



CITY OF INDIANOLA COUNCIL MEETING

June 16, 2025

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 prior meetings
 - D. Setting dates for future public hearings
 1. Resolution setting a public hearing and bid letting for the Indianola Downtown Facade Revitalization Program.
 - E. Approval of Applications
 1. Approval of tobacco permits for Fiscal Year 26.
 2. Consideration of the issuance of a special event permit for the Indianola Elks Lodge #2814 for a classic and custom car show to be held on July 27, 2025.
 3. Approval of Payment Application Number 1 to Sternquist Construction for the West Clinton Avenue Reconstruction Project.
 - F. Resolution setting the Fiscal Year 26 meeting schedule for the Indianola City Council.
 - G. Resolution approving salaries for Fiscal Year 26.
 - H. Resolution appointing representatives to the Mid-Iowa Planning Alliance for Community Development (MIPA).
 - I. Resolution appointing the City of Indianola representation to the Des Moines Area Metropolitan Planning Organization and the Central Iowa Regional Transportation Planning Alliance.
 - J. Notice of upcoming Change Order for Indianola Industrial Park Public Improvements Project.

- K. Receive and file the 2024 Indianola Police Department Annual Report.
- L. Resolution determining property at 704 North 6th Street to be surplus and authorizing sale of said property.
- M. Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of alcohol in city parks for the Indianola Summer Arts Festival in Buxton Park.
- N. Resolution authorizing the submission of a FEMA Fire Prevention and Safety Grant for a fire safety house trailer.
- O. Resolution authorizing emergency repairs to the Indianola Public Library.
- P. Approval of Urban Revitalization Designations.
- Q. Resolution approving salaries.

6. Council Reports

- A. Committee Reports

7. Mayor's Report

- A. Community Update
- B. Small Cities Month Proclamation
- C. Approval of the reappointment of Clint Hagedorn to the Veteran's Memorial Building Commission for a term beginning July 1, 2025 and ending July 1, 2028.
- D. Approval of the reappointment of Jess Tom to the Veteran's Memorial Building Commission for a term beginning July 1, 2025 and ending July 1, 2028.

8. Public Consideration

- A. Old Business
 - 1. Second consideration of an ordinance amending Chapter 41.14, Fireworks, of the Code of Ordinance of the City of Indianola.
 - a. The council may waive the third reading and adopt the ordinance.
 - 2. Tobacco Violations
 - a. Public hearing for ABC Smoke (Jay Ambika) regarding the mandatory \$300.00 civil penalty prescribed by 453A.22.(2)(a) for the violation of Iowa Code Section 453A.2(1), selling giving or otherwise supplying any tobacco, tobacco products, or cigarettes to any person under twenty-one years of age.
 - b. Consideration of the violation of Iowa Code Section 453A.2(1), selling, giving or otherwise supplying any tobacco products, or cigarettes to any person under twenty-one years of age and assessing a civil penalty in the amount of \$300.00 against ABC Smoke (Jay Ambika), the retail permit holder.
 - c. Strike public hearing for complaints filed on tobacco sales permit violations for Hy-Vee Fast & Fresh from the agenda and accept acknowledgment/settlement agreement for cigarette civil penalty.

- d. Strike public hearing for complaints filed on tobacco sales permit violations for the Indianola Country Club from the agenda and accept acknowledgment/settlement agreement for cigarette civil penalty.

9. Other Business

- A. City Manager's Report - Jacob Meshke
- B. Vision 2030 Discussion.
- C. Discussion and direction on the Community and Economic Development Director position.
- D. Discussion and direction regarding the City's partnership with Service Line Warranties of America.
- E. Resolution approving policy statements to establish an official position of the City of Indianola
- F. Discussion and action regarding future agenda items.
- G. Enter into closed session in accordance with Iowa Code Section 21.5 (1)(c) to discuss strategy with legal counsel in matters that are presently in litigation or where litigation is imminent and where its disclosure would be likely to prejudice or disadvantage the government.

10. Adjourn



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Approval of Claims

Recommendation: Roll call is in order.

Attachments: 1. Vendor Report 6162025

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ACCO UNLIMITED CORP.				
ACCO UNLIMITED CORP.	VMAC CHLORINE	05/23/2025	1,177.80	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	VMAC CALCIUM CHEMICAL REAGENTS	05/23/2025	1,484.85	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	VMAC CHLORINE	05/30/2025	429.20	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	VMAC CONDITIONER & ACID	05/30/2025	615.15	POOL (MEMORIAL)
ACCO UNLIMITED CORP.	VMAC POOL BRUSH	05/30/2025	29.25	POOL (MEMORIAL)
Total ACCO UNLIMITED CORP.:			3,736.25	
ACE HARDWARE				
ACE HARDWARE	IRRIGATION FITTINGS	05/29/2025	4.78	PARK & RECREATI
ACE HARDWARE	HOSE NOZZLE	06/02/2025	11.98	WELLNESS CAMP
Total ACE HARDWARE:			16.76	
ACME TOOLS				
ACME TOOLS	GREASE GUN	06/04/2025	229.00	GENERAL FUND
Total ACME TOOLS:			229.00	
AGRILAND FS INC				
AGRILAND FS INC	ROUNDUP QUICK PRO, TORDON	05/28/2025	599.21	PARK & RECREATI
AGRILAND FS INC	ROCK SPRAYING	05/29/2025	1,500.00	SEWER FUND
Total AGRILAND FS INC:			2,099.21	
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	URBAN RENEWAL GENERAL	05/29/2025	845.00	GENERAL FUND
AHLERS & COONEY P.C.	IDG 3 LLC DA	05/29/2025	210.00	GENERAL FUND
Total AHLERS & COONEY P.C.:			1,055.00	
ALL CREATURES SMALL ANIMAL HOSPITAL				
ALL CREATURES SMALL ANIMA	K9 VET BILL	05/31/2025	4.00	POLICE FUND
Total ALL CREATURES SMALL ANIMAL HOSPITAL:			4.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	WINDOW SQUEEGEE, CLEANER	05/13/2025	26.40	WELLNESS CAMP
AMAZON CAPITAL SERVICES	PRINTER PAPER	05/13/2025	39.48	WELLNESS CAMP
AMAZON CAPITAL SERVICES	CASH REGISTER DRAWER	05/13/2025	85.04	WELLNESS CAMP
AMAZON CAPITAL SERVICES	PUMP TUBE & AQUASHEILD	05/13/2025	114.70	WELLNESS CAMP
AMAZON CAPITAL SERVICES	HELMENT DISINFECTANT	06/02/2025	39.98	PARK & RECREATI
AMAZON CAPITAL SERVICES	OUTDOOR SWITCH	05/10/2025	95.27	LIBRARY FUND
AMAZON CAPITAL SERVICES	MARKETING SUPPLIES	06/01/2025	108.17	LIBRARY FUND
AMAZON CAPITAL SERVICES	COLLECTION MATERIALS	06/01/2025	3,215.46	LIBRARY FUND
AMAZON CAPITAL SERVICES	SPECIAL COLLECTION MATERIALS	06/01/2025	416.04	LIBRARY FUND
AMAZON CAPITAL SERVICES	FRIENDS SUMMER EXPENSES	06/01/2025	906.67	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	06/01/2025	892.59	LIBRARY FUND
AMAZON CAPITAL SERVICES	SPECIAL MATERIAL & SUPPLIES	06/01/2025	163.17	LIBRARY FUND
AMAZON CAPITAL SERVICES	PROGRAM SUPPLIES	06/01/2025	1,096.14	LIBRARY FUND
AMAZON CAPITAL SERVICES	ENRICH IOWA EXPENSES	06/01/2025	431.43	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	TENNIS CAMP SUPPLIES	06/03/2025	37.04	PARK & RECREATI
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	05/30/2025	31.17	POLICE FUND
AMAZON CAPITAL SERVICES	DRUM BUNG CAP	06/02/2025	13.45	SEWER FUND
AMAZON CAPITAL SERVICES	DOCKING STATION	06/02/2025	201.15	POLICE FUND
AMAZON CAPITAL SERVICES	TRUCK REPAIR	06/07/2025	34.90	SEWER FUND
AMAZON CAPITAL SERVICES	ACTUATOR MAINTENANCE	05/27/2025	118.38	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	06/03/2025	50.91	SEWER FUND
AMAZON CAPITAL SERVICES	FUSES	05/12/2025	26.22	LIBRARY FUND
AMAZON CAPITAL SERVICES	ACTIVITY CENTER OFFICE SUPPLIES	06/03/2025	49.45	PARK & RECREATI
AMAZON CAPITAL SERVICES	FIRE HOSE NOZZLE	05/30/2025	99.56	ROAD USE TAX FU
AMAZON CAPITAL SERVICES	ACTIVITY CENTER JANITORIAL SUPPLIES, C	05/28/2025	196.78	PARK & RECREATI
AMAZON CAPITAL SERVICES	RETURN BOOKS	06/01/2025	12.99-	LIBRARY FUND
Total AMAZON CAPITAL SERVICES:			8,476.56	
AUBERT'S TOWING				
AUBERT'S TOWING	AMBULANCE 248 ASSIST FROM DITCH	06/02/2025	175.00	AMBULANCE FUN
Total AUBERT'S TOWING:			175.00	
AVESIS THIRD PARTY ADMINISTRATORS INC				
AVESIS THIRD PARTY ADMINIS	VISION - HR	05/20/2025	21.78	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - IT	05/20/2025	22.45	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - FINANCE/CLERK	05/20/2025	24.19	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - COMM DEV	05/20/2025	31.60	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION - STREETS	05/20/2025	69.09	ROAD USE TAX FU
AVESIS THIRD PARTY ADMINIS	VISION - POLICE	05/20/2025	199.99	POLICE FUND
AVESIS THIRD PARTY ADMINIS	VISION - FIRE	05/20/2025	17.65	FIRE FUND
AVESIS THIRD PARTY ADMINIS	VISION - AMBULANCE	05/20/2025	100.01	AMBULANCE FUN
AVESIS THIRD PARTY ADMINIS	VISION - P&R	05/20/2025	32.27	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION - PARKS	05/20/2025	22.45	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION - LIBRARY	05/20/2025	28.43	LIBRARY FUND
AVESIS THIRD PARTY ADMINIS	VISION - SEWER	05/20/2025	67.75	SEWER FUND
AVESIS THIRD PARTY ADMINIS	VISION - COBRA	05/20/2025	23.12	HEALTH INSURAN
AVESIS THIRD PARTY ADMINIS	VISION - IWC	05/20/2025	18.71	WELLNESS CAMP
AVESIS THIRD PARTY ADMINIS	VISION - EE LIABILITY	05/20/2025	363.00	GENERAL FUND
Total AVESIS THIRD PARTY ADMINISTRATORS INC:			1,042.49	
AXON ENTERPRISE INC				
AXON ENTERPRISE INC	AXON DASH CAM CONTRACT	06/01/2025	8,717.68	POLICE FUND
Total AXON ENTERPRISE INC:			8,717.68	
BAKER & TAYLOR ENTERTAINMENT				
BAKER & TAYLOR ENTERTAINM	DVDS	05/12/2025	18.89	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/12/2025	12.59	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/12/2025	18.19	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/19/2025	18.89	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/16/2025	27.98	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/16/2025	6.99	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/28/2025	18.19	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/22/2025	73.46	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/27/2025	55.27	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/30/2025	39.19	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVDS	05/30/2025	38.48	LIBRARY FUND
Total BAKER & TAYLOR ENTERTAINMENT:			328.12	
BAKER AND TAYLOR				
BAKER AND TAYLOR	BOOKS	05/07/2025	265.05	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/13/2025	275.35	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/13/2025	533.81	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/16/2025	794.47	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
BAKER AND TAYLOR	BOOKS	05/21/2025	391.52	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/22/2025	276.25	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/28/2025	341.68	LIBRARY FUND
BAKER AND TAYLOR	BOOKS - MEMORIAL	05/28/2025	15.96	LIBRARY SPECIAL
BAKER AND TAYLOR	BOOKS	06/03/2025	245.73	LIBRARY FUND
BAKER AND TAYLOR	BOOKS - MEMORIAL	06/03/2025	16.52	LIBRARY SPECIAL
Total BAKER AND TAYLOR:			3,156.34	
BOB'S SEPTIC & PORTABLE RESTROOMS				
BOB'S SEPTIC & PORTABLE RE	KYBOS ART FESTIVAL	06/01/2025	289.00	GENERAL FUND
Total BOB'S SEPTIC & PORTABLE RESTROOMS:			289.00	
BOLTON & HAY INC.				
BOLTON & HAY INC.	VMAC CONCESSIONS	05/16/2025	173.60	POOL (MEMORIAL)
BOLTON & HAY INC.	VMAC CONCESSIONS	06/06/2025	164.35	POOL (MEMORIAL)
Total BOLTON & HAY INC.:			337.95	
BONNIE'S BARRICADES				
BONNIE'S BARRICADES	TRAFFIC CONTROL FOR MEDIANS	05/31/2025	347.40	PARK & RECREATI
Total BONNIE'S BARRICADES:			347.40	
BOUND TREE MEDICAL LLC				
BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES MULTIPLE	06/03/2025	1,107.18	AMBULANCE FUN
Total BOUND TREE MEDICAL LLC:			1,107.18	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	NUISANCE ABATEMENT ISSUES	05/25/2025	3,902.50	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES	05/25/2025	1,170.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES	05/25/2025	150.00	FIRE FUND
BRICK GENTRY P.C.	LEGAL SERVICES	05/25/2025	285.00	POLICE FUND
BRICK GENTRY P.C.	LEGAL SERVICES	05/25/2025	1,440.00	POLICE FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES - POLICE UNION	05/25/2025	120.00	POLICE FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES - GENERAL UNIT PAR	05/25/2025	135.00	PARK & RECREATI
BRICK GENTRY P.C.	LEGAL SERVICE FEES - GENERAL UNIT STR	05/25/2025	135.00	ROAD USE TAX FU
BRICK GENTRY P.C.	LEGAL SERVICE FEES - GENERAL UNIT WR	05/25/2025	135.00	SEWER FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES - FIRE UNION	05/25/2025	300.00	FIRE FUND
Total BRICK GENTRY P.C.:			7,772.50	
CASUAL RAGS				
CASUAL RAGS	COM DEV, TARA	05/29/2025	216.00	GENERAL FUND
Total CASUAL RAGS:			216.00	
CDW GOVERNMENT INC				
CDW GOVERNMENT INC	LAPTOP	06/02/2025	1,500.00	VEHICLE AND EQU
CDW GOVERNMENT INC	LAPTOP	06/02/2025	476.74	ROAD USE TAX FU
CDW GOVERNMENT INC	CRADLEPOINTS	06/06/2025	506.00	GENERAL FUND
Total CDW GOVERNMENT INC:			2,482.74	
CENTRAL IOWA FASTENERS				
CENTRAL IOWA FASTENERS	JANITORIAL SUPPLIES - PICKARD	06/05/2025	107.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CENTRAL IOWA FASTENERS:			107.00	
CENTURYLINK				
CENTURYLINK	MONTHLY SERVICE	05/22/2025	75.50	GENERAL FUND
CENTURYLINK	MONTHLY SERVICE	05/22/2025	86.09	GENERAL FUND
Total CENTURYLINK:			161.59	
CERRIS SYSTEMS IOWA INC				
CERRIS SYSTEMS IOWA INC	GENERATOR MAINTENANCE	06/01/2025	8,881.25	SEWER FUND
Total CERRIS SYSTEMS IOWA INC:			8,881.25	
CINTAS CORPORATION				
CINTAS CORPORATION	FIRST AID SUPPLIES - PARKS SHOP	05/30/2025	29.34	PARK & RECREATI
CINTAS CORPORATION	CINTAS	06/10/2025	139.16	SEWER FUND
CINTAS CORPORATION	CINTAS	05/31/2025	234.00	SEWER FUND
Total CINTAS CORPORATION:			402.50	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	LUMBER AND CONST MATERIAL FOR TRAINI	05/14/2025	36.55	FIRE FUND
CIRCLE B CASHWAY	LUMBER FOR TRAINING PROP	05/16/2025	30.46	FIRE FUND
CIRCLE B CASHWAY	BAG CONCRETE	05/27/2025	46.90	STORMWATER UTI
CIRCLE B CASHWAY	PLYWOOD	06/09/2025	60.19	STORMWATER UTI
Total CIRCLE B CASHWAY:			174.10	
CITY OF KNOXVILLE				
CITY OF KNOXVILLE	LLOYD STRUCTURAL FIRE ENSEMBLE	01/09/2025	2,000.00	FIRE FUND
Total CITY OF KNOXVILLE:			2,000.00	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	TRIMMER HEADS, PRE-MIX OIL	05/27/2025	110.73	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			110.73	
CORE-MARK MIDCONTINENT INC				
CORE-MARK MIDCONTINENT I	PICKARD CONCESSIONS	05/27/2025	1,100.71	PARK & RECREATI
CORE-MARK MIDCONTINENT I	VMAC CONCESSIONS	06/06/2025	1,171.89	POOL (MEMORIAL)
Total CORE-MARK MIDCONTINENT INC:			2,272.60	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	COED CHURCH SB OFFICIAL	06/06/2025	108.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			108.00	
DELL MARKETING L.P.				
DELL MARKETING L.P.	SERVER	04/16/2025	7,452.21	VEHICLE AND EQU
DELL MARKETING L.P.	SERVER RAILS	05/02/2025	63.60	VEHICLE AND EQU
DELL MARKETING L.P.	SERVER RAILS	05/09/2025	72.48	VEHICLE AND EQU
DELL MARKETING L.P.	SERVER RAILS - RETURNED	04/29/2025	96.51-	VEHICLE AND EQU
DELL MARKETING L.P.	SERVER RAILS - RETURNED	05/28/2025	63.60-	VEHICLE AND EQU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DELL MARKETING L.P.:			7,428.18	
DETAILS PLUS INC				
DETAILS PLUS INC	VEHICLE REPAIR	05/29/2025	1,202.70	POLICE FUND
DETAILS PLUS INC	GRAPHICS REMOVAL	05/29/2025	230.00	POLICE FUND
Total DETAILS PLUS INC:			1,432.70	
DLH GRAFX				
DLH GRAFX	FIRE ACADEMY SHIRTS	05/19/2025	144.95	PARK & RECREATI
DLH GRAFX	T-BALL LEAGUE SHIRTS	06/05/2025	1,777.02	PARK & RECREATI
Total DLH GRAFX:			1,921.97	
DOWNEY TIRE PROS				
DOWNEY TIRE PROS	TIRE REPAIR #247	06/07/2025	36.98	FIRE FUND
DOWNEY TIRE PROS	TIRE REPAIR #211	06/09/2025	58.99	POLICE FUND
Total DOWNEY TIRE PROS:			95.97	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	ACTIVITY CENTER JANITORIAL SUPPLIES	05/31/2025	149.50	PARK & RECREATI
DUST PROS JANITORIAL	JANITORIAL CH LIGHT FIXTURE	05/31/2025	55.00	GENERAL FUND
DUST PROS JANITORIAL	JANITORIAL SUPPLIES	05/31/2025	305.50	GENERAL FUND
DUST PROS JANITORIAL	JANITORIAL SERVICES	06/01/2025	1,500.00	LIBRARY FUND
DUST PROS JANITORIAL	JANITORIAL SUPPLIES	06/01/2025	48.50	LIBRARY FUND
DUST PROS JANITORIAL	CENTER PULL TOWELS X2 CASES	06/01/2025	95.00	FIRE FUND
DUST PROS JANITORIAL	ACTIVITY CENTER MONTHLY CLEANING	06/15/2025	800.00	PARK & RECREATI
DUST PROS JANITORIAL	N HOWARD JANITORIAL SERVICES	06/15/2025	125.00	CH BUILDING PRO
DUST PROS JANITORIAL	JANITORIAL SERVICE CH	06/15/2025	4,225.00	GENERAL FUND
DUST PROS JANITORIAL	JANITORIAL SERVICE	06/15/2025	500.00	ROAD USE TAX FU
Total DUST PROS JANITORIAL:			7,803.50	
ELIXIR RX SOLUTIONS				
ELIXIR RX SOLUTIONS	411 RX	04/30/2025	19.03	POLICE FUND
ELIXIR RX SOLUTIONS	411 RX	05/31/2025	16.67	POLICE FUND
Total ELIXIR RX SOLUTIONS:			35.70	
FIRE SERVICE TRAINING BUREAU				
FIRE SERVICE TRAINING BURE	INSTRUCTOR 1 CERTIFICATION - VAN ZANT	05/28/2025	50.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			50.00	
GLOBAL SOFTWARE				
GLOBAL SOFTWARE	TAC 10 INTERFACE ANNUAL	05/30/2025	1,782.00	FIRE FUND
Total GLOBAL SOFTWARE:			1,782.00	
GRAINGER INC				
GRAINGER INC	WILO MIXER MAINTENANCE	05/28/2025	62.20	SEWER FUND
GRAINGER INC	OFFICE SUPPLIES	05/28/2025	48.69	SEWER FUND
GRAINGER INC	COURIER BOX	05/29/2025	1,511.77	SEWER FUND
GRAINGER INC	LAB SUPPLIES	05/29/2025	47.82	SEWER FUND
GRAINGER INC	GREASE CARTRIDGE	06/09/2025	20.48	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total GRAINGER INC:			1,690.96	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	CVB MAY 2025 CONTRIBUTION	05/30/2025	5,623.23	GENERAL FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			5,623.23	
GRIMES ASPHALT & PAVING				
GRIMES ASPHALT & PAVING	HOT ASPHALT POTHOLES	05/29/2025	150.49	ROAD USE TAX FU
Total GRIMES ASPHALT & PAVING:			150.49	
HACH COMPANY				
HACH COMPANY	AMMONIA TEST	06/02/2025	91.95	SEWER FUND
HACH COMPANY	AMMONIA TEST	06/02/2025	107.00	SEWER FUND
Total HACH COMPANY:			198.95	
HEARTLAND UNDERGROUND SOLUTIONS				
HEARTLAND UNDERGROUND S	PAY APP #5 - 2ND & BUXTON TRAFFIC LIGHT	04/30/2025	30,988.05	STREET CAPITAL
Total HEARTLAND UNDERGROUND SOLUTIONS:			30,988.05	
HUTCHINSON SALT CO. LLC				
HUTCHINSON SALT CO. LLC	SALT	05/27/2025	1,855.76	ROAD USE TAX FU
HUTCHINSON SALT CO. LLC	SALT	05/27/2025	1,775.30	ROAD USE TAX FU
HUTCHINSON SALT CO. LLC	SALT	05/27/2025	1,829.19	ROAD USE TAX FU
HUTCHINSON SALT CO. LLC	SALT	06/09/2025	1,858.79	ROAD USE TAX FU
HUTCHINSON SALT CO. LLC	SALT	06/09/2025	1,859.55	ROAD USE TAX FU
Total HUTCHINSON SALT CO. LLC:			9,178.59	
IMS ALLIANCE				
IMS ALLIANCE	PERSONNEL ACCOUNTABILITY TAGS	06/11/2025	108.52	FIRE FUND
Total IMS ALLIANCE:			108.52	
IMU - UTILITIES				
IMU - UTILITIES	TELEPHONE SERVICES	06/01/2025	516.00	GENERAL FUND
IMU - UTILITIES	FIBER	06/01/2025	569.00	GENERAL FUND
IMU - UTILITIES	FIBER - N HOWARD	06/01/2025	53.39	CH BUILDING PRO
IMU - UTILITIES	UTILITIES - MCCORD	06/01/2025	104.45	PARK & RECREATI
IMU - UTILITIES	UTILITIES	06/01/2025	598.12	ROAD USE TAX FU
IMU - UTILITIES	UTILITIES - PICKARD YOUTH	06/01/2025	258.36	PARK & RECREATI
IMU - UTILITIES	206 N 1ST UTILITIES	06/01/2025	49.00	FIRE FUND
IMU - UTILITIES	UTILITIES - MEMORIAL PARK	06/01/2025	117.50	PARK & RECREATI
IMU - UTILITIES	UTILITIES - CAMPGROUND	06/01/2025	684.13	PARK & RECREATI
IMU - UTILITIES	UTILITIES	06/01/2025	1,313.03	LIBRARY FUND
IMU - UTILITIES	UTILITIES - MCVAY TRAILHEAD	06/01/2025	82.42	PARK & RECREATI
IMU - UTILITIES	BUXTON OFFICE UTILITIES	06/01/2025	276.52	GENERAL FUND
IMU - UTILITIES	UTILITIES CH	06/01/2025	4,583.67	GENERAL FUND
IMU - UTILITIES	RENEWABLE ENERGY	06/01/2025	53.00	FIRE FUND
IMU - UTILITIES	STREETLIGHTS	06/01/2025	11,624.77	ROAD USE TAX FU
IMU - UTILITIES	IMU UTILITIES - ACTIVITY CENTER	06/01/2025	681.44	PARK & RECREATI
IMU - UTILITIES	WRRF FIBER	06/01/2025	1,637.97	SEWER FUND
IMU - UTILITIES	LIFT STATION ELECTRIC	06/01/2025	5,372.44	SEWER FUND
IMU - UTILITIES	410 N JEFFERSON UTILITIES	06/01/2025	186.24	FIRE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IMU - UTILITIES	UTILITIES WELLNESS CAMPUS	06/01/2025	12,307.06	WELLNESS CAMP
IMU - UTILITIES	UTILITIES - BARKER	06/01/2025	44.73	PARK & RECREATI
IMU - UTILITIES	IMU UTILITIES - VMAC	06/01/2025	2,069.22	POOL (MEMORIAL)
IMU - UTILITIES	114 HOWARD UTILITIES	06/01/2025	401.51	CH BUILDING PRO
IMU - UTILITIES	UTILITIES - BUXTON	06/01/2025	259.03	PARK & RECREATI
IMU - UTILITIES	110 N HOWARD UTILITIES	06/01/2025	73.10	CH BUILDING PRO
IMU - UTILITIES	UTILITIES - MOATS	06/01/2025	96.78	PARK & RECREATI
IMU - UTILITIES	UTILITIES - SHOP	06/01/2025	208.01	PARK & RECREATI
IMU - UTILITIES	UTILITIES - DOWNEY (DOG PARK)	06/01/2025	67.05	PARK & RECREATI
IMU - UTILITIES	IMU UTILITIES - ADULT SOFTBALL	06/01/2025	1,114.54	PARK & RECREATI
Total IMU - UTILITIES:			45,402.48	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITIE	UTILITY SERVICES - RECYCLING	06/01/2025	1,242.00	RECYCLING FUND
INDIANOLA MUNICIPAL UTILITIE	UTILITY SERVICES - SEWER	06/01/2025	8,142.00	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	UTILITY SERVICES - STORM WATER	06/01/2025	4,416.00	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	SEWER CREDIT CARD PROCESSING FEES	06/06/2025	3,382.43	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	SWU CREDIT CARD PROCESSING FEES	06/06/2025	192.18	STORMWATER UTI
INDIANOLA MUNICIPAL UTILITIE	RECYCLING CREDIT CARD PROCESSING F	06/06/2025	269.06	RECYCLING FUND
INDIANOLA MUNICIPAL UTILITIE	BUXTON TRASH, RECYCLING, GAS	06/01/2025	127.33	GENERAL FUND
Total INDIANOLA MUNICIPAL UTILITIES:			17,771.00	
INDIANOLA SCHOOLS FOOD SERVICE				
INDIANOLA SCHOOLS FOOD S	ZONE SNACKS - 24/25 SCHOOL YEAR	06/02/2025	1,857.55	PARK & RECREATI
Total INDIANOLA SCHOOLS FOOD SERVICE:			1,857.55	
IOWA ONE CALL				
IOWA ONE CALL	WRRD LOCATES	05/23/2025	271.70	SEWER FUND
Total IOWA ONE CALL:			271.70	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	POLY BOARD FOR BARRICADES	06/12/2025	1,403.85	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			1,403.85	
IOWA SIGNAL INC.				
IOWA SIGNAL INC.	SIGNAL LIGHT MAINT.	06/11/2025	400.00	ROAD USE TAX FU
Total IOWA SIGNAL INC.:			400.00	
IOWA WATER MANAGEMENT CO.				
IOWA WATER MANAGEMENT C	WTR MGMT LIBRARY	06/01/2025	54.48	LIBRARY FUND
IOWA WATER MANAGEMENT C	WTR MGMT MUNICIPAL	06/01/2025	169.98	GENERAL FUND
Total IOWA WATER MANAGEMENT CO.:			224.46	
IOWA-DES MOINES SUPPLY INC.				
IOWA-DES MOINES SUPPLY IN	IWC MEMBERSHIP SUPPLIES	06/11/2025	780.13	WELLNESS CAMP
Total IOWA-DES MOINES SUPPLY INC.:			780.13	
IP PATHWAYS				
IP PATHWAYS	VEEAM CLOUD - MONTHLY	05/31/2025	343.48	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total IP PATHWAYS:			343.48	
JESS' LOCK AND KEY				
JESS' LOCK AND KEY	BRUSH FACILITY KEYS	05/23/2025	40.00	GENERAL FUND
Total JESS' LOCK AND KEY:			40.00	
JETCO INC				
JETCO INC	SCADA ISSUES	06/05/2025	247.50	SEWER FUND
Total JETCO INC:			247.50	
KELLER'S GARAGE				
KELLER'S GARAGE	AMBULANCE 248 WHEEL ASSEMBLY & BRA	04/30/2025	1,811.39	AMBULANCE FUN
Total KELLER'S GARAGE:			1,811.39	
KELLY, JACOB				
KELLY, JACOB	COED SB OFFICIAL	05/30/2025	108.00	PARK & RECREATI
KELLY, JACOB	COED CHURCH SB OFFICIAL	06/06/2025	72.00	PARK & RECREATI
Total KELLY, JACOB:			180.00	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	KEYSTONE LAB	05/31/2025	2,220.00	SEWER FUND
Total KEYSTONE LABORATORIES INC:			2,220.00	
KROMRIE, DEVEN				
KROMRIE, DEVEN	REFUND ON TICKET	05/27/2025	35.00	POLICE FUND
Total KROMRIE, DEVEN:			35.00	
LOUNSBERRY, BARBARA				
LOUNSBERRY, BARBARA	ACTIVITY CENTER PRESENTATION	06/03/2025	200.00	PARK & RECREATI
Total LOUNSBERRY, BARBARA:			200.00	
MACQUEEN EQUIPMENT LLC				
MACQUEEN EQUIPMENT LLC	FIRE FIGHTING HELMETS X5	06/04/2025	1,533.45	FIRE FUND
Total MACQUEEN EQUIPMENT LLC:			1,533.45	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	MEDICAL OXYGEN SUPPLY	05/31/2025	193.02	AMBULANCE FUN
Total MATHESON TRI-GAS INC:			193.02	
MAYORGA, JESSICA				
MAYORGA, JESSICA	ACTIVITY CENTER RENTAL DEPOSIT RETUR	06/10/2025	200.00	PARK & RECREATI
Total MAYORGA, JESSICA:			200.00	
McCALL MONUMENT WORKS INC				
McCALL MONUMENT WORKS I	MEMORIAL BRICKS ENGRAVED	06/02/2025	95.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total McCALL MONUMENT WORKS INC:			95.00	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	3" DRAIN COVER - POOL	05/28/2025	3.86	POOL (MEMORIAL)
MCCOY HARDWARE INC	PIPE FITTING	06/02/2025	15.81	STORMWATER UTI
MCCOY HARDWARE INC	HOSE CONNECTOR AND COUPLING	06/03/2025	16.89	PARK & RECREATI
MCCOY HARDWARE INC	VMAC HARDWARE	06/03/2025	3.66	POOL (MEMORIAL)
MCCOY HARDWARE INC	VMAC HARDWARE	06/03/2025	3.40	POOL (MEMORIAL)
MCCOY HARDWARE INC	SAW BLADE	06/05/2025	14.39	ROAD USE TAX FU
MCCOY HARDWARE INC	TORX SET	06/05/2025	11.69	PARK & RECREATI
MCCOY HARDWARE INC	PARTS FOR MEMORIAL DRINKING FOUNTAI	06/05/2025	10.67	PARK & RECREATI
Total MCCOY HARDWARE INC:			80.37	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	COED SB OFFICIAL	05/30/2025	72.00	PARK & RECREATI
MCINTYRE, CRAIG	COED SB OFFICIAL	06/05/2025	108.00	PARK & RECREATI
Total MCINTYRE, CRAIG:			180.00	
MESHKE, JACOB				
MESHKE, JACOB	RELOCATION COST	06/09/2025	5,136.48	GENERAL FUND
Total MESHKE, JACOB:			5,136.48	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	NATURAL GAS	05/19/2025	69.89	LIBRARY FUND
MID AMERICAN ENERGY CO.	VMAC UTILITIES	05/28/2025	19.96	POOL (MEMORIAL)
Total MID AMERICAN ENERGY CO.:			89.85	
MOTOROLA SOLUTIONS INC				
MOTOROLA SOLUTIONS INC	BATTERY CHARGER BANK X2 RADIO	06/04/2025	2,489.60	FIRE FUND
MOTOROLA SOLUTIONS INC	REPLACMENT PORTABLE RADIO BATTERIE	06/04/2025	1,593.60	FIRE FUND
Total MOTOROLA SOLUTIONS INC:			4,083.20	
MUNICIPAL SUPPLY INC				
MUNICIPAL SUPPLY INC	INTAKE HOODS	05/27/2025	1,053.00	STORMWATER UTI
Total MUNICIPAL SUPPLY INC:			1,053.00	
MUTUAL OF OMAHA				
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - CITY MANAGER	05/02/2025	94.00	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - HR	05/02/2025	172.57	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - IT	05/02/2025	327.15	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - FINANCE/CLERK	05/02/2025	233.56	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - COMM DEV	05/02/2025	298.13	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - STREETS	05/02/2025	641.34	ROAD USE TAX FU
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - POLICE	05/02/2025	1,959.85	POLICE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - FIRE	05/02/2025	203.90	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - AMBULANCE	05/02/2025	1,155.44	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - P&R	05/02/2025	376.88	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - PARKS	05/02/2025	273.86	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - LIBRARY	05/02/2025	372.52	LIBRARY FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - SEWER	05/02/2025	469.32	SEWER FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - IWC	05/02/2025	150.04	WELLNESS CAMP

