Parking," and Rue Mapp, founder of Outdoor Afro.

Other partners in the speaker series, in addition to APA-Iowa Chapter, are the Des Moines Area MPO, the Iowa Department of Cultural Affairs, the Des Moines Business Record, and CRE Productions. In addition, the speaker series frequently has the support of sponsors, such as the Greater Des Moines Partnership, Capital Crossroads, the Great Outdoors Foundation, various developers, and area jurisdictions.

More information and upcoming speakers can be found at www.tomorrowplanspeakerseries.org

NEXT SPEAKER: ADIE TOMER

The next speaker is Adie Tomer, a fellow at the Brookings Institution who leads its Metropolitan Infrastructure Initiative. His talk is titled "Transit is key underpinning of place-based economies."

If you want to know where economies will thrive in the future, he says, look to the places where people want to spend time. One of the key physical underpinnings of these place-based economies – among parks and open spaces and a walkable street grid – is public transit.

"We used to build really big stuff – everything from the canals to the transcontinental railroads and the highways," Tomer says. "What are we building now? How can we make sure our transportation builds the kind of economy we want going forward?"

DETAILS

Monday, April 22, 2019

11:30 a.m. – Lunch

11:45 a.m. – Historical preview with Leo Landis, State Curator

12 – 1 p.m. – Keynote with Tomer

1 – 1:30 p.m. – Q & A with Tomer

State Historical Building

600 E. Locust St., Des Moines

RSVP & LUNCH

Please RSVP.

Bag lunches from Cafe Baratta's available for purchase.

Please register online: <http://tomorrowplanspeakerseries.org/adie-tomer/>

CM credits: <https://www.planning.org/events/eventsingle/9174781/>



IOWA PLANNER SPOTLIGHT:

LIESL SEABERT, AICP

Community Development Manager, Iowa Arts Council,
Iowa Department of Cultural Affairs
APA-Iowa Chapter Board Member, Communications
Liesl.Seabert@gmail.com

Degree & School

Masters in Planning from the Department of Urban &
Regional Planning at Florida State University

Juris Doctor from the Florida State College of Law

Why did you decide to become a planner?

I stumbled into the planning field during law school due to my interest in environmental and land use law. Over the years that interest has developed into a passion for creating communities that citizens love and are proud of.

What are your areas of expertise?

Community visioning, creative placemaking, community development, grant management, state & local government.

What aspects of planning do you enjoy the most?

I love breaking down silos, unique partnerships, and public spaces. I don't think we should just exist in a physical space but should contribute to it and love all the unique assets that make it significant. Planning offers the opportunity to cross boundaries and collaborate in ways that many other fields cannot.

Describe a recent project you've contributed to that you are proud of. Why is it important? Highlight methods that made the project a success.

I manage the Iowa Great Places program and consistently work with communities to recognize their assets and capitalize upon those assets in developing a vision for their future. Most recently I have provided technical assistance to the City of Manning and Pocahontas County in developing a Vision Plan for the next 5 years. These plans are developed through community meetings, partner feedback, and strategic planning of objectives and projects to accomplish determined goals.

What is one planning challenge you foresee for Iowa or your community over the next 10 years? What preparation do you recommend to meet this challenge?

One planning challenge that communities, organizations, and the state is already working to address are the unique needs of rural Iowa communities. As a member of the Iowa Rural Development Council, I have been humbled by the efforts and partnerships developed just over the past year to address issues in leadership training, housing, and broadband access. The recent Empower Rural Iowa bill in the Senate & House, supported by the Governor & Lt. Governor, is an excellent example of the action steps needed to help rural Iowa thrive.

Do you have a favorite book about planning?

Without sounding too cliché, I really enjoyed *For the Love of Cities* by Peter Kageyama. Such an important perspective for planners to understand the significance of building places and communities that citizens love and are emotionally connected to.



DON'T MISS OUT CHECK OUT THESE OPPORTUNITIES...

JOB POSTINGS

Planner I

Job Type: Full Time
Location: Cedar Rapids, IA
Employer: City of Cedar Rapids

Planning Intern

Job Type: Full Time - Temporary
Location: Dubuque, IA
Employer: City of Dubuque

Planner

Job Type: Full Time
Location: Story County, IA
Employer: Story County

Planner

Job Type: Full Time
Location: Des Moines, IA
Employer: Des Moines Area MPO

Planning Intern

Job Type: Full Time - Temporary
Location: Des Moines, IA
Employer: Des Moines Area MPO

**More openings from the region
available on the APA-Iowa
Chapter Website**

GET INVOLVED IN APA-IOWA CHAPTER

Are you interested in getting more involved with APA-Iowa Chapter? We are always on the lookout for members to serve on the chapter board, a standing committee, or assist with temporary, short-term projects. If you are interested, please fill out this short form to us understand what your interest areas are and to what degree you want to become involved. We anticipate at least one board position to be open in the coming months, and subcommittees will be forming around the various program areas mentioned in the strategic plan. Feel free to contact Dylan Mullenix, APA-Iowa Chapter Chapter President, if you have any questions.

ISU MASTER OF REAL ESTATE

SUBMITTED BY FRANCIS OWUSU, PH D.
PROFESSOR AND CHAIR, DEPARTMENT OF COMMUNITY &
REGIONAL PLANNING, ISU

Iowa State University's Master of Real Estate Development (MRED) prepares students for career success in today's real estate industry. Jointly created by the College of Design, Ivy College of Business and industry leaders, the ISU MRED program offers essential academic training, networking opportunities and collaboration with leading academics and practitioners to solve real world problems. Areas of study include real estate market analysis, finance, investments, leadership and negotiation, fundamentals of the built environment, construction science and urban planning. Offered in a convenient format of distance learning and brief campus residencies, the MRED program is ideal for the full-time working professional.

UPCOMING EVENTS

Apr. 12 - Free Webinar: Wind Rules: Best Practices for County Wind Siting Ordinances, CM 1.5, 11:30AM-1PM

Apr. 15 - All Iowa Reception at the APA National Conference, San Francisco

Apr. 15-20 - Affordable Housing Week

Apr. 18 - Housing Equity - A Historical Look by Polk County Housing Trust Fund

Apr. 19 - Free Webinar: New Federal Rules for Cell Towers Inside and Outside Rights of Way, 12-1:30PM

Apr. 22-26 - National Community Development Week

May 17- APA-Iowa Chapter Board Meeting in Iowa City

May 17- Deadline to submit session proposals for 2019 APA Iowa Planning Conference

May 23 - Central Iowa APA Meetup at Mistress Brewing

May 25 - Central Iowa Bike Ride Event

June 20 - Central Iowa APA Meetup at Iowa Cubs Game

July 11 - Central Iowa APA Meetup at Saylorville Lake Marina

Oct. 9-11 - 2019 APA-Iowa Chapter Planning Conference, Iowa City

Follow us on Facebook to stay up to date on events and happenings.

Submit your community updates for July's newsletter by Friday, July 5th.

Fill out the form to be featured in our Planner Spotlight.

RESOLUTION NO. _____

A RESOLUTION OPPOSING PROPOSED LEGISLATIVE CHANGES IN CITY FINANCE

WHEREAS, several proposals are currently being considered by the Iowa Legislature concerning revenue growth caps and ending fund balance caps for Iowa cities, proposals limiting the use of the Trust and Agency Levy and other changes in established city finance law; and,

WHEREAS, upon review and consideration of the city finance proposals currently under review by the Iowa Legislature, the Spencer City Council has determined that proposed revenue growth caps, proposed caps on ending fund balances, and other proposed changes to the city finance system are not in the best interest of the citizens of the Spencer, are unnecessary and would have negative impact on the city and its citizens.

NOW, THEREFORE, BE IT RESOLVED by the Spencer City Council as follows:

Section 1. The City of Spencer opposes proposed caps on annual city revenue growth.

Section 2. The City of Spencer opposes proposed caps on city ending fund balances.

Section 3. The City of Spencer opposes limitations on the permitted use of the Trust and Agency Levy.

Section 4. The City of Spencer's opposition is based on the following considerations:

- A. The City of Spencer has demonstrated fiscal responsibility by maintaining a stable property tax levy over many years.
- B. City budgeting and spending should be determined and controlled at the local level in the spirit of constitutional city Home Rule.
- C. Proposed limitations would have the effect of requiring the City of Spencer to issue more debt while, at the same time, reducing the city's credit rating and increasing the cost of debt.

- D. Increasing annual city expenditures are often the result of state mandates, such as a city's contribution to the Iowa Public Employees Retirement System and the Municipal Fire and Police Retirement System.
- E. Each city has differing needs, goals, and financial circumstances; uniform caps are not appropriate.

Section 5. All resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed.

Section 6. If any section, provision or part of this resolution shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the resolution as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 7. This resolution shall be in effect after its final passage and approval as provided by law.

Passed by the Council the ____ day of _____, 2019, and approved this ____ day of _____, 2019.

Kevin Robinson, Mayor

Attest:

Theresa E. Reardon, City Clerk

May 6, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Second consideration to amend Chapter 165
- Greater Des Moines Presentation from Greg Edwards
- Approval of Insurance Broker proposal – health insurance renewals
- FY18 Audit Presentation
- Second consideration of an amendment to the RAGBRAI ordinance
- Traffic Signal Timings Update Agreement
- Resolution approving a purchase agreement
- Quotes for the 2019 Seal Coat Program
- Quotes for a three year lift station generator maintenance

May 20, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Final consideration to amend Chapter 165
- Public hearing and adoption of the UR amendment and 1st reading of TIF ordinance
- Final consideration of an amendment to the RAGBRAI ordinance

May 20, 2019
Draft Council Study Agenda



AGENDA



- How We Got Here
- Radio System Statement of Work Spec
- System Design Overview – 2 Options
- Coverage Maps
- Warranty, Maintenance and Ongoing Support
- Pricing
- Emergency School Radios
- Budgetary Pricing vs Statement of Work Scope

MOTOROLA SOLUTIONS

A tall, lattice-structured radio tower is shown against a cloudy sky. The Motorola Solutions logo is in the top right corner.

How we got here

- Legacy VHF 911 Communication infrastructure continually failing
- Past FCC Narrow-banding negatively impacted VHF radio coverage
- Over time several larger public safety agencies within the county start upgrading mobile & portable radios to Motorola APX Dual Band subscribers allowing for use on current VHF system and future-proofing for 700/800 MHz channels
- Consultant hired to complete a radio communication needs analysis - Phase 1
- Consultant contracted to assist in writing spec and put RFP out for new radio system - Phase 2
- New Courthouse / Jail vote passes in 8/2018 forcing move of current PSAP
- New Motorola MCC7500 consoles are purchased and installed at temporary PSAP location at the County Admin Building
- The new consoles are directly connected through ICN Fiber to ISICS master cores allowing for immediate use of the ISICS mobile coverage provided by the Statewide system



How we got here

- Decision is made to change consultant Phase 2 scope from RFP spec to SoW for Motorola due to desire to be on the Statewide system and money already spend with Motorola going that direction
- Simpson Law Repeater goes down leaving County law enforcement without 911 communications
- Move to ISICS 700 MHz channels because mobile coverage is already in Warren County, new consoles already directly connected to ISICS cores and several law enforcement agencies have Motorola 700 MHz TDMA capable radios
- EMA Commission votes to move forward with getting New county-wide infrastructure project moving. SoW is provided to Motorola.
- Motorola presents 2 coverage designs and related costs for EMA Commission to decide what they will present to BoS'





Warren County's Statement of Work

List of major spec items:

- Portable on-street coverage
- In-Building coverage in Schools
- 5 Channel Simulcast Design
- Microwave Backhaul
- VHF Paging
- Training
- Logging Recorder Upgrade
- DC Power Back-Up
- Network Management and Alarming

5



7 Site Design – Statement of Work Specification



Solution Overview

- 97% On-Street Portable Countywide
- In-Building Coverage where schools are located
- Countywide paging needed using current pagers
- System Coverage Testing when completed to guarantee coverage

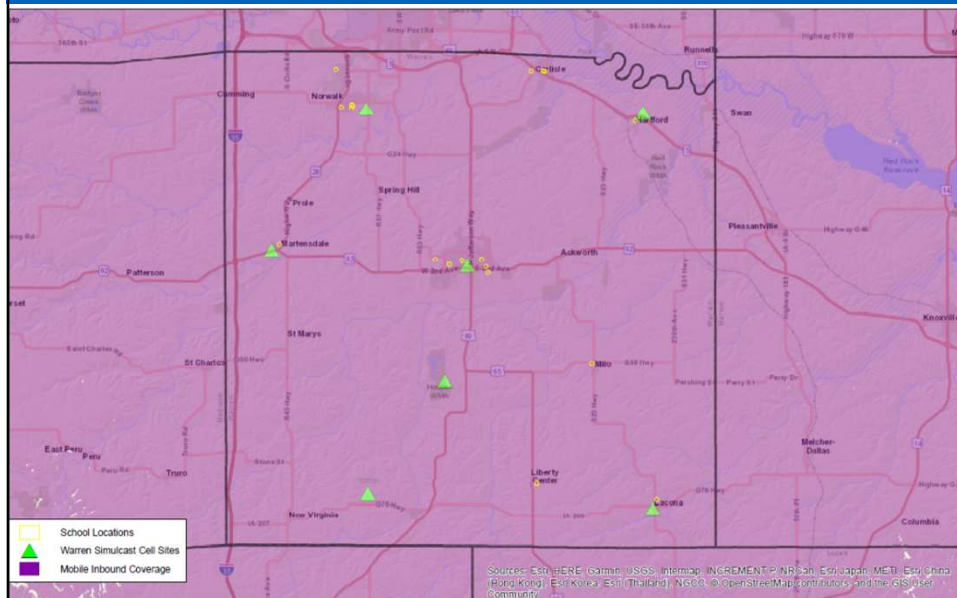


System Design

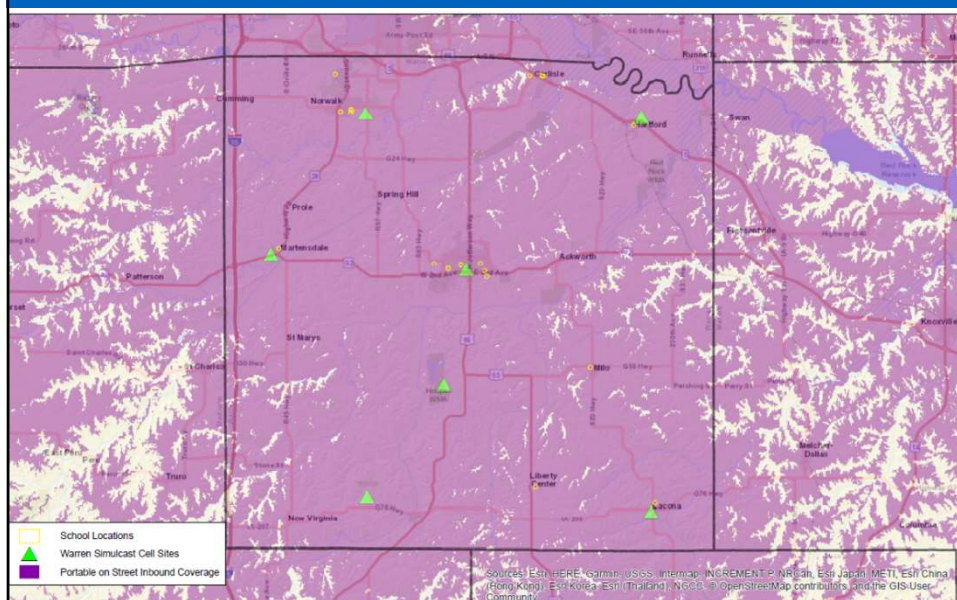
- 97% Portable on Street
- In Building coverage at school locations
- 7 Transmit Receive Sites
 - 5 Greenfield Towers - Lacona, Norwalk, New Virginia, Martensdale, Indianola
 - Existing Towers - Murphy Tower, Hooper ISICS site
 - Prime site located at Hooper ISICS
 - New Shelters at 6 sites to house new equipment
- 5 Channel 7/800 MHz TDMA Simulcast
- 1 VHF GTR 8000 and Antenna Assembly at every site for VHF paging
- DC Power and Battery Plant backup
- Upgraded Audio Logging
- Redundant Aviat Microwave backhaul
 - Ring configuration throughout the county except Indianola which utilizes a redundant link



