**CITY OF INDIANOLA COUNCIL MEETING**
November 18, 2024
6:00 PM
City Council Chambers
110 N 1st Street, Indianola, IA
Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Comment**
5. **Consent Agenda**
    A. Approval of Agenda
    B. Approval of Claims
    C. Approval of Minutes of the November 4 and November 6, 2024 meetings.
    D. Setting dates for future public hearings
        1. Resolution fixing date (December 2, 2024) for a public hearing on the proposal to enter into a Development Agreement with Invigorate Development Group, LLC.
        2. Resolution fixing date (December 2, 2024) for a public hearing on the proposal to enter into a Development Agreement with Inception Group, LLC.
    E. Approval of Applications
        1. Approval of Payment Application Number 4 in the amount of $165,764.22 to Absolute Group for the West Clinton Avenue Culvert Project.
        2. Approval of Payment Application Number 13 in the amount of $561,634.42 to Vanderpool Construction for the East Hillcrest Reconstruction Project.
        3. Consideration of the approval of a new liquor license for Sticks and Balls, LLC.
    F. Third consideration and adoption of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the R-2, single family residential attached zoning district and C-3, downtown mixed-use zoning district to the C-3, downtown mixed-use zoning district.
    G. Resolution approving Payment Application Number 5, in the amount of $402,906.82, to Vanderpool Construction and Change Order Number 4, in the amount of $91,457.69, for the South K Street Paving Project.

H. Resolution approving a parking lot lease agreement.

I. Resolution approving the FY24 Street Finance Report.

J. Resolution accepting a water main utility easement in Summercrest Plat 2.

K. Resolution approving a health insurance premium holiday.

L. Resolution approving the final plat for Quail Meadows Plat 5.

M. Resolution accepting a separation agreement and general release.

N. Resolution approving an employee agreement.

O. Resolution Authorizing the Mayor to execute the certification of compliance and GAX Form 1 from the Iowa Economic Development Authority Community Development Block Grant (CDBG) Program Contract

P. Resolution approving salaries.

**6. Council Reports**

A. Presentation from Denman and Company regarding the Fiscal Year 24 audit.

B. Receive and file the FY24 Audit Report.

C. Receive and file the October 2024 Treasurer's Report.

**7. Mayor's Report**

**8. Public Consideration**

A. New Business

1. Resolution amending the fee schedule for Parks and Recreation and Pool fees.
2. First consideration of an ordinance amending Chapter 106, Collection of Solid Waste.

**9. Other Business**

A. City Manager's Report - Ben Reeves

B. Discussion and direction regarding the recruitment of a new city manager.

C. Mid-year staffing evaluation.

D. Resolution approving a contract with OPN Architects for the Library Building.

E. Set date for second council meeting in December and study session agenda items.

F. 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.

G. Enter into closed session in accordance with Iowa Code Section 21.5 (1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

## 10. Adjourn

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Approval of Claims

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**Recommendation:** Roll call is in order.

**Attachments:** 1. Vendor Report 11182024

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| **ABSOLUTE CONCRETE CONSTRUCTION INC** | | | | |
| ABSOLUTE CONCRETE CONST | PAY APP 4 WEST CLINTON | 10/31/2024 | 165,765.22 | STORMWATER UTI |
| Total ABSOLUTE CONCRETE CONSTRUCTION INC: | | | 165,765.22 | |
| **ACCO UNLIMITED CORP.** | | | | |
| ACCO UNLIMITED CORP. | POOL SUPPLIES | 10/28/2024 | 1,883.80 | WELLNESS CAMP |
| Total ACCO UNLIMITED CORP.: | | | 1,883.80 | |
| **ACE HARDWARE** | | | | |
| ACE HARDWARE | ELECTRICAL ENDS FOR STATION | 11/04/2024 | 17.99 | FIRE FUND |
| ACE HARDWARE | SHOP SUPPLIES | 11/04/2024 | 7.57 | ROAD USE TAX FU |
| ACE HARDWARE | SHOPE SUPPLIES | 11/04/2024 | 13.18 | ROAD USE TAX FU |
| Total ACE HARDWARE: | | | 38.74 | |
| **AHLERS & COONEY P.C.** | | | | |
| AHLERS & COONEY P.C. | URBAN RENEWAL GENERAL | 10/28/2024 | 395.50 | GENERAL FUND |
| AHLERS & COONEY P.C. | KENTUCKY RIDGE/N 6TH URP | 10/28/2024 | 81.00 | GENERAL FUND |
| AHLERS & COONEY P.C. | AMEND NO 8 TO HILLCREST/DOWNTOWN U | 10/28/2024 | 365.00 | GENERAL FUND |
| Total AHLERS & COONEY P.C.: | | | 841.50 | |
| **ALLSUP, PAT** | | | | |
| ALLSUP, PAT | OCT 2024 CELL | 10/31/2024 | 50.00 | POLICE FUND |
| ALLSUP, PAT | SEPT 2024 CELL | 10/31/2024 | 50.00 | POLICE FUND |
| Total ALLSUP, PAT: | | | 100.00 | |
| **AMAZON CAPITAL SERVICES** | | | | |
| AMAZON CAPITAL SERVICES | DVD FUND - VIDEO GAME REFUND | 11/01/2024 | .05- | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | 175W METAL HALIDE BULB - ACTIVITY CENT | 11/04/2024 | 25.90 | PARK & RECREATI |
| AMAZON CAPITAL SERVICES | TOILET REPAIR PARTS - IWC | 10/30/2024 | 164.08 | MAINTENANCE |
| AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 10/30/2024 | 65.94 | GENERAL FUND |
| AMAZON CAPITAL SERVICES | FIREARMS TARGET SUPPLIES | 11/04/2024 | 21.98 | POLICE FUND |
| AMAZON CAPITAL SERVICES | C-9 BULBS - CHRISTMAS WREATHS | 11/05/2024 | 127.10 | PARK & RECREATI |
| AMAZON CAPITAL SERVICES | COM DEV OFFICE SUPPLIES | 11/05/2024 | 69.84 | GENERAL FUND |
| AMAZON CAPITAL SERVICES | POOL DEPTH MARKER STENCILS | 11/03/2024 | 26.56 | POOL (MEMORIAL) |
| AMAZON CAPITAL SERVICES | DVD FUND - VIDEO GAME REFUND | 11/01/2024 | .05- | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | COPIER PAPER | 10/28/2024 | 43.99 | WELLNESS CAMP |
| AMAZON CAPITAL SERVICES | FIRST AID SUPPLIES | 10/28/2024 | 25.57 | WELLNESS CAMP |
| AMAZON CAPITAL SERVICES | TAYLOR TECHNOLOGIES REAGENT | 10/28/2024 | 25.99 | WELLNESS CAMP |
| AMAZON CAPITAL SERVICES | CARABINER CLIPS | 10/28/2024 | 30.58 | WELLNESS CAMP |
| AMAZON CAPITAL SERVICES | SHOP SUPPLIES | 11/04/2024 | 30.48 | ROAD USE TAX FU |
| AMAZON CAPITAL SERVICES | TOOLS | 11/06/2024 | 948.94 | MAINTENANCE |
| AMAZON CAPITAL SERVICES | OFFICE SUPPLIES, DECORATIONS, COFFEE | 11/08/2024 | 197.67 | PARK & RECREATI |
| AMAZON CAPITAL SERVICES | EMERGENCY EXIT STICKERS | 11/01/2024 | 7.59 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | COLLECTION MATERIALS | 11/01/2024 | 833.69 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | SPECIAL COLLECTION MATERIALS | 11/01/2024 | 635.09 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | FRIENDS- GENERAL | 11/01/2024 | 519.09 | LIBRARY SPECIAL |
| AMAZON CAPITAL SERVICES | OFFICE SUPPLIES | 11/01/2024 | 50.54 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | WCCP PURCHASES | 11/01/2024 | 79.07 | LIBRARY SPECIAL |
| AMAZON CAPITAL SERVICES | BINDER AND SLEEVES | 11/01/2024 | 36.19 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | PROGRAM SUPPLIES | 11/01/2024 | 814.19 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | MONITOR STAND | 11/01/2024 | 49.99 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | CLEANING SUPPLIES | 11/01/2024 | 32.17 | LIBRARY FUND |
| AMAZON CAPITAL SERVICES | C-7 LED BULBS - CHRISTMAS WREATHS | 11/05/2024 | 119.95 | PARK & RECREATI |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| AMAZON CAPITAL SERVICES | DVD FUND - VIDEO GAME REFUND | 11/01/2024 | .05- | LIBRARY FUND |
| Total AMAZON CAPITAL SERVICES: | | | 4,982.03 | |
| **ASCENDANCE TRUCK CENTERS** | | | | |
| ASCENDANCE TRUCK CENTER | NEW SINGLE AXLE DUMP TRUCK AND PLO | 11/05/2024 | 180,938.00 | VEHICLE AND EQU |
| Total ASCENDANCE TRUCK CENTERS: | | | 180,938.00 | |
| **AUBERT'S TOWING** | | | | |
| AUBERT'S TOWING | VEHICLE IMPOUND | 11/04/2024 | 165.00 | POLICE FUND |
| Total AUBERT'S TOWING: | | | 165.00 | |
| **AVESIS THIRD PARTY ADMINISTRATORS INC** | | | | |
| AVESIS THIRD PARTY ADMINIS | VISION - CITY MGR` | 10/17/2024 | 10.89 | GENERAL FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - HR | 10/17/2024 | 21.78 | GENERAL FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - IT | 10/17/2024 | 22.45 | GENERAL FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - FINANCE/CLERK | 10/17/2024 | 29.10 | GENERAL FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - COMM DEV | 10/17/2024 | 38.51 | GENERAL FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - STREETS | 10/17/2024 | 69.09 | ROAD USE TAX FU |
| AVESIS THIRD PARTY ADMINIS | VISION - POLICE | 10/17/2024 | 208.57 | POLICE FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - FIRE | 10/17/2024 | 38.60 | FIRE FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - AMBULANCE | 10/17/2024 | 111.32 | AMBULANCE FUN |
| AVESIS THIRD PARTY ADMINIS | VISION - P&R | 10/17/2024 | 32.27 | PARK & RECREATI |
| AVESIS THIRD PARTY ADMINIS | VISION - PARKS | 10/17/2024 | 22.45 | PARK & RECREATI |
| AVESIS THIRD PARTY ADMINIS | VISION - LIBRARY | 10/17/2024 | 28.43 | LIBRARY FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - SEWER | 10/17/2024 | 56.86 | SEWER FUND |
| AVESIS THIRD PARTY ADMINIS | VISION - COBRA | 10/17/2024 | 11.30 | HEALTH INSURAN |
| AVESIS THIRD PARTY ADMINIS | VISION - IWC | 10/17/2024 | 23.62 | WELLNESS CAMP |
| AVESIS THIRD PARTY ADMINIS | VISION - EE LIABILITY | 10/17/2024 | 376.00 | GENERAL FUND |
| Total AVESIS THIRD PARTY ADMINISTRATORS INC: | | | 1,101.24 | |
| **BAKER & TAYLOR ENTERTAINMENT** | | | | |
| BAKER & TAYLOR ENTERTAINM | DVDS | 10/03/2024 | 30.07 | LIBRARY FUND |
| BAKER & TAYLOR ENTERTAINM | DVDS | 10/15/2024 | 62.99 | LIBRARY FUND |
| BAKER & TAYLOR ENTERTAINM | DVDS | 10/18/2024 | 27.98 | LIBRARY FUND |
| BAKER & TAYLOR ENTERTAINM | DVDS | 10/24/2024 | 27.99 | LIBRARY FUND |
| BAKER & TAYLOR ENTERTAINM | DVDS | 05/12/2025 | 13.99 | LIBRARY FUND |
| BAKER & TAYLOR ENTERTAINM | DVDS | 10/24/2024 | 4.89 | LIBRARY FUND |
| BAKER & TAYLOR ENTERTAINM | DVDS | 10/25/2024 | 34.97 | LIBRARY FUND |
| Total BAKER & TAYLOR ENTERTAINMENT: | | | 202.88 | |
| **BAKER AND TAYLOR** | | | | |
| BAKER AND TAYLOR | REFUND FOR DATA ISSUE | 09/19/2024 | 4.12- | LIBRARY FUND |
| BAKER AND TAYLOR | RETURN BOOK | 09/19/2024 | 106.01- | LIBRARY FUND |
| BAKER AND TAYLOR | RETURN BOOK | 10/04/2024 | 11.39- | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 10/03/2024 | 583.03 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS - MEMORIAL | 10/03/2024 | 15.60 | LIBRARY SPECIAL |
| BAKER AND TAYLOR | BOOKS - FRIENDS | 10/03/2024 | 330.48 | LIBRARY SPECIAL |
| BAKER AND TAYLOR | BOOKS | 10/08/2024 | 405.50 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 10/10/2024 | 339.48 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 10/15/2024 | 244.10 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 10/18/2024 | 712.10 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 10/23/2024 | 405.96 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS - MEMORIAL | 10/23/2024 | 17.10 | LIBRARY SPECIAL |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| BAKER AND TAYLOR | BOOKS | 10/25/2024 | 273.00 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 10/30/2024 | 336.91 | LIBRARY FUND |
| BAKER AND TAYLOR | BOOKS | 11/04/2024 | 735.56 | LIBRARY FUND |
| Total BAKER AND TAYLOR: | | | 4,277.30 | |
| **BAKER AND TAYLOR SPOKEN WORD** | | | | |
| BAKER AND TAYLOR SPOKEN | BOOKS ON CD | 09/25/2024 | 26.99 | LIBRARY FUND |
| BAKER AND TAYLOR SPOKEN | BOOKS ON CD | 09/25/2024 | 86.44 | LIBRARY FUND |
| BAKER AND TAYLOR SPOKEN | BOOKS ON CD | 10/09/2024 | 32.49 | LIBRARY FUND |
| BAKER AND TAYLOR SPOKEN | BOOKS ON CD | 10/18/2024 | 86.45 | LIBRARY FUND |
| BAKER AND TAYLOR SPOKEN | BOOKS ON CD | 10/29/2024 | 29.74 | LIBRARY FUND |
| Total BAKER AND TAYLOR SPOKEN WORD: | | | 262.11 | |
| **BARCO MUNICIPAL PROD INC** | | | | |
| BARCO MUNICIPAL PROD INC | ROAD CLOSED SIGNS | 11/06/2024 | 303.00 | ROAD USE TAX FU |
| Total BARCO MUNICIPAL PROD INC: | | | 303.00 | |
| **BAUER, JANET K** | | | | |
| BAUER, JANET K | BALLOONS & BREWS REFUND | 05/31/2023 | 20.00 | PARK & RECREATI |
| Total BAUER, JANET K: | | | 20.00 | |
| **BERENS-TATE CONSULTING GROUP** | | | | |
| BERENS-TATE CONSULTING G | ARBITRAGE REPORT SERIES 2021 | 10/31/2024 | 3,000.00 | DEBT SERVICE FU |
| Total BERENS-TATE CONSULTING GROUP: | | | 3,000.00 | |
| **BOLTON & MENK INC** | | | | |
| BOLTON & MENK INC | DOWNTOWN RECONSTRUCTION ENGINEE | 10/31/2024 | 3,953.00 | SQUARE STREETS |
| Total BOLTON & MENK INC: | | | 3,953.00 | |
| **BOUND TREE MEDICAL LLC** | | | | |
| BOUND TREE MEDICAL LLC | UE INTUBATION SCOPES AND ASSESSORIE | 10/29/2024 | 9,635.87 | AMBULANCE FUN |
| BOUND TREE MEDICAL LLC | EMS SUPPLIES | 11/05/2024 | 3.00 | AMBULANCE FUN |
| BOUND TREE MEDICAL LLC | EMS SUPPLIES | 11/05/2024 | 1,982.61 | AMBULANCE FUN |
| BOUND TREE MEDICAL LLC | EMS SUPPLIES | 11/07/2024 | 662.18 | AMBULANCE FUN |
| Total BOUND TREE MEDICAL LLC: | | | 12,283.66 | |
| **BRICK GENTRY P.C.** | | | | |
| BRICK GENTRY P.C. | NUISANCE ABATEMENT ISSUES | 10/25/2024 | 1,353.75 | GENERAL FUND |
| BRICK GENTRY P.C. | FAIR GROUNDS AND CHUCK CROSS QUEST | 10/25/2024 | 495.00 | FIRE FUND |
| BRICK GENTRY P.C. | CH BLDG PROJECT LEGAL FEES | 10/25/2024 | 390.00 | CH BUILDING PRO |
| BRICK GENTRY P.C. | GENERAL LEGAL SERVICES | 10/25/2024 | 2,835.00 | GENERAL FUND |
| BRICK GENTRY P.C. | LEGAL SERVICE FEES | 10/25/2024 | 375.00 | GENERAL FUND |
| BRICK GENTRY P.C. | POLICY REVIEW | 10/25/2024 | 90.00 | LIBRARY FUND |
| BRICK GENTRY P.C. | LEGAL SERVICES FEES | 10/25/2024 | 105.00 | POLICE FUND |
| BRICK GENTRY P.C. | LEGAL SERVICES FEES | 10/25/2024 | 860.00 | POLICE FUND |
| BRICK GENTRY P.C. | LEGAL SERVICE FEES - POLICE UNION | 10/25/2024 | 870.00 | POLICE FUND |
| BRICK GENTRY P.C. | LEGAL SERVICE FEES - GENERAL UNIT PAR | 10/25/2024 | 75.00 | PARK & RECREATI |
| BRICK GENTRY P.C. | LEGAL SERVICE FEES - GENERAL UNIT STR | 10/25/2024 | 75.00 | ROAD USE TAX FU |
| BRICK GENTRY P.C. | LEGAL SERVICE FEES - GENERAL UNIT WR | 10/25/2024 | 75.00 | SEWER FUND |
| BRICK GENTRY P.C. | LEGAL SERVICE FEES | 10/25/2024 | 90.00 | GENERAL FUND |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| Total BRICK GENTRY P.C.: | | | 7,688.75 | |
| **BROWN, ALISON** | | | | |
| BROWN, ALISON | ANNUAL IA LIBRARY ASSOC CONF | 10/25/2024 | 31.62 | LIBRARY FUND |
| Total BROWN, ALISON: | | | 31.62 | |
| **BRUENING ROCK PRODUCTS** | | | | |
| BRUENING ROCK PRODUCTS | ROAD STONE | 10/31/2024 | 958.83 | ROAD USE TAX FU |
| BRUENING ROCK PRODUCTS | ROAD STONE | 11/08/2024 | 239.71 | ROAD USE TAX FU |
| Total BRUENING ROCK PRODUCTS: | | | 1,198.54 | |
| **BSN SPORTS LLC** | | | | |
| BSN SPORTS LLC | FLAG FOOTBALL LEAGUE EQUIPMENT | 10/31/2024 | 69.90 | PARK & RECREATI |
| Total BSN SPORTS LLC: | | | 69.90 | |
| **CASUAL RAGS** | | | | |
| CASUAL RAGS | COM DEV, TIM MIKE TARA | 10/31/2024 | 774.00 | GENERAL FUND |
| Total CASUAL RAGS: | | | 774.00 | |
| **CENTRAL IOWA FASTENERS** | | | | |
| CENTRAL IOWA FASTENERS | CAN LINERS | 10/31/2024 | 147.40 | PARK & RECREATI |
| Total CENTRAL IOWA FASTENERS: | | | 147.40 | |
| **CENTRAL IOWA PEST CONTROL SRVCS** | | | | |
| CENTRAL IOWA PEST CONTRO | PEST CONTROL CH | 11/06/2024 | 195.00 | GENERAL FUND |
| Total CENTRAL IOWA PEST CONTROL SRVCS: | | | 195.00 | |
| **CIRCLE B CASHWAY** | | | | |
| CIRCLE B CASHWAY | MASONITE FOR BUILDING CURB | 11/07/2024 | 235.60 | ROAD USE TAX FU |
| CIRCLE B CASHWAY | INSULATED BOX FOR WATER METER | 11/08/2024 | 338.34 | ROAD USE TAX FU |
| Total CIRCLE B CASHWAY: | | | 573.94 | |
| **COMER, JANIS** | | | | |
| COMER, JANIS | MILEAGE - ILA CONF | 11/05/2024 | 50.92 | LIBRARY FUND |
| Total COMER, JANIS: | | | 50.92 | |
| **COMPLETE CARPET CARE INC** | | | | |
| COMPLETE CARPET CARE INC | CLEAN LEARN & PLAY CARPET | 09/21/2024 | 135.00 | WELLNESS CAMP |
| Total COMPLETE CARPET CARE INC: | | | 135.00 | |
| **DETAILS PLUS INC** | | | | |
| DETAILS PLUS INC | VEHICLE REPAIR | 11/05/2024 | 598.00 | POLICE FUND |
| Total DETAILS PLUS INC: | | | 598.00 | |
| **DUST PROS JANITORIAL** | | | | |
| DUST PROS JANITORIAL | ACTIVITY CENTER JANITORIAL SERVICES O | 10/15/2024 | 1,597.00 | PARK & RECREATI |
| DUST PROS JANITORIAL | JANITORIAL SERVICES | 10/15/2024 | 500.00 | ROAD USE TAX FU |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| DUST PROS JANITORIAL | ACTIVITY CENTER HAND SOAP | 10/31/2024 | 59.00 | PARK & RECREATI |
| DUST PROS JANITORIAL | JANITORIAL SUPPLIES | 10/31/2024 | 251.75 | GENERAL FUND |
| DUST PROS JANITORIAL | JANITORIAL SERVICES | 11/01/2024 | 1,500.00 | LIBRARY FUND |
| DUST PROS JANITORIAL | JANITORIAL SUPPLIES | 11/01/2024 | 190.50 | LIBRARY FUND |
| DUST PROS JANITORIAL | ACTIVITY CENTER CLEANING | 11/15/2024 | 1,597.00 | PARK & RECREATI |
| DUST PROS JANITORIAL | JANITORIAL SERVICES CITY HALL | 11/15/2024 | 4,225.00 | GENERAL FUND |
| DUST PROS JANITORIAL | N HOWARD JANITORIAL SERVICES | 11/15/2024 | 375.00 | CH BUILDING PRO |
| DUST PROS JANITORIAL | JANITORIAL SERVICES WRRF | 11/15/2024 | 675.00 | SEWER FUND |
| DUST PROS JANITORIAL | ACTIVITY CENTER LIGHT CONVERSION | 11/15/2024 | 275.00 | PARK & RECREATI |
| Total DUST PROS JANITORIAL: | | | 11,245.25 | |
| **ENVIRO SAFETY** | | | | |
| ENVIRO SAFETY | ARSON SAMPLE CONTAINERS | 09/03/2024 | 68.83 | FIRE FUND |
| Total ENVIRO SAFETY: | | | 68.83 | |
| **EXTINGUISHER COMPANY, THE** | | | | |
| EXTINGUISHER COMPANY, THE | ANNUAL FIRE EXTINGUISHER INSPECTION | 10/25/2024 | 91.50 | WELLNESS CAMP |
| EXTINGUISHER COMPANY, THE | BUXTON FIRE EXTINGUISHERS | 10/30/2024 | 81.50 | MAINTENANCE |
| Total EXTINGUISHER COMPANY, THE: | | | 173.00 | |
| **GALLS LLC** | | | | |
| GALLS LLC | WINTER JACKETS FOR SAVANNA, JADRA, D | 10/29/2024 | 584.01 | AMBULANCE FUN |
| GALLS LLC | WINTER JACKETS FOR EMS | 11/04/2024 | 560.91 | AMBULANCE FUN |
| GALLS LLC | WINTER COATS FOR MEMBERS | 11/11/2024 | 1,118.79 | AMBULANCE FUN |
| GALLS LLC | EMS WINTER COATS UNIFORMS | 11/11/2024 | 565.90 | AMBULANCE FUN |
| Total GALLS LLC: | | | 2,829.61 | |
| **GAMETIME** | | | | |
| GAMETIME | PLAYGROUND PARTS- SUSPENSION BRIDG | 10/24/2024 | 1,026.97 | PARK & RECREATI |
| Total GAMETIME: | | | 1,026.97 | |
| **GRAINGER INC** | | | | |
| GRAINGER INC | RUBBER BOOTS | 11/07/2024 | 156.65 | SEWER FUND |
| Total GRAINGER INC: | | | 156.65 | |
| **GREATER DM CONVENTION & VISITORS BUREAU** | | | | |
| GREATER DM CONVENTION & | CVB OCT 2024 CONTRIBUTIONS | 10/31/2024 | 8,320.49 | GENERAL FUND |
| Total GREATER DM CONVENTION & VISITORS BUREAU: | | | 8,320.49 | |
| **GRIMES ASPHALT & PAVING** | | | | |
| GRIMES ASPHALT & PAVING | HOT ASPHALT POTHOLES | 10/31/2024 | 75.75 | ROAD USE TAX FU |
| Total GRIMES ASPHALT & PAVING: | | | 75.75 | |
| **HACH COMPANY** | | | | |
| HACH COMPANY | FILTERS | 10/31/2024 | 86.49 | SEWER FUND |
| Total HACH COMPANY: | | | 86.49 | |
| **HD ON THE GO BIG SCREEN LLC** | | | | |
| HD ON THE GO BIG SCREEN LL | DRIVE-IN MOVIE TRUCK RENTAL | 11/05/2024 | 1,925.00 | PARK & RECREATI |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| Total HD ON THE GO BIG SCREEN LLC: | | | 1,925.00 | |
| **HR GREEN INC** | | | | |
| HR GREEN INC | ON CALL SERVICES- HR GREEN | 10/25/2024 | 9,416.50 | SEWER CAPITAL P |
| Total HR GREEN INC: | | | 9,416.50 | |
| **IMU - UTILITIES** | | | | |
| IMU - UTILITIES | UTILITIES | 11/01/2024 | 685.20 | ROAD USE TAX FU |
| IMU - UTILITIES | UTILITIES - BUXTON | 11/01/2024 | 647.28 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES 206 N. 1ST STREET | 11/01/2024 | 54.97 | FIRE FUND |
| IMU - UTILITIES | UTILITIES - DOWNEY (DOG PARK) | 11/01/2024 | 88.16 | PARK & RECREATI |
| IMU - UTILITIES | IMU UTILITIES - ACTIVITY CENTER | 11/01/2024 | 728.60 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - SHOP | 11/01/2024 | 195.50 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - MCCORD | 11/01/2024 | 89.98 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - PICKARD YOUTH | 11/01/2024 | 248.28 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - MEMORIAL | 11/01/2024 | 84.07 | PARK & RECREATI |
| IMU - UTILITIES | UTILITLIES - BARKER | 11/01/2024 | 45.93 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - MOATS | 11/01/2024 | 84.80 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES | 11/01/2024 | 13,783.05 | WELLNESS CAMP |
| IMU - UTILITIES | UTILITIES - MCVAY TRAILHEAD | 11/01/2024 | 70.94 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - 114 N HOWARD | 11/01/2024 | 981.06 | CH BUILDING PRO |
| IMU - UTILITIES | IMU UTILITIES - VMAC | 11/01/2024 | 827.47 | POOL (MEMORIAL) |
| IMU - UTILITIES | UTILITIES - SQUARE | 11/01/2024 | 45.24 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - PICKARD - CAMPGROUND | 11/01/2024 | 571.40 | PARK & RECREATI |
| IMU - UTILITIES | IRRIGATION - 65/69 MEDIANS | 11/01/2024 | 156.08 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES 410 N JEFFERSON WAY | 11/01/2024 | 127.10 | FIRE FUND |
| IMU - UTILITIES | 110 N HOWARD UTILITIES | 11/01/2024 | 86.08 | CH BUILDING PRO |
| IMU - UTILITIES | IMU UTILITIES - ADULT SOFTBALL | 11/01/2024 | 1,439.19 | PARK & RECREATI |
| IMU - UTILITIES | UTILITIES - CH | 11/01/2024 | 5,585.46 | GENERAL FUND |
| IMU - UTILITIES | BUXTON OFFICE UTILITIES | 11/01/2024 | 244.70 | GENERAL FUND |
| IMU - UTILITIES | RENEWABLE ENERGY | 11/01/2024 | 53.00 | FIRE FUND |
| IMU - UTILITIES | STREETLIGHTS | 11/01/2024 | 13,141.10 | ROAD USE TAX FU |
| IMU - UTILITIES | UTILITIES | 11/01/2024 | 1,345.64 | LIBRARY FUND |
| IMU - UTILITIES | UTILITES LIFT STATIONS | 11/01/2024 | 5,965.73 | SEWER FUND |
| IMU - UTILITIES | WRRF/WPC UTILITIES | 11/01/2024 | 2,234.48 | SEWER FUND |
| Total IMU - UTILITIES: | | | 49,610.49 | |
| **IMWCA** | | | | |
| IMWCA | WORK COMP INSTALLMENT 5 - COMM DEV | 11/01/2024 | 144.11 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - BRUSH | 11/01/2024 | 9.96 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - MAYOR & C | 11/01/2024 | 2.89 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - CITY MGR | 11/01/2024 | 150.21 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - CLERK/FINA | 11/01/2024 | 21.21 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - IT | 11/01/2024 | 139.71 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - HR | 11/01/2024 | 15.96 | GENERAL FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - POLICE | 11/01/2024 | 5,226.00 | POLICE FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - FIRE | 11/01/2024 | 8,220.21 | FIRE FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - AMBULANCE | 11/01/2024 | 2,516.14 | AMBULANCE FUN |
| IMWCA | WORK COMP INSTALLMENT 5 - LIBRARY | 11/01/2024 | 39.64 | LIBRARY FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - P&R ADMIN | 11/01/2024 | 467.68 | PARK & RECREATI |
| IMWCA | WORK COMP INSTALLMENT 5 - PARKS | 11/01/2024 | 374.89 | PARK & RECREATI |
| IMWCA | WORK COMP INSTALLMENT 5 - POOL | 11/01/2024 | 111.43 | POOL (MEMORIAL) |
| IMWCA | WORK COMP INSTALLMENT 5 - STREETS | 11/01/2024 | 1,658.36 | ROAD USE TAX FU |
| IMWCA | WORK COMP INSTALLMENT 5 - SEWER | 11/01/2024 | 577.18 | SEWER FUND |
| IMWCA | WORK COMP INSTALLMENT 5 - WELLNESS | 11/01/2024 | 235.71 | WELLNESS CAMP |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| IMWCA | WORK COMP INSTALLMENT 5 - GENERAL G | 11/01/2024 | 16.71 | GENERAL FUND |
| Total IMWCA: | | | 19,928.00 | |
| **INDIANOLA MAIN STREET** | | | | |
| INDIANOLA MAIN STREET | 2024 INDIANOLA MAIN STREET PLEDGE - H | 11/13/2024 | 10,000.00 | GENERAL FUND |
| INDIANOLA MAIN STREET | 2024 INDIANOLA MAIN STREET PLEDGE | 11/13/2024 | 35,000.00 | GENERAL FUND |
| Total INDIANOLA MAIN STREET: | | | 45,000.00 | |
| **INDIANOLA MUNICIPAL UTILITIES** | | | | |
| INDIANOLA MUNICIPAL UTILITIE | NOV UTILITY SERVICES - SEWER | 11/01/2024 | 8,142.00 | SEWER FUND |
| INDIANOLA MUNICIPAL UTILITIE | NOV UTILITY SERVICES - STORM WATER | 11/01/2024 | 4,416.00 | STORMWATER UTI |
| INDIANOLA MUNICIPAL UTILITIE | NOV UTILITY SERVICES - RECYCLING | 11/01/2024 | 1,242.00 | RECYCLING FUND |
| INDIANOLA MUNICIPAL UTILITIE | SEWER CREDIT CARD PROCESSING FEES | 11/06/2024 | 2,912.75 | SEWER FUND |
| INDIANOLA MUNICIPAL UTILITIE | STORM WATER CREDIT CARD PROCESSIN | 11/06/2024 | 165.50 | STORMWATER UTI |
| INDIANOLA MUNICIPAL UTILITIE | RECYCLING CREDIT CARD PROCESSING F | 11/06/2024 | 231.70 | RECYCLING FUND |
| INDIANOLA MUNICIPAL UTILITIE | BUXTON TRASH, RECYCLING, GAS | 11/01/2024 | 124.92 | GENERAL FUND |
| Total INDIANOLA MUNICIPAL UTILITIES: | | | 17,234.87 | |
| **INDUSTRIALSEAL & PUMP INC** | | | | |
| INDUSTRIALSEAL & PUMP INC | UV WIPER RINGS | 10/31/2024 | 1,567.92 | SEWER FUND |
| Total INDUSTRIALSEAL & PUMP INC: | | | 1,567.92 | |
| **INTOXIMETERS INC.** | | | | |
| INTOXIMETERS INC. | FST PBT TUBES | 10/29/2024 | 250.00 | POLICE FUND |
| Total INTOXIMETERS INC.: | | | 250.00 | |
| **IOWA DEPT OF INSPECTIONS AND APPEALS** | | | | |
| IOWA DEPT OF INSPECTIONS A | BOILER CERT FEE - LIBRARY | 10/17/2024 | 40.00 | LIBRARY FUND |
| Total IOWA DEPT OF INSPECTIONS AND APPEALS: | | | 40.00 | |
| **IOWA DEPT OF NATURAL RESOURCES** | | | | |
| IOWA DEPT OF NATURAL RESO | TITLE V PERMIT | 10/31/2024 | 1,525.00 | SEWER FUND |
| Total IOWA DEPT OF NATURAL RESOURCES: | | | 1,525.00 | |
| **IOWA MEDICAID ENTERPRISE** | | | | |
| IOWA MEDICAID ENTERPRISE | GEMT INVOICE FROM STATE OF IOWA | 11/08/2024 | 5,638.56 | AMBULANCE FUN |
| Total IOWA MEDICAID ENTERPRISE: | | | 5,638.56 | |
| **IOWA POETRY ASSOCIATION** | | | | |
| IOWA POETRY ASSOCIATION | LYRICAL IOWA 2024 | 10/14/2024 | 12.75 | LIBRARY FUND |
| Total IOWA POETRY ASSOCIATION: | | | 12.75 | |
| **IOWA STATE UNIVERSITY** | | | | |
| IOWA STATE UNIVERSITY | 20024 WINTER MAINTENANCE WORKSHOP | 11/04/2024 | 680.00 | ROAD USE TAX FU |
| Total IOWA STATE UNIVERSITY: | | | 680.00 | |
| **IOWA WATER MANAGEMENT CO.** | | | | |
| IOWA WATER MANAGEMENT C | WTR MGMT LIBRARY | 11/01/2024 | 49.50 | LIBRARY FUND |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| IOWA WATER MANAGEMENT C | WTR MGMT MUNICIPAL | 11/01/2024 | 165.00 | GENERAL FUND |
| Total IOWA WATER MANAGEMENT CO.: | | | 214.50 | |
| **JAKES LAWN & LANDSCAPING LLC** | | | | |
| JAKES LAWN & LANDSCAPING | LAWN CARE AND MAINTENANCE | 10/31/2024 | 1,725.00 | WELLNESS CAMP |
| Total JAKES LAWN & LANDSCAPING LLC: | | | 1,725.00 | |
| **JETCO INC** | | | | |
| JETCO INC | FLOW METER CALIBRATIONS | 11/08/2024 | 712.50 | SEWER FUND |
| Total JETCO INC: | | | 712.50 | |
| **KARL CHEVROLET** | | | | |
| KARL CHEVROLET | NEW PD VEHICLE #242 | 11/01/2024 | 49,116.00 | VEHICLE AND EQU |
| KARL CHEVROLET | NEW PD VEHICLE #241 | 11/01/2024 | 49,905.20 | VEHICLE AND EQU |
| Total KARL CHEVROLET: | | | 99,021.20 | |
| **KEENAN, JARED** | | | | |
| KEENAN, JARED | CANDY FOR TRUCK OR TREAT | 10/31/2024 | 83.46 | SEWER FUND |
| Total KEENAN, JARED: | | | 83.46 | |
| **KEYSTONE ELECTRICAL MANUFACTURING** | | | | |
| KEYSTONE ELECTRICAL MANU | KEYSTONE TESTING | 10/31/2024 | 2,370.00 | SEWER FUND |
| Total KEYSTONE ELECTRICAL MANUFACTURING: | | | 2,370.00 | |
| **KNOX COMPANY, THE** | | | | |
| KNOX COMPANY, THE | KNOX KEY LOCK WI-FI SYSTEM | 11/04/2024 | 2,311.00 | FIRE FUND |
| Total KNOX COMPANY, THE: | | | 2,311.00 | |
| **MACQUEEN EQUIPMENT LLC** | | | | |
| MACQUEEN EQUIPMENT LLC | FACE PIECE TESTING | 10/31/2024 | 286.20 | FIRE FUND |
| MACQUEEN EQUIPMENT LLC | HOSE FOR NEW ENGINE 332 | 11/12/2024 | 4,053.34 | FIRE FUND |
| Total MACQUEEN EQUIPMENT LLC: | | | 4,339.54 | |
| **MAPLE CREEK CONSTRUCTION** | | | | |
| MAPLE CREEK CONSTRUCTIO | CEILING REPAIRS CIP | 10/15/2024 | 2,023.00 | CAPITAL PROJECT |
| Total MAPLE CREEK CONSTRUCTION: | | | 2,023.00 | |
| **MATHESON TRI-GAS INC** | | | | |
| MATHESON TRI-GAS INC | EMS OXYGEN | 10/31/2024 | 147.56 | AMBULANCE FUN |
| Total MATHESON TRI-GAS INC: | | | 147.56 | |
| **MCCOY HARDWARE INC** | | | | |
| MCCOY HARDWARE INC | BATTERIES | 10/29/2024 | 7.19 | SEWER FUND |
| MCCOY HARDWARE INC | BRAKE CLEANER, AERO LOCK EASE | 11/06/2024 | 22.47 | SEWER FUND |
| Total MCCOY HARDWARE INC: | | | 29.66 | |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| **MEDPRO DISPOSAL LLC** | | | | |
| MEDPRO DISPOSAL LLC | MEDICAL WASTE DISPOSAL | 11/01/2024 | 300.98 | AMBULANCE FUN |
| Total MEDPRO DISPOSAL LLC: | | | 300.98 | |
| **MENARDS** | | | | |
| MENARDS | DECORATIONS - TREES ON SQUARE | 10/31/2024 | 479.47 | PARK & RECREATI |
| Total MENARDS: | | | 479.47 | |
| **MID AMERICAN ENERGY CO.** | | | | |
| MID AMERICAN ENERGY CO. | NATURAL GAS | 10/16/2024 | 50.93 | LIBRARY FUND |
| Total MID AMERICAN ENERGY CO.: | | | 50.93 | |
| **MUTUAL OF OMAHA** | | | | |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - CITY MGR | 10/07/2024 | 94.00 | GENERAL FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - HR | 10/07/2024 | 172.62 | GENERAL FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - IT | 10/07/2024 | 327.15 | GENERAL FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - FINANCE/CLERK | 10/07/2024 | 308.04 | GENERAL FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - COMM DEV | 10/07/2024 | 292.59 | GENERAL FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - STREETS | 10/07/2024 | 637.35 | ROAD USE TAX FU |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - POLICE | 10/07/2024 | 2,114.07 | POLICE FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - FIRE | 10/07/2024 | 212.45 | FIRE FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - AMBULANCE | 10/07/2024 | 1,203.87 | AMBULANCE FUN |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - P&R | 10/07/2024 | 376.88 | PARK & RECREATI |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - PARKS | 10/07/2024 | 271.80 | PARK & RECREATI |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - LIBRARY | 10/07/2024 | 365.34 | LIBRARY FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - SEWER | 10/07/2024 | 464.99 | SEWER FUND |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - WELLNESS | 10/07/2024 | 240.52 | WELLNESS CAMP |
| MUTUAL OF OMAHA | LIFE, AD&D, LTD, STD - EE LIABILITY | 10/07/2024 | 1,515.15 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL - CITY MGR | 10/23/2024 | 95.66 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL - HR | 10/23/2024 | 191.32 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL - IT | 10/23/2024 | 161.27 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL - FINANCE/CLERK | 10/23/2024 | 203.92 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL - COMM DEV | 10/23/2024 | 237.24 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL ADJ - COMM DEV | 10/23/2024 | 22.96 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL - STREETS | 10/23/2024 | 503.50 | ROAD USE TAX FU |
| MUTUAL OF OMAHA | DENTAL - POLICE | 10/23/2024 | 1,386.44 | POLICE FUND |
| MUTUAL OF OMAHA | DENTAL ADJ - POLICE | 10/23/2024 | 19.69 | POLICE FUND |
| MUTUAL OF OMAHA | DENTAL - FIRE | 10/23/2024 | 140.55 | FIRE FUND |
| MUTUAL OF OMAHA | DENTAL ADJ - FIRE | 10/23/2024 | 26.83- | FIRE FUND |
| MUTUAL OF OMAHA | DENTAL - AMBULANCE | 10/23/2024 | 796.45 | AMBULANCE FUN |
| MUTUAL OF OMAHA | DENTAL ADJ - AMBULANCE | 10/23/2024 | 152.05- | AMBULANCE FUN |
| MUTUAL OF OMAHA | DENTAL - P & R | 10/23/2024 | 279.89 | PARK & RECREATI |
| MUTUAL OF OMAHA | DENTAL - PARKS | 10/23/2024 | 138.31 | PARK & RECREATI |
| MUTUAL OF OMAHA | DENTAL - LIBRARY | 10/23/2024 | 233.97 | LIBRARY FUND |
| MUTUAL OF OMAHA | DENTAL - SEWER | 10/23/2024 | 467.94 | SEWER FUND |
| MUTUAL OF OMAHA | DENTAL - WELLNESS | 10/23/2024 | 173.30 | WELLNESS CAMP |
| MUTUAL OF OMAHA | DENTAL - EE LIABILITY | 10/23/2024 | 1,577.26 | GENERAL FUND |
| MUTUAL OF OMAHA | DENTAL ADJ - EE LIABILITY | 10/23/2024 | 20.00 | GENERAL FUND |
| Total MUTUAL OF OMAHA: | | | 15,067.61 | |
| **NAPA AUTO PARTS** | | | | |
| NAPA AUTO PARTS | EXHAUST CLAMP | 10/28/2024 | 34.62 | ROAD USE TAX FU |
| NAPA AUTO PARTS | DEF FLUID | 10/29/2024 | 358.04 | ROAD USE TAX FU |
| NAPA AUTO PARTS | TRUCK MAINT. | 10/30/2024 | 43.03 | ROAD USE TAX FU |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| NAPA AUTO PARTS | TRUCK MAINT. | 10/31/2024 | 65.59 | ROAD USE TAX FU |
| NAPA AUTO PARTS | 339 & 338 OIL MAINTENANCE | 11/04/2024 | 61.47 | FIRE FUND |
| NAPA AUTO PARTS | TRUCK MAINT. | 11/04/2024 | 26.22 | ROAD USE TAX FU |
| NAPA AUTO PARTS | ANTIFREEZE | 11/04/2024 | 14.68 | ROAD USE TAX FU |
| NAPA AUTO PARTS | MEDIC 247 HEADLIGHT | 11/06/2024 | 98.00 | AMBULANCE FUN |
| Total NAPA AUTO PARTS: | | | 701.65 | |
| **NORRIS AUTOMOTIVE SERVICE INC** | | | | |
| NORRIS AUTOMOTIVE SERVIC | VEHICLE REPAIR | 11/07/2024 | 108.00 | POLICE FUND |
| Total NORRIS AUTOMOTIVE SERVICE INC: | | | 108.00 | |
| **NORWALK READY-MIXED CONCRETE INC** | | | | |
| NORWALK READY-MIXED CON | CONCRETE REPAIR @ 1520 E FRANKLIN AV | 10/24/2024 | 339.50 | ROAD USE TAX FU |
| NORWALK READY-MIXED CON | CONCRETE REPAIR @ 1520 E FRANKLIN AV | 10/28/2024 | 972.00 | ROAD USE TAX FU |
| NORWALK READY-MIXED CON | INTAKER REPAIR @ 1520 E FRANKLIN AVE | 10/29/2024 | 253.00 | STORMWATER UTI |
| NORWALK READY-MIXED CON | INTAKE REPAIR @ 1520 E FRANKLIN AVE | 10/29/2024 | 282.50 | STORMWATER UTI |
| NORWALK READY-MIXED CON | CONCRETE REPAIR @ 1520 E FRANKLIN AV | 11/06/2024 | 2,738.00 | ROAD USE TAX FU |
| Total NORWALK READY-MIXED CONCRETE INC: | | | 4,585.00 | |
| **OPN ARCHITECTS INC** | | | | |
| OPN ARCHITECTS INC | PUBLIC BUILDING ARCH SERVICES | 10/31/2024 | 501.20 | CH BUILDING PRO |
| Total OPN ARCHITECTS INC: | | | 501.20 | |
| **O'REILLY AUTO PARTS** | | | | |
| O'REILLY AUTO PARTS | FILTER | 10/25/2024 | 39.23 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | PUSH/PULL SWITCH - STEINER | 10/29/2024 | 15.42 | PARK & RECREATI |
| O'REILLY AUTO PARTS | FILTERS | 10/30/2024 | 503.68 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | LIGHT | 11/01/2024 | 30.90 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | HEADLIGHT FOR MEDIC 245 | 11/01/2024 | 16.82 | AMBULANCE FUN |
| O'REILLY AUTO PARTS | BARREL PUMP | 11/04/2024 | 95.99 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | TRUCK MAINT. | 11/04/2024 | 76.17 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | LIGHTS | 11/04/2024 | 45.70 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | SUPPLIES | 11/04/2024 | 25.46 | SEWER FUND |
| O'REILLY AUTO PARTS | CREDIT | 11/04/2024 | .02- | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | BEARING, BELTS - STEINER BOOM MOWER | 11/04/2024 | 126.80 | PARK & RECREATI |
| O'REILLY AUTO PARTS | FILTERS | 11/05/2024 | 52.38 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | FILTER | 11/05/2024 | 27.47 | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | GEAR OIL | 11/06/2024 | 29.99 | PARK & RECREATI |
| O'REILLY AUTO PARTS | CREDIT | 11/07/2024 | 11.72- | ROAD USE TAX FU |
| O'REILLY AUTO PARTS | LIGHT | 11/07/2024 | 33.45 | ROAD USE TAX FU |
| Total O'REILLY AUTO PARTS: | | | 1,107.72 | |
| **OVERHEAD DOOR COMPANY** | | | | |
| OVERHEAD DOOR COMPANY | OVERHEAD DOOR PROBLEMS, NORTH SID | 10/31/2024 | 262.50 | FIRE FUND |
| Total OVERHEAD DOOR COMPANY: | | | 262.50 | |
| **PATRICK, MICHELE** | | | | |
| PATRICK, MICHELE | IA LIBRARY ASSOC CONF EXPENSES | 10/30/2024 | 46.96 | LIBRARY FUND |
| PATRICK, MICHELE | IA LIBRARY ASSOC CONF MILEAGE | 10/30/2024 | 75.04 | LIBRARY FUND |
| Total PATRICK, MICHELE: | | | 122.00 | |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| **PERFECTION PEST MANAGEMENT** | | | | |
| PERFECTION PEST MANAGEM | PEST CONTROL | 11/04/2024 | 53.50 | ROAD USE TAX FU |
| PERFECTION PEST MANAGEM | PICKARD PEST CONTROL (MAY-OCT) | 10/18/2024 | 280.00 | PARK & RECREATI |
| PERFECTION PEST MANAGEM | PICKARD AWNING BIRD NETTING | 10/18/2024 | 525.00 | PARK & RECREATI |
| Total PERFECTION PEST MANAGEMENT: | | | 858.50 | |
| **PIERCE BROTHERS REPAIR** | | | | |
| PIERCE BROTHERS REPAIR | WELD ALUMINUM GEAR BOX | 10/31/2024 | 138.00 | PARK & RECREATI |
| Total PIERCE BROTHERS REPAIR: | | | 138.00 | |
| **PLAYAWAY PRODUCTS LLC** | | | | |
| PLAYAWAY PRODUCTS LLC | BOOKS | 10/29/2024 | 168.97 | LIBRARY FUND |
| PLAYAWAY PRODUCTS LLC | BOOKS | 10/30/2024 | 313.44 | LIBRARY FUND |
| Total PLAYAWAY PRODUCTS LLC: | | | 482.41 | |
| **PROSCREENING LLC** | | | | |
| PROSCREENING LLC | PRE-EMPLOYMENT SCREENING - BAILEY, H | 11/01/2024 | 164.00 | WELLNESS CAMP |
| Total PROSCREENING LLC: | | | 164.00 | |
| **RAFFETY, JACKIE** | | | | |
| RAFFETY, JACKIE | MILEAGE & PARKING FEE - POLK CO ADMIN | 10/28/2024 | 23.38 | GENERAL FUND |
| RAFFETY, JACKIE | MCCLASKEY DEATH CERT FEE | 10/28/2024 | 5.00 | GENERAL FUND |
| RAFFETY, JACKIE | MILEAGE - SPECIAL COUNCIL MTG | 11/08/2024 | 23.25 | GENERAL FUND |
| Total RAFFETY, JACKIE: | | | 51.63 | |
| **RANGEMASTERS TRAINING CENTER** | | | | |
| RANGEMASTERS TRAINING CE | UNIFORMS STATION PERSONNEL | 11/04/2024 | 951.85 | AMBULANCE FUN |
| Total RANGEMASTERS TRAINING CENTER: | | | 951.85 | |
| **RICHARDSON, STEVE** | | | | |
| RICHARDSON, STEVE | S RICHARDSON GTR DSM PARTNERSHIP ST | 10/30/2024 | 30.00 | GENERAL FUND |
| Total RICHARDSON, STEVE: | | | 30.00 | |
| **ROSS, JODY** | | | | |
| ROSS, JODY | MILEAGE - ILA CONFERENCE | 11/05/2024 | 41.10 | LIBRARY FUND |
| Total ROSS, JODY: | | | 41.10 | |
| **SECURE SHRED SOLUTIONS LLC** | | | | |
| SECURE SHRED SOLUTIONS L | SHRED SERVICES | 11/06/2024 | 59.00 | GENERAL FUND |
| Total SECURE SHRED SOLUTIONS LLC: | | | 59.00 | |
| **SNYDER & ASSOCIATES INC** | | | | |
| SNYDER & ASSOCIATES INC | SOUTH K STREET PAVEMENT IMPROVEMEN | 10/31/2024 | 26,502.26 | SOUTH K STREET |
| SNYDER & ASSOCIATES INC | WEST CLINTON CULVERT IMPROVEMENTS | 10/31/2024 | 3,008.00 | STORMWATER UTI |
| SNYDER & ASSOCIATES INC | E HILLCREST PROJECT | 10/31/2024 | 3,060.75 | HILLCREST AVENU |
| SNYDER & ASSOCIATES INC | WESLEY THE VILLAGE DRAINAGE REVIEW | 10/31/2024 | 5,158.50 | GENERAL FUND |
| SNYDER & ASSOCIATES INC | MUNICIPAL ENGINEERING SERVICE | 10/31/2024 | 2,638.68 | ROAD USE TAX FU |
| SNYDER & ASSOCIATES INC | TRAFFIC DATA COLLECTION | 10/31/2024 | 890.64 | ROAD USE TAX FU |
| SNYDER & ASSOCIATES INC | 1000 N Y ST AND W. DETROIT AVE & N E ST. | 10/31/2024 | 13,584.15 | STORMWATER UTI |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| Total SNYDER & ASSOCIATES INC: | | | 54,842.98 | |
| **SOUTH CENTRAL IOWA LANDFILL** | | | | |
| SOUTH CENTRAL IOWA LANDFI | FALL CLEAN UP 2024 | 10/31/2024 | 889.00 | GENERAL FUND |
| Total SOUTH CENTRAL IOWA LANDFILL: | | | 889.00 | |
| **SPRINGER PROFESSIONAL HOME SERVICES** | | | | |
| SPRINGER PROFESSIONAL HO | PEST CONTROL | 10/24/2024 | 91.30 | LIBRARY FUND |
| Total SPRINGER PROFESSIONAL HOME SERVICES: | | | 91.30 | |
| **STATE HYGIENIC LABORATORY** | | | | |
| STATE HYGIENIC LABORATORY | ANNUAL TOXICITY TESTING | 10/31/2024 | 560.00 | SEWER FUND |
| Total STATE HYGIENIC LABORATORY: | | | 560.00 | |
| **STRONG ROOTS SCHOOL** | | | | |
| STRONG ROOTS SCHOOL | DEPOSIT REFUND - BUXTON ROOM RENTA | 11/13/2024 | 200.00 | PARK & RECREATI |
| Total STRONG ROOTS SCHOOL: | | | 200.00 | |
| **T.R.M. DISPOSAL LLC** | | | | |
| T.R.M. DISPOSAL LLC | TRASH REMOVAL | 10/24/2024 | 118.00 | LIBRARY FUND |
| Total T.R.M. DISPOSAL LLC: | | | 118.00 | |
| **TEXTCASTER** | | | | |
| TEXTCASTER | TEXTING SERVICE | 11/01/2024 | 206.92 | PARK & RECREATI |
| Total TEXTCASTER: | | | 206.92 | |
| **TG TECHNICAL SERVICES** | | | | |
| TG TECHNICAL SERVICES | SENSOR FOR CO MONITOR | 11/12/2024 | 170.92 | FIRE FUND |
| Total TG TECHNICAL SERVICES: | | | 170.92 | |
| **THEISEN'S** | | | | |
| THEISEN'S | SHOP TOWELS | 10/01/2024 | 12.99 | SEWER FUND |
| THEISEN'S | STATION DROP CORD | 10/04/2024 | 29.99 | FIRE FUND |
| THEISEN'S | POWER STRIP 332 | 10/09/2024 | 8.99 | FIRE FUND |
| THEISEN'S | CHILDRENS COSTUME PARTY SUPPLIES A | 10/10/2024 | 62.92 | PARK & RECREATI |
| THEISEN'S | JACK STANDS | 10/30/2024 | 69.99 | ROAD USE TAX FU |
| THEISEN'S | STRAP | 10/31/2024 | 27.99 | ROAD USE TAX FU |
| THEISEN'S | SUPPLIES | 11/08/2024 | 37.45 | SEWER FUND |
| THEISEN'S | HI-VIS CLOTHING | 11/12/2024 | 184.96 | SEWER FUND |
| Total THEISEN'S: | | | 435.28 | |
| **TIFCO INDUSTRIES** | | | | |
| TIFCO INDUSTRIES | DISPOSABLE GLOVES | 11/06/2024 | 219.50 | SEWER FUND |
| TIFCO INDUSTRIES | LOCATE FLAGS | 11/11/2024 | 84.98 | SEWER FUND |
| Total TIFCO INDUSTRIES: | | | 304.48 | |
| **TRANSUNION RISK AND ALTERNATIVE** | | | | |
| TRANSUNION RISK AND ALTER | TRANSUNION CONTRACT | 11/07/2024 | 100.00 | POLICE FUND |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| Total TRANSUNION RISK AND ALTERNATIVE: | | | 100.00 | |
| **UNIQUE MANAGEMENT SERVICES INC** | | | | |
| UNIQUE MANAGEMENT SERVI | 09-17 PLACEMENTS | 10/01/2024 | 65.00 | LIBRARY FUND |
| Total UNIQUE MANAGEMENT SERVICES INC: | | | 65.00 | |
| **UPHDM OCCUPATIONAL MEDICINE** | | | | |
| UPHDM OCCUPATIONAL MEDIC | FITNESS FOR DUTY TEST - CROSS | 11/05/2024 | 172.00 | FIRE FUND |
| UPHDM OCCUPATIONAL MEDIC | DOT DRUG SCREEN - WOOD | 11/05/2024 | 66.00 | SEWER FUND |
| Total UPHDM OCCUPATIONAL MEDICINE: | | | 238.00 | |
| **USA SWIMMING** | | | | |
| USA SWIMMING | 2024 DMSF FALL INV | 11/07/2024 | 98.00 | WELLNESS CAMP |
| Total USA SWIMMING: | | | 98.00 | |
| **UTILITY EQUIPMENT CO.** | | | | |
| UTILITY EQUIPMENT CO. | MORLOCK PUMP SHUTOFF VALVE | 10/11/2024 | 7,948.24 | SEWER FUND |
| Total UTILITY EQUIPMENT CO.: | | | 7,948.24 | |
| **VANDERPOOL CONSTRUCTION** | | | | |
| VANDERPOOL CONSTRUCTION | HILLCREST AVENUE RECONSTRUCTION - P | 10/31/2024 | 561,634.42 | HILLCREST AVENU |
| VANDERPOOL CONSTRUCTION | SOUTH K STREET CONSTRUCTION - PAY AP | 10/31/2024 | 402,906.82 | SOUTH K STREET |
| Total VANDERPOOL CONSTRUCTION: | | | 964,541.24 | |
| **VANNONI, STACEY** | | | | |
| VANNONI, STACEY | NOV 2024 WELLNESS | 11/04/2024 | 25.00 | GENERAL FUND |
| Total VANNONI, STACEY: | | | 25.00 | |
| **VERIZON WIRELESS** | | | | |
| VERIZON WIRELESS | VERIZON WRRF - LOCATE LAPTOP | 10/26/2024 | 40.03 | SEWER FUND |
| Total VERIZON WIRELESS: | | | 40.03 | |
| **VISSER, MICHAEL** | | | | |
| VISSER, MICHAEL | NOV 2024 WELLNESS | 11/04/2024 | 25.00 | GENERAL FUND |
| Total VISSER, MICHAEL: | | | 25.00 | |
| **WALDINGER CORPORATION, THE** | | | | |
| WALDINGER CORPORATION, T | N HOWARD FURNACE TESTING | 10/31/2024 | 1,049.80 | CH BUILDING PRO |
| Total WALDINGER CORPORATION, THE: | | | 1,049.80 | |
| **WASTE MANAGEMENT OF IOWA** | | | | |
| WASTE MANAGEMENT OF IOW | RECYCLING | 10/03/2024 | 9.48 | LIBRARY FUND |
| WASTE MANAGEMENT OF IOW | FALL CLEANUP | 11/01/2024 | 3,924.60 | GENERAL FUND |
| WASTE MANAGEMENT OF IOW | RECYCLING RES | 11/05/2024 | 24,617.84 | RECYCLING FUND |
| WASTE MANAGEMENT OF IOW | RECYCLING APT | 11/05/2024 | 4,526.20 | RECYCLING FUND |
| WASTE MANAGEMENT OF IOW | UTILITIES - GARBAGE | 11/05/2024 | 47.45 | ROAD USE TAX FU |
| WASTE MANAGEMENT OF IOW | 1305 N 6TH DUMPSTER RECYCLING | 11/05/2024 | 72.56 | RECYCLING FUND |

