



CITY OF INDIANOLA COUNCIL MEETING

June 17, 2019

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public Comment
5. Consent
 - A. Approval of agenda
 - B. **Page 4** June 3, 2019 Minutes
 - C. Applications
 1. **Page 8** A renewal Class "E" Liquor, Class "B" Wine, Class "C" Beer and Sunday Sales Privilege for Indy 66 - 2001 W. 2nd Avenue
 2. **Page 9** A new Class "B" Beer, Brew Pub and Sunday Sales Privilege for West Hill Brewing Company - 219 W. Salem Avenue
 3. **Page 10** A new Class "B" Beer (includes wine coolers) for the Indianola Chamber of Commerce (RAGBRAI event) - 301 N. Buxton
 4. **Page 11** A renewal cigarette permit for Dollar General Store - 1803 W. 2nd Avenue
 - D. **Page 12** Second consideration of a request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 N Jefferson Way (P&Z approved unanimously on May 14, 2019).
 - E. **Page 19** Change order number one in an amount of \$1,500 and resolution approving final completion and release of retained funds for the 2018 Plainview and McCord Power Control Improvement Projects
 - F. **Page 33** Resolution setting July 15, 2019 as a public hearing to amend the FY 2020 budget

- G. **Page 35** Resolution Approving Salaries
- H. **Page 37** Resolution determining Police Department property to be surplus and authorizing sale of property
- I. **Page 41** Street usage event application from the Warren County Historical Society for the Log Cabin Festival - September 28, 2019 from 9:00 a.m. - 11:30 a.m.
* Will start by the Administration Building, South on Buxton, East on Ashland, South on Howard, West on Salem through the Warren County Fairgrounds
- J. **Page 47** Event usage application from the National Balloon Classic for the annual National Balloon Classic Parade - July 27, 2019 from 10:00 a.m. - noon - requesting to close the entire square and will be using "F", Detroit, "E", Girard, Howard, Salem and Buxton
- K. **Page 55** Event application from the National Balloon Classic and the Indianola Chamber of Commerce for a Shop Local Vendor Show - July 27, 2019 from 8:00 a.m. - 4:00 p.m. - will close the parking lot owned by the Presbyterian Church and First Baptist Church
- L. **Page 60** Claims on the computer printout for June 17, 2019
- 6. Council Reports
 - A. **Page 80** Consider nominations to the Home Town Pride Committee
 - B. Greater Des Moines Convention Report - John Parker
- 7. Mayor Pro Tem Report - Shirley Clark
 - A. Community Update
- 8. Public Consideration
 - A. Old Business
 - 1. **Page 87** Public hearing and resolution approving and authorizing execution of a Development Agreement by and between the City of Indianola and with Autumn Ridge Development, LC
 - 2. **Page 97** Public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council (P&Z approved 5-1 on May 14, 2019).
 - 3. **Page 108** Public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts (P&Z approved 5-0, with one member abstaining from voting on May 14, 2019).
 - 4. **Page 114** Amendment Number One to the Hillcrest /downtown Unified Urban Renewal Plan
 - a. **Page 115** Resolution Nunc Pro Tunc correcting scrivener's error in the legal description of the Unified Amendment No. 1 Subarea included in Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan

b. Page 120 Final consideration of ordinance for the division of revenues under Iowa Code Section 403.19 for Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan

- 5. Page 136** Resolution Appointing Bank of Oklahoma Financial (BOKF), N.A. as Substitute Paying Agent, Bond Registrar, and Transfer Agent for Series 2011C; terminating existing Paying Agent, Bond Registrar and Transfer Agent Agreements with Bankers Trust Company, N.A. for Series 2011C; and Approving the Paying Agent, Bond Registrar and Transfer Agent Agreement with BOKF, N.A. for outstanding City issues, and Authorizing Execution of the Agreement