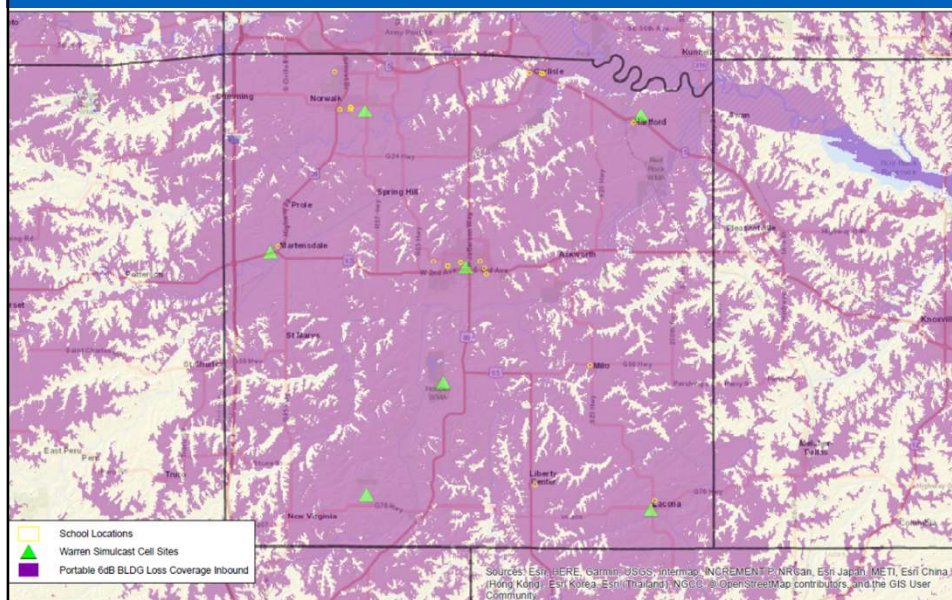
7 Site - Mobile Coverage



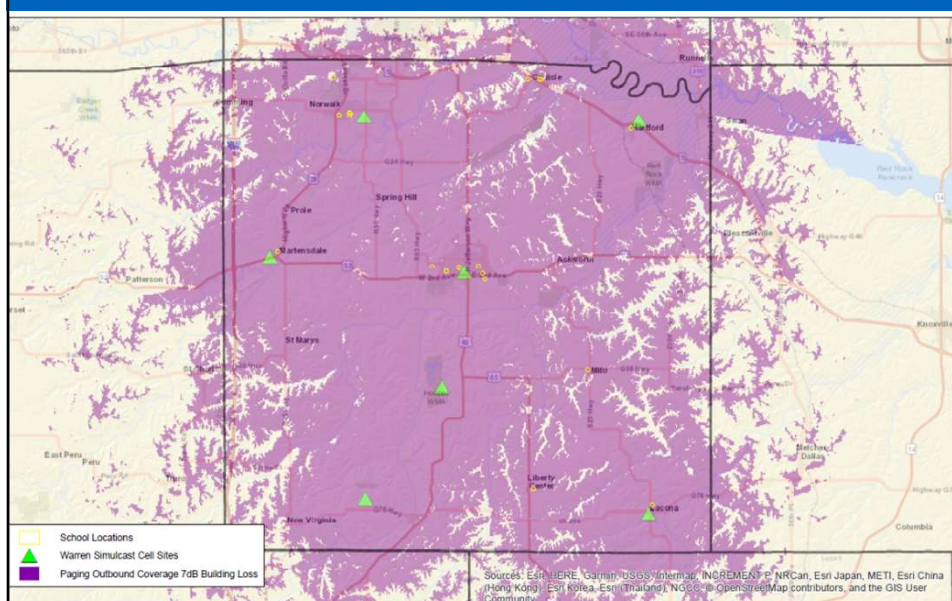
7 Site - Portable on Street Coverage



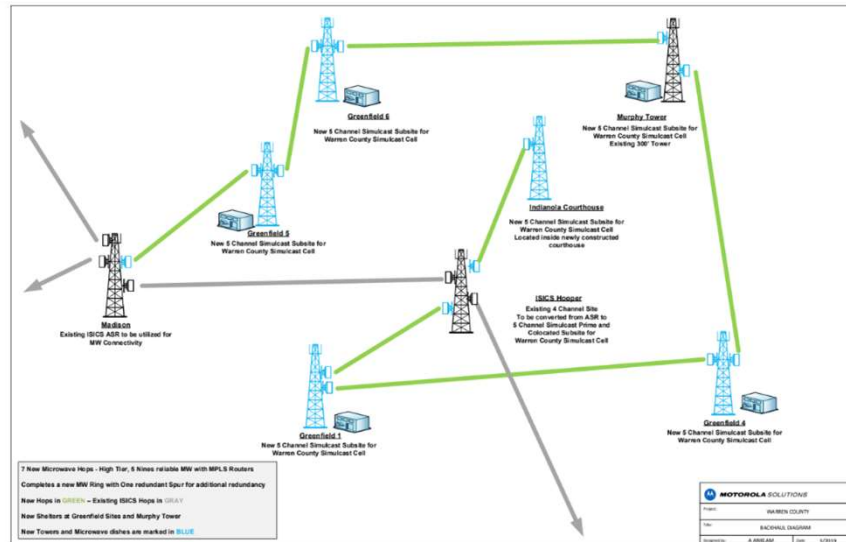
7 Site – In Building Coverage



7 Site - Paging Coverage



Backhaul Diagram



6 Site Design – Portable on Street Specification



Solution Overview



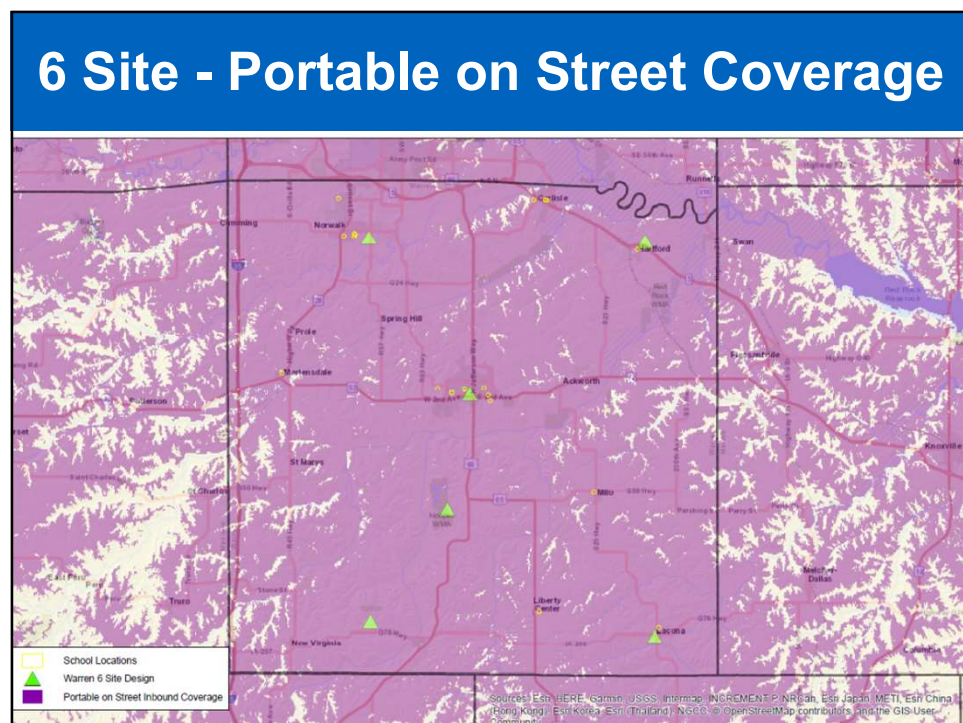
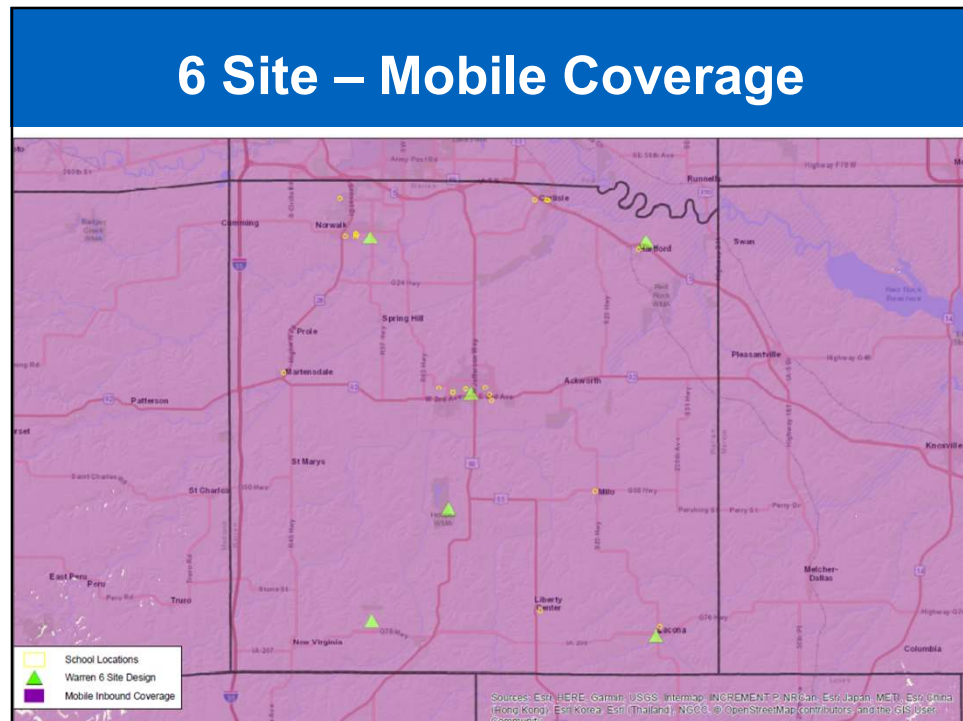
- 95% On-Street Portable Countywide Coverage
- No requirement for In-Building Coverage where schools are located
- Other requirements of SOW remain the same



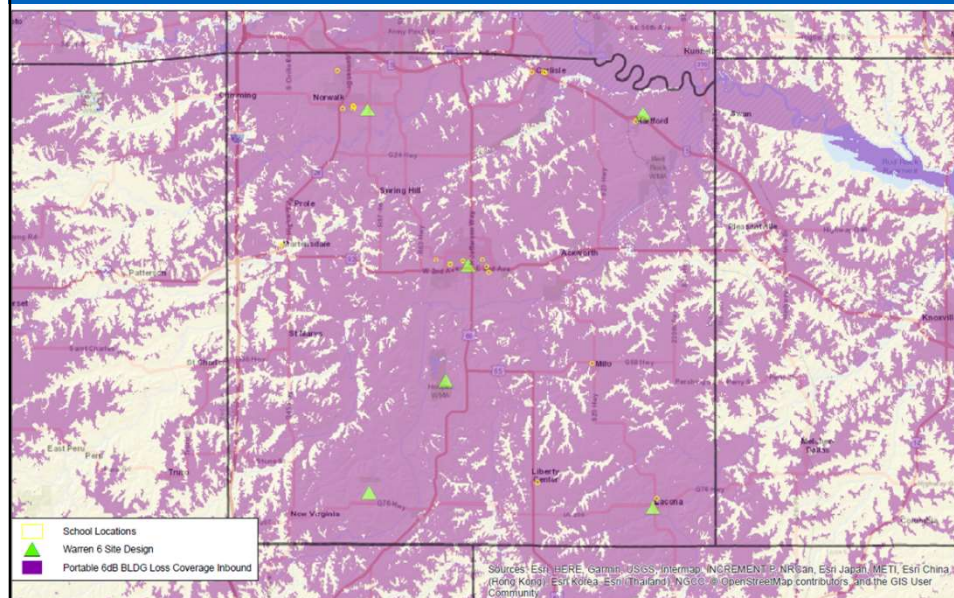
System Design

- 95% Portable on Street
- 6 Transmit Receive Sites
 - 4 Greenfield Towers - Lacona, Norwalk, New Virginia, Indianola
 - Existing Towers - Murphy Tower, Hooper ISICS site
 - Prime site located at Hooper ISICS
 - New Shelters at 5 sites to house new equipment
 - Martensdale tower removed
- 5 Channel 7/800 MHz TDMA Simulcast
- 1 VHF GTR 8000 and Antenna Assembly at every site for VHF paging
- DC Power and Battery Plant backup
- Upgraded Audio Logging
- Redundant Aviat Microwave backhaul
 - Ring configuration throughout the county except Indianola which utilizes a redundant link
 - Ring now links into Ewing rather than Madison

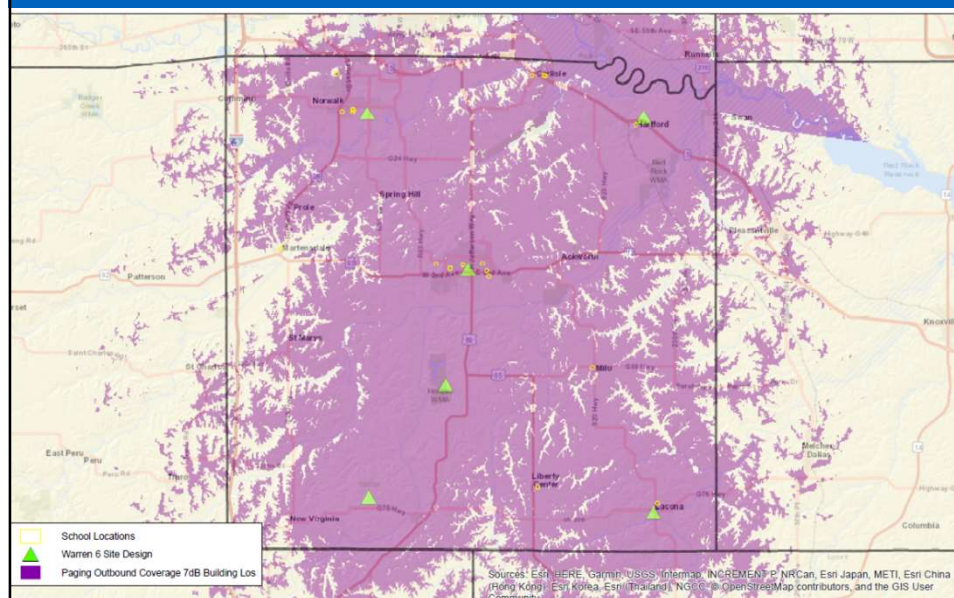




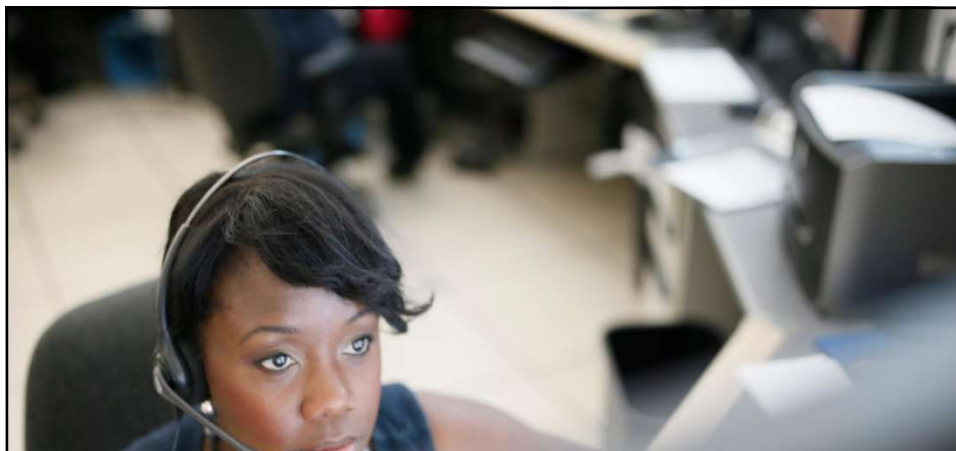
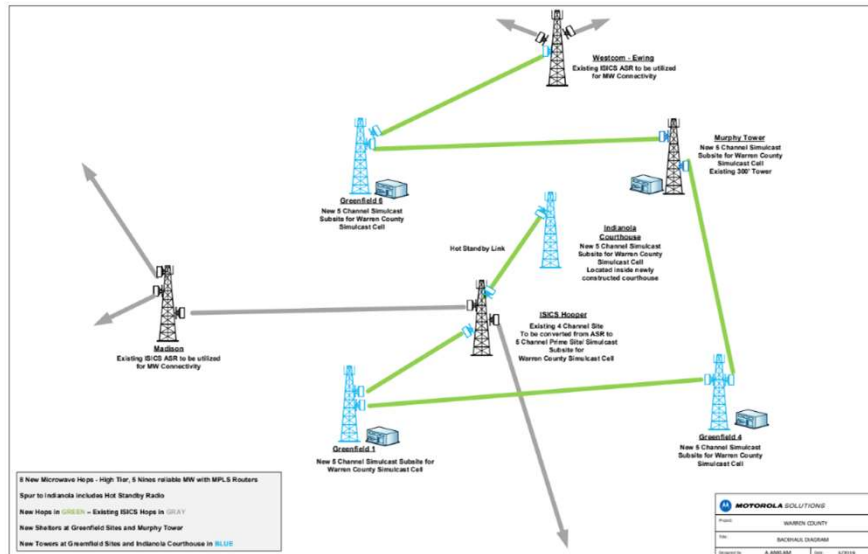
6 Site – In Building Coverage



6 Site - Paging Coverage



Backhaul Diagram



WARRANTY, MAINTENANCE, AND UPGRADES

Service, Maintenance and Upgrades

The proposed offering consists of the following specific services:

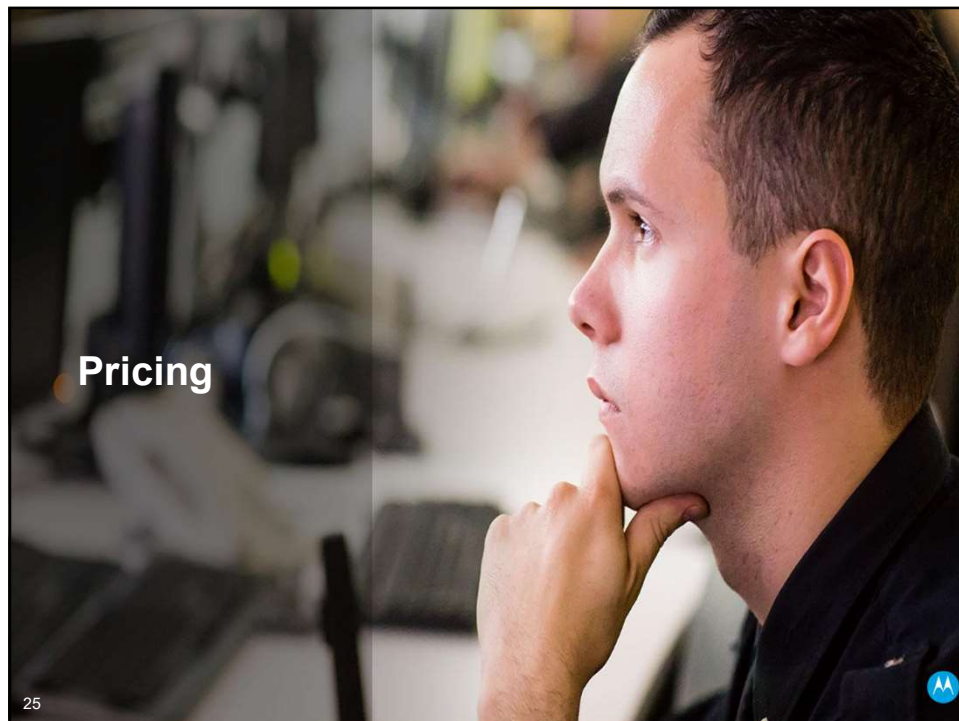
- Service Desk
- Technical Support
- Network Event Monitoring
- Onsite Support
- Annual Preventative Maintenance
- Network Hardware Repair with Advanced Replacement
- Remote Security Patch Installation
- Network Updates (SUAll)



Local Service Provider *Electronic Engineering*

- Motorola Solutions P25 Certified Service Center
- Local to Warren County
- Radio and Communications since 1946
- Expertise in installing equipment, highly trained technicians also travel onsite to install radios, base stations, repeaters, consoles and other communications equipment
- Will manage system with Motorola Customer Service Manager post-warranty period and be an integral part of implementation





Pricing Summary – 7 Site Design	
Infrastructure	\$ 10,675,000
• 7 Site Five Channel Simulcast System • 5 New Tower Sites - Lacona, Norwalk, New Virginia, Martensdale, Indianola • 2 Existing Sites – ISICS Hooper, Murphy Tower	
Paging System	\$ 343,000
• 7 Site (1) Channel VHF Simulcast Paging Sub-System	
Subscriber Radios	\$ 1,453,000
• 72 Mobiles • 213 Portables • 11 Emergency School Radios (INCLUDED at NO COST)	
	\$12,471,000
System Discount (sign by June 25th)	<u>\$ 1,480,000</u>
7 Site Design Total	\$ 10,991,000
10 Year System Maintenance & Upgrades	\$ 2,426,000
 MOTOROLA SOLUTIONS	

Emergency School Radio

1 Radio per school for direct connection to First Responders in time of need



Pricing Summary – 6 Site Design

Infrastructure \$ 10,675,000

- 7 Site Five Channel Simulcast System
- 5 New Tower Sites - Lacona, Norwalk, New Virginia, Martensdale, Indianola
- 2 Existing Sites – ISICS Hooper, Murphy Tower

Paging System \$ 343,000

- 7 Site (1) Channel VHF Simulcast Paging Sub-System

Subscriber Radios \$ 1,453,000

- 72 Mobiles
- 213 Portables
- 11 Emergency School Radios (INCLUDED at NO COST)

\$ 12,471,000

System Discount (sign by June 25th) \$ 1,480,000

7 Site Design Total \$ 10,991,000

Remove Martensdale Site \$ 1,200,000

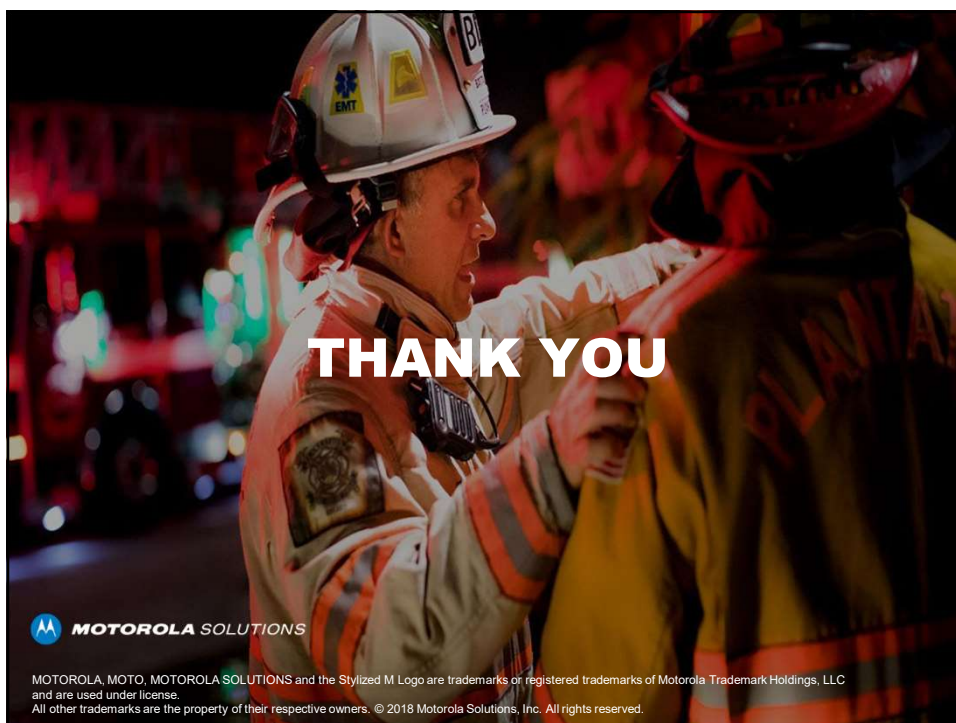
6 Site Design Total \$ 9,791,000

10 Year System Maintenance & Upgrades \$ 1,944,000



Budgetary vs Statement of Work

Major Scope Differences	\$9M Budgetary	SOW
Indoor/Outdoor Microwave Equipment	Indoor / Outdoor Mix	Indoor only
Warehouse Storage	Customer responsibility	Motorola responsibility
Training	APX train the trainer	In-field system admin and technician training, console refresh training, APX Train-the-Trainer training
Main CATP	Coverage test for informational purposes only	Verification and documentation for inbound/outbound BER, signal strength, and DAQ
VHF CATP	Coverage test for informational purposes only	Verification and documentation
Eventide Logging Recorder Upgrade (Wahtek)	Not included	Included
AIS	Not included	Included
Network Management Licenses and Clients Qty 2	Not included	Included
Add diversity antenna at 5 sites	Not included	Included
MSB Requirements	Standard 12x16 building and generac generators	Ballistic requirements, Cummins ONAN generator, rubberized roofing...
Tower Steel Requirements	300 ft self support	Solid leg tower, 100% loading, 2 heavy cellular array platforms
Tower Foundation Requirements	Concrete pads	Increased foundation requirements for additional loading
Relocate consoles and decommission temp PSAP (remove old wiring etc assoc with the MCC's)	Not included	Included
Remove / Dispose legacy Eqpt	Not included	Included



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All other trademarks are the property of their respective owners. © 2018 Motorola Solutions, Inc. All rights reserved.

Ryan Waller

From: Iowa League of Cities <legislativestaff@iowaleague.org>
Sent: Friday, April 12, 2019 12:08 PM
To: Ryan Waller
Subject: Property Tax bill eligible for floor debate



Legislative Link

April 12, 2019

88th General Assembly

[Property Tax Reform](#) | [Rural Revitalization Centers](#) | [Preexisting Nonconforming Use](#) | [Empower Rural Iowa](#) | [ATE](#) | [Disposal of City Utilities](#) | [Legislative Forums](#) | [League Updates](#)

You need to know

- The Property Tax Reform Bill was voted out of the House Ways and Means Committee and has been assigned a new bill number: [HF773](#). It is now eligible for floor debate. See below for what has changed and what has not. The League is registered against the amended bill.
- Legislator's per diem ends on May 3.

[HF773](#) | Property Tax Reform

- Formerly [HSB165](#).
- House Ways and Means Committee adopted several amendments to the legislation. Members of the committee stated an intent to make more amendments on the House floor. One such amendment would allow pension obligations to be paid for by an uncapped, unvoted levy outside

of the general fund. Language on how this would be accomplished is not yet available.