| Vendor Name | Description | Invoice Date | Net Invoice Amount | FUND |
|---|---|---|---|---|
| Total WASTE MANAGEMENT OF IOWA: | | | 33,198.13 | |
| **WHEELER, MICHELLE** | | | | |
| WHEELER, MICHELLE | REFUND TICKET PYMT - IOWA COURTS | 11/11/2024 | 89.50 | POLICE FUND |
| Total WHEELER, MICHELLE: | | | 89.50 | |
| **WIEGERT DISPOSAL CO.** | | | | |
| WIEGERT DISPOSAL CO. | JANITORIAL SERVICES - PARKS | 11/01/2024 | 1,020.00 | PARK & RECREATI |
| WIEGERT DISPOSAL CO. | JANITORIAL SERVICES - MEMORIAL AQUATI | 11/01/2024 | 95.00 | POOL (MEMORIAL) |
| WIEGERT DISPOSAL CO. | JANITORIAL SERVICES - RECREATION | 11/01/2024 | 50.00 | PARK & RECREATI |
| WIEGERT DISPOSAL CO. | TOILET AT BRUSH FACILITY | 11/01/2024 | 65.00 | GENERAL FUND |
| Total WIEGERT DISPOSAL CO.: | | | 1,230.00 | |
| Grand Totals: | | | 1,773,900.47 | |

City Council: ______________________________

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# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Approval of Minutes of the November 4 and November 6, 2024 meetings.

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**Recommendation:** Simple motion is in order.

**Attachments:**
1. 20241104 CC Minutes
2. 20241104 CC IWC BOT Minutes

CITY OF INDIANOLA COUNCIL MEETING
November 4, 2024
6:00 PM
City Council Chambers
110 N 1st Street, Indianola, IA
Minutes

**Call to Order**
The Indianola City Council met in regular session at 6:00 PM on November 4, 2024, in the City Hall Council Chambers. Mayor Stephanie Erickson called the meeting to order and on roll call the following members were present: Steve Richardson, Josh Rabe, Ron Dalby, Mellisa Sones, Steve Armstrong. Absent: Christina Beach.

**Public Comment**
Jeff Daniel, 1500 W Salem Ave, Vanderpool Construction, spoke on the Hillcrest Ave project.

**Consent Agenda**
A resolution setting a public hearing regarding the transfer of property, claims, and a resolution approving a reimbursement for the Downtown Grant Program were pulled from the consent agenda. Council Member Richardson moved to approve the Consent Agenda and Rabe seconded it. On roll call, the vote was AYES: Richardson, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda was as follows:

- Approval of Agenda
- Approval of Minutes of the October 21 and October 28, 2024 meetings.
- Resolution 2024-235 setting dates of a consultation and a public hearing on a proposed Amendment No. 8 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.
- Resolution 2024-236 determining the necessity and setting dates of a consultation and a public hearing on a proposed Summercrest Hills Urban Renewal Plan for a proposed Urban Renewal Area in the City of Indianola, State of Iowa.
- Resolution 2024-237 determining the necessity and setting dates of a consultation and a public hearing on a proposed Kentucky Ridge/North 6th Street Urban Renewal Plan for a proposed Urban Renewal Area in the City of Indianola, State of Iowa.
- Approval of Payment Application Number 2, in the amount of $125,044.79 to Kline Electric for the Traffic Signal Improvements at Buxton Street and 2nd Avenue.
- Approval of Payment Application Number 2 in the amount of $35,372.29 to Indianola Municipal Utilities for streetlights on East Hillcrest Avenue.
- Consideration of the approval of a renewed liquor license for Hy-Vee Food Store.
- Consideration of the approval of a renewed liquor license for Hy-Vee Market Cafe.
- Consideration of the approval of a renewed liquor license for Indianola Lodge Number 2814, Benevolent and Protective Order of the Elks of the United States of America.

- Consideration of the approval of a Home Base Iowa Initiative Application from Bertrand Rhine III and authorization of a handwritten warrant in the amount of $1500.00.
- Third consideration and adoption of an ordinance amending Chapter 18, City Clerk, Indianola Code of Ordinances.
- Third consideration and adoption of an ordinance amending Chapter 5.06, Operating Procedures – Meetings, of the Indianola Code of Ordinances.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to sidewalk liability.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by adding a new section pertaining to adult establishment nuisances.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to bond requirements.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to Fire Officials authority to cite violations.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to pedestrians' right-of-way.
- Second consideration of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the R-2, single family residential attached zoning district and C-3, downtown mixed-use zoning district to the C-3, downtown mixed-use zoning district.
- Resolution 2024-240 authorizing the purchase of a MILO machine for the Police Department.
- Resolution 2024-241 approving a final plat for Summercrest Plat 2.
- Approval of Urban Revitalization Designations
- Resolution 2024-242 approving salaries.

Council Member Dalby moved to approve Resolution 2024-238 to set a public hearing for December 2, 2024, at 6:00 PM at which it is proposed to approve and authorize the transfer of real property and Rabe seconded it. City Manager Ben Reeves discussed the next steps. On roll call, the vote was AYES: Richardson, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Richardson moved to approve Resolution 2024-239 approving reimbursement for the Downtown Facade and Interior Improvement Grant Program and Rabe seconded it. On roll call, the vote was AYES: Richardson, Rabe, Sones, Armstrong. NAYS: None. ABSTAIN: Dalby, due to a conflict of interest. Whereas the Mayor declared the motion passed.

Council Member Sones moved to approve the claims and Armstrong seconded it. On roll call, the vote was AYES: Richardson, Rabe, Sones, Armstrong. NAYS: None. ABSTAIN: Dalby, due to a conflict of interest.

**Council Reports**
Library Director Michele Patrick presented the Library's Fiscal Year 24 annual report.

Councilmembers reported on upcoming meetings.

Council Member Rabe moved to approve the reappointment of Aimee Luhrs to the Sustainability

Committee for a term beginning July 1, 2024, and ending July 1, 2027. Dalby seconded it. On roll call, the vote was AYES: Richardson, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

**Mayor's Report**
Mayor Erickson reported on recent and upcoming meetings and offered congratulations to the local high school teams that participated in state tournaments.

**Old Business**
Council Member Rabe moved to open the public hearing regarding the first amendment to the FY25 budget and Richardson seconded it. On roll call, the vote was AYES: Richardson, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Senior Budget Analyst Roxanne Stotler discussed the budget amendments. There were no other public comments offered.

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

Council Member Rabe moved to approve Resolution 2024-243 approving the first amendment to the FY25 budget, and Dalby seconded it. On roll call, the vote was AYES: Richardson, Rabe, Dalby, Sones, Armstrong. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

**Other Business**
City Manager Ben Reeves provided an update on construction projects.
Public Works Director Akhilesh Pal discussed changes to the scope of the project proposed for North N Street Storm Sewer Repairs. The Council directed staff to move forward with the changes and bring formal consideration of the change order to their next meeting.

**Adjourn**
The meeting was adjourned at 6:43 PM on a motion by Armstrong and seconded by Sones. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

______________________________
Stephanie Erickson, Mayor

ATTEST:

__________________________
Jackie Raffety, City Clerk

Joint City Council and IWC Board of Trustees Work Session
November 4, 2024
7:00 PM
Or immediately following the regular meeting
City Council Chambers
110 N 1st St., Indianola, IA
Minutes

The Indianola City Council met in joint session with the Indianola Wellness Campus Board of Trustees at 6:51 PM on November 4, 2024, in the City Hall Council Chambers. The following Council Members were present: Steve Richardson, Josh Rabe, Ron Dalby, Mellisa Sones, Steve Armstrong, Mayor Stephanie Erickson and Trustees Angie Jensen, Michael Baethke, Lindsey Dean, Scott Grissom, and on Zoom Jacy Downey and Emily Damman. Absent: Council Member Christina Beach and Trustee Steve Sayler.

City Manager Ben Reeves stated the objectives of the joint session.

The Council and the Board discussed the needs of the facility, how to generate additional revenue, strategic planning, and capital improvement planning.

Trustee Steve Sayler joined the meeting at 7:08 PM.

The Council gave directions to the Board to create short-term and long-term plans, including when to implement new revenue-generating services and/or costs, a long-term maintenance plan, and to bring recommendations back to the Council regarding the operations and maintenance of the facility.

The work session was adjourned at 8:22 PM.

____________________________
Stephanie Erickson, Mayor

ATTEST:

________________________
Jackie Raffety, City Clerk

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution fixing date (December 2, 2024) for a public hearing on the proposal to enter into a Development Agreement with Invigorate Development Group, LLC.

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**Recommendation:** This resolution sets the date for a public hearing on the proposal to enter into a Development Agreement with Invigorate Development Group and ordering publication of notice of said public hearing.

Roll call is in order.

**Attachments:** 1. Invigorate Development Group, LLC DA - Resolution Setting Dates

## ITEM TO INCLUDE ON AGENDA

## CITY OF INDIANOLA, IOWA

November 18, 2024
6:00 P.M.

Summercrest Hills Urban Renewal Plan

- Resolution fixing date for a public hearing on the proposal to enter into a Development Agreement with Invigorate Development Group, LLC.

IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.

2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.

3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21, CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

November 18, 2024

The City Council of the City of Indianola in the State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor _______________, in the chair, and the following named Council Members:

_____________________________________________________

Absent: ______________________________________________

Vacant: ______________________________________________

* * * * * * * *

Council Member ____________________ then introduced the following proposed Resolution entitled "RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH INVIGORATE DEVELOPMENT GROUP, LLC, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member ____________________ seconded the motion to adopt. The roll was called, and the vote was:

AYES: ____________________________________________

____________________________________________

NAYS: ____________________________________________

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. ______

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH INVIGORATE DEVELOPMENT GROUP, LLC, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, on December 2, 2024, this Council proposes to consider whether certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and proposes to approve and adopt the Summercrest Hills Urban Renewal Plan (the "Urban Renewal Plan" or "Plan") for the Summercrest Hills Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein; and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan, if adopted; and

WHEREAS, the City has received a proposal from Invigorate Development Group, LLC (the "Developer"), in the form of a proposed Development Agreement (the "Agreement") by and between the City and the Developer, pursuant to which, among other things, the Developer would agree to construct certain Required Improvements and Additional Improvements (collectively, the "Qualifying Improvements") on certain real property located within the proposed Urban Renewal Area as defined and legally described in the Agreement (the "Development Property"); and

WHEREAS, the Agreement provides that the Required Improvements shall include a fieldhouse, pickleball courts, a retail building, and a baseball complex, as identified in the Agreement, and that the Additional Improvements shall consist of the construction of eight (8) additional commercial buildings on the Development Property; and

WHEREAS, the Agreement provides that the Developer will also construct Developer Public Improvements (as defined in the Agreement), consisting of construction of North 6th Street and related sanitary sewer, storm sewer, and water infrastructure, under the terms and following satisfaction of the conditions set forth in the Agreement;

WHEREAS, the Agreement obligates to City to construct certain City Public Improvements (as defined in the Agreement), consisting of the construction and extension of Willowcrest Avenue East Street and North 7th Street, and sanitary sewer, storm sewer, and water infrastructure related to each street extension, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, the Agreement further proposes that the City will make up to twenty (20) consecutive annual payments of Economic Development Grants to Developer, the cumulative total for all such payments not to exceed the lesser of $14,615,134, or the amount accrued under the formula outlined in the proposed Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, the Agreement proposes that the first ten (10) payments of Economic Development Grants would be equal in amount to 100% of the "Available Tax Increment," being the amount of incremental tax revenues generated by construction of the Qualifying Improvements and collected pursuant to Iowa Code Section 403.19 that remains available to provide an Economic Development Grant payment after the City has used Tax Increment to make the annual debt service payment on the bonds used to finance the City Public Improvements, and further proposes that the remaining Economic Development Grants would be equal in amount to 90% of the Available Tax Increment, as further described in the terms and conditions of the Agreement; and

WHEREAS, the Agreement also proposes that Developer and the City will enter into a Minimum Assessment Agreement with the County setting the minimum actual value of the Qualifying Improvements and the Development Property for tax purposes at not less than $8,000,000 by January 1, 2027; not less than $12,000,000 by January 1, 2028; and not less than $20,000,000 by January 1, 2030; and

WHEREAS, Chapters 15A and 403, Code of Iowa, (the "Urban Renewal Law") authorize cities to make grants for economic development in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the purposes of said Chapter, and to levy taxes and assessments for such purposes; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan and the Urban Renewal Law and, further, that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development activities and objectives of the City within the meaning of Chapters 15A and 403, Code of Iowa, taking into account the factors set forth therein; and

WHEREAS, neither the Urban Renewal Law nor any other Code provision sets forth any procedural action required to be taken before said economic development activities can occur under the Agreement, and pursuant to Section 364.6,Code of Iowa, it is deemed sufficient if the action hereinafter described be taken and the City Clerk publish notice of the proposal and of the time and place of the meeting at which the Council proposes to take action thereon and to receive oral and/or written objections from any resident or property owner of said City to such action.

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

Section 1. That this Council meet in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 6:00 P.M. on December 2, 2024, for the purpose of taking action on the matter of the proposal to enter into a Development Agreement with Invigorate Development Group, LLC.

Section 2. That the City Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

Section 3. The notice of the proposed action shall be in substantially the following form:

**(One publication required)**

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF INDIANOLA IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH INVIGORATE DEVELOPMENT GROUP, LLC, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Indianola in the State of Iowa, will hold a public hearing on December 2, 2024, at 6:00 P.M. in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at which meeting the Council proposes to take action on the proposal to enter into a Development Agreement (the "Agreement") with Invigorate Development Group, LLC (the "Developer").

The Agreement would obligate the Developer to construct a fieldhouse, pickleball courts, a retail building, and a baseball complex as "Required Improvements" on certain real property located within the proposed Summercrest Hills Urban Renewal Area as defined and legally described in the Agreement (the "Development Property"). The Agreement would include 8 additional commercial buildings constructed by the Developer on the Development Property in the "Qualifying Improvements." The Agreement would require the Developer to enter into a Minimum Assessment Agreement setting the minimum actual value of the Qualifying Improvements and the Development Property for tax purposes at not less than $8,000,000 by January 1, 2027; not less than $12,000,000 by January 1, 2028; and not less than $20,000,000 by January 1, 2030.

The Agreement further provides the Developer will also construct Developer Public Improvements (as defined in the Agreement), consisting of construction of North 6th Street and related sanitary sewer, storm sewer, and water infrastructure, under the terms and following satisfaction of the conditions set forth in the Agreement.

The Agreement would require the City to construct certain City Public Improvements (as defined in the Agreement), consisting of the construction and extension of Willowcrest Avenue East Street and North 7th Street, and sanitary sewer, storm sewer, and water infrastructure related to each street extension, under the terms and following satisfaction of the conditions set forth in the Agreement.

The Agreement proposes that the City will make up to twenty (20) consecutive annual payments of Economic Development Grants to Developer, with a cumulative total for all such payments not to exceed the lesser of $14,615,134, or the amount accrued under the formula outlined in the proposed Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement. The Agreement proposes that the first ten (10) payments of Economic Development Grants would be equal in amount to 100% of the "Available Tax Increment," being the amount of incremental tax revenues generated by construction of the Qualifying Improvements and collected pursuant to Iowa Code Section 403.19 that remains available to provide an Economic Development Grant payment after the City has used Tax Increment to make the annual debt service payment on the bonds used to finance the City Public Improvements, and further proposes that the remaining Economic Development Grants would be equal in amount to 90% of the Available Tax Increment, as further described in the terms and conditions of the Agreement.

A copy of the Agreement is on file for public inspection during regular business hours in the office of the City Clerk, City Hall, City of Indianola, Iowa.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City, to the proposal to enter into the Agreement with the Developer. After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to authorize said Agreement.

This notice is given by order of the City Council of the City of Indianola in the State of Iowa, as provided by Section 364.6, Code of Iowa.

Dated this __________ day of _______________, 2024.

______________________________________
City Clerk, City of Indianola in the State of Iowa

(End of Notice)

PASSED AND APPROVED this 18th day of November 2024.

____________________________________

Mayor

ATTEST:

____________________________________

City Clerk

CERTIFICATE

STATE OF IOWA )<br>
) SS<br>
COUNTY OF WARREN )

I, the undersigned City Clerk of the City of Indianola, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this __________ day of _______________, 2024.

_________________________________

City Clerk, City of Indianola, State of Iowa

(SEAL)

4873-1280-5622v.1

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution fixing date (December 2, 2024) for a public hearing on the proposal to enter into a Development Agreement with Inception Group, LLC.

---

**Introduction:**

**Background:**

**Discussion:**

**Budget Impact:**

**Recommendation:** This resolution sets the date for a public hearing on the proposal to enter into a Development Agreement with Inception Group and ordering publication of notice of said public hearing.

Roll call is in order.

**Attachments:** 1. Inception Group, LLC DA - Resolution Setting Date

**ITEM TO INCLUDE ON AGENDA**

**CITY OF INDIANOLA, IOWA**
November 18, 2024
6:00 P.M.

Kentucky Ridge/North 6th Avenue Urban Renewal Plan

- Resolution fixing date for a public hearing on the proposal to enter into a Development Agreement with Inception Group, LLC.

IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.

2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.

3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

NOTICE MUST BE GIVEN PURSUANT TO CHAPTER 21,
CODE OF IOWA, AND THE LOCAL RULES OF THE CITY.

November 18, 2024

The City Council of the City of Indianola in the State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor _______________, in the chair, and the following named Council Members:

__________________________________________________

Absent: ___________________________________________

Vacant: ___________________________________________

* * * * * * * *

Council Member ____________________ then introduced the following proposed Resolution entitled "RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH INCEPTION GROUP, LLC, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF", and moved that the same be adopted. Council Member ____________________ seconded the motion to adopt. The roll was called, and the vote was:

AYES: ___________________________________________

___________________________________________

NAYS: ___________________________________________

Whereupon, the Mayor declared the Resolution duly adopted as follows:

RESOLUTION NO. ______

RESOLUTION FIXING DATE FOR A PUBLIC HEARING ON THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH INCEPTION GROUP, LLC, AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF

WHEREAS, on December 2, 2024, this Council proposes to consider whether certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and proposes to approve and adopt the Kentucky Ridge/North 6th Avenue Urban Renewal Plan (the "Urban Renewal Plan" or "Plan") for the Kentucky Ridge/North 6th Avenue Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein; and

WHEREAS, it is desirable that properties within the Area be redeveloped as part of the overall redevelopment area covered by said Plan, if adopted; and

WHEREAS, the City has received a proposal from Inception Group, LLC (the "Developer"), in the form of a proposed Development Agreement (the "Agreement") by and between the City and the Developer, pursuant to which, among other things, the Developer would agree to construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the Urban Renewal Area as defined and legally described in the Agreement (the "Development Property") and consisting of the construction of three commercial buildings to be used as retail and/or restaurant space, at least 50 residential housing units, together with all related site improvements, as outlined in the proposed Agreement; and

WHEREAS, the Agreement obligates to Developer to construct certain Infrastructure Improvements (as defined in the Agreement), to convert an exposed stormwater ditch to an underground storm sewer and replace the exposed sewer main, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, the Agreement provides that the City will provide a one-time Benchmark Grant to the Developer in the amount of $375,000, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, the Agreement further proposes that the City will make up to seven (7) consecutive annual payments of Blight Remediation Grants to Developer consisting of 55% of the Tax Increments pursuant to Section 403.19, Code of Iowa, and generated by the construction of the Minimum Improvements (provided the percentage of Tax Increments used to fund the Blight Remediation Grants would be increased to 100% after the City had collected sufficient Tax Increment to reimburse the City Advance used to provide the Benchmark Grant); the cumulative total for all such payments not to exceed the lesser of $462,000, or the amount accrued under the formula outlined in the proposed Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement; and

WHEREAS, the Agreement also proposes that Developer and the City will enter into a Minimum Assessment Agreement with the County setting the minimum actual value of the Minimum Improvements for tax purposes at not less than $10,000,000; and

WHEREAS, Chapters 15A and 403, Code of Iowa, (the "Urban Renewal Law") authorize cities to make grants for economic development and blight remediation in furtherance of the objectives of an urban renewal project and to appropriate such funds and make such expenditures as may be necessary to carry out the purposes of said Chapter, and to levy taxes and assessments for such purposes; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and would be in furtherance of the Urban Renewal Law and the Plan, if adopted, and that the Agreement and the City's performance thereunder is in furtherance of appropriate economic development and blight remediation activities and objectives of the City within the meaning of Chapters 15A and 403, Code of Iowa, taking into account the factors set forth therein; and

WHEREAS, neither the Urban Renewal Law nor any other Code provision sets forth any procedural action required to be taken before the City Council considers approval of the Agreement, therefore, pursuant to Section 364.6,Code of Iowa, it is deemed sufficient if the action hereinafter described be taken and the City Clerk publish notice of the proposal and of the time and place of the meeting at which the Council proposes to take action thereon and to receive oral and/or written objections from any resident or property owner of said City to such action.

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

Section 1. That this Council meet in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 6:00 P.M. on December 2, 2024, for the purpose of taking action on the matter of the proposal to enter into a Development Agreement with Inception Group, LLC.

Section 2. That the City Clerk is hereby directed to cause at least one publication to be made of a notice of said meeting, in a legal newspaper, printed wholly in the English language, published at least once weekly, and having general circulation in said City, said publication to be not less than four (4) clear days nor more than twenty (20) days before the date of said public meeting.

Section 3. The notice of the proposed action shall be in substantially the following form:

**(One publication required)**

NOTICE OF PUBLIC HEARING OF THE CITY COUNCIL OF THE CITY OF INDIANOLA IN THE STATE OF IOWA, ON THE MATTER OF THE PROPOSAL TO ENTER INTO A DEVELOPMENT AGREEMENT WITH INCEPTION GROUP, LLC, AND THE HEARING THEREON

PUBLIC NOTICE is hereby given that the Council of the City of Indianola in the State of Iowa, will hold a public hearing on December 2, 2024, at 6:00 P.M. in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at which meeting the Council proposes to take action on the proposal to enter into a Development Agreement (the "Agreement") with Inception Group, LLC (the "Developer").

The Agreement would obligate the Developer to construct certain Minimum Improvements (as defined in the Agreement) on certain real property located within the proposed Kentucky Ridge/North 6th Avenue Urban Renewal Area as defined and legally described in the Agreement (the "Development Property"), consisting of the construction of three commercial buildings to be used as retail and/or restaurant space, at least 50 residential housing units, together with all related site improvements, as outlined in the proposed Agreement. The Agreement proposes that Developer and the City will enter into a Minimum Assessment Agreement with the County setting the minimum actual value of the Minimum Improvements for tax purposes at not less than $10,000,000.

The Agreement would also obligate the Developer to construct certain Infrastructure Improvements (as defined in the Agreement), in order to convert an exposed stormwater ditch to an underground storm sewer and replace the exposed sewer main, under the terms and following satisfaction of the conditions set forth in the Agreement.

The Agreement provides that the City will provide a one-time Benchmark Grant to the Developer in the amount of $375,000, under the terms and following satisfaction of the conditions set forth in the Agreement.

The Agreement would further obligate the City to make up to seven (7) consecutive annual payments of Blight Remediation Grants to Developer consisting of 55% of the Tax Increments pursuant to Section 403.19, Code of Iowa, and generated by the construction of the Minimum Improvements (provided the percentage of Tax Increments used to fund the Blight Remediation Grants would be increased to 100% after the City had collected sufficient Tax Increment to reimburse the City Advance used to provide the Benchmark Grant). The cumulative total for all Blight Remediation Grants shall not exceed the lesser of $462,000, or the amount accrued under the formula outlined in the proposed Agreement, under the terms and following satisfaction of the conditions set forth in the Agreement.

A copy of the Agreement is on file for public inspection during regular business hours in the office of the City Clerk, City Hall, City of Indianola, Iowa.

At the above meeting the Council shall receive oral or written objections from any resident or property owner of said City, to the proposal to enter into the Agreement with the Developer.

After all objections have been received and considered, the Council will at this meeting or at any adjournment thereof, take additional action on the proposal or will abandon the proposal to authorize said Agreement.

This notice is given by order of the City Council of the City of Indianola in the State of Iowa, as provided by Section 364.6, Code of Iowa.

Dated this __________ day of _______________, 2024.

_____________________________________
City Clerk, City of Indianola in the State of Iowa

(End of Notice)

PASSED AND APPROVED this 18th day of November, 2024.

____________________________________
Mayor

ATTEST:

____________________________________
City Clerk

CERTIFICATE

STATE OF IOWA ) <br>
) SS <br>
COUNTY OF WARREN )

I, the undersigned City Clerk of the City of Indianola, State of Iowa, do hereby certify that attached is a true and complete copy of the portion of the records of the City showing proceedings of the Council, and the same is a true and complete copy of the action taken by the Council with respect to the matter at the meeting held on the date indicated in the attachment, which proceedings remain in full force and effect, and have not been amended or rescinded in any way; that meeting and all action thereat was duly and publicly held in accordance with a notice of meeting and tentative agenda, a copy of which was timely served on each member of the Council and posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the Council pursuant to the local rules of the Council and the provisions of Chapter 21, Code of Iowa, upon reasonable advance notice to the public and media at least twenty-four hours prior to the commencement of the meeting as required by law and with members of the public present in attendance; I further certify that the individuals named therein were on the date thereof duly and lawfully possessed of their respective city offices as indicated therein, that no Council vacancy existed except as may be stated in the proceedings, and that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the right of the individuals named therein as officers to their respective positions.

WITNESS my hand and the seal of the Council hereto affixed this __________ day of _______________, 2024.

_________________________________
City Clerk, City of Indianola, State of Iowa

(SEAL)

4892-1822-7446v.1

# MEMORANDUM

**To:** Mayor and City Council

**From:** Akhilesh Pal, Public Works Director

**Date:** November 18, 2024

**Subject:** Approval of Payment Application Number 4 in the amount of $165,764.22 to Absolute Group for the West Clinton Avenue Culvert Project.

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**Introduction:** This memorandum requests City Council approval for Pay Application #4 in the amount of $165,765.22 for the West Clinton Avenue Culvert Replacement Project. This payment reflects work completed by Absolute Group in October 2024.

**Background:** The West Clinton Avenue Culvert Replacement Project commenced on July 5, 2024, and is an essential stormwater infrastructure improvement project aimed at addressing frequent flooding caused by undersized culverts. The project focuses on replacing the existing reinforced box culvert between L Street and N Street with an upgraded system to better manage stormwater flow.

**Discussion:** During this pay period, the work completed included digging and preparing the ground for paving, testing for soil compaction, installing storm sewer and drainage pipes, removing water mains, adjusting sewer manholes, removing streets and sidewalks, setting up temporary traffic control, stabilizing the streambank, and planting grass.

Change Order #2, in the amount of $8,910, was submitted and approved by the City Manager. This change order is within the council-approved contingency amount. It covers various adjustments and additional work on the project, including the replacement of unsuitable trench materials, which was not needed as no poor soils were found, and changes to storm sewer pipes based on field conditions, including a realignment and connection to an existing culvert. Two damaged concrete block intakes were replaced after the street removals, and a planned manhole adjustment was no longer required as the intakes were reconstructed. The change order also includes seeding, fertilizing, and mulching based on field measurements, as well as the relocation of two residential electric services to provide necessary separation under the proposed rip rap. Detailed information is provided in the attached letter from the project engineer from Snyder & Associates.

**Budget Impact:** The project is funded through the Stormwater Utility Capital Fund (Fund 670) as part of the FY2025 Capital Projects. Pay Request #4, totaling $165,765.22, along with Change Order #2 for $8,910, are both within the available funding for the project.

**Recommendation:** Staff recommends that the City Council approve Pay Application #4 in the amount of $165,765.22 for work completed by Absolute Group. Approving these items will ensure that the project continues to progress, while addressing necessary improvements identified by City staff.

**Attachments:** 1. Pay No 4 West Clinton Culvert

2. Change Order No 2 West Clinton Culvert

# APPLICATION FOR PARTIAL PAYMENT NO. 4

PROJECT: West Clinton Avenue Culvert Replacement    S&A PROJECT NO.: 120.0740.01

OWNER: City Of Indianola
CONTRACTOR: Absolute Concrete Construction, Inc. dba Absolute Group
ADDRESS: 1800 Burr Oak Blvd
Granger, IA 50109
DATE: 11/18/2024

PAYMENT PERIOD: 10/1/2024 to 10/31/2024

## 1. CONTRACT SUMMARY:

| | |
|---|---|
| Original Contract Amount: | $ 517,847.65 |
| Net Change by Change Order: | $ 4,928.50 |
| Contract Amount to Date: | $ 522,776.15 |

**CONTRACT PERIOD: TOTAL WORKING DAYS**

| | |
|---|---|
| Notice to Proceed: | July 5, 2024 |
| Number of Contract Working Days: | 71 |
| Working Days Used: | 71 |
| Working Days Remaining: | 0.0 |
| Percentage of Working Days Remaining: | 0.0% |

## 2. WORK SUMMARY:

| | | |
|---|---|---|
| Total Work Performed to Date: | | $ 515,045.80 |
| Retainage: | 5% | $25,752.29 |
| Total Earned Less Retainage: | | $489,293.51 |
| Less Previous Applications for Payment: | | $323,528.29 |
| AMOUNT DUE THIS APPLICATION: | | $165,765.22 |

Percentage of Work Remaining: 1.5%

| | | |
|---|---|---|
| Est 1 | $ | 45,600.00 |
| Est 2 | $ | 197,654.72 |
| Est 3 | $ | 80,273.57 |
| Total Previous Payments: | $ | 323,528.29 |

## 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

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

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

Absolute
CONTRACTOR

By [signature] DATE: 11-8-24

## 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By Jerry Sellhor DATE: 11-8-2024

## 5. OWNER'S APPROVAL

______________________
OWNER

By ______________________ DATE: __________

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## 6. DETAILED ESTIMATE OF WORK COMPLETED:

| ITEM NO. | DESCRIPTION | CONTRACT ITEMS PLAN QTY. | UNIT | UNIT COST | TOTAL | COMPLETED WORK QTY. TO DATE | CO # | COST TOTAL |
|---|---|---|---|---|---|---|---|---|
| | **EARTHWORK** | | | | | | | |
| 2.1 | CLEARING AND GRUBBING | 1.00 | LS | $ 24,750.00 | $ 24,750.00 | 1.00 | | 24,750.00 |
| 2.2 | EARTHWORK | 1.00 | LS | $ 4,125.00 | $ 4,125.00 | 1.00 | | 4,125.00 |
| 2.3 | EXCAVATION, CLASS 13 | 31.00 | CY | $ 18.50 | $ 573.50 | 31.00 | | 573.50 |
| 2.4 | BELOW GRADE EXCAVATION (CORE OUT) | 20.00 | CY | $ 107.00 | $ 2,140.00 | 20.00 | 2 | 2,140.00 |
| 2.5 | CHANNEL EXCAVATION | 107.00 | CY | $ 35.00 | $ 3,745.00 | 107.00 | | 3,745.00 |
| 2.6 | SUBGRADE PREPARATION | 327.00 | SY | $ 5.50 | $ 1,798.50 | 327.00 | | 1,798.50 |
| 2.7 | SUBBASE, MODIFIED | 327.00 | SY | $ 12.00 | $ 3,924.00 | 327.00 | | 3,924.00 |
| 2.8 | COMPACTION TESTING | 1.00 | LS | $ 3,200.00 | $ 3,200.00 | 1.00 | | 3,200.00 |
| | **TRENCH AND TRENCHLESS CONSTRUCTION** | | | | | | | |
| 3.1 | TRENCH FOUNDATION | 25.00 | TON | $ 54.00 | $ 1,350.00 | 25.00 | 2 | 1,350.00 |
| 3.2 | REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL | 25.00 | CY | $ 38.00 | $ 950.00 | 25.00 | 2 | 950.00 |
| 3.3 | TRENCH COMPACTION TESTING | 1.00 | LS | $ 4,225.00 | $ 4,225.00 | 1.00 | | 4,225.00 |
| | **SEWERS AND DRAINS** | | | | | | | |
| 4.1 | STORM SEWER, TRENCHED, RCP, 42" | 11.00 | LF | $ 400.00 | $ 4,400.00 | 11.00 | 2 | 4,400.00 |
| 4.2 | REMOVAL OF STORM SEWER, CMP, 15" | 68.00 | LF | $ 30.00 | $ 2,040.00 | 68.00 | | 2,040.00 |
| 4.3 | REMOVAL OF STORM SEWER, RCP, 42" | 27.00 | LF | $ 40.00 | $ 1,080.00 | 27.00 | 2 | 1,080.00 |
| 4.4 | SUBDRAIN, PVC, 6" | 207.00 | LF | $ 30.00 | $ 6,210.00 | 207.00 | | 6,210.00 |
| 4.5 | SUBDRAIN CLEANOUT, PVC, 6" | 4.00 | EA | $ 825.00 | $ 3,300.00 | 4.00 | | 3,300.00 |
| 4.6 | SUBDRAIN OUTLETS AND CONNECTIONS, PVC, 6" | 8.00 | EA | $ 810.00 | $ 6,480.00 | 8.00 | | 6,480.00 |
| 4.7 | BOARD INSULATION | 168.00 | SF | $ 5.50 | $ 924.00 | 168.00 | | 924.00 |
| | **WATER MAIN AND APPURTENANCES** | | | | | | | |
| 5.1 | FITTING, DUCTILE IRON, 6" | 90.00 | LB | $ 15.00 | $ 1,350.00 | 90.00 | | 1,350.00 |
| 5.2 | WATER MAIN ABANDONMENT, DIP CAP, 6" | 4.00 | EA | $ 650.00 | $ 2,600.00 | 4.00 | | 2,600.00 |
| 5.3 | WATER MAIN REMOVAL, 6" | 30.00 | LF | $ 30.00 | $ 900.00 | 30.00 | | 900.00 |
| 5.4 | FIRE HYDRANT ASSEMBLY | 2.00 | EA | $ 8,050.00 | $ 16,100.00 | 2.00 | | 16,100.00 |
| 5.5 | VALVE REMOVAL | 1.00 | EA | $ 320.00 | $ 320.00 | 1.00 | | 320.00 |
| | **STRUCTURES FOR SANITARY AND STORM** | | | | | | | |
| 6.1 | MANHOLE, SW-401, 72" | 1.00 | EA | $ 12,425.00 | $ 12,425.00 | 1.00 | 1 | 12,425.00 |
| 6.2 | MANHOLE ADJUSTMENT, MINOR | 3.00 | EA | $ 1,550.00 | $ 4,650.00 | 1.00 | 1 | 1,550.00 |
| 6.3 | INTAKE ADJUSTMENT, MAJOR | 2.00 | EA | $ 3,100.00 | $ 6,200.00 | 2.00 | 2 | 6,200.00 |
| | **STREETS AND RELATED WORK** | | | | | | | |
| 7.1 | PAVEMENT, PCC, 8" | 147.00 | SY | $ 75.00 | $ 11,025.00 | 147.00 | | 11,025.00 |
| 7.2 | BRIDGE APPROACH PAVEMENT, PCC, 8" | 141.00 | SY | $ 167.00 | $ 23,547.00 | 141.00 | | 23,547.00 |
| 7.3 | PCC PAVEMENT SAMPLES AND TESTING | 1.00 | LS | $ 2,000.00 | $ 2,000.00 | 1.00 | | 2,000.00 |
| 7.4 | REMOVAL OF SIDEWALK | 45.00 | SY | $ 10.00 | $ 450.00 | 45.00 | | 450.00 |
| 7.5 | SIDEWALK, PCC, 4" | 46.00 | SY | $ 61.50 | $ 2,829.00 | 46.00 | | 2,829.00 |
| 7.6 | PAVEMENT REMOVAL | 314.00 | SY | $ 10.00 | $ 3,140.00 | 314.00 | | 3,140.00 |
| | **TRAFFIC CONTROL** | | | | | | | |
| 8.1 | TEMPORARY TRAFFIC CONTROL | 1.00 | LS | $ 3,125.00 | $ 3,125.00 | 0.90 | | 2,812.50 |
| | **SITE WORK AND LANDSCAPING** | | | | | | | |
| 9.1 | HYDRAULIC SEEDING, FERTILIZING, AND MULCHING | 0.30 | AC | $ 10,000.00 | $ 3,000.00 | 0.30 | 2 | 3,000.00 |
| 9.2 | FILTER SOCK, 8" | 604.00 | LF | $ 2.00 | $ 1,208.00 | 80.00 | | 160.00 |
| 9.3 | FILTER SOCK, REMOVAL | 604.00 | LF | $ 1.00 | $ 604.00 | 0.00 | | - |
| 9.4 | RIP-RAP, CLASS B REVETMENT | 263.50 | TON | $ 90.50 | $ 23,846.75 | 263.50 | | 23,846.75 |
| 9.5 | RIP-RAP, CLASS E REVETMENT | 104.60 | TON | $ 87.00 | $ 9,100.20 | 104.60 | | 9,100.20 |
| 9.6 | FLEXAMAT PLUS | 1,442.00 | SF | $ 12.00 | $ 17,304.00 | 1,442.00 | | 17,304.00 |
| 9.7 | EROSION CONTROL SEEDING AND MULCHING | 0.30 | AC | $ 6,000.00 | $ 1,800.00 | 0.00 | | - |
| 9.8 | INLET PROTECTION DEVICE, DROP IN | 2.00 | EA | $ 250.00 | $ 500.00 | 0.00 | | - |
| 9.9 | CHAIN LINK FENCE, VINYL COATED, 42" | 97.00 | LF | $ 89.25 | $ 8,657.25 | 97.00 | | 8,657.25 |
| | **MISCELLANEOUS** | | | | | | | |
| 11.1 | MOBILIZATION | 1.00 | LS | $ 18,000.00 | $ 18,000.00 | 1.00 | | 18,000.00 |
| 11.2 | CONCRETE WASHOUT | 1.00 | LS | $ 650.00 | $ 650.00 | 1.00 | | 650.00 |
| | **REINFORCED CONCRETE BOX CULVERT** | | | | | | | |
| 12.1 | REMOVALS, AS PER PLAN | 1.00 | LS | $ 6,000.00 | $ 6,000.00 | 1.00 | | 6,000.00 |
| 12.2 | EXCAVATION, CLASS 20 | 716.00 | CY | $ 17.50 | $ 12,530.00 | 716.00 | 1 | 12,530.00 |
| 12.3 | GRANULAR MATERIAL FOR BLANKET | 93.00 | CY | $ 117.00 | $ 10,881.00 | 93.00 | 1 | 10,881.00 |
| 12.4 | STRUCTURAL CONCRETE (RCB CULVERT) | 126.30 | CY | $ 1,500.00 | $ 189,450.00 | 126.30 | | 189,450.00 |
| 12.5 | REINFORCING STEEL | 11,377.00 | LB | $ 2.15 | $ 24,460.55 | 11,368.00 | | 24,441.20 |
| 12.6 | REINFORCING STEEL, EPOXY COATED | 7,526.00 | LB | $ 3.15 | $ 23,706.90 | 7,416.00 | | 23,360.40 |
| 12.7 | ENGINEERING FABRIC | 42.00 | SY | $ 6.50 | $ 273.00 | 42.00 | | 273.00 |
| | | TOTAL ORIGINAL CONTRACT = | | | $ 517,847.65 | | | $ 510,117.30 |
| **CHANGE ORDER SUMMARY:** | | | | | | | | |
| | CHANGE ORDER 01 | | | | | | | |
| 6.1 | MANHOLE, SW-401, 72" | -1.00 | EA | $ 12,425.00 | $ (12,425.00) | -1.00 | 1 | $ (12,425.00) |
| 6.2 | MANHOLE ADJUSTMENT, MINOR | 2.00 | EA | $ 1,550.00 | $ 3,100.00 | 2.00 | 1 | $ 3,100.00 |
| 12.2 | EXCAVATION, CLASS 20 | 94.00 | CY | $ 17.50 | $ 1,645.00 | 94.00 | 1 | $ 1,645.00 |
| 12.3 | GRANULAR MATERIAL FOR BLANKET | 20.50 | CY | $ 117.00 | $ 2,398.50 | 20.50 | 1 | $ 2,398.50 |
| 12.8 | MANHOLE ACCESS | 2.00 | EA | $ 650.00 | $ 1,300.00 | 2.00 | 1 | $ 1,300.00 |
| | | | | TOTAL: | $ (3,981.50) | | | $ (3,981.50) |

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| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | CHANGE ORDER 02 | | | | | | | |
| 2.4 | BELOW GRADE EXCAVATION (CORE OUT) | -20.00 | CY | $ 107.00 | $ (2,140.00) | -20.00 | 2 | $ (2,140.00) |
| 3.1 | TRENCH FOUNDATION | -25.00 | TON | $ 54.00 | $ (1,350.00) | -25.00 | 2 | $ (1,350.00) |
| 3.2 | REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL | -25.00 | CY | $ 38.00 | $ (950.00) | -25.00 | 2 | $ (950.00) |
| 4.1 | STORM SEWER, TRENCHED, RCP, 42" | -11.00 | LF | $ 400.00 | $ (4,400.00) | -11.00 | 2 | $ (4,400.00) |
| 4.3 | REMOVAL OF STORM SEWER, RCP, 42" | -27.00 | LF | $ 40.00 | $ (1,080.00) | -27.00 | 2 | $ (1,080.00) |
| 4.8 | STORM SEWER, TRENCHED, RCP, 24" | 11.00 | LF | $ 200.00 | $ 2,200.00 | 11.00 | 2 | $ 2,200.00 |
| 4.9 | REMOVAL OF STORM SEWER, RCP, 24" | 17.00 | LF | $ 40.00 | $ 680.00 | 17.00 | 2 | $ 680.00 |
| 4.10 | RCP CONNECTION TO RCBC | 1.00 | LS | $ 7,000.00 | $ 7,000.00 | 1.00 | 2 | $ 7,000.00 |
| 6.3 | INTAKE ADJUSTMENT, MAJOR | -2.00 | EA | $ 3,100.00 | $ (6,200.00) | -2.00 | 2 | $ (6,200.00) |
| 6.4 | REMOVE AND REPLACE INTAKE | 2.00 | EA | $ 4,675.00 | $ 9,350.00 | 2.00 | 2 | $ 9,350.00 |
| 9.1 | HYDRAULIC SEEDING, FERTILIZING, AND MULCHING | 0.02 | AC | $ 10,000.00 | $ 200.00 | 0.02 | 2 | $ 200.00 |
| 11.3 | ELECTRIC SERVICES RELOCATION | 1.00 | LS | $ 5,600.00 | $ 5,600.00 | 1.00 | 2 | $ 5,600.00 |
| | | | | | | | | |
| | | | | TOTAL: | $ 8,910.00 | | | $ 8,910.00 |
| | | TOTAL CHANGE ORDERS = | | | $ 4,928.50 | | | $ 4,928.50 |
| | | TOTAL CONTRACT & CHANGE ORDERS | | | $ 522,776.15 | | | $ 515,045.80 |

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## CHANGE ORDER NO. 2

OWNER: City of Indianola

PROJECT: West Clinton Avenue Culvert Replacement
S&A PROJECT #: 120.0740.01

To: Absolute Concrete Construction, Inc. dba Absolute Group
Contractor
1800 Burr Oak Blvd
Address
Granger, IA 50109
City, State, Zip

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

**1. Description of change to be made:**

2.4 BELOW GRADE EXCAVATION (CORE OUT)
3.1 TRENCH FOUNDATION
3.2 REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL
4.1 STORM SEWER, TRENCHED, RCP, 42"
4.3 REMOVAL OF STORM SEWER, RCP, 42"
4.8 [New Item] STORM SEWER, TRENCHED, RCP, 24"
4.9 [New Item] REMOVAL OF STORM SEWER, RCP, 24"
4.10 [New Item] RCP CONNECTION TO RCBC
6.3 INTAKE ADJUSTMENT, MAJOR
6.4 [New Item] REMOVE AND REPLACE INTAKE
9.1 HYDRAULIC SEEDING, FERTILIZING, AND MULCHING
11.3 [New Item] ELECTRIC SERVICES RELOCATION

**2. Reason for Change:**

2.4 Item was not used.
3.1 Item was not used.
3.2 Item was not used.
4.1 Pipe size adjustment based on field observations.
4.3 Pipe size adjustment based on field observations.
4.8 Pipe size adjustment based on field observations.
4.9 Pipe size adjustment based on field observations.
4.10 Item included work to connect a realigned 24-inch storm sewer pipe to the reinforced concrete box culvert
6.3 Item was not used.
6.4 Concrete block intakes fell apart during concrete street removals and needed replaced.
9.1 Quantity adjustment to field measurements.
11.3 Item includes excavation and backfill to lower two residential electric services at the box culvert outlet to provide separation under the proposed rip rap.