B. New Business

- 1. Page 150** Resolution ordering construction of public improvement (3rd Avenue Sanitary Sewer Improvements) and fixing a date for hearing (July 15, 2019) and taking of bids (July 2, 2019)
- 2. Page 154** Resolution ordering construction of public improvement (East Hillcrest Avenue Trail Connector) and fixing a date for hearing (July 15, 2019) and taking of bids (July 9, 2019)
- 3. Page 159** Resolution approving an agreement between the City of Indianola and Warren County Economic Development for transfer of revolving loan fund

9. Other Business

- A. Page 168** City Manager's Report - Ryan Waller
* Receive and file correspondence from May 31 and June 7, 2019.
- B. Page 212** Discussion and possible scheduling of a special council meeting to approve claims
- C. Page 213** Discuss parking in the 200 Block of North Buxton Street
- D. Page 215** Receive and file the FY 20/21 budget calendar
- E. Page 217** Enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session

10. Adjourn

Information

Subject

June 3, 2019 Minutes

Information

Fiscal Impact

Attachments

Minutes

REGULAR SESSION – JUNE 3, 2019

The City Council met in regular session at 6:00 p.m. on June 3, 2019 in the City Hall Council Chambers. Mayor Pro Tem Shirley Clark called the meeting to order and on roll the following members were present: Shirley Clark, Joe Gezel, Bob Kling, Greg Marchant, John Parker and Greta Southall. Absent: Mayor Kelly B. Shaw.

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

Approval of agenda

May 20, 2019 Minutes

Applications - A new Class "E" Liquor License, Class "B" Wine, Class "C" Beer and Sunday Sales Privilege for Casey's - 1101 E. 2nd Avenue

Resolution No. 2019-103 setting a public hearing (June 17, 2019) to approve and authorize a Development Agreement with Autumn Ridge Development, LC (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-104 approving Supplemental Number 20 to the Professional Service Agreement with Snyder and Associates for the Street Master Plan (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-105 approving the four-year maintenance bond for pavement in Heritage Hills Plat 9 (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-106 amending the City's FY 19/20 fee schedule for ambulance fees (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-107 approving a three-year extension for the residential recycling contract with Waste Management of Iowa, Inc. (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-108 approving salaries (The complete resolution may be viewed at the City Clerk's Office)

Second consideration of ordinance for the division of revenues under Iowa Code Section 403.19 for Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan

Home Base Iowa Initiative Application from Jonathan Neal and authorization of a handwritten warrant in the amount of \$1,500

Home Base Iowa Initiative Application from Kyle Sapp and authorization of a handwritten warrant in the amount of \$1,500

Street closure application from the YMCA of Indianola for July 23, 2019 from 10:00 a.m. to July 24, 2019 at 11:00 a.m. - will close the YMCA parking lot and part of East Trail Ridge Avenue

Annual renewal of cigarette permits – effective July 1, 2019 (The complete list is on file at the City

Clerk's Office)

Prior and Final approval of applications for Urban Revitalization Designation (The complete list may be viewed at the City Clerk's Office)

Claims on the computer printout for June 3, 2019

Mike Lewis and Kurt Hagge of Shive Hattery and Brandon Shulte of DCI presented an update on the Warren County Justice Center Building.

Aaron Moulton, Wade Jurney Homes, gave a presentation regarding the Prairie Glynn Subdivision.

A public hearing and first consideration of a request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 N Jefferson Way was held. Jan Neer, 304 E. Ashland asked for clarification as to what part of the alley was being sold. There were no objections either oral or written. It was moved by Southall and seconded by Gezel to approve the first consideration of this request. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

The City Council discussed the HRA program. It was the consensus of the City Council to authorize a deadline of June 30, 2020 for employees and retirees to submit their HRA reimbursement. Funds not recouped by June 30, 2020 will then be paid out to the employee or retiree as a lump sum payment.