- The major changes from previous versions are:
 - **Amount exceeded built into future years base:** If a city uses the process to exceed the 2% soft-cap established by the bill, the amount the city exceeds by will be built into the next year's base when determining future years maximum revenues. This prevents a city from having to annually request additional funds for recurring expenses.
 - **Changes timeline to file resolution to exceed the 2% cap:** The amendment changes the deadline for submitting the resolution to exceed from December 31 to January 31. This allows cities to receive necessary financial information from the county assessor and Department of Management before moving forward with a decision to increase taxes.
- Items that remain in the bill that concern our members:
 - **2% "soft-cap" needs to be increased:** The bill still contains the 2% revenue growth limitation before a city must use the process to exceed, which could lead to a reverse referendum. 2% is not related to any index that reflects the increasing costs of goods and services. For example, increases in infrastructure expenses as well as health care may create a situation where the process to exceed needs to be used on a regular basis in communities that do not have significant "net new" property. If the legislature wishes to use a "soft-cap" percentage, then the percentage should be raised to a number that reflects the annual increases in expenses that cities face.
 - **Reverse Referendum needs to be replaced by a supermajority vote of the council:** The process to exceed provided by the legislation still contains the possibility of a reverse referendum occurring, which is an expensive proposition for communities that will need to exceed simply to pay for ongoing expenses. An election will cost our smallest members \$3,000,

which does not include the additional outreach that will be required to explain to residents why they must vote again, even though they already voted to elect their city officials. In addition, our members have strong concerns that interest groups will hire out-of-city groups to collect signatures triggering the referendum, a situation which is occurring across the country. Residents of the community will then be left to pay for the election. For many cities the cost of these special elections are higher than the threshold of increased revenues it takes to trigger one. This provision should be changed to a supermajority vote of the council to exceed.

Pensions and Employee Benefits need to be moved outside of the cap:

Currently, the pension and employee benefits expenses that many cities use the Trust and Agency Levy to pay for remain under the 2% cap. Legislators have expressed a willingness to address this portion of the bill, but it will be important to make sure the language is drafted correctly. The best solution would be to simply remove the impacts to the Trust and Agency levy from the legislation. In addition to pensions, employee benefits also need to be outside the cap since they fluctuate greatly and annual increases regularly exceed 2%.

Because Property Tax Reform has now passed through committee, it is eligible for floor debate. It is very important that you reach out to your legislators and let them know how this bill impacts your individual city.

[Your legislators contact information can be found here.](#)

HSB252 | **Rural Revitalization Centers**

- Companion to [HF468](#).
- Establishes the Rural Economic Revitalization Centers with four locations across the state focused on economic development, community improvement and policy advancements for rural Iowa communities.

- Requires that at least 50 percent of the tax incentives awarded by the authority each fiscal year shall be allocated for projects located in a small city based upon certain criteria.
- Passed through House Appropriations subcommittee.
- League is registered undecided.

HF701 | Restrictions on Lawful Preexisting Nonconforming Use

- Companion and successor to [HSB100](#), [SSB1141](#) and [SF368](#).
- Prevents a city from enforcing or passing an ordinance that would prevent the replacement of a mobile home with another mobile home of similar features and dwelling units.
- Passed the Senate floor and is now sent to the Governor.
- League is registered in opposition.

HF772 | Empower Rural Iowa

- Companion and successor to [HSB204](#) and [SSB1193](#).
- Expands low to moderate income housing tax credit small city set aside to \$10 million.
- Updates the criteria for rural broadband grants to reflect a changing figure as determined by the Federal Communications Commission rather than a specific download or upload speed.
- Amendment alters the definition of a small city to reflect recent population estimates rather than 2010 census data.
- Amended and passed out of House Ways & Means Committee.
- League is registered in favor.

HF774 | Automated Traffic Enforcement Regulation

- Successor and companion to [HSB125](#) and [HF674](#).

- Requires regulations, requirements and notifications prior to a city utilizing an automated traffic enforcement (ATE) device.
- Mandates that revenues from ATE be divided with 60% going to the State's general fund and 40% going to the local authority to fund public safety, after expenses are removed for the installation, operation and maintenance of the system.
- This is the only ATE bill still active in the legislative process. Other legislation, outright banning ATE devices, died in the second legislative funnel.
- Passed out of House Appropriations Subcommittee and is now eligible for floor debate.
- League is registered in opposition.

SSB1184 | Disposal of City Utilities

- Allows a city with a specific population threshold to forego certain procedures before selling a city-owned utility.
- Amendment was adopted at Senate Ways and Means Committee in order to narrow the criteria even further.
- League is registered undecided.

Legislative Forums

April 12

[Rep. Heather Matson in Ankeny](#)

[Sen. Pam Jochum and Sen. Liz Mathis](#)

[Sen. Liz Mathis and Sen. Pam Jochum in Manchester](#)

April 13

[Rep. Megan Jones and Rep. John Wills in Spencer](#)

[Rep. Bruce Bearinger in Independence](#)

[Sen. Tony Bisignano, Sen. Claire Celsi, Rep. Marti Anderson, Rep. Bruce](#)

[Hunter, Rep. Ako Abdul-Samad, Rep. Jo Oldson and Rep. Jennifer Konfrst in Des Moines](#)

[Rep. Mary Wolfe, Rep. Norlin Mommsen, and Sen. Chris Cournoyer in Clinton Rep. Brian Lohse and Sen. Zach Nunn in Bondurant](#)

[Sen. Amy Sinclair in Monroe](#)

[Rep. Marti Anderson, Rep. Jo Oldson, Rep. Ako Abdul-Samad and Sen. Janet Petersen in Des Moines](#)

[Sen. Amy Sinclair in Knoxville](#)

April 15

[Rep. Marti Anderson in Des Moines](#)

April 16

[U.S. Sen. Charles Grassley in Atlantic](#)

April 17

[U.S. Sen. Charles Grassley in Carroll](#)

League Updates

[2019 Nuisance Abatement Conference](#) registration has opened! Join the League in Coralville on May 15 for a day-long discussion on how to clean up your city and improve the community.

[Get even more updates and news from the League](#) by subscribing to *League Weekly*. That newsletter is emailed each Tuesday and includes grant opportunities, workshops and more.

Thank you for taking the time to read the League's legislative newsletter, *Legislative Link*.

As always, *Legislative Link* is a snapshot of the League's overall government affairs efforts. It is meant to provide as much information as possible without overwhelming you with the minutia of the legislative process. It is important to

know that all of this information including bill numbers, viability, and even the bills contents are constantly changing until they are signed into law by the Governor. If you have any questions about the legislative process in Iowa, if you would like to get more information about legislation listed above, if you would like to know about legislation that is not listed above, or if you want to learn how you can be more involved in advancing the League's Legislative Values through grassroots outreach, please contact danielstalder@iowaleague.org.



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You are receiving this email because you requested legislative updates from the Iowa League of Cities.

The League sends Legislative Link on Fridays during session, and it contains a snapshot of where pertinent bills are throughout the legislative process. Legislative Link is designed to educate and inform members of the current legislative process and climate as a first step to engaging and helping the League create positive outcomes for cities across Iowa. We hope you will help advance our legislative values, and we welcome your support.

Our mailing address is:

Iowa League of Cities
500 SW 7th Street
Suite 101
Des Moines, IA 50309

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You can [update your preferences](#) or [unsubscribe from this list](#).



April 4, 2019

Ryan Waller
City of Indianola
110 North First Street
Indianola, IA 50125

Dear Ryan,

On behalf of the regional arts, culture and heritage organizations Bravo Greater Des Moines supports, thank you for your recent quarterly contribution.

For your records, Bravo received:
City of Indianola: \$8,578.80

Financial support from the City of Indianola fosters our vibrant and engaging cultural community.

With your investments, Bravo is able to:

- Provide reliable funding to more than 70 nonprofit arts, culture and heritage organizations and programs throughout the region;
- Measure the significant economic impact arts, culture and heritage organizations provide the regional economy; and
- Lead the vision to identify the ways arts and culture can further leverage quality of life and economic development.

For visitors, the impact of your funding helps drive tourism, generate economic development and make our region a cultural destination. Each year over 755,000 visitors attend arts, culture and heritage performances, events and education programs funded in part by Bravo Greater Des Moines.

We look forward to our continued partnership with the City of Indianola. Together we will continue to drive quality of life improvements in our region and make central Iowa a model of regional partnership in support of the arts.

Thank you again,

A handwritten signature in black ink that reads "Sally Dix".

Sally Dix
Executive Director
Bravo Greater Des Moines

Thanks for
ALL you do!

Diana Bowlin

From: Ryan Waller
Sent: Friday, April 19, 2019 3:39 PM
To: City Employees; All Department Heads
Subject: FW: Waller's Weekly 4.19.19
Attachments: Draft May 6, 2019 Agenda.pdf; Draft May 20, 2019 Agenda.pdf; RAG_USAT_4.18.19.PDF; Ad.jpg; Legislative Link.pdf; Exp Perm 041919.pdf; Prop Maint 041919.pdf; Projects Update_April 19.pdf

All,

Below/attached are the items for this week's update email. As always, I am more than happy to answer any questions regarding items in this update. Also, if there are items from your respective departments you'd like included, please let me know. Thank you all for your service!

I hope everyone has a wonderful and relaxing Easter weekend!

Ryan

From: Ryan Waller
Sent: Friday, April 19, 2019 3:33 PM
To: John Parker <jparker@indianolaiowa.gov>; Bob Kling <bkling@indianolaiowa.gov>; Shirley Clark <sclark@indianolaiowa.gov>; Kelly Shaw <kshaw@indianolaiowa.gov>; Greg Marchant <GMarchant@indianolaiowa.gov>; Joe Gezel <jgezel@indianolaiowa.gov>; Greta Southall <gsouthall@indianolaiowa.gov>
Cc: Doug Fulton <Doug.Fulton@brickgentrylaw.com>; Ryan Waller <rwaller@indianolaiowa.gov>
Subject: Waller's Weekly 4.19.19

Good afternoon, all.

I hope this finds everyone well. The following (w/attachments) comprise this week's update email. If there are any questions, please let me know.

I hope you and your families have a great Easter weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Legislation – Thank you to all who have reached out to our local state delegation. I have attached the latest version of the Iowa League of Cities' Legislative Link. It has some updated

information on the proposed property tax legislation. As noted in staff's email from earlier this week, this proposed legislation would severely impact the City and would prevent us from implementing the public safety staffing recommendations. It is requested that you please contact our legislators to share this information.

RAGBRAI – As you may have seen, the main headlines for our community's RAGBRAI stop were announced on Tuesday. This release was made public on our community's RAGBRAI outlets, RAGBRAI's outlets, Catch Des Moines' outlets and various online and print publications of the company that owns the Des Moines Register. The positive publicity for our community (locally, regionally and nationally) that has been generated from this announcement has been absolutely incredible. Attached, please find two ads that were published in both the Des Moines Register and USA Today.

Audit Presentation – Staff has confirmed with Robert Endriss, our city auditor, that he will present his findings on the FY2018 audit at the City Council meeting on May 6th. If you have any questions or areas you wish to have him specifically address, please forward those to me or Andy Lent at alent@indianolaiaowa.gov by April 26th.

Streetscape Concept – The Square Streetscape Steering Committee held its second meeting this morning. After the first meeting, the consultants worked to bring forward three different concepts for feedback from the Committee. Pros and cons of each concept were discussed, and the Committee collaborated to recommend its final concept. The next step in this planning process will be to host an open house for the public to attend and provide feedback, followed by the final plan being presented to the City Council.

Build My Future – On Wednesday the Street Department represented local governments at the State Fairgrounds for the Build My Future-Iowa. One of the event organizers (Greater Des Moines Homebuilders' Association) requested our participation. Over 2500 high school and college age students from all over the state came to Des Moines to experience what various trades and industries had for future opportunities of careers. There was a "National Signing Day" event for those students who were choosing to join an apprenticeship program in one of the trades versus a college route. City staff spoke with students about opportunities within the public sector and especially at the City of Indianola.

Grants – Congratulations to Angie Buchanan in the Parks & Recreation Department for securing two grant awards. One grant was in the amount of \$1,000 from MidAmerican that will be used for trees and the other was from the Warren County Philanthropic Partnership in the amount of \$4,680 for the Children's Garden Entrance arbor sculpture.

Out of the Office – I will be out of the office beginning Wednesday. If you need assistance during this time, please contact Andy Lent.

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

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

May 6, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Greater Des Moines Presentation from Greg Edwards
- Approval of Insurance Broker proposal
- Health insurance renewals
- FY18 Audit Presentation
- Second consideration of an amendment to the RAGBRAI ordinance
- Traffic Signal Timings Update Agreement
- Resolution approving a purchase agreement
- Quotes for the 2019 Seal Coat Program
- Quotes for a three year lift station generator maintenance
- Final payment to Summercrest Hills
- Extension of listing agent agreement with Kim Keller, Iowa Realty

May 20, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Public hearing and adoption of the UR amendment and 1st reading of TIF ordinance
- Final consideration of an amendment to the RAGBRAI ordinance

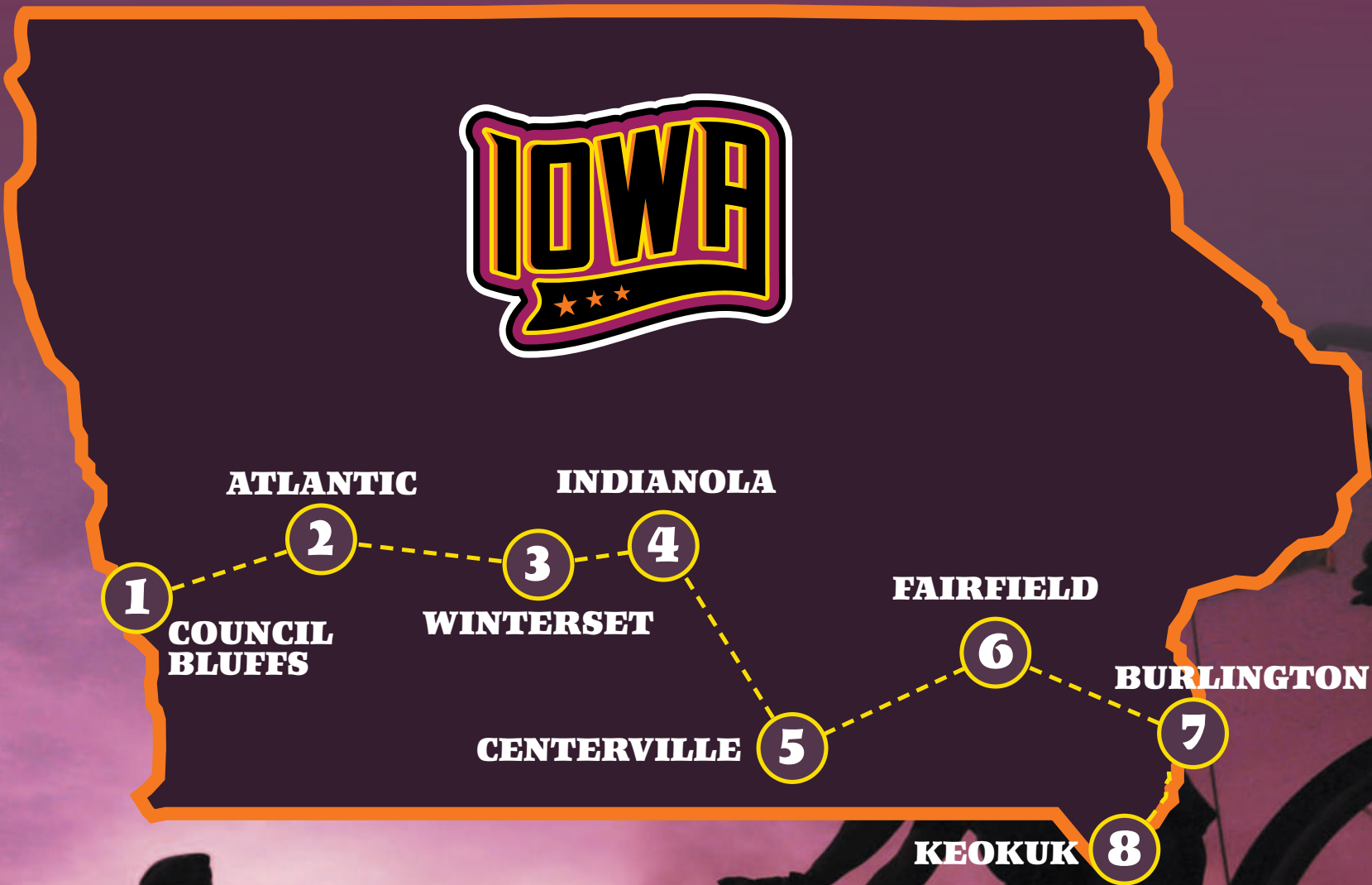
May 20, 2019
Draft Council Study Agenda

- Update from HR Green regarding the design progress



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Des Moines Register

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Sister Hazel



Big Head Todd
& The Monsters

ROLL INTO
Indianola
INDIANOLA, IA
2019

**WELCOMING
RIDERS
ALL DAY!**



FOR MORE INFORMATION,
VISIT INDIANOLARAGBRAI.COM

From: Iowa League of Cities <legislativestaff@iowaleague.org>
Sent: Friday, April 19, 2019 12:13 PM
To: Ryan Waller
Subject: Legislative Link: Property Tax Reform Edition



Legislative Link

April 19, 2019

88th General Assembly

Property Tax Reform Edition

[Property Tax Reform](#) | [Massage Therapy Regulation](#) | [Use of Right-of-Way](#) | [Autonomous Vehicle Regulation](#) | [Lobby Regulation, Restriction for Cities](#) | [Electric Vehicle Tax, Consumption Tax](#) | [Empower Rural Iowa Tax](#) | [Nuisance Abatement](#) | [Subdivided Real Property](#) | [Public Defender Fees](#) | [Legislative Forums](#) | [League Updates](#)

You need to know

- Property Tax Legislation has advanced to the floor in both chambers:
 - [HF773](#) passed out of the House Ways & Means Committee on April 10.
 - [SSB1260](#) passed out of the Senate Ways & Means Committee on April 18 and received a new bill number: [SF634](#).
- The legislative session is quickly winding down. The 110th day of the legislative session is [May 3](#).
- Thank you to our members! We are in the state Capitol to serve you by keeping you informed about the legislative process and to make sure your

voice is being heard by legislators. It's no secret, we can't effectively do that without you.

- Thank you to all of our members who have been providing information to their legislators throughout the session and during the property tax reform discussion. Legislation can impact cities differently, and it is critical that legislators understand the wide variety of impacts throughout the state. Thank you to all of you who have taken the time to provide information and participate in the legislative process!

Property Tax Reform

****Study First, Make Changes Second****

The Senate version of property tax reform contained language that would establish a "Property Tax System Advisory Group" which would comprehensively analyze the existing property tax laws, rules, programs and systems.

Our members believe it is important to do this study before passing legislation this significant.

There are currently two bills dealing with the subject of property tax reform, [HF773](#) in the House, and [SF634](#) in the Senate. The bills are similar, but with some significant differences. Both share the goal of trying to disconnect changes in property assessments due to revaluations from property tax revenues that cities and counties receive. We have created a chart to help explain some of the similarities and differences.

	HF773	SF634
Soft Cap	2% "Soft Cap" limitation on revenue growth.	2% "Soft Cap" limitation on revenue growth.
Hard Cap	No Hard Cap.	3% Hard Cap: 2% soft cap, additional 1% may be levied if noticed properly, subject to reverse referendum.

Ability to Exceed	Ability to exceed 2% “soft cap” to meet needs. Uncapped.	No ability to levy funds beyond the proposed hard 3% cap.
	January 31 deadline to notify county commissioner of election, if needing to exceed.	December 31 deadline to notify county commissioner of election, if needing to utilize the additional 1%.
Pensions / Retirement	Pension and benefits, that were formerly paid for out of the Trust and Agency Fund, are under the levy limitation.	Creates a “Retirement Systems Expense” levy that can be used to pay for retirement and pension expenses only.
Health Insurance	Under the levy limitation.	Under the levy limitation.
Reserve / Ending Fund Balance	25% Reserve/Ending Fund Balance language.	Does not impact reserve/ending fund balance.

SF267 | **Unlicensed Massage Therapy Regulation**

- Companion and successor to [SSB1037](#) and [HF479](#).
- Makes operating as an unlicensed massage therapist a simple misdemeanor.
- League worked with legislators on this bill after our members expressed concern over the need to prevent human trafficking in their communities.
- Original version of the bill preempted city authority to address those concerns, that section has been removed.
- Amended in House to allow for an affirmative defense in the case of human trafficking and will be sent back to the Senate.
- League is registered in support.

HF537 | **Use of Right-of-Way**

- Companion and successor to [HSB32](#), [SSB1152](#), [SF401](#), and [SF611](#).
- Specifies that a city can only collect incurred costs attributable to the management of its existing right-of-way that are direct and fully documented.

- Clarifies that this does not prohibit the collection of franchise fees or voluntary agreements between public utilities and local governments.
- Passed on the House floor. Will be sent to the Senate.
- League is registered in opposition.