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD - EE LIABILITY	05/02/2025	1,417.07	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - HR	05/20/2025	191.32	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - IT	05/20/2025	161.27	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - FINANCE/CLERK	05/20/2025	180.96	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - COMM DEV	05/20/2025	237.24	GENERAL FUND
MUTUAL OF OMAHA	DENTAL - STREETS	05/20/2025	503.50	ROAD USE TAX FU
MUTUAL OF OMAHA	DENTAL - POLICE	05/20/2025	1,317.56	POLICE FUND
MUTUAL OF OMAHA	DENTAL - ADJ - POLICE	05/20/2025	12.03	POLICE FUND
MUTUAL OF OMAHA	DENTAL - FIRE	05/20/2025	130.71	FIRE FUND
MUTUAL OF OMAHA	DENTAL - AMBULANCE	05/20/2025	740.68	AMBULANCE FUN
MUTUAL OF OMAHA	DENTAL - P&R	05/20/2025	279.89	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL - PARKS	05/20/2025	138.31	PARK & RECREATI
MUTUAL OF OMAHA	DENTAL - LIBRARY	05/20/2025	233.97	LIBRARY FUND
MUTUAL OF OMAHA	DENTAL - SEWER	05/20/2025	563.60	SEWER FUND
MUTUAL OF OMAHA	DENTAL - IWC	05/20/2025	54.68	WELLNESS CAMP
MUTUAL OF OMAHA	DENTAL - EE LIABILITY	05/20/2025	1,492.53	GENERAL FUND
Total MUTUAL OF OMAHA:			14,383.88	

NORWALK READY-MIXED CONCRETE INC

NORWALK READY-MIXED CON	INTAKE REPAIR @ 904 N 8TH	04/02/2025	262.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ 904 N 8TH	04/03/2025	1,456.00	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE REPAIR @ E GIRARD AVE	04/03/2025	2,457.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	STORM PIPE REPAIR @ 1011 W ASHLAND A	04/09/2025	318.50	STORMWATER UTI
NORWALK READY-MIXED CON	CULVERT REPAIR @ 1706 APPLE DR	04/10/2025	434.00	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 503 N J ST	04/15/2025	1,816.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	INTAKE REPAIR @ 1102 N HOWARD ST	04/16/2025	324.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ 1102 N HOWARD ST	04/17/2025	632.00	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 503 N J ST	04/17/2025	1,816.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	INTAKE REPAIR @ 1102 N HOWARD ST	04/21/2025	422.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKER REPAIR @ 1102 N HOWARD ST	04/22/2025	510.00	STORMWATER UTI
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1023 ANGELA DR	04/28/2025	2,465.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1023 ANGELA DR	04/29/2025	2,580.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1019 ANGELA DR	05/05/2025	1,816.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1019 ANGELA DR	05/06/2025	3,287.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1023 ANGELA DR	05/07/2025	2,762.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1023 ANGELA DR	05/08/2025	2,082.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1019 ANGELA DR	05/13/2025	2,210.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	CONCRETE REPAIR @ 1023 ANGELA DR	05/14/2025	2,750.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	INTAKE REPAIR @ 907 N 1ST ST	05/15/2025	76.50	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ 123 N HOWARD	05/21/2025	466.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ 123 S HOWARD	05/22/2025	1,056.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ ROBIN GLENN & WESLEY	05/29/2025	554.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ 216 N HOWARD (ALLEY)	06/05/2025	572.00	STORMWATER UTI
NORWALK READY-MIXED CON	INTAKE REPAIR @ ROBIN GLENN & WESLEY	06/05/2025	484.00	STORMWATER UTI
Total NORWALK READY-MIXED CONCRETE INC:			33,610.50	

OPN ARCHITECTS INC

OPN ARCHITECTS INC	LIBRARY CONCEPT DESIGN	05/31/2025	4,350.00	LIBRARY FUND
Total OPN ARCHITECTS INC:			4,350.00	

O'REILLY AUTO PARTS

O'REILLY AUTO PARTS	SHOP SUPPLIES	05/29/2025	39.96	ROAD USE TAX FU
O'REILLY AUTO PARTS	CAB FILTER	06/02/2025	10.57	ROAD USE TAX FU
O'REILLY AUTO PARTS	VEHICLE SUPPLIES	06/02/2025	19.98	SEWER FUND
O'REILLY AUTO PARTS	VEHICLE SUPPLIES	06/05/2025	10.99	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
O'REILLY AUTO PARTS	MOTOR OIL	06/09/2025	19.47	SEWER FUND
Total O'REILLY AUTO PARTS:			100.97	
PELLA PRINTING				
PELLA PRINTING	ENVELOPES	05/13/2025	374.93	LIBRARY FUND
Total PELLA PRINTING:			374.93	
PEPSI BEVERAGES COMPANY				
PEPSI BEVERAGES COMPANY	PICKARD CONCESSIONS	05/28/2025	660.99	PARK & RECREATI
PEPSI BEVERAGES COMPANY	VMAC CONCESSIONS	05/30/2025	91.71	POOL (MEMORIAL)
PEPSI BEVERAGES COMPANY	PICKARD CONCESSIONS	06/04/2025	399.57	PARK & RECREATI
PEPSI BEVERAGES COMPANY	VMAC CONCESSIONS	06/06/2025	566.97	POOL (MEMORIAL)
PEPSI BEVERAGES COMPANY	VMAC CONCESSIONS	06/21/2025	376.50	POOL (MEMORIAL)
Total PEPSI BEVERAGES COMPANY:			2,095.74	
PER MAR SECURITY				
PER MAR SECURITY	SMOKE DETECTOR & SERVICE CALL	05/21/2025	502.34	LIBRARY FUND
PER MAR SECURITY	ACTIVITY CENTER QUARTERLY FIRE ALARM	06/08/2025	242.88	PARK & RECREATI
Total PER MAR SECURITY:			745.22	
PERFECTION PEST MANAGEMENT				
PERFECTION PEST MANAGEM	PEST CONTROL	05/29/2025	53.50	ROAD USE TAX FU
Total PERFECTION PEST MANAGEMENT:			53.50	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	TAILGATE PIN	06/02/2025	42.00	ROAD USE TAX FU
Total PIERCE BROTHERS REPAIR:			42.00	
PITNEY BOWES				
PITNEY BOWES	QUARTERLY RENTAL	06/10/2025	165.54	GENERAL FUND
Total PITNEY BOWES:			165.54	
PLAYAWAY PRODUCTS LLC				
PLAYAWAY PRODUCTS LLC	BOOKS	06/04/2025	925.78	LIBRARY FUND
PLAYAWAY PRODUCTS LLC	BOOKS	06/04/2025	60.99	LIBRARY FUND
PLAYAWAY PRODUCTS LLC	BOOKS	05/08/2025	629.89	LIBRARY FUND
PLAYAWAY PRODUCTS LLC	BOOKS	05/13/2025	105.38	LIBRARY FUND
PLAYAWAY PRODUCTS LLC	BOOKS	05/22/2025	339.79	LIBRARY FUND
PLAYAWAY PRODUCTS LLC	BOOKS	05/29/2025	428.93	LIBRARY FUND
Total PLAYAWAY PRODUCTS LLC:			2,490.76	
PROTECT YOUTH SPORTS				
PROTECT YOUTH SPORTS	COACHES BACKGROUND CHECKS	05/31/2025	598.60	PARK & RECREATI
PROTECT YOUTH SPORTS	POOL STAFF BACKGROUND CHECKS	05/31/2025	21.80	POOL (MEMORIAL)
Total PROTECT YOUTH SPORTS:			620.40	
PURCHASE POWER				
PURCHASE POWER	6/3 POSTAGE REFILL	06/03/2025	500.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total PURCHASE POWER:			500.00	
RT'S LAWN & LANDSCAPE LLC				
RT'S LAWN & LANDSCAPE LLC	MOWING, BRUSH, LANDFILL FEE - 1504 CO	05/29/2025	380.00	GENERAL FUND
Total RT'S LAWN & LANDSCAPE LLC:			380.00	
STAPLES				
STAPLES	OFFICE SUPPLIES	06/01/2025	37.16	GENERAL FUND
STAPLES	HR OFFICE SUPPLIES	06/01/2025	3.40	GENERAL FUND
Total STAPLES:			40.56	
STERNQUIST CONST. INC.				
STERNQUIST CONST. INC.	PAY APP 1 W. CLINTON RECONSTRUCTION	05/31/2025	51,488.73	STREET CAPITAL
Total STERNQUIST CONST. INC.:			51,488.73	
STRYKER SALES LLC				
STRYKER SALES LLC	AMBUALNCE 246 EMERGENCY COT REPAIR	06/11/2025	455.00	AMBULANCE FUN
Total STRYKER SALES LLC:			455.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	N HOWARD TRASH SERVICE	05/24/2025	97.00	CH BUILDING PRO
T.R.M. DISPOSAL LLC	CITY HALL TRASH	05/24/2025	125.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE BILL	05/24/2025	23.00	POLICE FUND
T.R.M. DISPOSAL LLC	TRASH REMOVAL	05/24/2025	125.00	LIBRARY FUND
T.R.M. DISPOSAL LLC	TRASH REMOVAL	05/24/2025	124.00	WELLNESS CAMP
T.R.M. DISPOSAL LLC	TRASH REMOVAL	05/24/2025	84.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			578.00	
TEXTCASTER				
TEXTCASTER	TEXTING SERVICE	06/01/2025	184.48	PARK & RECREATI
Total TEXTCASTER:			184.48	
THEISEN'S				
THEISEN'S	TREES - PICKARD DISC GOLF COURSE	05/08/2025	249.97	PARK & RECREATI
THEISEN'S	GARDENING PADS	05/08/2025	25.98	PARK & RECREATI
THEISEN'S	FUEL	05/12/2025	53.98	SEWER FUND
THEISEN'S	K9 DOG FOOD	05/29/2025	194.97	POLICE FUND
THEISEN'S	SHOP SUPPLIES	05/30/2025	39.99	ROAD USE TAX FU
THEISEN'S	HOG NOSE RINGS, ZIP TIES	06/10/2025	71.96	PARK & RECREATI
Total THEISEN'S:			636.85	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	TRANSUNION CONTRACT	06/01/2025	100.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			100.00	
TYLER TECHNOLOGIES INC				
TYLER TECHNOLOGIES INC	ERP	05/28/2025	290.00	GENERAL FUND
TYLER TECHNOLOGIES INC	ERP	05/31/2025	290.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total TYLER TECHNOLOGIES INC:			580.00	
U.S. POSTMASTER				
U.S. POSTMASTER	BOX RENT 2025	06/05/2025	418.00	GENERAL FUND
Total U.S. POSTMASTER:			418.00	
UNIFIED CONTRACTING SERVICES INC				
UNIFIED CONTRACTING SERVI	INSPECTION OF ABOVE GROUND FUEL TAN	06/02/2025	1,500.00	ROAD USE TAX FU
Total UNIFIED CONTRACTING SERVICES INC:			1,500.00	
UNITED STATES TREASURY				
UNITED STATES TREASURY	PCORI FEE 2025	06/12/2025	732.55	HEALTH INSURAN
Total UNITED STATES TREASURY:			732.55	
USA BLUE BOOK				
USA BLUE BOOK	LAB SUPPLIES	05/29/2025	578.90	SEWER FUND
Total USA BLUE BOOK:			578.90	
VAN WALL EQUIPMENT				
VAN WALL EQUIPMENT	GAS CAP - JD 1200A DRAG	06/02/2025	47.77	PARK & RECREATI
VAN WALL EQUIPMENT	GAS CAP RETURN, CORRECT GAS CAP - JD	06/03/2025	14.02-	PARK & RECREATI
Total VAN WALL EQUIPMENT:			33.75	
VERIZON WIRELESS				
VERIZON WIRELESS	VERIZON WRRF - LOCATE LAPTOP	05/26/2025	40.01	SEWER FUND
Total VERIZON WIRELESS:			40.01	
VISSER, MICHAEL				
VISSER, MICHAEL	JUNE 2025 WELLNESS	06/05/2025	25.00	GENERAL FUND
Total VISSER, MICHAEL:			25.00	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - IT/MAINTENANCE	05/08/2025	31.26	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - BLDG/ZONING	05/08/2025	75.50	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - FIRE	05/08/2025	1,642.03	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - AMBULANCE	05/08/2025	757.18	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - POLICE	05/08/2025	2,822.47	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - PARKS	05/08/2025	884.10	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - REC - VANS	05/08/2025	121.90	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - REC - CANS	05/08/2025	250.50	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - STREET	05/08/2025	1,714.78	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - SEWER	05/08/2025	930.86	SEWER FUND
Total WARREN COUNTY ENGINEER:			9,230.58	
WARREN COUNTY EXTENSION				
WARREN COUNTY EXTENSION	BABYSITTING CLINIC INSTRUCTION	06/02/2025	490.00	PARK & RECREATI
WARREN COUNTY EXTENSION	COOKING CLINIC INSTRUCTION	06/02/2025	180.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WARREN COUNTY EXTENSION:			670.00	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING	05/05/2025	9.48	LIBRARY FUND
WASTE MANAGEMENT OF IOW	YARD WASTE HAULING	06/02/2025	1,219.88	GENERAL FUND
WASTE MANAGEMENT OF IOW	RECYCLING RES	06/04/2025	25,181.88	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING APT	06/04/2025	4,773.86	RECYCLING FUND
WASTE MANAGEMENT OF IOW	706 N 6TH DUMPSTER	06/04/2025	49.82	ROAD USE TAX FU
WASTE MANAGEMENT OF IOW	RECYCLING - ACTIVITY CENTER	06/04/2025	6.00	PARK & RECREATI
WASTE MANAGEMENT OF IOW	1305 N 6TH DUMPSTER RECYCLING	06/04/2025	76.18	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			31,317.10	
WATERLOO TENT & TARP				
WATERLOO TENT & TARP	VMAC UMBRELLA REPAIRS	05/29/2025	2,150.00	POOL (MEMORIAL)
Total WATERLOO TENT & TARP:			2,150.00	
WEST DES MOINES LIBRARY				
WEST DES MOINES LIBRARY	MARKETING MATERIALS	05/02/2025	200.00	LIBRARY SPECIAL
Total WEST DES MOINES LIBRARY:			200.00	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - PARKS	06/01/2025	1,020.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - MEMORIAL AQUATI	06/01/2025	95.00	POOL (MEMORIAL)
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES - RECREATION	06/01/2025	50.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	KYBO AT BRUSH FACILITY	06/01/2025	65.00	GENERAL FUND
Total WIEGERT DISPOSAL CO.:			1,230.00	
WOOSLEY LANDSCAPING & MOWING LLC				
WOOSLEY LANDSCAPING & M	MOWING	06/02/2025	1,630.00	SEWER FUND
Total WOOSLEY LANDSCAPING & MOWING LLC:			1,630.00	
Grand Totals:			373,861.62	

City Council: _____



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: June 16, 2025
Subject: Approval of Minutes of the prior meetings

Recommendation: Simple motion is in order.

Attachments:

1. 20250602 CC Minutes
2. 20250602 CC Study Session Minutes



CITY OF INDIANOLA COUNCIL MEETING

June 2, 2025

6:00 PM

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

Minutes

Call to Order

The Indianola City Council met in regular session at 6:00 PM on June 2, 2025, in the City Hall Council Chambers. Mayor Steve Richardson called the meeting to order and on roll call the following members were present: Ron Dalby, Steve Armstrong, Christina Beach, Mellisa Sones, Bob Lane. Absent: Josh Rabe.

Public Comment

There were no public comments offered.

Consent Agenda

Items pulled from the consent agenda were an ordinance amending Chapter 160, Section 307; a resolution approving insurance; and a resolution supporting a grant application.

Council Member Dalby moved to approve the Consent Agenda and Beach seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously. The consent agenda was as follows:

- Approval of Agenda
- Approval of Claims
- Approval of Minutes of the May 15 and May 19, 2025, meetings.
- Consideration of the approval of a liquor license renewal for Casey's South #1908.
- Consideration of the approval of a liquor license renewal for Casey's North #1623.
- Consideration of the approval of a liquor license renewal for Casey's East #2894.
- Consideration of the approval of a liquor license renewal for Indy 66 West #929.
- Consideration of the approval of a liquor license ownership change for Deer Run Golf Club.
- Consideration of the approval of a liquor license renewal for Sodexo Management Inc.
- Third consideration and adoption of ordinance 1770, amending Chapter 55, Animal Protection and Control, of the Code of Ordinances, Indianola, Iowa, regarding chickens.
- Third consideration and adoption of ordinance 1771, amending Chapter 136, Sidewalk Regulations, of the Code of Ordinances, Indianola, Iowa.
- Third consideration and adoption of ordinances 1772-1776, amending Chapter 165, Zoning Regulations, of the Code of Ordinances, Indianola, Iowa.
- Third consideration and adoption of ordinances 1777-1778, amending Chapter 170, Subdivision Regulations, of the Code of Ordinances, Indianola, Iowa.
- Third consideration and adoption of ordinance 1780, repealing Chapter 32 of the Code of Ordinances, Indianola, Iowa (IWC Board of Trustees).
- Resolution 2025-093 approving a health insurance premium holiday for June 2025.
- Resolution 2025-095 authorizing an amendment to the Intergovernmental Agreement, made pursuant to Iowa Code Chapter 28E, between the City of Indianola, Iowa and the Greater Des Moines Convention and Visitors Bureau for the promotion of tourism and convention activities in

the greater Des Moines area.

- Resolution 2025-096 approving Pay Application Number 3, Final Acceptance, and Retainage Release for North N Street Storm Sewer Repairs Project.
- Resolution 2025-098 approving salaries.

Council Member Armstrong moved to approve the third consideration and adoption of ordinance 1779 amending Chapter 160, Section 307 of the Code of Ordinances, Indianola, Iowa (recreational burning). Beach seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

It was moved by Lane and seconded by Dalby to approve the resolution approving insurance renewals. After council discussion, the motions were withdrawn while staff gathered more information on deductibles.

Council Member Beach moved to approve Resolution 2025-097 supporting participation in the Central Iowa Regional Transportation Planning Alliance (CIRTPA) Safe Streets 4 All Federal Grant application and committing local match funds for the Highway 65/69 center-turn lane project. Sones seconded it. Public Works Director Akhilesh Pal discussed the construction and engineering costs the City would be responsible for if awarded the grant. The Council discussed the priority of this project. On roll call, the vote was AYES: None. NAYS: Dalby, Armstrong, Beach, Sones, Lane. Whereas the Mayor declared the motion failed.

Council Reports

Council Member Beach moved to receive and file the April 2025 EMS Billing Activity Report and Dalby seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

HR Director Courtney Silliman presented information on the insurance renewals to the council. Council Member Armstrong moved to approve Resolution 2025-094 approving liability, auto, property, workers' compensation, cyber and machinery and equipment replacement insurance for Fiscal Year 26 and Lane seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Dalby moved to approve the reappointment of Rich Piper to the Planning and Zoning Commission for a term beginning July 1, 2025, and ending July 1, 2030. Lane seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Sones moved to approve the appointment of Kelly Verwers Meyers to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2027. Dalby seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Armstrong moved to approve the appointment of Jessiah McAninch to the Indianola Public Arts Commission for a term beginning July 1, 2025, and ending July 1, 2028, and Sones seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Art commission vice-chair Bob Kling presented the proposed mural design for Illuminate Indianola. The Council approved of the design; Sones suggested seeing if a skateboarder could be added to the drawing.

Council Member Sones gave a report on the May CIRTPA meeting.

Council Member Sones reported on the South Central Iowa Landfill Board meeting.

Mayor's Report

Mayor Richardson stated recent community events were successful and extended congratulations to the IHS boys' and girls' soccer teams.

Council Member Armstrong moved to approve the reappointment of Randy Bickham to the Parks and Recreation Commission for a term beginning July 1, 2025, and ending July 1, 2028. Dalby seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

New Business

Council Member Lane moved to approve Resolution 2025-099, accepting a quote from Vice Construction for the Apparatus Bay Drain Reconstruction Project and Armstrong seconded it. Fire Chief Hurt discussed the project and funding. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Fire Chief Hurt discussed the two options for raising EMS billing fees. Council Member Beach moved to approve Resolution 2028-100 approving a 30% increase to the EMS billing fees and Armstrong seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Armstrong moved to approve the first consideration of an ordinance amending Chapter 41.14, Fireworks, of the Code of Ordinance of the City of Indianola. Beach seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Presentation of Merit Award

Mayor Richardson presented a merit award to Chief of Culture and Recreation Doug Bylund for his exemplary work as interim city manager.

Other Business

City Manager Jacob Meshke reported on his first few days of work and recent and upcoming community activities.

Council directed staff to set the end-of-year meeting for June 26 at 6 PM.

Adjourn

The meeting was adjourned at 7:26 PM on a motion by Sones and seconded by Dalby. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY OF INDIANOLA COUNCIL STUDY MEETING

June 2, 2025

7:34 PM

City Council Chambers

Minutes

Discussion and direction regarding property tax abatements.

The Indianola City Council met in study session at 7:34 PM on June 2, 2025, in the City Hall Council Chambers. The following members were present: Ron Dalby, Steve Armstrong, Christina Beach, Mellisa Sones, Bob Lane, Mayor Steve Richardson. Absent: Josh Rabe.

The council discussed the City's current tax abatement program. They directed staff to investigate opportunity zones and to provide some data on the effects of a tax abatement program.

The study session adjourned at 7:52 PM.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Resolution setting a public hearing and bid letting for the Indianola Downtown Facade Revitalization Program.

Recommendation: Roll call is in order.

Attachments: 1. Res 2025- Set PH Facade Program Plans and Specs

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION SETTING A PUBLIC HEARING AND BID LETTING FOR THE
INDIANOLA DOWNTOWN FAÇADE REVITALIZATION PROGRAM**

WHEREAS, the City of Indianola, Iowa (the “City”) received a Community Development Block Grant for a downtown façade revitalization program; and

WHEREAS, the project will include restoration of the front façade of select downtown buildings around Indianola’s historic downtown Square, including new windows, tuckpointing, repainting, new doors, new framing, and interior work; and

WHEREAS, the Council has authorized the preparation of the proposed plans, specifications, contract documents, and estimate of cost for this project; and,

WHEREAS, a public hearing upon the proposed plans, specifications, form of contract, and estimate of cost should be held and a time and place for hearing thereon should be fixed; and

WHEREAS, a letting date for the acceptance of bids should be held and a time and place for the letting thereon should be fixed; and

WHEREAS, said plans and specifications, along with the notice of public hearing and notice to bidders, have been filed with the City Clerk of Indianola, Iowa.

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

Section 1. That this Council will meet on July 21, 2025, at 6:00 P.M., at which time they will hold a public hearing on the plans and specifications for the aforementioned project. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract, or estimated cost of the project.

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the notice to bidders as part of said specifications.

Section 3. That the Clerk shall publish the Notice of Public Hearing In a newspaper of general circulation in the City of Indianola, Iowa, in accordance with the State Code of Iowa.

Section 4. That the Notice to Bidders shall be posted in a relevant contractor plan room service with statewide circulation, in a relevant construction lead generating service with statewide circulation, and on the City of Indianola's website, which shall be in accordance with the State Code of Iowa.

Section 5. That bids will be received by the City of Indianola at the Office of the City Clerk at City Hall at 110 N 1st Street, Indianola, Iowa until 11:00 A.M. on July 15, 2025, for the aforementioned project.

Section 6. That this Council will meet at the City Council Chambers, City Hall, Indianola, Iowa, on July 21, 2025, at 6:00 P.M., and subsequent to the public hearing on said documents it will consider all bids filed pursuant to the plans, specifications, form of contract, and cost for the aforementioned project.

Section 7. That all resolutions or parts of resolutions thereof in conflict herewith be and the same hereby repealed.

PASSED AND APPROVED this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: June 16, 2025
Subject: Approval of tobacco permits for Fiscal Year 26.

Introduction:

Background: This is an annual procedure requiring Council approval.

Discussion: Below is a list of complete applications for Fiscal Year 26. The paperwork is in order for approval.