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

| Item No. | Item Description | Quantity | Unit | Unit Price | Total Price |
|---|---|---|---|---|---|
| 2.4 | SEE ABOVE | -20 | CY | $107.00 | -$2,140.00 |
| 3.1 | SEE ABOVE | -25 | TON | $54.00 | -$1,350.00 |
| 3.2 | SEE ABOVE | -25 | CY | $38.00 | -$950.00 |
| 4.1 | SEE ABOVE | -11.00 | LF | $400.00 | -$4,400.00 |
| 4.3 | SEE ABOVE | -27.00 | LF | $40.00 | -$1,080.00 |
| 4.8 | SEE ABOVE | 11.00 | LF | $200.00 | $2,200.00 |
| 4.9 | SEE ABOVE | 17.00 | LF | $40.00 | $680.00 |
| 4.10 | SEE ABOVE | 1.00 | LS | $7,000.00 | $7,000.00 |
| 6.3 | SEE ABOVE | -2.00 | EA | $3,100.00 | -$6,200.00 |
| 6.4 | SEE ABOVE | 2.00 | EA | $4,675.00 | $9,350.00 |
| 9.1 | SEE ABOVE | 0.02 | AC | $10,000.00 | $200.00 |
| 11.3 | SEE ABOVE | 1.00 | LS | $5,600.00 | $5,600.00 |
| | | | | **TOTAL:** | **$8,910.00** |

**4. This change order will result in a net change in the contract completion time of 6 days and a net change in the cost of the project of $8910.00 divided as follows:**

| | Contract Amount | Contract Working Days |
|---|---|---|
| Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.) | $513,866.15 | 65.0 |
| Change due to this C.O. (+ or -) | $8,910.00 | 6 |
| Totals including this C.O.: | $522,776.15 | 71.0 |

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

**Absolute Concrete Construction, Inc. dba Absolute Group**
CONTRACTOR

By [signature] DATE: 11-8-24

**Snyder & Associates, Inc.**
ENGINEER

By Jerry Selther DATE: 11-8-2024

**City of Indianola**
OWNER

By ______________ DATE: ______________

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# MEMORANDUM

**To:** Mayor and City Council

**From:** Akhilesh Pal, Public Works Director

**Date:** November 18, 2024

**Subject:** Approval of Payment Application Number 13 in the amount of $561,634.42 to Vanderpool Construction for the East Hillcrest Reconstruction Project.

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**Introduction:** This memorandum requests City Council approval of Pay Application #13 in the amount of $561,634.42 for the Hillcrest Avenue Reconstruction Project. These payments and the change order reflect progress made during the October 2024 pay period.

**Background:** On April 3, 2023, the City Council awarded a contract to Vanderpool Construction Inc. for the East Hillcrest Avenue Reconstruction Project. This project is a vital infrastructure initiative designed to enhance road safety and traffic flow for our community. Vanderpool Construction has been making steady progress, working within the project's parameters and addressing challenges as they arise.

**Discussion:** Pay Application #12 covers work completed in October 2024 and totals $272,958.06. During this pay period, the following items were completed on Hillcrest Avenue, between 7th Street and 9th Street: roadway and utility excavation, subgrade preparation, and the installation of a modified subbase. Shoulder backfilling was finished, and temporary mailboxes were set up. The storm sewer system was removed and replaced, and subdrains were installed. Sections of the roadway, trail, and sidewalk were demolished, followed by concrete paving of the roadway. Traffic management measures were implemented, and trench compaction testing was conducted. Water valve boxes were adjusted, and a gravel construction entrance was created. Maintenance of solid waste and recycling collection was continued, concrete washout was managed, and erosion control measures were put in place. Additionally, mailboxes were relocated as necessary.

Change Order No. 11, totaling $11,431.33, includes several necessary adjustments to the project. During this phase, additional temporary granular surfacing was required to provide access to businesses along Hillcrest Avenue, and a new 48-inch storm sewer manhole was added to replace one that had been buried and was discovered during excavation. The temporary pavement installed in November 2023, which allowed winter access, was removed, and further removal of the recreation trail was necessary to install a sanitary sewer service for a nearby home. Additionally, an extra valve was found during excavation and required adjustment. Full details of this change order are provided in the attached letter from Dave Moeller, engineer with Snyder & Associates.

**Budget Impact:** Pay Request #13, totaling $$561,634.42, along with Change Order #2 for $11,431.33, are both within the available funding for the project.

**Recommendation:** Staff recommends that the City Council approve Pay Application #13 in the amount of $561,634.42 for work completed by Vanderpool. Approving these items will ensure that the project continues to progress, while addressing necessary improvements identified by City staff.

**Attachments:**

1. Pay App No 13 Hillcrest
2. Change Order No 11 Hillcrest

November 18, 2024

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

RE: Application for Partial Payment No. 13
Change Order No. 11
East Hillcrest Avenue Reconstruction Project

Dear Mr. Pal:

Enclosed please find Application for Partial Payment No. 13 in the amount of $561,634.42 for work completed in October 2024. Work for this pay period included roadway and utility excavation, subgrade preparation, modified subbase, shoulder backfill, temporary mailboxes, storm sewer removal and construction, subdrains, roadway, trail, and sidewalk removal, roadway concrete paving, traffic management, trench compaction testing, water valve box adjustments, granular construction entrance, maintenance of solid waste and recycling collection, concrete washout maintenance, erosion and sediment control, and relocating mailboxes.

The contractor, Vanderpool Construction Inc., has 260 working days to complete the project. At the end of the pay period, approximately 221 working days had been used, approximately 85%.

Construction is approximately 87% complete when comparing the earned value, completed, to the total contract amount. Barring unforeseen circumstances the roadway will be open to travel for the winter of 2024.

Change order no. 11 in the amount of $11,431.33 includes several items as detailed below, however we call your attention to the fact that, including this change order amount, the current contract amount is less than original contract:

- *Temporary granular surfacing (two bid items) $2,786.85:* Additional material was necessary to construct the long access to Rebuilders Parts Warehouse, Fire Protection Professionals, and Apex Storage during Phase 4A construction.
- *Storm sewer manhole, 48-inch, $5,400.00:* A manhole was added to replace an existing manhole. The existing manhole, located on the SE corner of 9th Street was completely buried and was not visible until it was discovered during excavation. The new manhole matches finish grade and is accessible for repair and maintenance of the storm sewer system.

- *Removal of pavement, $2,154.00*: Work involved removing the temporary pavement constructed in November 2023 which was used to provide access through the 2023-2024 winter months.
- *Removal of recreation trail and special compaction of recreation trail (two bid items), $590*.48: Work involved additional trail removal to excavate and install a sanitary sewer service to a residential home south of Hillcrest.
- *Valve box adjustment, $500.00*: An additional valve was discovered during excavation and needed adjustment.

Snyder & Associates recommends approval of Application for Partial Payment No. 13 and Change Order no. 11 for work completed in October by Vanderpool Construction.

The payment history for the project is summarized below:

| **Payment and Completion Summary** | |
|---|---|
| **Item** | **Amount** |
| Partial Payment No. 1 | $159,176.66 |
| Partial Payment No. 2 | $317,240.25 |
| Partial Payment No. 3 | $393,824.92 |
| Partial Payment No. 4 | $240,881.39 |
| Partial Payment No. 5 | $328,600.29 |
| Partial Payment No. 6 | $319,954.39 |
| Partial Payment No. 7 | $388,567.70 |
| Partial Payment No. 8 | $333,093.74 |
| Partial Payment No. 9 | $623,604.27 |
| Partial Payment No. 10 | $171,399.78 |
| Partial Payment No. 11 | $174,109.17 |
| Partial Payment No. 12 | $272,958.06 |
| **Partial Payment No. 13** | $561,634.42 |
| Total of All Payments | $4,285,045.04 |
| Total Earned | $4,417,572.21 |
| 3% Retainage | $132,527.17 |
| Total Contract Price | $5,083,054.58 |
| Percent Complete | 86.9% |

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

Respectfully,

SNYDER & ASSOCIATES, INC.

Digitally signed by David N. Moeller, P.E.
Date: 2024.11.12 17:19:11-06'00'

David N. Moeller, P.E.
Project Manager

Enclosure

# APPLICATION FOR PARTIAL PAYMENT NO. 13

PROJECT: E Hillcrest Ave Reconstruction

S&A PROJECT NO.: 121.0558.01

OWNER: City Of Indianola
CONTRACTOR: Vanderpool Construction, Inc.
ADDRESS: 1100 N 14th St
Indianola, IA 50125
DATE: 11/18/2024

PAYMENT PERIOD: 10/1/2024 to 10/31/2024

## 1. CONTRACT SUMMARY:

| | |
|---|---|
| Original Contract Amount: | $ 5,098,494.70 |
| Net Change by Change Order: | $ (15,440.12) |
| Contract Amount to Date: | $ 5,083,054.58 |

**CONTRACT PERIOD: TOTAL WORKING DAYS**

| | |
|---|---|
| Notice to Proceed: | May 16, 2023 |
| Number of Contract Working Days: | 260 |
| Working Days Used: | 221 |
| Working Days Remaining: | 39.0 |
| Percentage of Working Days Remaining: | 15.0% |
| Percentage of Construction Remaining: | 13.1% |

## 2. WORK SUMMARY:

| | | |
|---|---|---|
| Total Work Performed to Date: | | $ 4,417,572.21 |
| Retainage: | 3% | $132,527.17 |
| Total Earned Less Retainage: | | $4,285,045.04 |
| Less Previous Applications for Payment: | | $ 3,723,410.62 |
| AMOUNT DUE THIS APPLICATION: | | $561,634.42 |

## 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

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

Vanderpool Construction, Inc.
CONTRACTOR

By ______________________ DATE: 11/13/2024

## 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By ______________________ Digitally signed by David N. Moeller, P.E. Date: 2024.11.13 07:54:25-06'00' DATE: __________

## 5. OWNER'S APPROVAL

______________________
OWNER

By ______________________ DATE: __________

PartialPaymentApp13_Hillcrest.xlsx

## 6. DETAILED ESTIMATE OF WORK COMPLETED:

| ITEM NO. | DESCRIPTION | CONTRACT ITEMS PLAN QTY. | UNIT | UNIT COST | TOTAL | COMPLETED WORK QTY. TO DATE | CO # | COST TOTAL |
|---|---|---|---|---|---|---|---|---|
| 2101-0850001 | CLEARING AND GRUBBING | 0.41 | ACRE | $ 20,500.00 | $ 8,405.00 | 0.41 | | 8,405.00 |
| 2101-0850002 | CLEARING AND GRUBBING | 113.80 | UNIT | $ 130.00 | $ 14,794.00 | 113.80 | | 14,794.00 |
| 2102-271007 | EXCAVATION, CLASS 10, ROADWAY AND BORROW | 18,887.00 | CY | $ 10.50 | $ 198,313.50 | 18,887.00 | | 198,313.50 |
| 2102-271009 | EXCAVATION, CLASS 10, WASTE | 2,412.00 | CY | $ 11.00 | $ 26,532.00 | 2,000.00 | | 22,000.00 |
| 2105-8425005 | TOPSOIL, FURNISH AND SPREAD | 106.00 | CY | $ 26.00 | $ 2,756.00 | 0.00 | | - |
| 2105-8425015 | TOPSOIL, STRIP, SALVAGE AND SPREAD | 5,332.00 | CY | $ 20.00 | $ 106,640.00 | 5,069.00 | | 101,380.00 |
| 2109-8225100 | SPECIAL COMPACTION OF SUBGRADE | 48.30 | STA | $ 1,680.00 | $ 81,144.00 | 48.30 | | 81,144.00 |
| 2115-0100000 | MODIFIED SUBBASE | 3,646.00 | CY | $ 66.00 | $ 240,636.00 | 3,646.00 | | 240,636.00 |
| 2123-7450020 | SHOULDER FINISHING, EARTH | 101.20 | STA | $ 405.00 | $ 40,986.00 | 91.62 | | 37,106.10 |
| 2213-7100400 | RELOCATION OF MAILBOXES | 5.00 | EACH | $ 765.00 | $ 3,825.00 | 4.00 | | 3,060.00 |
| 2301-1033070 | STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 7 IN. | 543.30 | SY | $ 92.00 | $ 49,983.60 | 543.30 | | 49,983.60 |
| 2301-1033080 | STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 8 IN. | 19,254.50 | SY | $ 76.50 | $ 1,472,969.25 | 17,610.50 | | 1,347,203.25 |
| 2301-4875008 | MEDIAN, P.C. CONCRETE, 8 IN. | 33.90 | SY | $ 155.00 | $ 5,254.50 | 33.90 | | 5,254.50 |
| 2301-6911722 | PORTLAND CEMENT CONCRETE PAVEMENT SAMPLES | 1.00 | LS | $ 15,000.00 | $ 15,000.00 | 0.75 | | 11,250.00 |
| 2304-0101000 | TEMPORARY PAVEMENT | 3,230.50 | SY | $ 63.00 | $ 203,521.50 | 430.80 | | 27,140.40 |
| 2312-8260051 | GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE | 553.00 | TON | $ 55.00 | $ 30,415.00 | 553.00 | | 30,415.00 |
| 2315-8275025 | SURFACING, DRIVEWAY, CLASS A CRUSHED STONE | 52.70 | TON | $ 60.00 | $ 3,162.00 | 60.95 | | 3,657.00 |
| 2402-0425040 | FLOODED BACKFILL | 71.00 | CY | $ 80.00 | $ 5,680.00 | 11.10 | | 888.00 |
| 2402-2720100 | EXCAVATION, CLASS 20, FOR ROADWAY PIPE CULVERT | 26.60 | CY | $ 45.00 | $ 1,197.00 | 26.60 | | 1,197.00 |
| 2416-0100015 | APRONS, CONCRETE, 15 IN. DIA. | 2.00 | EACH | $ 2,900.00 | $ 5,800.00 | 2.00 | | 5,800.00 |
| 2416-0100018 | APRONS, CONCRETE, 18 IN. DIA. | 4.00 | EACH | $ 3,100.00 | $ 12,400.00 | 4.00 | | 12,400.00 |
| 2416-0100024 | APRONS, CONCRETE, 24 IN. DIA. | 2.00 | EACH | $ 4,100.00 | $ 8,200.00 | 2.00 | | 8,200.00 |
| 2416-0100030 | APRONS, CONCRETE, 30 IN. DIA. | 2.00 | EACH | $ 5,100.00 | $ 10,200.00 | 2.00 | | 10,200.00 |
| 2416-0100036 | APRONS, CONCRETE, 36 IN. DIA. | 2.00 | EACH | $ 6,100.00 | $ 12,200.00 | 2.00 | | 12,200.00 |
| 2416-1165015 | CULVERT, 2000D CONCRETE, ENTRANCE PIPE 15 IN. DIA. | 38.00 | LF | $ 79.00 | $ 3,002.00 | 38.00 | | 3,002.00 |
| 2416-1165018 | CULVERT, 2000D CONCRETE, ENTRANCE PIPE 18 IN. DIA. | 88.00 | LF | $ 89.00 | $ 7,832.00 | 88.00 | | 7,832.00 |
| 2435-0140148 | MANHOLE, STORM SEWER, SW-401, 48 IN. | 5.00 | EACH | $ 5,400.00 | $ 27,000.00 | 6.00 | | 32,400.00 |
| 2435-0140160 | MANHOLE, STORM SEWER, SW-401, 60 IN. | 4.00 | EACH | $ 9,100.00 | $ 36,400.00 | 4.00 | | 36,400.00 |
| 2435-0250500 | INTAKE, SW-505 | 13.00 | EACH | $ 6,600.00 | $ 85,800.00 | 12.00 | | 79,200.00 |
| 2435-0250600 | INTAKE, SW-506 | 16.00 | EACH | $ 10,800.00 | $ 172,800.00 | 16.00 | | 172,800.00 |
| 2435-0250604 | INTAKE, SW-506, TOP ONLY | 2.00 | EACH | $ 4,900.00 | $ 9,800.00 | 0.00 | | - |
| 2435-0251224 | INTAKE, SW-512, 24 IN. | 15.00 | EACH | $ 3,000.00 | $ 45,000.00 | 12.00 | | 36,000.00 |
| 2435-0251230 | INTAKE, SW-512, 30 IN. | 1.00 | EACH | $ 3,600.00 | $ 3,600.00 | 1.00 | | 3,600.00 |
| 2435-0251300 | INTAKE, SW-513 | 1.00 | EACH | $ 7,000.00 | $ 7,000.00 | 1.00 | | 7,000.00 |
| 2435-0600010 | MANHOLE ADJUSTMENT, MINOR | 2.00 | EACH | $ 3,300.00 | $ 6,600.00 | 2.00 | | 6,600.00 |
| 2435-0600020 | MANHOLE ADJUSTMENT, MAJOR | 2.00 | EACH | $ 3,300.00 | $ 6,600.00 | 2.00 | | 6,600.00 |
| 2435-0600120 | INTAKE ADJUSTMENT, MAJOR | 1.00 | EACH | $ 700.00 | $ 700.00 | 0.00 | | - |
| 2502-8212036 | SUBDRAIN, LONGITUDINAL, (SHOULDER) 6 IN. DIA. | 8,837.80 | LF | $ 17.00 | $ 150,242.60 | 8,837.80 | | 150,242.60 |
| 2502-8215106 | SUBDRAIN, CORRUGATED METAL PIPE, 6 IN. DIA. | 12.00 | LF | $ 40.00 | $ 480.00 | 12.00 | | 480.00 |
| 2502-8221303 | SUBDRAIN OUTLET, DR-303 | 37.00 | EACH | $ 600.00 | $ 22,200.00 | 37.00 | | 22,200.00 |
| 2503-0114212 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 12 IN. | 96.00 | LF | $ 99.00 | $ 9,504.00 | 4.00 | | 396.00 |
| 2503-0114215 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 15 IN. | 1,454.00 | LF | $ 113.00 | $ 164,302.00 | 1,454.00 | | 164,302.00 |
| 2503-0114218 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 18 IN. | 1,218.00 | LF | $ 124.00 | $ 151,032.00 | 1,318.00 | | 163,432.00 |
| 2503-0114224 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 24 IN. | 654.00 | LF | $ 137.00 | $ 89,598.00 | 630.00 | | 86,310.00 |
| 2503-0114230 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 30 IN. | 140.00 | LF | $ 163.00 | $ 22,820.00 | 140.00 | | 22,820.00 |
| 2503-0114236 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 36 IN. | 144.00 | LF | $ 207.00 | $ 29,808.00 | 144.00 | | 29,808.00 |
| 2503-0200036 | REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN. | 1,431.00 | LF | $ 18.00 | $ 25,758.00 | 1,431.00 | | 25,758.00 |
| 2503-0200341 | STORM SEWER ABANDONMENT, FILL AND PLUG, LESS THAN OR EQUAL TO 36 IN. | 193.00 | LF | $ 18.00 | $ 3,474.00 | 193.00 | | 3,474.00 |
| 2504-0200404 | SANITARY SEWER SERVICE STUB, POLYVINYL CHLORIDE PIPE (PVC), 4 IN. | 120.00 | LF | $ 164.00 | $ 19,680.00 | 120.00 | | 19,680.00 |
| 2504-0240036 | REMOVE SANITARY SEWER PIPE LESS THAN OR EQUAL TO 36 IN. | 266.00 | LF | $ 36.00 | $ 9,576.00 | 65.00 | | 2,340.00 |
| 2504-0240145 | SANITARY SEWER CLEANOUT | 1.00 | EACH | $ 1,500.00 | $ 1,500.00 | 1.00 | | 1,500.00 |
| 2506-4984000 | FLOWABLE MORTAR | 24.90 | CY | $ 200.00 | $ 4,980.00 | 0.00 | | - |
| 2507-3250005 | ENGINEERING FABRIC | 129.30 | SY | $ 8.00 | $ 1,034.40 | 129.30 | | 1,034.40 |
| 2507-6800061 | REVETMENT, CLASS E | 112.30 | TON | $ 98.00 | $ 11,005.40 | 112.30 | | 11,005.40 |
| 2510-6745850 | REMOVAL OF PAVEMENT | 13,986.40 | SY | $ 5.00 | $ 69,932.00 | 13,986.40 | | 69,932.00 |
| 2510-6750600 | REMOVAL OF INTAKES AND UTILITY ACCESSES | 9.00 | EACH | $ 800.00 | $ 7,200.00 | 9.00 | | 7,200.00 |
| 2511-0300000 | REMOVAL OF RECREATIONAL TRAIL | 843.10 | SY | $ 7.00 | $ 5,901.70 | 843.10 | | 5,901.70 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 2511-0302600 | RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 6 IN. | 882.00 | SY | $ 56.00 | $ 49,392.00 | 837.44 | | 46,896.64 |
| 2511-0310100 | SPECIAL COMPACTION OF SUBGRADE FOR RECREATIONAL TRAIL | 8.30 | STA | $ 635.00 | $ 5,270.50 | 8.30 | | 5,270.50 |
| 2511-6745900 | REMOVAL OF SIDEWALK | 61.70 | SY | $ 11.00 | $ 678.70 | 61.70 | | 678.70 |
| 2511-7526004 | SIDEWALK, P.C. CONCRETE, 4 IN. | 1,870.00 | SY | $ 51.00 | $ 95,370.00 | 1,397.91 | | 71,293.41 |
| 2511-7526006 | SIDEWALK, P.C. CONCRETE, 6 IN. | 179.10 | SY | $ 56.00 | $ 10,029.60 | 173.36 | | 9,708.16 |
| 2511-7528101 | DETECTABLE WARNINGS | 474.00 | SF | $ 66.00 | $ 31,284.00 | 362.00 | | 23,892.00 |
| 2512-1725356 | CURB AND GUTTER, P.C. CONCRETE, 3.5 FT. | 89.70 | LF | $ 63.00 | $ 5,651.10 | 40.00 | | 2,520.00 |
| 2515-2475006 | DRIVEWAY, P.C. CONCRETE, 6 IN. | 104.70 | SY | $ 66.00 | $ 6,910.20 | 103.58 | | 6,836.28 |
| 2515-2475008 | DRIVEWAY, P.C. CONCRETE, 8 IN. | 1,411.30 | SY | $ 81.00 | $ 114,315.30 | 1,157.26 | | 93,738.06 |
| 2515-6745600 | REMOVAL OF PAVED DRIVEWAY | 1,349.90 | SY | $ 6.00 | $ 8,099.40 | 1,349.90 | | 8,099.40 |
| 2520-3350015 | FIELD OFFICE | 1.00 | EACH | $ 20,000.00 | $ 20,000.00 | 0.00 | | - |
| 2524-6765010 | REMOVE AND REINSTALL SIGN AS PER PLAN | 26.00 | EACH | $ 355.00 | $ 9,230.00 | 21.00 | | 7,455.00 |
| 2524-6765110 | REMOVAL OF TYPE A SIGN | 6.00 | EACH | $ 255.00 | $ 1,530.00 | 6.00 | | 1,530.00 |
| 2524-9276010 | PERFORATED SQUARE STEEL TUBE POSTS | 145.50 | LF | $ 45.00 | $ 6,547.50 | 145.50 | | 6,547.50 |
| 2524-9276021 | PERFORATED SQUARE STEEL TUBE POST ANCHOR, BREAK-AWAY SOIL INSTALLATION | 9.00 | EACH | $ 205.00 | $ 1,845.00 | 0.00 | | - |
| 2524-9325001 | TYPE A SIGNS, SHEET ALUMINUM | 65.25 | SF | $ 45.00 | $ 2,936.25 | 58.30 | | 2,623.50 |
| 2526-8285000 | CONSTRUCTION SURVEY | 1.00 | LS | $ 35,500.00 | $ 35,500.00 | 0.00 | | - |
| 2527-9263117 | PAINTED PAVEMENT MARKINGS, DURABLE | 135.48 | STA | $ 153.00 | $ 20,728.44 | 44.26 | | 6,771.78 |
| 2527-9263131 | WET RETROREFLECTIVE REMOVABLE TAPE MARKINGS | 85.25 | STA | $ 153.00 | $ 13,043.25 | 0.00 | | - |
| 2527-9263143 | PAINTED SYMBOLS AND LEGENDS, DURABLE | 27.00 | EACH | $ 560.00 | $ 15,120.00 | 15.00 | | 8,400.00 |
| 2527-9263180 | PAVEMENT MARKINGS REMOVED | 12.92 | STA | $ 205.00 | $ 2,648.60 | 12.92 | | 2,648.60 |
| 2527-9270111 | GROOVES CUT FOR PAVEMENT MARKINGS | 135.48 | STA | $ 115.00 | $ 15,580.20 | 61.45 | | 7,066.75 |
| 2527-9270120 | GROOVES CUT FOR SYMBOLS AND LEGENDS | 27.00 | EACH | $ 205.00 | $ 5,535.00 | 15.00 | | 3,075.00 |
| 2528-2518000 | SAFETY CLOSURE | 22.00 | EACH | $ 305.00 | $ 6,710.00 | 13.00 | | 3,965.00 |
| 2528-8400048 | TEMPORARY BARRIER RAIL, CONCRETE | 687.50 | LF | $ 40.00 | $ 27,500.00 | 0.00 | | - |
| 2528-8445110 | TRAFFIC CONTROL | 1.00 | LS | $ 61,000.00 | $ 61,000.00 | 0.85 | | 51,850.00 |
| 2528-9290050 | PORTABLE DYNAMIC MESSAGE SIGN (PDMS) | 60.00 | CDAY | $ 76.00 | $ 4,560.00 | 44.00 | | 3,344.00 |
| 2533-4980005 | MOBILIZATION | 1.00 | LS | $ 321,175.51 | $ 321,175.51 | 1.00 | | 321,175.51 |
| 2551-0000110 | TEMP CRASH CUSHION | 2.00 | EACH | $ 2,550.00 | $ 5,100.00 | 0.00 | | - |
| 2552-0000210 | TRENCH FOUNDATION | 200.00 | TON | $ 45.00 | $ 9,000.00 | 18.00 | | 810.00 |
| 2552-0000220 | REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL | 200.00 | CY | $ 35.00 | $ 7,000.00 | 10.00 | | 350.00 |
| 2552-0000300 | TRENCH COMPACTION TESTING | 1.00 | LS | $ 16,000.00 | $ 16,000.00 | 1.00 | | 16,000.00 |
| 2554-0112004 | WATER MAIN, TRENCHED, DUCTILE IRON PIPE (DIP), 4 IN. | 23.00 | LF | $ 320.00 | $ 7,360.00 | 0.00 | | - |
| 2554-0114012 | WATER MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC), 12 IN. | 285.00 | LF | $ 185.00 | $ 52,725.00 | 0.00 | | - |
| 2554-0203000 | FITTINGS BY WEIGHT, DUCTILE IRON | 2,117.00 | LB | $ 18.00 | $ 38,106.00 | 0.00 | | - |
| 2554-0204110 | WATER SERVICE STUB, COPPER, 1 IN. | 1.00 | EACH | $ 1,900.00 | $ 1,900.00 | 1.00 | | 1,900.00 |
| 2554-0205710 | WATER SERVICE CURB STOP AND BOX, COPPER, 1 IN. | 1.00 | EACH | $ 800.00 | $ 800.00 | 1.00 | | 800.00 |
| 2554-0212040 | VALVE BOX ADJUSTMENT, MINOR | 13.00 | EACH | $ 500.00 | $ 6,500.00 | 13.00 | | 6,500.00 |
| 2554-0214000 | FIRE HYDRANT ADJUSTMENT | 5.00 | EACH | $ 5,500.00 | $ 27,500.00 | 4.00 | | 22,000.00 |
| 2599-9999005 | ('EACH' ITEM') CLEANOUT (SUBDRAIN) | 13.00 | EACH | $ 2,200.00 | $ 28,600.00 | 13.00 | | 28,600.00 |
| 2599-9999005 | ('EACH' ITEM') CONNECTION TO STORM SEWER PIPE | 3.00 | EACH | $ 3,000.00 | $ 9,000.00 | 3.00 | | 9,000.00 |
| 2599-9999005 | ('EACH' ITEM') GRID TIED MAT GROUND ANCHOR TYPE 1 | 364.00 | EACH | $ 32.00 | $ 11,648.00 | 26.00 | | 832.00 |
| 2599-9999005 | ('EACH' ITEM') REMOVE AND REINSTALL GATE | 2.00 | EACH | $ 2,500.00 | $ 5,000.00 | 2.00 | | 5,000.00 |
| 2599-9999005 | ('EACH' ITEM') WATER METER PIT | 1.00 | EACH | $ 2,300.00 | $ 2,300.00 | 1.00 | | 2,300.00 |
| 2599-9999009 | (LINEAR FEET' ITEM) REMOVAL OF EXISTING WATER MAIN | 275.00 | LF | $ 25.00 | $ 6,875.00 | 0.00 | | - |
| 2599-9999010 | ('LUMP SUM' ITEM) CONCRETE WASHOUT | 1.00 | LS | $ 10,500.00 | $ 10,500.00 | 0.75 | | 7,875.00 |
| 2599-9999010 | ('LUMP SUM' ITEM) MAINTENANCE OF SOLID WASTE AND RECYCLING COLLECTION | 1.00 | LS | $ 5,600.00 | $ 5,600.00 | 0.75 | | 4,200.00 |
| 2599-9999010 | ('LUMP SUM' ITEM) REMOVE AND REINSTALL MAILBOX CLUSTER | 1.00 | LS | $ 7,300.00 | $ 7,300.00 | 1.00 | | 7,300.00 |
| 2599-9999018 | ('SQUARE YARDS' ITEM) GRID TIED CONCRETE BLOCK MAT, RIVERINE | 128.00 | SY | $ 119.00 | $ 15,232.00 | 128.01 | | 15,233.19 |
| 2599-9999020 | ('TONS' ITEM) REMOVAL OF CLASS E REVETMENT | 88.00 | TON | $ 26.00 | $ 2,288.00 | 70.00 | | 1,820.00 |
| 2601-2634105 | MULCHING, BONDED FIBER MATRIX | 10.50 | ACRE | $ 3,700.00 | $ 38,850.00 | 5.89 | | 21,793.00 |
| 2601-2636043 | SEEDING AND FERTILIZING (RURAL) | 1.50 | ACRE | $ 1,000.00 | $ 1,500.00 | 0.00 | | - |
| 2601-2636044 | SEEDING AND FERTILIZING (URBAN) | 4.00 | ACRE | $ 1,550.00 | $ 6,200.00 | 4.98 | | 7,719.00 |
| 2601-2638352 | SLOPE PROTECTION, WOOD EXCELSIOR MAT | 340.00 | SQ | $ 11.00 | $ 3,740.00 | 442.40 | | 4,866.40 |
| 2601-2643110 | WATERING FOR SOD, SPECIAL DITCH CONTROL, OR SLOPE PROTECTION | 17.00 | MGAL | $ 60.00 | $ 1,020.00 | 0.00 | | - |
| 2601-2643300 | MOBILIZATION FOR WATERING | 3.00 | EACH | $ 350.00 | $ 1,050.00 | 0.00 | | - |
| 2602-0000150 | STABILIZED CONSTRUCTION ENTRANCE, EC-303 | 450.00 | LF | $ 66.00 | $ 29,700.00 | 360.00 | | 23,760.00 |
| 2602-0000312 | PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 12 IN. | 10,884.00 | LF | $ 3.40 | $ 37,005.60 | 2,435.00 | | 8,279.00 |
| 2602-0000351 | REMOVAL OF PERIMETER AND SLOPE OR DITCH CHECK SEDIMENT CONTROL DEVICE | 12,858.00 | LF | $ 0.25 | $ 3,214.50 | 0.00 | | - |
| 2602-0000362 | DITCH CHECK SEDIMENT CONTROL DEVICE, 12 IN. DIA. | 1,974.00 | LF | $ 3.40 | $ 6,711.60 | 0.00 | | - |
| 2602-0000500 | OPEN THROAT CURB INTAKE SEDIMENT FILTER EC-602 | 88.00 | LF | $ 18.00 | $ 1,584.00 | 29.00 | | 522.00 |
| 2602-0000510 | MAINTENANCE OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER | 8.00 | EACH | $ 10.00 | $ 80.00 | 0.00 | | - |
| 2602-0000520 | REMOVAL OF OPEN-THROAT CURB INTAKE SEDIMENT FILTER | 8.00 | EACH | $ 10.00 | $ 80.00 | 8.00 | | 80.00 |
| 2602-0000530 | GRATE INTAKE SEDIMENT FILTER BAG | 62.00 | EACH | $ 189.00 | $ 11,718.00 | 31.00 | | 5,859.00 |
| 2602-0000540 | MAINTENANCE OF GRATE INTAKE SEDIMENT FILTER BAG | 62.00 | EACH | $ 10.00 | $ 620.00 | 26.00 | | 260.00 |
| 2602-0000550 | REMOVAL OF GRATE INTAKE SEDIMENT FILTER BAG | 62.00 | EACH | $ 10.00 | $ 620.00 | 20.00 | | 200.00 |
| 2602-0010010 | MOBILIZATIONS, EROSION CONTROL | 1.00 | EACH | $ 500.00 | $ 500.00 | 1.00 | | 500.00 |
| 2602-0010020 | MOBILIZATIONS, EMERGENCY EROSION CONTROL | 1.00 | EACH | $ 1,000.00 | $ 1,000.00 | 0.00 | | - |
| 2610-0000120 | TREES | 11.00 | EACH | $ 600.00 | $ 6,600.00 | 0.00 | | - |
| | | | | | | | | |
| | | TOTAL ORIGINAL CONTRACT = | | $ | 5,098,494.70 | | | $ 4,311,621.83 |
| CHANGE ORDER SUMMARY: | | | | | | | | |
| | CHANGE ORDER 02 | | | | | | | |

PartialPaymentApp13_Hillcrest.xlsx

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 2520-3350015 | FIELD OFFICE | -1 | EA | 20,000.00 | $ (20,000.00) | | 2 | - |
| | CHANGE ORDER 03 | | | | | | | |
| 2526-8285000 | CONSTRUCTION SURVEY | -1 | EA | 35,500.00 | $ (35,500.00) | | 3 | - |
| | CHANGE ORDER 04 | | | | | | | |
| 2435-0250500 | INTAKE, SW-505 | -1 | EA | 6,600.00 | $ (6,600.00) | | | - |
| 2435-0250610 | INTAKE, SW-506, MODIFIED | 1 | EA | 15,800.00 | $ 15,800.00 | 1 | 4 | $ 15,800.00 |
| | | | | TOTAL: | $ 9,200.00 | | | $ 15,800.00 |
| | CHANGE ORDER 05 | | | | | | | |
| 2528-8445110 | ADDITIONAL TRAFFIC CONTROL | 1 | EA | 7,095.00 | $ 7,095.00 | 1 | 5 | $ 7,095.00 |
| 2599-9999005 | ('EACH' ITEM') CLEANOUT (SUBDRAIN), TYPE B | -13 | EA | 2,200.00 | $ (28,600.00) | -13 | 5 | $ (28,600.00) |
| 2599-9999005 | ('EACH' ITEM') CLEANOUT (SUBDRAIN), TYPE A-1 | 13 | EA | 950.00 | $ 12,350.00 | 13 | 5 | $ 12,350.00 |
| | | | | TOTAL: | $ (9,155.00) | | | $ (9,155.00) |
| | CHANGE ORDER 06 | | | | | | | |
| 2507-6800061 | REVETMENT, CLASS E | 23.82 | TON | 98.00 | $ 2,334.36 | 23.82 | 6 | $ 2,334.36 |
| 2528-8445110 | ADDITIONAL TRAFFIC CONTROL | 1 | EA | 13,145.00 | $ 13,145.00 | 1 | 6 | $ 13,145.00 |
| 2599-9999005 | ('EACH' ITEM') REMOVAL OF RAILROAD FOOTINGS | 1 | EA | 1,305.00 | $ 1,305.00 | 1 | 6 | $ 1,305.00 |
| 2599-9999006 | ('EACH' ITEM') STORM SEWER ADJUSTMENT IN FIELD | 1 | EA | 2,960.00 | $ 2,960.00 | 1 | 6 | $ 2,960.00 |
| | | | | TOTAL: | $ 19,744.36 | | | $ 19,744.36 |
| | CHANGE ORDER 07 | | | | | | | |
| 2301-1033070 | STANDARD OR SLIP FORM PORTLAND CEMENT CONCRETE PAVEMENT, CLASS C, CLASS 3 DURABILITY, 7 IN. | 32.42 | SY | 92.00 | $ 2,982.64 | 32.42 | 7 | $ 2,982.64 |
| 2435-0140148 | MANHOLE, STORM SEWER, SW-401, 48 IN. DIA | -1 | EA | 5,400.00 | $ (5,400.00) | | 7 | |
| 2435-0140160 | MANHOLE, STORM SEWER, SW-401, 60 IN. DIA | 1 | EA | 9,100.00 | $ 9,100.00 | 1 | 7 | $ 9,100.00 |
| 2502-8215106 | SUBDRAIN, CORRUGATED METAL PIPE, 6 IN. DIA. | 16 | LF | 40.00 | $ 640.00 | 16 | 7 | $ 640.00 |
| 2502-8221303 | SUBDRAIN OUTLET, DR-303 | 22 | EA | 600.00 | $ 13,200.00 | 14 | 7 | $ 8,400.00 |
| 2503-0114236 | STORM SEWER GRAVITY MAIN, TRENCHED, REINFORCED CONCRETE PIPE (RCP), 2000D (CLASS III), 36 IN. | 13 | LF | 207.00 | $ 2,691.00 | 13 | 7 | $ 2,691.00 |
| 2524-9276010 | PERFORATED SQUARE STEEL TUBE POSTS | 220 | LF | 45.00 | $ 9,900.00 | 66 | 7 | $ 2,970.00 |
| 2527-9263180 | PAVEMENT MARKINGS REMOVED | 0.31 | STA | 205.00 | $ 63.55 | 0.31 | 7 | $ 63.55 |
| 2554-0112004 | WATER MAIN, TRENCHED, DUCTILE IRON PIPE (DIP), 4 IN. | -23 | LF | 320.00 | $ (7,360.00) | | 7 | |
| 2554-0114012 | WATER MAIN, TRENCHED, POLYVINYL CHLORIDE PIPE (PVC), 12 IN. | -142 | LF | 185.00 | $ (26,270.00) | | 7 | |
| 2554-0203000 | FITTINGS BY WEIGHT, DUCTILE IRON | -1,058.5 | LB | 18.00 | $ (19,053.00) | | 7 | |
| 2599-9999005 | ('EACH' ITEM) CLEANOUT (SUBDRAIN), TYPE B | 2 | EA | 2,200.00 | $ 4,400.00 | 2 | 7 | $ 4,400.00 |
| 2599-9999005 | ('EACH' ITEM) CLEANOUT (SUBDRAIN), TYPE A-1 | -2 | EA | 950.00 | $ (1,900.00) | | 7 | |
| 2599-9999009 | (LINEAR FEET' ITEM) REMOVAL OF EXISTING WATER MAIN | -137.5 | LF | 25.00 | $ (3,437.50) | | 7 | |
| 2602-0010010 | MOBILIZATIONS, EROSION CONTROL | 16 | EA | 500.00 | $ 8,000.00 | 13 | 7 | $ 6,500.00 |
| 2599-9999010 | ('LUMP SUM' ITEM) STORM SEWER MANHOLE, SPECIAL | 1 | LS | 8,400.00 | $ 8,400.00 | 1 | 7 | $ 8,400.00 |
| | | | | TOTAL: | $ (4,043.31) | | | $ 46,147.19 |
| | CHANGE ORDER 08 | | | | | | | |
| 2435-0140160 | MANHOLE, STORM SEWER, SW-401, 60 IN. | -1 | EA | 9,100.00 | $ (9,100.00) | | 8 | |
| 2435-0140172 | MANHOLE, STORM SEWER, SW-401, 72 IN. | 1 | EA | 11,300.00 | $ 11,300.00 | 1.00 | 8 | $ 11,300.00 |
| | | | | TOTAL: | $ 2,200.00 | | | $ 11,300.00 |
| | CHANGE ORDER 09 | | | | | | | |
| 2599-9999010 | TEMPORARY DRIVEWAY, SECURED SITE | 1 | LS | 9,500.00 | $ 9,500.00 | 1.00 | 9 | $ 9,500.00 |
| | | | | TOTAL: | $ 9,500.00 | | | $ 9,500.00 |
| | CHANGE ORDER 10 | | | | | | | |
| 2599-9999005 | BUSINESS ACCESS SIGN | 1 | EA | 1,182.50 | $ 1,182.50 | 1.00 | 10 | $ 1,182.50 |
| | | | | TOTAL: | $ 1,182.50 | | | $ 1,182.50 |
| | CHANGE ORDER 11 | | | | | | | |
| 2312-8260051 | GRANULAR SURFACING ON ROAD, CLASS A CRUSHED STONE | 41.67 | TON | $ 55.00 | $ 2,291.85 | 41.67 | 11 | $ 2,291.85 |
| 2315-8275025 | SURFACING, DRIVEWAY, CLASS A CRUSHED STONE | 8.25 | TON | $ 60.00 | $ 495.00 | 8.25 | 11 | $ 495.00 |
| 2435-0140148 | MANHOLE, STORM SEWER, SW-401, 48 IN. | 1.00 | EACH | $ 5,400.00 | $ 5,400.00 | 1.00 | 11 | $ 5,400.00 |
| 2510-6745850 | REMOVAL OF PAVEMENT | 430.80 | SY | $ 5.00 | $ 2,154.00 | 430.80 | 11 | $ 2,154.00 |
| 2511-0300000 | REMOVAL OF RECREATIONAL TRAIL | 44.44 | SY | $ 7.00 | $ 311.08 | 44.44 | 11 | $ 311.08 |
| 2511-0310100 | SPECIAL COMPACTION OF SUBGRADE FOR RECREATIONAL TRAIL | 0.44 | STA | $ 635.00 | $ 279.40 | 0.44 | 11 | $ 279.40 |
| 2554-0212040 | VALVE BOX ADJUSTMENT, MINOR | 1.00 | EACH | $ 500.00 | $ 500.00 | 1.00 | 11 | $ 500.00 |
| | | | | TOTAL: | $ 11,431.33 | | | $ 11,431.33 |
| | | TOTAL CHANGE ORDERS = | | | $ (15,440.12) | | | $ 105,950.38 |
| | | TOTAL CONTRACT & CHANGE ORDERS | | | $ 5,083,054.58 | | | $ 4,417,572.21 |

Form 831240 (12-20)

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

Change Order No.: 11

# CHANGE ORDER
For Local Public Agency Projects

No.: 11

Non-Substantial: ☐

Substantial: ☐

Administering Office Concurrence Date

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

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

Contract Work Type: PCC Pavement - Grade & Replace

Local Public Agency: City of Indianola

Contractor: Vanderpool Construction, Inc.

Date Prepared: November 13, 2024

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

A - Description of change to be made:

LINE ITEM 16 Change - Increase item for "Granular Surfacing on Road, Class A Crushed Road Stone"
LINE ITEM 17 Change - Increase item for "Surfacing, Driveway, Class A Crushed Road Stone"
LINE ITEM 27 Change - Increase item for "Manhole, Storm Sewer, SW-401, 48 In."
LINE ITEM 56 Change - Increase item for "Removal of Pavement"
LINE ITEM 58 Change - Increase item for "Removal of Recreational Trail"
LINE ITEM 60 Change - Increase item for "Special Compaction of Subgrade for Recreational Trail"
LINE ITEM 96 Change - Increase item for "Valve Box Adjustment, Minor"

B - Reason for change:

LINE ITEM 16 - Additional material needed for construction along long access road to Rebuilders Parts Warehouse, Fire Protection Professionals, and Apex Storage Units during Phase 4a of construction.
LINE ITEM 17 - Additional material needed for access for Rebuilders Parts Warehouse, Fire Protection Professionals, and Apex Storage Units during Phase 4a of construction.
LINE ITEM 27 - An existing manhole was discovered upon excavation, and required replacement.
LINE ITEM 56 - During winter shutdown in November 2023, temporary pavement was placed that needed to be removed upon the reconstruction of the road.
LINE ITEM 58 - Additional trail removal was required to install a sanitary sewer service to a residential home.
LINE ITEM 60 - Additional material needed to replace the trail that needed to be removed to place the sanitary sewer service.
LINE ITEM 96 - An additional valve was discovered during excavation and required an adjustment.

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

ALL ITEMS - Contract Unit Price

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

ALL ITEMS - Contract Unit Price

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

Justification for selection:
Additional contract time not requested by Vanderpool Construction.

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

Change Order No.: 11

F - Items included in contract:

| Participating | | | | For deductions enter as "-x.xx" | | |
|---|---|---|---|---|---|---|
| Federal-aid | State-aid | Line Number | Item Description | Unit Price .xx | Quantity .xxx | Amount .xx |
| | | 16 | Granular Surfacing on Road, Class A Crushed Road Stone | $55.00 | 41.670 | $2,291.85 |
| | | 17 | Surfacing, Driveway, Class A Crushed Road Stone | $60.00 | 8.250 | $495.00 |
| | | 27 | Manhole, Storm Sewer, SW-401, 48 In. | $5,400.00 | 1.000 | $5,400.00 |
| | | 56 | Removal of Pavement | $5.00 | 430.800 | $2,154.00 |
| | | 58 | Removal of Recreational Trail | $7.00 | 44.440 | $311.08 |
| | | 60 | Special Compaction of Subgrade for Recreational Trail | $635.00 | 0.440 | $279.40 |
| | | 96 | Valve Box Adjustment, Minor | $500.00 | 1.000 | $500.00 |
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| | | | Add Row Delete Row | TOTAL | | $11,431.33 |

G - Items not included in contract:

| Participating | | | | | For deductions enter as "-x.xx" | | |
|---|---|---|---|---|---|---|---|
| Federal-aid | State-aid | Change Number | Item Number | Item Description | Unit Price .xx | Quantity .xxx | Amount .xx |
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Signatures will be applied through DocExpress.

# MEMORANDUM

**To:** Mayor and City Council

**From:** Jackie Raffety, City Clerk/Finance Director

**Date:** November 18, 2024

**Subject:** Consideration of the approval of a new liquor license for Sticks and Balls, LLC.

---

**Introduction:** Sticks and Balls, LLC is applying for a new Special Class C retail alcohol liquor license at their new location, 116 East Ashland Avenue, Suite 100.

**Background:**

**Discussion:** Sticks and Balls is a limited liability company with the owner listed on the application as Crystal Inman. All paperwork is in order for approval and staff have inspected the premises.

**Budget Impact:**

**Recommendation:** Approval.

**Attachments:** None

# MEMORANDUM

**To:** Mayor and City Council

**From:** Bill Mettee, Associate Planner

**Date:** November 18, 2024

**Subject:** Third consideration and adoption of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the R-2, single family residential attached zoning district and C-3, downtown mixed-use zoning district to the C-3, downtown mixed-use zoning district.