SF302 | Autonomous Vehicle Regulation

- Companion and successor to [HSB122](#), [SSB1128](#) and [HF535](#).
- Allows autonomous or driverless vehicles to operate in Iowa under specific and outlined circumstances including minimal risk assessment capabilities, ability to comply with traffic safety laws and manufacturer's certification of federal standards.
- Covers insurance, accidents, rideshare and other concerns.
- Prohibits a local government from imposing restrictions on autonomous vehicles.
- Passed House and Senate. Sent to Governor.

SSB1261 | Lobby Regulations, Restrictions for Cities

- Provides regulations for political subdivisions to utilize lobbyists, including organizations such as the Iowa League of Cities.
- Requires posting on the organization's website all compensation and contracts with lobbyists, all registrations on legislation and amendments, summaries of all legislation and amendments, all votes on legislation and amendments by the legislature, and the outcome of any legislation they registered on by the end of the fiscal year.
- Passed out of Senate subcommittee.
- League is registered undecided.

HF767 | Electric Vehicle Tax and Consumption Tax

- Companion and successor to [HSB197](#), [SSB1208](#), [SF473](#) and [HF725](#).
- Establishes an additional registration for electric vehicles that graduates into and then is set at \$130 and \$65 for hybrid vehicles.
- Creates an excise tax for electric vehicle charging stations and credits the money to the Road Use Tax Fund.
- Passed on the House floor.
- League is registered undecided

[SF625](#) | **Empower Rural Iowa Act**

- Companion and successor [SSB1193](#), [HSB204](#) and [HF772](#).
- Debated and voted out of the Senate Ways and Means Committee, but was amended to remove the housing component.
- Previous version of the bill increased the small city set aside for affordable housing grants to \$10 million and created a merit-based selection system. Current version struck all mentions of the housing component leaving only broadband.
- League is registered in support.

[HF780](#) | **Nuisance Abatement**

- Successor and companion to [HF676](#), [SF93](#), [HSB172](#) and [HF780](#).
- Provides a tool for cities to manage nuisance properties when the owner of the property has abandoned it.
- Legislators intend to amend the bill to prevent unintended consequences and clarify several points before bringing it up at committee.
- Passed out of House subcommittee.
- League is registered in support.

[SF633](#) | **Subdivided Real Property**

- Successor to [SSB1150](#).
- Removes five year timeline for platted land to be categorized and taxed under new development.
- New categorization and tax implications would be effective only after the property is sold for development or construction, allowing farmland to remain taxed as agriculture despite being platted.
- Voted out of Senate Ways and Means Committee.
- League is registered undecided.

[HF753](#) | **Public Defender Fees**

- Companion and successor to [SF52](#), [HF4](#) and [HF529](#).
- Requires a city to provide documents including video tapes, audiotapes, police reports, among others, to a public defender at a cost not to exceed \$10.
- If extensive video or document editing would be required, the bill allows a protective order to be placed on the documents to prevent extra expense due to editing.
- Passed out of the House on Thursday.
- League is registered undecided.

Legislative Forums

April 19

[Senator Rich Taylor, Representative Joe Mitchell, and Representative Jeff Kurtz in Fort Madison](#)

April 20

[Representative Jeff Shipley, Representative Joe Mitchell, Senator Mariannette Miller-Meeks, and Senator Rich Taylor in Fairfield](#)
[Representative Dave Kerr and Senator Tom Greene in Burlington](#)

[Representative Jennifer Konfrst in Clive](#)

April 22

[Representative Marti Anderson in Des Moines](#)

League Updates

[2019 Nuisance Abatement Conference](#) registration has opened! Join the League in Coralville on May 15 for a day-long discussion on how to clean up your city and improve the community.

[Get even more updates and news from the League](#) by subscribing to League Weekly. That newsletter is emailed each Tuesday and includes grant opportunities, workshops and more.

Thank you for taking the time to read the League's legislative newsletter, *Legislative Link*.

As always, *Legislative Link* is a snapshot of the League's overall government affairs efforts. It is meant to provide as much information as possible without overwhelming you with the minutia of the legislative process. It is important to know that all of this information including bill numbers, viability, and even the bills contents are constantly changing until they are signed into law by the Governor. If you have any questions about the legislative process in Iowa, if you would like to get more information about legislation listed above, if you would like to know about legislation that is not listed above, or if you want to learn how you can be more involved in advancing the League's Legislative Values through grassroots outreach, please contact danielstalder@iowaleague.org.



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The League sends Legislative Link on Fridays during session, and it contains a snapshot of where pertinent bills are throughout the legislative process. Legislative Link is designed to educate and inform members of the current legislative process and climate as a first step to engaging and helping the League create positive outcomes for cities across Iowa. We hope you will help advance our legislative values, and we welcome your support.

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Suite 101
Des Moines, IA 50309

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Permit #	Permit Year	Permit Date	Permitte	Owner if Different from Permittee	Address	Project	Last Inspected	Permit Expired	Date Letter Sent	Re Apply?	New Permit #	Date RePerm	DATe Re-Inspect/ Finaled	Notes
2015														
78	2015		Garrett Miller		503 West 18th Place	Garage	NONE	5/17/2016	1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019				Resent letters with SECOND NOTICE listed on top.
98	2015		Brad Butler	Bradley Butler & Alesia Wright 1306 E Detroit Ave Indianola, IA 50125	410 W 1st Ave	Front Porch Repair	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019				Resent letters with SECOND NOTICE listed on top.
2016														
10	2016		Thomas Sherly Nicholson		200 West Orchard Ave	Bathroom Remodel	3/21/2016	9/17/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
42	2016		Jeff Downing		1202 North 9th Street	Sun Shade Structure	NONE	10/29/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
82	2016		Larry Powell		1201 North D Street	Garage	8/16/2016	2/12/2017	01/29/19	Second Notice 04/05/2019				BOA Approval approval in file. Letter sent from RP and CB on 8/25/16 to owner regarding electric in the garage being separate rather than upgrading to 200amp. No further info or notes in file.
91	2016		Bryon Keeney		505 E Ashland Ave	Deck	NONE	12/28/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
93	2016		Rich Piper		1800 Fairway Drive	Garage	10/6/2016	4/4/2017	01/29/19					BOA twice approval for projects. No final. Last inspection was a RI framing
95	2016		LTD Corp		2312 West 2nd Ave	Loading Dock	NONE	1/9/2017	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
99	2016		R & D Precision Builders		1001 E Madison Ave	Basement & Room Addition	NONE	1/11/2017	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019			8/3/06	
111	2016		Greg Oakes		1001 N O Street	Basement Finish	5/2/2018	10/29/2018	9/21/2018 11/12/2018 1/29/2019	FINAL NOTICE 4/05/2019				RP contacted 2/27/18 regarding no inspections and permit sitting without final. Final inspect scheduled FAILED - 5/02/18 RP writes Sheet rock under stairs, cover all exposed NM cable -Romex
117	2016		Joe Kissner		1003 N O Street	Basement Finish	NONE	2/8/2017	10/31/18 1/29/2019	FINAL NOTICE 4/05/2019				Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 8/12/16
126	2016		Jeremy King	Anthony Hotz	505 N L Street	Repair of Deck Stairs / Dangerous Non Conforming Structures	NONE	3/6/2017	11/12/2018 1/29/2019	FINAL NOTICE 4/05/2019				
135	2016		Cory Till		1109 South K Street	Garage	NONE	3/28/2017	01/29/19					
2017														
84	2017	7/5	Wayne & Susan Prather		810 N T Ct	Deck	7/27/2017	1/23/2018	01/29/19	Second Notice 04/05/2019				
87	2017	7/6	CMC Pools	Bryan Bussanmas	101 S 19th Ct	Pool	NONE	1/2/2018	01/29/19	Second Notice 04/05/2019				
104	2017	8/18	Brook Breuklander		908 N Y Street	Pool Deck	NONE	2/14/2018	01/29/19	Second Notice 04/05/2019				
105	2017	8/24	Brenda McCoy		1200 E Euclid Ave	Deck	NONE	2/20/2018	01/29/19	Second Notice 04/05/2019				
121	2017	10/4	Custom Specialty Services	The Village (Wesley Life)	707 Robin Glen	Bus Garage / Carport	11/15/2017	5/14/2018	01/29/19	Second Notice 04/05/2019				
126	2017	10/17	Christopher Lutheran		306 N 17th Street	Basement Finish	11/9/2017	5/8/2018	01/29/19	Second Notice 04/05/2019				Electric and Plumbing RI inspection completed by CB on 11/09/17. no other inspections found in file. Number listed as 319-631-2578
2018														
2	2018	1/17	Russ Vanderpool		512 E Euclid Ave	Garage	NONE	7/16/2018	9/21/2018 10/31/2018 1/29/19	FINAL NOTICE 4/05/2019				Re issued letter regarding Shed on 512 E Euclid. 9/21/18-10/31/18
10	2018	2/14	Steger Construction	Brad Nancy Kotz	807 E Trail Ridge Pl	Alteration	2/22/2018	8/21/2018	9/21/2018 11/26/2018	No				11/23/18 Contacted contractor, P Steger 515-988-6027 states they decided to finish the job on their own. No contact info given for the owners. Will resend letter today 11/26
13	2018	2/21	Ann Mahoney	Equity Trust Custodian 1 Equity Way West Lake, OH 44145-2526	610 East 1st Ave	Home Restoration/ Alteration	3/5/2018	9/1/2018	9/27/2018 1/29/19	FINAL NOTICE 4/05/2019				
14	2018	2/22	Genesis Development	Attn: Justin Terry	1809 W 2nd Ave	Alteration	NONE	8/21/2018	9/21/2018 10/31/2018	FINAL NOTICE 4/05/2019				
15	2018	2/23	Joep Jolliff	Mail To: 15397 90th Ave	701 N 1st St	Home Alteration	3/5/2018	9/1/2018	10/5/2018 Returned 10/23 Remaild 10/31 1/29/19	FINAL NOTICE 4/05/2019				Return notice sent letter back. Recvd 10/23/18. Warren Co shows 15397 90th Ave. Remaild 10/31/18
ACTIVE - in Motiong for INSPECTION														

133	2015		Jeremy Selvage		3214 W 4th Ave	Garage	NONE	6/8/2016	1/29/2019 02/25/2019	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Owner called in to schedule an inspection to help close the file. Scheduled Wed 2:00 p
40	2015		TLCD Investments LLC	615 Brookwood Drive Indianola, IA 50125-3306	220/222 W Salem Ave	Alteration	9/16/2015	3/14/2016	11/8/2018 1/29/2019 02/25/2019	Dec-18		Failed 03/04/2019		Resent letters with SECOND NOTICE listed on top. Terry Pauling cld in, stated that he talked to Frank Rasco, states Rich came down to do final inspection. Permit application pulled for same location in 12/2018. Emailed SB to inspect for completion. Terry not moving forward at this time with new permit for an additional alteration. Sent doc from that application in 12/2018 to Terry via email so he has on him for future application if and when needed. SB inspection failed 03/04/2019 all outlets are over counter top need GFCI protection. Only one projected. All other itmes complete. Call to reschedule once GFCI protected.
141	2016		Sean Thompson		204 E Kentucky Ave	Deck	NONE	4/12/2017	11/12/2018 1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
148	2017	11/3	Iowa Drone	Sean Thompson	204 E Kentucky Ave	Garage	NONE	5/2/2018	1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
29	2015		Alex Van Clark		1003 North E Street	Addition BR and Egress Wind	7/2/2015	12/29/2015	11/8/2018 1/29/2019	Reminder Letter Sent 04/05/2019		02/08/19 FAILED		515-669-7886 - Alex - states they did the finish the basement walls just cut a hole in the drywall to add a different bedroom. He states the egress windows are complete. Requesting an extension on bedrooms or will call if no longer doing them to close permit. SB inspected 02/08/19 FAILED. Fire alarm outside of bedroom is more than 10' from door. Closet light had exposed bulb. Needs to be reinspected to final out.
82	2015		Brian Hoxmeier		1308 N 6th Street	Basement Finish	1/6/2016	7/4/2016	01/29/19	EXT til December of 2019 per CD				Brian (38-991-3092) called and would like an extension until the end of the year on this permit. Please make note of an extension until 12/31/19 per Charlie D.
140	2016		Joe Ripperger		209 N M Street	Deck	NONE	4/11/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019		02/05/19 FAILED		Zach current home owner - 515-729-4649 says okay to come whenever just call. Per SB 02/05/19 Jeff Begg "4x4 post more than 8' tall. Appear to be buried in the ground, unable to verify frost depth. Beam should be notched into post or supported with approved brackets. Stairs and all railing approved. FAILED DECK. Will need to schedule reinspection."
146	2016		Brad Butler	Ross Huff	611 Quail Ridge Rd	Deck	11/7/2016	5/6/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019		1/3/2019 FAIL		Owner called in requesting inspection for final. Sent to safebuild 12/27/18 Ross Huff - Safebuild inspected project on 1/3/19 FAILED- Will reinspect when called
68	2017		Richard Stewart		1209 Lancaster Way	Single Family Dwelling	10/10/2017	4/8/2018	8/28/2018 1/29/2019	Reminder Letter Sent 04/05/2019		2/13/19 FAILED 2/27/19 FAILED 2/28/19 FAILED for final but ok for TEMP CO (sod, gutters, grade)		Owner came in 02/11/19 reports final done by RP in July of 2018. No inspec sht in file. Scheduled final with Safebuilding. Mr. Stewart 515-490-8339 "SB inspected 2/13/19 failed "AC breaker is 30 amp needs to be 25 amp, unfinished basement outlets need to be GFI protected, water heater drain pipe is missing, need gutters and downspouts installed." Owner came to office 2/19 asked if he could just get final or temp co for GFI, breaker and drain pipe being done, but will not be able to get to gutters and downspouts till its warmer. Jeff with SB agreed to do Temp CO inspection. Owner will call in when ready for Temp CO inspection. Reinspection for final set up with sb 2/27/19. FAILED - Punchlist complete except gutter and downspout. Will complete by spring. Will call for reinspection. SB inspection 2/28/19 "missing gutters. missing final grade and sod. Landing at lower end of the stairs approved. Need drip leg on gas line at furnace. Permanent address required. House number not visible from street. Builder is planning a column with address at end of drive. Temp address sign in place now. Ok for temp CO.
98	2017	8/8	Jeffrey Simmerman		102 S 20th Street	Residential Addition/Garage/Deck	10/25/2017	2/1/2018 Ext 04/30/19	2/1/2018 1/29/2019	Reminder Letter Sent 04/05/2019				Extension given per DC for 180 days. Owner plans to complete January 2019 - 11/1/19 krb called Imom 1/24/2019 to remind of extension and plan for Jan completion. Owner called back 1/24 states due to weather needs additional time. Extension expires on April 30th or else they will need to re apply and pay fees for permitting again.
110	2017	9/7	Cross Cut Custom Carpentry	Robert & Deb Elgin	210 N 15th Street	Deck	9/7/2017	3/6/2018	01/29/19	Reminder Letter Sent 04/05/2019		02/07/19 FAILED		2/5/19 owner called in regarding inspection needed. SB scheduled for 2/07/19. Inspection Failed. Will need to call to reinspect. Owner cld in 2/11 asked for failed inspection report. Emailed inspection report to owenr 2/11. advised to let us know when she would like to reschedule final
8	2018	2/1	Benjamin Rogers		1000 North O St	Basement Finish	NONE	7/31/2018	10/5/2018 1/29/19	EXT til May				Still has not been completed yet. Extension needed until May 2018. 515-808-3030
32	2018	4/9	Amie Hale		107 South 19th Court	Pool	8/3/2018	1/30/2019	9/27/2018 1/29/19	EXT til May				Warning Letter advising of expiration if no final inspection. Extension given until May 2019 for final. 515-556-6715 Amie ..
35	2018	4/18	DDVI	IMU	110 S B Street	Line Shop Remodel	10/1/2018		01/29/19	EXT til 4/19		10/19 Failed Fire		1/29/18 letter sent out reminding of 180 days expiration from last inspection. Previous inspections September and October. Nothing since. Kurt R emailed stating electrical final will be scheduled by March. Extension given till April 2019

67	2018	6/8	Dan & Irene Bertsch	Mail to : 805 W 3rd Ave. Indianola	610 S Freeman Street	Garage Addition	NONE 1/30/19 SB	12/5/2018	01/29/19	Reminder Letter Sent 04/05/2019	N/a		1/30/19 FAILED	Added to spreadsheet 1/24/19 krb - Mail to 805 W 3rd Ave. 1/29/19. Owner called in to have inspection for final. 1/30 Safebuilding. States unable to see previous work covered prior to inspection. Needs hurricane clips. FAILED. Will need to have re inspected once items mentioned are corrected. Owners email 2/14/19 "I am responding to the letter I received from you regarding the construction at 610 south freeman. The work is not completed so I will need an extension of the permit. The work is being done by Ron Miller construction. Dan Bertsch"
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RECTIFIED PERMITS

Property Address	Owner Information	Issue	Code	Complaint Info, Progress and Actions	Dept Actions	Established Deadline for Abatement	Follow Up by- Date
NEW THIS WEEK							
810 W Detroit Ave	Kirk T Baker	Vehicle Parked on Grass		Complaint of van parked on grass in yard. Confirmed has been there over 72 hours prior to reporting. Please notify owner via door hanger of violation	Send TL out to check		04/12/19
1205 N Buxton	Bryan Elliott	Trailer Parked over Sidewalk		Trailer of walkway where someone will hit their head just by walking by. 469-682-9204			
EXISTING							
507 E Salem Ave	City	Dead Tree		City tree in ROW between sidewalk and street on E Salem Ave - in front of 507 E Salem.	3/18 JASON - Streets Dept		
1004 E Iowa Ave	J&R Property Managment LLC	Non conforming Use	165 (p1045)	M1 zoning however he is adjacent to Residential therefore he cannot store campers as a business when adjacent to residential. Also is not being stored on hard surface or rock- parked on grass field. Special use permit applied for or approved since 2017? TL Visited site. Took pics.	TL 4/4/19 SEND LETTER W PICS		
1105 E Salem	Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	IHP reports corner lot- side lot full of junk / RV. TL Visited site 3/19. Took pics.	TL & KB 3/19 SEND LETTER W PICS		03/29/19
204 N J Street	Jay & Barb Holland	Junk Debris	51.03 (01)	Caller reports garbage in yard and around home including mattress. TL Visited site 4/4/19. Took pics.	TL 4/4/19 SEND LETTER W PICS		04/19/19
910 E 1st Ave	Pamela Dean Gaul	Sump Pump	50.02 (17)	TL 3/20 took pics of discharge piping coming from home through yard, over sidewalk into street.	TL & KB 3/20 SEND LETTER W PICS	CLOSE	03/29/19
1000 E 3rd Ave	Ronald Lee Jr III	Junk Vehicles	51.03 (3)	Junk bus, without engine, loose parts and side door open allowing animal habitat	TL & KB 3/20 SEND LETTER W PICS		03/29/19
111 W 3rd Street	Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Left hanger and took pics. 1/29 515-8003-8403 Owner called in 2/01/19 explained with snow unable to move but will this weekend and work on it. KB visited site 2/7 vehicles without plates on property, futon still in snow on curb/no uncovered due to melt, not removed. Garbage and debris piles by buildings and garage- Pics taken . Owner came to office 02/12 stated he has spoken to tenants and this will be rectified by the end of the week. Given until 2/25/19 to resolve. KB visited site 2/27/19 vehicle still parked on grass, damaged windows. Garbage pile by the garbage not in it, and garbage on front deck. Will contact landlord to discuss. TL 3/20 Visited site. Took pics. Vehicle without license plates also has flat tire (donut/spare tire) at drivers side front. Same vehicle also has brick behind drives side rear tire implying the vehicle is not road worthy therefore deemed immobile. Broken glass scattered in City ROW. Ample time has been given for cleanup of property. Deadline has expired. Propose for abatement.	Letter sent 1/30/19 PROPOSE FOR ABATEMENT	2/25/2019 EXPIRED	3/7/2019 EXPIRED
609 N 1st Street (same internal block 604 and 602 N Howard Properties) Full block covered in junk debris and junk vehicles	Marilynn Vanzanten-Peters	Junk Debris	51.03 (01)	Junk debris - hanger left 1/29 and pics taken. Revisit property 02/07/19 - KB visited site 2/7 decorations all over home, back yard near garage are issues. Trailer empty but parked on grass, construction and junk debris still exist around garage. Pics taken. Send letter. 2/21/19 no change. pics taken. TL 3/20 Visited site. Took pics, left hanger. 3/20 Owner called in, agreed to comply by 3/25.	Letter sent 02/26/19	03/07/19 3/25/2019	03/25/19
701 E 1st Ave	Vale LLC 6416 Mott Ave Windsor Heights IA 50324-1810	Junk Debris	51.03 (01)	12/10 rcvd complaint of home deteriorating with each tenant that moves. Windows covered with plastic. 2/28/19 KB visited site. No change. Large pile of insulation or carpet between home and garage now. TL 3/20 visited site. Took pics. Owner called in and said it will all be cleared out by this weekend. TL visited site 3/22 for wiring from electrical meter to house inspection. Property has been cleaned up. Carpet at curb is only thing remaining to be disposed of. Gave owner 30 days to hire an electrical contractor licensed to do business in the state of Iowa to repair service wiring (Needs to be in weather/water proof conduit) from meter to house. Also told owner that said electrical repair requires a permit.	Certified Letter 1/23/2019 Resent Letter 2/25/19	CLOSE	03/25/19