Name	Owner	Address
ABC Smoke	Jay Ambika	501 N Jefferson Way Suite #300
Casey's #1623	Casey's Marketing Company	607 N Jefferson Way
Casey's #1908	Casey's Marketing Company	507 S Jefferson Way
Casey's #2097	Casey's Marketing Company	1006 W 2nd Avenue
Casey's #2894	Casey's Marketing Company	1101 E 2nd Avenue
Casey's #3512	Casey's Marketing Company	301 E Trailridge Avenue
D and M Liquor	Ganesh Investment	1709 N Jefferson Way Suite 300
Dollar General #6777	Dolgencorp LLC	1803 W 2nd Avenue
Dollar General #22960	Dolgencorp LLC	201 N Jefferson Way
Fareway #657	Fareway Stores Inc.	1309 W 2nd Avenue
Hy-Vee Food Store	Hy-Vee Inc.	910 N Jefferson Way
Hy-Vee Fast & Fresh	Hy-Vee Inc.	912 N Jefferson Way
I Towner Stop	SKF Inc.	403 W 2nd Avenue
Indianola Golf Club	Indianola Golf Club	1610 Country Club Road
Jiffy #921	Danlee Corp	311 N Jefferson Way
Jiffy #928	Danlee Corp	1201 N Jefferson Way

Jiffy #929	Danlee Corp	2001 W 2nd Avenue
Murphy USA #5806	Murphy Oil USA, Inc.	1502 N Jefferson Way
Taste the Vape, LLC dba Route 69 Vapor	Jason Glenn	407 N Jefferson Way
Spirits World	Desi Liquor LLC	410 S Jefferson Way
Walgreens #5943	Walgreen Co.	1000 N Jefferson Way
Walmart #1492	Walmart Inc.	1500 N Jefferson Way

La Tiendita Mexican Grocery Store is not renewing its tobacco permit.

Budget Impact: Each applicant pays a fee of \$100.00. The fee is set by the State of Iowa based off of our population.

Recommendation: Approval of permit applications.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: June 16, 2025
Subject: Consideration of the issuance of a special event permit for the Indianola Elks Lodge #2814 for a classic and custom car show to be held on July 27, 2025.

Introduction: The classic and custom car show is held by the Indianola Elks Lodge #2814 on July 27, 2025.

Background: This is the second car show hosted by the Indianola Elks Lodge #2814.

Discussion: The Elks Lodge is requesting to close the following streets

- West Ashland Avenue from Body Kanvas west to the Methodist Church.
- South Howard from McCoy's to Century Link.
- West Salem Avenue from Crouse Cafe west to West Hill Brewery.
- South Buxton from the Warren County Administration building south to the Post Office.

Set up for this event is set to begin at 7:00 AM. The event will end at 3:00 PM.

Staff has reviewed the application and recommends approval.

Budget Impact:

Recommendation: Simple motion is in order.

Attachments: 1. Elks Lodge Car Show app 2025



City of Indianola Special Event Application

Event Name: 2025 INDIANOLA ELKS CAR SHOW

Event Sponsor(s): INDIANOLA ELKS LODGE #2814

Event Type: Check all that apply

Parade ☐ Bike Ride/Race ☐ Concert ☐ Fun Run ☐ Timed Race

Other describe: CAR SHOW

Will trails/sidewalks be utilized? ☒ Yes ☐ No

Date of Event: SUNDAY, JULY 27th 2025

Location: INDIANOLA SQUARE

Anticipated Attendance: Per Day 500 Total

Organization: INDIANOLA ELKS LODGE #2814

Contact Name: GENE BUTTREY BETH DAVIDSON

Phone: (515) 669-1657 (515) 491-7593

Address: 110 WEST ASHLAND

Email Address: genebuttrej@hotmail.com bethd@126@gmail.com

Please describe your request and event:

CLASSIC & CUSTOM CAR SHOW

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

WEST ASHLAND FROM BODY CANVAS EAST TO METHODIST CHURCH
SOUTH HOWARD FROM MCCOYS NORTH TO CENTURYLINK SOUTH
WEST SALEM FROM CROUSE CAFE EAST TO WEST HILL BREWERY
SOUTH BUXTON FROM ADMIN BLDG NORTH TO POST OFFICE WEST SOUTH

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

TRM WILL BE PROVIDING DUMPSTERS AT ALL 4 CORNERS OF SQUARE

ELKS LODGE #2814 WILL HAVE VOLUNTEERS TO ASSIST WITH MAINTAINING CLEANLINESS & ENSURE ALL ~~THE~~ EVENT AREAS WILL BE PICKED UP OF ALL GARBAGE, DEBRIS, SIGNS, ETC. AT CLOSE OF EVENT



City of Indianola Special Event Application

	Date	Time	Day of Week
Set Up Begins	7/27/25	7am	SUNDAY
Event Starts	7/27/25	9am	"
Event Ends	7/27/25	3pm	"
Event Dismantle	7/27/25	5pm	"

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

WE WILL HAVE VOLUNTEERS DIRECTING TRAFFIC & (ELKS LODGE) WILL HAVE SIGNS PLACED AT ALL 8 BARRICADES. EVENT ENTRANCE WILL BE AT THE CORNER OF W ASHLAND & BODY CANVAS TATTOO

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

EMERGENCY PHONE NUMBERS AS WELL AS STAFF WITH CELL PHONES MONITORING EVENT FROM 9AM TILL 3PM IN CASE OF EMERGENCIES. SHERIFF DEPT., POLICE DEPT. & FIRE/EMTS NOTIFIED PRIOR TO EVENT

Suspension of Indianola Code 47.01(11) Sale and Consumption of Alcohol upon City Property

If the applicant is requesting suspension of enforcement of Indianola Code 47.01(11) regarding the sale and consumption of alcohol upon City Property, the City Council will need to approve this request by resolution each year.

☐ I am requesting suspension of Indianola Code 47.01(11) regarding the sale and consumption of alcohol upon City property. Please state the location.

☒ I am not requesting suspension of Indianola Code 47.01(11)

As the event sponsor(s) I have read the rules and certify that our event abides by the rules and regulations set by the Indianola, Iowa City Council.

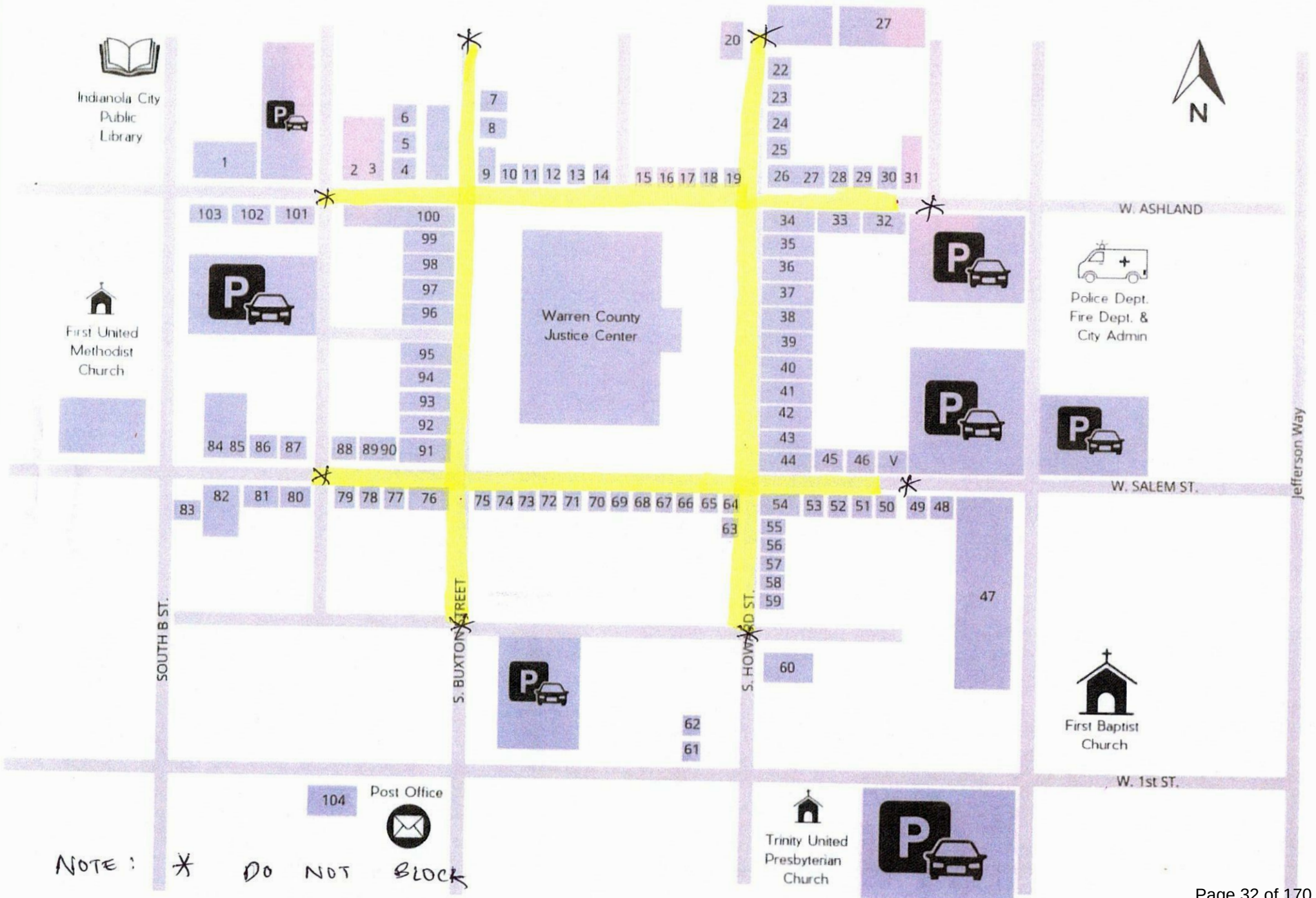
Applicant Signature:

Date:

5/15/25

Albert AKA Gene Buttrely

Indianola Downtown Square Parking/Business Map





MEMORANDUM

To: Mayor and City Council
From: Akhilesh Pal, Public Works Director
Date: June 16, 2025
Subject: Approval of Payment Application Number 1 to Sternquist Construction for the West Clinton Avenue Reconstruction Project.

Introduction: The purpose of this memorandum is to present for Council consideration Application for Partial Payment No. 1 for the West Clinton Avenue Reconstruction Project. The contractor, Sternquist Construction, has completed the initial phase of work, and the project engineer recommends approval of the pay request.

Background: The City Council awarded the construction contract for the West Clinton Avenue Reconstruction Project to Sternquist Construction at the September 16, 2024, Council meeting. The contract amount is \$372,997.55, and a construction contingency budget of \$19,000 (approximately 5% of the contract) was authorized to address unforeseen conditions, managed under the City Manager's oversight. The project was scheduled to begin between March 4, 2025, and June 3, 2025. Construction began on Monday, May 19, 2025, with the street closure implemented on West Clinton Avenue between North Buxton Street and North Howard Street. The contract allows 60 working days for completion.

Discussion: Application for Partial Payment No. 1, in the amount of \$51,488.73, represents work completed during May 2025. The work completed during this pay period includes pavement removal, water main installation, and relocation of water services. According to the pay application, approximately 14.1% of the contract work has been completed based on earned value. To date, 4 of the 60 working days (or 6.7% of the contract duration) have been used. A 5% retainage has been withheld from the total earned value, in accordance with standard practice. Snyder & Associates, the City's engineering consultant for the project, has reviewed the work and recommends approval of the payment.

Budget Impact: Funds for this project are available in Fund 321 – Street Capital Projects Fund. Indianola Municipal Utilities has budgeted their share of the water main improvements and will reimburse the City accordingly. The contract amount remains well within the project's total estimated cost of \$530,255. The approved construction contingency remains available to address any additional needs that may arise during construction.

Recommendation: Staff recommends approval of Application for Partial Payment No. 1 in the amount of \$51,488.73 to Sternquist Construction. The work completed to date meets the requirements of the contract, and this payment reflects progress toward completing a critical infrastructure upgrade along West Clinton Avenue.

Attachments: 1. PartialPaymentApp01_Letter_WestClintonAve

2. PartialPaymentApp01_WestClintonAve

June 11, 2025

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

RE: Application for Partial Payment No. 1
West Clinton Avenue Reconstruction

Dear Mr. Pal:

Enclosed please find Application for Partial Payment No. 1 in the amount of \$51,488.73 for work completed in May 2025. The project commenced on May 19, 2025.

Work for this pay period included roadway pavement removal, water main construction, and water service relocation.

Approximately 14.1% of construction is complete when comparing the earned value, the dollar amount of work completed, to the total contract amount.

The contract included 60 working days to complete the project. At the end of the pay period, 4 working days, or 6.7% of the contract working days, had been used.

Snyder recommends approval for Application for Partial Payment No. 1 for work completed by Sternquist Construction for the May 2025 pay period.

These values are summarized as follows:

Payment and Completion Summary for June 2025	
Item	Amount
Partial Payment Application No. 1	\$51,488.73
Total of All Payments	\$51,488.73
Total Earned	\$54,198.66
5% Retainage	\$2,709.93
Total Contract Price	\$372,997.55
Percent Complete	14.1%

Akhilesh Pal, PE
City of Indianola
June 11, 2025
Page 2 of 2

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

Respectfully,

SNYDER & ASSOCIATES, INC.



Travis Warnke, P.E.
Project Manager

Enclosure

APPLICATION FOR PARTIAL PAYMENT NO. 1

PROJECT: West Clinton Avenue Reconstruction

S&A PROJECT NO.: 124.0039.01

OWNER: City Of Indianola
CONTRACTOR: Sternquist Construction
ADDRESS: 1110 N 14th St
Indianola, IA 50125
DATE: 6/11/2025

PAYMENT PERIOD: 5/1/2025
to 5/31/2025

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 372,997.55
Net Change by Change Order: \$ -
Contract Amount to Date: \$ 372,997.55

CONTRACT PERIOD: TOTAL WORKING DAYS:

Notice to Proceed: January 17, 2025
Original Contract Working Days: 60.0
Subtracted or Added Working Days: 0.0
Contract Working Days: 60.0
Number of Working Days Used: 4.0
Working Days Remaining: 56.0
Percentage of Workind Days Remaining: 93.3%
Percentage of Construction Remaining: 85.5%

2. WORK SUMMARY:

Total Work Performed to Date: \$ 54,198.66
Retainage: 5% \$2,709.93
Total Earned Less Retainage: \$51,488.73
Less Previous Applications for Payment: \$0.00
AMOUNT DUE THIS APPLICATION: \$51,488.73

Est 1 -
Est 2 -
Est 3 -
Total Previous Payments: \$0.00

3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

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

Sternquist Construction

CONTRACTOR

By Brad Freeman DATE: 6/11/25

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.

ENGINEER

By T. Snyder DATE: 6/11/2025

5. OWNER'S APPROVAL

OWNER

By _____ DATE: _____

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK TO DATE				
		PLAN QTY.	UNIT	UNIT COST	TOTAL	DIV 1	QTY. DIV 2		CO #	COST TOTAL
							TOTAL			
	EARTHWORK									
2.01	TOPSOIL, COMPOST-AMENDED	115.00	CY	\$ 26.15	\$ 3,007.25	0.00	0.00	0.00		\$ -
2.02	EXCAVATION, CLASS 10	480.00	CY	\$ 20.40	\$ 9,792.00	0.00	0.00	0.00		\$ -
2.03	BELOW GRADE EXCAVATION (CORE OUT)	25.00	CY	\$ 105.00	\$ 2,625.00	0.00	0.00	0.00		\$ -
2.04	SUBGRADE PREPARATION, 12"	1,688.00	SY	\$ 2.00	\$ 3,376.00	0.00	0.00	0.00		\$ -
2.05	MODIFIED SUBBASE, 6"	1,688.00	SY	\$ 10.80	\$ 18,230.40	0.00	0.00	0.00		\$ -
2.06	COMPACTION TESTING	1.00	LS	\$ 1,400.00	\$ 1,400.00	0.00	0.00	0.00		\$ -
	TRENCH AND TRENCHLESS CONSTRUCTION									
3.01	TRENCH FOUNDATION	53.00	TON	\$ 45.25	\$ 2,398.25	0.00	0.00	0.00		\$ -
3.02	REPLACEMENT OF UNSUITABLE BACKFILL MATERIALS	28.00	CY	\$ 72.60	\$ 2,032.80	0.00	0.00	0.00		\$ -
3.03	TRENCH COMPACTION TESTING	1.00	LS	\$ 1,600.00	\$ 1,600.00	0.00	0.00	0.00		\$ -
3.04	SUPPORT OF LINEAR CABLE UTILITY	340.00	LF	\$ 17.00	\$ 5,780.00	0.00	0.00	0.00		\$ -
	SEWERS AND DRAINS									
4.01	STORM SEWER, TRENCHED, PVC, 8"	11.00	LF	\$ 90.95	\$ 1,000.45	0.00	0.00	0.00		\$ -
4.02	STORM SEWER, TRENCHED, PVC, 12"	5.00	LF	\$ 239.20	\$ 1,196.00	0.00	0.00	0.00		\$ -
4.03	STORM SEWER, TRENCHED, RCP, 12"	19.00	LF	\$ 72.35	\$ 1,374.65	0.00	0.00	0.00		\$ -
4.04	STORM SEWER, TRENCHED, RCP, 15"	431.00	LF	\$ 68.35	\$ 29,458.85	0.00	0.00	0.00		\$ -
4.05	STORM SEWER, FULL AGGREGATE BACKFILL	270.00	LF	\$ 29.15	\$ 7,870.50	0.00	0.00	0.00		\$ -
4.06	REMOVAL OF STORM SEWER, RCP, LESS THAN OR EQUAL TO 18"	356.00	LF	\$ 20.60	\$ 7,333.60	0.00	0.00	0.00		\$ -
4.07	SUBDRAIN, PVC, 6"	267.00	LF	\$ 22.10	\$ 5,900.70	0.00	0.00	0.00		\$ -
4.08	SUBDRAIN CLEANOUT, TYPE A-1	2.00	EA	\$ 790.00	\$ 1,580.00	0.00	0.00	0.00		\$ -
4.09	SUBDRAIN OUTLETS AND CONNECTIONS, CMP 6"	1.00	EA	\$ 326.65	\$ 326.65	0.00	0.00	0.00		\$ -
4.10	SUMP PUMP SERVICE STUB, PVC, 1.5"	8.00	EA	\$ 1,330.00	\$ 10,640.00	0.00	0.00	0.00		\$ -
	WATER MAIN AND APPURTENANCES									
5.01	WATER MAIN, TRENCHED, C-900 PVC, 8"	360.00	LF	\$ 61.55	\$ 22,158.00	0.00	320.00	320.00		\$ 19,696.00
5.02	WATER SERVICE RELOCATION, K-COPPER, 3/4", NEAR	3.00	EA	\$ 1,688.00	\$ 5,064.00	0.00	0.00	0.00		\$ -
5.03	WATER SERVICE RELOCATION, C-900 PVC, 4"	1.00	EA	\$ 4,653.00	\$ 4,653.00	0.00	1.00	1.00		\$ 4,653.00
5.04	FITTING, DIP, VARIOUS SIZE	356.00	LB	\$ 8.00	\$ 2,848.00	0.00	107.25	107.25		\$ 858.00
5.05	VALVE, GATE, 8"	1.00	EA	\$ 2,640.00	\$ 2,640.00	0.00	0.00	0.00		\$ -
5.06	FIRE HYDRANT ASSEMBLY, SALVAGE	1.00	EA	\$ 1,405.00	\$ 1,405.00	0.00	0.00	0.00		\$ -
5.07	VALVE REMOVAL	2.00	EA	\$ 317.00	\$ 634.00	0.00	0.00	0.00		\$ -
5.08	CONNECTION TO EXISTING WATER MAIN	2.00	EA	\$ 1,356.75	\$ 2,713.50	0.00	0.00	0.00		\$ -
	STRUCTURES FOR SANITARY AND STORM SEWER									
6.01	MANHOLE, SW-401, 48"	1.00	EA	\$ 4,824.00	\$ 4,824.00	0.00	0.00	0.00		\$ -
6.02	INTAKE, SW-501	2.00	EA	\$ 3,266.25	\$ 6,532.50	0.00	0.00	0.00		\$ -
6.03	INTAKE, SW-505	2.00	EA	\$ 5,427.00	\$ 10,854.00	0.00	0.00	0.00		\$ -
6.04	INTAKE, SW-511, CAST IN-PLACE	1.00	EA	\$ 3,266.25	\$ 3,266.25	0.00	0.00	0.00		\$ -
6.05	REMOVE INTAKE	2.00	EA	\$ 780.00	\$ 1,560.00	0.00	0.00	0.00		\$ -
	STREETS AND RELATED WORK									
7.01	PAVEMENT, PCC, 8"	1,328.00	SY	\$ 63.00	\$ 83,664.00	0.00	0.00	0.00		\$ -
7.02	PAVEMENT, PCC, 8", REINFORCED	208.00	SY	\$ 80.50	\$ 16,744.00	0.00	0.00	0.00		\$ -
7.03	PCC PAVEMENT SAMPLES AND TESTING	1.00	LS	\$ 1,555.00	\$ 1,555.00	0.00	0.00	0.00		\$ -
7.04	REMOVAL OF SIDEWALK	130.00	SY	\$ 12.00	\$ 1,560.00	0.00	0.00	0.00		\$ -
7.05	REMOVAL OF DRIVEWAY	47.00	SY	\$ 9.00	\$ 423.00	0.00	0.00	0.00		\$ -
7.06	SIDEWALK, PCC, 4"	94.00	SY	\$ 44.00	\$ 4,136.00	0.00	0.00	0.00		\$ -
7.07	SIDEWALK, PCC, 6"	36.00	SY	\$ 100.00	\$ 3,600.00	0.00	0.00	0.00		\$ -
7.08	DETECTABLE WARNING	76.00	SF	\$ 50.00	\$ 3,800.00	0.00	0.00	0.00		\$ -
7.09	DRIVEWAY, PAVED, PCC, 7"	58.00	SY	\$ 68.25	\$ 3,958.50	0.00	0.00	0.00		\$ -
7.10	PAVEMENT REMOVAL	1,547.00	SY	\$ 8.10	\$ 12,530.70	1547.00	0.00	1,547.00		\$ 12,530.70
	TRAFFIC CONTROL									
8.01	TEMPORARY TRAFFIC CONTROL	1.00	LS	\$ 9,849.00	\$ 9,849.00	0.14	0.00	0.14		\$ 1,378.86
8.02	PORTABLE MESSAGE BOARD	25.00	CDAY	\$ 141.00	\$ 3,525.00	10.00	0.00	10.00		\$ 1,410.00
	SITE WORK AND LANDSCAPING									
9.01	HYDRAULIC SEEDING, SEEDING, FERTILIZING, MULCHING	0.20	AC	\$ 12,500.00	\$ 2,500.00	0.00	0.00	0.00		\$ -
9.02	SEEDING MOBILIZATION	2.00	EA	\$ 251.00	\$ 502.00	0.00	0.00	0.00		\$ -
9.03	FILTER SOCK, 12-IN. DIAMETER	750.00	LF	\$ 2.50	\$ 1,875.00	0.00	0.00	0.00		\$ -
9.04	FILTER SOCK, REMOVAL	750.00	LF	\$ 0.50	\$ 375.00	0.00	0.00	0.00		\$ -
9.05	EROSION CONTROL MULCHING, HYDROMULCHING WITH TEMPORARY SEED	0.20	AC	\$ 5,025.00	\$ 1,005.00	0.00	0.00	0.00		\$ -
9.06	INLET PROTECTION DEVICE, DROP-IN, INSTALL AND REMOVE	5.00	EA	\$ 176.00	\$ 880.00	0.00	0.00	0.00		\$ -
9.07	INLET PROTECTION DEVICE, DROP-IN, MAINTENANCE	5.00	EA	\$ 25.00	\$ 125.00	0.00	0.00	0.00		\$ -
	MISCELLANEOUS									
11.01	MOBILIZATION	1.00	LS	\$ 26,500.00	\$ 26,500.00	0.45	0.05	0.50		\$ 13,250.00
11.02	MAINTENANCE OF SOLID WASTE AND RECYCLING COLLECTION	1.00	LS	\$ 3,015.00	\$ 3,015.00	0.14	0.00	0.14		\$ 422.10
11.03	TEMPORARY PEDESTRIAN RESIDENTIAL ACCESS, HMA MILLINGS	100.00	SY	\$ 20.00	\$ 2,000.00	0.00	0.00	0.00		\$ -
11.04	CONCRETE WASHOUT	1.00	LS	\$ 850.00	\$ 850.00	0.00	0.00	0.00		\$ -
11.05	REMOVE AND REINSTALL STREET SIGNS	6.00	EA	\$ 325.00	\$ 1,950.00	0.00	0.00	0.00		\$ -
		TOTAL ORIGINAL CONTRACT = \$ 372,997.55								\$ 54,198.66
CHANGE ORDER SUMMARY										
		TOTAL CHANGE ORDERS = \$ -								\$ -
		TOTAL CONTRACT & CHANGE ORDERS \$ 372,997.55								\$ 54,198.66



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Finance Director

Date: June 16, 2025

Subject: Resolution setting the Fiscal Year 26 meeting schedule for the Indianola City Council.

Recommendation: Roll call is in order.

- Attachments:**
- 1. Res 2025- setting meeting schedule
 - 2. Council Meeting Dates

City of Indianola
RESOLUTION NO. 2025-

RESOLUTION SETTING THE MEETING SCHEDULE FOR THE INDIANOLA CITY COUNCIL

WHEREAS, the Indianola City Council sets the regular meeting dates and times annually; and

WHEREAS, all meetings, which are attached to this Resolution, shall be open to the public, except for closed sessions held in accordance with the laws of the State of Iowa.

NOW, THEREFORE, BE IT RESOLVED by the Indianola City Council that the regular meeting date of the Council shall be at 6:00 p.m. on the first and third Mondays of each month. Study sessions shall be held when necessary.

BE IT FURTHER RESOLVED that exception to this schedule shall be the week of spring break or when the first or third Monday falls on a national holiday, or City offices are closed in observance of a holiday which fell on a Sunday, in which case the meeting shall be held at 6:00 p.m. on the day following said holiday or day of observance.

Introduced and adopted this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

Council Meeting Date	Notes
Monday, July 7, 2025	
Monday, July 21, 2025	
Monday, August 4, 2025	
Monday, August 18, 2025	
Tuesday, September 2, 2025	Meeting moved due to holiday
Monday, September 15, 2025	
Monday, October 6, 2025	
Monday, October 20, 2025	
Monday, November 3, 2025	
Monday, November 17, 2025	
Monday, December 1, 2025	Published early due to holiday
Monday, December 15, 2025	
Monday, January 5, 2026	Published early due to holiday
Monday, January 19, 2026	
Monday, February 2, 2026	
Tuesday, February 17, 2026	Meeting moved due to holiday
Monday, March 2, 2026	
Monday, March 23, 2026	Meeting moved due to spring break
Monday, April 6, 2026	
Monday, April 20, 2026	
Monday, May 4, 2026	
Monday, May 18, 2026	
Monday, June 1, 2026	
Monday, June 15, 2026	
Council Study Session Dates	
Monday, July 21, 2025	
Monday, August 18, 2025	
Monday, September 15, 2025	
Monday, October 20, 2025	
Monday, November 17, 2025	
Monday, December 15, 2025	
Monday, January 19, 2026	
Monday, January 26, 2026	
Tuesday, February 17, 2026	
Monday, March 23, 2026	
Monday, April 20, 2026	
Monday, May 18, 2026	
Monday, June 15, 2026	



MEMORANDUM

To: Mayor and City Council
From: Courtney Silliman, Human Resources and Risk Management Director
Date: June 16, 2025
Subject: Resolution approving salaries for Fiscal Year 26.

Recommendation: Roll call is in order.

Attachments:

1. Res 2025- FY26 Salaries
2. FY26 Salaries

City of Indianola
RESOLUTION NO 2025-858

RESOLUTION SETTING FISCAL YEAR 26 SALARIES

WHEREAS, the City of Indianola's compensation plan covers city positions not represented by a bargaining group, with a compensation range that shall be at the fiftieth percentile based on data from comparable communities, with a defined ten-step increment plan based on the level pay grade structure, as approved by the Indianola City Council on February 6, 2023, with Resolution 2023-025 approving the recommendations in the compensation study; and

WHEREAS, pay ranges for employees not represented by a bargaining unit will be established annually for approval by the City Council; and

WHEREAS, the pay ranges for employees not represented by a bargaining unit need a market adjustment of three percent to remain at the fiftieth percentile, as directed by the Indianola City Council with the adoption of the Fiscal Year 25 budget; and

WHEREAS, employees represented by the LiUNA bargaining group shall also be granted a three percent cost-of-living adjustment as defined in their respective bargaining contracts; and

WHEREAS, employees represented by the Teamsters bargaining group shall also be granted a six percent cost-of-living adjustment as defined in their respective bargaining contracts; and

WHEREAS, the updated pay rates for individuals, effective July 1, 2025, is on the attached page.

NOW, THEREFORE, BE IT RESOLVED this resolution sets salaries in accordance with the personnel management guide and union contracts.

BE IT FURTHER RESOLVED that the city staff is hereby authorized to:

1. Update the pay ranges in the compensation plan by three percent.
2. Issue payroll checks and make all required supporting payroll payments as required per the personnel manual or required by law.