---

**Recommendation:** Roll call is in order.

**Attachments:**
1. Staff Report_Integra Electric RZ_100424
2. ORD_215 N Buxton_Rezoning

# PLANNING AND ZONING COMMISSION STAFF REPORT

**PROJECT:** Integra Electric – Rezoning

**PREPARED BY**: Bill Mettee – Associate Planner

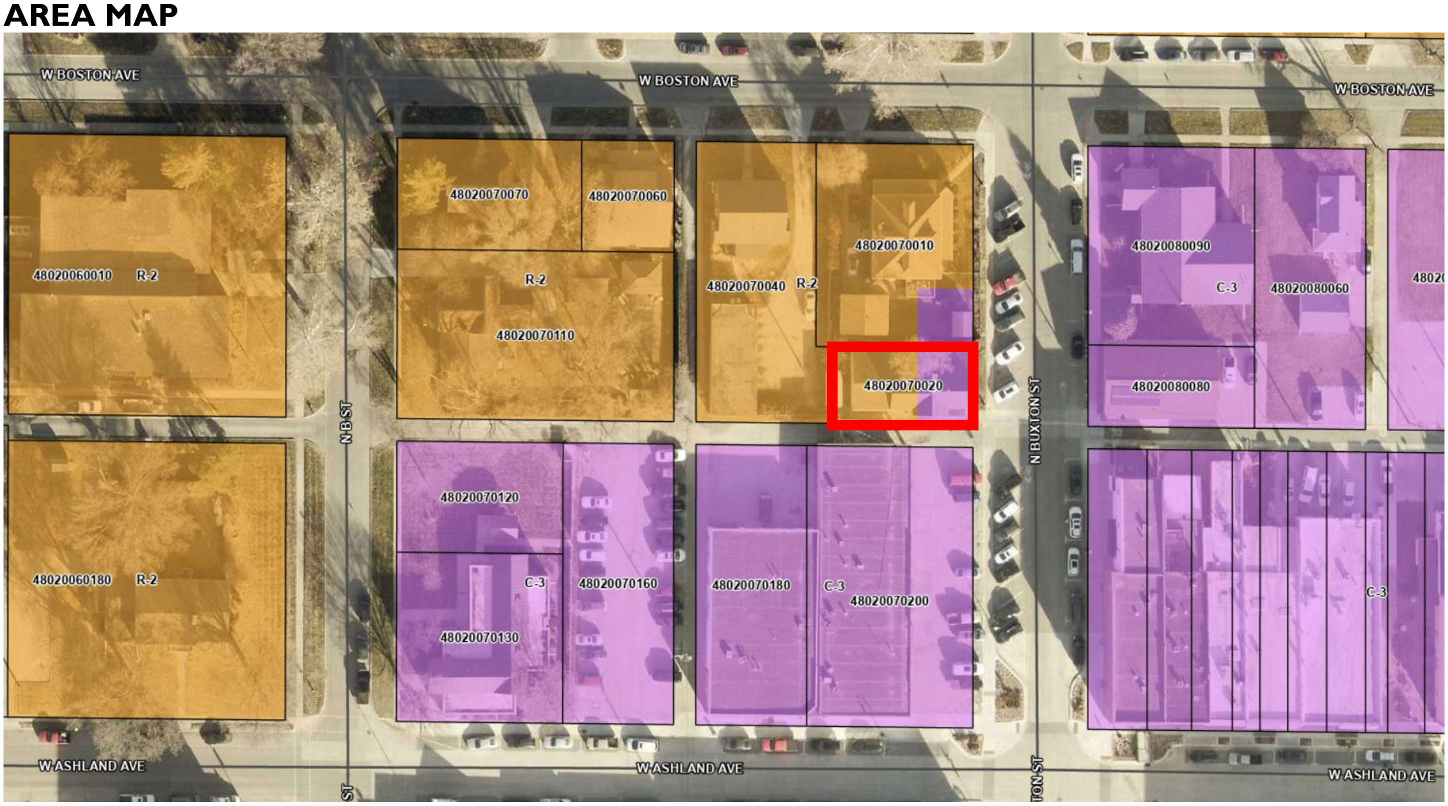
**REPORT DATE:** October 4, 2024

**MEETING DATE:** October 8, 2024

## GENERAL INFORMATION

| | |
|---|---|
| **Applicant / Owner**: | Integra Investments, LLC |
| **Owner's Representative:** | Ben Carpenter, Owner, Integra Electric |
| **Request:** | The applicant is requesting approval of a rezoning for a commercial property. |
| **Location and Size:** | Property is located south of West Boston Avenue and west of North Buxton Street, containing approximately 3,400-square feet. |

## AREA MAP




**ABOVE:** Aerial of subject property (outlined in **RED**) in relation to the surrounding area.

## LAND USES AND ZONING

| Location | Existing Land Use | Comprehensive Plan | Current Zoning |
|---|---|---|---|
| Property in Question | Vacant – Undeveloped | Downtown Mixed-Use | R-2 (Single-Family Residential Attached District) / C-3 (Downtown Mixed-Use District) |
| North | Residential | Downtown Mixed-Use | R-2 (Single-Family Residential Attached District) / C-3 (Downtown Mixed-Use District) |
| South | Downtown Commercial | Downtown Mixed-Use | C-3 (Downtown Mixed-Use District) |
| East | Downtown Commercial | Downtown Mixed-Use | C-3 (Downtown Mixed-Use District) |
| West | Residential | Downtown Mixed-Use | R-2 (Single-Family Residential Attached District) |

## BACKGROUND

At their June 11, 2024 Planning & Zoning Commission meeting, the Commission recommended approval of a code amendment from Ben Carpenter to permit construction sales and services, contractor offices, offices for plumbers, electricians, HVAC services or similar uses in the C-3 zoning district. The applicant currently does not store or warehouse any materials at their current site and do not propose to at the new location.

## PROJECT DESCRIPTION

The subject property is located south of West Boston Avenue and west of North Buxton Street. The property is 0.08-acres in area, or 3,400 square feet and is 40' x 85' in area. The property owner has submitted the rezoning request from R-2 (Single-Family Residential Attached) and C-3 (Downtown Mixed-Use) to C-3 (Downtown Mixed-Use) in order to utilize the property to operate a commercial business and utilize the space for contractor offices.

Notification to adjacent property owners was mailed on September 19, 2024. The rezoning sign was placed on the property by the October 1, 2024 deadline. Staff has not received any correspondence for or against the request.

## STAFF RECOMMENDATION

The proposed zoning district is consistent with the land uses identified in the Comprehensive Plan and with the existing surrounding land uses. Staff recommends approval of the rezoning for Integra Electric at 215 North Buxton Street.

**ORDINANCE NO. _______**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, FOR CHANGE OF ZONING DISTRICT BOUNDARIES FROM THE R-2, SINGLE-FAMILY RESIDENTIAL ATTACHED ZONING DISTRICT AND C-3, DOWNTOWN MIXED-USE ZONING DISTRICT TO THE C-3, DOWNTOWN MIXED-USE ZONING DISTRICT**

**WHEREAS**, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the zoning from the R-2 Single-Family Residential Attached Zoning District and C-3, Downtown Mixed-Use Zoning District to C-3, Downtown Mixed-Use Zoning District for real property located at 215 North Buxton Street and legally described as INDIANOLA OTP S 40’ LOTS 2 & 24 AND SE 40’ OF LOT 3 BLOCK 7 to the City of Indianola, Warren County, Iowa.

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

**Section 1:** That the zoning is amended from the R-2 Single-Family Residential Attached Zoning District and C-3, Downtown Mixed-Use Zoning District to C-3, Downtown Mixed-Use Zoning District for real property located at 215 North Buxton Street and legally described as INDIANOLA OTP S 40’ LOTS 2 & 24 AND SE 40’ OF LOT 3 BLOCK 7 to the City of Indianola, Warren County, Iowa.

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

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

**PASSED AND APPROVED** this _______ day of _______________________________ 2024.

_________________________________________
Stephanie Erickson, Mayor

ATTEST:

_____________________
Jackie Raffety, City Clerk

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

# MEMORANDUM

**To:** Mayor and City Council

**From:** Akhilesh Pal, Public Works Director

**Date:** November 18, 2024

**Subject:** Resolution approving Payment Application Number 5, in the amount of $402,906.82, to Vanderpool Construction and Change Order Number 4, in the amount of $91,457.69, for the South K Street Paving Project.

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**Introduction:** This memorandum seeks City Council approval of Pay Application #5, in the amount of $402,906.82, and Change Order #4, in the amount of $91,457.69, for the South K Street Paving Project. These payments reflect the work completed during the October 2024 pay period and adjustments made to ensure the project's progression.

**Background:** On May 6, 2024, the City Council awarded a contract to Vanderpool Construction Inc. for the South K Street Paving Project. The project commenced on June 3, 2024, and is a vital infrastructure project designed to enhance traffic flow, mitigate concerns for dust control, and improve road safety for residents and businesses in the area.

**Discussion:** Pay Application #5 includes work like placing topsoil, replacing concrete curbs and gutters along IA92, testing concrete and asphalt, grinding rubble strips, installing concrete and gravel driveways, adding pavement markings, setting up high tension cable guard rails, putting up permanent signs, managing traffic, and completing permanent seeding and mulching. It also covers erosion and sediment control, pollution prevention plan management, and maintaining residential postal, waste, and recycling services.

Change Order No. 4 reflects adjustments based on actual field measurements, with some items increasing in cost while others decreased. These adjustments include necessary changes such as the removal of unsuitable soil for storm sewer installation, the use of more asphalt than originally planned, and modifications to driveways and curbs. Additionally, the project required the stabilization of a ditch due to erosion and unregulated fill material, and extra temporary surfacing was needed during periods of heavy rain to maintain access. Some items, like geogrid subgrade treatment and silt fences, were not needed, and certain quantities were adjusted based on field conditions. The total cost for this change order is $91,457.69. Note that the overall net change order total, which includes previous changes, is currently $71,186.19. More detailed information can be found in the letter from Dave Moeller, engineer for this project.

**Budget Impact:** The funding for Pay Application #5 and Change Order #4 is allocated in the FY2024 and FY2025 Street Capital Project Fund (Fund 323). Additionally, $200,000 in funding is provided by the U-STEP Iowa DOT program, and special assessments will further contribute to covering project costs.

Pay Request #5, totaling $402,906.82, along with Change Order #4 for $91,457.69, are both within the available funding for the project.

**Recommendation:** Staff recommends that the City Council approve Pay Request #5, in the amount of $402,906.82, along with Change Order #4 for $91,457.69, for the South K Street Paving Project. This approval will facilitate payment for the continued progress of the project and address necessary adjustments to accommodate unforeseen site conditions and improve traffic management.

**Attachments:**

1. PartialPaymentApp05_Letter_SouthKStreet
2. Resolution South K St Pay5 and CO4
3. PartialPaymentApp05_SouthKStreet SIGNED
4. ChangeOrder04_SouthKStreet SIGNED

November 18, 2024

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

RE: Application for Partial Payment No. 5
Change Order No. 4
South K Street Paving Project

Dear Mr. Pal:

Enclosed please find Application for Partial Payment No. 5 in the amount of $402,906.82 and Change Order No. 4 in the amount of $91,457.69 for work accomplished in October 2024.

Work for this pay period included topsoil placement, concrete curb and gutter replacement along IA92, concrete assurance testing, asphalt paving and assurance testing, grinding rubble strips, concrete and granular driveways, pavement markings, high tension cable guard rail, permanent signage, traffic management, permanent seeding and mulching, erosion and sediment control, pollution prevention plan management, and residential postal, solid waste, and recycling maintenance.

Approximately 98.% of construction is complete when comparing the earned value, the dollar amount of work completed, to the total contract amount.

The Contract included 92 working days to complete the project. At the end of the pay period, 89 working days, or 96.7% of the contract working days, had been used.

Change order No. 4 includes many items that are reconciled to their field measured, final quantities at the contract unit prices. You will note some items are less and some are more. Change order items are described in detail below:

- *Excavation, Class 12, $16,350.00:* Unsuitable soil was removed from an existing ditch and wasted off-site. The waste soil was removed in order to provide proper bedding for storm sewer infrastructure. See bid item 2.06. The item was paid earlier in the year but was added as a change order for tracking purposes.
- *Subgrade treatment, geogrid, triangular type 3, ($1,925.00):* Unstable soils in the road bed were not encountered as anticipated and geogrid was not required. See bid item 2.08.
- *Pavement, PCC, 8-inch depth, $17,776.70:* The driveways to IMU water and Fareway Grocery were changed from 6-inch to 8-inch depth. Quantity was adjusted to field

measurements. See bid item 7.01. There is an associated deduct in quantity for the 6" depth; bid item 7.12.

- *Curb and Gutter, 8-inch depth, ($266.00):* Quantity was adjusted to field measurements. See bid item 7.02.
- *Hot Mix Asphalt, 3-inch depth, $25,798.50:* Quantity was based on delivery tickets collected from asphalt trucks and represents an increase of 6.9% above bid quantities. See bid item 7.04.
- *Sidewalk, 4 and 6-inch depth, ($189.00):* Quantity was adjusted to field measurements. See bid items 7.09 and 7.10.
- *Detectable warning panels (ADA tiles), ($171.00):* Quantity was adjusted to field measurements. See bid item 7.11.
- *Driveway, PCC, 6-inch depth, ($12,441.60):* The driveways to IMU water and Fareway Grocery were changed from 6-inch to 8-inch depth. The church driveway was changed from asphalt to concrete driveway as it is a concrete surface. Quantity was adjusted to field measurements. See bid item 7.12.
- *Granular roadway stone, 6-inch depth, ($2,485.00):* Quantity was adjusted to field measurements. See bid item 7.14.
- *Temporary granular surfacing, 6*-inch depth ($21,540.75). A significant quantity of temporary rock was added to the roadway during periods of heavy rain earlier in the project. The material was necessary to provide local access to West 17th Avenue. The item was paid earlier in the year but was added as a change order to conclude documentation purposes.
- *Remove and reinstall traffic signs, $325.00:* One additional sign was found and was reinstalled along IA92. See bid item 8.08.
- *Rip*-rap, erosion stone, ($797.16): Less quantity was used than estimated. See bid item 9.08.
- *Silt fence erection and removal, ($7,060.00):* The item was not used. See bid items 9.10 and 9.11.
- *High tension cable guard rail, $15,361.50:* A strand of guard rail, 285 LF in length as shown on the construction drawings, was not included in the bid tabulation. The quantity was adjusted to the field measured length.
- *Rock flume, $19,640:* Excessive erosion was occurring in an existing ditch, just outside the project limits. Unstable and unregulated fill material (broken concrete, bricks, debris) were encountered immediately upstream and were exposed by heavy rains during the project. The ditch transition was stabilized with in the City's easement area to stabilize the waterway. Work to stabilize the ditch segment included 208 tons of Class E and B revetment, grading, and equipment mobilization.
- Change order no. 4 total cost: $91,457.69

Snyder recommends approval for Application for Partial Payment No. 5 and Change Order No. 4 for work complete by Vanderpool Construction during the October 2024 pay period.

These values are summarized as follows:

| Payment and Completion Summary for October 2024 | |
|---|---|
| **Item** | **Amount** |
| Partial Payment Application No. 1 | $165,577.76 |
| Partial Payment Application No. 2 | $240,191.91 |
| Partial Payment Application No. 3 | $600,691.26 |
| Partial Payment Application No. 4 | $308,397.57 |
| **Partial Payment Application No. 5** | **$402,906.82** |
| Total of All Payments | $1,717,765.32 |
| Total Earned | $1,808,174.02 |
| 5% Retainage | $90,408.70 |
| Total Contract Price | $1,845,821.19 |
| Percent Complete | 98.0% |

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

Respectfully,

SNYDER & ASSOCIATES, INC.

Digitally signed by David N. Moeller, P.E.
Date: 2024.11.12 16:25:48-06'00'

David N Moeller, P.E.
Project Manager

Enclosure

City of Indianola

**RESOLUTION NO. 2024-**

**RESOLUTION APPROVING PAYMENT APPLICATION NUMBER 5 AND CHANGE ORDER NUMBER 4 FOR THE SOUTH K STREET PAVING PROJECT**

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

**WHEREAS,** Vanderpool Construction Inc. has submitted Payment Application Number 5 and Change Order Number 4 as described on the attached application; and

**WHEREAS,** the City Council now deems it appropriate to approve Payment Application Number 5 and Change Order Number 4, as attached.

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

1. Change Order Number 4, in the amount of $91,457.69, is hereby approved.
2. Payment Application Number 5, in the amount of $402,906.82, shall be paid.
3. Mayor is hereby authorized to sign the documents on behalf of the City of Indianola.

PASSED AND APPROVED this 18th day of November 2024.

____________________________________
Stephanie Erickson, Mayor

ATTEST:

_________________________
Jackie Raffety, City Clerk

# APPLICATION FOR PARTIAL PAYMENT NO. 5

PROJECT: South K Street Paving Project

S&A PROJECT NO.: 118.1214.01

OWNER: City Of Indianola
CONTRACTOR: Vanderpool Construction, Inc.
ADDRESS: 1100 N 14th St
Indianola, IA 50125
DATE: 11/18/2024

PAYMENT PERIOD: 10/1/2024 to 10/31/2024

## 1. CONTRACT SUMMARY:

| | |
|---|---|
| Original Contract Amount: | $ 1,774,635.00 |
| Net Change by Change Order: | $ 71,186.19 |
| Contract Amount to Date: | $ 1,845,821.19 |

**CONTRACT PERIOD: TOTAL WORKING DAY!**

| | |
|---|---|
| Notice to Proceed: | May 31, 2024 |
| Original Contract Working Days: | 90.0 |
| Subtracted or Added Working Days: | 2.0 |
| Contract Working Days: | 92.0 |
| Number of Working Days Used | 89.0 |
| Working Days Remaining: | 3.0 |
| Percentage of Working Days Remaining: | 3.3% |
| Percentage of Construction Remaining: | 2.0% |

## 2. WORK SUMMARY:

| | | |
|---|---|---|
| Total Work Performed to Date: | | $ 1,808,174.02 |
| Retainage: | 5% | $ 90,408.70 |
| Total Earned Less Retainage: | | $ 1,717,765.32 |
| Less Previous Applications for Payment: | | $ 1,314,858.50 |
| AMOUNT DUE THIS APPLICATION: | | $ 402,906.82 |

| | | |
|---|---|---|
| Est 1 | $ | 165,577.76 |
| Est 2 | $ | 240,191.91 |
| Est 3 | $ | 600,691.26 |
| Est 4 | $ | 308,397.57 |
| Total Previous Payments: | $ | 1,314,858.50 |

## 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

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

Vanderpool Construction Inc.
CONTRACTOR

By [signature] DATE: 11/12/2024

## 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.
ENGINEER

By [signature] Digitally signed by David N. Moeller, P.E. Date: 2024.11.13 08:05:22-06'00' DATE: 11/13/2024

## 5. OWNER'S APPROVAL

OWNER

By DATE:

## 6. DETAILED ESTIMATE OF WORK COMPLETED:

| ITEM NO. | DESCRIPTION | CONTRACT ITEMS: PLAN QTY. | UNIT | UNIT COST | TOTAL | COMPLETED WORK TO DATE: QTY. DIV 1 | QTY. DIV 2 | TOTAL | CO # | COST TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|
| | **EARTHWORK, SUBGRADE, AND SUBBASE** | | | | | | | | | |
| 2.01 | CLEARING AND GRUBBING | 1.00 | LS | $ 18,000.00 | $ 18,000.00 | 0.20 | 0.80 | 1.00 | | $ 18,000.00 |
| 2.02 | TOPSOIL, ON-SITE, 6 INCH DEPTH | 2,975.00 | CY | $ 10.50 | $ 31,237.50 | 527.00 | 2,448.00 | 2,975.00 | | $ 31,237.50 |
| 2.03 | TOPSOIL, OFF-SITE, 6 IN DEPTH | 152.00 | CY | $ 25.00 | $ 3,800.00 | 62.00 | 90.00 | 152.00 | | $ 3,800.00 |
| 2.04 | EXCAVATION, CLASS 10 | 744.00 | CY | $ 48.00 | $ 35,712.00 | 65.00 | 679.00 | 744.00 | | $ 35,712.00 |
| 2.05 | EXCAVATION, CLASS 10, CONTRACTOR FURNISH | 18,060.00 | CY | $ 6.70 | $ 121,002.00 | 9,267.00 | 8,793.00 | 18,060.00 | | $ 121,002.00 |
| 2.06 | EXCAVATION, CLASS 12 | 75.00 | CY | $ 30.00 | $ 2,250.00 | 0.00 | 75.00 | 75.00 | 4 | $ 2,250.00 |
| 2.07 | SUBGRADE PREPARATION, 12 INCH DEPTH | 2,491.00 | SY | $ 2.50 | $ 6,227.50 | 2491.00 | 0.00 | 2,491.00 | | $ 6,227.50 |
| 2.08 | SUBGRADE TREATMENT, GEOGRID, TRIANGULAR TYPE 3 | 250.00 | SY | $ 7.70 | $ 1,925.00 | 250.00 | 0.00 | 250.00 | 4 | $ 1,925.00 |
| 2.09 | SUBGRADE TREATMENT, CEMENT TREATED BASE (CTB) | 23,368.00 | SY | $ 7.50 | $ 175,260.00 | 0.00 | 23,368.00 | 23,368.00 | | $ 175,260.00 |
| 2.10 | SUBBASE, MODIFIED, 6 INCH DEPTH | 2,660.00 | SY | $ 11.70 | $ 31,122.00 | 2491.00 | 169.00 | 2,660.00 | | $ 31,122.00 |
| 2.11 | REMOVAL OF STRUCTURE, RETAINING WALL | 2.00 | EACH | $ 500.00 | $ 1,000.00 | 0.00 | 2.00 | 2.00 | | $ 1,000.00 |
| 2.12 | REMOVAL OF STRUCTURE, 24 INCH X 24 INCH HEADWALL | 1.00 | EACH | $ 1,100.00 | $ 1,100.00 | 1.00 | 0.00 | 1.00 | | $ 1,100.00 |
| 2.13 | REMOVAL OF STRUCTURE, PIPE APRON, 42 INCH | 1.00 | EACH | $ 450.00 | $ 450.00 | 1.00 | 0.00 | 1.00 | | $ 450.00 |
| 2.14 | REMOVAL OF KNOWN PIPE CULVERT, CMP, LESS THAN OR EQUAL TO 36 INCH DIAMETER | 335.00 | LF | $ 25.00 | $ 8,375.00 | 0.00 | 335.00 | 335.00 | | $ 8,375.00 |
| 2.15 | REMOVAL OF KNOWN PIPE CULVERT, CMP, GREATER THAN 36 INCH DIAMETER | 62.00 | LF | $ 28.00 | $ 1,736.00 | 0.00 | 62.00 | 62.00 | | $ 1,736.00 |
| 2.16 | REMOVAL OF KNOWN PIPE CULVERT, RCP, LESS THAN OR EQUAL TO 36 INCH DIAMETER | 16.00 | LF | $ 27.00 | $ 432.00 | 0.00 | 16.00 | 16.00 | | $ 432.00 |
| 2.17 | COMPACTION TESTING | 1.00 | LS | $ 7,000.00 | $ 7,000.00 | 0.50 | 0.50 | 1.00 | | $ 7,000.00 |
| | **TRENCH EXCAVATION AND BACKFILL** | | | | | | | | | |
| 3.01 | TRENCH COMPACTION TESTING | 1.00 | LS | $ 3,000.00 | $ 3,000.00 | 0.50 | 0.50 | 1.00 | | $ 3,000.00 |
| | **STORM SEWER** | | | | | | | | | |
| 4.01 | STORM SEWER GRAVITY MAIN, TRENCHED, PVC, 8 INCH DIAMETER | 42.00 | LF | $ 52.00 | $ 2,184.00 | 42.00 | 0.00 | 42.00 | | $ 2,184.00 |
| 4.02 | STORM SEWER GRAVITY MAIN, TRENCHED, PVC, 15 INCH DIAMETER | 38.00 | LF | $ 83.00 | $ 3,154.00 | 38.00 | 0.00 | 38.00 | | $ 3,154.00 |
| 4.03 | STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 18 INCH DIAMETER | 125.00 | LF | $ 64.00 | $ 8,000.00 | 45.00 | 80.00 | 125.00 | | $ 8,000.00 |
| 4.04 | STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 36 INCH DIAMETER | 8.00 | LF | $ 285.00 | $ 2,280.00 | 8.00 | 0.00 | 8.00 | | $ 2,280.00 |
| 4.05 | STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 42 INCH DIAMETER | 427.00 | LF | $ 185.00 | $ 78,995.00 | 223.00 | 204.00 | 427.00 | | $ 78,995.00 |
| 4.06 | REMOVAL OF STORM SEWER, PVC, LESS THAN OR EQUAL TO 36 INCH DIAMETER | 30.00 | LF | $ 27.00 | $ 810.00 | 30.00 | 0.00 | 30.00 | | $ 810.00 |
| 4.07 | REMOVAL OF STORM SEWER, RCP, GREATER THAN 36 INCH DIAMETER | 34.00 | LF | $ 81.00 | $ 2,754.00 | 34.00 | 0.00 | 34.00 | | $ 2,754.00 |
| | **PIPE CULVERTS** | | | | | | | | | |
| 4.08 | PIPE CULVERT, TRENCHED, RCP, 15 INCH DIAMETER | 142.00 | LF | $ 71.00 | $ 10,082.00 | 0.00 | 142.00 | 142.00 | | $ 10,082.00 |
| 4.09 | PIPE CULVERT, TRENCHED, RCP, 24 INCH DIAMETER | 125.00 | LF | $ 93.00 | $ 11,625.00 | 0.00 | 125.00 | 125.00 | | $ 11,625.00 |
| 4.10 | PIPE CULVERT, TRENCHED, CMP, 24 INCH DIAMETER | 9.00 | LF | $ 156.00 | $ 1,404.00 | 0.00 | 9.00 | 9.00 | | $ 1,404.00 |
| 4.11 | PIPE CULVERT, TRENCHED, RCP, 30 INCH DIAMETER | 172.00 | LF | $ 124.00 | $ 21,328.00 | 0.00 | 172.00 | 172.00 | | $ 21,328.00 |
| 4.12 | PIPE CULVERT, TRENCHED, RCP, 42 INCH DIAMETER | 83.00 | LF | $ 208.00 | $ 17,264.00 | 0.00 | 83.00 | 83.00 | | $ 17,264.00 |
| 4.13 | PIPE CULVERT, TRENCHED, RCP, 60 INCH DIAMETER | 75.00 | LF | $ 332.00 | $ 24,900.00 | 0.00 | 75.00 | 75.00 | | $ 24,900.00 |
| 4.14 | PIPE APRON, RCP, 15 INCH DIAMETER (FOOTING AND GUARD) | 2.00 | EACH | $ 2,200.00 | $ 4,400.00 | 0.00 | 2.00 | 2.00 | | $ 4,400.00 |
| 4.15 | PIPE APRON, RCP, 24 INCH DIAMETER (FOOTING AND GUARD) | 3.00 | EACH | $ 3,100.00 | $ 9,300.00 | 0.00 | 3.00 | 3.00 | | $ 9,300.00 |
| 4.16 | PIPE APRON, RCP, 30 INCH DIAMETER (FOOTING AND GUARD) | 2.00 | EACH | $ 3,600.00 | $ 7,200.00 | 0.00 | 2.00 | 2.00 | | $ 7,200.00 |
| 4.17 | PIPE APRON, RCP, 42 INCH DIAMETER (FOOTING AND GUARD) | 1.00 | EACH | $ 5,700.00 | $ 5,700.00 | 0.00 | 1.00 | 1.00 | | $ 5,700.00 |
| 4.18 | PIPE APRON, RCP, 60 INCH DIAMETER (FOOTING AND GUARD) | 1.00 | EACH | $ 8,400.00 | $ 8,400.00 | 0.00 | 1.00 | 1.00 | | $ 8,400.00 |
| | **SUBDRAINS AND FOOTING DRAIN COLLECTORS** | | | | | | | | | |
| 4.19 | SUBDRAIN, CORRUGATED PVC, TYPE 1, 6 INCH DIAMETER | 1,153.00 | LF | $ 17.00 | $ 19,601.00 | 550.00 | 603.00 | 1,153.00 | | $ 19,601.00 |
| 4.20 | SUBDRAIN CLEANOUT, TYPE A-1, 6 INCH DIAMETER | 3.00 | EACH | $ 550.00 | $ 1,650.00 | 1.00 | 2.00 | 3.00 | | $ 1,650.00 |
| 4.21 | SUBDRAIN OUTLETS AND CONNECTIONS, OUTLET TO STRUCTURE | 6.00 | EACH | $ 400.00 | $ 2,400.00 | 3.00 | 3.00 | 6.00 | | $ 2,400.00 |
| 4.22 | SUBDRAIN OUTLETS AND CONNECTIONS, OUTLET TO DITCH | 1.00 | EACH | $ 425.00 | $ 425.00 | 0.00 | 1.00 | 1.00 | | $ 425.00 |
| | **WATER PIPE AND FITTINGS** | | | | | | | | | |
| 5.01 | WATER MAIN, TRENCHED, PVC, 12 INCH DIAMETER | 158.00 | LF | $ 129.00 | $ 20,382.00 | 40.00 | 118.00 | 158.00 | 3 | $ 20,382.00 |
| 5.02 | FITTING, 45° PVC, 8 INCH DIAMETER | 2.00 | EACH | $ 200.00 | $ 400.00 | 2.00 | 0.00 | 2.00 | 3 | $ 400.00 |
| 5.03 | FITTING, 90° PVC, 15 INCH DIAMETER | 1.00 | EACH | $ 925.00 | $ 925.00 | 1.00 | 0.00 | 1.00 | 3 | $ 925.00 |
| 5.04 | FITTING, DIP, 12 INCH DIAMETER | 2,750.00 | LB | $ 7.00 | $ 19,250.00 | 550.00 | 2,200.00 | 2,750.00 | 3 | $ 19,250.00 |
| 5.05 | WATER MAIN REMOVAL, 12 INCH DIAMETER | 155.00 | LF | $ 30.00 | $ 4,650.00 | 37.00 | 118.00 | 155.00 | 3 | $ 4,650.00 |
| | **STRUCTURES FOR SANITARY AND STORM SEWER** | | | | | | | | | |
| 6.01 | MANHOLE, SW-401, 48 INCH DIAMETER | 4.00 | EACH | $ 5,000.00 | $ 20,000.00 | 0.00 | 4.00 | 4.00 | | $ 20,000.00 |
| 6.02 | MANHOLE, SW-401, 60 INCH DIAMETER | 2.00 | EACH | $ 6,600.00 | $ 13,200.00 | 0.00 | 2.00 | 2.00 | | $ 13,200.00 |
| 6.03 | MANHOLE, SW-401, 72 INCH DIAMETER | 3.00 | EACH | $ 12,100.00 | $ 36,300.00 | 3.00 | 0.00 | 3.00 | | $ 36,300.00 |
| 6.04 | INTAKE, SW-505 | 2.00 | EACH | $ 5,200.00 | $ 10,400.00 | 2.00 | 0.00 | 2.00 | | $ 10,400.00 |
| 6.05 | INTAKE, SW-512, 24 INCH DIAMETER | 2.00 | EACH | $ 2,400.00 | $ 4,800.00 | 0.00 | 2.00 | 2.00 | | $ 4,800.00 |
| 6.06 | INTAKE, SW-513, 4 FOOT X 4 FOOT | 1.00 | EACH | $ 5,500.00 | $ 5,500.00 | 0.00 | 1.00 | 1.00 | | $ 5,500.00 |
| 6.07 | INTAKE, SW-513, 5 FOOT X 4 FOOT, MODIFIED | 1.00 | EACH | $ 10,200.00 | $ 10,200.00 | 0.00 | 1.00 | 1.00 | | $ 10,200.00 |
| 6.08 | INTAKE, SW-513, 6 FOOT X 4 FOOT | 1.00 | EACH | $ 7,900.00 | $ 7,900.00 | 0.00 | 1.00 | 1.00 | | $ 7,900.00 |
| 6.09 | INTAKE, SW-513, 6 FOOT X 5 FOOT | 1.00 | EACH | $ 9,100.00 | $ 9,100.00 | 0.00 | 1.00 | 1.00 | | $ 9,100.00 |
| 6.10 | INTAKE, SW-513, 6 FOOT X 6 FOOT | 1.00 | EACH | $ 10,600.00 | $ 10,600.00 | 0.00 | 1.00 | 1.00 | | $ 10,600.00 |
| 6.11 | INTAKE, SW-513, 7 FOOT X 6 FOOT, MODIFIED | 1.00 | EACH | $ 17,100.00 | $ 17,100.00 | 0.00 | 1.00 | 1.00 | | $ 17,100.00 |
| 6.12 | MANHOLE ADJUSTMENT, MAJOR | 3.00 | EACH | $ 3,500.00 | $ 10,500.00 | 2.00 | 1.00 | 3.00 | | $ 10,500.00 |
| | **PORTLAND CEMENT CONCRETE PAVEMENT** | | | | | | | | | |
| 7.01 | PAVEMENT, PCC, 8 INCH DEPTH, C-4WR MIX | 2,318.00 | SY | $ 65.50 | $ 151,829.00 | 2149.00 | 169.00 | 2,318.00 | 4 | $ 151,829.00 |
| 7.02 | CURB AND GUTTER, 2.5 FOOT WIDTH, 8 INCH DEPTH, C-4WR MIX | 130.00 | LF | $ 38.00 | $ 4,940.00 | 130.00 | 0.00 | 130.00 | 4 | $ 4,940.00 |
| 7.03 | PCC PAVEMENT SAMPLES AND TESTING | 1.00 | LS | $ 2,400.00 | $ 2,400.00 | 0.80 | 0.20 | 1.00 | | $ 2,400.00 |
| | **ASPHALT PAVEMENT** | | | | | | | | | |
| 7.04 | PAVEMENT, ASPHALT, MAINLINE PAVEMENT, 3 INCH DEPTH, SURFACE, 1/2 INCH AGG., PG 58-28S | 3,800.00 | TON | $ 98.00 | $ 372,400.00 | 0.00 | 3,800.00 | 3,800.00 | 4 | $ 372,400.00 |
| 7.05 | PAVEMENT, ASPHALT, SIDE ROAD AND DRIVEWAY PAVEMENT, 3 INCH DEPTH, SURFACE, 1/2 INCH AGG., PG 58-28S | 133.00 | TON | $ 127.00 | $ 16,891.00 | 0.00 | 133.00 | 133.00 | | $ 16,891.00 |
| 7.06 | ASPHALT PAVEMENT SAMPLES AND TESTING | 1.00 | LS | $ 1,100.00 | $ 1,100.00 | 0.00 | 1.00 | 1.00 | | $ 1,100.00 |
| | **SIDEWALK, SHARED USE PATHS, AND DRIVEWAY** | | | | | | | | | |
| 7.07 | REMOVAL OF SIDEWALK | 124.00 | SY | $ 8.00 | $ 992.00 | 124.00 | 0.00 | 124.00 | | $ 992.00 |
| 7.08 | REMOVAL OF DRIVEWAY, PAVED | 442.00 | SY | $ 9.00 | $ 3,978.00 | 213.00 | 229.00 | 442.00 | | $ 3,978.00 |
| 7.09 | SIDEWALK, PCC, 4 INCH DEPTH, C-4WR MIX | 90.00 | SY | $ 43.00 | $ 3,870.00 | 90.00 | 0.00 | 90.00 | 4 | $ 3,870.00 |
| 7.10 | SIDEWALK, PCC, 6 INCH DEPTH, C-4WR MIX | 45.00 | SY | $ 106.00 | $ 4,770.00 | 45.00 | 0.00 | 45.00 | 4 | $ 4,770.00 |
| 7.11 | DETECTABLE WARNING | 37.00 | SF | $ 57.00 | $ 2,109.00 | 37.00 | 0.00 | 37.00 | 4 | $ 2,109.00 |
| 7.12 | DRIVEWAY, PAVED, PCC, 6 INCH DEPTH, C-4WR MIX | 294.00 | SY | $ 54.00 | $ 15,876.00 | 165.00 | 129.00 | 294.00 | 4 | $ 15,876.00 |
| 7.13 | DRIVEWAY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE | 21.00 | TON | $ 35.00 | $ 735.00 | 0.00 | 17.38 | 17.38 | | $ 608.30 |
| 7.14 | ROADWAY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE | 71.00 | TON | $ 35.00 | $ 2,485.00 | 0.00 | 71.00 | 71.00 | 4 | $ 2,485.00 |
| 7.15 | TEMPORARY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE | 136.00 | TON | $ 35.00 | $ 4,760.00 | 0.00 | 136.00 | 136.00 | 4 | $ 4,760.00 |
| | **PAVEMENT REHABILITATION** | | | | | | | | | |
| 7.16 | PAVEMENT REMOVAL | 392.00 | SY | $ 22.00 | $ 8,624.00 | 217.00 | 175.00 | 392.00 | | $ 8,624.00 |
| 7.17 | CURB AND GUTTER REMOVAL | 479.00 | LF | $ 17.00 | $ 8,143.00 | 479.00 | 0.00 | 479.00 | | $ 8,143.00 |
| | **PAVEMENT MARKINGS** | | | | | | | | | |
| 8.01 | PAINTED PAVEMENT MARKINGS, DURABLE | 15.00 | STA | $ 525.00 | $ 7,875.00 | 15.00 | 0.00 | 15.00 | | $ 7,875.00 |
| 8.02 | PAINTED SYMBOLS AND LEGENDS, DURABLE | 6.00 | EACH | $ 550.00 | $ 3,300.00 | 6.00 | 0.00 | 6.00 | | $ 3,300.00 |
| 8.03 | RAISED PAVEMENT MARKERS | 230.00 | EACH | $ 10.00 | $ 2,300.00 | 0.00 | 0.00 | 0.00 | | $ - |
| 8.04 | GROOVES CUT FOR PAVEMENT MARKINGS | 15.00 | STA | $ 400.00 | $ 6,000.00 | 15.00 | 0.00 | 15.00 | | $ 6,000.00 |
| 8.05 | GROOVES CUT FOR SYMBOLS AND LEGEND | 6.00 | EACH | $ 250.00 | $ 1,500.00 | 6.00 | 0.00 | 6.00 | | $ 1,500.00 |
| | **TEMPORARY TRAFFIC CONTROL** | | | | | | | | | |
| 8.06 | TEMPORARY TRAFFIC CONTROL | 1.00 | LS | $ 19,500.00 | $ 19,500.00 | 0.50 | 0.50 | 1.00 | | $ 19,500.00 |
| 8.07 | PORTABLE DYNAMIC MESSAGE SIGN (PDMS) | 20.00 | CDAY | $ 150.00 | $ 3,000.00 | 10.00 | 10.00 | 20.00 | | $ 3,000.00 |
| | **TRAFFIC SIGNS AND POSTS** | | | | | | | | | |
| 8.08 | REMOVE AND REINSTALL TRAFFIC SIGNS | 16.00 | EACH | $ 325.00 | $ 5,200.00 | 3.00 | 13.00 | 16.00 | | $ 5,200.00 |
| | **SEEDING** | | | | | | | | | |
| 9.01 | CONVENTIONAL SEEDING, FERTILIZING, AND BFM MULCHING, TYPE 1 | 1.40 | ACRE | $ 5,100.00 | $ 7,140.00 | 1.10 | 0.30 | 1.40 | | $ 7,140.00 |
| 9.02 | CONVENTIONAL SEEDING, FERTILIZING, AND BFM MULCHING, TYPE 2 | 9.00 | ACRE | $ 3,700.00 | $ 33,300.00 | 0.00 | 9.00 | 9.00 | | $ 33,300.00 |

| | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | **EROSION AND SEDIMENT CONTROL** | | | | | | | | | |
| 9.03 | SWPPP PREPARATION | 1.00 | LS | $ 1,500.00 | $ 1,500.00 | 0.50 | 0.50 | 1.00 | | $ 1,500.00 |
| 9.04 | SWPPP MANAGEMENT | 1.00 | LS | $ 3,000.00 | $ 3,000.00 | 0.50 | 0.50 | 1.00 | | $ 3,000.00 |
| 9.05 | FILTER SOCK, 9 INCH DIAMETER | 1,100.00 | LF | $ 1.75 | $ 1,925.00 | 0.00 | 0.00 | 0.00 | | $ - |
| 9.06 | FILTER SOCK, REMOVAL | 1,100.00 | LF | $ 0.25 | $ 275.00 | 0.00 | 0.00 | 0.00 | | $ - |
| 9.07 | TEMPORARY RECP, TYPE 2B | 4,358.00 | SY | $ 2.00 | $ 8,716.00 | 1854.00 | 2,504.00 | 4,358.00 | | $ 8,716.00 |
| 9.08 | RIP RAP, EROSION STONE | 45.00 | TON | $ 73.00 | $ 3,285.00 | 0.00 | 45.00 | 45.00 | 4 | $ 3,285.00 |
| 9.09 | RIP RAP, CLASS E REVETMENT | 165.00 | TON | $ 77.00 | $ 12,705.00 | 0.00 | 138.89 | 138.89 | 4 | $ 10,694.53 |
| 9.10 | SILT FENCE OR SILT FENCE DITCH CHECK | 3,530.00 | LF | $ 1.75 | $ 6,177.50 | 300.00 | 3,230.00 | 3,530.00 | 4 | $ 6,177.50 |
| 9.11 | SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE | 3,530.00 | LF | $ 0.25 | $ 882.50 | 300.00 | 3,230.00 | 3,530.00 | 4 | $ 882.50 |
| 9.12 | EROSION CONTROL MULCHING, CONVENTIONAL, BFM | 10.40 | ACRE | $ 2,400.00 | $ 24,960.00 | 0.00 | 0.00 | 0.00 | | $ - |
| 9.13 | INLET PROTECTION DEVICE, DROP-IN | 4.00 | EACH | $ 200.00 | $ 800.00 | 0.00 | 0.00 | 0.00 | | $ - |
| 9.14 | INLET PROTECTION DEVICE, FILTER SOCK | 8.00 | EACH | $ 50.00 | $ 400.00 | 0.00 | 0.00 | 0.00 | | $ - |
| 9.15 | INLET PROTECTION DEVICE, MAINTENANCE | 12.00 | EACH | $ 50.00 | $ 600.00 | 0.00 | 0.00 | 0.00 | | $ - |
| | **CHAIN LINK FENCE** | | | | | | | | | |
| 9.16 | REMOVAL AND REINSTALLATION OF EXISTING FENCE | 250.00 | LF | $ 17.00 | $ 4,250.00 | 0.00 | 0.00 | 0.00 | | $ - |
| | **MOBILIZATION** | | | | | | | | | |
| 11.01 | MOBILIZATION | 1.00 | LS | $ 54,000.00 | $ 54,000.00 | 0.40 | 0.60 | 1.00 | | $ 54,000.00 |
| | **TEMPORARY SERVICES DURING CONSTRUCTION** | | | | | | | | | |
| 11.02 | MAINTENANCE OF POSTAL SERVICE | 1.00 | LS | $ 4,600.00 | $ 4,600.00 | 0.20 | 0.80 | 1.00 | | $ 4,600.00 |
| 11.03 | MAINTENANCE OF SOLID WASTE AND RECYCLING COLLECTION | 1.00 | LS | $ 3,900.00 | $ 3,900.00 | 0.20 | 0.80 | 1.00 | | $ 3,900.00 |
| | **CONCRETE WASHOUT** | | | | | | | | | |
| 11.04 | CONCRETE WASHOUT | 1.00 | LS | $ 1,300.00 | $ 1,300.00 | 0.80 | 0.20 | 1.00 | | $ 1,300.00 |
| | **SPECIAL** | | | | | | | | | |
| 11.05 | HIGH TENSION CABLE GUARD RAIL | 1,225.00 | LF | $ 37.00 | $ 45,325.00 | 0.00 | 1,225.00 | 1,225.00 | 4 | $ 45,325.00 |
| 11.06 | RUMBLE STRIPS | 115.00 | STA | $ 55.00 | $ 6,325.00 | 0.00 | 115.00 | 115.00 | | $ 6,325.00 |
| | | TOTAL ORIGINAL CONTRACT = | | | $ 1,774,635.00 | | | | | $ 1,736,987.83 |
| **CHANGE ORDER SUMMARY:** | | | | | | | | | | |
| | **CHANGE ORDER 01** | | | | | Div. 1 | Div. 2 | | | |
| 2.14 | REMOVAL OF KNOWN PIPE CULVERT, CMP, LESS THAN OR EQUAL TO 36-INCH DIAMETER | 58.00 | LF | $ 25.00 | $ 1,450.00 | | 58.00 | 58.00 | 1 | $ 1,450.00 |
| 4.13 | PIPE CULVERT, TRENCHED, RCP, 60-INCH DIAMETER | 5.00 | LF | $ 332.00 | $ 1,660.00 | | 5.00 | 5.00 | 1 | $ 1,660.00 |
| 4.23 | CULVERT C-05 ALTERATION DUE TO 20-INCH WATER MAIN CONFLICT | 1.00 | LS | $ 3,474.00 | $ 3,474.00 | | 1.00 | 1.00 | 1 | $ 3,474.00 |
| 4.24 | TILE CONNECTION TO CULVERT C-12 | 5.00 | EA | $ 700.00 | $ 3,500.00 | | 5.00 | 5.00 | 1 | $ 3,500.00 |
| 8.06 | TEMPORARY TRAFFIC CONTROL | 1.00 | LS | $ 1,622.50 | $ 1,622.50 | | 1.00 | 1.00 | 1 | $ 1,622.50 |
| | | | | TOTAL: | $ 11,706.50 | | | | | $ 11,706.50 |
| | **CHANGE ORDER 02** | | | | | | | | | |
| 4.25 | CMP CULVERT EXTENSIONS | 1.00 | LS | $ 1,134.00 | $ 1,134.00 | | 1.00 | 1.00 | 2 | 1,134.00 |
| 8.06 | TEMPORARY TRAFFIC CONTROL | 1.00 | LS | $ 2,245.00 | $ 2,245.00 | 1.00 | | 1.00 | 2 | 2,245.00 |
| | | | | TOTAL: | $ 3,379.00 | | | | | 3,379.00 |
| | **CHANGE ORDER 03** | | | | | | | | | |
| 5.01 | WATER MAIN, TRENCHED, PVC, 12 INCH DIAMETER | -158.00 | LF | $ 129.00 | $ (20,382.00) | -40.00 | -118.00 | -158.00 | 3 | (20,382.00) |
| 5.04 | FITTING, DIP, 12 INCH DIAMETER | -2,750.00 | LB | $ 7.00 | $ (19,250.00) | -550.00 | -2200.00 | -2,750.00 | 3 | (19,250.00) |
| 5.05 | WATER MAIN REMOVAL, 12 INCH DIAMETER | -155.00 | LF | $ 30.00 | $ (4,650.00) | -37.00 | -118.00 | -155.00 | 3 | (4,650.00) |
| 5.06 | VALVE BOX EXTENSION | 5.00 | EA | $ 550.00 | $ 2,750.00 | | 5.00 | 5.00 | 3 | 2,750.00 |
| 5.07 | BLOWOFF ADJUSTMENT, 4 INCH DIAMETER | 1.00 | EA | $ 1,000.00 | $ 1,000.00 | | 1.00 | 1.00 | 3 | 1,000.00 |
| 9.17 | WATTLE, STRAW, 9 INCH DIAMETER | 3,450.00 | LF | $ 1.50 | $ 5,175.00 | 3,450.00 | | 3,450.00 | 3 | 5,175.00 |
| | | | | TOTAL: | $ (35,357.00) | | | | | (35,357.00) |
| | **CHANGE ORDER 04** | | | | | | | | | |
| 2.06 | EXCAVATION, CLASS 12 | 545.00 | CY | $ 30.00 | $ 16,350.00 | 310.00 | 235.00 | 545.00 | 4 | $ 16,350.00 |
| 2.08 | SUBGRADE TREATMENT, GEOGRID, TRIANGULAR TYPE 3 | -250.00 | SY | $ 7.70 | $ (1,925.00) | -250.00 | 0.00 | -250.00 | 4 | $ (1,925.00) |
| 7.01 | PAVEMENT, PCC, 8 INCH DEPTH, C-4WR MIX | 271.40 | SY | $ 65.50 | $ 17,776.70 | 152.40 | 119.00 | 271.40 | 4 | $ 17,776.70 |
| 7.02 | CURB AND GUTTER, 2.5 FOOT WIDTH, 8 INCH DEPTH, C-4WR MIX | -7.00 | LF | $ 38.00 | $ (266.00) | -7.00 | | -7.00 | 4 | $ (266.00) |
| 7.04 | PAVEMENT, ASPHALT, MAINLINE PAVEMENT, 3 INCH DEPTH, SURFACE, 1/2 INCH AGG., PG 58-28S | 263.25 | TON | $ 98.00 | $ 25,798.50 | | 263.25 | 263.25 | 4 | $ 25,798.50 |
| 7.09 | SIDEWALK, PCC, 4 INCH DEPTH, C-4WR MIX | 3.00 | SY | $ 43.00 | $ 129.00 | 3.00 | | 3.00 | 4 | $ 129.00 |
| 7.10 | SIDEWALK, PCC, 6 INCH DEPTH, C-4WR MIX | -3.00 | SY | $ 106.00 | $ (318.00) | -3.00 | | -3.00 | 4 | $ (318.00) |
| 7.11 | DETECTABLE WARNING | -3.00 | SF | $ 57.00 | $ (171.00) | -3.00 | | -3.00 | 4 | $ (171.00) |
| 7.12 | DRIVEWAY, PAVED, PCC, 6 INCH DEPTH, C-4WR MIX | -230.40 | SY | $ 54.00 | $ (12,441.60) | -165.00 | -65.40 | -230.40 | 4 | $ (12,441.60) |
| 7.14 | ROADWAY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE | -71.00 | TON | $ 35.00 | $ (2,485.00) | | -71.00 | -71.00 | 4 | $ (2,485.00) |
| 7.15 | TEMPORARY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE | 615.45 | TON | $ 35.00 | $ 21,540.75 | | 615.45 | 615.45 | 4 | $ 21,540.75 |
| 8.08 | REMOVE AND REINSTALL TRAFFIC SIGNS | 1.00 | EA | $ 325.00 | $ 325.00 | 1.00 | | 1.00 | 4 | $ 325.00 |
| 9.08 | RIP RAP, EROSION STONE | -10.92 | TON | $ 73.00 | $ (797.16) | | -10.92 | -10.92 | 4 | $ (797.16) |
| 9.10 | SILT FENCE OR SILT FENCE DITCH CHECK | -3,530.00 | LF | $ 1.75 | $ (6,177.50) | -300.00 | -3230.00 | -3,530.00 | 4 | $ (6,177.50) |
| 9.11 | SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE | -3,530.00 | LF | $ 0.25 | $ (882.50) | -300.00 | -3230.00 | -3,530.00 | 4 | $ (882.50) |
| 11.05 | HIGH TENSION CABLE GUARD RAIL | 285.00 | LF | $ 53.90 | $ 15,361.50 | | 285.00 | 285.00 | 4 | $ 15,361.50 |
| 11.07 | ROCK FLUME | 1.00 | LS | $ 19,640.00 | $ 19,640.00 | | 1.00 | 1.00 | 4 | $ 19,640.00 |
| | | | | TOTAL: | $ 91,457.69 | | | | | $ 91,457.69 |
| | | TOTAL CHANGE ORDERS = | | | $ 71,186.19 | | | | | $ 71,186.19 |
| | | TOTAL CONTRACT & CHANGE ORDERS | | | $ 1,845,821.19 | | | | | $ 1,808,174.02 |

# CHANGE ORDER NO. 4

OWNER: City of Indianola

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

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

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

**1. Description of change to be made:**

2.06 EXCAVATION, CLASS 12
2.08 SUBGRADE TREATMENT, GEOGRID, TRIANGULAR TYPE 3
7.01 PAVEMENT, PCC, 8 INCH DEPTH, C-4WR MIX
7.02 CURB AND GUTTER, 2.5 FOOT WIDTH, 8 INCH DEPTH, C-4WR MIX
7.04 PAVEMENT, ASPHALT, MAINLINE PAVEMENT, 3 INCH DEPTH, SURFACE, 1/2 INCH AGG., PG 58-28S
7.09 SIDEWALK, PCC, 4 INCH DEPTH, C-4WR MIX
7.10 SIDEWALK, PCC, 6 INCH DEPTH, C-4WR MIX
7.11 DETECTABLE WARNING
7.12 DRIVEWAY, PAVED, PCC, 6 INCH DEPTH, C-4WR MIX
7.14 ROADWAY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE
7.15 TEMPORARY, GRANULAR, 6 INCH DEPTH, CLASS A CRUSHED STONE
8.08 REMOVE AND REINSTALL TRAFFIC SIGNS
9.08 RIP RAP, EROSION STONE
9.10 SILT FENCE OR SILT FENCE DITCH CHECK
9.11 SILT FENCE OR SILT FENCE DITCH CHECK, REMOVAL OF DEVICE
11.05 HIGH TENSION CABLE GUARD RAIL
11.07 ROCK FLUME

**2. Reason for Change:**

2.06 Quantity adjustment to field measurements.
2.08 Item not used.
7.01 Quantity adjustment to field measurements.
7.02 Quantity adjustment to field measurements.
7.04 Quantity adjustment to field measurements.
7.09 Quantity adjustment to field measurements.
7.10 Quantity adjustment to field measurements.
7.11 Quantity adjustment to field measurements.
7.12 Quantity adjustment to field measurements.
7.14 Quantity adjustment to field measurements.
7.15 Quantity adjustment to field measurements.
8.08 Quantity adjustment to field measurements.
9.08 Quantity adjustment to field measurements.
9.10 Item not used.
9.11 Item not used.
11.05 Item includes additional guard rail shown in the construction drawings but not tabulated.
11.07 Item includes grading and placement of rip rap to stabilize the ditch from STA 155+50 to STA 156+50, LT.