911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles	51.03 (03)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows? TL 3/20 visited site. Took pics. Large barrels are gone but property has several debris piles behind house and between house and garage.	Legal		03/07/19
1604 W Detroit Ave	Gaymarie Bittner	Junk Debris	51.03 (01)	1/3/19 Called states garbage all over yard after a move from property. Also reported abandoned vehicle in adjacent property/vacant home where owner lives out of town, car not owners. Owner called in. Extension given until 02/21/19. 2/13 KB visited site. All totes removed. Only things remaining are office chair and construction materials. Pics taken. Car still across street in vacant home. sent letter for follow up const. items left and vehicle 2/25. TL Visited site. Took pics. Office chair and construction material have not been removed. Also, all garbage/junk/debris previously in front yard were moved to back yard therefore remain in violation of city code of ordinance (51.03) (01). Vehicle still remains on abandoned adjacent property. Ample time has been given for cleanup of property. Deadline has expired. Propose for abatement. TL Visited site 4/8/19. Dumpster on site.	Certified Letter 1/23/2019 Progress Follow Up Letter 2/25/19		Follow up 4/22/19
1000 E Salem	Scott & Josephine Helgeson 11133 165th Ave	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	visited site 02/21 vehicles have been removed from side driveway, junk and debris along with trailer and camper have been parked in back of property. Pics taken. Camper, trailer and junk vehicles are in rear yard with no hard surface. Recheck for compliance in spring	Certified Letter 1/22/2019	1/29/2019 02/21/19 V	03/20/19
1007 N D Street	Rebel Snodgrass	Tree	50.02 (13)	Bids received for abatement of tree. Owner contacted office states will have tree removed by spring. Given extension per C Dissell and JE. Unable to abate due to cost per Cdissell			03/20/19
208 S 4th Street	Karla Gilsalazar	Junk Debris	51.03 (01)	Owner Jordan Clark called in 515-612-5310 stated that he would be working on it. Garbage removed, vehicles removed. Stroller still out by garage partially under snow. Revisit 03/20/19	Certified Letter 1/23/2019 - Follow up Letter sent 2/25/19 of few items left	03/04/17	03/20/19
2412 N Jefferson Way	Southtown Chrysler Jefferson Way LLC	Parking Violations with Vehicles not on hard surface		Received complaint of several vehicles being parked in field not on pavement or rock. Received additional complaint stating now parking in for sale lot next to the dealership in a field - getting worse. 2/06/19 KB took pics of overflow gave to CD to evaluate. 2/20 Rcvd call from (2506). Cars parked in all directions of the home, each side and behind. 2/21 took pics. Referred to Charlie. TL 3/20 Visited site. Took pics. Vehicles have been removed from field on North side of home. Overflow of vehicles are parked in field, East of home/North of dealership. Refer back to Charlie for decision on how to proceed.	Refer to Director -		03/20/19
504 N O Street	Erica Fretwell	Junk Debris	51.03 (01)	Junk debris and furniture piled in front of home. Pics taken 02/28/19 Send Letter	Send Letter	03/20/19	03/21/19
802 E Salem Ave	Tom & Cindy Phillips	Junk Vehicles	51.03 (03)	3 vehicles located on property, appear inoperable, one in front drive with bumper damage - side of garage, no license plates, similar vehicle makes and models on property (collecting?). Send letter with pics. IHP reports junk on porch old tv and old swingset/slide?	Letter Sent 2/25/19	03/25/19	03/26/19
602 N Howard Street	Chad Cumes, Jennifer Larson	Improper Disposal of Yard Waste	50.02 (17)	Caller reports improper disposal of yard waste in the creek behind the residence, causing build up and clogging the creek. 11/19 took pics. Door hanger left. 12/17/18 owner of home contacted office. Discussed matter, sent pics taken. Extension 12/28/18. 1/16/19 KM visited site. No change. Bid for abate. Unable to abate due to weather, snow and ice. Will extend and check on 1/30/19 weather permitting. May need to wait to spring to thaw. 2/21 visited site. Snow covered return in May	Letter Sent - Spoke with Owner - Transfer to Legal for MI	1/18/2019 Extension due to freezing - Check in Spring	04/12/19
1213 W Clinton	Gary & Jill Downey	Brush Pile	50.02 (12)	KM visited site took pics, left door hanger 1/2. Owner called 1/3/19 out of state, will return in April. Spoke with CD. Ok'd for extension until return in April	Extension given to 04/2019	Extension given from 2/28/19 to 05/05/2019	04/12/19
211 S D Street	Michael Goode	Dangerous Building ?	163.02-06	KM to visit site to take pics of home- may be dangerous building (garage)? KB visited site. Nothing found to be dangerous. Pics taken. Ends of overhang of roof are off but does not allow anything inside of the structure. Will have Building Official inspect this Spring	Hold for Building Official Structural Inspection		04/12/19
913 E Detroit	Tom Wadle 1003 W 2nd Ave Indianola	Junk Debris/ Vehicles	51.03 (01) 51.03 (03)	Black truck and junk on property. 2/21 took pics. Send letter with pics and code violations. This is acrossed from another prop main property doing same. KB visited site 2/27/19 New and more vehicles now. Pics taken. Bid for abate	Letter sent 2/25/19	Extension given from 3/27/19 to 05/05/2019	05/07/19
909 N Buxton	Denise Anderson	Junk Vehicles	51.03 (03)	KB visited site. 2/27 no change. pics taken. No movement or attempts to comply since December of 2018. Owner called in stating that the camper is her sons and she requests more time to remove due to weather and mud from snow melting. States she has been out of town, just received notice. Requests extension for 2 months to May 5th.	Letter sent 2/28/19	03/28/19	05/08/19
305 W Salem Ave	Willaim & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19	03/28/19	



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: Current Projects Update-April 19, 2019

The purpose of this memorandum is to provide a brief synopsis of different projects that may be of interest to the Council.

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- Hillcrest TIF Update
 - Staff submitted all preliminary information to Attorneys to begin to TIF Update process on March 11.
 - The consultation meeting with affected taxing entities (Warren County and Indianola School District) is scheduled for April 24 at 9 AM.
 - The public Hearing for the first amendment is tentatively scheduled for May 20.

From: Ryan Waller

Sent: Tuesday, April 23, 2019 2:26 PM

To: City Council <CityCouncil@indianolaiaowa.gov>

Cc: Andy Lent <alent@indianolaiaowa.gov>; Ryan Waller <rwaller@indianolaiaowa.gov>

Subject: Waller's Weekly (early edition)

Good afternoon, all.

I hope everyone is well. I wanted to send a quick email with a few positive updates, as well as a reminder.

First, earlier today the City received word that the interest rate on one of our loans (May 2009) financed via the SRF program will be lowered from 3% to 1.75%. The resulting savings is a bit more than \$1,000,000! Staff has already begun working with our Financial Advisor and Bond Counsel on the necessary items to effectuate this change.

Second, earlier today we also received word from our health insurance brokers that our health insurance renewal increase will only be 4% (we budgeted 10%). This is exceptional news for our organization and will be presented to the City Council at its meeting on May 6th. As a result of this extremely favorable renewal, we will be recommending that we maintain the premiums at their current levels.

Lastly, a reminder that I will be out of the office the rest of this week. During this time, please feel free to contact Andy if there are questions or assistance needed.

Thank you, all. Have a great day!

Ryan

Diana Bowlin

From: Andy Lent
Sent: Friday, April 26, 2019 3:47 PM
To: City Employees; All Department Heads
Subject: FW: Lent Leaflet, 26 April 2019
Attachments: Draft May 20, 2019 Agenda.pdf; Draft May 6, 2019 Agenda.pdf; Demolition of Warren County Courthouse set to begin in May.pdf; Indianola letter.pdf; OpenHousePoster_ElevateIndianola_Flyer_2019_04_24.pdf; Streetscape Committee.pdf; Comp Plan Committee.pdf; DSM Register_2019 Property Tax Reform Bill.docx; Line of Duty Workshop.pdf; Projects Update- April 25.pdf; Exp Perm 04272019.pdf; Prop Main 04272019.pdf

From: Andy Lent
Sent: Friday, April 26, 2019 3:44 PM
Subject: Lent Leaflet, 26 April 2019

Good Afternoon All,

I struggled with a name for this email fill-in for the Waller Weekly. When the week started and the original property tax bill was being considered, I thought about Lent Lamentations, which probably would have been appropriate. But, Ryan always asks that I see the brighter side of things, so I chose this name instead.

Besides the items mentioned below, we also have the draft agenda for upcoming meetings and Community Development updates attached.

Please let us know of any questions or concerns on the items below. Have a great weekend!

Andrew Lent
Director of Finance
City of Indianola, Iowa
110 N 1st Street
Indianola, IA 50125
P: 515-962-5246
E: alent@indianolaiowa.gov



Property Tax Bill: Early Thursday morning, the House passed the property tax bill that is expected to be signed by the Governor. Fortunately, it is much less restrictive than the earlier Senate and House versions. The approved version has the soft cap at 2 percent and requires a 2/3 Council vote to exceed the two percent. There are also additional notification requirements. The bill also moves the budget deadline from March 15th to March 31st. A Des

Moines Register article is attached. Alan Kemp from the Iowa League of Cities discussed the approved bill with the Metro Finance Directors group at a noon meeting today at the Indianola Country Club. The governor has not signed, but indications are that she will. We are still shifting through the new budget approval process should she do that.

Comprehensive Plan Open House: The Comprehensive Plan update is underway, and the public engagement is beginning! This coming Monday, from 11:30 AM to 2 PM, Snyder and Associates will be hosting a focus group session with Simpson students to gather their perspective about the values, priorities and future direction of Indianola. This event will take place in the first floor atrium at the Kent Campus Center. Door prizes and pizza will be offered to those who participate!

Comp Plan and Streetscape Planning Committees- This week, a list of members on the Square Streetscape Stakeholder Committee and the Comprehensive Plan Project Management Team was requested by Council Member Clark. Those lists are attached. These Committees were chosen after recommendations from the consultants about typical industry/resident group representation. Additionally, both the Square Streetscape Plan and Comprehensive Plan update will include public engagement and focus group meetings to assure input is being received from the entire community. Updates will be given when these meetings are scheduled.

Warren County Courthouse Demolition: According to a Des Moines Register article (attached), demolition of the Warren County Courthouse is to begin in late May and end mid-July. Please read the attached article for more details.

Warren County Leadership Institute: For the past 25 years, WCEDC has hosted the Warren County Leadership Institute (WCLI), which is an annual class with a series of leadership development sessions every two weeks for four months and a class project. The sessions are held throughout the county allowing participants to get to know the county and people who live here. Many people in Warren County have been through WCLI, including myself who will be the incoming board president next year. Last night, our own Charlie Dissell graduated along with 20 other members. Their class project was to raise money to support the Freedom Rock at Warrior Run, which collected over \$8,000. Congrats Charlie!

Police Storage Building: Following complaints about the area around the police storage building located behind Arby's, the Parks Department removed trash and other debris, trimmed overgrown brush, cleared the gutters and hauled in 3 dump trucks of mulch around the building.

Lower SRF 2009 Interest Rate: Attached is letter from Debbie Durham, Iowa Economic Development Director informing us that the interest on the 2009 SRF Series loan will be

lowered from 3% to 1.75% on the remaining term of the loan. This will save the city close to \$1.1 million in interest. I contacted our bond attorney, Eric Boehlert from the Ahlers Law Firm who will start the required proceedings for the change. He says he can't recall a larger interest rate change on this type of loan.

Hillcrest TIF Amendment: We continue to work on the amendment to renew the Hillcrest TIF amendment for the industrial park. Part of the required actions is a consultation meeting that the City holds for anyone from the other taxing entities (school district and county) that wishes to know more about the amendment. Charlie and I were the only attendees at the meeting.

Line of Duty Benefits Workshop: An unfortunate occurrence that can happen for any city or county is the death of a police officer or firefighter due to the high-risk factor of their employment. On May 6th, Melissa McCoy, Chief Chia, and Firefighter Ted Neller, are hosting a workshop at the Country Inn and Suites on how to handle the benefits and other arrangements in these cases. Presenters will include Brian Zinanni who is the Supporting Heroes state director from Missouri. So far, there will be about 26 participants attending this workshop from surrounding communities.

Traffic Light Battery Backup Project: All of the battery backups are installed and operational at all lighted intersections on 65/69 and 92 (except Buxton and 92). Street department has not done a walk-through yet with the engineer but they are fully functional. What this means is this, whenever there is a power failure at one of these intersections, the lights will go to "flashing red" and stay that way until power is either restored or until manually turned back on to normal. All battery packs should be able to run "flashing red" for a minimum of 4-6 hours/12 hours isn't out of the realm of possibility though. After the Police notifies the Street Department when these go to "flashing red", we will have more than enough time to communicate with Mike Metcalf and his crew at IMU to see if we need to load the portables back up and be prepared to go that route. As of today, all portable stop signs that used to be tethered to the control boxes are back at the Street Department facility for storage. This is a huge technological advancement for the City and will save all of our staff crucial time and should reduce our exposure to liability in the case of an outage.

HWY 65/69 Median Workday: Staff has scheduled a workday for the spring maintenance of the North Hwy 65/69 Medians for Tuesday, April 30. The inside lanes are required to be closed and the work is scheduled to take place from 9:00 a.m. to 4:00 p.m. to minimize the impact on commuters. Work will include replacing plants that have died, mulching, fertilizing and weed control applications, removing sand from the concrete areas and crack sealing the concrete. Notifications have been made to the police department, city departments, city website and Facebook pages.

Early Bird Season Pass Sales : This is the fourth year we have offered the Early Bird 20% discount. The pre-season discount ended last week and below is the summary of the past 5 years pass sales. This is the third straight year of increased pre-season sales and an increase of 18% over last year.

Year	EARLY BIRD PASSES PURCHASED	EARLY BIRD REVENUE	TOTAL PASSES PURCHASED (All Season)	TOTAL PASS REVENUE (All Season)
2015	Not offered	Not offered	473	\$42,650
2016	299	\$29,932	512	\$51,590
2017	314	\$32,499	592	\$63,797
2018	338	\$36,283	631	\$69,452
2019	379	\$42,864	TBD	TBD

May 6, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications-The Groggy Dog – adding an outdoor area to liquor license
- City Manager's Report
- Salaries
- Greater Des Moines Presentation from Greg Edwards
- Approval of Insurance Broker proposal
- Health insurance renewals
- FY18 Audit Presentation
- Second consideration of an amendment to the RAGBRAI ordinance
- Traffic Signal Timings Update Agreement
- Resolution approving a purchase agreement
- Quotes for the 2019 Seal Coat Program
- Final payment to Summercrest Hills
- Extension of listing agent agreement with Kim Keller, Iowa Realty
- Resolution making final determination on sale of interest in real property to Gil and Becky Wigeland
- Resolution approving a professional service agreement for the Building Assessment
- Street usage event application for the Veterans Memorial Day Parade
- UR Apps
- Agreement with Sternquist Construction

May 20, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Public hearing and adoption of the UR amendment and 1st reading of TIF ordinance
- Final consideration of an amendment to the RAGBRAI ordinance
- Award contract for the 3 year Lift Station Generator Annual Maintenance for 2020-2022
- UR Apps
- Treasurer Report
- Receipt and file a the monthly update regarding the EMS Billing Activity

May 20, 2019
Draft Council Study Agenda

- Update from HR Green regarding the design progress

Demolition of Warren County Courthouse set to begin in May

Demolition of the Warren County Courthouse is moving forward as the county works to revise plans for the building that will take its place.

Warren County opted to adjust its plans for the new courthouse and justice center in December after cost estimates for the building came in more than \$3 million higher than the \$29.9 million that voters approved for the project last summer.

Some of the changes include dropping plans for underground parking and reducing the number of courtrooms. Also gone are plans for a potential third floor in the future. Instead, the building will be constructed to allow for an addition to the west if it's needed.



WARREN COUNTY JUSTICE CENTER

SHIVEHATTERY

A recent rendering of the exterior of the Warren County Courthouse and Justice Center. (Photo: Shive Hattery/Special to the Register)

"We were told it was more economical to build out horizontally rather than vertically in the future," Supervisor Crystal McIntyre said. "So then the footings didn't have to be reinforced to hold up a third floor."

That saved the county around \$200,000, she said.

"Cutting the underground parking removed about \$1.5 million to \$2 million from the price tag," McIntyre said. The county lost four parking spaces in the change.

The revisions are slowing down the design process and how quickly the county can put the project out to bid.

"The problem is (the county has designed) two different buildings, essentially, because of all of the changes to the project," County Attorney Doug Eichholz said.

Once the design work is completed, the county's construction manager will need a few weeks to create cost estimates, McIntyre said.

"I don't think we should go forward with anything costing over \$31.5 million," she said. "I don't want to use all of our reserves to pay for this when we have other needs around the county."

The county originally expected the project to go to bid in mid-May, McIntyre said, but late June or early July — at the earliest — now seems more likely.

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Meanwhile, plans for the building's demolition are moving forward. Fencing will go up around the project early next month and demolition is expected to start in late May. Most of the demolition work will be done by mid-July.

Once demolition is complete, McIntyre said, the inside traffic lanes around the square will be closed for three to six months while the county relocates a sewer line that runs diagonally across the property.

“The old sewer line ... disintegrated,” McIntyre said. “It had been built prior to 1938 — that’s why we had so many sewer problems in the old building and that sewer smell in the courthouse.”

The sewer line will be replaced with a new one that wraps around the perimeter of the property.

The current plan for the building includes two floors and a basement. There will be a vehicle ramp leading to the basement to allow for secure transfers of inmates. Also in the basement will be the emergency management department, the 911 call center, an office for the 911 director, a medical station and storage.

The first floor will house two courtrooms on the south side, as well as offices for the county attorney. The north side of the building will have space for the sheriff. Another area is designed for juvenile offender services and/or probation services, but it will not be furnished initially.

The second floor will have two courtrooms on the south side and the jail on the north side.

Construction won't slow summer events

Indianola Chamber of Commerce Executive Director and CEO Brenda Easter said summertime activities on the town square are still on schedule despite the upcoming construction.

“We are very fortunate here,” Easter said. “The city and municipal utilities have all been really great to accommodate those events — that’s the one thing I think we can be truly proud of.”

One of the first big events is Bike Night, which will be held on the square the third Friday of every month from May through September.

“Bike Night is a magical night when people with similar interests — motorcycles — come together for some live music and great food at our downtown restaurants and outdoor food vendors,” Easter said.



April 17, 2019

Mayor Kelly Shaw
City of Indianola
PO Box 299
Indianola, IA 50125-0299

Dear Mayor Shaw:

The State Revolving Fund for Clean Water and Drinking Water Program (SRF Program) reduced its interest rate on all new 20-year SRF loans to 1.75% several years ago. Due to growth in the program and careful financial management, the SRF Program can offer this new interest rate on all existing SRF Loans that are at least 10 years old.

That means that as of June 1, 2019, the interest rate on the City of Indianola's Clean Water SRF loan, C0133R will be reduced from 3% to 1.75%. Over the remaining term of your loan, this interest rate reduction will save your community **\$1,095,525**.

Because an interest rate reduction changes the terms of your original SRF Loan agreement, you must contact your bond counsel to assist you in amending the documents related to your SRF Loan. Please work to execute the updated documents as soon as possible. We have enclosed a new debt service schedule for the remaining term of your SRF Loan for your convenience.

Thank you for realizing the benefit of the SRF Program and for using it to finance your wastewater or drinking water project. We are committed to providing low-cost funds for drinking water and wastewater infrastructure projects to the communities of Iowa. We hope you will consider the SRF Program for all your future water quality needs.

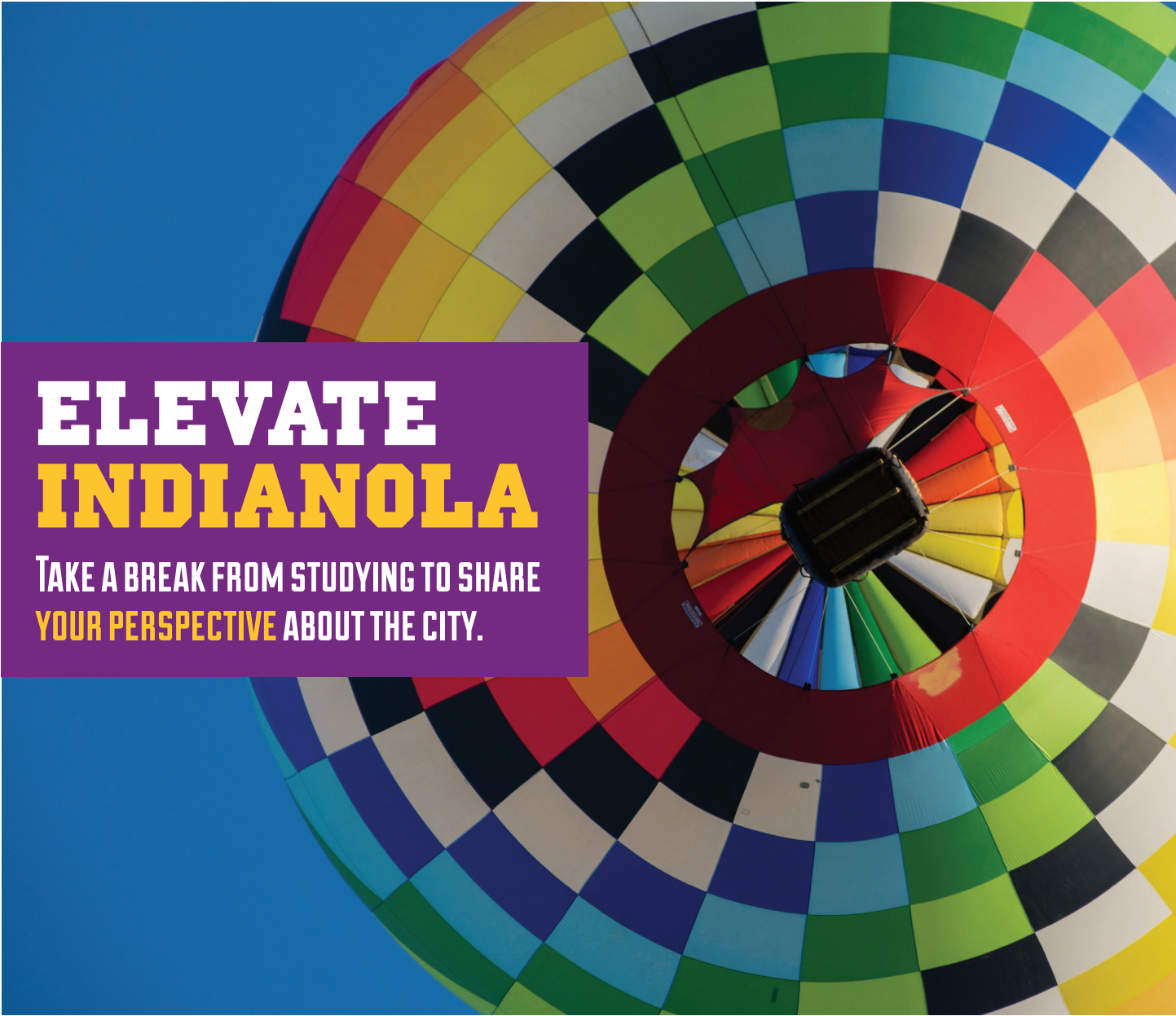
Sincerely,

A handwritten signature in blue ink, appearing to read "Deborah", with a long, sweeping horizontal line extending to the right.