Passed and approved this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

Name	Position	Longevity	Salary/Hourly
Caleb Adams-Brown	7-D		\$95,204.40
Jasmin Alexander	2-B		\$25.69
Christopher Allen	5-B		\$71,625.26
Pat Allsup	6-D	\$400.00	\$85,385.11
Matt Anders	R23-4	\$400.00	\$77,655.75
Michael Babcock	PO1		\$77,239.48
Nyan Baker	PO1		\$77,239.48
Nathaniel Belvo	5-B		\$71,625.26
Roger Berry	3-C		\$30.09
Tanner Bishop	5-D		\$76,578.57
Tara Bosteder	2-B		\$53,425.40
Afton Bradley	4-E		\$71,465.22
Alison Brown	4-E	\$250.00	\$71,465.22
Nicole Brown	PO5	\$250.00	\$94,829.91
Tammy Bruce	R14-5	\$350.00	\$51,997.95
Angie Buchanan	6-D	\$300.00	\$85,385.11
Michele Burkhart-Patrick	9-F		\$138,247.01
Mark Butcher	5-F		\$81,874.44
Doug Bylund	10-E		\$140,386.23
Katelyn Byrd	R14-5		\$51,997.95
Michael Chia	PO5	\$250.00	\$94,829.91
Marty Chittenden	6-D	\$400.00	\$85,385.11
Joe Colby	5-D		\$76,578.57
Robert Collier	3-C		\$30.09
Janis Comer	4-E	\$250.00	\$71,465.22
Nicole Cormeny	R14-2		\$44,918.53
Candace Cronbaugh	1-E		\$21.21
Garry Cunningham	R22+-3	\$400.00	\$72,681.99
Clayton Dale	PO1		\$77,239.48
Marlene Davis	R1-1.5		\$17.65
Brandon De Cook	4-E		\$71,465.22
Rachelle Denning	R14-5	\$250.00	\$51,997.95
Wrye Downs	2-C		\$27.36
Benjamin Dressler	R21-4		\$69,920.18
Kayla Duver	3-C		\$30.09
Mitchell Duver	3-C		\$30.09
Erik Elwell	R21-4		\$69,920.18
Taylor Engelmann	2-B		\$25.69
Kevin Fallis	3-C		\$30.09
Gerrit Foreman	8-A		\$96,021.89
Nicole Frost	5-A0		\$65,971.50
Caleb Fullerton	PO2		\$81,249.26
Ben Graham	5-A0		\$65,971.50

Name	Title		Hourly Rate
Robert Greener	2-C		\$27.36
Jay R Hackett	PO5	\$300.00	\$94,829.91
Anthony Hair	R21-3		\$66,590.19
Mike Hamner	R21-4		\$69,920.18
Anna Harms	1-C		\$19.54
Norman Hart	R24+-4	\$400.00	\$83,911.98
Rob Hawkins	9-G		\$142,947.41
Kelly Heinkel	R19-4	\$300.00	\$63,346.00
Justin Helgens	5-A		\$69,270.08
Blake Henry	R21+-2	\$250.00	\$64,709.30
Tyrel Herrick	R25+-4	\$350.00	\$88,039.62
Cassandra Hofer	3-D	\$250.00	\$62,832.09
Jason Holder	10-F		\$145,159.36
Robbie Hurley	PO2		\$81,249.26
Aaron Hurt	11-A		\$128,953.06
Jadiren Irwin	R25+-1		\$76,228.89
China Johnson	1-B		\$18.90
Nick Johnston	5-B		\$71,625.26
Allyson Karsjens	2-C		\$27.36
Jared Keenan	9-B		\$120,941.01
Cody Kent	R21-2.5		\$65,005.04
Kathy Kester	5-E	\$350.00	\$79,182.25
Jadra King	2-C		\$27.36
Jacob Kotlarski	1-B		\$18.90
Rick Largesse	8-I	\$400.00	\$125,468.46
Rose Ligas	1-C		\$19.54
Tim Little	7-E		\$98,441.35
Noel Lloyd	2-C		\$27.36
Sean Lunde	3-C		\$30.09
Chris Marsh	PO5	\$400.00	\$94,829.91
Ross Marshall	PO5	\$250.00	\$94,829.91
David McCurdy	5-A		\$69,270.08
Kelsey McFarland	2-C	\$0.15	\$27.36
Chris McIntyre	3-C		\$30.09
Brad Metcalf	7-G	\$400.00	\$105,249.16
William Mettee	7-C.5		\$93,639.14
Kevin Michels	4-D		\$69,115.30
Jamie Michelsen	R18-3		\$57,355.44
Timothy Myers	R25+-2		\$79,974.59
Theodore Neller	8-B		\$99,286.64
Treyton Nixon	PO4		\$90,087.52
Tanner Ortlund	PO5	\$250.00	\$94,829.91
Akhilesh Pal	11-F		\$152,417.33

Name	Title		Hourly Rate
Matthew Palen	2-B		\$25.69
Aaron Payette	8-B		\$99,286.64
Nico Pelkey	PO1		\$77,239.48
Jackie Raffety	9-A	\$250.00	\$116,964.23
Micah Rice	5-A		\$69,270.08
Jody Ross	2-E		\$59,062.17
Sean-Michael Royer	2-B		\$25.69
James Sauter	5-A		\$69,270.08
John Schumacher	PO3		\$85,583.76
Chris Settles	3-C		\$30.09
Brian Sher	11-H		\$162,957.90
Courtney Silliman	9-C		\$125,053.00
Connor Skultety	R19-4		\$63,346.00
Michelle Snyder	R14-5		\$51,997.95
Tye Sparks	7-G		\$105,249.16
Joseph Tegels	PO1		\$77,239.48
Josh Temple	PO5	\$250.00	\$94,829.91
Devin Thomas	7-F	\$250.00	\$101,788.35
Jason Thompson	5-D		\$76,578.57
MyLisa Thompson	4-D	\$300.00	\$69,115.30
Austin Van Wyk	8-A		\$96,021.89
Tracy Van Zante	5-D		\$76,578.57
Stacey Vannoni	5-D		\$76,578.57
Michael Visser	4-C		\$66,842.65
Michael Wadle	1-A.5		\$18.59
Sandra Wadle	R1-5		\$20.92
Ryan Waldkirch	3-C		\$30.09
Eric Wallace	8-D		\$106,152.90
Rebekah Ward	1-D		\$20.20
Wyatt Watkins	R21-3		\$66,590.19
Jacy West	4-D		\$69,115.30
Thad White	8-D		\$106,152.90
Lisa Wilson	3-I		\$74,265.01
Trinton Wirth	R23-3	\$250.00	\$73,959.75
Tiegen Wood	R22+-2		\$69,362.96
Aaron Young	6-E		\$88,288.20

Name	Title	Hourly Rate
Alvarez, Susann	MEMBER SERVICES	\$12.98
Anthofer, Laura	WC LIFEGUARD	\$12.44
Bailey, Kristin	GROUP EXERCISE INSTRUCTOR	\$20.60
Banks, Shannon	WC LIFEGUARD	\$17.51
Barnard, Jana	GROUP EXERCISE INSTRUCTOR	\$12.98
	MEMBER SERVICES	\$14.61
	WATER EXERCISE INSTRUCTOR	\$12.98
Bierkamp, Annette	WATER EXERCISE INSTRUCTOR	\$11.71
Bird, Alannah	WC LIFEGUARD	\$11.90
Bura, Donna	GROUP EXERCISE INSTRUCTOR	\$27.31
Burgin, Forrest H	PERSONAL TRAINER	\$21.63
Carlstrom, Rebecca	PERSONAL TRAINER	\$22.66
Chandler - Height, Tramelle	GROUP EXERCISE INSTRUCTOR	\$14.10
Chapman, Melissa	ASSISTANT SWIM COACH	\$17.51
Chilton, Kally	GROUP EXERCISE INSTRUCTOR	\$14.01
Cortez, Nadya	WC LIFEGUARD	\$12.10
Cowan, Amanda	LEARN & PLAY CENTER STAFF	\$12.98
Cunningham, LeAnna	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR CERTIFIED	\$13.52
Cunningham, Makayla	WC LIFEGUARD	\$11.33
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.33
Cutts, Gracie	LEARN & PLAY CENTER STAFF	\$12.98
Dale, Shelby	LEARN & PLAY CENTER STAFF	\$12.98
Darling, Misty	GROUP EXERCISE INSTRUCTOR	\$14.06
Dillon, Kori	WC LIFEGUARD	\$12.44
	WC SWIM INSTRUCTOR CERTIFIED	\$13.52
Dostal, Bailey	MEMBER SERVICES	\$11.90
Dostal, Laura	Learn and Play Coordinator	\$18.39
Edgington, Aubrey	WC LIFEGUARD	\$12.98
	WC SWIM INSTRUCTOR CERTIFIED	\$13.52
Eginoire, Addyson	LEARN & PLAY CENTER STAFF	\$11.90
Eginoire, Jacklyn	WC LIFEGUARD	\$12.44
	WC SWIM INSTRUCTOR CERTIFIED	\$14.06
Erickson, Kimberly	GROUP EXERCISE INSTRUCTOR	\$14.37
Estes, Brian	MEMBER SERVICES	\$12.16
Fox, Bob	PERSONAL TRAINER	\$20.55
Friest, Kimberly	GROUP EXERCISE INSTRUCTOR	\$23.72
	PERSONAL TRAINER	\$24.29
Garcia, Cassandra	AQUATICS DIRECTOR	\$26.30
Goode, Tricia	MEMBER SERVICES	\$12.44

Name	Title	Hourly Rate
Gorsh, Angela	LEARN & PLAY CENTER STAFF	\$12.98
Grimsley, Reagan	WC LIFEGUARD	\$12.16
Hart, Chloe	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR CERTIFIED	\$13.65
Hoger, Lilly	WC LIFEGUARD	\$11.59
Hoger, Paige	WC LIFEGUARD	\$11.59
Hoger, Taylor	WC LIFEGUARD	\$12.36
Immel, Evan	WC LIFEGUARD	\$11.90
Jenkins, Justin	GROUP EXERCISE INSTRUCTOR	\$15.69
Joachims, Tonia	MEMBER SERVICES	\$11.85
Johnson, Debra	GROUP EXERCISE INSTRUCTOR	\$22.44
	MEMBER SERVICE SPECIALIST	\$13.79
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$13.39
Johnson, Isaac	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.85
Johnston, Kaden	WC LIFEGUARD	\$11.33
Jones, Aidan	WC LIFEGUARD	\$11.59
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.85
Jordan, Beth	GROUP EXERCISE INSTRUCTOR	\$23.79
Kappelman, Lindsay	LEARN & PLAY CENTER STAFF	\$12.98
	MEMBER SERVICES	\$12.98
King, Boston	MEMBER SERVICES	\$11.90
Kuhl, Lyssa	GROUP EXERCISE INSTRUCTOR	\$13.52
	MEMBER SERVICES	\$12.71
Kurtz, Larissa	GROUP EXERCISE INSTRUCTOR	\$14.01
Lathrop, Susan	GROUP EXERCISE INSTRUCTOR	\$20.60
Lawyer, Steven	GROUP EXERCISE INSTRUCTOR	\$13.43
Marean, Denise	LEARN & PLAY CENTER STAFF	\$12.71
Massey, Sawyer	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR CERTIFIED	\$13.39
McCoy, Conner	WC LIFEGUARD	\$12.44
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.33
McIntyre, Katie	GROUP EXERCISE INSTRUCTOR	\$13.52
McKasson, Erica	GROUP EXERCISE INSTRUCTOR	\$12.98
McKasson, Korey	MEMBER SERVICE SPECIALIST	\$14.06
Merfeld, Elaina	WC LIFEGUARD	\$11.90
Miller, Christina	LEARN & PLAY CENTER STAFF	\$14.06
Moen, Leora	WATER EXERCISE INSTRUCTOR	\$11.90
Moffitt, Katelyn	WC LIFEGUARD	\$11.59
Mozak, Emmalynee	CERTIFIED SWIM INSTRUCTOR	\$13.39
Nehring, Brenda	LEARN & PLAY CENTER STAFF	\$12.36
Nehring, Joyce	GROUP EXERCISE INSTRUCTOR	\$22.71
Olds, Christopher	WC LIFEGUARD	\$13.52

Name	Title	Hourly Rate
Ostrander, Aiden	WC LIFEGUARD	\$11.90
Owens, Ryan	LEARN & PLAY CENTER STAFF	\$12.36
Oxford, DyAnn	MEMBER SERVICES	\$15.94
Paugh, Brooks	WC LIFEGUARD	\$11.90
Pfeifer, Holly	GROUP EXERCISE INSTRUCTOR	\$12.98
Phillips, Thomas	WC LIFEGUARD	\$11.33
Prall, Bradyn	WC LIFEGUARD	\$11.33
	CERTIFIED SWIM INSTRUCTOR	\$12.88
Riedmann, Jacob	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.33
Robbins, Reed	WC LIFEGUARD	\$11.59
	WC SWIM INSTRUCTOR CERTIFIED	\$13.65
Sallee, Sharon	GROUP EXERCISE INSTRUCTOR	\$26.42
Saltz, Tracee	GROUP EXERCISE INSTRUCTOR	\$14.94
	MEMBER SERVICES	\$15.41
Saltz, Tracee	WATER EXERCISE INSTRUCTOR	\$14.94
Sarlat-Aldridge, Jan	GROUP EXERCISE INSTRUCTOR	\$12.88
	WATER EXERCISE INSTRUCTOR	\$12.98
Schettler, Gloria	MEMBER SERVICES	\$11.90
Sinclair, Adriane	WC LIFEGUARD	\$11.90
Sinclair, Gabriel	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.33
Smith, Katelyn	HEAD SWIM TEAM COACH	\$18.93
Smith, Lester	GROUP EXERCISE INSTRUCTOR	\$22.44
Soethout, Stacy	GROUP EXERCISE INSTRUCTOR	\$14.21
Sokol, Lindsay	LEARN & PLAY CENTER STAFF	\$12.98
Spurgeon, Dru	WC LIFEGUARD	\$11.90
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$11.33
Storm, Kaisen	WC LIFEGUARD	\$12.44
Stufflebeem, Therrill	WC LIFEGUARD	\$14.06
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$12.98
Thomas, Diane M	MEMBERSHIP DIRECTOR	\$26.30
Thomas, Taylor	MEMBER SERVICE SPECIALIST	\$13.79
	SWIM TEAM OFFICE MANAGER	\$13.79
Thompson, Lillian	LEARN & PLAY CENTER STAFF	\$12.36
Thompson, Melissa	LEARN & PLAY CENTER STAFF	\$12.98
Torrence, Ryan	WC LIFEGUARD	\$11.90
Ubben, Kimberly	GROUP EXERCISE COORDINATOR	\$23.79
Walljasper, Max	WC LIFEGUARD	\$11.90
Warren, Kristy	GROUP EXERCISE INSTRUCTOR	\$21.37
Werling, Hayden	GROUP EXERCISE INSTRUCTOR	\$13.52
	WC LIFEGUARD	\$11.33
	WC SWIM INSTRUCTOR-NON CERTIFIED	\$12.10

Name	Title	Hourly Rate
Wetzler, Jaclyn	MEMBER SERVICES	\$11.90
Williams, Delanie	WC LIFEGUARD	\$12.44
Wood, Trudie	MEMBER SERVICES	\$11.90



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: June 16, 2025
Subject: Resolution appointing representatives to the Mid-Iowa Planning Alliance for Community Development (MIPA).

Recommendation: This resolution changes the primary representative to MIPA from Council Member Bob Lane to City Manager Jacob Meshke.

Roll call is in order.

Attachments: 1. Res 2025- CM MIPA Rep

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION APPOINTING REPRESENTATIVES TO THE MID-IOWA PLANNING
ALLIANCE FOR COMMUNITY DEVELOPMENT (MIPA)**

WHEREAS, the Mid-Iowa Planning Alliance for Community Development is established under Chapter 504 of the Code of Iowa; and

WHEREAS, the City of Indianola joined the Mid-Iowa Planning Alliance for Community Development in 2022 and participates in its area-wide plans and programs; and

WHEREAS, the Mid-Iowa Planning annually requests its members to appoint or reappoint representatives from their community or organization on the MIPA Board of Directors; and

WHEREAS, the City of Indianola, through MIPA's by-laws, is entitled to one primary representative and to one alternate representative to the MIPA Board of Directors.

NOW THEREFORE BE IT RESOLVED by the Indianola City Council that the City of Indianola desires to participate in 2025 planning and economic development programs of the Mid-Iowa Planning Alliance for Community Development and hereby appoints Jacob Meshke as the primary representative and Bill Mettee as the alternate representative to the MIPA Board of Directors.

PASSED AND APPROVED this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Finance Director

Date: June 16, 2025

Subject: Resolution appointing the City of Indianola representation to the Des Moines Area Metropolitan Planning Organization and the Central Iowa Regional Transportation Planning Alliance.

Recommendation: This resolution will update the technical committee representative to City Manager Jacob Meshke instead of the former deputy city manager.

Roll call is in order.

Attachments: 1. Res 2025- DMMPO Representation 2025 - June Update

City of Indianola
RESOLUTION 2025-

**RESOLUTION APPOINTING THE CITY OF INDIANOLA REPRESENTATION TO THE
DES MOINES AREA METROPOLITAN PLANNING ORGANIZATION AND THE
CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE**

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

WHEREAS, the Des Moines Area MPO has requested its member governments to appoint primary and alternate representatives to serve on its Policy Committee and Technical Committee for terms that will run from January 1, 2025, through December 31, 2025; and

WHEREAS, the technical representatives need to be updated for the remainder 2025, with the hiring of Jacob Meshke as City Manager.

NOW, THEREFORE, be it resolved by the City Council of the City of Indianola to appoint the following representatives to the Des Moines Area MPO and CIRTPA:

DMMPO

Policy Committee Primary Representative	Steve Richardson
Policy Committee Alternate Representative	Mellisa Sones
Technical Committee Primary Representative	Jacob Meshke, City Manager
Technical Committee Alternate Representative	Akhilesh Pal, Public Works Director

CIRTPA

Policy Committee Primary Representative	Steve Richardson
Policy Committee Alternate Representative	Ron Dalby
Technical Committee Primary Representative	Akhilesh Pal
Technical Committee Alternate Representative	Jacob Meshke, City Manager

PASSED AND APPROVED this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, Clerk



MEMORANDUM

To: Mayor and City Council
From: Akhilesh Pal, Public Works Director
Date: June 16, 2025
Subject: Notice of upcoming Change Order for Indianola Industrial Park Public Improvements Project.

Introduction: This memorandum provides information for a upcoming change order related to the Indianola Industrial Park Plat 3 project. While the majority of the public improvements have been completed and the newly constructed street is now open to traffic, one final piece of work remains pending.

Background: The unfinished item involves regrading the ditch on the south side of Hillcrest Avenue, between North 14th Street and North 17th Street. This work was delayed due to necessary utility relocations by IMU Fiber and MidAmerican Energy, which impacted both the timing and scope of the project. The City Council previously authorized a contract amendment with Snyder & Associates on January 6, 2025, to analyze the existing grading conditions and provide the necessary engineering to complete this portion of the work. Their continued involvement is essential to ensure proper drainage and a well-coordinated completion of the overall improvements.

Discussion: Snyder & Associates has now received a change order request from Sandstone Management, the project contractor, in the amount of \$12,320.00. This request covers the grading of the southern ditch along Hillcrest Avenue. The delay in completing this portion of the work stems from utility conflicts that arose during construction. Specifically, the IMU fiber line originally located in the bottom of the ditch had to be moved into the ditch bank to allow proper stormwater flow. Later, a newly installed MidAmerican gas line created additional grading conflicts, which required further adjustments to the ditch design.

Because of these complications, grading work could not proceed as originally scheduled and could not be performed over the winter months due to frozen ground conditions. With spring now allowing for workable conditions, the contractor is ready to complete the grading with the support of Snyder & Associates.

Budget Impact: The anticipated change order totals \$12,320.00. While not originally planned, this expense is directly tied to delays caused by utility relocations and is necessary to properly complete the public improvements in this area. Staff considers this a reasonable and appropriate cost to ensure the long-term functionality of the infrastructure.

Recommendation: At this time, no action is requested. This memorandum is being provided to inform the Council of the upcoming change order and the circumstances leading to its necessity. Staff is actively coordinating with Snyder & Associates and Sandstone Management to complete the remaining work as efficiently as possible, so the project can be closed out in a timely manner. The formal change order will be submitted for Council consideration at a later date.

- Attachments:**
1. Snyder Memo
 2. Change Order

Memorandum

To: Akhilesh Pal, P.E.

Date: 6/06/2025

From: Jason A. Ledden, P.E.

CC: David Moeller, P.E.
Travis Warnke, P.E.

RE: Indianola Industrial Park Plat 3 - Hillcrest Avenue Ditch Grading

Per request from the City of Indianola, Snyder & Associates performed an analysis of the existing grading of the right-of-way ditch along the south side of Hillcrest Avenue, north of the Indianola Industrial Park Plat 3 project.

On May 21, 2025, Snyder & Associates received a change order from Sandstone Management for work associated with grading the southern right-of-way ditch along Hillcrest Avenue at the Indianola Industrial Park Plat 3 project for \$12,320.00.

The reason for the change order is that this work could not be completed during the original planned construction timeline of the project. During construction the contractor was delayed in the grading of the ditch due to the relocation of an IMU fiber line from within the southern right-of-way of Hillcrest Avenue. The IMU fiber line needed to be relocated from the bottom of the ditch into the bank of the ditch to allow for the stormwater drainage of the existing Hillcrest Avenue right-of-way ditch. The contractor was further delayed in this grading work when a MidAmerican gas line was installed within the southern right-of-way of Hillcrest Avenue that did not allow for the original grading design. The gas line then needed to be vertically located to avoid any conflict with the new proposed grading design. This grading work could not be completed when the ground was frozen and can now be completed this spring.

Recommendation:

Upon review of the change order Snyder & Associates recommends approval of the change order to allow for the contractor to proceed with the grading work of the right-of-way ditch.

CHANGE ORDER NO. 1

OWNER: City of Indianola

PROJECT: Indianola Industrial Park Plat 3
S&A PROJECT #: 122.1184

To: Sandstone Management
Contractor
P.O. Box 547
Address
Carlisle, IA 50047
City, State, Zip

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

1. Description of change to be made:

Contractor will grade approximately 130 LF of the existing right-of-way ditch of Hillcrest Avenue to provide positive drainage and allow storm water to drain to the west.

2. Reason for Change:

The grading of the right-of-way ditch for E. Hillcrest Ave. needed to be revised due to a new gas line that was installed by MidAmerican energy and the relocation of an existing IMU fiber line. Because of the location of the gas line, the original grading could not be completed as designed because the installation of the gas line and installation of the relocated fiber line was completed outside of construction season.

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

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1.	Revised Grading & Export Excess Cuts	1	EA	\$11,000.00	\$11,000.00
2.	OH & P	0.1	EA	\$11,000.00	\$1,100.00
3.	Bond Fee	1	EA	\$220.00	\$220.00
TOTAL					\$12,320.00

4. This change order will result in a net change in the cost of the project of \$12320.00 divided as follows:

	Contract Amount	
Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	\$168,500.00	
Change due to this C.O. (+ or -)	\$12,320.00	
Totals including this C.O.:	\$180,820.00	

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

Sandstone Management
CONTRACTOR

By _____

DATE: _____

Snyder & Associates, Inc.
ENGINEER

By _____

DATE: _____

City of Indianola
OWNER

By _____

DATE: _____



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Receive and file the 2024 Indianola Police Department Annual Report.

Recommendation: Simple motion to receive and file the report is in order.

Attachments: 1. 2024 Indianola Police Department Annual Report

INDIANOLA POLICE DEPARTMENT ANNUAL REPORT 2024



INDIANOLA POLICE DEPARTMENT
Tel:515.961.9400
110 N. First St. Indianola, IA 50125
<https://Indianola-Police-Department>

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M E S S A G E
F R O M
T H E
C H I E F

In 2018, a complete Indianola Police Department staffing study and a facility needs study were conducted by Midwest Police Consultants, LLC. At that time, it was determined that the Indianola Police Department should have 24 certified officer positions. Due to several factors, including the pandemic and officers seeking employment elsewhere, it has been a struggle to hire and sustain 24 officers. Finally, in 2024, for the first time in department history, we reached our authorized strength of 24 officers.

We are in desperate need of a functional facility. Over the past three years, we have gone through many design options for a new public safety facility. Currently, the Police Department has 31 full-time employees housed in a space that was designed for 12 employees. The Indianola City Council is still working hard to remedy our space needs. We hope to have clear direction forward in 2025.

Our 24th officer, Clayton Dale was hired August 12, 2024. Officer Dale transferring to us from the Boone Police Department. Officer Dale completed field training in November of 2024. Welcome to Indianola Officer Dale!

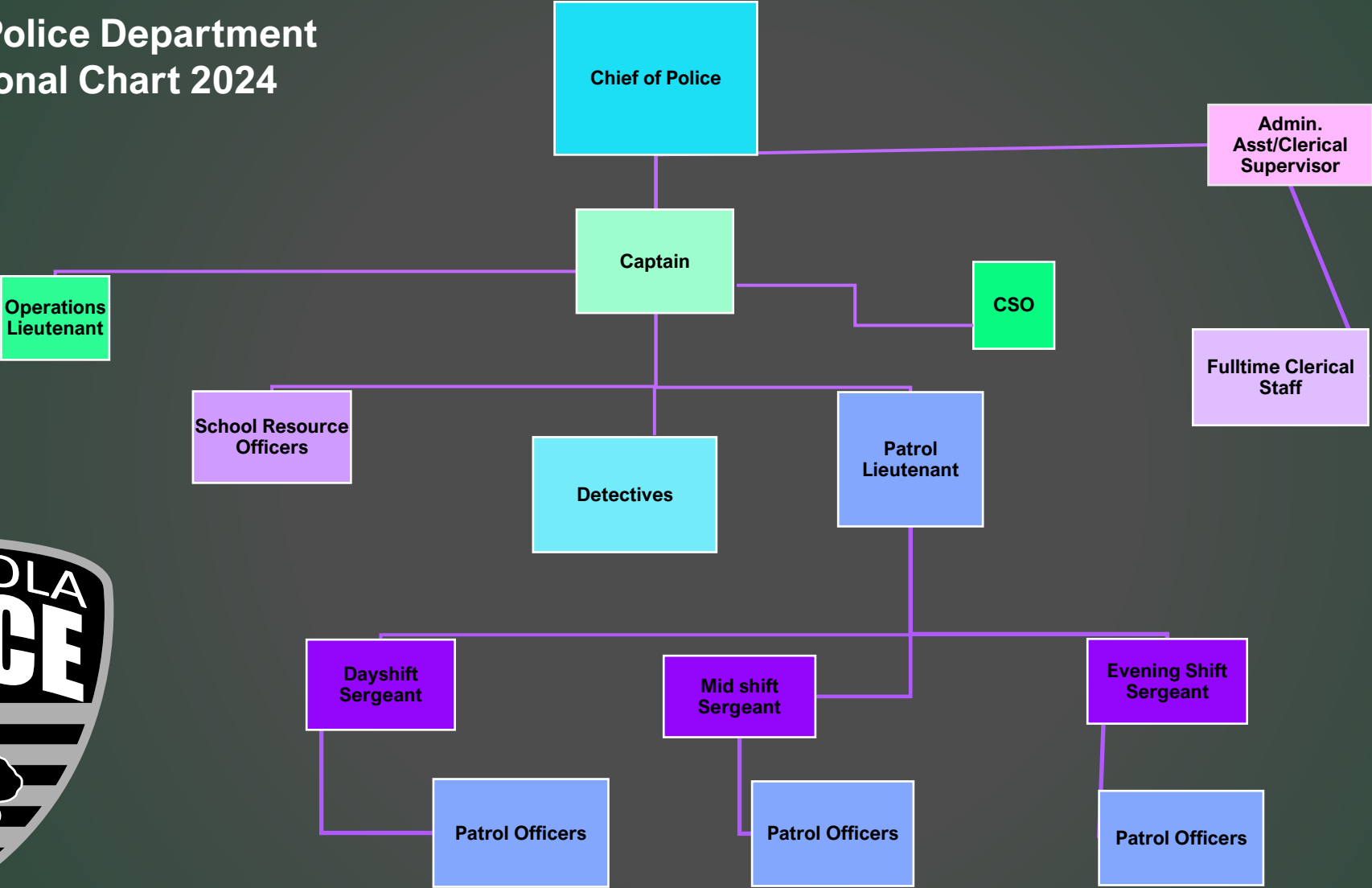
At the beginning of 2024, the Police Department and Community Development formed a new, cooperative position. This shared position, Community Service Officer, was designed to handle parking complaints, animal at large calls, escorts, and other services the police department provides, as well as code enforcement for Community Development. In March 2024, Kevin Michels was hired as the first City of Indianola Community Service Officer. Later in this report, you will see the incredible impact CSO Michels has had on the community.

In January 2024, DARE Officer Ross Marshall started teaching Drug Abuse Resistance Education to 300 students at the 5th grade level in all four elementary schools. The DARE program is so much more than just educating on the dangers of illegal narcotics. DARE also teaches kids about making the right choices, bullying, and issues like vaping. In August 2024, in partnership with the Indianola Community School District, Officer Ross Marshall became School Resource Officer Ross Marshall. Having two SROs has been a great benefit to the schools and the community of Indianola!