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

| Item No. | Item Description | Quantity | Unit | Unit Price | Total Price |
|---|---|---|---|---|---|
| 2.06 | SEE ABOVE | 545.00 | CY | $30.00 | $16,350.00 |
| 2.08 | SEE ABOVE | -250.00 | SY | $7.70 | -$1,925.00 |
| 7.01 | SEE ABOVE | 271.40 | SY | $65.50 | $17,776.70 |
| 7.02 | SEE ABOVE | -7.00 | LF | $38.00 | -$266.00 |
| 7.04 | SEE ABOVE | 263.25 | TON | $98.00 | $25,798.50 |
| 7.09 | SEE ABOVE | 3.00 | SY | $43.00 | $129.00 |
| 7.10 | SEE ABOVE | -3.00 | SY | $106.00 | -$318.00 |
| 7.11 | SEE ABOVE | -3.00 | SF | $57.00 | -$171.00 |
| 7.12 | SEE ABOVE | -230.40 | SY | $54.00 | -$12,441.60 |
| 7.14 | SEE ABOVE | -71.00 | TON | $35.00 | -$2,485.00 |
| 7.15 | SEE ABOVE | 615.45 | TON | $35.00 | $21,540.75 |
| 8.08 | SEE ABOVE | 1.00 | EA | $325.00 | $325.00 |
| 9.08 | SEE ABOVE | -10.92 | TON | $73.00 | -$797.16 |
| 9.10 | SEE ABOVE | -3,530.00 | LF | $1.75 | -$6,177.50 |
| 9.11 | SEE ABOVE | -3,530.00 | LF | $0.25 | -$882.50 |
| 11.05 | SEE ABOVE | 285.00 | LF | $53.90 | $15,361.50 |
| 11.07 | SEE ABOVE | 1.00 | LS | $19,640.00 | $19,640.00 |
| | | | | **TOTAL:** | **$91,457.69** |

**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 $91457.69 divided as follows:**

| | Contract Amount | Contract Working Days |
|---|---|---|
| Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.) | $1,754,363.50 | 92.0 |
| Change due to this C.O. (+ or -) | $91,457.69 | 0 |
| Totals including this C.O.: | $1,845,821.19 | 92.0 |

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

**Vanderpool Construction, Incorporated**
CONTRACTOR

By [signature] DATE: 11/12/2024

**Snyder & Associates, Inc.**
ENGINEER

By [signature] Digitally signed by David N. Moeller, P.E.
Date: 2024.11.13 08:04:27-06'00' DATE: 11/13/2024

**City of Indianola**
OWNER

By ______ DATE: ______

ChangeOrder04_SouthKStreet.xlsx

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution approving a parking lot lease agreement.

**Recommendation:** This is an annual agreement for the council's consideration. Roll call is in order.

**Attachments:**
1. Res 2024- approving parking lot lease agreement with churches
2. Parking Lot Agreement 2024-25

City of Indianola

**RESOLUTION NO 2024-**

# RESOLUTION APPROVING LEASE AGREEMENT FOR PARKING WITH NEW HEIGHTS CHURCH OF INDIANOLA AND THE TRINITY UNITED PRESBYTERIAN CHURCH OF INDIANOLA

**WHEREAS,** the City of Indianola, Iowa leases a parking area from New Heights Church of Indianola, Iowa and the Trinity United Presbyterian Church of Indianola, Iowa; and

**WHEREAS,** the parties desire to negate the obligations and provisions of the prior lease and enter into a new lease in the form attached hereto as Exhibit A; and

**WHEREAS,** the City Council of the City of Indianola, Iowa believes it is in the best interest of the City to enter into the new lease.

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the lease in the form attached as Exhibit A is hereby approved.

**BE IT FURTHER RESOLVED** by the City Council of the City of Indianola, Iowa that the Mayor and City Clerk are directed to execute the lease.

Dated this 18th day of November 2024.

______________________________
Stephanie Erickson, Mayor

ATTEST:

_________________________
Jackie Raffety, City Clerk

# LEASE

THIS LEASE entered into this 18th day of November 2024, between New Heights Church of Indianola, Iowa, and the Trinity United Presbyterian Church of Indianola, Iowa hereinafter called Lessors, in consideration of the agreements herein continued on the part of the City of Indianola, Iowa hereinafter called the Lessee, hereby leases to said Lessee from the 22nd day of November 2024 to the 22nd day of November 2025, the following described real estate situate in Indianola, Warren County, Iowa the following premises owned by New Heights Church of Indianola, Iowa, to wit:

> Lots One (1), Two (2), Three (3), Twenty-four (24), and the East Ten (10) feet
> Of Lot Four (4), Block Twenty-one-(21), Original Town Plat of Indianola, Iowa,
> All in the Southeast Quarter of the Northwest Quarter (SE ¼ NW ¼) of Section
> Twenty-five (25), Township Seventy-six (76) North, Range Twenty-four (24),
> West of the Fifth P.M., Iowa,

And the following property, owned by Trinity United Presbyterian Church, Indianola, Iowa, to wit:

> West 20 feet of Lot Four (4), all of Lot Five (5), and the East 20.8 feet of Lot Six (6),
> Block Twenty-one (21), Original Town Plat of Indianola, all in the Southeast Quarter
> Of the Northwest Quarter (SE ¼ NW ¼) of Section Twenty-five (25), Township
> Township Seventy-six (76) North, Range Twenty-four (24), West of the Fifth P.M., Iowa

Lessee, in consideration of said leasing agreements: To maintain the present parking lot upon said premises in accordance with the policy of the City of Indianola on maintaining parking lots and alleys adopted by the City Council on August 1, 1977. It is understood that maintenance shall include snow removal, dust and litter control and painting of parking lines. Lessee agrees to enforce all applicable City Ordinances which pertain to city-owned parking lots. In addition, the City shall provide two barricades for use by both entities.

The use of said premises shall be a public parking lot for the City of Indianola, Iowa, subject to the Lessors' right to use and enjoy said premises for each of the Lessor's respective needs for their congregations and/or large gatherings of people, including Sunday's church services, which right the Lessors hereby reserve.

Lessor shall not be liable for any loss or damage to property caused by any sources whatever nor shall the Lessor be liable for any damage or injury to persons or property occurring or arising on said premises from any cause whatever during the term of this Lease. Lessor agrees to save Lessee harmless from any suit or claim and to defend any suit or claim arising in connection with the use or occupancy of real estate as described above.

When fully executed, this Lease shall take precedence over and shall in effect negate the obligations and provisions of prior leases describing the same parcel.

Dated at Indianola, Iowa this 18th day of November 2024.

LESSORS:

NEW HEIGHTS CHURCH OF INDIANOLA, IOWA

By: ____________________________________________

TRINITY UNITED PRESBYTERIAN CHURCH OF INDIANOLA, IOWA

By: ____________________________________________

LESSEES:

CITY OF INDIANOLA, IOWA

By: ____________________________________________
Stephanie Erickson, Mayor

By: ____________________________________________
Jackie Raffety, City Clerk

STATE OF IOWA, WARREN COUNTY, ss:

On this ____ day of ________________, 2024, before me, the undersigned, a Notary Public in and for said County and State, personally appeared ______________, to me personally known, who being by me duly sworn did say that he is the Trustee of New Heights Church of Indianola, Iowa, respectively, who executed the within and foregoing instrument to which this is attached, and that said instrument was signed and sealed on behalf of said New Heights Church of Indianola, Iowa, by authority of the First Baptist Church of Indianola, Iowa, that ________________, as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of New Heights Church of Indianola, Iowa, and by it and by them voluntarily executed.

_______________________________________
Notary Public in and for the State of Iowa

STATE OF IOWA, WARREN COUNTY, ss:

On this ____ day of ________________, 2024, before me, the undersigned, a Notary Public in and for said County and State, personally appeared ______________, to me personally known, who being by me duly sworn did say that he is the Trustee of the Trinity United Presbyterian Church of Indianola, Iowa, respectively, who executed the within and foregoing instrument to which this is attached, and that said instrument was signed and sealed on behalf of said Trinity United Presbyterian Church of Indianola, Iowa, by authority of the Trinity United Presbyterian Church of Indianola, Iowa, that ________________, as such officer, acknowledged the execution of said instrument to be the voluntary act and deed of the Trinity United Presbyterian Church of Indianola, Iowa, and by it and by them voluntarily executed.

_______________________________________
Notary Public in and for the State of Iowa

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution approving the FY24 Street Finance Report.

---

**Introduction:**

**Background:**

**Discussion:**

**Budget Impact:**

**Recommendation:** The State of Iowa requires cities to file a report annually on the expenditures for street-related expenses. The Street Finance Report must by approved by the City Council by resolution prior to December 1 following the end of the fiscal year of the report. If this is not done by December 1, the State will withhold road use tax funds due to the city until the report is filed.

Roll call is in order.

**Attachments:**
1. Res 2024- Approve Street Finance Report
2. Street Finance Report FY24

City of Indianola

**RESOLUTION 2024**

**RESOLUTION APPROVING THE FISCAL YEAR 2024**
**STREET FINANCE REPORT**

**WHEREAS,** the City of Indianola spends money on street projects on an annual fiscal year basis; and

**WHEREAS,** the State of Iowa requires an annual report on the expenditure of street maintenance and repairs to be approved by the City Council; and

**WHEREAS,** the FY2024 Street Finance Report is attached to this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa that the attached FY2024 Street Finance Report is approved.

Passed and approved this 18th day of November 2024.

________________________
Stephanie Erickson, Mayor

ATTEST:

________________________
Jackie Raffety, City Clerk

# City Street Finance Report



## Expenses

| | General Fund Streets (001) | Road Use (110) | Other Special Revenues | Debt Service (200) | Capitial Projects (300) | Utilities (600 & U0) | Grand Total |
|---|---|---|---|---|---|---|---|
| Salaries - Roads/Streets | | $603,962 | | | | | $603,962 |
| Benefits - Roads/Streets | | $273,043 | | | | | $273,043 |
| Training & Dues | | $4,967 | | | | | $4,967 |
| Building & Grounds Maint. & Repair | | $8,409 | | | | | $8,409 |
| Vehicle & Office Equip Operation and Repair | | $61,843 | | | | | $61,843 |
| Operational Equipment Repair | | $30,993 | | | | | $30,993 |
| Engineering | | $36,481 | | | $629,328 | | $665,809 |
| Insurance | | $45,123 | | | | | $45,123 |
| Janitorial | | $1,934 | | | | | $1,934 |
| Legal | | $515 | | | | | $515 |
| Medical | | $3,258 | | | | | $3,258 |
| Rents & Leases | | $2,474 | | | | | $2,474 |
| Street Maintenance Expense | | $8,445 | | | | | $8,445 |
| Technology Expense | | $3,967 | | | | | $3,967 |
| Other Professional Services | $283,082 | $22,000 | | | | | $305,082 |
| Other Contract Services | | $20,000 | | | | | $20,000 |
| Office Supplies | | $817 | | | | | $817 |

Bureau of Local Systems
Ames, IA 50010

# City Street Finance Report

Fiscal Year 2024
Indianola
11/16/2024 9:33:45 AM

| | General Fund Streets (001) | Road Use (110) | Other Special Revenues | Debt Service (200) | Capitial Projects (300) | Utilities (600 & U0) | Grand Total |
|---|---|---|---|---|---|---|---|
| Operating Supplies | | $218,634 | | | | | $218,634 |
| Postage & Safety | | $263 | | | | | $263 |
| Other Supplies | | $6,798 | | | | | $6,798 |
| Heavy Equipment | | $222,436 | | | | | $222,436 |
| Other Capital Equipment | | $163 | | | | | $163 |
| Street - Preservation | | | | | $3,495,099 | | $3,495,099 |
| Other Capital Outlay | | $87,564 | | | | | $87,564 |
| Principal Payment | | | | $1,065,004 | | | $1,065,004 |
| Interest Payment | | | | $243,458 | | | $243,458 |
| Bond Registration Fees | | | | $900 | | | $900 |
| Transfer Out | | $583,082 | $136,000 | | $269,373 | | $988,455 |
| Street Lighting | | $153,756 | | | | | $153,756 |
| Snow Removal | | $41,512 | | | | | $41,512 |
| Depreciation & Building Utilities | | $11,921 | | | | | $11,921 |
| Street Cleaning | | $41,086 | | | | | $41,086 |
| Snow Removal Salaries | | $40,665 | | | | | $40,665 |
| Snow Removal Benefits | | $6,547 | | | | | $6,547 |
| **Total** | $283,082 | $2,542,658 | $136,000 | $1,309,362 | $4,393,800 | | $8,664,902 |

# City Street Finance Report



## Revenue

| | General Fund Streets (001) | Road Use (110) | Other Special Revenues | Debt Service (200) | Capitial Projects (300) | Utilities (600 & U0) | Grand Total |
|---|---|---|---|---|---|---|---|
| Levied on Property | $0 | | $0 | $1,309,362 | | | $1,309,362 |
| Licenses & Permits | | | | | $725 | | $725 |
| State Revenues - Road Use Taxes | | $2,236,452 | | | | | $2,236,452 |
| Other State Grants - IDOT | | | | | $1,869,972 | | $1,869,972 |
| Local Contributions | | | | | $153,356 | | $153,356 |
| Charges/fees | | | | | $1,158 | $0 | $1,158 |
| Contributions | | $1,562 | | | | | $1,562 |
| Transfer In | $283,082 | | $269,373 | | $436,000 | | $988,455 |
| **Total** | $283,082 | $2,238,014 | $269,373 | $1,309,362 | $2,461,211 | $0 | $6,561,042 |

# City Street Finance Report



## Bonds/Loans

| Bond/Loan Description | Principal Balance As of 7/1 | Total Principal Paid | Total Interest Paid | Principal Roads | Interest Roads | Principal Balance As of 6/30 |
|---|---|---|---|---|---|---|
| 2020A GO Bond Series | $4,625,000 | $790,000 | $97,425 | $555,004 | $68,445 | $3,835,000 |
| 2021 GO Bond Series (Hillcrest/K Street) | $6,323,000 | $510,000 | $175,013 | $510,000 | $175,013 | $5,813,000 |
| 2022 GO Bonds (Industrial Park Infrastructure) | $1,990,000 | $0 | $0 | $0 | $0 | $1,990,000 |
| **Total** | $12,938,000 | $1,300,000 | $272,438 | $1,065,004 | $243,458 | $11,638,000 |

# City Street Finance Report



## Equipment

| Description | Model Year | Usage Type | Cost | Purchased Status |
|---|---|---|---|---|
| International 7300 Dump Truck | 2007 | Purchased | $93,395 | Traded |
| Pothole Trailer | 2011 | Purchased | $12,000 | No Change |
| Midsota Tiltbed 24-foot | 2018 | Purchased | $6,900 | No Change |
| Cronkite Saw Trailer | 2012 | Purchased | $7,900 | No Change |
| 20-Ton Dovetail Trailer | 2007 | Purchased | $7,000 | No Change |
| International 7300 Dump Truck | 2014 | Purchased | $128,363 | No Change |
| Sullivan Air Compressor | 2017 | Purchased | $12,000 | No Change |
| Dodge Ram 3500 Mini Dump Truck | 2019 | Purchased | $27,573 | No Change |
| 1-Tom Ford F-450 4 x 2 Crew Cab | 2019 | Purchased | $48,000 | No Change |
| Case 621E Front-End Loader | 2010 | Purchased | $78,700 | Traded |
| Case 580N Backhoe | 2015 | Purchased | $125,000 | No Change |
| John Deere 622-GP Road Grader | 2017 | Purchased | $201,647 | No Change |
| Caterpillar Asphalt Roller/Compactor | 2004 | Purchased | $24,750 | No Change |
| Elgin Street Sweeper | 2019 | Purchased | $205,357 | No Change |
| Kubota 95-2sv Skidloader | 2018 | Purchased | $65,000 | No Change |
| UB Backhoe Concrete Breaker | 2016 | Purchased | $12,000 | No Change |
| Volvo Single Axle Dump Truck VHD | 2022 | Purchased | $161,000 | No Change |
| Dodge Ram 3500 4x4 | 2019 | Purchased | $36,965 | No Change |
| Cement Silo | 2017 | Purchased | $32,655 | Sold |
| SNO-GO Snow Blower | 2010 | Purchased | $78,700 | No Change |
| Dowler | 2006 | Purchased | $6,625 | No Change |

# City Street Finance Report



| Description | Model Year | Usage Type | Cost | Purchased Status |
|---|---|---|---|---|
| International HV-507 Dump Truck | 2020 | Purchased | $155,217 | No Change |
| Ford F250 Pickup | 2016 | Purchased | $30,645 | No Change |
| Ford F350 4 x 2 Pickup | 2017 | Purchased | $26,881 | No Change |
| Freightliner: Dump box, sander | 2016 | Purchased | $222,436 | No Change |
| R&M Equipment Trailer | 2024 | Purchased | $11,854 | No Change |
| Crafco Cracksealer | 2022 | Purchased | $65,000 | No Change |
| Husqvarna 66 Concrete Saw | 2007 | Purchased | $14,771 | No Change |
| Buckshoot Saw | 2012 | Purchased | $3,900 | No Change |
| Caterpillar Mini Loader | 2021 | Purchased | $102,690 | No Change |
| John Deere 544-G Mid-Size Wheel Loader | 2023 | Purchased | $222,436 | New |
| Husqvarna FS400 Concrete Saw | 2024 | Purchased | $2,526 | New |
| Freightliner Dump Truck | 2018 | Purchased | $102,328 | No Change |

# City Street Finance Report



## Street Projects

| Project Description | Contract Price | Final Price | Contractor Name |
| --- | --- | --- | --- |

IOWA DOT

Bureau of Local Systems

Ames, IA 50010

# City Street Finance Report

Fiscal Year 2024

Indianola

11/16/2024 9:33:45 AM

## Summary

| | General Fund Streets (001) | Road Use (110) | Other Special Revenues | Debt Service (200) | Capitial Projects (300) | Utilities (600 & U0) | Grand Total |
|---|---|---|---|---|---|---|---|
| Begining Balance | $0 | $1,919,719 | $0 | $0 | $10,904,379 | $0 | $12,824,098 |
| SubTotal Expenses (-) | $283,082 | $1,959,576 | | $1,309,362 | $4,124,427 | | $7,676,447 |
| Transfers Out (-) | | $583,082 | $136,000 | | $269,373 | | $988,455 |
| Subtotal Revenues (+) | $0 | $2,238,014 | $0 | $1,309,362 | $2,025,211 | $0 | $5,572,587 |
| Transfers In (+) | $283,082 | | $269,373 | | $436,000 | | $988,455 |
| Ending Balance | $0 | $1,615,075 | $133,373 | $0 | $8,971,790 | $0 | $10,720,238 |

Resolution Number:

Execution Date:

Signature:

5.J.

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution accepting a water main utility easement in Summercrest Plat 2.

---

**Recommendation:** Roll call is in order.

**Attachments:**
1. RES_Summercrest Plat 2_WaterMainEasemenr_FP
2. Public Water Main Easement 10.21.24

City of Indianola

**RESOLUTION NO. 2024-_____**

**RESOLUTION ACCEPTING WATER MAIN EASEMENT FOR SUMMERCREST PLAT 2**

**WHEREAS,** the City of Indianola, Warren County, State of Iowa, is a duly recognized Municipal Organization; and,

**WHEREAS,** D.R. Horton – Iowa, LLC, has requested acceptance of Water Main Easement for Summercrest Plat 2 (the "Plat"); and,

**WHEREAS,** the City of Indianola Planning and Zoning Commission recommended approval of the Plat on October 22, 2024, subject to remaining staff comments and review of the legal documents; and,

**WHEREAS,** the Final Plat for Summercrest Plat 2 and the documents relating thereto will comply with section §170 – *Subdivision Regulations* of the Code of Ordinances; and,

**WHEREAS,** the City of Indianola City Council approved the Plat on November 4, 2024, subject to remaining staff comments and review of the legal documents.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa on this 18$^{th}$ day of November 2024, that the Water Main Easement for Summercrest Plat 2 be and the same is hereby accepted and approved by the City Council of the City of Indianola.

**BE IT FURTHER RESOLVED** that the City of Indianola does hereby accept the following easements and documents to be filed with the Plat:

1. Public Water Main Easement.

_______________________________

Stephanie Erickson, Mayor

**ATTEST:**

______________________

Jackie Raffety, City Clerk

## PUBLIC WATER MAIN EASEMENT

### Recorder's Cover Sheet

**Preparer Information:** (name, address and phone number)
Seth D. Dodge
Wasker, Dorr, Wimmer & Marcouiller, P.C.
4201 Westown Parkway - Suite 250
West Des Moines, Iowa 50266
515-283-1801 (office)
(PLAT154389)

**Return Document To:** (name and complete address)
City of Indianola
City Clerk
110 N 1st St #3
Indianola, IA 50125

**Grantor:** D.R. Horton – Iowa LLC

**Grantee:** City of Indianola, Iowa

## PUBLIC WATER MAIN EASEMENT(S)

**KNOW TO ALL PERSONS BY THESE PRESENTS** that the undersigned, **D.R. Horton – Iowa LLC** (hereinafter referred to as the "Grantor"), in consideration of the sum of One Dollar ($1.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby sell, grant, and convey to the **CITY OF INDIANOLA, IOWA,** a municipal corporation (hereinafter referred to as "the City"), a permanent and perpetual easement (hereinafter referred to as "Easement") and right-of-way upon, over, under, through and across the real property legally described as:

**SEE EXHIBIT "A" ATTACHED HERETO**

(hereinafter referred to as the "Easement Area") for the purpose of locating and maintaining a water main (hereinafter referred to as "Water Main") and to permit and allow the City to enter at any time upon, over, under, through, and across into the Easement Area herein described to use as much of the surface and sub-surface thereof to construct, replace, locate, rebuild, enlarge, reconstruct, patrol, repair (including the right to place and build additional Water Main therein) and to forever maintain the Easement whenever necessary within the Easement Area.

This Easement shall be subject to the following terms and conditions:

1. Erection of Structures Prohibited. Grantor and its successors and assigns shall not erect any structure, building, or fence over or within the Easement Area without obtaining prior written consent of the City.

2. Maintenance. After the initial construction of the Water Main, and acceptance by the City, the City agrees, as part of the reconstruction, maintenance and patrolling of the Water Main, to restore and replace the Easement Area to substantially the same condition as prior to the time of entry or as agreed upon by the City and the Grantor, except the City shall not be required to replace landscaping, trees, shrubs, bushes, landscape elements, structures, or underground water systems nor shall the City be required to restore the Easement Area by reason of settlement, depression, or any unknown conditions which arise subsequent to the restoration and/or replacing of the Easement Area. Any subsequent restoration by reason of settlement, depression or any unknown conditions shall be the sole responsibility of the Grantor at the Grantor's sole expense.

3. Change in Grade Prohibited. Grantor and its successors and assigns shall not change the grade elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City.

4. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area as herein described, including, but not limited to, the right to remove any unauthorized obstructions or structures placed or erected in the Easement Area.

5. Hold Harmless. Grantor, subsequent property owners, their successors and assigns agree to indemnify and hold harmless the City, its elected officials, employees, officers, agents, representatives, contractors, and attorneys from and against any and all claims or demands for liability, loss, damage, costs, expenses, or attorney's fees of any kind for actions or omissions of the Grantor arising out of or in connection with any undertaking arising out of or otherwise related to this Easement.

6. Easement Runs With Land. This Easement shall be deemed to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.

7. Jurisdiction and Venue. The City and the Grantor agree the District Court in and for the State of Iowa shall have exclusive jurisdiction over the subject matter and enforcement of the terms and conditions of this Easement and said parties consent to the jurisdiction of the person being in Warren County, Iowa.

8. Attorney's Fees. The City may enforce this Easement by appropriate action, and should they prevail in such litigation they shall recover as part of their costs the reasonable attorney's fees incurred in such litigation.

Grantor does HEREBY COVENANT with the City that (i) Grantor holds said real estate described in this Easement Area by title in fee simple; (ii) that Grantor has good and lawful authority to convey the same; and (iii) said Grantor covenants to WARRANT AND DEFEND the said Easement Area against the claims of all persons whomsoever.

Words and phrases herein, including acknowledgment hereof, shall be construed as in the singular or plural number, and as masculine or feminine gender, according to the context.

Dated: October 21, 2024

D.R. Horton – Iowa LLC
By:
Print: Seth Morton
Office: Division President

STATE OF Iowa, COUNTY OF Polk) ss:
On this 21 day of October, 2024, before me the undersigned, a Notary Public in and for said State, personally appeared Seth Morton as Division President of D.R. Horton – Iowa LLC.

Notary Public in and for said State

**CITY OF INDIANOLA**

______________________________
_________________________, Mayor

Attest:

______________________________
_________________________, City Clerk

STATE OF IOWA, COUNTY OF ___________________ ) SS

On this _____ day of _________________, 20___, before me the undersigned, a Notary Public in and for the State of Iowa, personally appeared _________________________ and _________________________, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Indianola, Iowa; that the instrument was signed and sealed on behalf of the City by authority of its City Council, as contained in Resolution No. ______ passed by the City Council on the _____ day of _______________, 20____, and that the individuals, as such officers, acknowledged the execution of the instrument to be the voluntary act and deed of the City, by it and by them voluntarily executed.

____________________________________
Notary Public in and for the State of Iowa

**EXHIBIT A**
**LEGAL DESCRIPTION**

WATER MAIN EASEMENT:

15 FOOT WATER MAIN EASEMENT DESCRIPTION:
PART OF LOT 19 AND PART OF LOT 23, SUMMERCREST PLAT 2, INDIANOLA, WARREN COUNTY, IOWA DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHWEST CORNER OF LOT 19; THENCE S53°32'46"E 75.93 FEET ALONG THE SOUTHWESTERLY LINE OF SAID LOT 19; THENCE SOUTHEASTERLY 8.02 FEET ALONG SAID SOUTHWESTERLY LINE OF SAID LOT 19 AND THE ARC OF A 65.00 FOOT RAIUS CURVE, CONCAVE NORTHEASTERLY WHOSE CHORD BEARS S57°04'45"E 8.01 FEET; THENCE N26°44'32"E 15.02 FEET; THENCE 5.47 FEET ALONG THE ARC OF A 50.00 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY WHOSE CHORD BEARS N56°40'55"W 5.47 FEET; N53°32'46"W 103.04 FEET; THENCE NORTHWESTERLY 41.13 FEET ALONG THE ARC OF A 125.00 FOOT RADIUS CURVE, CONCAVE SOUTHWESTERLY WHOSE CHORD BEARS N62°58'16"W 40.94 FEET; THENCE S16°13'42"W 15.00 FEET TO THE SOUTHEASTERLY LINE OF SAID LOT 23; THENCE SOUTHEASTERLY 35.83 FEET ALONG SAID THE SOUTHERLY LINE OF SAID LOT 23 AND THE ARC OF 110.00 FOOT RADIUS CURVE, CONCAVE SOUTHWESTERLY WHOSE CHORD BEARS S62°52'39"E 35.67 FEET; THENCE S53°32'46"E 27.11 FEET ALONG THE SOUTHEASTERLY LINE OF SAID LOT 23 TO THE POINT OF BEGINNING.

# MEMORANDUM

**To:** Mayor and City Council

**From:** Jackie Raffety, City Clerk/Finance Director

**Date:** November 18, 2024

**Subject:** Resolution approving a health insurance premium holiday.

---

**Introduction:** Due to the healthy balance in Fund 820, health insurance, City staff is recommending a health insurance premium holiday for employee and employer contributions for the month of December 2024, in conjunction with IMU staff recommending the same to their Board of Trustees at their next regular meeting.

**Background:** The Indianola City Council and Indianola Municipal Utilities Board of Trustees met in joint session on March 4, 2024, to discuss health insurance renewals and the health insurance fund. At that meeting, staff was directed to consider a health insurance premium holiday at different points throughout the year.

**Discussion:**

**Budget Impact:** The monthly employer-paid premiums for both entities are approximately $112,300. The monthly employee-paid premiums for both entities are approximately $19,900.

**Recommendation:** Roll call is in order.

**Attachments:** 1. Res 2024- approving a health insurance premium holiday

City of Indianola

**RESOLUTION NO 2024-**

## RESOLUTION APPROVING A HEALTH INSURANCE PREMIUM HOLIDAY

WHEREAS, the Indianola City Council and Indianola Municipal Utilities Board of Trustees met in joint session on March 4, 2024, to discuss health insurance renewals and the health insurance fund; and

WHEREAS, the Council Members and Trustees directed staff to consider a health insurance premium holiday for participating employees; and

WHEREAS, after a review of the health insurance fund, staff is recommending designating December 2024 as a one-time health insurance premium holiday for employee and employer contributions to the health insurance fund; and

WHEREAS, health insurance premiums for the month of December 2024 will be paid from Fund 820.

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

1. December 2024 is hereby approved as a one-time health insurance premium holiday for employee and employer contributions;
2. Staff is authorized to execute the resolution when issuing payroll checks in the month of December 2024;
3. City and IMU health insurance premiums will be paid from Fund 820 for the month of December 2024.

Approved this 18th day of November 2024.

__________________________

Stephannie Erickson, Mayor

ATTEST:

__________________________

Jackie Raffety, City Clerk

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution approving the final plat for Quail Meadows Plat 5.

---

**Recommendation:**

**Attachments:**
1. Staff Report_Quail Meadows Plat 5_FP_101824
2. FP_1240272-FINAL PLAT
3. RES_Quail Meadows Plat 5_Final Plat

# PLANNING AND ZONING COMMISSION STAFF REPORT

**PROJECT:** Quail Meadows Plat 5 – Final Plat

**PREPARED BY**: Bill Mettee – Associate Planner

**REPORT DATE:** October 18, 2024

**MEETING DATE:** October 22, 2024

## GENERAL INFORMATION

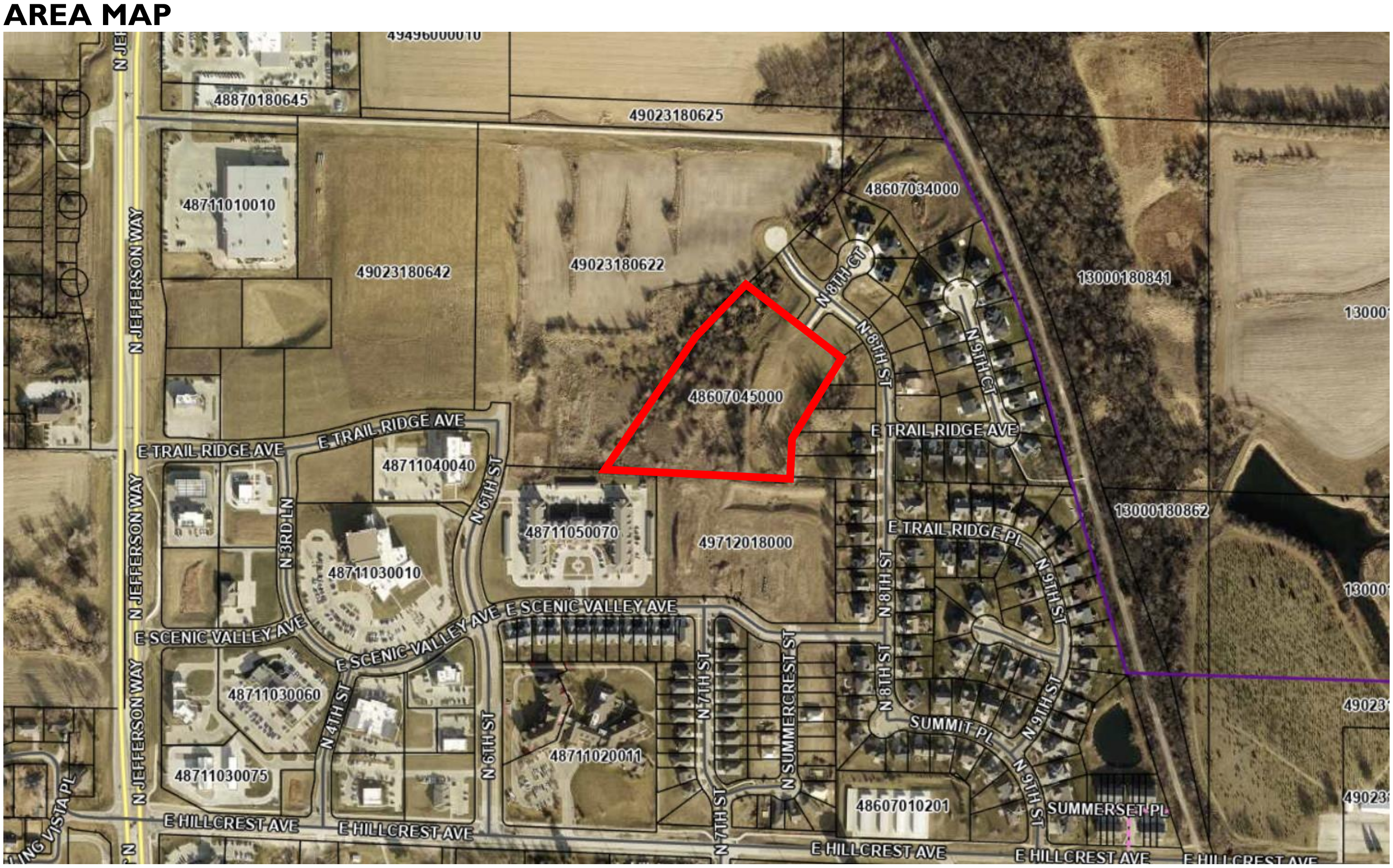
**Applicant / Owner**: Steger Construction, Inc.

**Owner's Representative:** Jon Hanson, P.E., Snyder & Associates

**Request:** The applicant is requesting approval of a final plat for a residential subdivision.

**Location and Size:** Property is located north of East Hillcrest Avenue and east of North Jefferson Way, containing approximately 7.60-acres.

## AREA MAP




**ABOVE:** Aerial of subject property (outlined in **RED**) in relation to the surrounding area.

## LAND USES AND ZONING

| Location | Existing Land Use | Comprehensive Plan | Current Zoning |
|---|---|---|---|
| Property in Question | Vacant – Undeveloped | Medium / High-Density Residential | R-2 (Single-Family Residential Attached District) |
| North | Vacant / Undeveloped | Community Mixed-Use | R-2 (Single-Family Residential Attached District) / C-2 (Highway Commercial District) |
| South | Summercrest Plat 2 | Medium / High-Density Residential | R-3 (Multi-Family Residential District) / PUD (Planned Unit Development) |
| East | Quail Meadows Subdivisions | Medium / High-Density Residential | R-2 (Single-Family Residential Attached District) |
| West | Vacant / Undeveloped | Community Mixed-Use | C-2 (Highway Commercial District) |

## PROJECT DESCRIPTION

The final plat identifies a total of 15 lots for single-family residential development. All lots are zoned R-2 and range in size from 11,577 square feet to 38,064 square feet. All lots meet or exceed the minimum requirements of the R-2 zoning district. This development will close out the Quail Meadows development.

Table 1 below summarizes the bulk regulations that are applicable to the proposed development. The site plan demonstrates compliance with the bulk regulations.

**Table 1: Bulk Regulations for the R-2 District**

| Category | R-2 (minimum) |
|---|---|
| **Front Yard Setback** | 30 feet |
| **Rear Yard Setback** | 35 feet |
| **Side Yard Setback** | 8 feet minimum one side; 18 feet total |
| **Maximum Height \| Stories** | 35 feet |
| **Lot Area** | 7,200 square feet |
| **Lot Width** | 60 feet |

## STREETS / TRAILS

The plat includes an extension of North 7th Street from Quail Meadows Plat 4 to Summercrest Plat 2. A 5-foot-wide sidewalk will be constructed on both sides of North 7th Street with individual lot development.

## UTILITIES

The site will be serviced with all public utilities, which were installed with other Quail Meadows plats. Stormwater detention will be provided with a basin located in Quail Meadows Plat 3, to the north of this plat. All easements have been shown on the final plat.

**STAFF RECOMMENDATION**

The final plat is in general conformance with the Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan. Staff recommends approval of the final plat for Quail Meadows Plat 5 subject to remaining staff comments and review of the legal documents.

# QUAIL MEADOWS PLAT 5
# FINAL PLAT

AREA ABOVE RESERVED FOR RECORDER'S STAMP

SURVEYOR'S NAME:
ERIN D. GRIFFIN
SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BOULEVARD
ANKENY, IOWA 50023
515-964-2020
EGRIFFIN@SNYDER-ASSOCIATES.COM
SERVICE PROVIDED BY:
SNYDER & ASSOCIATES, INC.
SURVEY LOCATED:
OUTLOT Z
QUAIL MEADOWS PLAT 4
SEC. 18-76-23
REQUESTED BY:
STEGER CONSTRUCTION
RETURN TO:
ERIN D. GRIFFIN
SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BOULEVARD
ANKENY, IOWA 50023

## NOTES

1. STREET LOT A TO BE DEDICATED TO THE CITY OF INDIANOLA.
2. PUBLIC UTILITY EASEMENTS SHALL CONVEY TO THE CITY OF INDIANOLA, ITS SUCCESSORS AND ASSIGNS, THE PERPETUAL RIGHT WITHIN THE AREAS SHOWN ON THE PLAT AND DESCRIBED IN THE EASEMENT, TO CONSTRUCT, RECONSTRUCT, OPERATE AND MAINTAIN ELECTRIC LINES CONSISTING OF POLES, WIRES, CABLES, CONDUITS, FIXTURES, ANCHORS AND OTHER SIMILAR EQUIPMENT, INCLUDING THE RIGHT TO TRIM OR REMOVE TREES WITHIN SUCH AREAS WHERE NECESSARY TO SECURE A CLEARANCE OF 4 FEET FROM THE WIRES OR POLES, TOGETHER WITH THE RIGHT TO EXTEND TO ANY TELEPHONE, TELEGRAPH, ELECTRIC OR POWER COMPANY, THE RIGHT TO USE SEPARATELY OR JOINTLY WITH THE CITY OF INDIANOLA, THE AREAS INCLUDED IN THE EASEMENT FOR THE PURPOSES ABOVE ENUMERATED.
3. THE UNADJUSTED ERROR OF CLOSURE IS LESS THAN ONE IN TEN THOUSAND FOR THE SUBDIVISION BOUNDARY AND LESS THAN ONE IN FIVE THOUSAND FOR THE INDIVIDUAL LOTS.
4. EXISTING EASEMENTS AS SHOWN ARE A PART OF QUAIL MEADOWS PLAT 4, RECORDED IN INSTRUMENT #2022-0811.
5. 5 FOOT SIDEWALKS ARE TO BE INSTALLED WITH INDIVIDUAL LOT DEVELOPMENT.

CURVE TABLE

| CURVE NO. | Δ | RADIUS | ARC LENGTH | TANGENT | CHORD BEARING/LENGTH |
|---|---|---|---|---|---|
| C1 | 35°58'52" | 427.15' | 268.25' | 138.71' | N19°31'00"E 263.86' |
| C4 | 8°52'27" | 392.15' | 60.74' | 30.43' | S33°04'12"W 60.68' |
| C5 | 13°37'28" | 392.15' | 93.25' | 46.85' | S21°49'15"W 93.03' |
| C6 | 13°33'10" | 392.15' | 92.76' | 46.60' | S8°13'55"W 92.54' |
| C7 | 5°50'50" | 462.15' | 47.16' | 23.60' | S34°35'01"W 47.14' |
| C8 | 9°54'36" | 462.15' | 79.94' | 40.07' | S26°42'18"W 79.84' |
| C9 | 9°53'25" | 462.15' | 79.77' | 39.99' | S16°48'18"W 79.68' |
| C10 | 10°16'27" | 462.15' | 82.87' | 41.55' | S6°43'22"W 82.76' |



## VICINITY MAP
INDIANOLA, IOWA

## PLAT DESCRIPTION
OUTLOT "Z", QUAIL MEADOWS PLAT 4, AN OFFICIAL PLAT IN THE CITY OF INDIANOLA, WARREN COUNTY, IOWA,

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

## OWNER/DEVELOPER
STEGER CONSTRUCTION, INC.
1425 WARRIOR RUN DRIVE
NORWALK, IOWA 50211
CONTACT: PHIL STEGER
EMAIL: PSTEGER412@AOL.COM
PHONE: 515-988-6027

## ZONING
R-2 SINGLE-FAMILY RESIDENTIAL ATTACHED

## BULK REGULATIONS
FRONT YARD SETBACKS = 30'
REAR YARD SETBACKS = 35'
SIDE YARD SETBACKS:
ONE & TWO FAMILY = 8' MIN, 18' TOTAL BOTH SIDES
MINIMUM LOT WIDTH = 60'
MINIMUM LOT AREA = 7200 SF
MAXIMUM HEIGHT = 35'
MINIMUM OPEN SPACE = 20%

## AREA SUMMARY
PT. NW1/4 SE1/4 = 0.02 AC (652 SF)
PT. NE1/4 SW1/4 = 7.58 AC (330,254 SF)

## ADDRESS TABLE
LOT 1: 2315 NORTH 7TH STREET
LOT 2: 2313 NORTH 7TH STREET
LOT 3: 2311 NORTH 7TH STREET
LOT 4: 2309 NORTH 7TH STREET
LOT 5: 2307 NORTH 7TH STREET
LOT 6: 2305 NORTH 7TH STREET
LOT 7: 2303 NORTH 7TH STREET
LOT 8: 2301 NORTH 7TH STREET
LOT 9: 2302 NORTH 7TH STREET
LOT 10: 2304 NORTH 7TH STREET
LOT 11: 2306 NORTH 7TH STREET
LOT 12: 2308 NORTH 7TH STREET
LOT 13: 2310 NORTH 7TH STREET
LOT 14: 2312 NORTH 7TH STREET
LOT 15 2314 NORTH 7TH STREET

## LEGEND

| Survey | Found | Set |
|---|---|---|
| Section Corner | | |
| 1/2" Rebar, Yellow Plastic Cap #19710 (Unless Otherwise Noted) | | |
| ROW Marker | | |
| ROW Rail | | |
| Control Point | | |
| Bench Mark | | |
| Platted Distance | P | |
| Measured Bearing & Distance | M | |
| Recorded As | R | |
| Deed Distance | D | |
| Calculated Distance | C | |
| Centerline | | |
| Section Line | | |
| 1/4 Section Line | | |
| 1/4 1/4 Section Line | | |
| Easement Line | | |

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

LICENSED PROFESSIONAL LAND SURVEYOR ERIN D. GRIFFIN 19710 IOWA

Erin D. Griffin, PLS Date

License Number 19710

My License Renewal Date is December 31, 2025

Pages or sheets covered by this seal:
Sheet 1 of 1

| MARK | REVISION | DATE | BY |
|---|---|---|---|
| 1 | REVISED PER CITY COMMENTS | 10-14-24 | AJD |

Engineer: JLH Checked By: CDD Scale: 1" = 50'
Technician: CLY Date: 03/29/2024 T-R-S: 76N-23W-18
Project No: 124.0272.01 Sheet 1 of 1

INDIANOLA, IOWA

QUAIL MEADOWS PLAT 5
FINAL PLAT

SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES

Project No: 124.0272.01
Sheet 1 of 1

City of Indianola

**RESOLUTION NO. 2024-_____**

**RESOLUTION APPROVING THE FINAL PLAT FOR QUAIL MEADOWS PLAT 5**

**WHEREAS,** the City of Indianola, Warren County, State of Iowa, is a duly recognized Municipal Organization; and

**WHEREAS,** Steger Construction, Inc., has requested final plat approval of Quail Meadows Plat 5 (the "Plat"); and

**WHEREAS,** the City of Indianola Planning and Zoning Commission recommended approval of the Plat on October 22, 2024, subject to remaining staff comments and review of the legal documents; and

**WHEREAS,** the Final Plat for Quail Meadows Plat 5 and the documents relating thereto will comply with section §170 – *Subdivision Regulations* of the Code of Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa on this 18th day of November 2024, that the Final Plat for Quail Meadows Plat 5 be and the same is hereby accepted and approved by the City Council of the City of Indianola.

**BE IT FURTHER RESOLVED** that the City of Indianola does hereby accept the following easements and documents to be filed with the Plat:

1. Warranty Deed (Street Lot A)
2. Public Drainage and Overland Flowage Easement
3. Public Utility Easement
4. Buffer Park Easement
5. Public Gas Main Easement

______________________________
Stephanie Erickson, Mayor

**ATTEST:**

______________________________
Jackie Raffety, City Clerk

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution accepting a separation agreement and general release.

---

**Recommendation:** Roll call is in order.

**Attachments:**
1. Res 2024- Reeves separation agreement
2. 24.11.11 Ben Reeves Separation Agreement & General Release

City of Indianola

**RESOLUTION NO. 2024-**

**RESOLUTION APPROVING EMPLOYMENT AGREEMENT WITH BENJAMIN REEVES AS CITY MANAGER**

**WHEREAS**, the City Council of the City of Indianola entered into an employment contract on April 6, 2022, with Benjamin Reeves ("Employee") as City Manager of the City of Indianola, Iowa; and

**WHEREAS**, Employee has accepted employment with another municipality and wishes to terminate his employment with the City; and

**WHEREAS**, the City Council believes it is in the best interests of the City of Indianola, Iowa to enter into a Separation Agreement and General Release with Employee in the form attached.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Indianola that the Separation Agreement and General Release in the form attached is hereby approved and the Mayor of the City of Indianola is hereby authorized to execute said Agreement on behalf of the City of Indianola, Iowa.

**DATED** this 18th day of November 2024.

__________________________
Stephanie Erickson, Mayor

ATTEST:

__________________________
Jackie Raffety, City Clerk

## SEPARATION AGREEMENT AND GENERAL RELEASE

THIS SEPARATION AGREEMENT AND GENERAL RELEASE ("Agreement") is made and entered into this 18th day of November 2024, by and between City of Indianola, Iowa ("City") and Benjamin "Ben" A. Reeves, City Manager of Indianola, Iowa. ("Employee").

### RECITALS:

WHEREAS, Employee is employed by the City of Indianola, Iowa to an Employment Agreement effective the 6th day of April, 2022 ("Employment Agreement");

WHEREAS, Employee has obtained employment with another municipality and wishes to terminate his employment with City;

WHERAS, Employee has requested certain accommodations and concessions under his Employment Agreement, concessions that the City hereby agrees to;

WHEREAS, this Agreement sets forth those conditions.

THEREFORE, in consideration of the promises set forth below, it is agreed as follows:

1. Employee's employment with the City of Indianola will end effective December 27, 2024.

2. In exchange for this Agreement, the City of Indianola agrees to the following:

   a. The City will provide the Employee with a positive employment reference encompassing his years of employment with City;

   b. The City waives any repayment requirements for any relocation benefits that might be due under the Employment Agreement entered into between the City and the Employee for his employment;

   c. The City agrees that the Employee may liberally utilize his remaining bank of vacation hours prior to December 27, 2024 for the purpose of preparing for relocation;

   d. The Employee agrees to perform all duties and requirements of the City Manager of the City through December 27, 2024;

   e. Employee will assist in the training of his replacement to the extent possible prior to the end of his employment;

   f. Employee agrees to provide reasonable telephone consultations with City after December 27, 2024 to assist in the transition of the City Manager's position;

   g. In exchange for the release provided by Employee and subject to the requirements of this Agreement, City hereby releases the Employee from any and all duties and responsibilities under the Employment Agreement.

3. Employee further agrees, promises and covenants that neither Employee, nor any person, organization or any other entity acting on Employee's behalf, will file, charge, claim, sue or cause or permit to be filed, charged or claimed, any action for damages or other relief (including injunctive, declaratory, monetary relief or other) against City, its parents, affiliates and successors and its and their officers, directors, employees, agents and representatives, involving any matter which occurred in the past up to the date of this Agreement, including any continuing effects thereof, or otherwise involving any claims, demands, causes of action, obligations, damages or liabilities which are the subject of this Agreement.