Deborah Durham
Executive Director

Enclosure

cc: Diana Bowlin, City Clerk



ELEVATE INDIANOLA

**TAKE A BREAK FROM STUDYING TO SHARE
YOUR PERSPECTIVE ABOUT THE CITY.**

OPEN HOUSE

Date: April 29, 2019

Time: 11:30 AM - 2:00 PM

Location: First Floor Atrium - Kent Campus Center

STUDENTS, WE NEED YOUR HELP TO ELEVATE INDIANOLA!

We'd like to hear your perspective about the values, priorities, and future direction for the City. Together, we can create a vision for the future of our community.

The City is working with Snyder & Associates, Inc. to update the Comprehensive Plan. You may contact **Mindy Moore** at mmoore@snyder-associates.com for more information.



UPCOMING ONLINE SURVEY

www.indianolaiowa.gov

PIZZA AND DOOR PRIZES FOR THOSE THAT PARTICIPATE!

Square Streetscape Stakeholder Committee	
Name	Background
Brenda Easter	Chamber
Seth Lampman	Clear Path Financial
Rob Keller	County Financial Insurance
Bryant Houston	Funaro's Deli & Bakery
Erin Freeberg	Adorn
Barb Bendon	Indianola Bike Night
Terry Pauling	Exit Realty North Star
Wendy Wohlwend	Affinity Bridal
Jennifer Pfeifer-Malaney	McCoy Tru Value
Heather Gaumer	West Hills Brewery
Leslie Held	Bobs Custom Trophy's
Kathy Magruder	Pageturners
Amanda Ripperger	Brickhouse Tavern
Misty Soldwich	Better Homes & Gardens
Brad Rudolf	Rudolf Insurance
Marvin Gribbons	Groggy Dog
Andrew Swadner	KNIA/KRLS
Rod Curtis	Curtis Architecture & Design
Meg Schneider	DSM Partnership
Bob Lane	Simpson
Rachel Gocken	Warren County Economic Development Corp
Angie Buchanen	City Horticulturalist
Mary Donahey	Keep Indianola Beautiful
Steve Gray	Keep Indianola Beautiful

Comprehensive Plan Project Management Team	
Name	Background
Kenny Herring	Peoples Company
Brenda Easter	Indianola Chamber
David Maahs	Greater Des Moines Partnership
Rachel Gocken	Warren County Economic Development Corp
Anita Christensen	Sustainability Committee
Aaron Hurt	Indianola Fire
Elodie Opstad	Local Historian
Jay Cowan	Jerry's Homes
Kevin Johnson	Accurate Development
Josh Rabe	Planning and Zoning Commission
Angela Nelson	Hometown Pride
Drew Brazie	Park Commission
Jennifer Bates	Shive
Mike Rozga	Utility Board
Art Sathoff	Indianola Schools
Bob Lane	Simpson
Staci Scheurenbrand	National Balloon Classic
Michael Egel	DM Metro Opera
Barb McMurrey	Iowa Realty
Nate Fehl	Hy-Vee
Keith Welling	TruBank
Larry McConnell	Gib's A&W

Introduction to Line of Duty Death & Public Safety Officer Benefits

- What is Line of Duty Death?
- Who defines Line of Duty Death?
- Importance of agency funeral protocol
- Importance of keeping updated records
- Roles & Responsibilities when involved with an agency death



Date: **May 6, 2019**

Time: **9am – 4pm**

Location: Country Inn and Suites

501 E Trail Ridge Ave.

Indianola, Iowa 50125

515-962-5777

Instructor: Brian Zinanni

To Register: email Melissa at
mmccoy@indianolaiowa.gov

Must register by Friday, April 26th

Lunch is on your own

- What is the Public Safety Officer Benefit?
- Who is eligible for the benefit, and has your agency inadvertently omitted someone?
- How does the benefit work?
- Do you use the PSOB Beneficiary Form?
- Autopsy & Toxicology



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
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Permit #	Permit Year	Permit Date	Permitte	Owner if Different from Permittee	Address	Project	Last Inspected	Permit Expired	Date Letter Sent	Re Apply?	New Permit #	Date RePerm	DATE Re Inspect/ Finaled	Notes
2015														
78	2015		Garrett Miller		503 West 18th Place	Garage	NONE	5/17/2016	1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019				Resent letters with SECOND NOTICE listed on top. 4/22/19 contacted number on the permit. No answer. Gave to Building Official to review and determine if the file needs to be recorded as EXPIRED and closed out.
2016														
10	2016		Thomas Sherly Nicholson		200 West Orchard Ave	Bathroom Remodel	3/21/2016	9/17/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
42	2016		Jeff Downing		1202 North 9th Street	Sun Shade Structure	NONE	10/29/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
82	2016		Larry Powell		1201 North D Street	Garage	8/16/2016	2/12/2017	01/29/19	Second Notice 04/05/2019				BOA Approval approval in file. Letter sent from RP and CB on 8/25/16 to owner regarding electric in the garage being separate rather than upgrading to 200amp. No further info or notes in file.
91	2016		Bryon Keeney		505 E Ashland Ave	Deck	NONE	12/28/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
93	2016		Rich Piper		1800 Fairway Drive	Garage	10/6/2016	4/4/2017	01/29/19					BOA twice approval for projects. No final. Last inspection was a RI framing
95	2016		LTD Corp		2312 West 2nd Ave	Loading Dock	NONE	1/9/2017	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019				
99	2016		R & D Precision Builders		1001 E Madison Ave	Basement & Room Addition	NONE	1/11/2017	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019			8/3/06	
111	2016		Greg Oakes		1001 N O Street	Basement Finish	5/2/2018	10/29/2018	9/21/2018 11/12/2018 1/29/2019	FINAL NOTICE 4/05/2019				RP contacted 2/27/18 regarding no inspections and permit sitting without final. Final inspect scheduled FAILED - 5/02/18 RP writes Sheet rock under stairs, cover all exposed NM cable - Romex
117	2016		Joe Kissner		1003 N O Street	Basement Finish	NONE	2/8/2017	10/31/18 1/29/2019	FINAL NOTICE 4/05/2019				Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 8/12/16
126	2016		Jeremy King	Anthony Hotz	505 N L Street	Repair of Deck Stairs / Dangerous Non Conforming Structures	NONE	3/6/2017	11/12/2018 1/29/2019	FINAL NOTICE 4/05/2019				
135	2016		Cory Till		1109 South K Street	Garage	NONE	3/28/2017	01/29/19					
2017														
87	2017	7/6	CMC Pools	Bryan Bussanmas	101 S 19th Ct	Pool	NONE	1/2/2018	01/29/19	Second Notice 04/05/2019				
104	2017	8/18	Brook Breuklander		908 N Y Street	Pool Deck	NONE	2/14/2018	01/29/19	Second Notice 04/05/2019				
105	2017	8/24	Brenda McCoy		1200 E Euclid Ave	Deck	NONE	2/20/2018	01/29/19	Second Notice 04/05/2019				
121	2017	10/4	Custom Specialty Services	The Village (Wesley Life)	707 Robin Glen	Bus Garage / Carport	11/15/2017	5/14/2018	01/29/19	Second Notice 04/05/2019				
126	2017	10/17	Christopher Lutheran		306 N 17th Street	Basement Finish	11/9/2017	5/8/2018	01/29/19	Second Notice 04/05/2019				Electric and Plumbing RI inspection completed by CB on 11/09/17. no other inspections found in file. Number listed as 319-631-2578
2018														
2	2018	1/17	Russ Vanderpool		512 E Euclid Ave	Garage	NONE	7/16/2018	9/21/2018 10/31/2018 1/29/19	FINAL NOTICE 4/05/2019				Re issued letter regarding Shed on 512 E Euclid. 9/21/18-10/31/18
10	2018	2/14	Steger Construction	Brad Nancy Kotz	807 E Trail Ridge Pl	Alteration	2/22/2018	8/21/2018	9/21/2018 11/26/2018	No				11/23/18 Contacted contractor, P Steger 515-988-6027 states they decided to finish the job on their own. No contact info given for the owners. Will resend letter today 11/26
13	2018	2/21	Ann Mahoney	Equity Trust Custodian 1 Equity Way West Lake, OH 44145-2526	610 East 1st Ave	Home Restoration/ Alteration	3/5/2018	9/1/2018	9/27/2018 1/29/19	FINAL NOTICE 4/05/2019				
14	2018	2/22	Genesis Development	Attn: Justin Terry	1809 W 2nd Ave	Alteration	NONE	8/21/2018	9/21/2018 10/31/2018	FINAL NOTICE 4/05/2019				
15	2018	2/23	Jope Jolliff	Mail To: 15397 90th Ave	701 N 1st St	Home Alteration	3/5/2018	9/1/2018	10/5/2018 Returned 10/23 Remailed 10/31 1/29/19	FINAL NOTICE 4/05/2019				Return notice sent letter back. Recvd 10/23/18. Warren Co shows 15397 90th Ave. Remailed 10/31/18
ACTIVE - in Motiong for INSPECTION														
98	2015		Brad Butler	Bradley Butler & Alesia Wright 1306 E Detroit Ave Indianola, IA 50125	410 W 1st Ave	Front Porch Repair	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019				Contacted owner listed on application -Spoke 4/22/19 . Stated the porch was finished and he currently has rental tenants living in the home. States the inspector is welcome to come over as long as they do not distrurb the residents.

133	2015		Jeremy Selvage		3214 W 4th Ave	Garage	NONE	6/8/2016	1/29/2019 02/25/2019	Reminder Letter Sent 04/05/2019			Failed	Resent letters with SECOND NOTICE listed on top. Owner called in to schedule an inspection to help close the file. Scheduled Wed 2:00 p. contacted Amanda (home owner 4/22/19 reminded of previous failed final. She stated that they are planning on modifying things and will call the end of this week to re set up a time for a final inspection.
40	2015		TLCD Investments LLC	615 Brookwood Drive Indianola, IA 50125-3306	220/222 W Salem Ave	Alteration	9/16/2015	3/14/2016	11/8/2018 1/29/2019 02/25/2019	Dec-18			Failed 03/04/2019	Resent letters with SECOND NOTICE listed on top. Terry Pauling cld in, stated that he talked to Frank Rasco, states Rich came down to do final inspection. Permit application pulled for same location in 12/2018. Emailed SB to inspect for completion. Terry not moving forward at this time with new permit for an additional alteration. Sent doc from that application in 12/2018 to Terry via email so he has on him for future application if and when needed. SB inspection failed 03/04/2019 all outlets are over counter top need GFCI protection. Only one projected. All other itmes complete. Call to reschedule once GFCI protected.
141	2016		Sean Thompson		204 E Kentucky Ave	Deck	NONE	4/12/2017	11/12/2018 1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
148	2017	11/3	Iowa Drone	Sean Thompson	204 E Kentucky Ave	Garage	NONE	5/2/2018	1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
29	2015		Alex Van Clark		1003 North E Street	Addition BR and Egress Wind	7/2/2015	12/29/2015	11/8/2018 1/29/2019	Reminder Letter Sent 04/05/2019			02/08/19 FAILED	515-669-7886 - Alex - states they did the finish the basement walls just cut a hole in the drywall to add a different bedroom. He states the egress windows are complete. Requesting an extension on bedrooms or will call if no longer doing them to close permit. SB inspected 02/08/19 FAILED. Fire alarm outside of bedroom is more than 10' from door. Closet light had exposed bulb. Needs to be reinspected to final out.
82	2015		Brian Hoxmeier		1308 N 6th Street	Basement Finish	1/6/2016	7/4/2016	01/29/19	EXT til December of 2019 per CD				Brian (38-991-3092) called and would like an extension until the end of the year on this permit. Please make note of an extension until 12/31/19 per Charlie D.
140	2016		Joe Ripperger		209 N M Street	Deck	NONE	4/11/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019			02/05/19 FAILED	Zach current home owner - 515-729-4649 says okay to come whenever just call. Per SB 02/05/19 Jeff Begg "4x4 post more than 8" tall. Appear to be buried in the ground, unable to verify frost depth. Beam should be notched into post or supported with approved brackets. Stairs and all railing approved. FAILED DECK. Will need to schedule reinspection."
146	2016		Brad Butler	Ross Huff	611 Quail Ridge Rd	Deck	11/7/2016	5/6/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019			1/3/2019 FAIL	Owner called in requesting inspection for final. Sent to safebuild 12/27/18 Ross Huff - Safebuild inspected project on 1/3/19 FAILED- Will reinspect when called
68	2017		Richard Stewart		1209 Lancaster Way	Single Family Dwelling	10/10/2017	4/8/2018	8/28/2018 1/29/2019	Reminder Letter Sent 04/05/2019			2/13/19 FAILED 2/27/19 FAILED 2/28/19 FAILED for final but ok for TEMP CO (sod, gutters, grade)	Owner came in 02/11/19 reports final done by RP in July of 2018. No inspec sht in file. Scheduled final with Safebuilding. Mr. Stewart 515-490-8339 "SB inspected 2/13/19 failed "AC breaker is 30 amp needs to be 25 amp, unfinished basement outlets need to be GFI protected, water heater drain pipe is missing, need gutters and downspouts installed." Owner came to office 2/19 asked if he could just get final or temp co for GFI, breaker and drain pipe being done, but will not be able to get to gutters and downspouts till its warmer. Jeff with SB agreed to do Temp CO inspection. Owner will call in when ready for Temp CO inspection. Reinspection for final set up with sb 2/27/19. FAILED - Punchlist complete except gutter and downspout. Will complete by spring. Will call for reinspection. SB inspection 2/28/19 "missing gutters. missing final grade and sod. Landing at lower end of the stairs approved. Need drip leg on gas line at furnace. Permanent address required. House number not visible from street. Builder is planning a column with address at end of drive. Temp address sign in place now. Ok for temp CO.
98	2017	8/8	Jeffrey Simmerman		102 S 20th Street	Residential Addition/Garage/Deck	10/25/2017	2/1/2018 Ext 04/30/19	2/1/2018 1/29/2019	Reminder Letter Sent 04/05/2019				Extension given per DC for 180 days. Owner plans to complete January 2019 - 11/1/19 krb called Imom 1/24/2019 to remind of extension and plan for Jan completion. Owner called back 1/24 states due to weather needs additional time. Extension expires on April 30th or else they will need to re apply and pay fees for permitting again.
110	2017	9/7	Cross Cut Custom Carpentry	Robert & Deb Elgin	210 N 15th Street	Deck	9/7/2017	3/6/2018	01/29/19	Reminder Letter Sent 04/05/2019			02/07/19 FAILED	2/5/19 owner called in regarding inspection needed. SB scheduled for 2/07/19. Inspection Failed. Will need to call to reinspect. Owner cld in 2/11 asked for failed inspection report. Emailed inspection report to owenr 2/11. advised to let us know when she would like to reschedule final
8	2018	2/1	Benjamin Rogers		1000 North O St	Basement Finish	NONE	7/31/2018	10/5/2018 1/29/19	EXT til May				Still has not been completed yet. Extension needed until May 2018. 515-808-3030
32	2018	4/9	Amie Hale		107 South 19th Court	Pool	8/3/2018	1/30/2019	9/27/2018 1/29/19	EXT til May				Warning Letter advising of expiration if no final inspection. Extension given until May 2019 for final. 515-556-6715 Amie ..
35	2018	4/18	DDVI	IMU	110 S B Street	Line Shop Remodel	10/1/2018		01/29/19	EXT til 4/19			10/19 Failed Fire	1/29/18 letter sent out reminding of 180 days expiration from last inspection. Previous inspections September and October. Nothing since. Kurt R emailed stating electrical final will be scheduled by March. Extension given till April 2019

67	2018	6/8	Dan & Irene Bertsch	Mail to : 805 W 3rd Ave. Indianola	610 S Freeman Street	Garage Addition	NONE 1/30/19 SB	12/5/2018	01/29/19	Reminder Letter Sent 04/05/2019	N/a		1/30/19 FAILED	Added to spreadsheet 1/24/19 krb - Mail to 805 W 3rd Ave. 1/29/19. Owner called in to have inspection for final. 1/30 Safebuilding. States unable to see previous work covered prior to inspection. Needs hurricane clips. FAILED. Will need to have re inspected once items mentioned are corrected. Owners email 2/14/19 "I am responding to the letter I received from you regarding the construction at 610 south freeman. The work is not completed so I will need an extension of the permit. The work is being done by Ron Miller construction. Dan Bertsch"
RECTIFIED PERMITS														
1	2015	1/9	Paul Edenburn		102 S Howard	Alteration ADA Restrooms	1/14/2015	7/13/2015	11/8/2018 1/29/2019	EXT			2/13/2019 PASSED	Thomas Smith - 515-271-1877 Cld in. Sd ok to set up inspections on this. Emailed SB to set up . 2/13 Final passed. " ADA Bathroom at hair salon complete" Pass
2	2015		Indianola Com. School Dist./ Emerson Elem.		1109 E Euclid Ave	Elem Addition Alteration	12/15/2015	6/12/2016					Exec Dec	Per DC- ok to close. Director should have signed. I have no probem with documentation other than signature. DC
3	2015		Bengstrom Construction Inc		1707 North 14th	Office Alteration	2/2/2015	8/1/2015	11/8/2018 1/29/2019 2/25/2019				Passed 03/04/2019	Resent letters with SECOND NOTICE listed on top. MO Valley Line Construction called 2/28/19. 515-961-5062 Robby SB inspected for final 3/4/19 complete and passed.
15	2015		Rick & Tamara Stump		307 W 17th Ave	Garage	4/16/2015	10/13/2015	11/8/2018 1/29/2019	EXT			2/13/19 PASSED	Owner called in. ok to schedule final- Safebuild scheduled for 02/06/19. Per SB Ron Frazee " Electrical outlets need to be GFI protected. 2/6 FAILED. Will need to reschedule inspection. Owner called in 02/11 to reschedule for final. SB inspected 2/13 FAILED "electrical outlets are GFI protected. Garage complete"
11	2015		Horton Robinson Construction	Tim Stacy Darr	2407 W 10th Ave	Garage Addition	4/7/2015	10/4/2015	11/8/2018 1/29/2019 02/25/2019				3/18/2019 PASSED	Horton came into office left phone number that rang busy each attempt. 3/11/18 emailed Tom Horton to return call with questions. Explained as letters did, that the property is not closed or finaled due to lack of inspections on file. SB 3/18/19 inspect " approved framing, plumbing and mechanical. State is doing electrical." SB 3/18/19 completed 3rd car stall.
22	2015		Schultz Construction		1020 Scott Felton Rd	Demolition Deck	4/17/2015	10/14/2015	11/8/2018 1/29/2019					ALSO PERMIT for this location 22-2015 & 28-2018 Sandy Peterson ok to inspect 515-480-5913 - confirm demolition of deck. Scheduled with Safebuilding 2/09/19 at 9:30 am. 02/05/19 completed. "Pre fabricated shed on concrete pad 10x12 center of rear yard plus foot setback on side and rear yard. Rear deck appears to be original to house. No demo apparent. Deck was recently stained .
26	2015		Dave Morey		1009 W 3rd Ave	Garage	11/16/2015	5/14/2016	1/29/2019 02/25/2019				3/6/2019 PASSED	SB inspected 03/06/2019 garage complete GFCI protected outlets heated floors.
47	2015		Rebecca McGill		1607 East Boston Ave	Pool	NONE	12/6/2015	11/8/2018 1/29/2019 02/25/2019					Resent letters with SECOND NOTICE listed on top. Owner called in, states they put it up but then took it down the following year. Go ahead and close 3/1/2019
41	2015		James Lavelle		1719 E Boston Ave	Addition	11/15/2016	5/13/2016	11/8/2018 1/29/2019				02/05/19 Final passed	Note on Building permit says RENEW 1 TIME ONLY?? Owner cld in 02/01/19 stating ok to come out to inspection and final. 618-334-2950 Jim Lavalle
100	2015		Delta Delta Delta Sorority	Delta Alumnae Association 1309 Levin Drive Knoxville, IA 50138	705 N C Street	Alteration	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019				Passed 03/06/2019	Resent letters with SECOND NOTICE listed on top. Recvd call from Dennis Parker regarding the letter received about expired permit. Discussed. This is for a canopy. Was complete3d. Can confirm complete by driving by. Asked to have confirmation letter sent to him via email. Parkerbilt@outlook.com also send notification of completion and closure to Rich Thompson rich_thompson@eaglesign.net . Safebuild reinspected 3/06/2019 canopy installed per plans and permit
42	2015		Adam Smith		1708 Apple Drive	Addition Deck	9/1/2015	2/28/2016	11/8/2018 1/29/2019				02/14/19 PASSED	Owner called in. Purchased home since 2015. Its behind the home and behind a fence. Covered in snow at this time. Will need to wait til thaw for inspection. Amk_bowlin25@yahoo.com 515-238-0025 Alicia. 2/8 per SB this is scheduled for 2/14/19 at 10am for inspection
53	2015		Michael Yofremewkov		406 N K Street	Garage	NONE		09/27/18				10/18/18	Finald by DC on 10/18. email from jason regarding property. This was a called in complaint that involved the construction debri from the shed. Found to be an expired permit. Close ok per DC inspection .
71	2015		Steger Construction		2209 North 8th St	Addition Covered Porch	NONE	1/16/2016	11/8/2018 1/29/2019				2/7/19	Spoke to owner . Stated ok for final inspection 515-238-7081 Cherly Koch. Says if she doesn't need to be home, then come whenever. Per SB Jeff Begg - Roof over existing patio footing depth on supporting post not verified. Project is complete"
74	2015		Hats Off LLC	Tim McConnell	400 S J Street	Garage for Residence	NONE	1/24/2016	11/8/2018 1/29/2019				2/5/19	515-491-8353 McConnell - States that Vandepool was his contractor. There are no permits in file for electric, plumbing etc. No inspections found in file. Tim states CB would stopped out once during concrete pour and he was unaware he needed to continue to call in for inspections. Sent to Safebuild to schedule inspection to rectify file. Tim told Safebuilding that this garage is actually located at 206 N G Street. Jeff Begg with SB "four stall garage, unable to verify frost footings - installed per owner. Electrical supplied to units from main panel complete ."
79	2015		Kurt Houska		1211 South G Street	Repair Foundation/Garage	9/15/2015	3/13/2016	11/8/2018 1/29/2019				2/5/19	Final inspection scheduled for 02/05/19 Safebuilding. Marked Final complete
85	2015		LMC Pools	Paty Duax Aeillo	2306 W Anderson Ave	Pool	9/22/2015	3/20/2016	11/8/2018 1/29/2019				2/19/19	This inspection for final was completed same day as expired permit for same address location 95-2015 on 2/19/19 . Close per SB complete
87	2015		Chester Crouse		1302 N 6th Street	Storage Building	NONE	3/1/2016	11/8/2018 1/29/2019				2/7/19	Final inspection scheduled by owner. 02/07/19 Passed