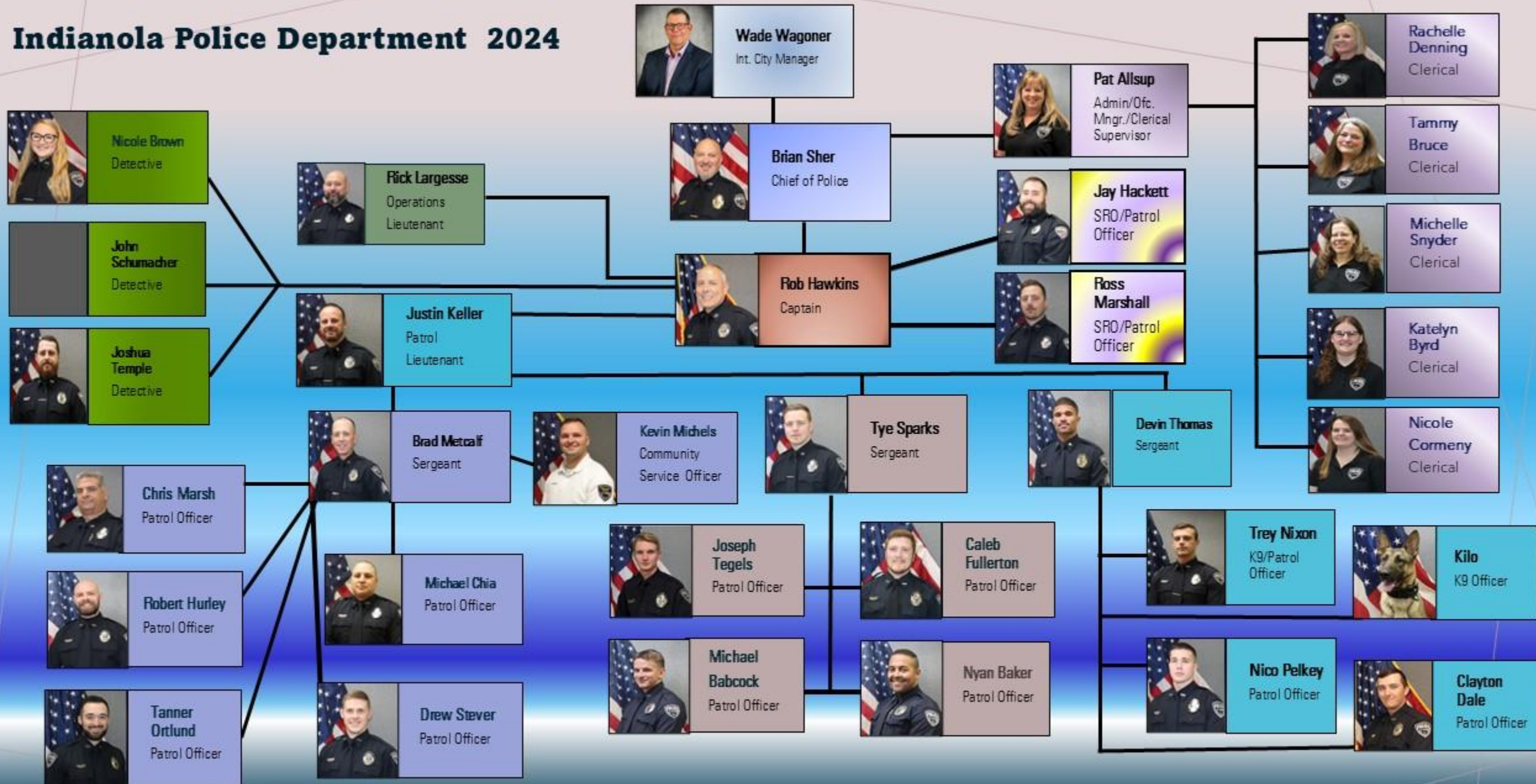
Your police department strives to keep up with the latest trends and continues to keep Indianola a safe, healthy, thriving place to live.

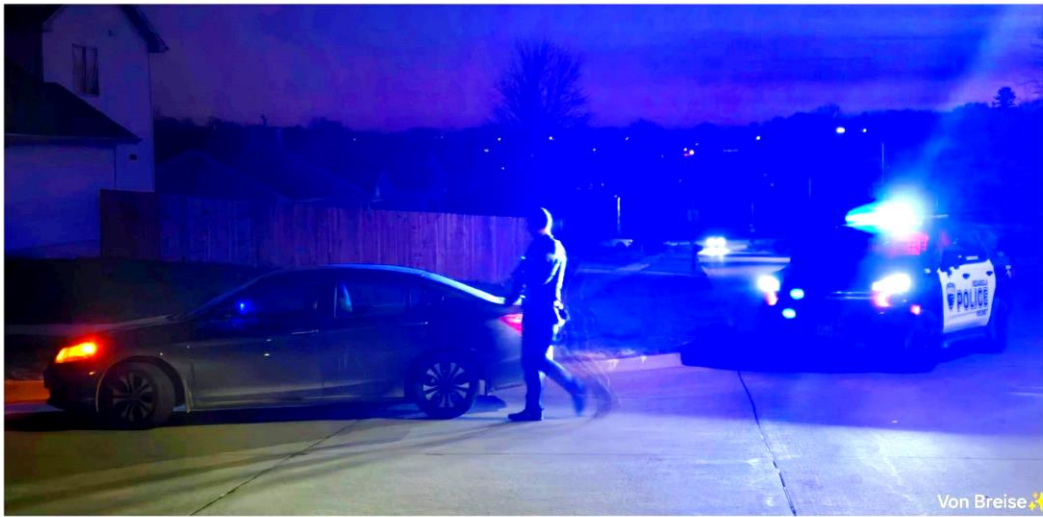
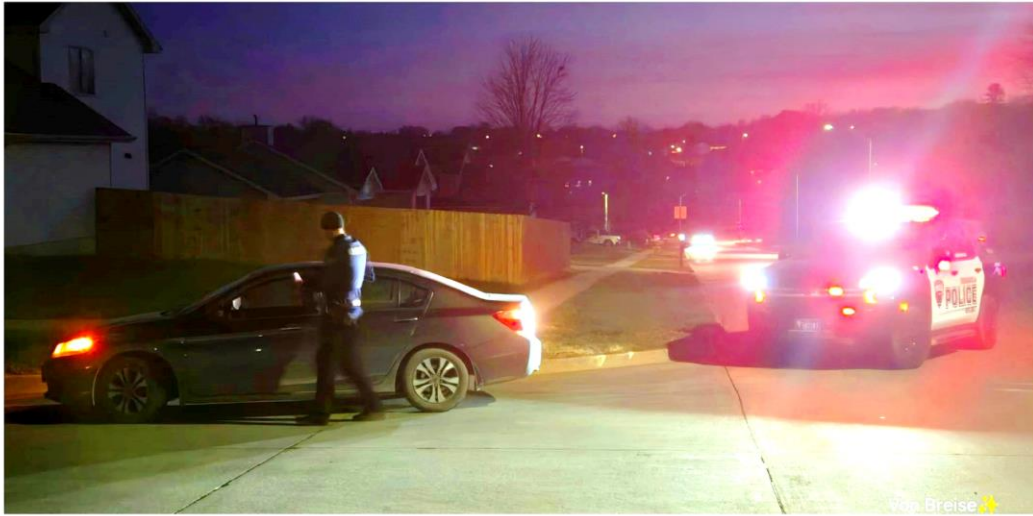
Brian Sher, Chief of Police

Indianola Police Department Organizational Chart 2024



Indianola Police Department 2024





DIVISIONS



Operations Lieutenant:

The Operations Lieutenant, Lt. Rick Largesse works primarily a day shift, Monday through Friday. This position was newly created in 2024 to keep up with the ever-changing needs of law enforcement. Lt. Largesse's responsibilities include teaching Indianola and other Warren County officer's special weapons and tactics used in law enforcement. Some of these weapons include, rifles, handguns, shotguns, breaching tools, shields, flashbangs etc.. The question I often get as the Chief of Police is, "Are you prepared for an incident?" I can tell the community that we constantly train for all types of incidents, with one of the best, well trained instructors in the State of Iowa.

Another new program that has been implemented in 2024 is the Warren County Special Response Team (SRT) Lt. Largesse oversees this multi-jurisdictional team. This team includes members from the Indianola Police Department, Warren County Sheriff's Office, Warren County Attorney's Office and Carlisle Police Department.

SPECIAL RESPONSE TEAM:

With the leadership of County Attorney Doug Eichholz, in 2024 the formation of the Special Response Team came to reality. The Special Response Team (SRT) is comprised of members from the Indianola Police Department, Warren County Sheriff's Office and the Carlisle Police Department.

This team's responsibilities include search warrant entries, high-risk entries, barricaded subject stand-offs, active shootings and react teams for narcotics buys.

SRT trains twice a month utilizing different locations, scenarios and tactics.

Operations Lieutenant Rick Largesse is the team leader of SRT and is responsible for all the training schedules, operations and every other aspect of this team.

Many members of SRT are also negotiators, who work on de-escalating situations.

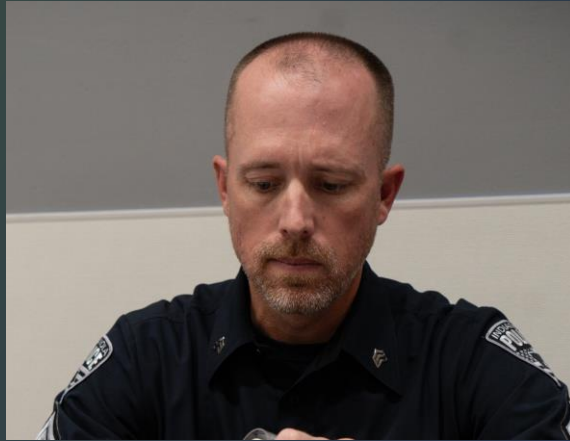


DETECTIVE DIVISION:

In 2024 Lt. Largesse was moved from the detective division to Operations Lieutenant. Capt. Hawkins was placed in charge of the Lieutenants. In July of 2024 Officer Temple was assigned to the detective division. Det. Temple joined Detective Nicole Brown and Narcotics Detective John Schumacher in the detective division. Det. Schumacher is assigned to the Warren County Drug Task Force. He primarily works narcotics cases, but he does help with general crime cases as well. Normally, the police department has a total of four detectives including the supervisor, and we hope to get back to that staffing level in 2025. The detectives investigated 84 general crime cases in 2024. This was an increase of 15%. The detectives also investigated 16 ICAC cases. ICAC stands for internet crimes against children. This was also an increase from 2023 of 14.3%. These cases often take a great deal of time, often these cases include subpoenas and warrants for information and evidence. The detectives are responsible for all the evidence under the control of the police department and the evidence room. Another major responsibility of the detective division is the forensic examination of cell phones. The main role of the detectives is to follow up on general crime and narcotics cases that are generated by the patrol division. The workflow of cases starts with the patrol division and gets forwarded to the Captain. Once approved by the captain, the case is assigned to a detective to work. The detectives investigate a variety of crimes including theft, criminal mischief, scams, robberies, burglaries, sexual assaults and death investigations

ANNUAL REPORT 2024





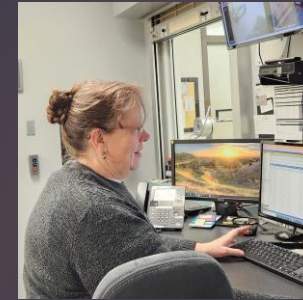
PATROL DIVISION:

The most visible part of the Indianola Police Department is the Patrol Division. Patrol officers enforce traffic laws, respond to criminal calls, and are proactive in stopping crime. There are three patrol sergeants that supervise the three shifts with 4 officers assigned to each shift. We run five days on, four days off schedule, ten hours per shift. Dayshift is 0600 – 1600, Mid shift is 1500-0100, and Night shift is 2100 – 0700. Sgt. Brad Metcalf oversees the Dayshift. Sgt. Tye Sparks oversees the Mid shift. Sgt. Devin Thomas oversees the Night Shift. The Sergeants have additional responsibilities along with running their shifts. Some of these additional duties include, alcohol and tobacco compliance, defensive tactics, and drug recognition/impaired driver recognition.

Each officer's activity, either self- initiated or dispatched to a call, is a call for service. In 2024, the patrol division handled 13,291 calls for service. This number was up 5.7% from 2023. One of the many highlights for patrol in 2024 was OWI cases were up 316.1%, 129 OWI arrests.



CLERICAL SUPPORT STAFF:



The Indianola Police Department has six non-sworn civilian clerical staff. All clerical staff are fulltime employees. Administrative Assistant/Office Manager Pat Allsup oversees this division. Pat has over 24 years of experience with the Indianola Police Department. Pat manages five full-time employees. The clerical office is open 24 hours to help with needs of the citizens of Indianola and the Police Officers. The clerical office has a wide range of responsibilities. They are the first contact when a citizen walks into or calls the police department. They double and triple check the officer's reports and citations for correctness. Clerical also facilitates reports, paperwork, fingerprinting on the livescan and electronic evidence to the Warren County Attorney's Office, Clerk of Court, Juvenile Court Officers and others. One of the biggest roles the clerical office does is compliance. The Indianola Police Department has many outside agencies that we report to. Fingerprints and criminal histories, NCIC system, the DCI, the FBI etc., all have reports that need to be filed, that must be done timely and accurately. The clerical office is truly the backbone of the department with their unwavering support to the citizens and the officers!

SCHOOL RESOURCE OFFICERS:

In the fall of 2024, in partnership with the Indianola School District, we added a second School Resource Officer. Officer Ross Marshall was chosen for this position and primarily works at the Indianola Middle School.

Officer Jay Hackett is in his sixth year as Indianola’s School Resource Officer. SRO Hackett has been trained as an SRO and has completed advanced SRO training. In addition, he is an ALICE instructor (Alert Lockdown Inform Counter Evacuate) and a Defensive Tactics Instructor. SRO Hackett also plans and organizes most of our IPD COP events throughout the year. The Indianola Police Department’s partnership with the Indianola Schools is strong and continues to grow. The goal is to have the safest learning environment possible for all students and staff. Officer Hackett has spent considerable time working with District staff and the department on planning for emergency events, as well providing guidance on a variety of issues related to safety. His presence in the schools builds trust and relationships between the police department and both the staff and students. Almost every youth interaction leads off with a question about whether Officer Hackett is working!! SROs Hackett and Marshall responded to 670 calls for service in 2024, which is up from 544 calls for service in 2023. Of the 670 calls SROs Hackett and Marshall responded to, there were only 21 criminal charges filed. Some of the types of calls the SROs handle include harassment, motor vehicle accidents, assaults, parking issues and more. Most incidents are handled informally with students, parents, and school staff.



SCHOOL RESOURCE OFFICERS CONT:

In January 2024, Officer Ross Marshall began teaching the D.A.R.E. curriculum at the 5th grade level in all the elementary schools in the district. Officer Marshall is a certified D.A.R.E. instructor and has been with the department for 4 years. The curriculum covers topics such as substance abuse, decision making, peer pressure, consequences, bullying and more. By teaching on these topics prior to students moving to Middle School, it provides students with the knowledge, tools and awareness to make good choices.



ANNUAL REPORT 2024



Kilo was born July 14, 2021, in Krzucz, Poland. He is a half German Shephard and half Belgian Malinois. Kilo has a strong drive, and great temperament. Enclosed are Officer Nixon and Kilo's Statistics for 2024. They have made a great impact on narcotics enforcement in Indianola.

Misdemeanors: 62

Felonies: 20

Drug Related Charges As Team: 82

Total Meth Seized: 57.1g (2.00 OZ)

Total Marijuana Seized: 128.5g (4.30 OZ)

Total Cocaine Seized: 5.6g (0.20 OZ)

Total Heroin Seized: 11g (0.39 OZ)

Other Seized: Xanax, Cannabidiol, Ecstasy, Hydrocodone, Crack

47 Traffic Stop Deployments: 33 Alerts

CANNABIDIOL ARREST/CHARGE NUMBERS WERE NOT ADDED TO THESE NUMBERS

Total Arrests: 30 Kilo, 39 Drug Arrests as a Team



K-9 OFFICER PROGRAM





COMMUNITY SERVICE OFFICER:



In March of 2024 the City of Indianola hired a Community Service Officer. This position is a shared position between the Indianola Police Department and Indianola Community Development. The city hired Kevin Michels for this position. CSO Michels has many responsibilities on a daily basis. He responds to animal calls, animal bites, parking violations, vehicle unlocks, traffic control, fingerprint tech and many other duties for the police department. His primary responsibility for Community Development is the enforcement of city codes.

Since March of 2024, until December 31, 2024, CSO Michels responded to 598 calls for service.



FLOCK (LPR) :

In 2024, Indianola Police were able to install 12 Flock cameras. These FLOCK cameras have built in Automated License Plate Readers (ALPRs), which utilizes photo and computer technology to compare digital images of vehicles and license plates to lists of known information related to official police investigations. The FLOCK system is not an enforcement device, such as automated traffic enforcement devices, and they do not identify drivers or occupants.

When a vehicle passes by a FLOCK camera, it captures the image and compares it to a database that determines if that vehicle/license plate has been entered onto a hot list for official investigation purposes. If it does match the criteria for a hit, an alert is sent to all registered users associated with the Hot List. A hit on the FLOCK system alone does not constitute reasonable suspicion or probable cause for enforcement action. All data must be confirmed through official sources before action is taken.

When officers do act on a FLOCK alert, it is documented on a call for service number. Any action taken is noted on the card and reports that are completed will include information on the FLOCK alert. Any misuse of the system is prohibited, and all officers receive training on the system before being able to access it.

Examples of what the FLOCK system can detect include locating stolen vehicles, barred drivers, wanted persons, missing juveniles and adults, and providing real time data on vehicle movement after crimes have been committed. FLOCK also allows data sharing between law enforcement agencies, expanding the investigative abilities of officers 24 hours a day, 7 days a week.

One of the highlights of FLOCK system was that officers, after receiving an alert, were able to locate a missing endangered person from Missouri and reunite them with their family. Officers were also able to locate stolen vehicles and wanted persons. FLOCK was also used to assist other agencies and help those other agencies solve crimes. Another highlight of FLOCK was assisting a local agency with a serious assault, leading investigators to the suspects of this assault.

UNMANNED AIRCRAFT SYSTEM (DRONE) PROGRAM

IPD launched its Unmanned Aircraft System (UAS) program in June 2022. Since its inception, the Drone program has been useful in a variety of situations. Currently, the department has two drones. One is a DJI Matrice 30T with thermal capabilities, active track, laser range finder, cinematic video quality and 200x digital zoom. The Matrice has a top end speed of approximately 51mph. In July 2023, IPD acquired a second drone. This drone is a DJI Mavic 3, which is smaller than the Matrice, but it still has thermal image capabilities, tracking, and high-quality video.

During training and real-world air missions, both drones have been able to be operated at once. This enables us to cover more area and give real time assistance to officers on the ground quickly. Our six (6) FAA Part 107 certified pilots logged 535 minutes (8.91 hours) of actual flight time between training and real-world air missions. Almost all our UAS missions require some use of thermal imaging, and officers train on its use regularly. The drones can also be programmed to fly grid patterns to reduce the amount of actual piloting so that the pilot can focus on other tasks such as video review, thermal imaging and relaying information.



UNMANNED AIRCRAFT SYSTEM (DRONE) PROGRAM

In 2024, The Indianola Police Department pilots conducted 14 real world air missions, including attempts to locate missing subjects, wanted subjects, mental health subjects and trespassers. We also located illegal campsites, helped with city park mapping, city banking establishment assessments and aided the Indianola Fire Department with structure fire assessments. We were requested by outside agencies 3 times for various air missions. Pilots attended FAA sponsored training with emphasis on flight safety and new technology.





TRAINING 2024

During 2024, Indianola Police Officers conducted **2,306** hours of training. This was a decrease of 101 hours of training from 2,407 hours of training in 2023. This number includes both in-house training as well as external training events. Every current officer exceeded the mandatory minimum 12-hour training requirements.

INTERNAL TRAINING

Patrol Rifle Trainings
Practical Pistol Range Days
CPR Recert

Stop Stick Review Training
Defensive Tactics Open Mat

Crimelite Camera Operation
De-Escalation
Building Searches
Bloodborne Pathogens

Stop Stick Review Training
Force on Force
40 mm Impact Munitions & NFDD
Building Search & Threat
Search Warrants / Letters of Preservation
Implicit Bias
Sexual Harassment Training
Active Threat Response
Red Dot Firearm Site







TRAINING 2024



ANNUAL REPORT 2024

EXTERNAL TRAINING

Background Investigation for Police Applicants
Firearms Instructor Recertification School
Firearms Instructor Course
Iowa Crime Free Multi-Housing Program – Train the Trainer
Crisis / Hostage Negotiation – Level 1
Less-Lethal Instructor Course
Interview & Body Language Techniques
USPCA Regionally Certified PD1
USPCA Narcotic Detector Certification
Proctoring MMPI-2/POST Exams
Axon Taser Instructor Course
LEIN In-service Training
Federal Aviation Admin. Airman Knowledge Testing
Open-Source Intelligence
40 mm Launcher / Chemical Munitions – NFDD Course
Ballistic Shield training
Resiliency Training
Child Passenger Safety Seat Technician Course
Open-Source Investigations for Anti-Trafficking Operations
Smith & Wesson Armorer Course
Central Iowa Trauma Recovery
FLOCK ALPR User Training



TRAINING 2024



EXTERNAL TRAINING

FTO Concept for School Resource Officers
 Basic School Resource Officer Course
 National School Safety Conference (NASRO)
 De-escalation Strategies for SRO's in K-12 Environments
 Iowa Sex Crimes Investigators Conference
 Part 107 Small UAS Training
 Tactical Medicine for Patrol
 Field Search Software Training
 Defensive Tactics Instructor Recertification
 SFST Instructor Course
 Flock ALPR User Training
 ALERRT Basic Active Shooter – Level 1
 Investigating & Tracking Cyber Predators
 High Risk Event Planning for Narcotic Operations – Level 1
 High Risk Event Planning for Narcotic Operations – Level 2
 Emergency Narcotics Operations
 Undercover for Narcotics
 Finding the Leader in You
 DRE School
 Chemical Spray Instructor Course
 Advanced Roadside Impaired Driving Enforcement (ARIDE)
 Crimes Against Women Conference

STATISTICS OVERVIEW:

On the following page you will see the police department's statistics comparing last year to the prior two years. I want to highlight some of the percentage differences between 2023 and 2024. As you can see, traffic enforcement greatly increased from 2023 to 2024. Written traffic warnings and citations were up by 41%, 1,623 more than 2023. OWI arrests were up from 31 in 2023 to 129 in 2024, an increase of 316.1% from 2023. We can attribute the higher numbers to being full staffed for the majority of 2024, with increased traffic enforcement, and the visibility of the patrol division, other important crimes have decreased in 2024. Robberies, fraud, criminal mischief, trespass and theft all decreased in 2024. Controlled substance cases were up 7.3% in 2024. With the addition of the K9 team and a fulltime narcotics investigator we were able to concentrate more on narcotics enforcement in 2024.



STATISTICS

Type of Call	2022	2023	2024	% Diff 23/24
Calls for Service	13041	12573	13291	5.7%
Incident Reports	1677	1669	1720	3.1%
Traffic Enforcements	5552	4620	5391	16.7%
Controlled Substance Cases	158	193	207	7.3%
Vehicle Accident Responses	362	397	382	-3.8%
Arrests	608	595	688	15.6%
Assault	90	70	72	2.9%
Burglary	46	46	53	15.2%
Burglary- Alarms	124	118	153	29.7%
Sex Abuse	38	37	36	-2.7%
Theft	322	356	274	-23.0%
Domestic Disturbance	185	171	171	0%
Criminal Mischief	102	96	94	-2.9%
Arson/Fire	3	1	1	0%
Robbery	0	2	0	-100%
Fraud/Forgery	113	140	137	-2.1%
Trespass	154	153	122	-20.2%
Drone	40	49	31	-36.7%
FLOCK			36	

STATISTICS

Traffic Enforcement

Citations/Warnings	4602	3960	5583	41%
OWI	56	31	129	316.1%
Parking Tickets	636	531	540	1.7%

Motor Vehicle Accidents

Property Damage	262	271	259	-4.4%
Personal Injury	20	20	30	50%
Hit and Run	66	37	60	62.2%
Unknown Injury	3	12	24	100%
Car vs. Deer	11	6	9	50%
Fatality	0	0	0	

Detective Cases

Detective Investigated	107	73	84	15.0%
ICAC	18	14	16	14.3%

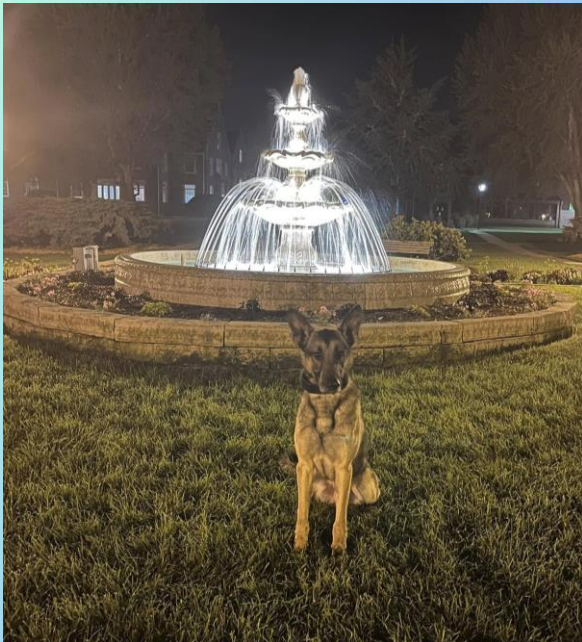
INTERNAL RECOGNITIONS – LETTERS OF COMMENDATION

In 2021 a program was implemented to internally recognize the achievements of officers and clerical staff that go above and beyond. 2024 was no exception to some of the great work employees exhibited. Pictured are some photographs of the staff that received letters of commendation for exceeding expectations.



COMMUNITY -JAN 2024

Protection4Paws grant

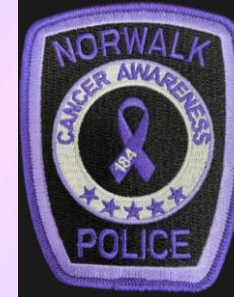


K9 Kilo from the Indianola Police Department in IA has been granted essential equipment through the Protection4Paws grant program. This generous grant, sponsored by the non-profit charity Protection4Paws, Inc., aligns with Protection4Paws' mission to provide crucial items for the protection of Law Enforcement K9s as they diligently safeguard our communities.



PUBLIC SAFETY CHILI COOKOFF

A joint fundraiser to support Norwalk Police Officer Jayson Spurr and his ongoing battle with pancreatic cancer.



“Public Safety Chili Cookoff” fundraiser on Saturday, January 27, that featured 10 local, county and central Iowa joining together and rallying community support for Officer Jayson Spurr of the Norwalk Police Department and his battle with pancreatic cancer.

COMMUNITY -JAN 2024



Indianola
Police Dept
joined the
kids in a
little Nerf
Wars –

1-28-24-
Finale night
Cabaret after
party



Elijah Keopuhiwa-Carvalho – Job
study from Hawaii – studying at
Simpson 1-18-24

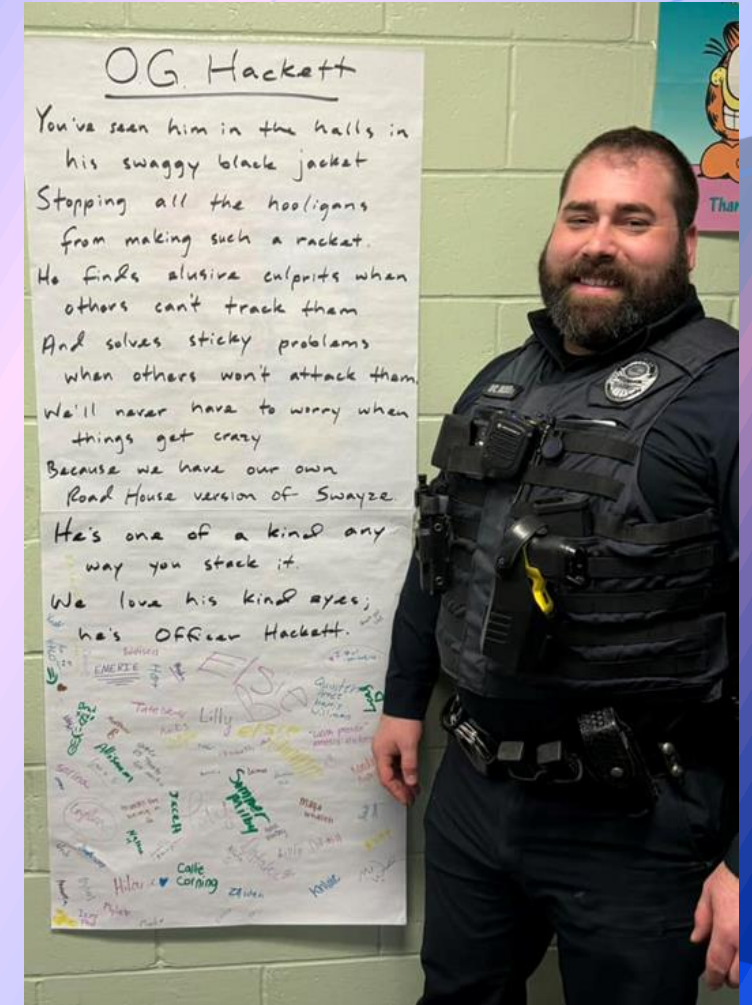
Applicant testing 1-27-24



COMMUNITY -FEB 2024



IPDCOP Biscuits and Gravy Supporting the
American
Legion Veterans Programs 2-17-24



SRO appreciation day 2-15-24 Jay Hackett

COMMUNITY -MAR 2024



Officer Jayson Spurr
July 29, 1977 - March 23, 2024

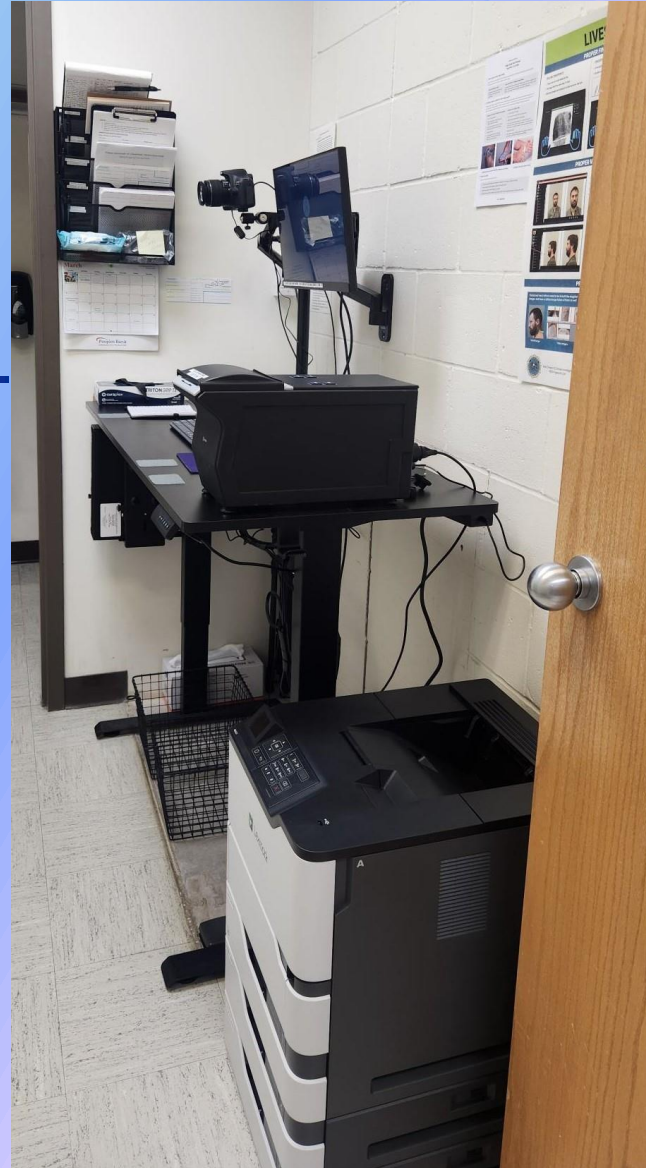
Norwalk
Officer Jayson Spurr
Rest in Peace



COMMUNITY -APR 2024



Balloon Museum Fire / IPDCOP/IPD Fundraiser
Selling Balloon patches 4-4-24 sold out in 3hrs



City of Indianola

Employee of the Year -2023-
presented 4-12-24 Ofc Jay Hackett

COMMUNITY -APR 2024



SRO officers Prom Picture 4 26 24



Granny Ball 4-12-24

From this event we were able to raise almost three thousand dollars to support our K9 program!