4. Employee expressly acknowledges this Agreement is intended to include in its effect, without limitation, any and all claims concerning his employment with City of which Employee knows or does not know, should have known, had reasons to know or suspect existed in Employee's favor at the time of execution hereof. Employee recognizes this Agreement extinguishes any such claim or claims and that Employee has no legal recourse, now or in the future, against City.

5. Employee represents and certifies that Employee has carefully read, and fully understands all of the provisions and effects of this Agreement and has had the opportunity to thoroughly discuss all aspects of this Agreement with Employee's attorney. Employee further represents and certifies that Employee entered into this Agreement voluntarily, and that neither City nor its agents, representatives or attorneys made any representations concerning the terms or effects of this Agreement other than those contained herein.

6. Employee agrees that Employee shall, on the last day of employment, return to City any and all documents, files, or other materials, as well as any and all physical equipment, materials, supplies or other property of City.

7. This Agreement is made and entered into in the state of Iowa, and shall in all respects be interpreted, enforced and governed under the laws of Iowa. The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the parties.

8. Should a court declare or determine any provision of this Agreement to be illegal or invalid, the validity of the remaining parts, terms or provisions shall not be affected thereby. It is the parties' intent that the part, term or provision declared or determined to be illegal or invalid shall be deemed not to be a part of this Agreement.

9. This Agreement sets forth the entire agreement between the parties hereto, and fully superseded any and all prior agreements or understanding between the parties pertaining to the subject matter hereof. To the extent any terms of the Employment Agreement are inconsistent with the terms of this Agreement, the terms of this Agreement shall control.

10. Each of the parties hereto acknowledge that they irrevocably waive all right to trial by jury in any action, proceeding or counterclaim arising out of or relating to this

Agreement.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee and City have executed the foregoing Separation Agreement and General Release.

| | |
|---|---|
| CITY OF INDIANOLA, IOWA. | EMPLOYEE: |
| ___________________________ | ___________________________ |
| Stephanie Erickson, Mayor | Benjamin "Ben" A. Reeves |

ATTEST:

___________________________
Jackie Raffety, City Clerk

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution approving an employee agreement.

---

**Recommendation:** Roll call is in order.

**Attachments:**
1. Res 2024- employment agreement
2. Wagoner Employment Agreement (2.0)

City of Indianola

**RESOLUTION NO. 2024-**

**RESOLUTION APPROVING EMPLOYMENT AGREEMENT WITH WADE WAGONER AS DEPUTY CITY MANAGER – CHIEF OF DEVELOPMENT AND OPERATIONS**

**WHEREAS**, the City Council of the City of Indianola desires to employ Wade Wagoner as Deputy City Manager – Chief of Development and Operations of the City of Indianola, Iowa; and

**WHEREAS**, Wade Wagoner desires to accept employment as Deputy City Manager – Chief of Development and Operations; and

**WHEREAS**, the City Council believes it is in the best interests of the City of Indianola, Iowa to enter into an Employment Agreement with Wade Wagoner in the form attached as Exhibit "A".

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Indianola that Wade Wagoner is hereby employed as Deputy City Manager – Chief of Development and Operations of the City of Indianola, Iowa.

**BE IT FURTHER RESOLVED** that the Employment Agreement in the form attached as Exhibit "A" is hereby approved and the Mayor of the City of Indianola is hereby authorized to execute said Agreement on behalf of the City of Indianola, Iowa.

**DATED** this 18th day of November 2024.

__________________________
Stephanie Erickson, Mayor

ATTEST:

________________________
Jackie Raffety, City Clerk

# Employment Agreement

**THIS AGREEMENT** made and entered effective the 18th day of November 2024, by and between the City of Indianola, Iowa, a municipal corporation (hereinafter called "Employer"), and Wade Wagoner, (hereinafter called "Employee").

**WITNESSETH:**

**WHEREAS,** the Employer desires to employ Employee as Deputy City Manager – Chief of Development and Operations of the City of Indianola;

**WHEREAS,** the Employee desires to accept employment as Deputy City Manager – Chief of Development and Operations conditioned on the agreements and commitments set out below; and

**WHEREAS,** this the Parties have agreed to certain terms and conditions which will govern the employment relationship between Employer and Employee.

**NOW THEREFORE,** in consideration of said agreements and commitments hereinafter contained, the pmties hereto agree as follows:

**Section 1. <u>Duties.</u>**

The Employer hereby agrees to employ Employee as Deputy City Manager – Chief of Development and Operations of the City of Indianola, Iowa, to carry out the duties and functions as set forth in the Job Description attached hereto, Marked Exhibit "A". The Deputy City Manager – Chief of Development and Operations shall report to the City Manager.

**Section 2. <u>Term.</u>**

The term of employment under this Agreement shall commence on December 12th, 2024, (hereinafter called "Anniversary Date") and shall continue until terminated by the Employer or Employee as provided in Section 3 of this Agreement.

The Employee agrees to remain in the exclusive employment of the Employer and further agrees not to accept employment, nor become employed by any other employer, until such termination date, unless said termination is affected as is hereinafter provided in Section 3, Paragraph D of this Agreement.

**Section 3. <u>Termination and Severance.</u>**

A. <u>Premature Termination.</u> In the event the Employer wishes to terminate this Agreement without just cause, the Employer may do so by giving the Employee thirty (30) days' notice in writing prior to the termination date. The Employee, if requested by the Employer, shall continue to render the Employee's services and shall be paid Employee's regular compensation up to the date of termination. The Employer agrees to pay Employee six (6) months' salary at the then current rate of pay and benefits, in addition to whatever accrued benefits the Employee may have, if terminated by the Employer during the term of this Agreement. Payment shall be made as regular payroll payments unless an alternative payment method is agreed to in writing by both parties. The Employee agrees to accept said severance pay as full settlement of any and all damages or claims the Employee might have against the Employer as a result of the termination.

B. Termination by Reason of Misconduct. Nothing in this Agreement shall be deemed to prevent the Employer from terminating the employment of the Employee for cause, which shall be deemed to mean neglect of duty, incompetence, insubordination, misconduct in office, or conviction of any public offense involving moral turpitude. In the event of termination, pursuant to the provisions of this section, no damages or severance shall be paid to the Employee.

C. Reduction of Benefits. In the event the Employer, at any time during the term of this Agreement, reduces the salary or other financial benefits of the Employee in a greater percentage than an applicable across-the-board reduction for all City employees, or in the event the Employer refuses, following written notice, to comply with other provisions regarding the Employee herein, or the Employee resigns following a suggestion, whether formal or informal, by the majority of the City Council that he resign, then in that event, Employee may, at his option, be deemed to be terminated on the date of such reduction or such refusal to comply within the meaning and context of this Agreement. The Employee will be entitled to all severance pay as outlined in Section 3.A of this Agreement.

D. Voluntaiy Resignation. In the event the Employee wishes to voluntarily resign his position with the Employer before expiration of the term of this contract, then Employee shall give Employer thirty (30) days advance notice, unless the parties otherwise agree.

E. Disability. If Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity or health for a period of four successive weeks beyond any accrued leave as provided in Section 4 of this Agreement, Employer shall have the option to terminate this Agreement, subject to the severance pay requirements of Section 3.A of this Agreement.

**Section 4. Compensation.**

A. Salary. The Employer agrees to pay the Employee, for his services rendered pursuant to this Agreement, the annual base salary of $150,267.78.

B. Benefits. The Employee shall be entitled to those benefits set out in the Employee Handbook of the City of Indianola; however, Employee shall not be eligible for overtime pay regardless of the hours of work performed. Employee shall also be entitled to any additional benefits set out in this Agreement.

C. Health, Dental, and Vision Insurance. The Employer agrees to provide insurance coverage for Employee for medical, dental, and vision coverage; and in the event such plan is terminated for other employees of the City, to neve1iheless provide said insurance coverage for the Employee. The Employee shall pay a percentage of the premiums for medical and dental insurance at the same rate as other City employees.

D. Vacation Leave. In addition to other compensation described herein, the Employee shall receive from the Employer vacation leave in accordance with the Employer's annual leave policy. Upon commencing employment, the Employee shall be credited with 80 accrued vacation leave hours. For the purposes of accruing vacation, the Employee shall be recognized as having 14 years of service with the City of Indianola, Iowa and shall accrue at a rate of 6.15 hours per pay period. The Employee can carryover up to 167.69 hours of vacation into the next leave year. Upon termination of employment, Employee shall be entitled to a payout of Employee's vacation leave balance as provided in the Employee Handbook.

E. Sick Leave. Upon commencing employment, the Employee shall be credited with 40 accrued sick leave hours. Sick leave shall be earned at the rate of 3.7 hours per pay period until maximum amount allowed is reached. Sick leave will continue to accrue per standard policy in the Employee Handbook.

F. Personal Leave. The Employee will be granted 16 hours of personal leave each year to be used in accordance with the Employee Handbook. Upon termination of employment, Employee shall be entitled to a payout of Employee's personal leave balance as provided in the Employee Handbook.

G. Holidays. The Employee will be granted the same number of holidays as other City employees.

H. Cell Phone Provided. The Employer agrees to either provide the Employee a cellular phone and service to be used for official city business or provide for a payment of $75.00 toward Employee’s cell phone expense.

I. Retirement. The Employee shall participate in the Iowa IPERS plan as provided to all other City of Indianola employees.

**Section 5. Indemnification.**

The Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim, or demand, or any other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Deputy City Manager – Chief of Development and Operations. Said indemnification shall extend beyond termination of employment and the otherwise expiration of this Agreement to provide protection for any such acts undertaken or committed in his capacity as Deputy City Manager – Chief of Development and Operations, regardless of whether the notice of filing of a lawsuit occurs during or following employment with the Employer.

**Section 6. Other Terms and Conditions.**

A. The Employer, only upon agreement with Employee, shall fix other terms and conditions of employment as it may determine, from time to time, are just and reasonable, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or conflict with the provisions of this Agreement, the *Municipal Code* or any other law.

B. All provisions of the Municipal Code and regulations and rules of the Employer relating to vacation, sick and personal leave, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, including provisions governing accrual and payment therefore on termination of employment, also shall apply to the Employee as they would to other employees of the Employer, in addition to said benefits enumerated specifically for the benefit of the Employee.

C. The "Code of Ethics" promulgated by ICMA is incorporated herein and attached hereto and, by this reference, made a part hereof, and said Code of Ethics shall furnish the principles to govern the Employee's conduct and actions as Deputy City Manager – Chief of Development and Operations.

D. Outside Employment: The Deputy City Manager – Chief of Development and Operations agrees to devote his time, energy, and attention of the business of City. He shall hold no other employment, either directly or indirectly, or invest with any firm, corporation, or legal entity in violation of the ICMA Code of Ethics. The Employee may elect with the consent of the Mayor and Council, to accept limited teaching opportunities that will not conflict with his responsibilities to City.

**Section 7.** **<u>Notices.</u>** Notices, pursuant to this Agreement shall be given by hand delivery, by overnight delivery service or by deposit in the custody of the United States Postal Service, postage prepaid and addressed as follows:

A. To Employer: City Clerk
110 N. 1st Street
Indianola, Iowa 50125

With Copy to: Douglas A. Fulton
Brick Gentry PC
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

B. To Employee: Wade Wagoner
406 3rd Avenue SE
Altoona, IA 50009

**Section 8. General Provisions.**

A. Integration. This Agreement sets forth and establishes the entire understanding between the Employer and Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or between the paities are merged into and rendered **null** and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.

B. Binding Effect. This Agreement shall be binding on the Employer and Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.

C. Severability. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other portion. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

D. Effective Date. This Agreement shall become effective upon its execution.

**Section 9.** **Amendments.** This Agreement and all amendments thereto, shall be in writing and shall be approved by the Employer by way of approval of the City Council of the City oflndianola and Employee and, when executed, shall be filed with the City Clerk.

**EMPLOYEE:** **EMPLOYER:**

_______________________________ _______________________________

Wade Wagoner Stephanie Erickson, Mayor

**ATTEST:**

______________________________

Jackie Raffety, City Clerk

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution Authorizing the Mayor to execute the certification of compliance and GAX Form 1 from the Iowa Economic Development Authority Community Development Block Grant (CDBG) Program Contract

---

**Recommendation:** Roll call is in order.

**Attachments:**
1. Res 2024- CDBG Grant Payment
2. CertCompliance
3. GAX

City of Indianola
**RESOLUTION NO 2024-**

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE THE CERTIFICATION OF COMPLIANCE AND GAX FORM 1 FROM THE IOWA ECONOMIC DEVELOPMENT AUTHORITY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM CONTRACT**

**WHEREAS,** the Indianola City Council approved Resolution 2024-127 authorizing the Mayor to execute the Iowa Economic Development Authority Community Development Block Grant (CDBG) program contract and the associated required acknowledgment of environmental review requirements on March 4, 2024; and

**WHEREAS,** the Iowa Economic Development Authority (IEDA) has awarded the City of Indianola a Community Development Block Grant (CDBG) in an amount not to exceed $650,000 for exterior renovations of downtown building facades improvement; and

**WHEREAS,** the grant requires the City to comply with CDBG procurement standards; and

**WHEREAS,** the City Council finds it necessary to certify compliance of the CDBG procurement standards in the form attached as Exhibit A; and

**WHEREAS,** the City of Indianola can be reimbursed for architectural and administrative fees related to the grant in the amount stated on the GAX Form 1, attached as Exhibit B.

**NOW, THEREFORE, BE IT RESOLVED,** that the Indianola City Council hereby approves the certificate of compliance and GAX FORM 1 and the Mayor is hereby authorized to execute the documents as attached.

Approved this 18th day of November 2024.

______________________________
Stephanie Erickson, Mayor

ATTEST:

_______________________
Jackie Raffety, City Clerk

# Certification of Compliance
# CDBG Procurement Standards

**CDBG Applicant/Recipient: City of Indianola_______________________**

**IEDA Contract/Project #: _24-DTR-004_______________________**

In accordance with the IEDA Procurement Policy, all procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, and invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;
(2) Requiring unnecessary experience and excessive bonding;
(3) Noncompetitive pricing practices between firms or between affiliated companies;
(4) Noncompetitive contracts to consultants that are on retainer contracts;
(5) Organizational conflicts of interest;
(6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and
(7) Any arbitrary action in the procurement process.

I certify that I am the chief elected official and that the community listed above has not and will not violate the above competition statute when competitively procuring for the CDBG award.

Signature: ______________________________

Printed Name: __Stephanie Erickson, Mayor_________________________

Date: ___________________________________

Attach supporting documentation
to the back of this form

Exhibit B

# STATE OF IOWA

**GAX**

| BUDGET FY | General Accounting Expenditure | | DOCUMENT NUMBER |
|---|---|---|---|
| 2025 | DATE | ACCTG PERIOD (mm/yy) | 1 |

| VENDOR CODE | AGENCY NAME |
|---|---|
| | |

| VENDOR NAME AND ADDRESS | BILL TO ADDRESS (ORDERING AGENCY) | SHIP TO ADDRESS |
|---|---|---|
| City of Knoxville<br>305 S 3rd Street, #4<br>Knoxvilla, IA 50318 | Iowa Economic Development Authority<br>1963 Bell Avenue, Suite 200<br>Des Moines, Iowa 50315 | |

| TERMS | FOB | ORDER APPROVED BY | GOODS RECEIVED/SERVICES PERFORMED |
|---|---|---|---|
| | | | DATE INITITALS |

| QUANTITY | | VENDOR'S INVOICE NUMBER |
|---|---|---|
| | | 1 |

| ORDERED | RECEIVED | UNIT OF MEASURE | | UNIT PRICE | TOTAL PRICE |
|---|---|---|---|---|---|
| | | | Request for Payment under CDBG<br>Contract Number: 24-DTR-004<br><br>Report Number: 1 | | 37,348.00 |
| | | | | **DOCUMENT TOTAL** | 37,348.00 |

## CLAIMANT'S CERTIFICATION

I CERTIFY THAT THE ITEMS FOR WHICH PAYMENT IS CLAIMED WERE FURNISHED FOR STATE BUSINESS UNDER THE AUTHORITY OF THE LAW AND THAT THE CHARGES ARE REASONABLE, PROPER, AND CORRECT, AND NO PART OF THIS CLAIM HAS BEEN PAID.

**DATE** **TITLE** Mayor

**CLAIMANT'S SIGNATURE**

## AGENCY CERTIFICATION

I CERTIFY THAT THE ABOVE EXPENSE WERE INCURRED AND THE AMOUNTS ARE CORRECT AND SHOUD BE PAID FROM THE FUNDS APPROPRIATED BY:

**CODE OR CHAPTER SECTION(S)**

**AUTHORIZED SIGNATURE**

**THE FOLLOWING FIELDS ARE FOR STATE ACCOUNTING USE ONLY**

| DOC TYPE (GAX) | DOC NUMBER | DOC DATE | ACCTG PRD | BUDGET FY | ACTION NEW/MOD | PO SHIP INSTR | GAX TYPE | INT IND | INT SELLER FUND | INT SELLER AGCY |
|---|---|---|---|---|---|---|---|---|---|---|
| **GAX** | 1 | | | 2025 | | | **1** | | | |

| VENDOR CODE | ADDR OVERRIDE | F/A INDICATOR | EFT IND | TEXT -po's only (Y/N) | TEXT (po's only) |
|---|---|---|---|---|---|
| 2129260 | | | **Y** | | |

| REF DOC TYPE | REF DOC NUMBER | REF DOC LINE | COM LN | VEND INVOICE # | COMMODITY CODE | GS CONTRACT |
|---|---|---|---|---|---|---|
| | | | | 1 | | |

| LINE | FUND | AGCY | ORG | SUB ORG | ACTV | FUNC | OBJT | SUB OBJT | JOB NUMBER | REP CAT | QUANTITY / UNITS | I/D | DESCRIPTION | AMOUNT | I/D | P/F |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 01 | 0340 | 269 | 4610 | 24 | | | 4125 | | | | | | | 37,348.00 | | |
| 02 | | | | | | | | | | | | | | | | |
| 03 | | | | | | | | | | | | | | | | |
| 04 | | | | | | | | | | | | | | | | |
| 05 | | | | | | | | | | | | | | | | |
| 06 | | | | | | | | | | | | | | | | |
| 07 | | | | | | | | | | | | | | | | |

**DOCUMENT TOTAL** 37,348.00

**GAX** **WARRANT #** **AUDITED BY** **PAID DATE**

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution approving salaries.

---

**Recommendation:** Roll call is in order.

**Attachments:** 1. Res 2024- approving salaries

# RESOLUTION NO 2024-

## RESOLUTION APPROVING SALARIES

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

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

Aaron Hurt, Full-time Fire Training Captain, with $300/year longevity, to 8G, $113,934.77/year, effective November 3, 2024; and

Marlene Davis to Part-time Parks and Recreation Office Assistant, R1-1, $16.238/hour, effective November 14, 2024; and

Alison Brown, Full-time Teen Services and Marketing with $250/year longevity to 4E, $69,633.71/year, effective November 17, 2024; and

Benjamin Dressler, Full-time Public Works Operations Specialist 1 to R21-4, $67,883.67/year, effective November 17, 2024; and

Katelyn Moffitt to Part-time Non-benefitted IWC Lifeguard, $11.25/hour, effective November 17, 2024; and

Reed Robbins, adding a secondary IWC position as Part-time Non-benefitted IWC Certified Swim Instructor, $13.25/hour, effective November 17, 2024; and

John Schumacher, Full-time Detective to PO-3, $80,739.39/year, effective November 17, 2024; and

Nicole Brown, Full-time Detective with 5% temporary increase for interim Sergeant duties (to be removed upon interim designation ending), to PO5 and adding $250/year longevity, $94,197.79/year, effective December 1, 2024; and

Angie Buchanan, Full-time Horticulturist Supervisor with $300/year longevity, to 6D, $83,198.16/year, effective December 1, 2024; and

Mary Chittenden, Full-time Parks Supervisor with $400/year longevity, to 6D, $83,298.16/year, effective December 1, 2024; and

Ross Marshall, Full-time School Resource Officer, to PO5 and adding $250/year longevity, $89,712.18/year, effective December 1, 2024.

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

Passed and approved this 18th day of November 2024.

______________________________
Stephanie Erickson, Mayor

ATTEST:

________________________
Jackie Raffety, City Clerk

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Receive and file the FY24 Audit Report.

---

**Recommendation:**

**Attachments:**
1. Audit Report Letter FY24
2. FY24 Audit

DENMAN

Denman CPA LLP
1601 22nd Street, Suite #400
West Des Moines, Iowa 50266-1453
www.denman.cpa 515-225-8400

Honorable Mayor and
Members of the City Council
Indianola, Iowa

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Indianola, Iowa for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our planning communication letter dated August 19, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2024. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements relate to disclosures of compensated absences and net pension liabilities.

> We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

> The disclosure in Note 3 to the financial statements relating to the City’s outstanding bonds and notes payable.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

*Disagreements with Management*

For purposes of this letter, professional standards define a disagreement with management as a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated October 27, 2024.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

*Other Matters*

We were engaged to report on the supplementary information included in schedules 1 through 4, which accompany the financial statements but is not required supplementary information. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the cash basis of accounting, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the other information which includes the budgetary comparison information, the City's proportionate share of the net pension liability, and the schedule of City contributions which accompany the financial statements but is not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the information and use of the City of Indianola Council and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Denman CPA LLP

**Denman CPA LLP**

West Des Moines, Iowa
October 27, 2024

**City of Indianola**

# INDEPENDENT AUDITOR'S REPORTS
# BASIC FINANCIAL STATEMENTS
# SUPPLEMENTARY AND OTHER INFORMATION
# SCHEDULE OF FINDINGS

**June 30, 2024**

## TABLE OF CONTENTS

## City of Indianola
## OFFICIALS

### Before January 2024

| Name | Title | Term expires |
|---|---|---|
| Stephanie Erickson | Mayor | December 2025 |
| John Parket Jr. | Council Member | December 2023 |
| Gwen Schroder | Council Member | December 2023 |
| Josh Rabe | Council Member | Appointed May 2023 |
| Ron Dalby | Council Member | December 2025 |
| Christina Beach | Council Member | December 2025 |
| Steve Richardson | Council Member | December 2025 |
| Benjamin Reeves | City Manager | Indefinite |
| Andy Lent | Director of Finance | Indefinite |
| Jackie Raffety | City Clerk | Indefinite |
| Amy Beattie | Attorney | Indefinite |

### After January 2024

| Name | Title | Term expires |
|---|---|---|
| Stephanie Erickson | Mayor | December 2025 |
| Mellisa Sones | Council Member | December 2027 |
| Steve Armstrong | Council Member | December 2027 |
| Josh Rabe | Council Member | December 2025 |
| Ron Dalby | Council Member | December 2025 |
| Christina Beach | Council Member | December 2025 |
| Steve Richardson | Council Member | December 2025 |
| Benjamin Reeves | City Manager | Indefinite |
| Jackie Raffety | Finance Director and City Clerk | Indefinite |
| Amy Beattie | Attorney | Indefinite |

DENMAN

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West Des Moines, Iowa 50266-1453
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# INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and
Members of the City Council
City of Indianola, Iowa
Indianola, Iowa

## Report on the Audit of the Financial Statements

### *Opinions*

We have audited the accompanying cash basis financial statements of the governmental activities, the business type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Indianola, Iowa (the City), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Indianola, Iowa, as of June 30, 2024, and the respective changes in cash basis financial position for the year then ended in accordance with the cash basis of accounting described in Note 1.

### *Basis for Opinions*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Indianola, Iowa, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### *Basis of Accounting*

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

### *Emphasis of Matter*

As discussed in Note 1, the financial statements referred to above do not include the financial data of Indianola Municipal Utilities, a component unit of the City, which accounting principles generally accepted in the United States of America require to be reported with the financial data of the City's primary government. As a result, the primary government financial statements do not purport to, and do not present fairly the results of the cash transactions of the funds of the City of Indianola as of and for the year ended June 30, 2024 on the basis of accounting described in Note 1.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1, and for determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Indianola, Iowa's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Indianola, Iowa's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Indianola, Iowa's basic financial statements. We previously audited, in accordance with the standards referred to in the third paragraph of this report, the financial statements for the six years ended June 30, 2023 (which are not presented herein) and expressed unmodified opinions on those financial statements which were prepared on the cash basis of accounting. The financial statements for the three years ended June 30, 2017 (which are not presented herein) were audited by other auditors whose report dated March 12, 2018 stated that they expressed unmodified opinions on those financial statements which were prepared on the cash basis of accounting. The supplementary information included in Schedules 1 through 4 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

***Other Information***

Management is responsible for the other information included in this report. The other information comprises the budgetary comparison information, the schedule of the City's proportionate share of the net pension liability and the schedule of City contributions but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2024 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Denman CPA LLP

**Denman CPA LLP**

West Des Moines, Iowa
October 27, 2024

## BASIC FINANCIAL STATEMENTS

## City of Indianola
## STATEMENT OF ACTIVITIES AND NET POSITION - CASH BASIS
## As of and for the year ended June 30, 2024

| | | Program revenues | | |
|---|---|---|---|---|
| | Disbursements | Charges for service | Operating grants, contributions, and restricted interest | Capital grants, contributions, and restricted interest |
| **FUNCTIONS/PROGRAMS** | | | | |
| Governmental activities | | | | |
| Public safety | $ 8,819,207 | $1,379,591 | $ 529,807 | $ – |
| Public works | 2,267,203 | 24,006 | 2,236,452 | 1,671,694 |
| Culture and recreation | 2,867,318 | 373,552 | 206,375 | – |
| Community and economic development | 421,231 | – | 3,110 | – |
| General government | 1,766,710 | 331,264 | – | – |
| Debt service | 3,592,036 | – | – | – |
| Capital projects | 5,513,263 | 146,374 | – | 361,404 |
| Total governmental activities | 25,246,968 | 2,254,787 | 2,975,744 | 2,033,098 |
| Business type activities | | | | |
| Sewer | 5,658,482 | 5,057,609 | – | – |
| Indianola Wellness Center | 1,308,719 | 1,007,966 | 10,000 | – |
| Other | 480,378 | 1,086,050 | – | – |
| Total business type activities | 7,447,579 | 7,151,625 | 10,000 | – |
| Total | $32,694,547 | $9,406,412 | $2,985,744 | $2,033,098 |
| Component unit | | | | |
| Indianola Community Parks Foundation | $ 51,196 | $ – | $ 75,488 | $ – |

**GENERAL RECEIPTS AND TRANSFERS**
Property and other city tax levied for
General purposes
Debt service
Tax increment financing
Hotel motel tax
Other tax
Payments in lieu of taxes
Property tax replacement
Unrestricted investment earnings
Bond proceeds
Sale of capital assets
Transfers
Total general receipts and transfers

Change in cash basis net position

**CASH BASIS NET POSITION,** beginning of year

**CASH BASIS NET POSITION**, end of year

**CASH BASIS NET POSITION**
Restricted
Nonspendable
Expendable
Urban renewal purposes
Capital projects
Debt service
Other purposes
Unrestricted

Total cash basis net assets

See Notes to Financial Statements.

**Exhibit A**

| Net (disbursements) receipts and changes in cash basis net position | | | |
|---|---|---|---|
| Primary government | | | Component unit |
| Governmental activities | Business type activities | Total | Indianola Community Parks Foundation |
| $ (6,909,809) | $ – | $ (6,909,809) | |
| 1,664,949 | – | 1,664,949 | |
| (2,287,391) | – | (2,287,391) | |
| (418,121) | – | (418,121) | |
| (1,435,446) | – | (1,435,446) | |
| (3,592,036) | – | (3,592,036) | |
| (5,005,485) | – | (5,005,485) | |
| (17,983,339) | – | (17,983,339) | |
| – | (600,873) | (600,873) | |
| – | (290,753) | (290,753) | |
| – | 605,672 | 605,672 | |
| – | (285,954) | (285,954) | |
| (17,983,339) | (285,954) | (18,269,293) | |
| | | | $ 24,292 |
| 7,716,570 | – | 7,716,570 | – |
| 898,510 | – | 898,510 | – |
| 1,606,940 | – | 1,606,940 | – |
| 226,952 | – | 226,952 | – |
| 2,493,128 | – | 2,493,128 | – |
| 887,383 | – | 887,383 | – |
| 367,110 | – | 367,110 | – |
| 1,089,792 | 26,222 | 1,116,014 | – |
| – | 267,919 | 267,919 | – |
| 7,593 | – | 7,593 | – |
| (1,326,405) | 1,326,405 | – | – |
| 13,967,573 | 1,620,546 | 15,588,119 | – |
| (4,015,766) | 1,334,592 | (2,681,174) | 24,292 |
| 30,421,924 | 5,356,404 | 35,778,328 | 216,665 |
| $26,406,158 | $6,690,996 | $33,097,154 | $ 240,957 |
| $ 43,910 | $ – | $ 43,910 | $ – |
| 6,004,918 | – | 6,004,918 | – |
| 8,312,506 | – | 8,312,506 | – |
| 302,081 | 432,790 | 734,871 | – |
| 1,793,109 | – | 1,793,109 | 240,957 |
| 9,949,634 | 6,258,206 | 16,207,840 | – |
| $26,406,158 | $6,690,996 | $33,097,154 | $ 240,957 |

See Notes to Financial Statements.

Exhibit B

# City of Indianola
## STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES
## GOVERNMENTAL FUNDS
### As of and for the year ended June 30, 2024

| | General | Special revenue: Local Option Sales Tax | Special revenue: Employee Benefit Tax Levy | Special revenue: Urban Renewal Tax Increment |
|---|---|---|---|---|
| **RECEIPTS** | | | | |
| Property tax | $ 5,111,050 | $ – | $2,605,520 | $ – |
| Tax increment financing | – | – | – | 1,606,940 |
| Other city tax | 422,102 | 2,285,691 | – | – |
| Licenses and permits | 586,675 | – | – | – |
| Use of money and property | 954,481 | – | – | 181,632 |
| Intergovernmental | 1,874,828 | – | 90,435 | – |
| Charges for service | 1,094,040 | – | – | – |
| Special assessments | – | – | – | – |
| Miscellaneous | 364,999 | – | – | – |
| Total receipts | 10,408,175 | 2,285,691 | 2,695,955 | 1,788,572 |
| **DISBURSEMENTS** | | | | |
| Operating | | | | |
| Public safety | 8,035,146 | – | – | – |
| Public works | 83,165 | – | – | – |
| Culture and recreation | 2,814,617 | – | – | – |
| Community and economic development | 421,231 | – | – | – |
| General government | 1,656,674 | – | – | – |
| Debt service | 82 | – | – | – |
| Capital projects | 21,240 | – | – | – |
| Total disbursements | 13,032,155 | – | – | – |
| Excess (deficiency) of receipts over (under) disbursements | (2,623,980) | 2,285,691 | 2,695,955 | 1,788,572 |
| **OTHER FINANCING SOURCES (USES)** | | | | |
| Sale of assets | 955 | – | – | – |
| Operating transfers in | 2,979,584 | – | – | 269,373 |
| Operating transfers out | (2,449,440) | (2,336,000) | (2,631,584) | (1,680,183) |
| Total other financing sources (uses) | 531,099 | (2,336,000) | (2,631,584) | (1,410,810) |
| Net change in cash balances | (2,092,881) | (50,309) | 64,371 | 377,762 |
| **CASH BALANCES**, beginning of year | 9,583,687 | 51,038 | 102,103 | 5,627,156 |
| **CASH BALANCES**, end of year | $ 7,490,806 | $ 729 | $ 166,474 | $6,004,918 |
| **CASH BASIS FUND BALANCES** | | | | |
| Nonspendable | $ – | $ – | $ – | $ – |
| Restricted for | | | | |
| Urban renewal purposes | – | – | – | 6,004,918 |
| Capital projects | – | – | – | – |
| Debt service | – | – | – | – |
| Other purpose | 17,113 | 729 | 166,474 | – |
| Unassigned | 7,473,693 | – | – | – |
| Total cash basis fund balances | $ 7,490,806 | $ 729 | $ 166,474 | $6,004,918 |

See Notes to Financial Statements.

**Exhibit B (continued)**

**City of Indianola**
**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES (continued)**
**GOVERNMENTAL FUNDS**
**As of and for the year ended June 30, 2024**

| | Debt Service | Capital Projects | Nonmajor Governmental Funds | Total |
|---|---|---|---|---|
| **RECEIPTS** | | | | |
| Property tax | $ 898,510 | $ – | $ – | $ 8,615,080 |
| Tax increment financing | – | – | – | 1,606,940 |
| Other city tax | – | – | – | 2,707,793 |
| Licenses and permits | – | 725 | – | 587,400 |
| Use of money and property | – | 146,374 | 12,108 | 1,294,595 |
| Intergovernmental | 83,945 | 2,023,328 | 2,236,452 | 6,308,988 |
| Charges for service | – | – | – | 1,094,040 |
| Special assessments | 8,657 | 3,630 | – | 12,287 |
| Miscellaneous | – | 10,928 | 1,562 | 377,489 |
| Total receipts | 991,112 | 2,184,985 | 2,250,122 | 22,604,612 |
| **DISBURSEMENTS** | | | | |
| Operating | | | | |
| Public safety | – | – | – | 8,035,146 |
| Public works | – | – | 1,932,658 | 2,015,823 |
| Culture and recreation | – | – | – | 2,814,617 |
| Community and economic development | – | – | – | 421,231 |
| General government | – | – | – | 1,656,674 |
| Debt service | 3,646,554 | – | – | 3,646,636 |
| Capital projects | – | 5,492,023 | – | 5,513,263 |
| Total disbursements | 3,646,554 | 5,492,023 | 1,932,658 | 24,103,390 |
| Excess (deficiency) of receipts over (under) disbursements | (2,655,442) | (3,307,038) | 317,464 | (1,498,778) |
| **OTHER FINANCING SOURCES (USES)** | | | | |
| Sale of assets | – | – | – | 955 |
| Operating transfers in | 2,835,183 | 739,000 | – | 6,823,140 |
| Operating transfers out | – | (269,373) | (615,173) | (9,981,753) |
| Total other financing sources (uses) | 2,835,183 | 469,627 | (615,173) | (3,157,658) |
| Net change in cash balances | 179,741 | (2,837,411) | (297,709) | (4,656,436) |
| **CASH BALANCES**, beginning of year | 122,340 | 11,149,917 | 1,950,412 | 28,586,653 |
| **CASH BALANCES**, end of year | $ 302,081 | $ 8,312,506 | $1,652,703 | $23,930,217 |
| **CASH BASIS FUND BALANCES** | | | | |
| Nonspendable | $ – | $ – | $ 43,910 | $ 43,910 |
| Restricted for | | | | |
| Urban renewal purposes | – | – | – | 6,004,918 |
| Capital projects | – | 8,312,506 | – | 8,312,506 |
| Debt service | 302,081 | – | – | 302,081 |
| Other purpose | – | – | 1,608,793 | 1,793,109 |
| Unassigned | – | – | – | 7,473,693 |
| Total cash basis fund balances | $ 302,081 | $ 8,312,506 | $1,652,703 | $23,930,217 |

See Notes to Financial Statements.

**Exhibit C**

**City of Indianola**
**RECONCILIATION OF THE STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES**
**TO THE STATEMENT OF ACTIVITIES AND NET POSITION – CASH BASIS**
**GOVERNMENTAL FUNDS**
**As of and for the year ended June 30, 2024**

| | |
|---|---|
| **Total governmental funds cash balances (pages 10-11)** | $23,930,217 |
| ***Amounts reported for governmental activities in the Statement of Activities and Net Position - Cash Basis are different because:*** | |
| The Internal Service Funds are used by management to charge the costs of various internal activities to individual funds. A portion of the cash basis balance of the Internal Service Funds is included in governmental activities in the Statement of Activities and Net Position - Cash Basis. | 2,475,941 |
| **Cash basis net position of governmental activities (pages 8-9)** | $26,406,158 |
| **Net change in cash balances (pages 10-11)** | $ (4,656,436) |
| ***Amounts reported for governmental activities in the Statement of Activities and Net Position - Cash Basis are different because:*** | |
| The Internal Service Funds are used by management to charge the costs of various internal activities to individual funds. A portion of the change in cash balance of the Internal Service Funds is reported with governmental activities in the Statement of Activities and Net Position - Cash Basis. | 640,670 |
| **Change in cash basis net position of governmental activities (pages 8-9)** | $ (4,015,766) |

See Notes to Financial Statements.

Exhibit D

**City of Indianola**
**STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES**
**PROPRIETARY FUNDS**
**As of and for the year ended June 30, 2024**

| | Enterprise Funds | | | | |
|---|---|---|---|---|---|
| | Sewer | Indianola Wellness Campus | Nonmajor Enterprise Funds | Total | Internal Service Funds |
| **OPERATING RECEIPTS** | | | | | |
| Charges for service | $4,922,877 | $ 989,724 | $1,086,050 | $6,998,651 | $1,329,762 |
| Miscellaneous | 83,235 | 18,242 | – | 101,477 | 3,281 |
| Total operating receipts | 5,006,112 | 1,007,966 | 1,086,050 | 7,100,128 | 1,333,043 |
| **OPERATING DISBURSEMENTS** | | | | | |
| Governmental Activities | | | | | |
| Public safety | – | – | – | – | 1,293,693 |
| Public works | – | – | – | – | 361,778 |
| Culture and recreation | – | – | – | – | 207,401 |
| General government | – | – | – | – | 202,905 |
| Business type activities | 2,379,191 | 1,307,608 | 473,868 | 4,160,667 | 132,417 |
| Component unit | | | | | |
| Municipal Utility | – | – | – | – | 511,256 |
| Total operating disbursements | 2,379,191 | 1,307,608 | 473,868 | 4,160,667 | 2,709,450 |
| Excess (deficiency) of operating receipts over (under) operating disbursements | 2,626,921 | (299,642) | 612,182 | 2,939,461 | (1,376,407) |
| **NONOPERATING RECEIPTS (DISBURSEMENTS)** | | | | | |
| Bond proceeds | 267,919 | – | – | 267,919 | – |
| Sale of assets | – | – | – | – | 6,638 |
| Intergovernmental | – | 10,000 | – | 10,000 | – |
| Interest on investments | 24,218 | 2,004 | – | 26,222 | 96,871 |
| Rental income | 49,275 | – | – | 49,275 | – |
| Special assessments | 2,222 | – | – | 2,222 | – |
| Debt service | (2,450,689) | – | – | (2,450,689) | – |
| Capital projects | (794,696) | – | (6,510) | (801,206) | – |
| Net nonoperating receipts (disbursements) | (2,901,751) | 12,004 | (6,510) | (2,896,257) | 103,509 |
| Excess (deficiency) of receipts over (under) disbursements | (274,830) | (287,638) | 605,672 | 43,204 | (1,272,898) |
| **TRANSFERS IN** | 1,000,000 | 476,405 | – | 1,476,465 | 2,302,816 |
| **TRANSFERS OUT** | (500,000) | (115,000) | – | (615,000) | (5,608) |
| Net change in cash balances | 225,170 | 73,767 | 605,672 | 904,609 | 1,024,310 |
| **CASH BALANCES**, beginning of year | 3,888,882 | – | 1,252,985 | 5,141,867 | 3,081,435 |
| **CASH BALANCES**, end of year | $4,114,052 | $ 73,767 | $1,858,657 | $6,046,476 | $4,105,745 |
| **CASH BASIS FUND BALANCES** | | | | | |
| Restricted for debt service | $ 432,790 | $ – | $ – | $ 432,790 | $ – |
| Unrestricted | 3,681,262 | 73,767 | 1,858,657 | 5,613,686 | 4,105,745 |
| Total cash basis fund balances | $4,114,052 | $ 73,767 | $1,858,657 | $6,046,476 | $4,105,745 |

See Notes to Financial Statements.

Exhibit E

City of Indianola
RECONCILIATION OF THE STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES
TO THE STATEMENT OF ACTIVITIES AND NET POSITION – CASH BASIS
PROPRIETARY FUNDS
As of and for the year ended June 30, 2024

| | | |
|---|---|---|
| **Total enterprise funds cash balances (page 13)** | | $6,046,476 |
| ***Amounts reported for business type activities in the Statement of Activities and Net Position - Cash Basis are different because:*** | | |
| The Internal Service Funds are used by management to charge the costs of various internal activities to individual funds. A portion of the cash basis balance of the Internal Service Funds is included in business type activities in the Statement of Activities and Net Position - Cash Basis. | | |
| Cash balances held for business type activities | 1,629,804 | |
| Less cash balances held for Indianola Municipal Utilities | (985,284) | 644,520 |
| **Cash basis net position of business-type activities (pages 8-9)** | | $6,690,996 |
| **Net change in cash balances (page 13)** | | $ 904,609 |
| ***Amounts reported for business type activities in the Statement of Activities and Net Position - Cash Basis are different because:*** | | |
| The Internal Service Funds are used by management to charge the costs of various internal activities to individual funds. A portion of the change in cash balance of the Internal Service Funds is reported with business type activities in the Statement of Activities and Net Position - Cash Basis. | | |
| Change in cash balances from business type activities | 383,640 | |
| Add back decrease in cash balances from Indianola Municipal Utilities | 46,343 | 429,983 |
| **Change in cash basis net position of business-type activities (pages 8-9)** | | $1,334,592 |

See Notes to Financial Statements.

## NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Indianola (the City) is a political subdivision of the State of Iowa located in Warren County. It was incorporated in 1864 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a nonpartisan basis. The City provides numerous services to citizens including public safety, public works, health and social services, culture and recreation, community and economic development and general government services. The City also provides sewer, storm water and recycling utilities and operates the Indianola Wellness Campus for its citizens.

### Reporting Entity

For financial reporting purposes, the City has included all funds, organizations, agencies, boards, commissions and authorities, except for its component unit, Indianola Municipal Utility (IMU). The City has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the City.

IMU has been audited separately and a report has been issued under separate cover. IMU's audited financial statements are available at the City Clerk's office.

These financial statements present the City of Indianola (the primary government) and its component unit. The component unit discussed below is included in the City's reporting entity because of the significance of its operational or financial relationship with the City.

### Component Unit

The Indianola Community Parks and Recreation Foundation has been incorporated under the provisions of the Iowa Nonprofit Corporation Act for the primary purpose to encourage gifts and raise funds to be used solely for the development, maintenance and enhancement of the Indianola community recreational programs, facilities, and public parks. In accordance with criteria set by the Governmental Accounting Standards Board, the Foundation is discretely presented and reported in a separate column in the government-wide financial statement to emphasize that it is legally separate from the City.

### Jointly Governed Organizations

The City participates in several jointly governed organizations that provide goods or services to the citizenry of the City but do not meet the criteria of a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions: South Central Iowa Landfill Agency Board, Central Iowa Regional Transportation Planning Alliance Board, Des Moines Metropolitan Planning Organization, Warren County Economic Development Corporation, Greater Des Moines Convention and Visitors Bureau, and Bravo Greater Des Moines.

## NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Basis of Presentation

#### Government-wide Financial Statement

The Statement of Activities and Net Position–Cash Basis reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental receipts, are reported separately from business type activities, which rely to a significant extent on fees and charges for service.

The Statement of Activities and Net Position–Cash Basis presents the City's nonfiduciary net position. Net position is reported in the following categories:

*Nonspendable restricted net position* is subject to externally imposed stipulations which require the fund balance to be maintained permanently by the City.

*Expendable restricted net position* results when constraints placed on the use of cash balances are either externally imposed or are imposed by law through constitutional provisions or enabling legislation. Enabling legislation did not result in any restricted net position.

*Unrestricted net position* consists of cash balances not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints imposed by management, which can be removed or modified.

The Statement of Activities and Net Position–Cash Basis demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

#### Fund Financial Statements

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds. All remaining enterprise funds are aggregated and reported as nonmajor enterprise funds.

The City reports the following major governmental funds:

##### General Fund

The General Fund is the general operating fund of the City. All general tax receipts from general and emergency levies and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs not paid from other funds.

##### Special Revenue

The Local Option Sales Tax Fund is used to account for local option sales tax collections.

The Urban Renewal Tax Increment Fund is used to account for tax increment financing collections and the repayment of tax increment financing indebtedness.

## NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Basis of Presentation (continued)

#### Fund Financial Statements (continued)

##### Special Revenue (continued)

The Employee Benefit Tax Levy Fund is used to account for property tax levied to finance the payment of employee benefits.

##### Debt Service Fund

The Debt Service Fund is utilized to account for property tax and other receipts to be used for the payment of interest and principal on the City's general long-term debt.

##### Capital Projects Fund

The Capital Projects Fund is utilized to account for all resources used in the acquisition and construction of capital facilities with the exception of those that are financed through enterprise funds.

The City reports the following major proprietary funds:

##### Sewer Fund

The Enterprise, Sewer Fund accounts for the operation and maintenance of the City's waste water treatment and sanitary sewer system.

##### Indianola Wellness Campus

The Enterprise, Indianola Wellness Campus Fund accounts for the operation and maintenance of the City’s Wellness Center.

The City also reports the following additional proprietary funds:

An Internal Service Fund is utilized to account for the financing of goods or services purchased by one department of the City and provided to other departments or agencies.

### Measurement Focus and Basis of Accounting

The City of Indianola maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with accounting principles generally accepted in the United States of America.

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City’s policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications-committed, assigned and then unassigned fund balances.

## NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

### Measurement Focus and Basis of Accounting (continued)

Proprietary funds distinguish operating receipts and disbursements from nonoperating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as nonoperating receipts and disbursements.

### Property Taxes

Property tax receipts recognized in these financial statements become due and collectible in September and March of the current fiscal year with a 1.5% per month penalty for delinquent payments; is based on January 1, 2022 assessed property valuations; is for the tax accrual period July 1, 2023 through June 30, 2024 and reflects tax asking contained in the budget certified to the City Council in April 2023.

### Governmental Cash Basis Fund Balances

In the governmental fund financial statements, cash basis fund balances are classified as follows:

**Nonspendable**

Amounts which cannot be spent because they are legally or contractually required to be maintained intact.

**Restricted**

Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors, or state or federal laws or are imposed by law through constitutional provisions or enabling legislation.

**Unassigned**

All amounts not included in the preceding classifications.

### Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information.

## NOTE 2 CASH AND POOLED INVESTMENTS

The City's deposits in banks at June 30, 2024 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to ensure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

## NOTE 2 CASH AND POOLED INVESTMENTS (continued)

At June 30, 2024, the City had the following investments:

| | | Investment Maturities (in Years) | | | |
|---|---|---|---|---|---|
| Security Description | Carrying Amount | Less Than 1 | 1 – 5 | 6 – 10 | More Than 10 |
| Money markets | $ 408,634 | $ 408,634 | $ – | $ – | $ – |
| FHLMC | 18,559 | – | 17,079 | 1,480 | – |
| FHLB | 936,304 | – | 936,304 | – | – |
| FNMA | 1,798,632 | 732,537 | 447,108 | 616,299 | 2,688 |
| GNMA | 2,725 | 2,725 | – | – | – |
| SBA | 55,261 | 791 | 15,840 | 38,630 | – |
| U.S. Treasury Bills | 24,012,841 | 4,315,430 | 14,590,105 | 5,107,306 | – |
| | $27,232,956 | $5,460,117 | $16,006,436 | $5,763,715 | $ 2,688 |

The City uses the fair value hierarchy established by generally accepted accounting principles based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are significant other observable inputs, Level 3 inputs are significant unobservable inputs.

The recurring fair value of the City's investments were determined using quoted market prices (Level 1 inputs).

In addition, the City had investments in the Iowa Public Agency Investment Trust (IPAIT) which are valued at an amortized cost of $126,676. There were no limitations or restrictions on withdrawals for the IPAIT investments. The City's investment in the Iowa Public Agency Investment Trust is unrated.

### Interest rate risk

The City's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the City.

### Credit risk

Generally, credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. As of June 30, 2024, all of the City's investments rated by Moody's Investment Services carried an Aaa rating.

## NOTE 3 BONDS AND NOTES PAYABLE

A summary of changes in bonds and notes payable for the year ended June 30, 2024 is as follows:

| | Balance June 30, 2023 | Increases | Decreases | Balance June 30, 2024 | Range of interest rates | Due within one year |
|---|---|---|---|---|---|---|
| Governmental activities | | | | | | |
| General obligation bonds | $32,107,081 | $ 267,919 | $2,845,000 | $29,530,000 | 1.00 to 5.00% | $2,709,000 |
| Iowa Economic Development Authority Loan | 679 | – | 679 | – | 1.00% | – |
| Business type activities | | | | | | |
| Revenue bonds | 42,083,495 | – | 1,413,000 | 40,670,495 | 1.32 to 2.75% | 1,447,000 |
| | $74,191,255 | $ 267,919 | $4,258,679 | $70,200,495 | | $4,156,000 |

## NOTE 3 BONDS AND NOTES PAYABLE (continued)

Details of general obligation bonds/notes payable at June 30, 2024 are as follows:

| Bond issuance | Date of issueance | Interest rates | Final due date | Annual payments | Amount of original issue | Outstanding June 30, 2024 |
|---|---|---|---|---|---|---|
| **General Obligation Bonds and Notes** | | | | | | |
| General obligation Series 2019 | October 31, 2019 | 2.00% - 4.00% | June 1, 2030 | $ 265,000 - $ 375,000 | $ 4,450,000 | $ 2,030,000 |
| General obligation Series 2020A | December 20, 2020 | 1.00% - 3.00% | June 1, 2031 | $ 510,000 - $ 710,000 | $ 6,505,000 | $ 3,835,000 |
| General obligation Refunding Series 2020B | December 22, 2020 | 2.00% - 3.00% | June 1, 2028 | $ 340,000 - $ 375,000 | $ 2,850,000 | $ 1,435,000 |
| General obligation Series 2021A | September 23, 2021 | 1.125% - 4.00% | June 1, 2031 | $ 610,000 - $ 940,000 | $ 6,840,000 | $ 5,955,000 |
| General obligation Series 2021B | September 24, 2021 | 1.75% | June 1, 2041 | $ 674,000 - $ 980,000 | $16,345,000 | $14,285,000 |
| General obligation Series 2022 | October 3, 2022 | 4.00% - 5.00% | June 1, 2042 | $0 - $ 170,000 | $ 1,990,000 | $ 1,990,000 |
| **Revenue Bonds and Notes** | | | | | | |
| Sewer revenue bond Series 2009 | May 20, 2009 | 1.75% | June 1, 2041 | $ 218,000 - $ 427,000 | $ 9,090,000 | $ 5,695,000 |
| Sewer revenue bond Series 2013 | April 19, 2013 | 1.75% | June 1, 2033 | $ 154,000 - $ 181,000 | $ 4,036,000 | $ 1,502,000 |
| Sewer revenue bond Series 2017A | December 1, 2017 | 1.32% | June 1, 2037 | $ 151,000 - $ 182,000 | $ 3,141,702 | $ 2,155,000 |
| Sewer revenue bond Series 2020A | April 17, 2020 | 2.01% | June 1, 2050 | $ 509,000 - $ 899,000 | $18,760,000 | $16,767,495 |
| Sewer revenue bond Series 2021A | March 5, 2021 | 2.75% | June 1, 2037 | $ 377,000 - $ 790,000 | $15,274,000 | $14,551,000 |

A summary of the bond/note principal and interest maturities by type of bond/note is as follows:

| Year ending June 30 | General Obligation | | | Revenue | | |
|---|---|---|---|---|---|---|
| | Principal | Interest | Total | Principal | Interest | Total |
| 2025 | $ 2,709,000 | $ 682,201 | $ 3,391,201 | $ 1,447,000 | $ 911,521 | $ 2,358,521 |
| 2026 | 2,748,000 | 619,001 | 3,367,001 | 1,484,000 | 881,754 | 2,365,754 |
| 2027 | 2,923,000 | 537,656 | 3,460,656 | 1,521,000 | 851,203 | 2,372,203 |
| 2028 | 3,002,000 | 442,013 | 3,444,013 | 1,559,000 | 819,871 | 2,378,871 |
| 2029 | 2,653,000 | 362,214 | 3,015,214 | 1,599,000 | 787,733 | 2,386,733 |
| 2030-2034 | 7,856,000 | 1,216,873 | 9,072,873 | 8,446,000 | 3,426,135 | 11,872,135 |
| 2035-2039 | 5,208,000 | 631,440 | 5,839,440 | 8,438,000 | 2,538,523 | 10,976,523 |
| 2040-2044 | 2,431,000 | 100,868 | 2,531,868 | 7,686,000 | 1,628,893 | 9,314,893 |
| 2045-2049 | – | – | – | 7,700,495 | 759,192 | 8,459,687 |
| 2050 | – | – | – | 790,000 | 21,725 | 811,725 |
| Totals | $29,530,000 | $4,592,266 | $34,122,266 | $40,670,495 | $12,626,550 | $53,297,045 |

The resolutions providing for the issuance of the revenue bonds include the following provisions:

(1) The bonds will only be redeemed from the future earnings of the enterprise activity and the bondholders hold a lien on the future earnings of the funds.