93	2015	7/25	Stephen Sparks		410 W Orchard Ave	Shed	NONE	1/20/2016	11/8/2018 1/29/2019				2/14/19 PASSED	641-208-5208 Steve Sparks owner called in ok to inspect for final. Sent email to SB to schedule 2/13/19
95	2015		James & Shannon Aiello		2306 W Henderson Ave	Garage	NONE	3/12/2016	11/8/2018 1/29/2019				2/19/19 PASSED	James called in 2/19 regarding "shed" states this is not a garage. Insists that Rich came out several times to home for inspections. Agreed to allow SB to confirm completion. 281-814-8132. 2/19 emailed SB to set up inspection for final
104	2015		Michael Bilyeu		1011 N B Street	Deck	10/12/2015	4/9/2016	11/8/2018 1/29/2019				2/5/19	Owner called in. Michael Bilyeu states come whenever to inspect. 515-971-5600. Per SB Jeff Begg Deck complete framing approved. Railing approved. Depth of 6x6 posts unverified. Owner stated footing inspections were completed by City of Indianola
105	2015		Kevin Robbins		1300 S. O Street	Shed	NONE	4/9/2016	11/8/2018 1/29/2019				2/5/19	515-249-3658 Kelly Adair ok with inspections for final on shed Final 02/05/19 safebuild passed "noted shed is complete it is located approx. 8' north of south lot line and more than 50' off rear lot line"
106	2015		Ryan Phipps		111 N G Street	Egress Window	NONE	4/10/2016	11/8/2018 1/29/2019				02/05/19 FAILED 02/06/19 PASSED	Owner called in 1/31/19 stated that this was completed and inspected back in late 2015. / agreed to have inspector out to validate 515-689-7926 Per SB Window installed. Depth of area wall is 48' ladder is required-no ladder present. Failed - will need to call for reinspection. 2/5Owner called back stated ladder present. reinspected. Passed
115	2015		Plumb Construction LLC	Dave Dobson	315 South Spruce Street	Alteration Finish Basement	11/12/2015	5/10/2016	01/29/19					Owner called in 2/1/19 sd he "doesn't want ppl going through his house. Go ahead and let permit expire."
116	2015		B & S Construction	Nrk And Ark Rev Trust 1401 Apple Drive Indianola, IA 50125	605 West 2nd Ave	Repair Foundation	10/30/2015	4/27/2016	11/8/2018 1/29/2019 02/25/2019	EXT				Resent letters with SECOND NOTICE listed on top. Owner called in. Requested final and extension. SB emailed. Inspected 03/06/2019 "foundation newer than house. Concrete block. Water drainage panels applied to exterior. Complete.
128	2015		Dan J Nicholson		607 S Howard	Carport Root Only	12/1/2015	5/29/2016	01/29/19				2/14/19 PASSED	Dan called in 2/8 states that he is ok with coming out to do a final inspection. SB emailed to set up. 515-205-2152
135	2015		Scenic Point Mall	Troy Knight 376 Hwy F62 W Monroe, IA 50170	1709 N Jefferson Way #200	Alteration Office	NONE	6/15/2016	11/12/2018 1/29/2019 02/25/2019				Passed 03/11/2019	Note in file from RP 2/27/18 left message about open permit and status. Resent letter 2/25 showing SECOND NOTICE listed on top. Tory Knight called regarding the letter. Says he has sold the property since the remodel in 2016. Accelerated (new owners) he will contact them and arrange for ok to inspect. 515-962-9272. Emailed Sb 2/28 to set up inspection date. SB 3/4/19 completed. "added aprox. 520 sf to original space. Added outlets, lighting, no plumbing.
21	2016		John Amy Jakes		1201 E Iowa Ave	Foundation replacement	5/12/2016	11/8/2016	10/31/18	No	EXT		11/9/18	Owner called in and scheduled inspection for final. DC inspected 11/09 ok for final. CO given to owner at time of inspection.
24	2016		Don Bendon		715 West 2nd Ave	Garage	NONE	9/25/2016	11/05/18	No	No		11/9/18	Bendon came to office. Set up final inspection to complete file. 11/09/2018 Per DC ok to final. Documented file. 11/09
25	2016		Ronald Cooney		813 W 4th Ave	Shed	NONE	10/2/2016	10/31/18	No	EXT		11/15/18	Owner called in on 11/14 requested final inspection. Reports 2 previous inspections were done on the shed by RP. No inspections in file to reflect. Said he (owner) was hurt during the end of the project and forgot to call in the final. But deck is finished. Scheduled follow up inspection for final on 11/15 at 2pm. Owner asked to be present during inspection. Inspection scheduled for 11/15/18 ok per DC
30	2016		Matt Harmison		814 W Clinton Ave	Deck	NONE	10/2/2016	10/31/18	No	EXT		11/12/18	Per DC extension given. Inspected property 11/12 ok'd
36	2016		Justin Tully		908 N J Street	Deck	5/13/2016	11/9/2016	10/31/18	No	EXT		12/3/18	Received call from owner. Set up inspection to confirm finished. Sent request to Safebuild. Completed and confirmed deck done 12/3
43	2016		Kirk Hansen		1103 N D Street	Garage	12/20/2017	6/18/2018	11/12/18	No			11/19/18	11/19/18 per DC finished.
44	2016		All American Exteriors	Steve Biddle	1806 Apple Ln	Front Deck	NONE	10/31/2016	10/31/18				11/12/18	Inspection for final set up for 11/12/18 @ 10:30am per DC ok
47	2016		Beth Zimmerman		1313 S O Street	Basement Alteration	5/26/2016	11/22/2016	10/31/18	EXT			11/16/18	Note in file saying Rich Parker called 2/27/18 and left a message for the tenant to call back regarding the permit for the basement finish that has not been finalised out. RP DC 11/16 final inspect. Ok CO signed off on 12/04/2018 for file
54	2016	5/11	Devon Sadler		1001 Ann Parkway	Porch Repair	5/17/2016	11/13/2016	10/31/18				11/16/18	DC inspected site 11/16 ok'd for final. Close file
56	2016		Paul Whipple		1801 Fairway Drive	Deck	NONE	11/9/2016	11/12/18				11/17/18	DC inspected 11/16/2018 Owner Joe Nydle called in to set up final once ltr received. Complete as of 11/17 final and closed
60	2016		Brenda Simpson		500 South Buxton	Deck	NONE	11/16/2016	11/12/18	NO			11/19/18	Final inspection 11/19/2018
71	2016		Sean Thompson		1110 N Howards St	Deck	6/7/2016	12/4/2016	10/31/18		EXT		11/16/18	Owner called in, set up final inspection on deck for 11/16 DC ok 11/16
72	2016		Dan Hickman		600 N 14th Street	Shed	NONE	12/4/2016	10/31/18				11/16/18	DC inspected Shed ok finished
75	2016		James Burgin		103 West Hillcrest Dr	Garage	6/20/2016	12/17/2016	01/29/19				2/14/19 PASSED	BOA Approval for this project to even happen. James burgin called in 2/01/19. stated will be out of state til second wk in Feb. ok to schedule inspection when he gets back. Sent notification to Safebuilding
104	2016		Kathleen Picken		1003 N C Crt	Deck	8/24/2016	2/20/2017	Called				9/17/18	Final says that the deck needs handrails before finaling- NO approved for final due to 4 rizers need handrail. - Sitsky Note from DC states ok to close. No inspection or reasoning, just sticky note. 09/17/18
109	2016		Al Thayer		3212 W 4th Ave	Deck	8/10/2016	2/6/2017	n/a				n/a	Per DC ok to close. No reason, just a sticky note.
123	2016		Jos Nesvedt		903 North B Street	Addition	3/30/2017	9/26/2017	11/12/18				11/21/18	DC at 9am
133	2016	9/21	Stephen Neve		1709 Apple Lane	Basement Finish	6/28/2017	12/25/2017	8/28/2018 11/12/18				1/3/19	Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 09/21/2016 RI inspections done. Nothing else. Ltr sent 11/12/18 owner called in. scheduled inspection. Safebuild inspected for final on 1/03/2019 FAILED owner will call once rectified and for reinspection. FINAL INSPECTION PASSED 1/17/19

139	2016		Kevin Wood		901 East 1st Ave	Deck	NONE	4/8/2017	10/31/2018 1/29/2019				02/22/19 PASSED	Owner called in to schedule final 238-6392 ok to have inspection. Per SB Jeff Begg 02/05/19 "inspected eck on SE corner of House . Deck is 35' above grade, deck requires a guardrail. Guardrail is in place but only 35' above decking. Code requires 36' Left message with homeowner . SB reinspected for final 2/22/19 passed
148	2016		John Dianne Liepa		603 E Salem Ave	Repair of flooring and roof	NONE	5/6/2017	11/12/18	No			Close	LetterA52:N52 was returned with forward address of 1101 22nd St. WDSM 50265-2222 remailed 11/15/18. Letter received from prev owner stating the porch was in poor shape, replaced and not aware needing a final inspection. Apologized and stated the home has been sold with new owners.
149	2016		Jerry Weeks		409 W 17th Ave	Carport	NONE	5/9/2017	11/12/18				11/19/18	Owner called in-11/19 ok to come to do final inspection. DC ok to close 11/19/18
157	2016		Ronald Fridley		708 E 1st Ave	Alteration	Alteration	6/5/2017	11/12/2018 1/29/2019				2/14/2019 PASSED	Per DC Send letter instead of inspection only. SB inspection for final 02/14/19 Passed. Egress window complete as view from exterior. Ladder build into area wall. We were not able to get inside to see anything .
49	2017		John Jakes		1201 E Iowa Ave	Deck	5/28/2017	11/24/2017	08/28/18	Yes	107-18	8/29/2018	10/29/18	Expired prev permit extended. Inspections completed. Re cert 8/30 final 10/29
65	2017	5/15	Kevin & Denise Kalbus		1319 E Franklin Ave	Deck Addition	NONE	11/11/2017	NONE	YES		Extension	Exec Dec	Per Charlie, ok to give extension. New Expiration of 05/25/19
86	2017	7/6	Midwest Builders	Steve Hoover	601 Trail Ridge Rd	Sunroom Addition (Full Screen)	NONE	1/2/2018	01/29/19				02/05/19 Passed Final	Steve Hoover cld in. States it was completed in July 2017. 515-229-8129 ok to come out to inspect
89	2017	7/19	Uhnemus Construction	Mark Hines	1206 E Franklin Ave	Deck	7/19/2017	1/15/2018	01/29/19				2/28/19 PASSED	Owner cld in ok to schedule inspection. Emailed SB. SB unable to get ahold of owner. Jeff with SB will do a drive by and stop today since deck is not fenced in and should be accessible from the road. Will wait for inspection report back 2/28/19 PASSED - Deck complete
90	2017	7/24	Phipps Properties	Ryan Phipps	111 N G Street	Foundation Repair	NONE	1/20/2018	01/29/19					Owner called in 1/31/19 stated allowed permit to expire due to discontinuation of project. Too expensive to complete. 515-689-7926
97	2017	8/4	Steven Ponzeline		311 South Freeman St	Open Carport	8/17/2017	2/13/2018	01/29/19				02/04/19 Passed Final	Owner called in 2/01/19 spoke to Charlie - Said ok to inspect for final 515-808-0320 Monday
98	2017		Jerffrey Simmerman		102 S 20th Street	Deck	8/28/2017	2/24/2018	10/31/18	Yes		Extension	Exec Dec	Owner called in. Extension given per DC till 02/01/2019
100	2017	8/15	John Adams	Helen Morgan	407 W Lincoln Ave	Garage	9/28/2017	3/27/2018	01/29/19				03/06/2019 PASSED 03/28/19	SB inspected property 03/06/2019 Failed "outlets need GFCI protected" 3/26 owner called in- reports ready for re inspection 3/26 emailed sb. SB 3/28/19 "garage complete, All circuits are GFCI protected." PASSED
111	2017	9/12	Adam McCarty		2710 N Jefferson Way	Deck	10/20/2017	4/18/2018	9/21/2018 1/29/2019	Will re apply for new permit in 2019	01/18/19	04/08/2019	01/18/19	Applied for utility shed on 09/21/18. Will inspect both for compliance 09/24- 9/24 inspect deck is not finished. Owner will need to re apply for building permit. Owner called 12/12/18 asking for an extension on his deck permit, he wasn't able to get to it or work to finish it this year. Advised that he will need to re apply and pay for a new building permit next spring 2019
122	2017	10/11	Bern Investments	Bellagio Construction	402 West 1st St	Garage	4/19/2017	10/16/2017	Called	Yes	02-2019	1/14/2018	CLOSED	RP rejected and failed the footing inspection on 4/19 and there is no return for inspection in the file. Contractors cards found in file. American Masonry Donnie Doyle 641-990-9236 641-236-6800 and Bellagio Construction & Renovations Nils Norland 515-979-4443 nilsnorland@yahoo.com 3909 NE Bellagio Circle Ankeny, IA 50021. Reissue of permit 02/2019 Curtis White. Repaid permit fee. Came in to void-decided to demo property instead of finish. Closed 1/18/2019
138	2017	10/24	Construction by Cambron	Ryan & Juli Cambron	201 E 4th Ave	Garage	2/12/2018	8/1/2018	01/29/19				02/04/19 Passed Final	Per RP 11/14/17 Footing inspection completed - per RP Electric Service insp 2/12/18 ok. No other or final inspection found in file. 515-480-0985 Ryan Cambron called in stated RP finalized but he is okay with inspection to close out
139	2017	10/25	Jessica Schonnert	Keith Smith	412 W Iowa Ave	Garage	NONE	4/23/2017	01/29/19				02/07/19 PASSED	SB inspected 02/07/19 "detached garage is complete . Unable to verify footing depth. Framing approved. Unfinished interior.
142	2017	10/27	Stuppy Inc		2205 E 2nd Ave	Greenhouse	10/26/2017	4/24/2018	01/29/19				PASSED	Labeled as a Greenhouse for Indianola Parks & Rec. Recv'd call from Clerk of Court stating 2205 is their address however this is not a permit they have pulled. May need acrossed the street. Confirm address. Call made to Doug B with Parks & Rec to discuss. Scheduled inspection for greenhouse.
143	2017	10/27	Luke Riedmann		1024 Scott Felton Rd	Basement Finish	11/20/2017	5/19/2018	01/29/19				3/6/19	SB Inspectiond Final passed FGCI and smoke detectors are good
152	2017	12/5	Murphy Tower Service	IMU	111 S Buxton Street	Telecommunications Hut	1/24/2017	6/23/2017	01/29/19				Close	Electric service was approved on 1/24/14 per RP and footings 12/05/17. No final inspection. Inspections show ok for electric service buy RP 1/24/17
153	2017	12/7	Hope Jolliff		608 N Howard Street	Basement Wall Alteration (Crawl Space)	1/8/2017	7/26/2017	01/29/19				Closed	Called contractor Santos orellana 515-979-5040, states that after the footing inspection the inspector told him he wouldn't need to come back. No final shown and no CO issued. Will forward to Charlie.
154	2017	12/7	Robert Dale		406 E 2nd Ave	Garage	NONE	6/5/2018	01/29/19				02/04/19 Final Complete	BOA approved 12/06/17 no inspections after approval and building permit issued. Owner Robert cld in 2/1/19 to schedule final inspection. Contacted safebuilding to set up for next week
9	2018	2/21	Todd & Johna Clancy		808 East Scenic Valley Ct	Addition	7/31/2018	1/27/2019	09/21/18	No	No	N/a	9/18/18	Permit has not expired however they sent in pics of the footing holes. No inspections face to face were performed. This property was never inspected but approved from pics only. DC to inspect 09/18/2018- Per DC ok to close 9/18/18. Deck is complete and appears in good condition.
11	2018	2/14	Jonathan Cook		1200 Caroline Terrace	Alteration	NONE	8/13/2018	09/21/18	No	Ext		Exec Dec	Per DC extension granted. "Owner requests final inspection 12/26 - Completed 1/09/19. Need final OK from Safebuilding. File placed back in cabinet to pull Extension given. SBK does to meet a new August 26, 2019

12	2018	2/21	Ground Breaker Homes	Peoples Company	113 W Salem	Repair/Replacement	3/12/2018	9/8/2018	09/21/18	No	No	N/a	11/5/18	There is a CO signed for this but no final inspection recorded. Please look at file. ODD 09/17/18 DC ok to close. FU Inspection 11/05/18 CLOSED
16	2018	3/1	Steve Westra		1111 E Gerard Ave	Pool	5/21/2018	11/17/2018	10/05/18	No	No	Extension	11/5/18	Warning Letter Sent of expiration prior to winter. Owner called in on 11/05/18 requesting a final inspection. Scheduled for 11/05/18
19	2018	3/12	Midwest Builders	Ross & Sally Dale	615 E Scenic Valley	Alteration	None	8/30/2018	10/05/18				CLOSED	Owner called in stating this project was complete. 641-660-2066 Ross Dale
22	2018	3/27	Atlas Masonry Tom Smith 2104 37th St, Des Moines, IA 50310	I Street Holdings LLC 503 N I Street Indianola, IA 50125	102-104 1/2 E Salem Ave	Repair Brick Store Front	None	9/23/2018	9/27/2018 1/29/19				02/11/2019 PASSED	Shows as 102-104 1/2 E Salem Ave - Currently owned by I Street Holdings 503 N I Street. Emailed the letter to the address provided on the permit as well. 09/26 dustin@atlasasonry.net, No response. Letter sent 1/25/19 to I street Holdings LLC as well as to permittee at Atlas Masonry- Owner called stated ok to send out inspector to final or confirm completion 515-271-1877. Completed as of 02/11/19 passed final-inspection notes "tuck pointing off allbrickwork at location is complete- no work done on any wood site fronts, windows, or doors. "
24	2018	3/30	Apex Storal Solutions LLC	Andrew Hart	802 East Hillcrest Ave	28 Storage Units	NONE	9/26/2018	09/27/18	No	No	N/a	10/4/18	Andrew came into office to discuss. States inspectors came out several times and said project was ok. Set up reinspection for final with David. Final completed on 10/04/18
25	2018	3/30			910 Scott Felton Rd	Egress Windows	4/6/2018	10/3/2018	09/27/18	No	No	Extension	11/5/18	Warning Letter advising of expiration if no final inspection. Final Inpsection set for 11/05/18. CO issued 11/05/18 mailed.
26	2018	4/2	Joshua Hayes	Jason & Heather Glenn	1012 N 1st Street	Deck	4/2/2018	9/29/2018	09/27/18	No	No	Extension	10/2/18	Owner cld office 10/01 scheduled final inspection - final inspection completed by DC on 10/02/2018 ok and completed.
28	2018	4/3	Sandy Peterson		1020 Scott Felton Rd	Shed	NONE	9/30/2018	9/27/2018 1/29/19				Passed 2/5/19	Warning Letter advising of expiration if no final inspection. Sandy 480-5913 cld in. ok to inspect. Safebuilding schedule for 2/5 9:30am
37	2018		James Steffen		2012 W Euclid Ave	Deck	None	10/20/2018	09/27/18	No	No	N/a	10/19/18	Warning Expiration letter sent 9/27. Inspected 10/19 before 10/20 expiration.
49	2018		Jerry's Homes	Michelle & Theadore Mercer	404 North 18th Street	Basement	6/1/2018	11/28/2018	01/29/19				02/08/19 PASSED	Ri Inspections completed by RP on 06/1/18 no final. Spoke to Jerry's Homes. Asked to contact new owners of home. Ltr sent 1/29. Michelle Mercer called in 02/01/2019 states that she is ok with having a final inspection to close permit. Requests call at 515-577-8548. SB inspected 02/08/19 COMPLETE
58	2018	5/22	Sean Thompson	Russ Sivadge	107 E Kentucky Ave	Deck	NONE	11/18/2018	Called	No	No	N/a	1/26/19	No inspections in file. Simply a permit with site plan. Contacted Contractor Sean Thompson 1/24/19 he stated footing and final were inspected by Rich Parker and this was complete in July. Advised no inspections sheets in file. Will drive by to confirm deck complete. Confirmed by Safebuilding 1/26/19
68	2018	6/11	Jeff Kinter	Vernon Branness	306 N J Street	Garage	7/20/2018	1/16/2019	Called	Ext	No	N/a	12/28/18	Safebuilding inspected 11/27/18 - Final CO approved 12/28/18