COMMUNITY -APR 2024

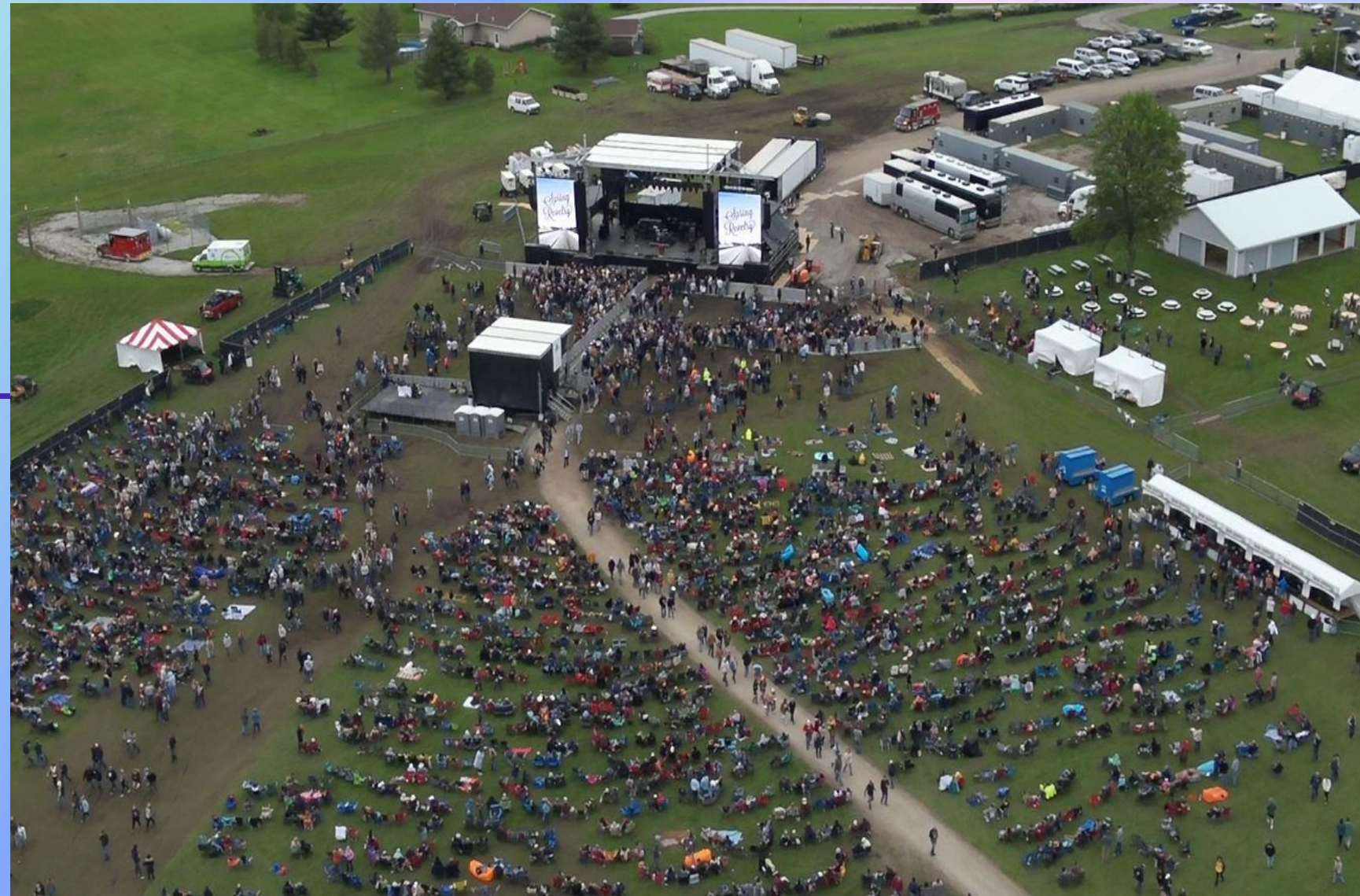
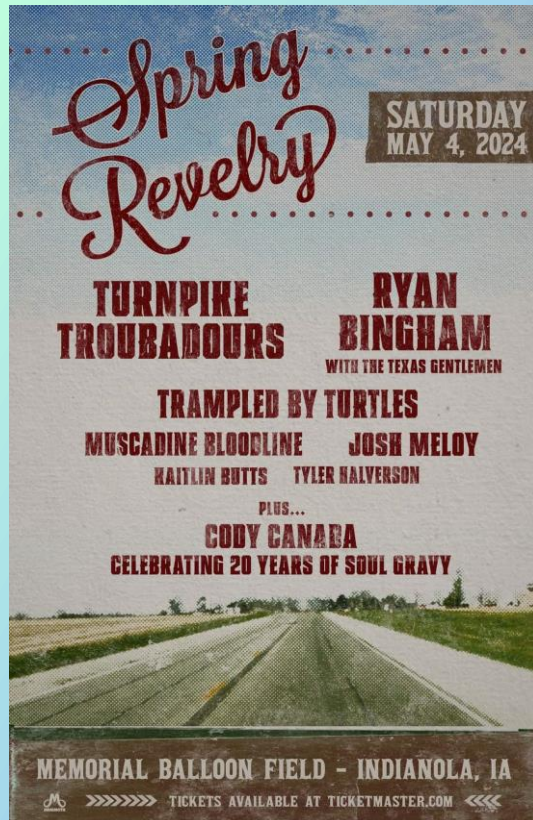


DARE Graduation & K-9 Presentation

4-25-24



COMMUNITY -MAY 2024



Spring Revelry Concert 5 -4- 24

COMMUNITY -MAY 2024



May 12th-18th, 2024 is National Police Week



Career Day at
Irving School
5-10-24

COMMUNITY –MAY 2024

5-13-24 - assist with 8th grade tours of High School

THANK YOU

Counselors, Officer Hackett and Student Body President & VP
FOR HELPING OUT AT THE 8TH GRADE TOURS!



Statement From the Chief of Police: May 13, 2024

Contact: Chief Brian Sher 515-961-9400

Indianola Police Safely Recovers Driver with Dementia

On Saturday, May 11, 2024, while conducting routine patrol within his jurisdiction of the City of Indianola, Officer Stever received an alert from a newly installed license plate reader (LPR) camera. The notification indicated there was a missing and endangered person from Missouri in the area. When Officer Stever observed the notification, he confirmed the information through Warren County dispatch. He immediately took action and started in the direction the vehicle was traveling. He caught up to the vehicle and initiated a traffic stop north of city limits at Elk Horn and Hwy 65/69, in rural Warren County, Iowa. The driver of the vehicle was identified as the missing and endangered person out of Missouri. The driver has dementia and provided inaccurate information to Officer Stever. The driver was transported to the Indianola Police Department where they were safely reunited with family.

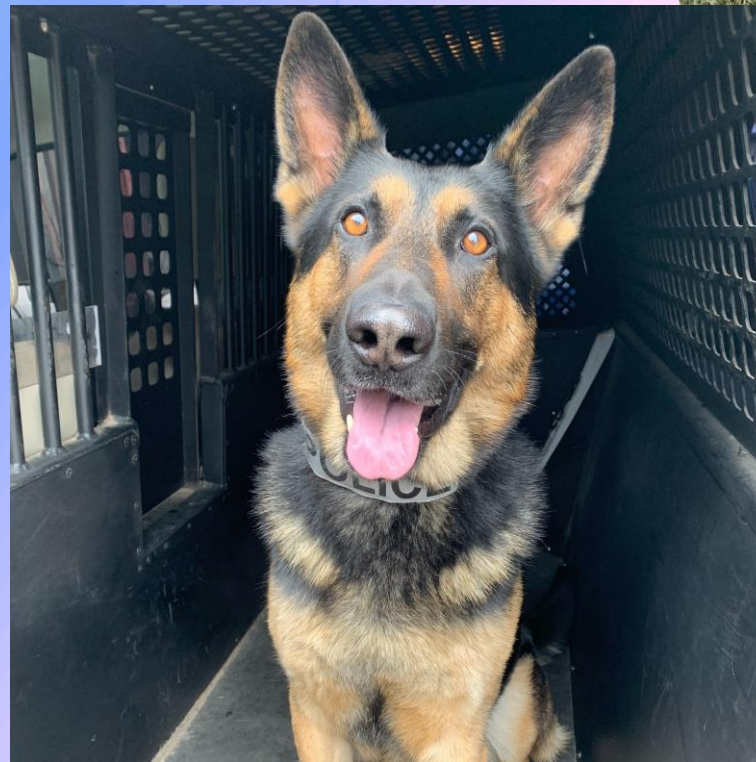
"I want to commend Officer Stever for his quick actions. I believe he saved a life today and I know the family is very grateful," said Chief Brian Sher. "I have complete faith and trust in my officers' ability to think and act quickly and professionally, even when that means leaving city limits or going above and beyond their typical duties because of extenuating circumstances."

COMMUNITY -JUN 2024

K9 Officer Nixon and K9 Kilo re-certified through
DLE in the following disciplines:

- Illegal Narcotic Detection
- Tracking
- Suspect Apprehension
- Obedience
- Article Search

These certifications allow K9 Kilo to continue
to serve our community

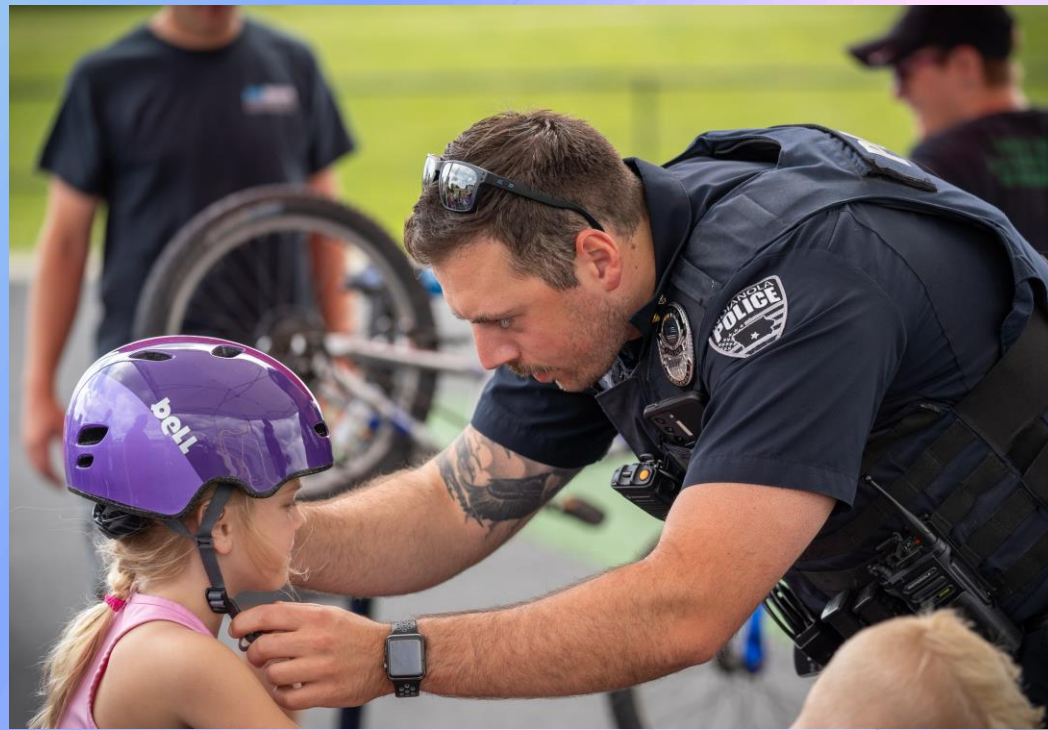


Ofc. Nixon and Kilo -K-9
recertification through DLE

5-5-24

COMMUNITY -JUN 2024

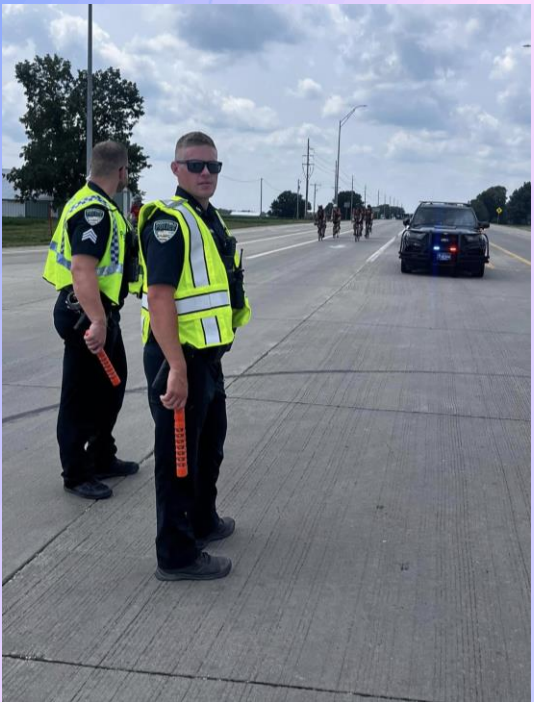
Bike Fest June 8-2024



COMMUNITY -JUL 2024

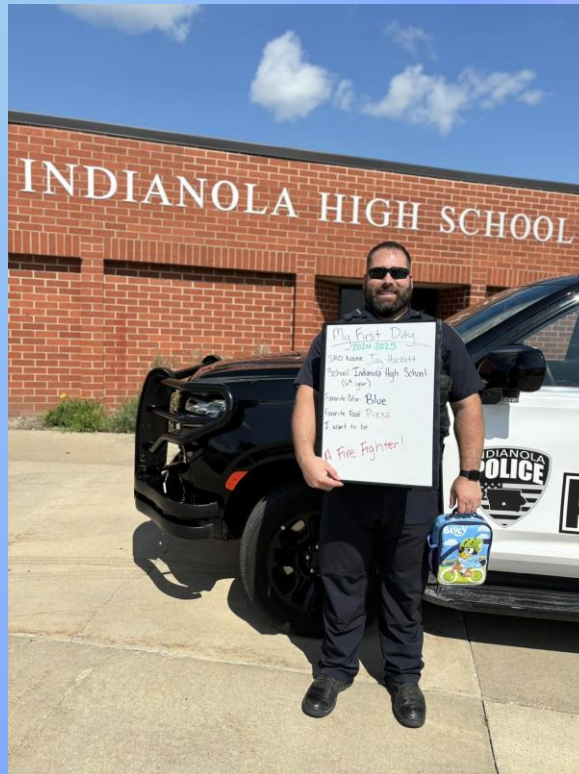


Ragbrai LI- 7-24-2024



COMMUNITY -AUG 2024

SROs 1st day of 2024 school



Bugles and Bullets
Foundation donation of 13
med kits 8-29-24



COMMUNITY -SEPT 2024



Chief Sher
– 30yrs Anniversary–
9-15-24



National Police Women Day

9-12-24



Simpson – Meet the Indianola Police Department

9-25-24

**MEET THE
INDIANOLA POLICE
DEPARTMENT**
Wednesday Sept 25 4-7 p.m.
Black Box

**DRONE
DEMONSTRATION**

KILO, IPD K9

**SPECIAL RESPONSE
TEAM (SWAT)**

**FREE PIZZA
STARTING @ 5**

MORE INFO: JESSICA.PIERCE@SIMPSON.EDU

COMMUNITY -OCT 2024



Public Safety Open House 10-10-24

COMMUNITY -OCT 2024



K9 Mini Trials 10-22-24



Coffee with a cop – 10-2-24 – Vintage hills

-National Coffee with a Cop Day

COMMUNITY -OCT 2024



Indianola HS
Powder Puff game
10-28-24

“First Responders' Appreciation Day”

10-28-24



COMMUNITY -OCT 2024



Truck or Treat 10-30-24



COMMUNITY -NOV 2024



IPD hosted National Donut Day
for City Employees 11-5-24



Veterans Day 11-11-24 recognizing our PD veterans



COMMUNITY -NOV 2024



IPDCOP Thanksgiving
Holiday meals delivered 11-26-24

COMMUNITY -DEC 2024



City State Bank 500.00 donation to the Elves in Blue 12-5-24



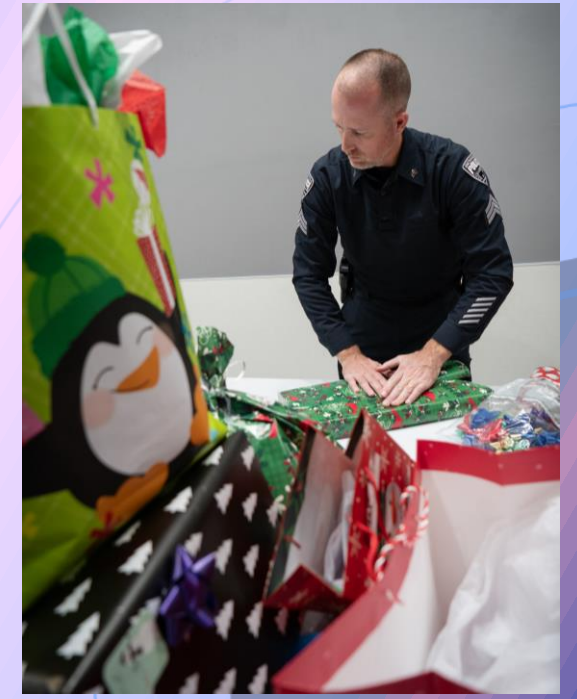
IPDCOP Christmas
meals delivered
12-23-24





Elves in Blue
12-11-24

COMMUNITY – DEC 2024



COMMUNITY -DEC 2024

Elves in Blue

12-11-24



COMMUNITY -DEC 2024



3rd Annual Legislator and Law Enforcement Luncheon

12-20-24

Vintage Hills – Officer Nixon
and Kilo presentation 12-18-24





Iowa Law Enforcement Academy graduation for class 313

Graduates – Babcock – Baker-Pelkey-Tegels -4-19-24

Employment highlights:



Kevin Michels was hired in a shared position with Community Development as our Community Service Officer.

Officer Marshall was assigned as our second School Resource Officer.

Sgt. Brad Metcalf was named interim Lieutenant.

Det. Nicole Brown was named interim Sergeant.

The following officer was hired in 2024:

Clayton Dale







MEMORANDUM

To: Mayor and City Council
From: Akhilesh Pal, Public Works Director
Date: June 16, 2025
Subject: Resolution determining property at 704 North 6th Street to be surplus and authorizing sale of said property.

Introduction: The City of Indianola periodically reviews its inventory of equipment and assets to ensure continued public value, operational safety, and regulatory compliance. This item proposes the formal disposal of equipment that has been identified as no longer needed, in use, or suitable for continued service.

Background: As part of this review, City staff have identified a set of City-owned above-ground fuel storage tanks located at 704 North 6th Street that have reached the end of their useful life and are no longer required for City operations.

These tanks were part of the former Warren County fuel storage facility and consist of four 10,000-gallon horizontal tanks and one 5,000-gallon vertical tank. A recent professional inspection raised critical safety and regulatory concerns due to the age and condition of the tanks. Continued use of this equipment poses a potential liability to the City.

Discussion: To ensure the responsible and effective management of City resources, staff recommends disposing of these surplus assets. Disposal will be conducted in a manner that is appropriate, compliant with applicable regulations, and most advantageous to the City. This could include public auction, recycling, salvage, or other lawful and cost-effective methods. By removing unused and potentially unsafe equipment from our inventory, the City reduces risk and ensures better alignment of our assets with current and future operational needs.

Budget Impact: Disposal of the listed items may result in minor offsetting revenue depending on the method of disposal, but no significant budget impact is anticipated. More importantly, this action avoids future costs associated with maintaining, securing, or potentially repairing these obsolete assets.

Recommendation: Roll call is in order.
Staff respectfully recommends approval of the attached resolution authorizing the disposal of the surplus equipment.

Attachments: 1. Surplus Resolution Fuel Tanks

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION DETERMINING PROPERTY AT 704 NORTH 6TH STREET TO BE SURPLUS
AND AUTHORIZING SALE OF SAID PROPERTY**

WHEREAS, the City of Indianola owns equipment that is no longer needed for public purposes or viable for continued use; and

WHEREAS, staff has identified the following items as surplus equipment:

- Above-ground fuel storage tanks located at 704 North 6th Street, including four 10,000-gallon horizontal tanks and one 5,000-gallon vertical tank; and

WHEREAS, continued ownership of these items no longer serves the City's operational needs and may pose unnecessary risk or liability; and

WHEREAS, the City intends to dispose of this equipment in a manner that is safe, appropriate, and most advantageous to the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the disposal of the surplus equipment listed above is hereby approved and authorized.

PASSED AND APPROVED this 16th day of June, 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: June 16, 2025
Subject: Resolution suspending enforcement of Indianola Code 47.01(11) regarding the sale and consumption of alcohol in city parks for the Indianola Summer Arts Festival in Buxton Park.

Introduction: The Indianola Public Arts Commission hosts the Summer Art Festival annually in Buxton Park, where wine vendors are invited to sample their wines and sell (sealed) bottles of wine.

Background:

Discussion: This year's Art Festival will be held July 26-27 from 10 AM to 4 PM each day. The Council has approved this request for the previous festivals and there have been no issues during the festivals.

Budget Impact:

Recommendation: Roll call is in order.

Attachments: 1. Res 2025-00 suspending enforcement-Summer Arts Festival

City of Indianola
RESOLUTION NO. 2025-000

**RESOLUTION SUSPENDING ENFORCEMENT OF INDIANOLA CODE § 47.01(11)
REGARDING THE SALE AND CONSUMPTION OF ALCOHOL IN CITY PARKS
FOR THE INDIANOLA SUMMER ARTS FESTIVAL IN BUXTON PARK**

WHEREAS, the Indianola Public Arts Commission intends to hold a Summer Arts Festival at Buxton Park; and

WHEREAS, said event is set to occur on Saturday, July 26, 2025, and Sunday, July 27, 2025, from 10:00 a.m. to 4:00 p.m. at Buxton Park, in the City of Indianola; and

WHEREAS, the City has been notified of said event because wine vendors will be providing samples and selling sealed bottles of wine to attendants at the event; and

WHEREAS, the wine vendors are required to obtain a liquor license permit for the premise with outdoor sales privileges through the State of Iowa to sell alcoholic beverages at Buxton Park; and

WHEREAS, wine samples and sales during the Indianola Summer Arts Festival will be served and sold in accordance with the authorization by the State of Iowa; and

WHEREAS, Indianola Code Section 47.01(11) governing alcoholic beverages in parks reads: "No person shall bring within, sell, give away or drink alcoholic beverages, except beer, at any time in the park, or be under the influence of intoxicating liquor or a controlled substance while in any park;" and

WHEREAS, the Indianola Public Arts Commission and wine vendors will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the liquor license issued by the State.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the City of Indianola hereby acknowledges receipt of notification of the Indianola Summer Arts Festival on July 26, 2025 and July 27, 2025, confirms that enforcement of Indianola Code Section 47.01(11) will be temporarily suspended from 10:00 a.m. – 4:00 p.m. for the Indianola Summer Arts Festival, and confirms that the liquor license with outdoor sales privileges to be obtained for said event is hereby approved.

BE IT FURTHER RESOLVED that all participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but that enforcement of the prohibition on the sale, use, and consumption of wine in the park is hereby waived.

Dated this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Aaron Hurt, Fire Chief
Date: June 16, 2025
Subject: Resolution authorizing the submission of a FEMA Fire Prevention and Safety Grant for a fire safety house trailer.

Introduction:

The Federal Emergency Management Agency (FEMA) annually administers the Fire Prevention and Safety (FP&S) Grant Program as part of the broader Assistance to Firefighters Grant (AFG) program. The FP&S grant is designed to support projects that enhance the safety of the public and firefighters from fire and related hazards. Eligible grant projects under this program include fire prevention education and awareness, code enforcement, arson prevention, and the purchase of fire safety education tools. The 2024 FP&S grant period opened on May 23, 2025, and will close on July 3, 2025.

The Indianola Fire Department seeks to participate in the 2024 FP&S Grant cycle to secure funding for the replacement of the department's Fire Safety House (FSH), a vital community risk reduction tool used to deliver fire safety and prevention education to residents of Indianola and surrounding communities.

Background:

The Indianola Fire Department intends to submit an application for funding through the 2024 FP&S Grant for the purpose of replacing our current Fire Safety House. Originally purchased in 2006, the FSH has served as a mobile, interactive learning center used to teach children and families about fire hazards, home escape planning, and emergency response behaviors in a safe, controlled environment.

Over nearly two decades of use, the Fire Safety House has been instrumental in hands-on education for thousands of children and community members, not only in Indianola but also in collaboration with numerous neighboring departments throughout the region. The existing unit, however, has exceeded its serviceable life. Many of its systems are worn, outdated, or non-functional, limiting our ability to deliver the kind of engaging, effective fire prevention education our community expects and deserves.

The estimated cost to replace the Fire Safety House with a modern, multi-functional educational trailer is approximately \$180,000. The FP&S program requires a local cost share of no less than 5%, which would equate to a minimum match of approximately \$9,000.

Discussion:

The replacement of the Fire Safety House represents an investment in the long-term safety and education of our community. The new unit would feature updated technology, enhanced safety simulation features, and accessibility improvements, ensuring we can deliver relevant, high-quality education aligned with current fire prevention standards and practices.

Additionally, the regional benefit of this asset cannot be overstated. The Fire Safety House has long served as a shared educational resource among neighboring departments that do not have the means to own or operate such a tool.

Budget Impact:

The Indianola Fire Department has already initiated preliminary fundraising efforts to help meet the required cost match. These efforts include presentations to community groups, and invitations for civic partners to participate in sponsoring or co-hosting fundraising activities.

Our goal is to raise the full cost match through community support. However, should fundraising efforts fall short, the remaining balance will be funded through existing capital outlay accounts designated for public safety equipment.

Recommendation: The fire department respectfully requests the Council's authorization and support for our request to apply for the 2024 FEMA Fire Prevention and Safety (FP&S) Grant Program for the purpose of replacing the Fire Safety House. This initiative supports our department's mission to protect life and property through proactive risk reduction and safety education, and directly contributes to the well-being of our community.

Attachments: 1. Res 2025- Authorizing Grant Submission_Fire Safety Trailer

City of Indianola
RESOLUTION 2025-

**RESOLUTION AUTHORIZING THE SUBMISSION OF A FEMA FIRE PREVENTION AND
SAFETY GRANT FOR A FIRE SAFETY HOUSE TRAILER**

WHEREAS, the Indianola Fire Department owns a fire safety house trailer, purchased in 2006; and

WHEREAS, the unit has served as a regional resource, providing fire prevention and life safety education to thousands of youth in Indianola and the surrounding communities; and

WHEREAS, the unit has been a critical tool in advancing our community risk reduction goals and delivering engaging, hands-on learning experiences; and

WHEREAS, the fire safety house trailer has reached the end of its useful life; and

WHEREAS, the Fire Department desires to apply for the FEMA Fire Prevention and Safety Grant to purchase a modern, interactive fire safety house trailer with educational features aligned with today's best practices; and

WHEREAS, the grant would fund 95% of the cost of a new trailer, estimated at \$180,000. The City of Indianola will be responsible for the remaining cost through City funds, community partnerships or other grants.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Indianola does hereby authorize the submission of the FEMA Fire Prevention and Safety Grant for a fire safety house trailer.

Approved this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: June 16, 2025
Subject: Resolution authorizing emergency repairs to the Indianola Public Library.