(2) Sufficient monthly transfers shall be made to a sewer bond and interest sinking fund for the purpose of making the bond principal and interest payments when due.

(3) A separate sewer operations and maintenance fund shall maintain specific minimum balances.

(4) The Utility will maintain a balance of net revenues equal to at least 110% of the historic maximum amount of annual payments of principal and interest on the bonds and any parity obligations outstanding from time to time, as the same become due.

## NOTE 3 BONDS AND NOTES PAYABLE (continued)

The City has pledged future sewer customer revenues, net of specified operating expenses, to repay $50,301,702 in revenue notes issued from 2009 to 2021. Proceeds from the notes provided financing for the costs of acquisition, construction, improving, extending, and equipping of the municipal sewer system utility. The notes are payable solely from customer net receipts and are payable through 2050. Annual principal and interest payments on the notes are expected to require less than net revenues. The total principal and interest remaining to be paid on the notes is $53,297,045. For the current year, principal and interest paid and total customer net revenues were $2,450,689 and $2,702,636, respectively.

In March, 2018 the City entered into a nuisance property and abandoned building remediation loan with the Iowa Economic Development Authority (IEDA) for $125,000 bearing interest at 1%. The proceeds from the loan were used to repair buildings owned by private developers. The City has entered into corresponding developer agreements and promissory notes with the developers which provide for the City to be repaid for the cost of the building repairs with terms consistent with those the City received from IEDA.

## NOTE 4 PENSION PLANS

### Iowa Public Employees' Retirement System (IPERS)

### Plan Description

IPERS is a cost-sharing multiple employer defined benefit pension plan administered by Iowa Public Employees' Retirement System. Membership is mandatory for employees of the City, except for those covered by another retirement system. IPERS issues a stand-alone financial report which is available to the public by mail at P.O. Box 9117, Des Moines, Iowa 50306-9117 or at www.ipers.org.

IPERS benefits are established under Iowa Code Chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

### Pension Benefits

A regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, any time after reaching age 62 with 20 or more years of covered employment or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member's first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a regular member's monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member's highest five-year average salary. For members with service before June 30, 2012, the highest three-year average salary as of that date will be used if it is greater than the highest five-year average salary.

Protection occupation members may retire at normal retirement age, which is generally at age 55 and may retire any time after reaching age 50 with 22 or more years of covered employment. The formula used to calculate a protection occupation member's monthly IPERS benefit includes:

- 60% of average salary after completion of 22 years of service, plus an additional 1.5% of average salary for years of service greater than 22 but not more than 30 years of service.
- The member's highest three-year average salary.

## NOTE 4 PENSION PLANS (continued)

**Iowa Public Employees' Retirement System (IPERS) (continued)**

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early-retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month the member receives benefits before the member's earliest normal retirement age. For service earned starting July 1, 2012, the reduction is 0.50% for each month the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

### Disability and Death Benefits

A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

### Contributions

The contribution rates are established by IPERS following the annual actuarial valuation which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires the actuarial contribution rate be determined using the "entry age normal" actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2024, pursuant to the required rate, regular members contributed 6.29% of covered payroll and the City contributed 9.44% of covered payroll for a total rate of 15.73%. Protection occupation members contributed 6.21% of covered payroll and the City contributed 9.31% of covered payroll, for a total rate of 15.52%.

The City's total contributions to IPERS for the year ended June 30, 2024 were $579,475.

### Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2024, the City reported a liability of $1,469,862 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to IPERS relative to the contributions of all IPERS participating employers. The following table summarizes the change in the City's proportionate share:

| | June 30 | | |
|---|---|---|---|
| | 2023 | 2022 | Change |
| City's proportionate share | .032565% | .024800% | .007765% |

For the year ended June 30, 2024, the City's pension expense, deferred outflows of resources and deferred inflows of resources totaled $283,148, $1,339,455 and $91,744, respectively.

**NOTE 4 PENSION PLANS (continued)**

**Iowa Public Employees' Retirement System (IPERS) (continued)**

**Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (continued)**

There were no nonemployer contributing entities to IPERS.

**Actuarial Assumptions**

The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

| | |
|---|---|
| Rate of inflation (effective June 30, 2017) | 2.60% per annum |
| Rates of salary increase (effective June 30, 2017) | 3.25 to 16.25% average, including inflation. Rates vary by membership group. |
| Long-term investment rate of return (effective June 30, 2017) | 7.00% compounded annually, net of investment expense, including inflation |
| Wage growth (effective June 30, 2017) | 3.25% per annum, based on 2.60% inflation and 0.65% real wage inflation |

The actuarial assumptions used in the June 30, 2023 valuation were based on the results of a quadrennial experience study covering the period of July 1, 2017 through June 30, 2021.

Mortality rates used in the 2023 valuation were based on the PubG-2010 mortality tables with future mortality improvements modeled using Scale MP-2021.

The long-term expected rate of return on IPERS' investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

| Asset Class | Asset Allocation | Long-Term Expected Real Rate of Return |
|---|---|---|
| Core Plus Fixed Income | 23.0% | 2.69% |
| Domestic Equity | 21.0 | 4.56 |
| International Equity | 16.5 | 6.22 |
| Private Equity | 17.0 | 10.44 |
| Private Real Assets | 9.0 | 3.88 |
| Public Credit | 3.0 | 4.38 |
| Private Credit | 4.5 | 4.60 |
| Global Smart Beta Equity | 5.0 | 5.22 |
| Cash | 1.0 | 1.59 |
| Total | 100.0% | |

## NOTE 4 PENSION PLANS (continued)

### Iowa Public Employees' Retirement System (IPERS) (continued)

#### Discount Rate

The discount rate used to measure the total pension liability was 7.0%. The projection of cash flows used to determine the discount rate assumed employee contributions will be made at the contractually required rate and contributions from the City will be made at contractually required rates, actuarially determined. Based on those assumptions, IPERS' fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on IPERS' investments was applied to all periods of projected benefit payments to determine the total pension liability (asset).

#### Sensitivity of the City's Proportionate Share of the Net Pension Liability (Asset) to Changes in the Discount Rate

The following presents the City's proportionate share of the net pension liability (asset) calculated using the discount rate of 7.0%, as well as what the City's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is 1% lower (6.0%) or 1% higher (8.0%) than the current rate.

| | 1% Decrease (6.0%) | Discount Rate (7.0%) | 1% Increase (8.0%) |
|---|---|---|---|
| City's proportionate share of the net pension liability (asset) | $4,343,506 | $1,469,862 | $ (938,701) |

#### IPERS' Fiduciary Net Position

Detailed information about IPERS' fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS' website at www.ipers.org.

### Municipal Fire and Police Retirement System of Iowa (MFPRSI)

#### Plan Description

MFPRSI membership is mandatory for fire fighters and police officers covered by the provisions of Chapter 411 of the Code of Iowa. Employees of the City are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by MFPRSI. MFPRSI issues a stand-alone financial report which is available to the public by mail at 7155 Lake Drive, Suite #201, West Des Moines, Iowa 50266 or at www.mfprsi.org.

MFPRSI benefits are established under Chapter 411 of the Code of Iowa and the administrative rules thereunder. Chapter 411 of the Code of Iowa and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

#### Pension Benefits

Members with 4 or more years of service are entitled to pension benefits beginning at age 55. Full service retirement benefits are granted to members with 22 years of service, while partial benefits are available to those members with 4 to 22 years of service based on the ratio of years completed to years required (i.e., 22 years). Members with less than 4 years of service are entitled to a refund of their contribution only, with interest, for the period of employment.

**NOTE 4 PENSION PLANS (continued)**

**Municipal Fire and Police Retirement System of Iowa (MFPRSI) (continued)**

**Pension Benefits (continued)**

Benefits are calculated based upon the member's highest 3 years of compensation. The average of these 3 years becomes the member's average final compensation. The base benefit is 66% of the member's average final compensation. Members who perform more than 22 years of service receive an additional 2% of the member's average final compensation for each additional year of service, up to a maximum of 8 years. Survivor benefits are available to the beneficiary of a retired member according to the provisions of the benefit option chosen, plus an additional benefit for each child. Survivor benefits are subject to a minimum benefit for those members who chose the basic benefit with a 50% surviving spouse benefit.

Active members at least 55 years of age with 22 or more years of service have the option to participate in the Deferred Retirement Option Program (DROP). The DROP is an arrangement whereby a member who is otherwise eligible to retire and commence benefits opts to continue to work. A member can elect a 3, 4, or 5 year DROP period. When electing to participate in DROP, the member signs a contract stating the member will retire at the end of the selected DROP period. During the DROP period, the member's retirement benefit is frozen and a DROP benefit is credited to a DROP account established for the member. Assuming the member completes the DROP period, the DROP benefit is equal to 52% of the member's retirement benefit at the member's earliest date eligible and 100% if the member delays enrollment for 24 months. At the member's actual date of retirement, the member's DROP account will be distributed to the member in the form of a lump sum or rollover to an eligible plan.

**Disability and Death Benefits**

Disability benefits may be either accidental or ordinary. Accidental disability is defined as a permanent disability incurred in the line of duty, with benefits equivalent to the greater of 60% of the member's average final compensation or the member's service retirement benefit calculation amount. Ordinary disability occurs outside the call of duty and pays benefits equivalent to the greater of 50% of the member's average final compensation for those with 5 or more years of service or the member's service retirement benefit calculation amount and 25% of average final compensation for those with less than 5 years of service.

Death benefits are similar to disability benefits. Benefits for accidental death are 50% of the average final compensation of the member plus an additional amount for each child, or the provisions for ordinary death. Ordinary death benefits consist of a pension equal to 40% of the average final compensation of the member plus an additional amount for each child, or a lump-sum distribution to the designated beneficiary equal to 50% of the previous year's earnable compensation of the member or equal to the amount of the member's total contributions plus interest.

Benefits are increased annually in accordance with Chapter 411.6 of the Code of Iowa, which provides a standard formula for the increases.

The surviving spouse or dependents of an active member who dies due to a traumatic personal injury incurred in the line of duty receives a $100,000 lump-sum payment.

**NOTE 4 PENSION PLANS (continued)**

**Municipal Fire and Police Retirement System of Iowa (MFPRSI) (continued)**

**Contributions**

Member contribution rates are set by state statute. In accordance with Chapter 411 of the Code of Iowa, the contribution rate was 9.40% of earnable compensation for the year ended June 30, 2024.

Employer contribution rates are based upon an actuarially determined normal contribution rate and set by state statute. The required actuarially determined contributions are calculated on the basis of the entry age normal method as adopted by the Board of Trustees as permitted under Chapter 411 of the Code of Iowa. The normal contribution rate is provided by state statute to be the actuarial liabilities of the plan less current plan assets, with such total divided by 1% of the actuarially determined present value of prospective future compensation of all members, further reduced by member contributions and state appropriations. Under the Code of Iowa, the City's contribution rate cannot be less than 17.00% of earnable compensation. The contribution rate was 22.98% for the year ended June 30, 2024.

The City's contributions to MFPRSI for the year ended June 30, 2024 was $457,026.

If approved by the State Legislature, state appropriations may further reduce the City's contribution rate, but not below the minimum statutory contribution rate of 17.00% of earnable compensation. The State of Iowa, therefore, is considered to be a nonemployer contributing entity in accordance with the provisions of Governmental Accounting Standards Board Statement No. 67 – *Financial Reporting for Pension Plans*.

There were no state appropriations to MFPRSI during the fiscal year ended June 30, 2024.

**Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2024, the City reported a liability of $3,299,844 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to MFPRSI relative to the contributions of all MFPRSI participating employers.

The following table summarizes the change in the City's proportionate share:

| | June 30 | | |
|---|---|---|---|
| | 2023 | 2022 | Change |
| City's proportionate share | .53% | .52% | .01% |

For the year ended June 30, 2024, the City's pension expense, deferred outflows of resources and deferred inflows of resources totaled $471,603, $2,187,550, and $1,251,670, respectively.

**Actuarial Assumptions**

The total pension liability in the June 30, 2023 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

| | |
|---|---|
| Rate of inflation | 3.00% per annum |
| Rates of salary increase | 3.75 to 15.11%, including inflation. |
| Investment rate of return | 7.50%, net of investment expense, including inflation |

**NOTE 4 PENSION PLANS (continued)**

**Municipal Fire and Police Retirement System of Iowa (MFPRSI) (continued)**

**Actuarial Assumptions (continued)**

The actuarial assumptions used in the June 30, 2023 valuation were based on the results of an actuarial experience study for the 10-year period ended June 30, 2022.

Mortality rates were based on the RP-2014 Blue Collar Healthy Annuitant Table with males set forward zero years, females set forward two years and disabled individuals set forward three years (male only rates), with generational projection of future mortality improvement with 50% of Scale BB beginning in 2017.

The long-term expected rate of return on MFPRSI investments was determined using a building-block method in which best-estimate ranges of expected future real rates (i.e., expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The best estimates of geometric real rates of return for each major asset class are summarized in the following table:

| Asset Class | Long-Term Expected Real Rate of Return |
|---|---|
| Broad Fixed Income | 4.9% |
| Broad U.S. Equity | 7.1 |
| Global Equity | 7.2 |
| Global Infastructure | 6.9 |
| Broad Non-U.S. Equity | 7.4 |
| Private Credit | 10.1 |
| Private Equity | 12.1 |
| Managed Futures | 5.2 |
| Real Estate-Core | 6.8 |
| Opportunistic Real Estate | 11.1 |

**Discount Rate**

The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed contributions will be made at 9.4% of covered payroll and the City's contributions will be made at rates equal to the difference between actuarially determined rates and the member rate. Based on those assumptions, the MFPRSI's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on MFPRSI's investments was applied to all periods of projected benefit payments to determine the total pension liability.

**Sensitivity of the City's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 7.5%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower (6.5%) or 1% higher (8.5%) than the current rate.

| | 1% Decrease (6.5%) | Discount Rate (7.5%) | 1% Increase (8.5%) |
|---|---|---|---|
| City's proportionate share of the net pension liability | $5,779,112 | $3,299,844 | $1,247,496 |

## NOTE 4 PENSION PLANS (continued)

**Municipal Fire and Police Retirement System of Iowa (MFPRSI) (continued)**

**MFPRSI's Fiduciary Net Position**

Detailed information about the MFPRSI's fiduciary net position is available in the separately issued MFPRSI financial report which is available on MFPRSI's website at www.mfprsi.org.

## NOTE 5 COMPENSATED ABSENCES

City employees accumulate vacation and compensatory time for subsequent use or payment upon termination, retirement, or death. Sick leave hours are payable only when used and not upon separation of service. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate maximum liability for unrecognized accrued employee benefits as of June 30, 2024, primarily relating to the General Fund, was as follows:

| Type of benefit | Amount |
|---|---|
| Vacation | $ 506,378 |
| Compensatory time | 99,807 |
| Sick leave | 1,143,271 |
| Total | $1,749,455 |

This liability has been computed based on rates of pay in effect at June 30, 2024.

## NOTE 6 HEALTH INSURANCE AND HEALTH REIMBURSEMENT ARRANGEMENT

The City self-funds its health insurance plan as permitted by Iowa Code Section 509A using an internal service fund. Transfers to the fund are made at pre-established rates for single or family coverage by each city department on a monthly basis. Disbursements from the fund are made to pay administrative fees, stop loss insurance premiums and payment of claims. As of June 30, 2024, the actuarially determined reserve necessary for claims incurred but not yet paid was $161,675 and the internal service fund balance was $2,899,282.

## NOTE 7 OTHER POST-EMPLOYMENT BENEFITS (OPEB)

**Plan Description**

The City administers a single-employer benefit plan which provides medical, prescription drug and dental benefits to retired employees and their dependents under certain conditions. Group insurance benefits are established under Iowa Code Chapter 509A.13. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No 75.

**OPEB Benefits**

Individuals who are employed by the City and are eligible to participate in the group health plan are eligible to continue healthcare benefits upon retirement. Retirees under age 65 pay the same premium for the medical, prescription drug and dental benefits as active employees, which results in an implicit rate subsidy.

## NOTE 7 OTHER POST-EMPLOYMENT BENEFITS (continued)

### OPEB Benefits (continued)

Retired participants must be age 55 or older at retirement, with the exception of special service participants who must be age 50 with 22 years of service. At June 30, 2024, the following employees were covered by the benefit terms:

| | |
|---|---|
| Inactive employees or beneficiaries currently receiving benefits | 2 |
| Active employees | 84 |
| Total | 86 |

## NOTE 8 INTERFUND TRANSFERS

The detail of interfund transfers for the year ended June 30, 2024 is as follows:

| Transfer to | Transfer from | Amount |
|---|---|---|
| General | Special revenue | |
| | Employee benefits tax levy | $ 2,631,584 |
| | Urban renewal tax increment | 45,000 |
| | Nonmajor special revenue | 3,000 |
| | Enterprise | |
| | Indianola Wellness Center | 115,000 |
| | Sewer | 185,000 |
| | | 2,979,584 |
| Urban renewal tax increment | Capital projects | 269,373 |
| Capital projects | General | 303,000 |
| | Nonmajor special revenue | 300,000 |
| | Local option sales tax | 136,000 |
| | | 739,000 |
| Debt service | Special revenue | |
| | Urban renewal tax increment | 1,635,183 |
| | Local option sales tax | 1,200,000 |
| | | 2,835,183 |
| Sewer | Special revenue | |
| | Local option sales tax | 1,000,000 |
| Indianola Wellness Center | General | 476,405 |
| Internal service | General | 1,670,035 |
| | Sewer | 315,000 |
| | Nonmajor special revenue | 312,173 |
| | Internal service | 5,608 |
| | | 2,302,816 |
| Total | | $10,602,361 |

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources. During the year ended June 30, 2024, transfers were made from the general fund of $476,405 and $1,103,234 to establish the Indianola Wellness Campus enterprise fund and the vehicle replacement internal service fund, respectively. Funds transferred for the establishment of these separate funds had previously been internally designated for similar purposes within the general fund.

## NOTE 9 DUE FROM AND DUE TO OTHER FUNDS

The detail of interfund receivables and payables at June 30, 2024 is as follows:

| Payable Fund | Receivable Fund | Amount |
| --- | --- | --- |
| Urban Renewal Tax Increment | Capital Projects | $ 676,000 |
| Capital projects | Internal service, Health Insurance Reserve | 150,000 |
| | General | 200,000 |
| | Stormwater utility | 400,000 |
| | | 750,000 |
| Total | | $1,426,000 |

These balances result from interfund loans to finance projects. Repayments will be made from future revenues.

## NOTE 10 RISK MANAGEMENT

The City is a member in the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 803 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, employment practices liability, public officials' liability, cyber liability and law enforcement liability. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual casualty operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses estimated for the fiscal year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained at a level determined by the Board not to exceed 300% of basis rate.

The Pool also provides property coverage. Members who elect such coverage make annual property operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses, reinsurance premiums, losses and loss expenses for property risks estimated for the fiscal year, plus all or any portion of any deficiency in capital. Any year end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The City's property and casualty contributions to the Pool are recorded as disbursements from its operating funds at the time of payment to the Pool. The City's contributions to the Pool for the year ended June 30, 2024 were $338,551.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, employment practices, law enforcement, cyber, and public officials' liability risks up to $500,000 per claim. Claims exceeding $500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate. Property and automobile physical damage risks are retained by the Pool up to $500,000 each occurrence, each location. Property risks exceeding $500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate.

## NOTE 10 RISK MANAGEMENT (continued)

The Pool's intergovernmental contract with its members provides that in the event a casualty claim, property loss or series of claims or losses exceeds the amount of risk-sharing protection provided by the City's risk-sharing certificate, or in the event a casualty claim, property loss or series of claims or losses exhausts the Pool's funds and any excess risk-sharing recoveries, then payment of such claims or losses shall be the obligation of the respective individual member against whom the claim was made or the loss was incurred. As of June 30, 2024, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days prior written notice may withdraw from the Pool. Upon withdrawal, payments for all casualty claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Upon withdrawal, a formula set forth in the Pool's intergovernmental contract with its members is applied to determine the amount (if any) to be refunded to the withdrawing member.

The City is a member of the Iowa Municipalities Workers' Compensation Association (the Association). The Association is governed by a board of directors elected by representatives of the governing bodies of each participating governmental jurisdiction. The City has executed a Worker's Compensation Coverage Agreement with the Association which extends through June 30, 2024 and has authorized the Association to issue general obligation bonds to provide funds with which to pay claims. During the year ended June 30, 2024, the City paid workers' compensation insurance premiums of $351,403 to the Association.

## NOTE 11 DOWNTOWN BUSINESS INCENTIVE PROGRAM

The City offers an incentive program for renovation and repair of existing commercial building structures and facades in certain blocks of the Original Town Plat. Property owners in the program are eligible for grants for a portion of the costs incurred and obtain a loan from a local lender for the balance of the costs. In order to provide the loans to property owners at 3% interest, the City places a noninterest bearing deposit with the lender. As property owners pay down the loans, the noninterest bearing funds are released. As of June 30, 2024 the outstanding balance of the loans and noninterest bearing deposit accounts was $13,937 and $17,113, respectively.

## NOTE 12 COMMITMENTS

The City has entered into contracts for street and highway improvements, trail improvements, sanitary sewer infrastructure improvements, and other projects totaling approximately $58,900,000. The remaining commitment on these contracts at June 30, 2024 is approximately $4,900,000, a majority of which pertains to the City's Hillcrest Avenue Construction project. These contractual commitments will be funded through debt proceeds and cash reserves.

## NOTE 13 INDIANOLA WELLNESS CAMPUS

In 2011, the City entered into a 28E agreement with the Young Men's Christian Association of Greater Des Moines, Iowa (YMCA) for the construction and subsequent lease of Indianola's YMCA branch facility. Under the terms of the agreement, the City constructed and owns the land and facility, and the YMCA leased the facility from The City. This agreement was terminated in March 2023, with the City taking over operations of the facility effective July 30, 2023.

Consistent with the terms of the general obligation bonds issued to finance the construction of the facility, the City is now operating the facility as the Indianola Wellness Campus as a separate enterprise activity of the City. The facility is funded through facility charges to City residents who utilize the Campus.

## NOTE 14 CONCENTRATIONS AND CERTAIN CONTINGENCIES

The City levies property taxes in order to fund many of its essential public services. The authority to levy property taxes is governed by applicable state law. Changes in state law, including potential limits or reductions in the City's tax levy authority, could materially affect the financial condition and operating results of the City.

# OTHER INFORMATION

**City of Indianola**
**BUDGETARY COMPARISON SCHEDULE**
**OF RECEIPTS, DISBURSEMENTS, AND CHANGES IN BALANCES -**
**BUDGET AND ACTUAL (CASH BASIS) - ALL GOVERNMENTAL FUNDS**
**AND PROPRIETARY FUNDS**
**Other Information**
**Year ended June 30, 2024**

| | Governmental funds actual | Proprietary funds actual | Total | Budgeted amounts Original | Budgeted amounts Final | Final to actual variance-positive (negative) |
|---|---|---|---|---|---|---|
| **RECEIPTS** | | | | | | |
| Property tax | $ 8,615,080 | $ – | $ 8,615,080 | $ 8,857,026 | $ 8,857,026 | $ (241,946) |
| Tax increment financing | 1,606,940 | – | 1,606,940 | 1,500,000 | 1,500,000 | 106,940 |
| Other city tax | 2,707,793 | – | 2,707,793 | 3,019,798 | 3,019,798 | (312,005) |
| Licenses and permits | 587,400 | – | 587,400 | 350,000 | 356,865 | 230,535 |
| Use of money and property | 1,294,595 | 75,497 | 1,370,092 | 1,062,904 | 1,264,874 | 105,218 |
| Intergovernmental | 6,308,988 | 10,000 | 6,318,988 | 6,308,756 | 6,043,692 | 275,296 |
| Charges for service | 1,094,040 | 6,998,651 | 8,092,691 | 6,497,968 | 8,260,970 | (168,279) |
| Special assessments | 12,287 | 2,222 | 14,509 | 10,458 | 13,951 | 558 |
| Miscellaneous | 377,489 | 101,477 | 478,966 | 1,716,327 | 1,749,006 | (1,270,040) |
| Total receipts | 22,604,612 | 7,187,8947 | 29,792,459 | 29,323,237 | 31,066,182 | (1,273,723) |
| **DISBURSEMENTS** | | | | | | |
| Public safety | 8,035,146 | – | 8,035,146 | 8,546,858 | 9,484,417 | 1,449,271 |
| Public works | 2,015,823 | – | 2,015,823 | 2,225,088 | 2,334,960 | 319,137 |
| Culture and recreation | 2,814,617 | – | 2,814,617 | 3,031,657 | 3,015,094 | 200,477 |
| Community and economic development | 421,231 | – | 421,231 | 325,500 | 508,500 | 87,269 |
| General government | 1,656,674 | – | 1,656,674 | 2,141,594 | 2,226,397 | 569,723 |
| Debt service | 3,646,636 | – | 3,646,636 | 3,661,721 | 3,661,721 | 15,085 |
| Capital projects | 5,513,263 | – | 5,513,263 | 8,995,695 | 9,723,354 | 4,210,091 |
| Business type activities | – | 7,412,562 | 7,412,562 | 5,514,180 | 10,128,949 | 2,716,387 |
| Total disbursements | 24,103,390 | 7,412,562 | 31,515,952 | 34,442,293 | 41,083,392 | 9,567,440 |
| Excess (deficiency) of receipts over (under) disbursements | (1,498,778) | (224,715) | (1,723,493) | (5,119,056) | (10,017,210) | 8,293,717 |
| **OTHER FINANCING SOURCES**, net | (3,157,658) | 1,129,324 | (2,028,334) | – | 268,445 | (2,296,779) |
| Excess (deficiency) of receipts and other financing sources over (under) disbursements and other financing uses | (4,656,436) | 904,609 | (3,751,827) | (5,119,056) | (9,748,765) | 5,996,938 |
| **BALANCES**, beginning of year | 28,586,653 | 5,141,867 | 33,728,520 | 47,236,517 | 47,236,517 | (13,507,997) |
| **BALANCES**, end of year | $23,930,217 | $6,046,476 | $29,976,693 | $42,117,461 | $37,487,752 | $ (7,511,059) |

See accompanying independent auditor's report.

**City of Indianola**
**NOTE TO OTHER INFORMATION - BUDGETARY REPORTING**
**June 30, 2024**

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except the discretely presented component unit and internal service funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Fund, and Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, three budget amendments increased budgeted disbursements by $6,641,099. The budget amendments are reflected in the final budgeted amounts.

**City of Indianola, Iowa**
**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY**
**Iowa Public Employees' Retirement System and**
**Municipal Fire and Police Retirement System of Iowa**
**(In Thousands)**
**Other Information**

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| **Iowa Public Employees' Retirement System** | **2024** | **2023** | **2022** | **2021** | **2020** |
| City's proportion of the net pension liability (asset) | 0.032565% | 0.024800% | 0.320892% | 0.036102% | 0.031658% |
| City's proportionate share of the net pension liability (asset) | $1,470 | $937 | $(1,108) | $2,536 | $1,833 |
| City's covered-employee payroll | $6,165 | $4,920 | $4,556 | $4,173 | $3,961 |
| City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll | 23.84% | 19.04% | (24.25)% | 60.77% | 46.28% |
| IPERS' net position as a percentage of the total pension liability (asset) | 90.13% | 91.40% | 100.81% | 82.90% | 85.45% |

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| **Iowa Public Employees' Retirement System** | **2019** | **2018** | **2017** | **2016** | **2015** |
| City's proportion of the net pension liability (asset) | 0.031366% | 0.031734% | 0.029023% | 0.037810% | 0.038029% |
| City's proportionate share of the net pension liability (asset) | $1,985 | $2,114 | $1,827 | $1,868 | $1,508 |
| City's covered-employee payroll | $3,689 | $3,312 | $3,357 | $3,142 | $3,211 |
| City's proportionate share of the net pension liability (asset) as a percentage of its covered-employee payroll | 53.81% | 63.82% | 54,42% | 59.45% | 46.96% |
| IPERS' net position as a percentage of the total pension liability (asset) | 83.62% | 82.21% | 81.82% | 85.19% | 87.61% |

In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

See accompanying independent auditor's report.

**City of Indianola, Iowa**
**SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY (continued)**
**Iowa Public Employees' Retirement System and**
**Municipal Fire and Police Retirement System of Iowa**
**(In Thousands)**
**Other Information**

| **Municipal Fire and Police Retirement System of Iowa** | **Year ended June 30** | | | | |
|---|---|---|---|---|---|
| | **2024** | **2023** | **2022** | **2021** | **2020** |
| City's proportion of the net pension liability | 0.526964% | 0.516404% | 0.496009% | 0.480593% | 0.452722% |
| City's proportionate share of the net pension liability | $3,300 | $2,900 | $1,114 | $3,833 | $3,035 |
| City's covered-employee payroll | $1,989 | $1,826 | $1,744 | $1,612 | $1,527 |
| City's proportionate share of the net pension liability as a percentage of its covered-employee payroll | 165.91% | 158.82% | 63.88% | 237.78% | 198.76% |
| IPERS' net position as a percentage of the total pension liability | 83.53% | 84.62% | 93.62% | 76.47% | 79.94% |

| **Municipal Fire and Police Retirement System of Iowa** | **Year ended June 30** | | | | |
|---|---|---|---|---|---|
| | **2019** | **2018** | **2017** | **2016** | **2015** |
| City's proportion of the net pension liability | 0.420900% | 0.455810% | 0.446484% | 0.450375% | 0.467820% |
| City's proportionate share of the net pension liability | $2,506 | $2,673 | $2,792 | $2,116 | $1,696 |
| City's covered-employee payroll | $1,399 | $1,223 | $1,291 | $1,210 | $1,181 |
| City's proportionate share of the net pension liability as a percentage of its covered-employee payroll | 179.13% | 218.56% | 216.25% | 174.88% | 143.58% |
| IPERS' net position as a percentage of the total pension liability | 81.07% | 80.60% | 78.20% | 83.04% | 86.27% |

In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

See accompanying independent auditor's report.

**City of Indianola, Iowa**
**SCHEDULE OF CITY CONTRIBUTIONS**
**Iowa Public Employees' Retirement System and**
**Municipal Fire and Police Retirement System of Iowa**
**For the Last Ten Years**
**(In Thousands)**
**Other Information**

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| **Iowa Public Employees' Retirement System** | **2024** | **2023** | **2022** | **2021** | **2020** |
| Statutorily required contribution | $ 579 | $ 462 | $ 428 | $ 397 | $ 380 |
| Contributions in relation to the statutorily required contribution | 579 | 462 | 428 | 397 | 380 |
| Contribution deficiency (excess) | $ – | $ – | $ – | $ – | $ – |
| City's covered-employee payroll | $6,165 | $4,920 | $4,556 | $4,173 | $3,961 |
| Contributions as a percentage of covered-employee payroll | 9.39% | 9.39% | 9.39% | 9.51% | 9.59% |

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| **Iowa Public Employees' Retirement System** | **2019** | **2018** | **2017** | **2016** | **2015** |
| Statutorily required contribution | $ 356 | $ 304 | $ 306 | $ 288 | $ 306 |
| Contributions in relation to the statutorily required contribution | 356 | 304 | 306 | 288 | 306 |
| Contribution deficiency (excess) | $ – | $ – | $ – | $ – | $ – |
| City's covered-employee payroll | $3,689 | $3,312 | $3,357 | $3,142 | $3,211 |
| Contributions as a percentage of covered-employee payroll | 9.65% | 9.18% | 9.12% | 9.17% | 9.19% |

See accompanying independent auditor's report.

**City of Indianola, Iowa**
**SCHEDULE OF CITY CONTRIBUTIONS (continued)**
**Iowa Public Employees' Retirement System and**
**Municipal Fire and Police Retirement System of Iowa**
**For the Last Ten Years**
**(In Thousands)**
**Other Information**

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| **Municipal Fire and Police Retirement System of Iowa** | **2024** | **2023** | **2022** | **2021** | **2020** |
| Statutorily required contribution | $ 457 | $ 436 | $ 456 | $ 408 | $ 372 |
| Contributions in relation to the statutorily required contribution | 457 | 436 | 456 | 408 | 372 |
| Contribution deficiency (excess) | $ – | $ – | $ – | $ – | $ – |
| City's covered-employee payroll | $1,989 | $1,826 | $1,744 | $1,612 | $1,527 |
| Contributions as a percentage of covered-employee payroll | 22.98% | 23.88% | 26.15% | 25.31% | 24.36% |

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| **Municipal Fire and Police Retirement System of Iowa** | **2019** | **2018** | **2017** | **2016** | **2015** |
| Statutorily required contribution | $ 364 | $ 314 | $ 334 | $ 336 | $ 359 |
| Contributions in relation to the statutorily required contribution | 364 | 314 | 334 | 336 | 359 |
| Contribution deficiency (excess) | $ – | $ – | $ – | $ – | $ – |
| City's covered-employee payroll | $1,399 | $1,223 | $1,291 | $1,210 | $1,181 |
| Contributions as a percentage of covered-employee payroll | 26.02% | 25.67% | 25.92% | 27.77% | 30.41% |

See accompanying independent auditor's report.

## Iowa Public Employees' Retirement System

### Changes of benefit terms

There are no significant changes in benefit terms.

### Changes of assumptions

The 2022 valuation incorporated the following refinements after a quadrennial experience study:

- Changed mortality assumptions to the PubG-2010 mortality tables with mortality improvements modeled using Scale MP-2021.
- Adjusted retirement rates for regular members.
- Lowered disability rates for regular members.
- Adjusted termination rates for all membership groups.

The 2018 valuation implemented the following refinements as a result of a demographic assumption study dated June 28, 2018:

- Changed mortality assumptions to the RP-2014 mortality tables with mortality improvements modeled using Scale MP-2017.
- Adjusted retirement rates.
- Lowered disability rates.
- Adjusted the probability of a vested regular member electing to receive a deferred benefit.
- Adjusted the merit component of the salary increase assumption.

The 2017 valuation implemented the following refinements as a result of an experience study dated March 24, 2017:

- Decreased the inflation assumption from 3.00% to 2.60%.
- Decreased the assumed rate of interest on member accounts from 3.75% to 3.50% per year.
- Decreased the discount rate from 7.50% to 7.00%.
- Decreased the wage growth assumption from 4.00% to 3.25%.
- Decreased the payroll growth assumption from 4.00% to 3.25%.

## Municipal Fire and Police Retirement System of Iowa

### Changes of benefit terms

There were no significant changes of benefit terms.

### Changes of assumptions

The 2018 valuation changed postretirement mortality rates to the RP-2014 Blue Collar Healthy Annuitant Table with males set-forward zero years, females set-forward two years and disabled individuals set-forward three years (male only rates), with generational projection of future mortality improvement with 50% of Scale BB beginning in 2017.

The 2017 valuation added five years projection of future mortality improvement with Scale BB.

The 2016 valuation changed postretirement mortality rates to the RP-2000 Blue Collar Combined Healthy Mortality Table with males set-back two years, females set-forward one year and disabled individuals set-forward one year (male only rates), with no projection of future mortality improvement.

The 2015 valuation phased in the 1994 Group Annuity Mortality Table for postretirement mortality. This resulted in a weighting of 1/12 of the 1971 Group Annuity Mortality Table and 11/12 of the 1994 Group Annuity Mortality Table. The 2014 valuation phased in the 1994 Group Annuity Mortality Table for post-retirement mortality. This resulted in a weighting of 2/12 of the 1971 Group Annuity Mortality Table and 10/12 of the 1994 Group Annuity Mortality Table.

## SUPPLEMENTARY INFORMATION

Schedule 1

City of Indianola
SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES
Nonmajor Governmental Funds
As of and for the year ended June 30, 2024

| | Special revenue | | Permanent | |
|---|---|---|---|---|
| | Road Use Tax | Police Seizures | Library Endowment | Total |
| **RECEIPTS** | | | | |
| Use of money and property | $ – | $ – | $ 12,108 | $ 12,108 |
| Intergovernmental | 2,236,452 | – | – | 2,236,452 |
| Miscellaneous | 1,562 | – | – | 1,562 |
| Total receipts | 2,238,014 | – | 12,108 | 2,250,122 |
| **DISBURSEMENTS** | | | | |
| Public works | 1,932,658 | – | – | 1,932,658 |
| Total disbursements | 1,932,658 | – | – | 1,932,658 |
| Excess of receipts over disbursements | 305,356 | – | 12,108 | 317,464 |
| **OTHER FINANCING (USES)** | | | | |
| Operating transfers out | (610,000) | (5,173) | – | (615,173) |
| Total other financing (uses) | (610,000) | (5,173) | – | (615,173) |
| Net change in cash balances | (304,644) | (5,173) | 12,108 | (297,709) |
| **CASH BALANCES**, beginning of year | 1,897,652 | 5,173 | 47,587 | 1,950,412 |
| **CASH BALANCES**, end of year | $1,593,008 | $ – | $ 59,695 | $1,652,703 |
| **CASH BASIS FUND BALANCES** | | | | |
| Nonspendable – Endowment | $ – | $ – | $ 43,910 | $ 43,910 |
| Restricted for other purposes | 1,593,008 | – | 15,785 | 1,608,793 |
| | $1,593,008 | $ – | $ 59,695 | $1,652,703 |

See accompanying independent auditor's report

Schedule 2

# City of Indianola
## SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES
## Nonmajor Proprietary Funds
## As of and for the year ended June 30, 2024

| | Enterprise | | |
|---|---|---|---|
| | Recycling | Storm Water | Total |
| **OPERATING RECEIPTS** | | | |
| Charges for service | $ 385,325 | $ 700,725 | $1,086,050 |
| **OPERATING DISBURSEMENTS** | | | |
| Business type activities | 358,730 | 115,138 | 473,868 |
| Total operating disbursements | 358,730 | 115,138 | 473,868 |
| Excess of operating receipts over operating disbursements | 26,595 | 585,587 | 612,182 |
| **NONOPERATING (DISBURSEMENTS)** | | | |
| Capital projects | – | (6,510) | (6,510) |
| Net nonoperating (disbursements) | – | (6,510) | (6,510) |
| Net change in cash balances | 26,595 | 579,077 | 605,672 |
| **CASH BALANCES**, beginning of year | 183,395 | 1,069,590 | 1,252,985 |
| **CASH BALANCES**, end of year | $ 209,990 | $1,648,667 | $1,858,657 |
| **CASH BASIS FUND BALANCES** | | | |
| Unrestricted | $ 209,990 | $1,648,667 | $1,858,657 |

See accompanying independent auditor's report

## City of Indianola
## SCHEDULE OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCES
## Internal Service Funds
## As of and for the year ended June 30, 2024

| | Internal Service | | | | | |
|---|---|---|---|---|---|---|
| | Health Insurance Reserve | Property Insurance Council | Health Pool | Vehicle Replacement | Health Reimbursement Arrangement | Total |
| **OPERATING RECEIPTS** | | | | | | |
| Charges for service | $ – | $ – | $1,329,762 | $ – | $ – | $1,329,762 |
| Miscellaneous | 2,366 | – | 915 | – | – | 3,281 |
| Total operating receipts | 2,366 | – | 1,330,677 | – | – | 1,333,043 |
| **OPERATING DISBURSEMENTS** | | | | | | |
| Governmental activities | | | | | | |
| Public safety | 899 | – | 552,127 | 740,667 | – | 1,293,693 |
| Public works | 233 | – | 121,081 | 240,464 | – | 361,778 |
| Culture and recreation | 333 | – | 170,468 | 36,600 | – | 207,401 |
| General government | 240 | – | 109,908 | 92,757 | – | 202,905 |
| Business type activities | 193 | – | 107,081 | 25,143 | – | 132,417 |
| Component unit | | | | | | |
| Municipal Utility | 641 | – | 510,615 | – | – | 511,256 |
| Total operating disbursements | 2,539 | – | 1,571,280 | 1,135,631 | – | 2,709,450 |
| (Deficiency) of operating receipts (under) operating disbursements | (173) | – | (240,603) | (1,135,631) | – | (1,376,407) |
| **NONOPERATING RECEIPTS (DISBURSEMENTS)** | | | | | | |
| Sale of assets | – | – | – | 6,638 | – | 6,638 |
| Interest on investments | – | – | 96,871 | – | – | 96,871 |
| Net nonoperating receipts (disbursements) | – | – | 96,871 | 6,638 | – | 103,509 |
| (Deficiency) of receipts (under) disbursements | (173) | – | (143,732) | (1,128,993) | – | (1,272,898) |
| **TRANSFERS IN** | – | – | 5,608 | 2,297,208 | – | 2,302,816 |
| **TRANSFERS OUT** | – | – | – | – | (5,608) | (5,608) |
| Net change in cash balances | (173) | – | (138,124) | 1,168,215 | (5,608) | 1,024,310 |
| **CASH BALANCES**, beginning of year | 37,117 | 1,304 | 3,037,406 | – | 5,608 | 3,081,435 |
| **CASH BALANCES**, end of year | $ 36,944 | $ 1,304 | $2,899,282 | $1,168,215 | $ – | $4,105,745 |
| **CASH BASIS FUND BALANCES** | | | | | | |
| Unrestricted | $ 36,944 | $ 1,304 | $2,899,282 | $1,168,215 | $ – | $4,105,745 |

See accompanying independent auditor's report

Schedule 4

## City of Indianola
## SCHEDULE OF RECEIPTS BY SOURCE AND DISBURSEMENTS BY FUNCTION - ALL GOVERNMENTAL FUNDS
### For the last ten years

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| | **2024** | **2023** | **2022** | **2021** | **2020** |
| **RECEIPTS** | | | | | |
| Property tax | $ 8,615,080 | $ 8,761,366 | $ 8,478,743 | $ 7,793,010 | $ 7,160,833 |
| Tax increment financing | 1,606,940 | 1,471,276 | 1,468,168 | 2,429,735 | 2,505,996 |
| Other city tax | 2,707,793 | 2,675,846 | 2,880,174 | 2,489,364 | 1,859,878 |
| Licenses and permits | 587,400 | 323,574 | 333,068 | 247,309 | 258,982 |
| Use of money and property | 1,294,595 | 854,675 | 409,515 | 535,808 | 689,356 |
| Intergovernmental | 6,308,988 | 6,590,072 | 6,397,038 | 4,512,624 | 4,073,043 |
| Charges for service | 1,094,040 | 1,044,906 | 1,109,741 | 889,689 | 945,567 |
| Special assessments | 12,287 | 106,443 | 31,764 | 22,177 | 18,166 |
| Miscellaneous | 377,489 | 559,654 | 410,526 | 451,945 | 473,068 |
| Total receipts | $22,604,612 | $22,387,812 | $21,518,737 | $19,371,661 | $17,984,889 |
| **DISBURSEMENTS** | | | | | |
| Operating | | | | | |
| Public safety | $ 8,035,146 | $ 7,044,930 | $ 6,693,985 | $ 5,909,055 | $ 5,473,023 |
| Public works | 2,015,823 | 1,867,792 | 1,705,574 | 1,668,460 | 1,573,045 |
| Culture and recreation | 2,814,617 | 2,749,713 | 2,512,202 | 2,218,493 | 2,173,363 |
| Community and economic development | 421,231 | 344,525 | 232,083 | 229,222 | 272,714 |
| General government | 1,656,674 | 1,416,618 | 949,454 | 896,558 | 986,959 |
| Debt service | 3,646,636 | 3,678,972 | 3,423,404 | 6,677,880 | 6,836,867 |
| Capital projects | 5,513,263 | 9,617,972 | 7,761,642 | 2,385,440 | 1,834,553 |
| Total disbursements | $24,103,390 | $26,720,522 | $23,278,344 | $19,985,108 | $19,150,524 |

See accompanying independent auditor’s report.

Schedule 4 (continued)

**City of Indianola**
**SCHEDULE OF RECEIPTS BY SOURCE AND DISBURSEMENTS BY FUNCTION - ALL GOVERNMENTAL FUNDS (continued)**
**For the last ten years**

| | Year ended June 30 | | | | |
|---|---|---|---|---|---|
| | 2019 | 2018 | 2017 | 2016 | 2015 |
| **RECEIPTS** | | | | | |
| Property tax | $ 6,731,187 | $ 6,365,347 | $ 6,392,934 | $ 6,122,001 | $ 6,155,219 |
| Tax increment financing | 2,302,131 | 2,112,030 | 1,955,534 | 1,542,524 | 1,365,455 |
| Other city tax | 2,061,799 | 2,068,943 | 1,965,822 | 265,487 | 298,515 |
| Licenses and permits | 217,685 | 232,440 | 154,991 | 192,408 | 132,554 |
| Use of money and property | 685,219 | 576,571 | 504,619 | 469,188 | 400,099 |
| Intergovernmental | 3,758,442 | 2,533,521 | 2,109,788 | 2,384,472 | 4,575,268 |
| Charges for service | 959,881 | 537,629 | 1,066,626 | 949,420 | 1,024,782 |
| Special assessments | 23,263 | 26,708 | 163,044 | 112,573 | 118,173 |
| Miscellaneous | 528,649 | 458,805 | 603,705 | 541,806 | 477,149 |
| Total receipts | $17,268,256 | $14,911,994 | $14,917,063 | $12,579,879 | $14,547,214 |
| **DISBURSEMENTS** | | | | | |
| Operating | | | | | |
| Public safety | $ 5,067,392 | $ 5,198,541 | $ 5,014,894 | $ 4,095,846 | $ 4,018,718 |
| Public works | 1,648,680 | 1,656,141 | 1,483,031 | 1,600,292 | 1,293,247 |
| Culture and recreation | 2,162,189 | 2,087,835 | 2,137,909 | 2,037,571 | 2,009,849 |
| Community and economic development | 516,009 | 487,893 | 935,587 | 165,075 | 557,205 |
| General government | 828,581 | 1,087,246 | 1,461,226 | 1,401,940 | 1,394,110 |
| Debt service | 2,091,736 | 2,419,852 | 2,655,684 | 2,838,250 | 3,003,458 |
| Capital projects | 1,699,177 | 1,030,964 | 400,336 | 249,880 | 5,220,131 |
| Total disbursements | $14,013,764 | $13,968,472 | $14,088,667 | $12,388,854 | $17,496,718 |

See accompanying independent auditor’s report.

DENMAN

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West Des Moines, Iowa 50266-1453
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# INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Honorable Mayor and
Members of the City Council
City of Indianola
Indianola, Iowa

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of the City of Indianola, Iowa (the City) as of and for the year ended June 30, 2024, and the related notes to financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated October 27, 2024. Our report expressed unmodified opinions on the financial statements which were prepared on the cash basis of accounting, a basis of accounting other than accounting principles generally accepted in the United States of America.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were no identified.

## Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2024 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Denman CPA LLP

**Denman CPA LLP**

West Des Moines, Iowa
October 27, 2024

**City of Indianola**
**SCHEDULE OF FINDINGS**
**Year ended June 30, 2024**

## SECTION I – FINANCIAL STATEMENT FINDINGS

### INTERNAL CONTROL DEFICIENCIES

No matters were reported.

### INSTANCES OF NONCOMPLIANCE

No matters were reported.

## SECTION II – OTHER FINDINGS RELATED TO REQUIRED STATUTORY REPORTING

### II-A-24 CERTIFIED BUDGET

Disbursements during the year ended June 30, 2024 did not exceed certified budget amounts, as amended.

### II-B-24 QUESTIONABLE EXPENDITURES

No disbursements that we believe may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 were noted.

### II-C-24 TRAVEL EXPENSE

No disbursements of City money for travel expenses of spouses of City officials and/or employees were noted.

### II-D-24 BUSINESS TRANSACTIONS

We noted no business transactions between the City and City officials or employees in excess of $1,500.

### II-E-24 RESTRICTED DONOR ACTIVITY

In accordance with Chapter 68B of the Code of Iowa, no transactions were noted between the City, City officials, City employees and restricted donors.

### II-F-24 BOND COVERAGE

Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that the coverage is adequate for current operations.

### II-G-24 COUNCIL MINUTES

No transactions were found that we believe should have been approved in the Council minutes but were not.

### II-H-24 DEPOSITS AND INVESTMENTS

No instances of noncompliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the City's investment policy were noted.