NON COMPLIANT	23
ACTIVE INSP / INSPECT	14
COMPLETED/CLOSED	81
Total	118

Property Address	Owner Information	Issue	Code	Complaint Info, Progress and Actions	Dept Actions	Established Deadline for Abatement	Follow Up by- Date
NEW THIS WEEK							
612 E Kentucky	Joe & Crystal Dinsmore	Blocking Sidwalk - RV and Trailer		Camper RV with trailer hitch hanging over sidealk and tow trailer over sidewalk dnagerous hazaed vlocking public ROW on sidewalk and dangerous less than 10 ft clearance for pedistreans on sidewalk.	TL 4/25		TBD
1906 W Euclid Ave	Shane Reynolds	Junk Vehicles Junk Debris		Junk vehicles in grass side yard with tires leaning against. Several garbage items and debris in yard. Trailer in front of front stoop in yard on grass.	TL 4/25		TBD
609 E 2nd	Julie Pefferman 1211 South 24th Ct. West Des Moines, IA	Hole forming in yard		Caller reports ground sinking in yard from previous demo. Please check out	TL 4/25		TBD
501 S G Street	William Todd	Dead Tree		Caller reports dead pine trees losing bark on propety along with junk and debris.	Send TL out to check 4/24/19		TBD
EXISTING							
308 W 1st	Ernest Martens	Junk Debris	51.03 (01)	KB visited site 2/27/19 No change Previous letters, visits, door hangers and abatement notices have gotten zero response for progress. 12/13/18, 12/19/18, 1/02/19, 1/16/19, 2/07/19, 2/22/19. BID FOR ABATE. Inspection report for unsafe home was sent from Building Official	Certified Letter 1/23/2019 Extension til 2/4 for debris 2/22 for vehicle	02/22/19	
407 W 1st	Reuben & Donna Burdess 1648 Hwy J46 Allerton IA 50008	Junk Debris -Dangerous Home (windows)	51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. AGreed. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property. 4/11 property has been progressing and they are removing items each week.	Letter to owner given by hand to property maintenance contractor of prop 02/04/19 2/21 Referred to Legal	CLOSE	
411 W 1st St	Reuben O Burdess 410 W 2nd Ave 1648 Hwy J46 Allerton IA 50008	Junk Debris	51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. New trailer and vehicle have been found on property since last visited. He stated it is being towed today. 2/28/19 confirmed trailer and turck there yesterday has been removed KB. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Certified Letter 1/23/2019 Letter with new pics 02/11/19	03/07/19	
507 E Salem Ave	City	Dead Tree		City tree in ROW between sidewalk and street on E Salem Ave - infront of 507 E Salem.	3/18 JASON - Streets Dept		
1004 E Iowa Ave	J&R Property Manamgent LLC	Non conforming Use	165 (p1045)	M1 zoning however he is adjacent to Residential therefore he cannot store campers as a business when adjacent to residential. Also is not being stored on hard surface or rock- parked on grass field. Special use permit applied for or approved since 2017? TL Visited site. Took pics.	TL 4/4/19 SEND LETTER W PICS		
1105 E Salem	Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	caller reports corner lot- side lot full of junk / RV. TL Visited site 3/19. Took pics. Sent letter 4/22/19	TL & KB 3/19 Sent letter 4/22		
204 N J Street	Jay & Barb Holland	Junk Debris	51.03 (01)	Caller reports garbage in yard and around home including mattress. TL Visited site 4/4/19. Took pics. Left hanger	TL 4/4/19 SEND LETTER W PICS		04/19/19
1000 E 3rd Ave	Ronald Lee Jr III	Junk Vehicles	51.03 (3)	Junk bus, without engine, loose parts and side door open allowing animal habitat	TL & KB 3/20 SEND LETTER W PICS		03/29/19

111 W 3rd Street	Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Left hanger and took pics. 1/29 515-8003-8403 Owner called in 2/01/19 explained with snow unable to move but will this weekend and work on it. KB visited site 2/7 vehicles without plates on property, futon still in snow on curb/no uncovered due to melt, not removed. Garbage and debris piles by buildings and garage- Pics taken . Owner came to office 02/12 stated he has spoken to tenants and this will be rectified by the end of the week. Given until 2/25/19 to resolve. KB visited site 2/27/19 vehicle still parked on grass, damaged windows. Garbage pile by the garbage not in it, and garbage on front deck. Will contact landlord to discuss. TL 3/20 Visited site. Took pics. Vehicle without license plates also has flat tire (donut/spare tire) at drivers side front. Same vehicle also has brick behind drives side rear tire implying the vehicle is not road worthy therefore deemed immobile. Broken glass scatterd in City ROW. Ample time has been given for cleanup of property. Deadline has expired. Propose for abatement.	Letter sent 1/30/19 PROPOSE FOR ABATEMENT	2/25/2019 EXPIRED	3/7/2019 EXPIRED
609 N 1st Street (same internal block 604 and 602 N Howard Properties) Full block covered in junk debris and junk vehicles	Marilynn Vanzanten-Peters	Junk Debris	51.03 (01)	Junk debris - hanger left 1/29 and pics taken. Revisit property 02/07/19 - KB visited site 2/7 decorations all over home, back yard near garage are issues. Trailer empty but parked on grass, construction and junk debris still exist around garage. Pics taken. Send letter. 2/21/19 no change. pics taken. TL 3/20 Visited site. Took pics, left hanger. 3/20 Owner called in, agreed to comply by 3/25.	Letter sent 02/26/19	03/07/19 3/25/2019	03/25/19
911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles	51.03 (03)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows? TL 3/20 visited site. Took pics. Large barrels are gone but property has several debris piles behind house and between house and garage.	Legal		03/07/19
1604 W Detroit Ave	Gaymarie Bittner	Junk Debris	51.03 (01)	1/3/19 Called states garbage all over yard after a move from property. Also reported abandoned vehicle in adjacent property/vacant home where owner lives out of town, car not owners. Owner called in. Extension given until 02/21/19. 2/13 KB visited site. All totes removed. Only things remaining are office chair and construction materials. Pics taken. Car still acrossed street in vacant home. sent letter for follow up const. items left and vehicle 2/25. TL Visited site. Took pics. Office chair and construction material have not been removed. Also, all garbage/junk/debris previously in front yard were moved to back yard therefore remain in violation of city code of ordinance (51.03) (01). Vehicle still remains on abandoned adjacent property. Ample time has been given for cleanup of property. Deadline has expired. Propose for abatement. TL Visited site 4/8/19. Dumpster on site.	Certified Letter 1/23/2019 Progress Follow Up Letter 2/25/19		Follow up 4/22/19
1000 E Salem	Scott & Josephine Helgeson 11133 165th Ave	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	visited site 02/21 vehicles have been removed from side driveway, junk and debris along with trailer and camper have been parked in back of property. Pics taken. Camper, trailer and junk vehicles are in rear yard with no hard surface. Recheck for compliance in spring	Certified Letter 1/22/2019	1/29/2019 02/21/19 V	03/20/19
1007 N D Street	Rebel Snodgrass	Tree	50.02 (13)	Bids received for abatement of tree. Owner contacted office states will have tree removed by spring. Given extension per C Dissell and JE. Unable to abate due to cost per Cdissell			03/20/19
208 S 4th Street	Karla Gilsalazar	Junk Debris	51.03 (01)	Owner Jordan Clark called in 515-612-5310 stated that he would be working on it. Garbage removed, vehicles removed. Stroller still out by garage partially under snow. Revisit 03/20/19	Certified Letter 1/23/2019 - Follow up Letter sent 2/25/19 of few items left	03/04/17	03/20/19
2412 N Jefferson Way	Southtown Chrysler Jefferson Way LLC	Parking Violations with Vehicles not on hard surface		Received complaint of several vehicles being parked in field not on pavement or rock. Received additional complaint stating now parking in for sale lot next to the dealership in a field - getting worse. 2/06/19 KB took pics of overflow gave to CD to evaluate. 2/20 Rcvd call from (2506). Cars parked in all directions of the home, each side and behind. 2/21 took pics. Referred to Charlie. TL 3/20 Visited site. Took pics. Vehicles have been removed from field on North side of home. Overflow of vehicles are parked in field, East of home/North of dealership. Refer back to Charlie for decision on how to proceed.	Refer to Director -		03/20/19
504 N O Street	Erica Fretwell	Junk Debris	51.03 (01)	Junk debris and furniture piled in front of home. Pics taken 02/28/19 Send Letter	Send Letter	03/20/19	03/21/19
802 E Salem Ave	Tom & Cindy Phillips	Junk Vehicles	51.03 (03)	3 vehicles located on property, appear inoperable, one in front drive with bumper damage - side of garage, no license plates, similar vehicle makes and models on property (collecting?). Send letter with pics. IHP reports junk on porch old tv and old swingset/slide?	Letter Sent 2/25/19	03/25/19	03/26/19

602 N Howard Street	Chad Cumes, Jennifer Larson	Improper Disposal of Yard Waste	50.02 (17)	Caller reports improper disposal of yard waste in the creek behind the residence, causing build up and clogging the creek. 11/19 took pics. Door hanger left. 12/17/18 owner of home contacted office. Discussed matter, sent pics taken. Extension 12/28/18. 1/16/19 KM visited site. No change. Bid for abate. Unable to abate due to weather, snow and ice. Will extend and check on 1/30/19 weather permitting. May need to wait to spring to unthaw. 2/21 visited site. Snow covered return in May	Letter Sent - Spoke with Owner - Transfer to Legal for MI	1/18/2019 Extension due to freezing - Check in Spring	04/12/19
1213 W Clinton	Gary & Jill Downey	Brush Pile	50.02 (12)	KM visited site took pics, left door hanger 1/2. Owner called 1/3/19 out of state, will return in April. Spoke with CD. Ok'd for extension until return in April	Extension given to 04/2019	Extension given from 2/28/19 to 05/05/2019	04/12/19
211 S D Street	Michael Goode	Dangerous Building ?	163.02-06	KM to visit site to take pics of home- may be dangerous building (garage)? KB visited site. Nothing found to be dangerous. Pics taken. Ends of overhang of roof are off but does not allow anything inside of the structure. Will have Building Official inspect this Spring	Hold for Building Official Structural Inspection		04/12/19
913 E Detroit	Tom Wadle 1003 W 2nd Ave Indianola	Junk Debris/ Vehicles	51.03 (01) 51.03 (03)	Black truck and junk on property. 2/21 took pics. Send letter with pics and code violations. This is acrossed from another prop main property doing same. KB visited site 2/27/19 New and more vehicles now. Pics taken. Bid for abate	Letter sent 2/25/19	Extension given from 3/27/19 to 05/05/2019	05/07/19
909 N Buxton	Denise Anderson	Junk Vehicles	51.03 (03)	KB visited site. 2/27 no change. pics taken. No movement or attempts to comply since December of 2018. Owner called in stating that the camper is her sons and she requests more time to remove due to weather and mud from snow melting. States she has been out of town, just received notice. Requests extension for 2 months to May 5th.	Letter sent 2/28/19	03/28/19	05/08/19
305 W Salem Ave	Willaim & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19	03/28/19	
BID FOR ABATEMENT							
CLOSED THIS WEEK							
810 W Detroit Ave	Kirk T Baker	Vehicle Parked on Grass		Complaint of van parked on grass in yard. Confirmed has been there over 72 hours prior to reporting. Please notify owner via door hanger of violation	Send TL out to check	Close	
810 W Detroit Ave	Kirk T Baker	Vehicle Parked on Grass		Complaint of van parked on grass in yard. Confirmed has been there over 72 hours prior to reporting. Please notify owner via door hanger of violation	Send TL out to check	CLOSE	
604 N Howard Street	Lewis Souer 701 S R Street Unit 1	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Progress being made, however it is not completed. Extension till February 2019. KB visited site 02/7 improvements being made. Still several items outside around building and vehicles without tags in alleyway. 2/21/19 Same- no change. Pics taken AS of 4/03/19 property has been cleaned and no longer outside of compliance.	Letter sent 2/8/19 has til 3/7/19	CLOSE	
701 E 1st Ave	Vale LLC 6416 Mott Ave Windsor Heights IA 50324-1810	Junk Debris	51.03 (01)	12/10 rcvd complaint of home deteriorating with each tenant that moves. Windows covered with plastic. 2/28/19 KB visited site. No change. Large pile of insulation or carpet between home and garage now. TL 3/20 visited site. Took pics. Owner called in and said it will all be cleared out by this weekend. TL visited site 3/22 for wiring from electrical meter to house inspection. Property has been cleaned up. Carpet at curb is only thing remaining to be disposed of. Gave owner 30 days to hire an electrical contractor licensed to do business in the state of Iowa to repair service wiring (Needs to be in weather/water proof conduit) from meter to house. Also told owner that said electrical repair requires a permit. Property checked and items out of compliance have been removed. Close per TL	Certified Letter 1/23/2019 Resent Letter 2/25/19	CLOSE	
1205 N Buxton	Bryan Elliott	Trailer Parked over Sidewalk		Trailer of walkway where someone will hit their head just by walking by. 469-682-9204. 4/22 TL checked property after hanger left and trailer was removed.	Hanger 4/18/19	CLOSE	
910 E 1st Ave	Pamela Dean Gaul	Sump Pump	50.02 (17)	TL 3/20 took pics of discahrge piping coming from home through yard, over sidewalk into street. TL checked property 04/18/19 pipe has been removed, no longer out of compliance	TL & KB 3/20 SEND LETTER W PICS	CLOSE	

What you missed overnight: Legislature passes new hurdles to raising property taxes

[Ian Richardson](#), [Austin Cannon](#) and [Barbara Rodriguez](#), Des Moines Register Published 8:55 a.m. CT April 25, 2019 | Updated 1:56 p.m. CT April 25, 2019
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Brett Barker was concerned.

As mayor of Nevada, population 6,700, he had monitored chatter among lawmakers for weeks about how they wanted to address rising property taxes. Legislators seemed to coalesce around an idea: to limit or cap local officials' ability to raise revenue from those taxes.

It's the money that funds Nevada's public safety, public works and parks departments. Last week, Barker and his city council took what he called an unprecedented step: They held an early morning special meeting and passed a resolution opposing the legislative effort.

"I think, ultimately, we're in a better position to decide how to run the local government than folks in Des Moines," Barker said Monday.

Barker's move, along with a cacophony of criticism from other local elected officials around the state, seems to have worked. The Republican-controlled Senate voted Wednesday night to approve a scaled-back bill that excluded early ideas such as a voter referendum and a 3% cap on annual property tax revenue growth. It does add rules onto local officials when they generate that revenue growth.

The GOP-majority House approved the bill just before 3 a.m. Thursday, following hours of debate led by Democrats who opposed it. The bill heads to Republican Gov. Kim Reynolds.

"It's just good to know that legislators do care about what their constituents and local officials are telling them," Barker said Wednesday, shortly before the final votes.

Rep. Terry Baxter, R-Garner, said the concerns from local officials around the state "played a significant role on the evolution of the bill."

Republicans said they were just trying to bring transparency to an issue they hear about often from their constituents.

"When somebody's property taxes go up, the check they write to the county treasurer goes up. Somebody should have had to vote for that and take responsibility for that," said Rep. Dustin Hite, R-New Sharon and a former mayor. "That's the premise of this bill."

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► **Property tax varies by state.**[Here's a look at what you'll pay](#)

But local officials said the initial proposals would have led to a more restrictive budgeting process that could have jeopardized city and county services, triggering a bigger discussion over local control. While they expressed relief Wednesday about the scaled-back bill, some weren't happy with how the process played out.

Pleasant Hill Mayor Sara Kurovski said the early proposals "did more damage than good" by dividing local government officials and the Statehouse.

"We should be each other's partners in solving the issues of our state and not adversaries," she said. "That's what this bill did by not including us at the table at the very beginning to help solve a problem."

Different ideas

The [legislation](#) approved Wednesday and Thursday would require local governments to hold a public hearing during which officials must review property taxes.

The property tax levy that local governments set, which is based in part on property assessments, would be finalized at the public hearing under new rules.

If the levy generates property tax revenue increases of 2% or less, a government body must approve it with a majority vote. A higher percent would require a two-thirds majority vote.

The nonpartisan Legislative Services Agency, which analyzed earlier versions of the proposal, did not have an analysis immediately available for the final measure.

Local governments would be required to alert the public, including on platforms like websites and social media, about their proposed budget and hold a public meeting on it. The date for local governments to certify their budgets would move from March 15 to March 31.

We explain the complicated issues at the statehouse. [Support reporters who follow your government.](#)

By contrast, one version of a [House bill](#) would have required a voter referendum if cities and counties had annual property tax revenue grow over 2 percent. Senate Republicans [filed a bill](#) that would have allowed a maximum growth of 3 percent in property tax revenue each year.

These provisions aren't in the final bill passed by the Legislature.

Scott Sanders, Des Moines' city manager, said last week that he saw nearly universal opposition from Iowa's local governments on the two original bills. The city's government relations director, Jen Schulte, said almost every metro mayor and city manager was at the Capitol last week for meetings about the bills.

"I think that's the first time I've ever seen that happen," she said.

The reception to the final proposals was much more hospitable. Sanders said Des Moines would be able to function under the bill.

"No, it is not as much of an affront to (local control), given that there's still ability for the council to make that decision on whatever amount of resources are necessary," he said.

Sanders doesn't think the supermajority vote requirement will be a problem in Des Moines, where city officials often take unanimous votes on their budgets. Barker said it's the same case in Nevada, so he wouldn't mind an extra hearing to raise the property tax levy, especially because it would lead to more transparency.

"It's one more mechanism to makes sure (city councils) think long and hard about any potential increases," Barker said.

Rep. Lee Hein, R-Monticello, said the goal was never to restrict officials' abilities to do their elected jobs.

"I firmly believe that we need to allow the cities to operate. I mean, there are reasons why they need to raise the taxes," he said. "I just want the transparency, so that whenever the taxpayer opens up his bill, he understands why it went up when the cities are saying they didn't raise the levy."

Democrats had different concerns about the bill. Some Senate Democrats felt cities and counties already have transparent processes for how they raise property tax revenue. In the House, Democrats claimed the bill could have a detrimental impact on the state's largest public pension program because proposed language would tie its funding more closely to a city's finances.

House Democrats debated that specific provision into the early morning hours, arguing it would pressure city officials to eventually reduce local services.

"This bill is going to hurt my community," said Rep. Todd Prichard, R-Charles City, about the potential impact to the Iowa Public Employees' Retirement System, known as IPERS.

Rep. Bobby Kaufmann, R-Wilton, challenged the warning because local officials are required to pay into IPERS: "It's a political stunt for a campaign postcard."

Dave Swenson, an economist at Iowa State University, has closely analyzed the earlier tax proposals. He's reviewing the scaled-back version, but he still disagrees with its premise. He [used state and federal data to show city and county property taxes in Iowa have remained at about 1.9 percent of personal income in the past decade.](#)

Swenson also believes the language over IPERS will effectively encroach on other general fund services over time.

"It appears to limit local government without acknowledging the unique pressures they face, and purports that local government in and of itself is irresponsible or otherwise devious in their administration of local affairs," he said.

Des Moines Register reporter Robin Opsahl contributed to this story.

Meeting Date: 05/06/2019

Subject

Discussion and direction regarding the recycling contract with Waste Management

Information

Staff will discuss and request direction regarding the recycling contract with Waste Management which will be expiring in December 31, 2019.

Fiscal Impact

Attachments

No file(s) attached.