Recommendation: As the council is aware, the skylight at the Library needs some repair. At the time of publication of this agenda, the cost of the repairs was unknown. The council can authorize emergency repairs and waive the bidding requirements of Iowa Code 26. Staff is requesting the council take this action so that repairs can be done quickly.

Roll call is in order.

Attachments: 1. Res 2025- Authorize Emergency Repairs_207 N B St

City of Indianola
RESOLUTION NO 2025-

**RESOLUTION DECLARING EMERGENCY CONDITIONS ON CITY PROPERTY AND
AUTHORIZING EMERGENCY REPAIRS**

WHEREAS, the City is responsible for maintenance at the Library, located at 207 North B Street; and

WHEREAS, cracks in the skylight have created emergency conditions upon the property as defined in the City of Indianola's Purchasing Policy; and

WHEREAS, Iowa Code 384.103 allows the bidding requirements of Iowa Code Chapter 26 to be waived upon resolution of the City Council to institute emergency proceedings and the procurement of a certificate from a competent licensed professional engineer or architect certifying that emergency repairs are necessary; and

WHEREAS, the City of Indianola's Purchasing Policy allows exceptions to competitive bidding for emergency repair work when declared by Council and certified by an external, registered, professional engineer; and

WHEREAS, the Indianola City Council believes it to be in the best interest of the community to suspend the city's internal policy in order to use our own city engineer, or another engineer or architect, to certify that emergency repairs are necessary, as allowed by state statutes.

NOW, THEREFORE, BE IT RESOLVED, that the Indianola City Council hereby institutes emergency proceedings, suspends the internal policy to use an external engineer and directs and authorizes the City Manager, or his designee, to procure a certificate from a competent licensed professional engineer or architect certifying that emergency repairs are necessary.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to enter into any necessary contract and commit funds without proceeding with the bidding requirements and obtaining Council approval for the emergency repairs at 207 North B Street.

Approved this 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: June 16, 2025
Subject: Approval of Urban Revitalization Designations.

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

Background:

Discussion: The following comprise a list of Urban Revitalization Designations for new residential construction.

Address	Titleholder or Contract Buyer	Estimated or Actual Cost of Improvements
1608 E Girard Ave	Tanzanite Homes Co Inc	\$320,835
704 South Y St	Cambron Investments LLC	\$134,500
1602 E Girard Ave	KRM Development LLC	\$349,965
1504 E Franklin Ave	Mock, Madison F	\$309,000

Budget Impact:

Recommendation: All applications are in order for approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From:
Date: June 16, 2025
Subject: Resolution approving salaries.

Recommendation: Roll call is in order.

Attachments: 1. Res 2025-00 Approving salaries 0616

City of Indianola
RESOLUTION NO. 2025-

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:

Jasmin Alexander to Part-time EMT, 2B, \$24.93/hour, effective June 15, 2025; and

Taylor Engelmann, to Part-time EMT, 2B, \$24.93/hour, effective June 15, 2025; and

Sawyer Massey Part-Time Non-benefitted IWC Swim Lesson Instructor to Certified, \$13.00/hour, effective June 15, 2025; and

Emma Mozak, to Part-time Non-benefitted IWC Certified Swim Lesson Instructor, \$13.00/hour, effective June 15, 2025; and

Matthew Palen to Part-time EMT, 2B, \$24.93/hour, effective June 15, 2025; and

Bradyn Prall, IWC, adding Part-time Non-benefitted Certified Swim Lesson Instructor, \$12.50/hour, effective June 15, 2025; and

Sean-Michael Royer to Part-time EMT, 2B, \$24.93/hour, effective June 15, 2025; and

James Sauter to Full-time Firefighter/Paramedic, 5A, \$67,252.50/year, effective June 15, 2025.

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 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



Proclamation

Small Cities Month June 2025

Whereas small cities and towns under 50,000 population are the home to millions of Americans and constitute the vast majority of municipalities across the United States; and

Whereas small cities and towns strive to strengthen their communities through the provision of services and programs to improve the quality of life for all citizens; and

Whereas the federal government is an essential partner in the success of small cities and towns, and must be encouraged to continue to support programs and legislation that strengthen small communities; and

Whereas state governments are partners in the success of small cities and towns, and must be encouraged to continue to support key programs and legislation that strengthen communities; and

Whereas organizations, businesses, and citizens are partners in the success of small cities and towns, and must be encouraged to continue to grow their efforts to make small communities a viable choice for people to live in; and

Whereas during these challenging economic times, the need for a renewed intergovernmental partnership to support essential public services is more important than ever to ensure the safety and growth of small-town America; and

Whereas the National League of Cities President and the Small Cities Council of the National League of Cities have declared June 2025 as Small Cities Month.

Now therefore, the Council of the City of Indianola, Iowa does hereby proclaim June 2025, as Small Cities Month, and encourages President Trump, Congress, state governments, organizations, businesses, and all citizens to recognize this event, and to work together this month and throughout the year to invest in small cities and towns to better the lives of all citizens.

Mayor Steve Richardson



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Finance Director

Date: June 16, 2025

Subject: Approval of the reappointment of Clint Hagedorn to the Veteran's Memorial Building Commission for a term beginning July 1, 2025 and ending July 1, 2028.

Recommendation: Roll call is in order.

Attachments: 1. Clint Hagedorn 2025



City Clerk's Office

110 N 1st Street, Indianola, IA 50125 • www.indianolaiowa.gov

515-961-9410 phone

Volunteer Application Form to Serve on a City Board or Commission

There are numerous Boards and Commissions to advise the City Council. Terms for the Boards and Commissions vary and are established by Municipal Code. These boards and commissions are vital to the success of the community and are comprised of interested citizens. This form assists the City Council in evaluating the qualifications of applicants for appointment to a board, commission or committee. When terms have expired or vacancies occur, appointments are made during regular City Council meetings that take place on the first and third Monday. The applicant's qualifications may be discussed during the public meeting.

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

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

Personal Information

Name:	Clint Hagedorn	Today's Date:	5/27/2025
Street Address:	1205 S 3rd St.		
City, State, Zip:	Indianola, IA 50125	Years Resided in Indianola:	6
Email:	clinton.cy@gmail.com		
Home Phone:	Cell Phone:	Work Phone:	
	660-234-5242		
Occupation:	Business Consultant		
Gender (Optional):	Male	Age (Optional):	35
		Race (Optional):	White
Have you previously volunteered on a City Board, here or elsewhere? Yes			
Board Name:	Veterans Memorial Aquatic Center Commission	Years Served:	2
		City:	Indianola
Application for (Name of Board/Commission or Committee): Veterans Memorial Aquatic Center Commission			
Why do you want to serve on this Board/Commission or Committee? Having served on the Veterans Memorial Building Commission for the past two years, I remain committed to supporting the mission and long-term success of the Veterans Memorial Aquatic Center. My initial motivation stemmed from frequent visits to the facility, where I saw firsthand the value it brings to our community, not just as a recreational space, but as an employer and a draw for new residents. Over the past term, I've worked collaboratively with fellow Commission members to make thoughtful, forward-looking decisions, even amid challenges. I continue to believe that diverse perspectives are essential to the Commission's work, and I bring a unique viewpoint rooted in both strategic planning and a deep investment in our community's well-being. I would be honored to continue contributing to this important work.			
What will you contribute to this Board/Commission or Committee? As a current member of the Veterans Memorial Building Commission, I will continue to bring a thoughtful, responsible, and community-focused approach to our work. I am committed to serving the people of Indianola with integrity and dedication. Professionally, I bring extensive experience supporting large-scale initiatives and managing complex projects in my role at Nationwide Insurance. My background in consulting has equipped me with a strong ability to identify opportunities for improvement and implement practical, results-driven solutions. I believe these skills align closely with the Commission's responsibilities and have already contributed to the collaborative progress we've made. I look forward to building on that momentum in a future term.			

Please attach additional pages if necessary.

Boards, Commissions and Committees

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

Clinton M. Hagedorn

1205 S 3rd St.
Indianola, Iowa, 50125
660.234.5242 / 515.864.2388
clinton.cy@gmail.com
hagedc1@nationwide.com

City of Indianola
ATTN: City Clerk's Office
110 N 1st St.
Indianola, IA 50125

Dear City Council,

I am writing to express my interest in continuing my service on the City of Indianola Veterans Memorial Building Commission. Over the past two years, I have had the privilege of serving on the Commission and contributing to the stewardship and advancement of the Veterans Memorial Aquatic Center. I would be honored to continue in this role for another term.

During my tenure, I believe we have made thoughtful and effective decisions, navigating challenges and positioning the Aquatic Center for long-term success. Our work has focused not only on maintaining the center's high standards but also on ensuring its sustainability and relevance for the community in the years to come. This includes our decision to explore sponsorship opportunities with businesses and increase season pass prices to align with rising operational costs, approving the use of online pass registration to improve the user experience and align with surrounding communities, and authorizing essential maintenance to ensure the facility remains safe, functional, and accessible to the public.

With a professional background in consulting, project management, and strategic planning, I have continued to bring a results-driven approach to my role on the Commission. I remain committed to identifying opportunities for improvement, collaborating with fellow Commission members and city officials, and ensuring that the Aquatic Center continues to serve as a valued resource for residents and a draw for prospective members of the community. As a former Soldier, it remains deeply meaningful for me to support a facility that honors our veterans while enriching the lives of all who use it. I take pride in what we have accomplished as a Commission and am excited about the continued opportunities to serve.

Thank you for your consideration. I look forward to the possibility of continuing to contribute to the success of the Veterans Memorial Aquatic Center and to serving the City of Indianola.

Very Respectfully,
Clint Hagedorn

EMPLOYMENT EXPERIENCE:

LEARNING & PERF. CONSULTANT at Nationwide Insurance: Des Moines, IA — November 2021-current Special Development:

- Managed business relationships between our organization and the Servicing organizations •
- Led the migration of over 1,200 learning assets between video management systems •
- Managed 3rd party relationships
- Led the training redesign for Nationwide's 2nd largest business organization
- Coached and led associates on design principles and development opportunities
- Managed and worked alongside associates using Agile methodology

LEARNING & PERF. SPECIALIST at Nationwide Insurance: Des Moines, IA — June 2018-November 2021 Special Development:

- Developed Enterprise-wide training to assist learners with handling over 650,000 billing type transactions per month
- Coached associates through multimedia work on new software systems
- Introduced a new style of training using multimedia production which decreased call volume by • Tasked with filming production level communication and training videos to be viewed by more than 4,500 associates.
- Co-led the transfer of over 168,000 files from one online service to another and development an interactive website utilizing Cascading Style Sheets and JavaScript
- Administrator for curriculum within an online delivery system

SR. ANALYST, LEARNING & PERF. at Nationwide Insurance: Des Moines, IA — November 2016-June 2018 Special Development:

- Volunteered to work with others to develop an alternative file structure and file access for critical training material and files
- Collaborates with key business unit leads to develop training material critical to a Billing Platform within a defined timeline
- Co-leads monthly team meetings designed to provide essential information to others regarding updates to new-hire training curricula
- Subject Matter Expert for a Personal Lines Business Unit, Direct Processing
- Assists and creates multimedia projects for Business Units within Nationwide's Member Solutions organization

CIVIC INVOLVEMENT:

United States Army Reserve - Soldier (103rd Expeditionary Sustainment Command)

City of Indianola, IA - Veterans Memorial Aquatic Center Commission

City of Ames, IA - Lifeguard

Nationwide Insurance - Associate Resource Group Board Member, Diversity, Equity & Inclusion Committee Member

Red Cross - First Aid Provider & Swim Instructor

EDUCATION:

IOWA STATE UNIVERSITY 2008-2013

- Major- Marketing
- Accomplishments:

Trend Magazine (largest student-ran magazine)- Advertising Director

\$10,000 Christina Hixson Opportunities Award Scholarship- Poweshiek County

2009-2011 Iowa State University Mascot Squad- Cy (Captain '11)

U.S. ARMY ADJUTANT GENERAL SCHOOL (TRADOC) 2012

- Commandants' List- Human Resource Specialist
- Certificate- Human Resource Specialist, including Executive Administration course

SKILLS:

- Skilled and trained to lead others, not only in combat, but in the workplace
- Analytical mindset with the ability to make sound decisions
- Instilled with the Army's 7 Core Values:
Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage

EXECUTIVE ADMIN ASSISTANT at U.S. ARMY RESERVE: DES MOINES, IA — October 2011-October 2017

Special Development:

- Chosen to work one on one with 377th Command Sergeant Major, Nagee H. Lunde, during the Change of Command for the 103rd Commanding General, Brigadier General, Arlan J. Debleck to ensure compliance was met.
- Developed a schedule and course of action for the 103rd 2015 & 2016 Winter Ball which included an estimated total of 250 Soldiers and guests.
- Tasked to develop and present "how-to" training on, DTS, a highly complex travel system. • Created and provided Company level safety training for Soldiers requested by the 1st Sergeant. • Tasked with reviewing all correspondences handed down by the highest-ranking senior officer, Brigadier General, Johnathan J. McCollum.



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Approval of the reappointment of Jess Tom to the Veteran's Memorial Building Commission for a term beginning July 1, 2025 and ending July 1, 2028.

Recommendation: Roll call is in order.

Attachments: 1. Jess Tom 2025

03 Jan 2023

Jess TOM

Work History

1979 to present Jess' Lock & Key

Feb 2009 to Jun 2022 Hy Vee, Inc

Inventory counter and maintenance

4 Apr 77 to Jun 2006 Hy Vee. Inc

Backroom Manger and maintenance

Jan 77 to Oct 77 Sears Southridge

Stock man

Jan 77 to Apr 77 Iowa Air National Guard 132nd

Jun 76 to Jan 77 Logan's College Bookstore Ohio

31 May 72 to 2 Jun 76 United States Air Force

46250 Weapons Loader discharged Sgt E4

Schools

77 to 78 Locksmith Institute Little Falls NJ

72 to 76 Air University

74 to 76 Hartford Community College UK Branch

12 Hour Certificate Law Enforcement

24 Hour Certificate Criminal Justice

73 to 74 Eastern New Mexico University

3 Hours History

3 Hours English

3 Hours Art

69 to 72 Alexander High School Ohio

21 May 1972



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: June 16, 2025
Subject: Second consideration of an ordinance amending Chapter 41.14, Fireworks, of the Code of Ordinance of the City of Indianola.

Introduction: The State of Iowa passed a law requiring cities to allow residents to discharge fireworks on July 3 from 9 AM to 10 PM, July 4 from 9 AM to 11 PM and December 31 from 9 AM to 12:30 AM (Jan 1).

Background: Our current code allows for fireworks on the required dates, but currently stipulates 10 PM as the stopping time on July 4.

Discussion: Our code needs to be updated to allow the discharge of fireworks until 11 PM on July 4.

Budget Impact:

Recommendation: It is recommended that the council approve this ordinance to stay in-line with state law. It is also recommended that the council waive the third reading of this ordinance and adopt it at the June 16 meeting so that the ordinance can become effective prior to the 4th of July holiday.

Roll call is in order.

Attachments: 1. Ord _CHAPTER 41.14_FIREWORKS USE

ORDINANCE NO.

AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF INDIANOLA,
IOWA REGARDING THE USE OF FIREWORKS BY MODIFYING THE
ALLOWABLE TIMES FOR JULY 4

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

Section 1. Section 41.14(2)(A) be and is hereby amended by deleting the stricken language and inserting the underlined language as follows:

A. Except on July 3 ~~and July 4~~ from 9:00 a.m. to 10:00 p.m., July 4 from 9 a.m. to 11 p.m. and from 9:00 a.m. on December 31 to 12:30 a.m. on January 1, it is unlawful for any person to use or explode any first-class consumer fireworks within the corporate limits of the City. It is unlawful for any person to use or explode any explosive or explosive material within the corporate limits.

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

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

Passed and approved by the City Council on the _____ day of _____, 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

The foregoing Ordinance No. _____ was adopted by the Council for the City of Indianola, Iowa, on _____, 2025, and was published on _____, 2025.

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: June 16, 2025
Subject: The council may waive the third reading and adopt the ordinance.

Recommendation: Roll call is in order.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: June 16, 2025
Subject: Tobacco Violations

Introduction: On February 5, 2025 and April 22, 2025, compliance checks were conducted on tobacco retailers. From those checks, a permit holder or employee of the permit holder sold cigarettes or tobacco products to a person under twenty-one years of age at three locations. The permit holders were Hy-Vee Fast and Fresh, ABC Smoke (Jay Ambika), and the Indianola Country Club.

Background: The Council set a public hearing regarding the violations at their May 5, 2025 meeting for June 16, 2025. The permit holders were sent a letter stating they have the option to settle the case in lieu of a public hearing by signing an agreement and paying a fee no later than 10 business days prior to the hearing date.

Discussion: ABC Smoke and Hy-Vee Fast and Fresh have not signed the agreement. Council will need to hold a public hearing on the violation and then consider assessing a civil penalty. The penalty for ABC Smoke is \$300.00. The penalty for Hy-Vee Fast and Fresh is \$1500.00. The Country Club has signed the agreement and paid the fee. Council will need to strike the scheduled public hearings and accept the agreement by roll call vote.

Budget Impact:

Recommendation:

Attachments: None



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Public hearing for ABC Smoke (Jay Ambika) regarding the mandatory \$300.00 civil penalty prescribed by 453A.22.(2)(a) for the violation of Iowa Code Section 453A.2(1), selling giving or otherwise supplying any tobacco, tobacco products, or cigarettes to any person under twenty-one years of age.

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

Attachments: None



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Consideration of the violation of Iowa Code Section 453A.2(1), selling, giving or otherwise supplying any tobacco products, or cigarettes to any person under twenty-one years of age and assessing a civil penalty in the amount of \$300.00 against ABC Smoke (Jay Ambika), the retail permit holder.

Recommendation: Roll call is in order.

Attachments:

1. Hearing Compliant - Jay Ambika ABC Smoke
2. Jay Ambika ABC Smoke Ordering Accepting

Hearing Compliant

In Re:

Permit Holder
Jay Ambika
ABC Smoke
501 N Jefferson Way
Indianola, Iowa 50125

FIRST VIOLATION

The City of Indianola hereby makes the following Complaint against the above named Permit Holder:

1. Iowa Code Section 453A(1) provides that a person shall not “sell, give, or otherwise supply any tobacco, tobacco products, or cigarettes to any person under twenty-one years of age”.
2. Iowa Code Section 453A.22(2)(b) provides that if a Permit Holder or an employee of a Permit Holder has violated Iowa Code Section 453A.2(1), the Permit Holder shall be assessed a civil penalty of \$300.00 for a first violation of Iowa Code Section 453A.2(1) or a thirty day suspension of your retail permit.
3. On or about February 5, 2025, the Permit Holder or an employee of the Permit Holder sold cigarettes or tobacco products to a person under twenty-one years of age.

WHEREFORE, in accordance with Iowa law, the City of Indianola respectfully requests the Indianola City Council find a violation of the above referenced sections of Iowa Code Chapter 453A and assess a civil penalty in the amount of three hundred dollars (\$300.00) or a thirty day suspension of its retail permit against Hy-Vee Fast and Fresh, the retail permit holder.

Jackie Raffety
City Clerk/Finance Director
City of Indianola
110 N 1st Street
Indianola, IA 50125
Telephone: 515-961-9410
Email: jraffety@indianolaiowa.gov

**ORDER ACCEPTING
ACKNOWLEDGMENT/SETTLEMENT AGREEMENT**

IN RE:	:	
	:	
Permit Holder:	:	
Jay Ambika	:	FIRST VIOLATION
ABC Smoke	:	
501 N Jefferson Way	:	
Indianola, IA 50125	:	
	:	

NOW ON THIS the 16th day of June 2025, in lieu of a public hearing on the matter, the Indianola City Council accepts the payment and acknowledges the settlement between the above captioned Permit Holder and the City of Indianola.

WHEREFORE, the Indianola City Council **FINDS** that the above captioned Permit Holder has remitted to the City of Indianola a civil penalty in the amount of Three Hundred Dollars (\$300.00). Be advised that this sanction will count as a First Violation of Iowa Code Section 453A.2(1), pursuant to Iowa Code Section 453A.22(2)(a).

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Dated at Indianola, Iowa, the 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: June 16, 2025
Subject: Strike public hearing for complaints filed on tobacco sales permit violations for Hy-Vee Fast & Fresh from the agenda and accept acknowledgment/settlement agreement for cigarette civil penalty.

Introduction:

Background:

Discussion: On February 5, 2025, a tobacco compliance check was conducted. From that check, the permit holder or an employee of the permit holder of Hy-Vee Fast & Fresh, located at 912 N Jefferson Way sold cigarette or tobacco products to a person under twenty-one years of age. Hy-Vee Fast & Fresh has complied and paid their fine of \$1,500.00 on June 6, 2025. Council now needs to approve the order accepting acknowledgment/settlement agreement and fee.

Budget Impact:

Recommendation: Roll call is in order.

Attachments:

1. Hy-Vee Fast & Fresh Acknowledgment Settlement agreement- Signed
2. Hy-Vee Ordering Accepting

ACKNOWLEDGMENT/SETTLEMENT AGREEMENT

IN RE:

Permit Holder:

Hy-Vee Fast and Fresh

912 N Jefferson Way

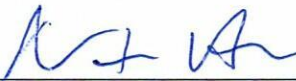
Indianola, IA 50125

:
:
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:

SECOND VIOLATION

We hereby knowingly and voluntarily acknowledge that we have received the Notice of Hearing and the Hearing Complaint filed against us in the above-captioned case. We hereby knowingly and voluntarily acknowledge the facts and allegations contained in the Hearing Complaint, attached hereto and incorporated herein by reference, and knowingly and voluntarily admit that the same are true and correct. We hereby knowingly and voluntarily waive hearing and submit to the statutory penalties prescribed by Iowa law. We understand that this penalty will count as an official "Second Violation" of Iowa Code Section 453A.2 pursuant to Iowa Code Section 453A.22. We have enclosed a check for the amount of \$1500.00 made payable to the "City of Indianola" to settle the above-referenced Hearing Complaint. In signing below, I hereby certify that I have the authority to bind the above-named Permit Holder.

Date: 6/2/2025

By: 
Title: Senior Vice President

On behalf of Permit Holder: Hy-Vee Fast and Fresh
912 N Jefferson Way
Indianola, IA 50125

If you decide to sign this Acknowledgment/Settlement Agreement and waive your appearance at a hearing, this document, properly signed and dated, along with your \$1500.00 check made payable to the "City of Indianola", must be returned to:

City Clerk
City of Indianola
110 N 1st St.
Indianola, Iowa 50125
Telephone: (515) 961-9410
E-mail: jraffety@indianolaiowa.gov

**ORDER ACCEPTING
ACKNOWLEDGMENT/SETTLEMENT AGREEMENT**

IN RE:

:
:
:
:
:
:
:

Permit Holder:

Hy-Vee Fast and Fresh

912 N Jefferson Way

Indianola, IA 50125

SECOND VIOLATION

NOW ON THIS the 16th day of June 2025, in lieu of a public hearing on the matter, the Indianola City Council accepts the payment and acknowledges the settlement between the above captioned Permit Holder and the City of Indianola.

WHEREFORE, the Indianola City Council **FINDS** that the above captioned Permit Holder has remitted to the City of Indianola a civil penalty in the amount of Fifteen Hundred Dollars (\$1500.00). Be advised that this sanction will count as a Second Violation of Iowa Code Section 453A.2(1), pursuant to Iowa Code Section 453A.22(2)(a).

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Dated at Indianola, Iowa, the 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: June 16, 2025
Subject: Strike public hearing for complaints filed on tobacco sales permit violations for the Indianola Country Club from the agenda and accept acknowledgment/settlement agreement for cigarette civil penalty.

Introduction:

Background:

Discussion: On April 22, 2025 a tobacco compliance check was conducted. From that check, the permit holder or an employee of the permit holder of Indianola Country Club, located at 1610 Country Club Road sold cigarette or tobacco products to a person under twenty-one years of age. The Country Club has complied and paid their fine of \$300.00 on May 30, 2025. Council now needs to approve the order accepting acknowledgment/settlement and fee.

Budget Impact:

Recommendation: Roll call is in order.

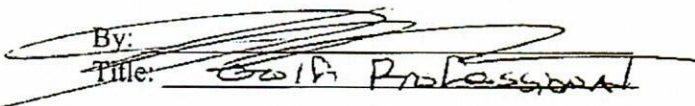
Attachments:

1. Country Club Acknowledgment Settlement Agreement - Signed
2. Indianola Country Club Ordering Accepting

ACKNOWLEDGMENT/SETTLEMENT AGREEMENT

IN RE:	:	
	:	
Permit Holder:	:	
Indianola Country Club	:	FIRST VIOLATION
1610 Country Club Road	:	
Indianola, IA 50125	:	
	:	

We hereby knowingly and voluntarily acknowledge that we have received the Notice of Hearing and the Hearing Complaint filed against us in the above-captioned case. We hereby knowingly and voluntarily acknowledge the facts and allegations contained in the Hearing Complaint, attached hereto and incorporated herein by reference, and knowingly and voluntarily admit that the same are true and correct. We hereby knowingly and voluntarily waive hearing and submit to the statutory penalties prescribed by Iowa law. We understand that this penalty will count as an official "First Violation" of Iowa Code Section 453A.2 pursuant to Iowa Code Section 453A.22. We have enclosed a check for the amount of \$300.00 made payable to the "City of Indianola" to settle the above-referenced Hearing Complaint. In signing below, I hereby certify that I have the authority to bind the above-named Permit Holder.

By: 

Title: Golf Professional

On behalf of Permit Holder: Indianola Country Club
1610 Country Club Road
Indianola, Iowa 50125

If you decide to sign this Acknowledgment/Settlement Agreement and waive your appearance at a hearing, this document, properly signed and dated, along with your \$300.00 check made payable to the "City of Indianola", must be returned to:

City Clerk
City of Indianola
110 N 1st St.
Indianola, Iowa 50125
Telephone: (515) 961-9410
E-mail: jraffety@indianolaiowa.gov

**ORDER ACCEPTING
ACKNOWLEDGMENT/SETTLEMENT AGREEMENT**

IN RE:	:	
	:	
Permit Holder:	:	
Indianola Country Club	:	FIRST VIOLATION
1610 Country Club Road	:	
Indianola, IA 50125	:	
	:	

NOW ON THIS the 16th day of June 2025, in lieu of a public hearing on the matter, the Indianola City Council accepts the payment and acknowledges the settlement between the above captioned Permit Holder and the City of Indianola.

WHEREFORE, the Indianola City Council **FINDS** that the above captioned Permit Holder has remitted to the City of Indianola a civil penalty in the amount of Three Hundred Dollars (\$300.00). Be advised that this sanction will count as a First Violation of Iowa Code Section 453A.2(1), pursuant to Iowa Code Section 453A.22(2)(a).

IT IS THEREFORE ORDERED that the judgment in this matter is hereby satisfied.

Dated at Indianola, Iowa, the 16th day of June 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jacob Meshke, City Manager
Date: June 16, 2025
Subject: Discussion and direction on the Community and Economic Development Director position.

Introduction: Staff recommends proceeding with the recruitment and selection of a Community and Economic Development Director based on the critical role of the department in City operations and the benefits of the position.

Background: The Community Development Department plays a critical role in City operations. Several key responsibilities of the department include:

- Overseeing and implementing the City's Comprehensive Master Plan.
- Overseeing and enforcement of the City's subdivision, zoning, building, and other land use and development codes.
- Enforcement of the City's property maintenance codes and rental housing inspection program.
- Overseeing permitting for residential, commercial, and other types of construction.
- Assisting in the development and coordination of the City's economic development program.

Beyond the Director position, the department has the positions of Office Assistant, Senior Planner, Building and Zoning Official, and Code Enforcement Officer to carry out the aforementioned responsibilities. In more recent history, the department was led by the position of Deputy City Manager/Community and Economic Development Director. This previous position would not only oversee and lead the efforts of the Community Development Department, but lead and assist with other city departments, operations, projects, programs, and services.

Discussion: Benefits of filling the vacant Community and Economic Development Director position include:

- Efficient and effective communication, collaboration/coordination, and project, program, and service management
- Internal and external customer service
- Technical expertise and experience
- Enhanced focus on development-related projects, policy, and processes
- Support and management of code enforcement, rental housing inspection, and permitting processes

To ensure clarity, the recruitment and selection process would be for a Community and Economic Development Director and **not** include the additional title of Deputy City Manager.

Budget Impact: The Community and Economic Development Director is a budgeted position within the FY26 Budget.

Recommendation: Staff recommends proceeding with the recruitment and selection of a Community and Economic Development Director.

Attachments: None



MEMORANDUM

To: Mayor and City Council

From:

Date: June 16, 2025

Subject: Discussion and direction regarding the City's partnership with Service Line Warranties of America.

Recommendation: Service Line Warranties of America and the City of Indianola entered into an agreement in 2021. Staff is requesting direction on continuing this partnership.

Attachments:

1. Res. Utility Service Line Warranty Agreement, Jan 2021
2. Res. Approve USLW Amend 1

CITY OF INDIANOLA
RESOLUTION NO 2021-004

RESOLUTION AUTHORIZING THE CITY OF INDIANOLA TO ENTER INTO A MARKETING AGREEMENT WITH UTILITY SERVICE PARTNERS PRIVATE LABEL, INC., ("USP") D/B/A/ SERVICE LINE WARRANTIES OF AMERICA ("SLWA") FOR ADVERTISEMENT TO THE CITY'S RESIDENTS OF WARRANTY PLANS FOR REPAIRS OF EXTERNAL WATER LINES, EXTERNAL SEWER LINES, AND IN-HOME PLUMBING ON RESIDENTIAL PROPERTY.