### II-I-24 REVENUE BONDS AND NOTES

No instances of noncompliance with the revenue bonds and note resolutions were noted.

## SECTION II – OTHER FINDINGS RELATED TO REQUIRED STATUTORY REPORTING (continued)

### II-J-24 TAX INCREMENT FINANCING (TIF)

The Special Revenue, Tax Increment Financing (TIF) Fund properly disbursed payments for TIF loans and rebates. Also, the City properly completed the Tax Increment Debt Certification Forms to request TIF property taxes.

### II-K-24 ANNUAL URBAN RENEWAL REPORT

The Annual Urban Renewal Report was properly approved and certified to the Iowa Department of Management on or before December 1 as required by Chapter 384.22(2)(a) of the Code of Iowa and no exceptions were noted.

# MEMORANDUM

**To:** Mayor and City Council

**From:** Jackie Raffety, City Clerk/Finance Director

**Date:** November 18, 2024

**Subject:** Receive and file the October 2024 Treasurer's Report.

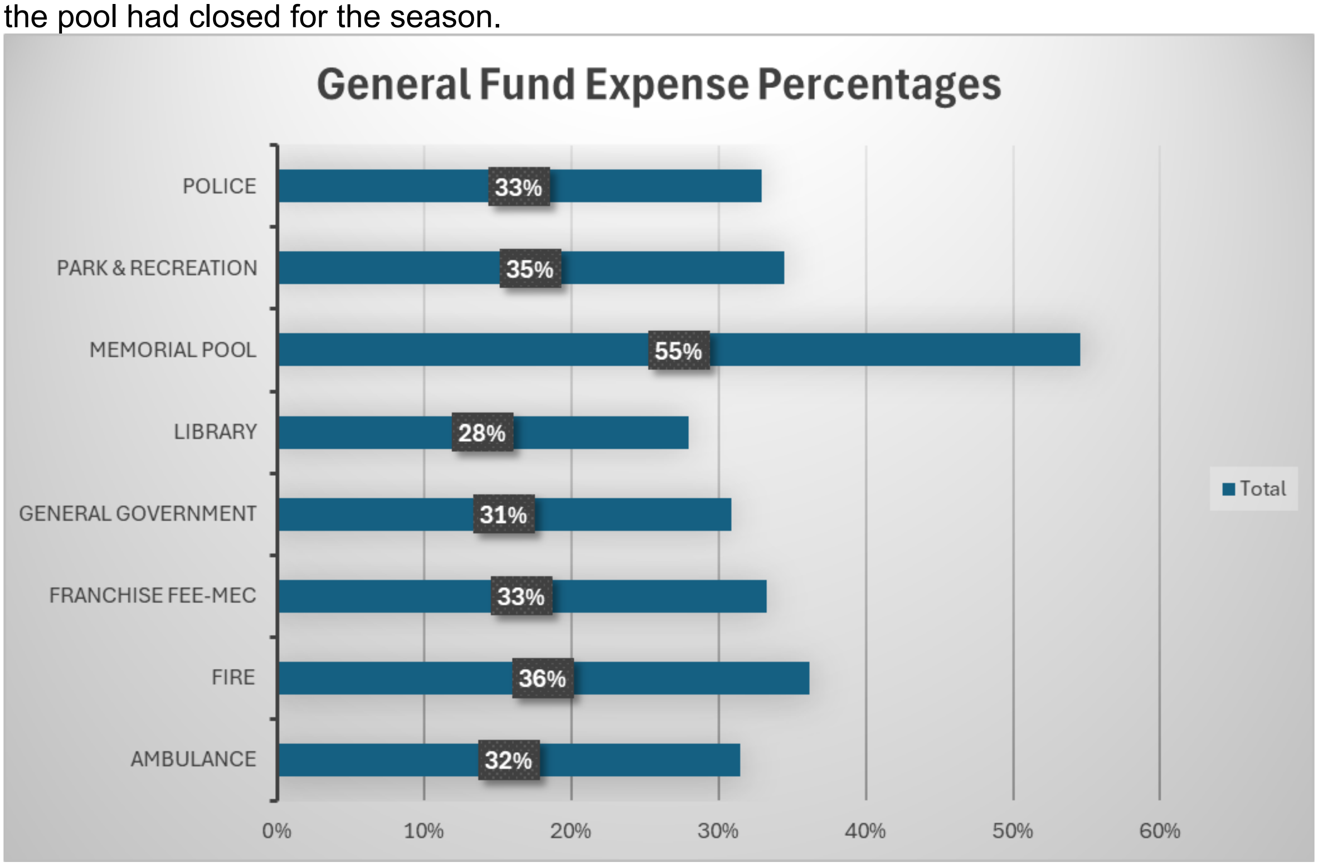
---

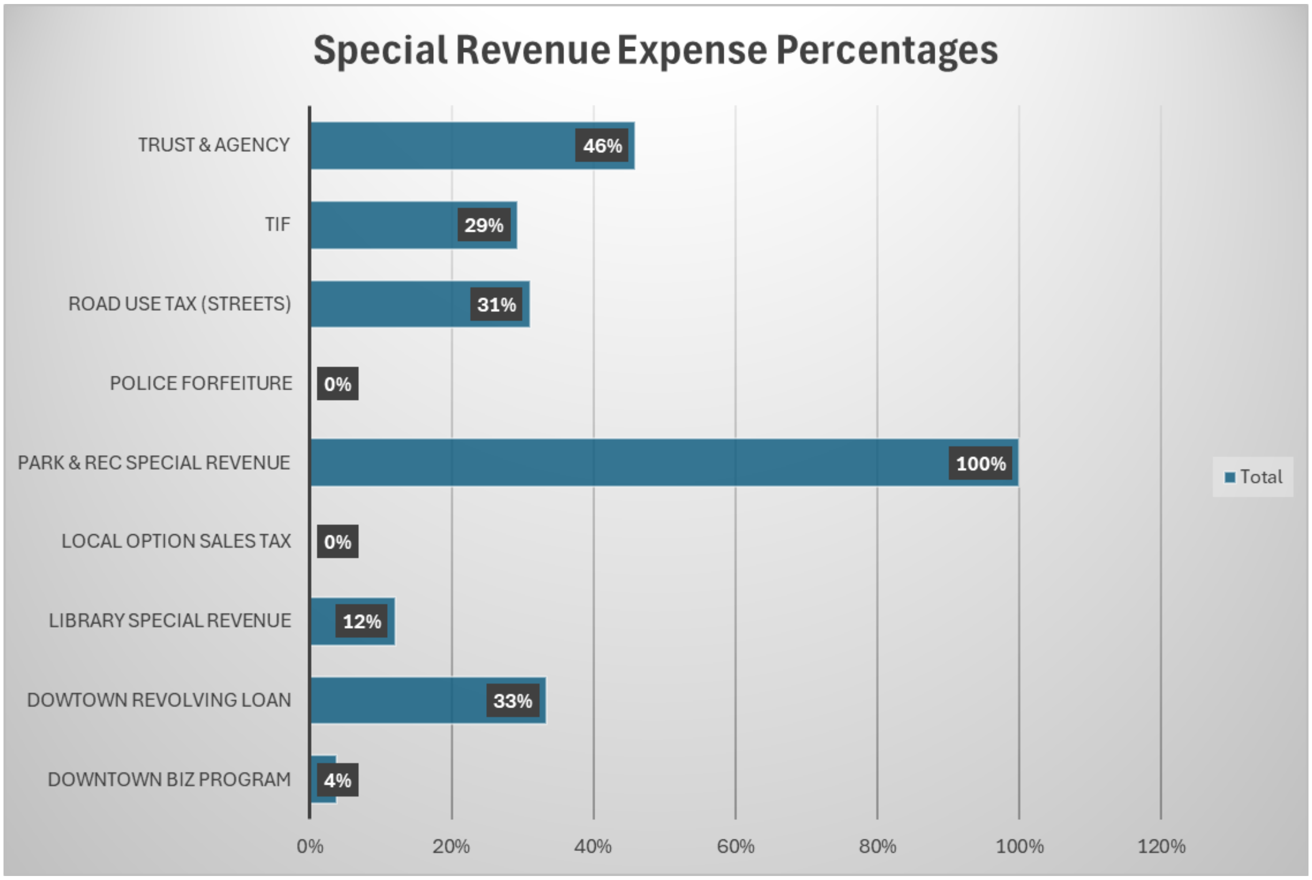
**Introduction**: The Treasurer's Report for October 2024 has been completed with updated beginning balance numbers. The Fiscal Year 24 audit was recently completed and staff entered some adjustments for FY24, which changed our beginning balance numbers for FY25. You will notice that the ending balances of the September Treasurer's Report do not match the beginning balances of this report and that is due to those adjusting entries.

**Background**: The charts below show expenses as of October 31, 2024, and do not take into account the budget amendment that was approved in November. As of October 2024, funds should have expended 33% of their budgets.

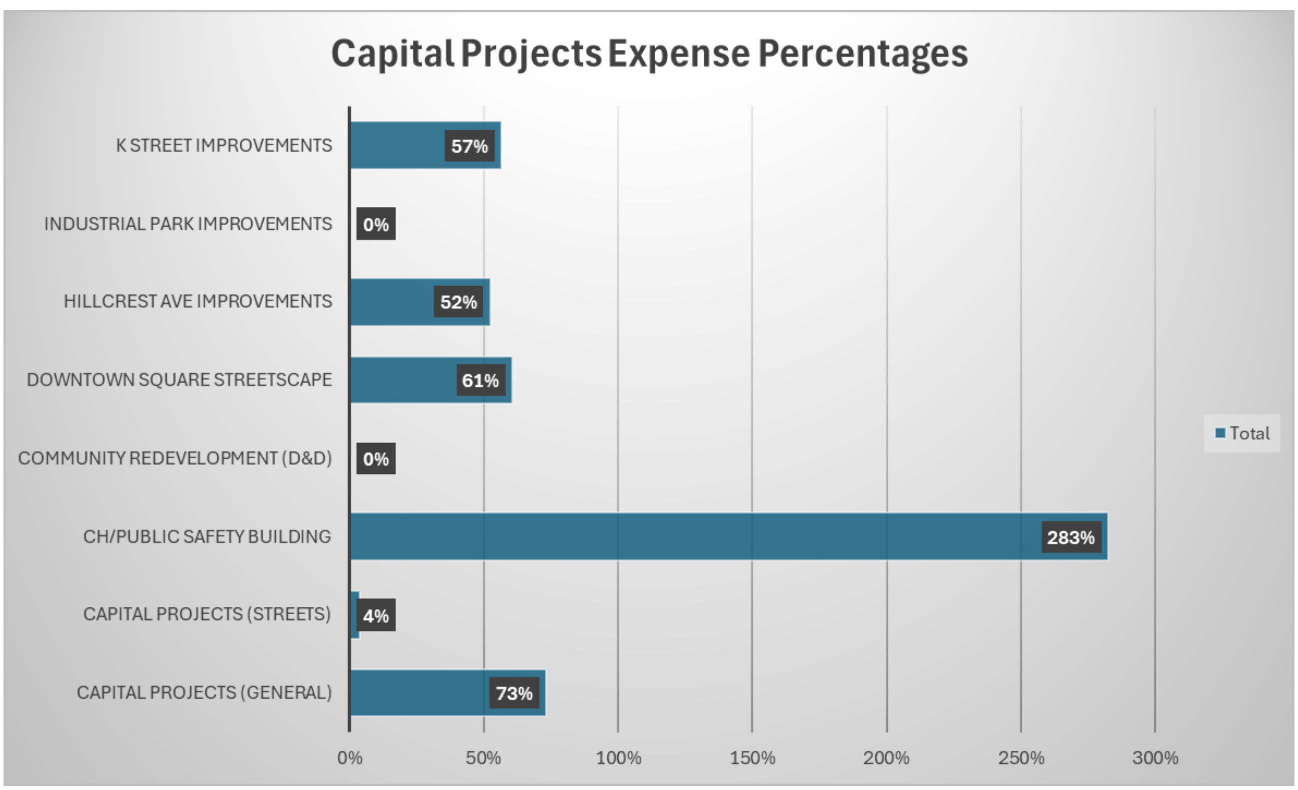
**Discussion**: The charts below show fund expense percentages.

As previously shared, Fund 045, Memorial Pool, had some budgeted maintenance expenses after the pool had closed for the season.

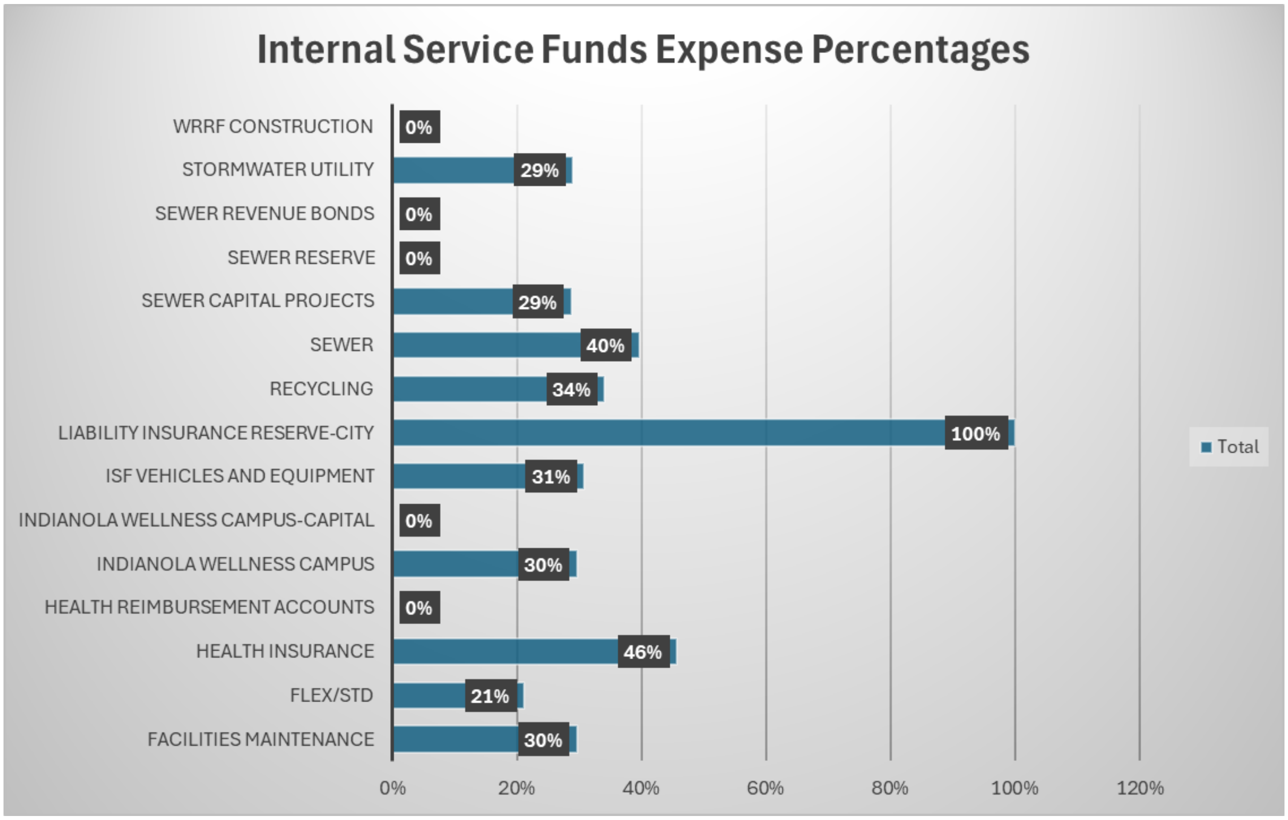





The Trust & Agency expenses are slightly higher because we have received property taxes paid in September, which allowed a larger transfer out of this fund into department funds. The Parks and Rec Special Revenue fund was used to pay for expenses for a project.




Capital Projects are paid as projects, or phases of projects, are completed and don't always follow the same benchmarks as other funds.




As previously shared, the liability insurance reserve fund has one budgeted expense, which has been paid.

**Budget Function Check:** This chart shows how the city is sitting in each function compared to our budget submitted to the State. If expenses are close to going over the budgeted amount, an amendment will be required. These numbers include November expenses and the budget amendment.

| **REVENUES:** | **FY25 Budget** | **FY25 Actual** | **Variance** | **Percent Budget** |
|---|---|---|---|---|
| Taxes Levied on Property | 9,198,292.00 | 4,220,910.27 | 4,977,381.73 | |
| TIF Revenues | 1,500,000.00 | 665,713.76 | 834,286.24 | |
| Other City Taxes | 2,874,229.00 | 1,098,709.87 | 1,775,519.13 | |
| Licenses & Permits | 332,950.00 | 114,111.87 | 218,838.13 | |
| Use of Money & Property | 727,689.00 | 278,194.47 | 449,494.53 | |
| Intergovernmental | 6,909,911.00 | 1,518,578.81 | 5,391,332.19 | |
| Charges for Service | 10,569,219.00 | 3,979,532.06 | 6,589,686.94 | |
| Special Assessments | 983.00 | 2,107.00 | (1,124.00) | |
| Miscellaneous Category | 646,566.00 | 331,452.29 | 315,113.71 | |
| Transfer In | 15,696,722.00 | 4,674,098.04 | 11,022,623.96 | |
| **Total Revenues & Other Resources** | **39,258,269.00** | **12,662,498.17** | **26,595,770.83** | |
| **EXPENDITURES:** | **FY25 Budget** | **FY25 Actual** | **Variance** | **Percent Budget** |
| Public Safety | 9,391,332.75 | 3,387,014.81 | 6,004,317.94 | |
| Public Works | 2,385,970.00 | 776,937.11 | 1,609,032.89 | |

| | | | | |
|---|---|---|---|---|
| Culture & Recreation | 3,404,159.04 | 1,381,469.05 | 2,022,689.99 | |
| Community & Economic Development | 1,804,777.00 | 300,523.90 | 1,504,253.10 | |
| General Government | 2,323,862.10 | 832,754.92 | 1,491,107.18 | |
| Debt Service | 3,429,163.00 | 1,133.50 | 3,428,029.50 | |
| Capital Projects | 6,828,000.00 | 3,508,761.31 | 3,319,238.69 | |
| Business Type/Enterprise | 13,977,369.55 | 3,985,986.87 | 9,991,382.68 | |
| Transfer Out | 15,696,722.00 | 4,788,815.71 | 10,907,906.29 | |
| **Total Expenditures/Transfers Out** | **59,241,355.44** | **18,963,397.18** | **40,277,958.26** | |

**Budget Impact:**

**Recommendation:** Simple motion is in order.

**Attachments:** 1. October 2024 Treasurer's Report

**FINANCIAL REPORT**
**MONTH OF OCTOBER 2024**
Beginning Balances Reflect Auditor's Adjustments for FY2024

| Fund | Beginning Balance | Revenue | Expense | Transfers In | Transfers Out | Fund Balance | Revenue Percent | Expense Percent |
|---|---|---|---|---|---|---|---|---|
| 001 General Government | 2,690,480.34 | 254,589.80 | 239,702.56 | 143,418.18 | 29,416.67 | 2,819,369.09 | 24.4% | 30.9% |
| 011 Police | 1,061,351.23 | 901,983.32 | 364,314.16 | 471,408.77 | - | 2,070,429.16 | 42.9% | 32.9% |
| 015 Fire | (198,913.37) | 258,125.94 | 78,640.38 | 118,461.16 | - | 99,033.35 | 48.7% | 36.2% |
| 016 Ambulance | 119,266.86 | 414,111.04 | 247,950.32 | 215,383.92 | - | 500,811.50 | 41.7% | 31.5% |
| 041 Library | 70,097.52 | 240,074.02 | 68,197.37 | 75,384.37 | - | 317,358.54 | 41.3% | 28.0% |
| 042 Park & Recreation | 354,000.87 | 516,438.90 | 163,178.52 | 130,150.53 | - | 837,411.78 | 44.6% | 34.5% |
| 045 Memorial Pool | (20,315.67) | 26,491.97 | 5,318.46 | - | 1,380.17 | (522.33) | 31.6% | 54.6% |
| 099 Franchise Fee-MEC | 688,993.92 | - | - | - | 41,666.67 | 647,327.25 | 11.9% | 33.3% |
| **GENERAL FUND SUB-TOTAL** | **4,764,961.70** | **2,611,814.99** | **1,167,301.77** | **1,154,206.93** | **72,463.51** | **7,291,218.34** | | |
| 110 Road Use Tax (Streets) | 1,757,469.33 | 192,351.38 | 205,081.36 | 25,000.00 | 23,590.16 | 1,746,149.19 | 37.2% | 31.0% |
| 112 Trust & Agency | 166,473.78 | 1,076,919.62 | - | - | 1,076,919.62 | 166,473.78 | 45.1% | 45.9% |
| 121 Local Option sales Tax | 660,850.62 | 242,134.81 | - | - | - | 902,985.43 | 39.2% | 0.0% |
| 125 TIF | 5,838,419.00 | 531,458.18 | - | - | 114,717.67 | 6,255,159.51 | 46.1% | 29.3% |
| 141 Library Special Revenue | 59,735.47 | 5,921.39 | 1,365.00 | - | - | 64,291.86 | 21.1% | 12.0% |
| 142 Park & Rec Special Revenue | (12,492.10) | - | - | - | - | (12,492.10) | 0.3% | 100.0% |
| 160 Dowtown Revolving Loan | 77,590.44 | - | - | - | 8,583.33 | 69,007.11 | 0.0% | 33.3% |
| 161 Downtown BIZ Program | 128,688.79 | - | - | 31,000.00 | - | 159,688.79 | 9.8% | 3.7% |
| 177 Police ForFeiture | - | - | - | - | - | - | 0.0% | 0.0% |
| **SPECIAL REVENUE SUB-TOTAL** | **8,676,735.33** | **2,048,785.38** | **206,446.36** | **56,000.00** | **1,223,810.78** | **9,351,263.57** | | |
| 200 **DEBT SERVICE (SUB-TOTAL)** | **718,096.83** | **405,297.38** | **-** | **114,717.67** | **-** | **1,238,111.88** | 27.4% | 0.0% |
| 301 Capital Projects (General) | 852,569.12 | 3,540.00 | 67,160.00 | - | - | 788,949.12 | 1.8% | 73.2% |
| 321 Capital Projects (Streets) | 1,687,007.10 | - | - | 41,666.67 | - | 1,728,673.77 | 18.2% | 3.9% |
| 322 Downtown Square Streetscape | 346,355.84 | - | 17,748.00 | - | - | 328,607.84 | 96.0% | 60.8% |
| 323 Hillcrest Ave Improvements | 937,993.49 | - | 272,958.06 | - | - | 665,035.43 | 0.0% | 52.4% |
| 324 K Street Improvements | 1,881,587.31 | - | 332,379.05 | - | - | 1,549,208.26 | 0.0% | 56.6% |
| 340 CH/Public Safety Building | (201,910.44) | 10,795.54 | 7,769.59 | - | - | (198,884.49) | 33.4% | 282.5% |
| 353 Community Redevelopment (D&D) | (1,681.52) | - | - | - | - | (1,681.52) | 0.0% | 0.0% |
| 354 Industrial Park Improvements | 496,170.22 | - | - | - | - | 496,170.22 | 0.0% | 0.0% |
| **CAPITAL PROJECTS SUB-TOTAL** | **5,998,091.12** | **14,335.54** | **698,014.70** | **41,666.67** | **-** | **5,356,078.63** | | |
| 541 **LIBRARY ENDOWMENT FUND** | **62,192.03** | **395.92** | **-** | **-** | **-** | **62,587.95** | 115.8% | 0.0% |
| 610 Sewer | 424,799.62 | - | 154,673.78 | 208,333.33 | 45,233.65 | 433,225.52 | 33.3% | 39.6% |
| 650 Stormwater Utility | 1,472,981.27 | 56,627.91 | 98,211.24 | - | 26,666.67 | 1,404,731.27 | 34.2% | 29.0% |
| 670 Recycling | 239,501.04 | 36,175.24 | 54,136.47 | - | 5,416.66 | 216,123.15 | 34.9% | 34.1% |
| 680 Indianola Wellness Campus | (71,502.94) | 95,872.00 | 161,054.92 | - | - | (136,685.86) | 28.6% | 29.6% |
| 681 Indianola Wellness Campus-Capital | 70,327.20 | - | - | - | - | 70,327.20 | 0.0% | 0.0% |
| 710 Sewer Capital Projects | 1,295,212.90 | 425,936.94 | 14,117.00 | - | 413,556.66 | 1,293,476.18 | 30.6% | 28.7% |
| 771 Sewer Reserve | 114,238.70 | - | - | - | - | 114,238.70 | 0.0% | 0.0% |
| 781 WRRF Construction | 1,250,353.83 | - | - | - | - | 1,250,353.83 | 0.0% | 0.0% |
| 791 Sewer Revenue Bonds | 1,127,184.58 | - | - | 205,223.33 | - | 1,332,407.91 | 33.3% | 0.0% |
| 820 Health Insurance | 2,849,425.63 | 136,833.08 | 180,778.65 | - | - | 2,805,480.06 | 34.4% | 45.7% |
| 830 Health Reimbursement Accounts | - | - | - | - | - | - | 0.0% | 0.0% |
| 840 Flex/STD | 36,897.63 | - | 15.30 | - | - | 36,882.33 | 0.0% | 21.1% |
| 850 Liability Insurance Reserve-City | (3,696.09) | - | - | - | - | (3,696.09) | 0.0% | 100.0% |
| 860 Facilities Maintenance | (2,946.08) | - | 8,519.95 | 7,000.00 | - | (4,466.03) | 22.2% | 29.6% |
| 890 ISF Vehicles and Equipment | 791,239.59 | - | 12,844.87 | - | - | 778,394.72 | 2.3% | 30.8% |
| **CITY UTILITY & ISF SUB-TOTAL** | **9,594,016.88** | **751,445.17** | **684,352.18** | **420,556.66** | **490,873.64** | **9,590,792.89** | | |
| City Funds Subtotal | 29,814,093.89 | 5,832,074.38 | 2,756,115.01 | 1,787,147.93 | 1,787,147.93 | 32,890,053.26 | | |
| **GRAND TOTAL CITY FUNDS** | **29,814,093.89** | **5,832,074.38** | **2,756,115.01** | **1,787,147.93** | **1,787,147.93** | **32,890,053.26** | | |
| Cross Check Total | | | | | | **32,890,053.26** | | |

| **Investments** | | | | | |
|---|---|---|---|---|---|
| Bankers Trust | $ | 27,437,002.55 | Clerk's Balance | | 32,890,053.26 |
| Iowa Public Agency Inv. Trust | $ | 128,789.83 | | | |
| Payroll Account, TruBank | | | | | |
| Checking Account, TruBank | $ | 110,038.44 | Plus Outstanding Checks | $ | 230,295.12 |
| Sweep Account, TruBank | $ | 5,077,215.09 | Minus Outstanding Deposits | $ | (5,227.24) |
| Indianola Hometown Pride, TruBank | $ | 26,090.40 | Bank Adjustment | | |
| Indianola EMS - TruBank | $ | 217,009.31 | **Book Adjustment** | $ | - |
| Indianola EMS - Bankers Trust | $ | 118,975.52 | | | |
| **BANK BALANCE** | | **33,115,121.14** | | | **33,115,121.14** |

**Fund Balance** **Page 2**

**INTEREST** **YTD**

| **INTEREST DISTRIBUTION** | | **% OF TOTAL** | **INCOME** | **Interest** |
|---|---|---|---|---|
| General Fund (Non-Program 9500) | 001-9500-43000 | 74.00% | $ 29,298.29 | $ 214,096.72 |
| TIF (Fund 125) | 125-5200-43000 | 15.00% | $ 5,938.84 | $ 43,397.98 |
| Library Endowment Fund (Fund 541) | 541-4100-43000 | 1.00% | $ 395.92 | $ 2,893.20 |
| Sewer (Fund 710) | 710-8300-43000 | 2.00% | $ 791.85 | $ 5,786.40 |
| Health Insurance | 820-9300-43000 | 8.00% | $ 3,167.37 | $ 23,145.60 |
| **TOTAL** | | 100.00% | $ 39,592.29 | $ 289,319.90 |

| | |
|---|---|
| General fund | $ 7,571,714.00 |
| Special Revenue | $ 9,070,767.91 |
| DS | $ 1,238,111.88 |
| CP | $ 5,356,078.63 |
| Permanent | $ 62,587.95 |
| Proprietary | $ 9,590,792.89 |
| | $ 32,890,053.26 |

# MEMORANDUM

**To:** Mayor and City Council

**From:** Doug Bylund, Chief of Culture and Recreation

**Date:** November 18, 2024

**Subject:** Resolution amending the fee schedule for Parks and Recreation and Pool fees.

---

**Introduction:**

**Background:** The Memorial Building Commission and The Parks and Recreation Commission have recommended changes to the fee structure for the Veteran's Memorial Aquatic Center and Parks and Recreation Facilities and Programs. Both Commissions voted unanimously in favor of these recommendations at their most recent meetings held on Wednesdsay, November 13.

**Discussion:** The Aquatic Center Season Passes are proposed to change to just individual season passes. This will eliminate family passes, which have become a point of frustration and confusion and a detriment to customer service as we move to more technology based services. As we try to be more convenient to our customers by serving them over the phone or with online registration, increasing numbers have been trying to add people to their families or sign up with a friend or other family member in order to get the family discount or also get the resident discount if they live outside the city limits. This "juggling" main contacts has created unintended communication problems when signing up for future programs that have a practice schedule or need program changes when we have the incorrect contact information.

**Budget Impact:** This is estimated to raise admission and season pass revenue for the Aquatic Center by $45,000 in the 2025 season. The Parks and Recreation Fee Revenue is estimated to increase by $1,500.

**Recommendation:** Parks and Recreation Staff, The Parks and Recreation Commission and the Memorial Building Commission recommend modifying the suggested fees.

**Attachments:**
1. Res 2024- Amending fee schedule - Park and Rec and Pool fees
2. PR 2024 Fee Schedule Nov 2024

CITY OF INDIANOLA, IOWA
**RESOLUTION NO. 2024-**

**RESOLUTION AMENDING FEE SCHEDULE**

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

**WHEREAS**, the Fee Schedule is being amended to set Parks and Recreation and Pool Fees for 2024/2025; and

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

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

Adopted this 18th day of November 2024.

______________________________
Stephanie Erickson, Mayor

Attest:

______________________
Jackie Raffety, City Clerk

# Veterans Memorial Pool and Aquatic Center Fees

| Admissions | **Cost** | **Cost Description** |
|---|---|---|
| Daily Pool Admission | $ 7.00 | 2 & under Free |
| After 5 PM Admission - Weekday | $3.50 | Free with season pass |
| After 4 PM Admission – Weekend | $3.50 | Free with season pass |
| Tot Splash Time | $3.00 | Free with season pass |
| Adult Lap Swim | $3.00 | Free with season pass |
| Open Night Swim | $3.50 | Free with season pass |
| 10 Swim Punch Card | $70.00 | |
| 20 Swim Punch Card | $140.00 | |

| Season Passes (20% Discount Through April 18) | **~~Resident~~ Fee** | **~~Non-Resident Fee~~** |
|---|---|---|
| ~~1 Person~~ Season Pool Pass | ~~$73.00~~ $56.00 | ~~$84.00~~ |
| ~~2 Person Season Pool Passes~~ | ~~$128.00~~ | ~~$148.00~~ |
| ~~3 Person Season Pool Passes~~ | ~~$138.00~~ | ~~$160.00~~ |
| ~~4 Person Season Pool Passes~~ | ~~$148.00~~ | ~~$172.00~~ |
| ~~5 Person Season Pool Passes~~ | ~~$158.00~~ | ~~$184.00~~ |
| ~~Each Additional Person~~ | ~~$10.00~~ | ~~$12.00~~ |

| Season Passes (April 19 – End of Season) | **~~Resident~~ Fee** | **~~Non-Resident Fee~~** |
|---|---|---|
| ~~1 Person~~ Season Pool Pass | ~~$91.00~~ $70.00 | ~~$105.00~~ |
| ~~2 Person Season Pool Passes~~ | ~~$161.00~~ | ~~$185.00~~ |
| ~~3 Person Season Pool Passes~~ | ~~$173.00~~ | ~~$200.00~~ |
| ~~4 Person Season Pool Passes~~ | ~~$185.00~~ | ~~$215.00~~ |
| ~~5 Person Season Pool Passes~~ | ~~$197.00~~ | ~~$230.00~~ |
| ~~Each Additional Person~~ | ~~$12.00~~ | ~~$15.00~~ |

| Lessons | **~~Resident~~ Fee** | **~~Non-Resident Fee~~** |
|---|---|---|
| Mighty Minnows Swim Lessons | ~~$28.00~~ $30.00 | ~~$33.00~~ |
| Red Cross Swim Lessons | ~~$45.00~~ $47.00 | ~~$50.00~~ |
| Adult Swim Lessons | ~~$32.00~~ $34.00 | ~~$37.00~~ |

| Pool Party Rental Fees | **Cost** |
|---|---|
| Entire Pool | $400.00 |
| Large Pool Only | $290.00 |
| Shallow Pool Only | $180.00 |
| Birthday Party Area | $70.00 |

## Parks and Recreation Program Fees

| Activity | Cost | Cost Description |
|---|---|---|
| Flying High Camp | $50.00 | |
| | | |
| | | |
| Adult Slow Pitch Leagues | $375-$495 ($31.00 per game) | Per Team |
| | | |
| Adult Bags League – Outdoor | $30.00 | Per Team |
| Adult Bags League – Indoor | $55.00 | Per Team |

| Activity | ~~Resident~~ Fee | ~~Non-Resident~~ |
|---|---|---|
| Flashlight Easter Egg Hunt | ~~$6.00~~ $7.00 | ~~$7.50~~ |
| Daddy/Daughter Dance | ~~$10.00~~ $12.00 | ~~$12.00~~ |
| Family Fun Night | ~~$10.00~~ $12.00 | ~~$12.00~~ |
| Junior Police Academy | ~~$23.00~~ $25.00 | ~~$28.00~~ |
| Junior Fire Academy | ~~$21.00~~ $23.00 | ~~$26.00~~ |
| Magicamp | ~~$42.00~~ $44.00 | ~~$47.00~~ |
| Babysitting Clinic | ~~$32.00~~ $34.00 | ~~$37.00~~ |
| It's Tea Time | ~~$14.00~~ $15.00 | ~~$17.50~~ |
| Adult Dance Classes | ~~$53.00~~ $55.00 | ~~$58.00~~ |
| Beginning Vegetable Gardening | ~~$10.00~~ $11.00 | ~~$12.50~~ |
| Starting Plants from Seeds | ~~$5.00~~ $6.00 | ~~$6.25~~ |
| Senior Trips | $10.00-$54.00 | ~~$12.50-$59.00~~ |
| Youth Softball Leagues | ~~$67.00-$85.00~~ $69.00-$87.00 | ~~$72.00-$90.00~~ |
| T-Ball Leagues | ~~$29.00-$43.00~~ $31.00-$45.00 | ~~$34.00-$48.00~~ |
| Youth Tennis Lessons | ~~$38.00~~ $40.00 | ~~$43.00~~ |
| Youth Flag Football Leagues | ~~$55.00-$60.00~~ $57.00-$62.00 | ~~$60.00-$65.00~~ |
| Youth Basketball Leagues | ~~$67.00~~ $69.00 | ~~$72.00~~ |
| Late Fees - Leagues | $15.00-$50.00 | ~~$15.00-$50.00~~ |
| Youth Dance Camp | ~~$30.00~~ $32.00 | ~~$35.00~~ |
| Super Hoopers | ~~$65.00~~ $67.00 | ~~$70.00~~ |
| Youth Volleyball Camp | ~~$40.00~~ $42.00 | ~~$45.00~~ |
| Youth Soccer Camp | ~~$38.00~~ $40.00 | ~~$43.00~~ |
| Disc Golf Clinic | ~~$25.00~~ $27.00 | ~~$30.00~~ |

## Parks and Recreation Facility Fees

| Space | Cost | Cost Description | Deposit |
|---|---|---|---|
| Buxton Room – Weekend/No Alcohol | $300.00 | Per Day | $200 deposit |
| Buxton Room – Weekend/Alcohol | $500.00 | Per Day | $400 deposit |
| Buxton Room – Weekday | $36.00 | Per Hour | $200/$400 |
| Conference & Arts/Craft Rooms | $12.00 | Per Hour | $50.00 |
| Park Shelters – Resident | $6.00 | Per Hour | |
| ~~Park Shelters – Non-Resident~~ | ~~$7.00~~ | ~~Per Hour~~ | |
| Pickard Campground | $14.00 | Per Day | |
| Buxton Gazebo | $42.00 | Per Day | $50.00 deposit |
| Amphitheater | $72.00 | Per Day | $100 deposit |
| Amphitheater Back Stage | $30.00 | Per Day | |
| Selling Concessions Permit | $30.00 | Per Day | |
| Charging Admissions Permit | $30.00 | Per Day | |
| Softball Field Practices – Spring | $280.00 | Per Team | |
| Softball Field Practices – Fall | $185.00 | Per Team | |
| Softball Field Practices | $12.00 | Per 75 minutes | |
| Adult Softball Field | $90.00 | Per Day | |
| Youth Softball Field | $75.00 | Per Day | |
| Dog Park Pass | $25.00 | Per Year | |
| Recreation Equipment | $2.50- $6.00 | Per Day | $25.00 per item |
| Cross Country Course | $125.00 | Per Day | |

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** First consideration of an ordinance amending Chapter 106, Collection of Solid Waste.

---

**Introduction:** Based on our agreement with Waste Management, recycling fees are adjusted annually based on the Consumer Price Index for Water, Sewer, and Trash. This year's adjustment is a 4.8% increase.

**Background:** Our current rate is $6.10; $5.35 is for bi-weekly recycling services and $0.75 is for the fall and spring cleanup programs. An additional fee for the cleanup programs was introduced at the February 5, 2024, Council meeting, with the ordinance adopted on March 4, and taking effect on April 1, 2024.

**Discussion:** The fee for the bi-weekly recycling services will increase by 4.8%; the new fee for that service will be $5.61.

The fee for the cleanup program is calculated based on the contract costs and the number of recycling residents. The fee will need to increase $0.03; the new fee will be $0.78.

| | **Spring** | **Fall & Spring Yard Waste** | **Fall Bulky Items** | **Landfill** | **Total** |
|---|---|---|---|---|---|
| **Cost** | $41,475.00 | $5,748.75 | $4,126.56 | $6,084 | $57,434.31 |
| **Total per month based on 6,155 customers** | $0.56 | $0.08 | $0.06 | $0.08 | $0.78 |
| **Increase** | $0.02 | $0.01 | $0.01 | None | $0.03 |

The total recycling fee billed to customers on a monthly basis will be $6.41.

**Budget Impact:** The fees are used to pay for the services received and administrative costs.

**Recommendation:** Approval of the first consideration of the ordinance.
Roll call is in order.

**Attachments:** 1. Ord_Recycling 2025

City of Indianola

**ORDINANCE NO.**

AN ORDINANCE AMENDING CHAPTER 106, COLLECTION OF SOLID WASTE, INDIANOLA CODE OF ORDINANCES TO INCREASE RECYCLING RATES

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

SECTION 1. Section 106.09, Recycling Program, is hereby amended in subsection 1 by deleting the stricken language and inserting the underlined language as follows:

1. Fee. The fee for recyclable collection and disposal service, used or available, is six dollars and -forty-one cents) ($6.41) for each residential premises.

SECTION 2. REPEALER. Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. 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, provision or part thereof not adjudicated invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect January 1, 2025.

PASSED and approved by the Indianola City Council this ______ day of __________ 2024.

___________________________________
Stephanie Erickson, Mayor

ATTEST:

__________________________
Jackie Raffety, City Clerk

First Reading:
Second Reading:
Third Reading:
Published:

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Resolution approving a contract with OPN Architects for the Library Building.

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**Recommendation:** Roll call is in order.

**Attachments:**
1. Res 2024- Agreement OPN Architects
2. Indianola Library Concept + Engagement - OPN Professional Design Services_10.04.24

City of Indianola

**RESOLUTION NO 2024-**

**RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH OPN ARCHITECTS FOR CONCEPT DESIGN SERVICES FOR THE INDIANOLA PUBLIC LIBRARY**

**WHEREAS**, the City of Indianola is in need of architectural design services for a new Library; and

**WHEREAS,** OPN Architects has submitted a scope of services and fees to provide design concepts; and

**WHEREAS,** the attached agreement with OPN Architects outlines the design concepts and scope of services for the Library in the amount of $72,500.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola that the attached agreement between the City of Indianola and OPN Architects is hereby approved.

**BE IT FURTHER RESOLVED** that the Mayor or City Manager are hereby authorized to execute the necessary documents with OPN Architects.

Passed and approved this 18TH day of November 2024.

___________________________
Stephanie Erickson, Mayor

ATTEST:

___________________________
Jackie Raffety, City Clerk

OPN ARCHITECTS

Cedar Rapids
200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines
100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City
24 ½ S. Clinton Street Ste. 1
Iowa City, Iowa 52240
(319) 363-6018

Madison
301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

Minneapolis
212 N. 3rd Avenue Ste. 312
Minneapolis, Minnesota 55401
(612) 468-6851

opnarchitects.com

October 4, 2024

Ben Reeves
City Manager
City of Indianola
110 N. 1st Street
Indianola, IA 50125

RE: Indianola Library Concept Design & Community Engagement Services - OPN Architects

Dear Ben,

OPN Architects is excited to continue our partnership with you and your community to provide this summary of professional services to complete concept design for a new library while engaging the community of Indianola in the design process.

**Project criteria**
Based upon previous work done and follow-up discussions with you and steering committee members, we have developed our scope of services and fees upon the following criteria:

The library's exact siting will be determined through the concept phase, but is intended to study property owned by the city east of the Heartland Co-Op. The size of the facility will be validated and verified based on prior programming efforts and is likely to consider both one and two-story options along with how parking and green space can be integral to the design.

The project's budget and construction delivery method are both yet to be determined, but construction management services may be utilized. OPN will work with a third-party estimator to provide a concept estimate for the library as part of the concept design process to assist in establishing the construction and project budget.

**Project Scope & Schedule**
OPN will meet a mutually agreed upon schedule for the delivery of concept design services. Timely receipt of information and feedback from the Owner, stakeholder groups, and the community will be critical in maintaining progress and schedule. A proposed schedule is offered here for discussion and is based on how prior work with the city has progressed along with past successful library planning and engagement efforts for other communities locally, regionally and nationally. The schedule breaks down into the following phases and tasks, with durations having the potential to vary or overlap:

**Project Kick-off and Community Engagement Pre-Planning – 4 weeks**
This will entail a project kick-off meeting with key stakeholders who will form our core team or steering committee. During this meeting, we will work with you to clearly establish roles and responsibilities, identify project contacts and stakeholder groups to be engaged, as well as communication protocols. We will identify potential hurdles, determine any initial data needs, and verify our proposed schedule of work with confirmed dates for key project milestones and deliverables. Our pre-planning will include no more than three additional meetings with the core team during which we will

present, review, and refine the comprehensive community engagement plan developed in concert with the Indianola Library director, city leadership, and city communications staff.

Following the kick-off meeting, the team will do a site tour to understand the site conditions, context, existing uses, etc. We will record these observations including photo documentation. We will also tour the existing library to document how the space is and is not working for your staff and community, as well as identify what has changed or evolved since initial program and concept work was completed that may result in newly identified needs. We also propose that preliminary stakeholder interviews could be paired with the site visits, during which we would discuss the existing facility and macro-level programming.

*Tasks & Deliverables*

- Kick-off Meeting
- Site Visit with photo documentation
- (3) Community Engagement Planning Meetings
- Finalized Community Engagement Plan

**Facilitated Community Engagement – 5-6 weeks**

It is critical to have the community's support to develop and implement an optimized library. Our design process is one that solicits public input early in the visioning phases because doing so can make a project become better representative of local interests and help bring to light challenges that may impact the project in the future. From interactive installations at events to traditional town halls, we've had conversations with community members in venues of all shapes and sizes. Regardless of the format, we use these opportunities to discuss beauty, spirit, inspiration, education, humane and healthy spaces, community connections as well as conduct affinity and persona exercises. Our approach to engagement with the Indianola community is proposed to be:

> Meeting 1: Teen (or other TBD – children, Simpson students, etc.) Focus Group with food, music, prize drawings.
> Meeting 2: Evening Session w/ Digital Recording & Web Simulcast (beverages & appetizers provided)
> Meeting 3: Weekend session aligned with existing library programming and/or farmers market or community festival with kid friendly craft tables and grab and go snacks.

For these meetings, we could also consider inclusion of ASL Support and/or multi-lingual translation as well as use of a graphic notetaker to provide a visual meeting summary.

*Tasks & Deliverables*

- (3) Community Engagement Sessions
- (2) Engagement Content Review Meetings with steering committee
- (1) Engagement Content Review Meeting with steering committee + staff
- (2) Surveys of different stakeholder groups (e.g. teen + general community) in digital and print format

**Engagement Report – 4 weeks**
During these weeks, OPN will process, and catalog collected data from our site visit, stakeholder input, and facilitated community outreach sessions and the surveys. During these weeks report production, graphic production, and final analysis will be ongoing. We will return to meet with the steering committee at intervals throughout the production of the report to provide updates on progress, for collaboration, and to gather feedback. Following approval of the report by the steering committee, our final visit will be to share and present the findings and ideas contained in the report to the steering committee in a digital format. Final hard copies of deliverables would be shared with the team and disseminated as requested.

*Tasks & Deliverables*
- (3) Facilitated Community Outreach Summary Report Review Meetings
- Present approved Facilitated Community Engagement Summary Report to steering committee in digital format.

**Visioning, Collections Analysis, & Program Verification – 6 weeks**
Our team brings experience to the table, but we know every great vision must embody your community's aspirations. One of the best ways to do this is through dialogue. A critical part of the programming verification process is a visioning and sustainability workshop with the steering committee and key stakeholders. We want to know how the new library can serve and enhance the existing Indianola community fabric through both program and form. Based on the visioning conversations, our team will then work with the steering committee and staff to analyze collection needs and outline the program space requirements to address future growth strategies for the new library. Being mindful of lessons learned and trends relative to security, technology, gender, and accessibility, we will explore opportunities through a series of combined workshops. We will collaborate with the steering committee to define the vision, focus, and direction for a library that meets the needs of every party involved. Ultimately, at the end of these workshops, we will have affirmed your program and developed guiding principles for our design, resulting in a clear road map as to what the spaces should embody. The verified program will identify the needs for each space, including a complete tabulation of requirements quantifying both net and gross square footages required for the project.

*Tasks & Deliverables*
- Week 1: Program Verification & Visioning
- Week 2: Program Verification & Visioning Review of Results
- Week 3: Sustainability Workshop
- Week 4: Sustainability Workshop Review of Results
- Week 6: Final Program Verification with Collections Analysis

**Concept Design – 12 weeks**
The next step of the process is the highly collaborative exploration and conceptualizing phase. Our team will study and evaluate several concepts that depict the idea for a design that meets the vision, goals, and program requirements for the project. As our team clarifies the programming goals and space needs, the design solutions begin to coalesce. It is important to continue open communication with you and the steering

committee during this phase and we would intend to meet every other week throughout concept design to review project goals and development. We will also hold a community design output meeting. The main goal of this phase is to make the building tangible and easy to understand. We want you to be able to see yourselves in the space. The result needs to encompass all the program elements identified and incorporate the individual needs of the various departments to be successful.

*Tasks & Deliverables*

- Biweekly Concept Design Review Meetings
- Design Output Meeting with the community
- Final Graphics and Images to support Fundraising

**Cost Estimating – 4 weeks**

With completed concept information, OPN Architects will work with the city's third-party estimator or construction manager to assist in the creation of a construction and project budget. A final presentation to the steering committee and stakeholders is anticipated and included.

*Tasks & Deliverables*

- Construction and Project Budget
- Final Presentation

**Project Team**

We do not anticipate the need to include any design team partners until after concept design is complete and the project is funded. Should it be determined that additional consultant partners are needed during the concept phase to complete the work (such as a cost estimator or civil engineering), OPN Architects can add those services.

**Compensation**

The professional fee for developing the scope of services outlined in this proposal will be a lump sum fixed fee of **Seventy-Two Thousand Five Hundred Dollars ($72,500.00)** plus additional services or reimbursable expenses if necessary. This fee is summarized below.

| | |
|---|---|
| Kick-off & Engagement Pre-Planning | $6,500 |
| Community Engagement | $15,000 |
| Engagement Report | $5,500 |
| Visioning, Collections Analysis, & Program Verification | $12,000 |
| Concept Development | $28,000 |
| Budget Preparation | $5,500 |
| **Total Lump Sum Fee** | **$72,500** |

This fee will cover services and activities required to accomplish the scope of work within a time frame of 10 months. Should the project timeframe extend beyond this, as a result of conditions not under the control of OPN, fees may be adjusted to align with the effort extended.

The project will be invoiced monthly as a percentage of work completed and commensurate with the work plan schedule. Any services if required beyond those described within the Agreement will be reviewed with the client to understand impact to scope of work or related fees.

OPN ARCHITECTS

**Reimbursable Expenses**
Reimbursable expenses are in addition to the above fee and will be invoiced at 1.1 times actual cost. Reimbursable expenses include authorized out-of-town travel, courier services, express mail, plan review fees, reproduction of project documents, photography, out-of-house digital processing, physical models, meals and mileage at the government standard rate.

**Additional Services**
Geotechnical Services and/or Site Surveying
Civil Engineering Services
Structural Engineering Services
Mechanical and Electrical Engineering Services
Landscape Architecture
Virtual Reality and Virtual Tools
Photography and Videography Services

**Contract Agreement**
This Letter of Proposal is intended to document the primary issues concerning our Agreement Between Owner and Architect. Once details of this proposal are confirmed, we will provide you with an AIA Standard Form of Agreement Between the Owner and Architect.

My team and I are extremely excited to continue work with you and the entire community of Indianola on this fantastic project. Please review this proposal and let me know if you have any questions.

Thank you.

Danielle C. Hermann, AIA
Principal, OPN Architects

# MEMORANDUM

**To:** Mayor and City Council

**From:**

**Date:** November 18, 2024

**Subject:** Enter into closed session in accordance with Iowa Code Section 21.5 (1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

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

**Attachments:** None

# MEMORANDUM

**To:** Mayor and City Council

**From:**

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---

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

**Attachments:** None