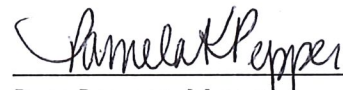
WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the City of Indianola ("CITY"); and

WHEREAS, City desires to offer Property Owners the opportunity, but not the obligation, to purchase a service plan for their external water lines, external sewer lines, and in-home plumbing; and

WHEREAS, Company, a subsidiary of HomeServe USA Corp., is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Property Owners subject to the terms and conditions contained within the marketing agreement.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Indianola enters into a three (3) year marketing agreement with Utility Service Partners Private Label, Inc., ("USP") D/B/A/ Service Line Warranties of America ("SLWA") to provide the National League of Cities Service Line Warranty Program.

Adopted by the City Council this 4th day of January 2021, by a vote of 6 ayes and 0 nays.


Pam Pepper, Mayor

ATTEST:


Andrew J. Lent, City Clerk/CFO

MARKETING AGREEMENT

This MARKETING AGREEMENT (“**Agreement**”) is entered into as of [January 4, 2021] (“**Effective Date**”), by and between the City of Indianola, Iowa (“**City**”), and Utility Service Partners Private Label, Inc. d/b/a Service Line Warranties of America (“**Company**”), herein collectively referred to singularly as “**Party**” and collectively as the “**Parties**”.

RECITALS:

WHEREAS, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the City (“**Property Owner**”); and

WHEREAS, City desires to offer Property Owners the opportunity, but not the obligation, to purchase a service plan and other similar products set forth in Exhibit A or as otherwise agreed in writing from time-to-time by the Parties (each, a “**Product**” and collectively, the “**Products**”); and

WHEREAS, Company, a subsidiary of HomeServe USA Corp., is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Property Owners subject to the terms and conditions contained herein; and

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Purpose.** City hereby grants to Company the right to offer and market the Products to Property Owners subject to the terms and conditions herein.

2. **City Obligations.**

A. Grant of License. City hereby grants to Company a non-exclusive license (“**License**”) to use City's name and logo or other branding (“**Marks**”), on letters, bills and marketing materials to be sent to Property Owners from time to time, and to be used in advertising (including on the Company's website), all at Company's sole cost and expense and subject to City's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld. Company's use of the Marks in accordance with this Agreement will not infringe any other party's rights. City agrees that it will not extend a similar license to any competitor of Company during the Term (as defined in Section 3 below).

B. Property Owner Data. If City elects to do so, City may provide Company with Property Owner Data for use by Company in furtherance of the advertisement, marketing, and sale of the

Products. Any name, service address, postal address, and any other appropriate or necessary data for Property Owners in City is defined as “**Property Owner Data**”. Property Owners Data shall be and remain City’s property. For any Property Owner Data provided by City to Company, City warrants that Property Owner Data has been and will be collected in compliance with all laws, statutes, treaties, rules, codes, ordinances, regulations, permits, official guidelines, judgments, orders and interpretations (“**Applicable Laws**”); and City is permitted by Applicable Laws and by any applicable privacy policy to provide Property Owner Data to Company and to permit Company to use Property Owner Data for the purposes of this Agreement. A Property Owner who has purchased a Product is a member (“**Member**”) and, following such purchase, all data in Company’s control or possession relating to Members is Company’s property.

3. **Term.** The term of this Agreement (“**Initial Term**”) shall be for three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms (each a “**Renewal Term**”, and collectively with the Initial Term, the “**Term**”) unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Initial Term or of a Renewal Term that the Party does not intend to renew this Agreement. In the event that Company is in material breach of this Agreement, the City may terminate this Agreement thirty (30) days after giving written notice to Company of such breach, if said breach is not cured during said thirty (30) day period. Company will be permitted to complete any marketing initiative initiated or planned prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate.

4. **Consideration.** As consideration for such license, Company will pay to City a License Fee of as set forth in Exhibit A (“**License Fee**”) during the Term of this Agreement. The first payment shall be due by January 30th of the year following the conclusion of the first year of the Term. Succeeding License Fee payments shall be made on an annual basis throughout the Term, due and payable on January 30th of the succeeding year. City agrees to provide a completed Form W-9 to Company in order to facilitate proper payment of the License Fee. City will have the right, at its sole expense, to conduct an audit, upon reasonable notice and during normal business hours, of Company’s books and records pertaining to any fees due under this Agreement while this Agreement is in effect and for one (1) year after any termination of this Agreement.

5. **Confidentiality.** Each party will treat all non-public, confidential and trade secret information received from the other party as confidential, and such party shall not disclose or use such information in a manner contrary to the purposes of this Agreement. Notwithstanding the foregoing, the City shall not be liable for any disclosure of confidential information that is required to be disclosed under any applicable public records act or under court order. City shall provide notice to Company prior to any such disclosure.

6. **Code Change.** The Parties understand that the pricing of the Products and compensation provided for in this Agreement are based upon the currently applicable City, municipal or similar codes. In the event Company discovers a code change, Company shall have the ability to reassess the pricing of this Agreement.

7. **Indemnification.** Each Party (the “**Indemnifying Party**”) hereby agrees to protect, indemnify, and hold the other Party, its officers, employees, contractors, subcontractors, and agents (collectively or individually, “**Indemnatee**”) harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable attorneys' fees and court costs (individually or collectively, “**Claim**”), which an Indemnatee may suffer or which may be sought against or are recovered or obtainable from an Indemnatee, as a result of or arising out of any breach of this Agreement by the Indemnifying Party, or any negligent or fraudulent act or omission of the Indemnifying Party or its officers, employees, contractors, subcontractors, or agents in the performance of this Agreement; provided that the applicable Indemnatee notifies the Indemnifying Party of any such Claim within a time that does not prejudice the ability of the Indemnifying Party to defend against such Claim. Any Indemnatee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

8. **Notice.** Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by personal service, (ii) sent by electronic mail (provided confirmation of receipt is provided by the receiving Party), or (iii) deposited as registered or certified mail, return receipt requested, with the United States Postal Service, addressed as follows:

To: City:
ATTN: Ryan Waller
City of Indianola
PO Box 299
Indianola, IA 50125
Email: rwaller@indianolaiowa.gov
Phone: (515) 961-9410

To: Company:
ATTN: Chief Sales Officer
Utility Service Partners Private Label, Inc.
4000 Town Center Boulevard, Suite 400
Canonsburg, PA 15317
Phone: (866) 974-4801

9. **Modifications or Amendments/Entire Agreement.** Except for the list of available Products under the Agreement, which may be amended from time to time by the Parties in writing and without signature, any and all of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a Party unless in writing signed by that Party.

10. **Assignment.** Neither Party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other Party unless such assignment or delegation is to an affiliate or to an acquirer of all or substantially all of the assets of the transferor.

11. **Counterparts/Electronic Delivery; No Third Party Beneficiary.** This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by email and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter. Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a party to this agreement any third- party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

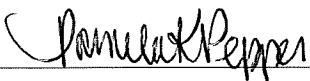
12. **Choice of Law/Attorney Fees.** The Parties shall maintain compliance with all Applicable Laws with respect to its obligations under this Agreement. The governing law shall be the laws of the State of Iowa, without regard to the choice of law principles of the forum state. THE PARTIES HERETO HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVE ANY RIGHT THAT MAY EXIST TO HAVE A TRIAL BY JURY IN RESPECT OF ANY LITIGATION BASED UPON OR ARISING OUT OF, UNDER, OR IN ANY WAY CONNECTED WITH, THIS AGREEMENT.

13. **Incorporation of Recitals and Exhibits.** The above Recitals and Exhibit A attached hereto are incorporated by this reference and expressly made part of this Agreement.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the day and year first written above.

CITY OF INDIANOLA

A handwritten signature in black ink, appearing to read "Pam Pepper", is written over a horizontal line.

Name: Pam Pepper

Title: Mayor

UTILITY SERVICE PARTNERS PRIVATE LABEL, INC.

DocuSigned by:

59C95FEDA3C044A...

A DocuSign signature block for Michael Backus. It includes the text "DocuSigned by:", a handwritten signature "Michael Backus" in black ink, and a long alphanumeric string "59C95FEDA3C044A..." below the signature line.

Name: Michael Backus

Title: Chief Sales Officer

Exhibit A
NLC Service Line Warranty Program
City of Indianola
Term Sheet
November 11, 2020

I. Initial Term. Three years

II. License Fee. \$0.50 per Product for each month that a Product is in force for a Property Owner (and for which payment is received by Company), aggregated and paid annually, for:

A. City logo and name on letterhead, advertising, signature line, billing, and marketing materials.

III. Products.

A. External water service line plan (initially, \$6.75 per month)

B. External sewer/septic line plan (initially, \$7.75 per month)

C. Interior plumbing and drainage plan (initially, \$9.99 per month)

Company may adjust the foregoing Product fees; provided, that any such adjustment shall not exceed \$.50 per month in any 12-month period, unless otherwise agreed by the Parties in writing. Pricing does not include taxes.

IV. Scope of Coverage.

A. External water service line plan:

- Property Owner responsibility: from the main to the external wall of the home.
- Covers thawing of frozen external water lines.
- Covers well service lines if applicable.

B. External sewer/septic line plan:

- Property Owner responsibility: From the external wall of the home to the sewer main.
- Covers septic lines if applicable.

C. Interior plumbing and drainage plan:

- Water supply pipes and drainage pipes within the interior of the home.

V. Marketing Campaigns. Company shall have the right to conduct up to three campaigns per year, comprised of up to six mailings and such other channels as may be mutually agreed. Initially, Company anticipates offering the Interior plumbing and drainage plan Product via in-bound channels only.

**City of Indianola
RESOLUTION 2021- 058**

**RESOLUTION APPROVING AMENDMENT 1 TO MARKETING AGREEMENT WITH UTILITY
SERVICES PARTNERS PRIVATE LABEL, INC. D/B/A SERVICE LINE WARRANTIES OF
AMERICA**

WHEREAS, on January 4, 2021, the City Council approved a marketing agreement with Utility Services Partners Private Label, Inc. d/b/a service Line Warranties of America to advertise a utility service line warranty program, and

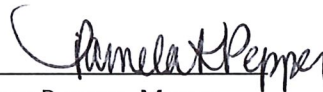
WHEREAS, the City Council wishes to amend said agreement to reduce premiums to be paid by property owners in lieu of royalties to the City, and

WHEREAS, the attached Amendment 1 reduces property owner premiums in lieu of royalties to the City.

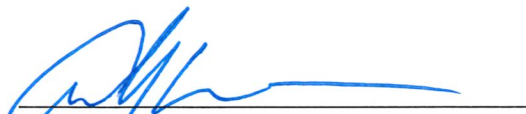
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that

1. the attached Amendment 1 is approved and
2. the Mayor is authorized to sign the attached Amendment 1 on behalf of the City of Indianola.

Passed and approved this 15th day of March 2021.


Pam Pepper, Mayor

ATTEST:


Andrew J. Lent, City Clerk/CFO

FIRST AMENDMENT

THIS FIRST AMENDMENT ("First Amendment") to the **MARKETING AGREEMENT** dated January 4, 2021 (the "Agreement") is entered into by and between **Utility Services Partners Private Label, Inc. d/b/a service Line Warranties of America**, and the **City of Indianola, Iowa**. All capitalized terms used in this First Amendment not otherwise defined herein shall have the same meaning ascribed to them in the Agreement. This First Amendment shall be effective on the last signature date set forth below.

NOW, THEREFORE, in consideration of the mutual covenants and promises as set forth herein and for other good and valuable consideration the receipt and sufficiency of which are acknowledged, the Parties do hereby agree to amend the Agreement as follows:

1. Sections II and III of Exhibit A shall be deleted in its entirety and replaced with the following:

II. License Conditions.

- a. Town logo and name on letterhead, advertising and marketing materials.
- b. Signature by Town official

III. Products. In exchange for the license conditions above, Company will offer the following discounted rates to Property Owners:

- a. External water service line plan (initially, \$6.25 per month)
- b. External sewer/septic line plan (initially, \$7.25 per month)
- c. Interior plumbing and drainage plan (initially, \$9.49 per month)

Company may adjust the foregoing Product fees; provided, that any such adjustment shall not exceed \$.50 per month in any 12-month period, unless otherwise agreed by the Parties in writing.

Except as otherwise modified or amended by this First Amendment, all other provisions, terms and conditions of the Agreement remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have duly executed this First Amendment.

**UTILITY SERVICE PARTNERS
PRIVATE LABEL, INC.**

CITY OF INDIANOLA

By: _____
Name:

Title:

Date:

By:  _____
Name: Pam Pepper

Title: Mayor

Date: 16 March 2021



MEMORANDUM

To: Mayor and City Council
From: Jacob Meshke, City Manager
Date: June 16, 2025
Subject: Resolution approving policy statements to establish an official position of the City of Indianola

Introduction: Staff recommends approval of the resolution approving policy statements for the City of Indianola and authorizing the Mayor and/or his/her designee(s) to represent or express an official position so long as it aligns with the approved policy statements.

Background: Legislation passed at the federal and state level can have significant impacts on the operations, programs, and services of the City of Indianola. While the impacts are broad, legislation from other levels of government can affect city revenues, expenses, economic development, community partners, and policymaking authority. As such, there are times when the City of Indianola may want to take an official position in the best interest of operations, programs, and services.

The city has current policy which limits the ability to represent or express an official position of the city without a corresponding motion, resolution, or ordinance.

Discussion: There are times when the City of Indianola may want to take an official position to support local operations, programs, and services. As the legislative process can be fast-moving and evolve quickly, it's essential to formulate and express an official position in a timely manner.

Current city policy requires a motion, resolution, or ordinance to represent or express an official position of the city. To create an efficient and effective process while ensuring compliance with existing city policy, this resolution proposes a series of policy statements and allows for the representation or expression of an official city position by certain officials so long as it aligns with the policy statements.

The policy statements to support an official city position are as follows:

- The City of Indianola supports local control as local decisions should be made by local elected officials.
- The City of Indianola supports financial stability as predictability and consistency in revenue streams are needed for operations, programs, infrastructure, public safety, and services.
- The City of Indianola supports economic development as maintaining flexible tools and recruiting, retaining, and expanding businesses are critical for economic vitality.
- The City of Indianola supports community partners as their programs, services, and projects are essential for community success.

The City Attorney has been engaged to review all agenda item materials and ensure compliance with city code, city policy, and state law.

Budget Impact: None

Recommendation: Staff recommends approval of the resolution approving policy statements for the City of Indianola and authorizing the Mayor and/or his/her designee(s) to represent or express an official position so long as it aligns with the approved policy statements.

Attachments:

1. Resolution
2. City Policy on Lobbying
3. Iowa League of Cities Legislative Advocacy Toolkit

City of Indianola
RESOLUTION 2025-

**RESOLUTION APPROVING POLICY STATEMENTS TO
ESTABLISH AN OFFICIAL POSITION OF THE CITY OF INDIANOLA**

WHEREAS, federal and state legislation have significant impacts on the operations, programs, and services of the City of Indianola; and

WHEREAS, the City of Indianola has a “City Policy on Lobbying” which provides limitations on representing or expressing an official position on behalf of the City of Indianola; and

WHEREAS, there are times where it is beneficial for the City of Indianola to express an official position on legislation to support operations, programs, and services; and

WHEREAS, to enhance the identification of areas of advocacy, the City of Indianola would benefit from having a set of policy statements which provide guidance on legislative advocacy; and

WHEREAS, it is desirable to streamline legislative advocacy efforts while ensuring compliance with existing City policy.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts the policy statements below supporting the official position of the City of Indianola.

- The City of Indianola supports local control as local decisions should be made by local elected officials.
- The City of Indianola supports financial stability as predictability and consistency in revenue streams are needed for operations, programs, infrastructure, public safety, and services.
- The City of Indianola supports economic development as maintaining flexible tools and recruiting, retaining, and expanding businesses are critical for economic vitality.
- The City of Indianola supports community partners as their programs, services, and projects are essential for community success.

BE IT FURTHER RESOLVED that the Mayor and/or his/her designee(s) are authorized and empowered to represent or express an official position on behalf of the City of Indianola so long as it aligns with and is supported by the aforementioned policy statements.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

General/Miscellaneous Policies

City Policy on Lobbying

The “official position” of every city official or employee as well as the “official position” of the City of Indianola, for purposes of encouraging the passage, defeat or modification of any state legislation or any state regulation or influencing the decision of any state officials, or for any other purposes, can only be established by a motion, resolution or ordinance duly adopted by the City Council of the City of Indianola, Iowa. No such “official position” exists in the absence of such motion, resolution, or ordinance establishing such “official position”, and no city official or employee is authorized or empowered to represent or express any such “official position” on behalf of the City of Indianola.

No city official or employee is paid compensation for the purpose of lobbying or is authorized to act as a lobbyist on behalf of the City of Indianola.

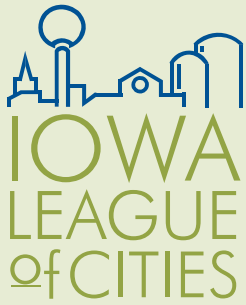
In the absence of a motion, resolution or ordinance specifically authorizing and empowering a city official or employee to the contrary, every city official and employee having any contact with any state representative, senator, executive branch employee or officer, or any state agency employee or officer (“state officials”), shall immediately state the disclaimer found below before making any other statement unless (a) the contact is initiated, conducted and concluded by the state official exclusively for the purpose of obtaining purely factual non-confidential objective information or data about the city, or (b) the contact is initiated, conducted and concluded by the city official or employee exclusively for the purpose of obtaining purely factual non-confidential objective information or data about the state, or (c) the contact is limited to the city official’s or employee’s formal appearance to give testimony, or (d) the contact involves a lawyer licensed to practice law in the State of Iowa representing the city before any agency or in a contested case.

The disclaimer mentioned above shall consist of the following statement: “The Indianola City Council has not established an ‘official position’ on this matter either for myself, my officer, or the City. I am not compensated or authorized to lobby on behalf of the City of Indianola on this matter. Accordingly, any views or opinions I may express are my own alone as a private citizen and are not intended to reflect the ‘official position’ of the City of Indianola or of my office or position with the City of Indianola.” Upon the stating of this disclaimer, it shall be conclusively presumed that the city official or employee is exercising his or her own right to free speech and the right to petition his or her government.

Adopted by City Council on January 4, 1993.

LEGISLATIVE ADVOCACY TOOLKIT

About the League



The Iowa League of Cities serves as the unified voice of cities, providing advocacy, training and guidance to strengthen Iowa's communities. We recognize the need for strong leadership in our mission and in each of our values. These values represent the shared principles that guide all of our efforts and decisions.

What We Do

The League's advocacy work is led by the members of the governmental affairs team, but relies heavily on the grassroots support from the League membership. The League represents and advocates for Iowa's cities year round:

- We have lobbyists at the Capitol throughout session speaking to legislators, keeping our members informed, and registering on proposed bills as For, Against, or Undecided.
- We convene a Legislative Policy Committee of city leaders to talk through proposed bills and determine strategy.
- The League helps cities tell their stories and navigate the legislative process.
- We host the annual Local Leaders Day at the Capitol in March to rally city leaders and connect them with their legislators.



What We Stand For

Our values when approaching legislation remain the same each year. **We advocate for:**

LOCAL CONTROL:

Local decisions should be made by locally elected government.

FINANCIAL STABILITY:

Cities need predictability and consistency to plan for their community.

ECONOMIC DEVELOPMENT:

Maintaining flexible economic development tools is essential to cities of all sizes.

INFRASTRUCTURE:

Cities need the resources to meet infrastructure, technology, and human needs.

PUBLIC SAFETY:

Cities must have the tools and resources to provide essential public safety services for their communities.

The League's 2025 Legislative Priorities



Police Officers Recruitment, Training and Retention

Collaborate with state policy makers and others to address challenges and ensure all cities have access to trained and qualified police officers.



Sidewalk Maintenance & Liability

Return to allowing local governments to assign the care and maintenance of sidewalks to the adjacent property owner, like they can with snow and ice removal.



Public Notice Timing Disparity

Pursue uniformity in required publication dates to *Code of Iowa* Chapter 362.3.

■ Legislative Basics

The Iowa Legislature

There are 150 legislators in Iowa split between two chambers. There are 100 members in the Iowa House of Representatives, or the “Iowa House.” There are also 50 members of the Iowa Senate. Every individual has one Representative and one Senator who represents them at the Iowa Capitol. Republicans currently control the Iowa House by 14 votes and the Iowa Senate by 9 votes.

The Legislative Session

Session runs from January to late spring each year, where the House and Senate work from the Capitol on legislation. There are a few key dates for session. The first funnel is the last day a bill can be voted out of committee. The second funnel is the last day a bill can be voted out of one chamber and out of committee in the opposite chamber. These two funnels narrow down the number of bills in play and are especially active times in session. One exception to the funnels are bills that spend money, such as appropriations or tax bills. The funnels do not apply to these bills. Finally, legislators are given a per diem to help with the expenses of living away from home. This per diem ends on the 110th day of session. Session typically ends very soon after per diem ends.

2025 Session Timeline

January 13 First Day of Session

March 7 First Funnel

April 4 Second Funnel

May 2 Per Diem Ends

The Legislative Process

1. A bill is introduced

Legislators, the Governor, or a state agency can introduce a bill to either chamber.

2. The bill is referred to committee

The bill is assigned to a standing committee in that chamber by either the House Majority Leader or the President of the Senate.

3. The bill is assigned to a subcommittee review

The committee chair assigns the bill to a subcommittee, which holds an open meeting where the public and lobbyists can express their views and ask for changes.

4. The committee takes action

If the majority of the subcommittee approves, the committee will then pass, amend or take no action on the bill. If no action, the bill dies in committee.

5. Debate

Once a bill passes out of committee, it heads to the floor where it is debated by the chamber.

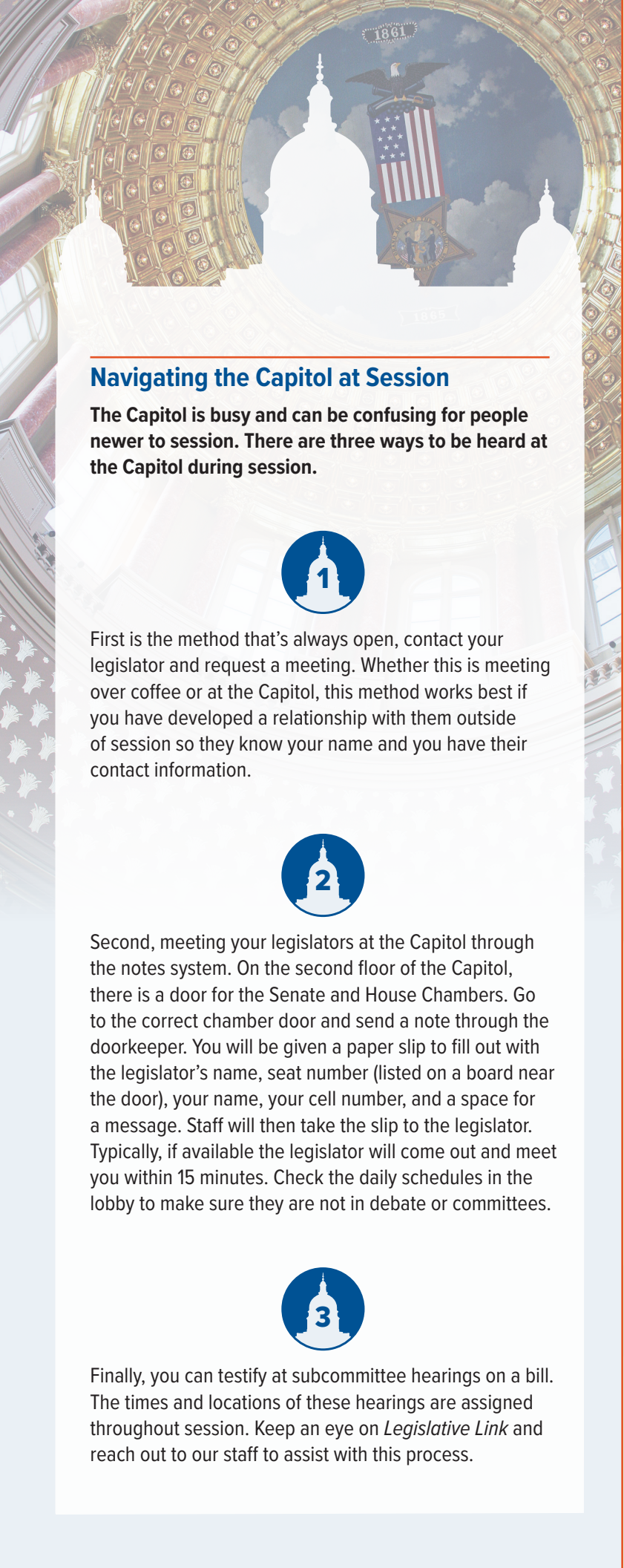
6. Referral to the other chamber

If the bill passes in one chamber, it is then referred to the other chamber for approval.

7. Governor’s approval

Once an identical bill passes in both chambers, it goes to the Governor for approval. When the Governor signs a bill, it becomes law.





Navigating the Capitol at Session

The Capitol is busy and can be confusing for people newer to session. There are three ways to be heard at the Capitol during session.



First is the method that's always open, contact your legislator and request a meeting. Whether this is meeting over coffee or at the Capitol, this method works best if you have developed a relationship with them outside of session so they know your name and you have their contact information.



Second, meeting your legislators at the Capitol through the notes system. On the second floor of the Capitol, there is a door for the Senate and House Chambers. Go to the correct chamber door and send a note through the doorkeeper. You will be given a paper slip to fill out with the legislator's name, seat number (listed on a board near the door), your name, your cell number, and a space for a message. Staff will then take the slip to the legislator. Typically, if available the legislator will come out and meet you within 15 minutes. Check the daily schedules in the lobby to make sure they are not in debate or committees.



Finally, you can testify at subcommittee hearings on a bill. The times and locations of these hearings are assigned throughout session. Keep an eye on *Legislative Link* and reach out to our staff to assist with this process.

Advocacy Guide

The Value of Advocacy

- *While the Iowa League of Cities advocates for Iowa's cities, the most effective advocacy comes from a legislator's own district.*
- *Cities represent a significant portion of a legislator's constituency and can have an influential voice.*
- *Many legislators have never served as a local official. They may not know how a bill will impact the cities in their district. It is critical that they hear from you before, during and after session.*

Developing Legislative Relationships

The most important time to develop legislative relationships is in the offseason, when legislators are less busy. Legislators are often happy to meet with city officials in small meetings or larger forums. Once you identify your legislators, you can:

FIND YOUR LEGISLATOR



- ✓ Share how the city's tax dollars are spent. A summary of your city's budget and priorities helps give them an understanding of city operations and needs.
- ✓ Offer assistance. Starting a conversation by asking "what can I do for you?" can go a long way.
- ✓ Provide your legislators with summaries of issues that are important to your city, including facts and data.
- ✓ Invite them to address a council meeting, participate in a city-hosted event, or visit project sites.
- ✓ Conduct informal meetings with them and local business and community leaders.
- ✓ Get their cell phone number. When session kicks up and they're busy, you're competing with everyone else to get their attention. Having a more direct line of communication and an existing relationship helps you be heard amongst the noise.

Tips for Effectively Communicating with Legislators

Like all elected officials, legislators are busy and hearing from many different people and organizations on many different topics. They are also wildly different from each other based on their profession, background, family, and other factors just like all of us. Getting to know them is step one. After that, some communication tips include:

BE CIVIL:	Be professional and courteous, even in disagreements.
BE SPECIFIC:	Tell your city's story with local data and impacts.
BE CONCISE:	Know what points you want to make and keep them brief.
BE ACCURATE:	Double check your facts and data.
BE CLEAR:	Make a specific ask, such as a yes or no vote.
BE PERSISTENT:	Stay active and engage. Most things take time and repeated efforts.
BE TIMELY:	During session, there's a lot on their plate. Gauge when to communicate based on where the bill is in the process.
FOLLOW UP:	Send a thank you or acknowledgement.
INVOLVE THE LEAGUE:	Our legislative staff is happy to assist and support you!



How You Can Stay Informed

Sign up for *Legislative Link*, every Friday during the Legislative session you will be briefed on issues relevant to cities as well as ways you can participate in the legislative process.



Tips for Testifying at Subcommittees

Subcommittee hearings are a crucial way to be heard during session. Many bills can be influenced at this stage and the deciding body is typically three legislators. Keep an eye on *Legislative Link* and reach out to League staff to help stay on top of legislative hearings as they are often scheduled only days in advance.

- Research the committee: Who's on it, does a legislator from your area serve on it, reach out to the members before the hearing.
- Prepare your remarks: You will usually have 1-3 minutes to speak. Be concise and on point.
- Introduce yourself and who you represent.
- Avoid duplication of prior testimony. Offer concrete information and local examples of how the bill will impact your city.
- Be honest. If committee members ask you questions and you don't have the information on hand, offer to find out and follow up with their office.

(515) 244-7282 | legislativestaff@iowaleague.org | www.iowaleague.org

Chelsea Hoyer
Director of Government Affairs
(515) 974-5319

Cody Carlson
Manager of Government Affairs
(515) 974-5312



MEMORANDUM

To: Mayor and City Council
From:
Date: June 16, 2025
Subject: Discussion and action regarding future agenda items.

Recommendation: This is an opportunity for Council Members to bring forward future agenda items, vote on adding it to an agenda, and give direction to staff.

Attachments: None



MEMORANDUM

To: Mayor and City Council

From: Jackie Raffety, City Clerk/Finance Director

Date: June 16, 2025

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

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

Attachments: None