A motion was made by Southall and seconded Parker by to approve a noise permit amendment from A.J. Nelson - Warren County Speedway. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

The following resolution entitled, "RESOLUTION APPROVING 28E AGREEMENT BETWEEN THE CITY OF INDIANOLA AND THE INDIANOLA COMMUNITY SCHOOL DISTRICT FOR A SCHOOL RESOURCE OFFICER" was approved on a motion by Kling and seconded by Southall. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

RESOLUTION NO. 2019-109

RESOLUTION APPROVING 28E AGREEMENT BETWEEN THE CITY OF INDIANOLA AND THE INDIANOLA COMMUNITY SCHOOL DISTRICT FOR A SCHOOL RESOURCE OFFICER

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

Council member Marchant introduced the following resolution entitled, "RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS FOR THE CITY HALL/PUBLIC SAFETY BUILDING KEY CARD SYSTEM" with Converjint in an amount of \$44,409 and moved that it be approve. Council member Kling seconded the motion to adopt. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

RESOLUTION NO. 2019-110

RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS FOR THE CITY HALL/PUBLIC SAFETY BUILDING KEY CARD SYSTEM

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

A motion was made by Marchant and seconded by Parker to receive and file correspondence of the weekly updates dated May 17 and 24, 2019 from Ryan Waller, City Manager. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Fire Chief Greg Chia presented the Ground Emergency Medical Transport (GEMT). It was the consensus of the City Council to move forward with this agreement.

Council member Marchant asked if information regarding the Sustainability Committee could be placed on the City's web site.

City Manager Ryan Waller presented the following updates:

- The contractor will begin working on the storm sewer for the new court house on June 4, 2019.
- The Indianola Municipal Utilities has begun the process of obtaining a separate bank account.
- RAGBRAI shirts that include the city logo are on sale.

A motion was made by Marchant and seconded by Kling to enter into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. On roll call the vote was, AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

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

Meeting adjourned at 7:35 p.m. on a motion by Marchant and seconded by Parker.

Shirley Clark, Mayor Pro Tem

Diana Bowlin, City Clerk

Meeting Date: 06/17/2019

Information

Subject

A renewal Class "E" Liquor, Class "B" Wine, Class "C" Beer and Sunday Sales Privilege for Indy 66 - 2001 W. 2nd Avenue

Information

This is a renewal of Indy 66 liquor license located at 2001 W. 2nd Avenue. All the paperwork is in order and staff has approved. Owners are Lee and Christine Adams and Daniel Moellers.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 06/17/2019

Information

Subject

A new Class "B" Beer, Brew Pub and Sunday Sales Privilege for West Hill Brewing Company - 219 W. Salem Avenue

Information

This is a new liquor license for West Hill Brewing Company located at 219 W. Salem Avenue. All the paperwork is in order. This will need to be approved subject to staff approval. Douglas and Heather Gaumer are the owners.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 06/17/2019

Information

Subject

A new Class "B" Beer (includes wine coolers) for the Indianola Chamber of Commerce (RAGBRAI event) - 301 N. Buxton

Information

This is a new five-day liquor license for the Indianola Chamber of Commerce located at 301 N. Buxton (RAGBRAI event). All the paperwork is in order and staff has approved. Owners are Brenda Easter, Art Sathoff and Andy English.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 06/17/2019

Information

Subject

A renewal cigarette permit for Dollar General Store - 1803 W. 2nd Avenue

Information

This is an annual renewal of Dollar General Store's cigarette permit. All of the paperwork is in order.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 06/17/2019

Information

Subject

Second consideration of a request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 N Jefferson Way (P&Z approved unanimously on May 14, 2019).

Information

Council will need to hold the second consideration of a request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 N Jefferson Way.

- The portion of the alley between 204 and 206 N Jefferson Way is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
 - The proposed vacation will not deny owners of property abutting the street or alley reasonable access to their property.
 - Staff recommends approval of the alley vacation request.
-

Fiscal Impact

Attachments

Memo RE Alley Vacation
Ordinance Vacating Alley
Resolution to Sell Alley



COMMUNITY DEVELOPMENT

AGENDA ITEM #7

New Business





— PLANNING AND ZONING COMMISSION —

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: May 14, 2019 Meeting
Re: Item # 7.A: Consider request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 North Jefferson Way.

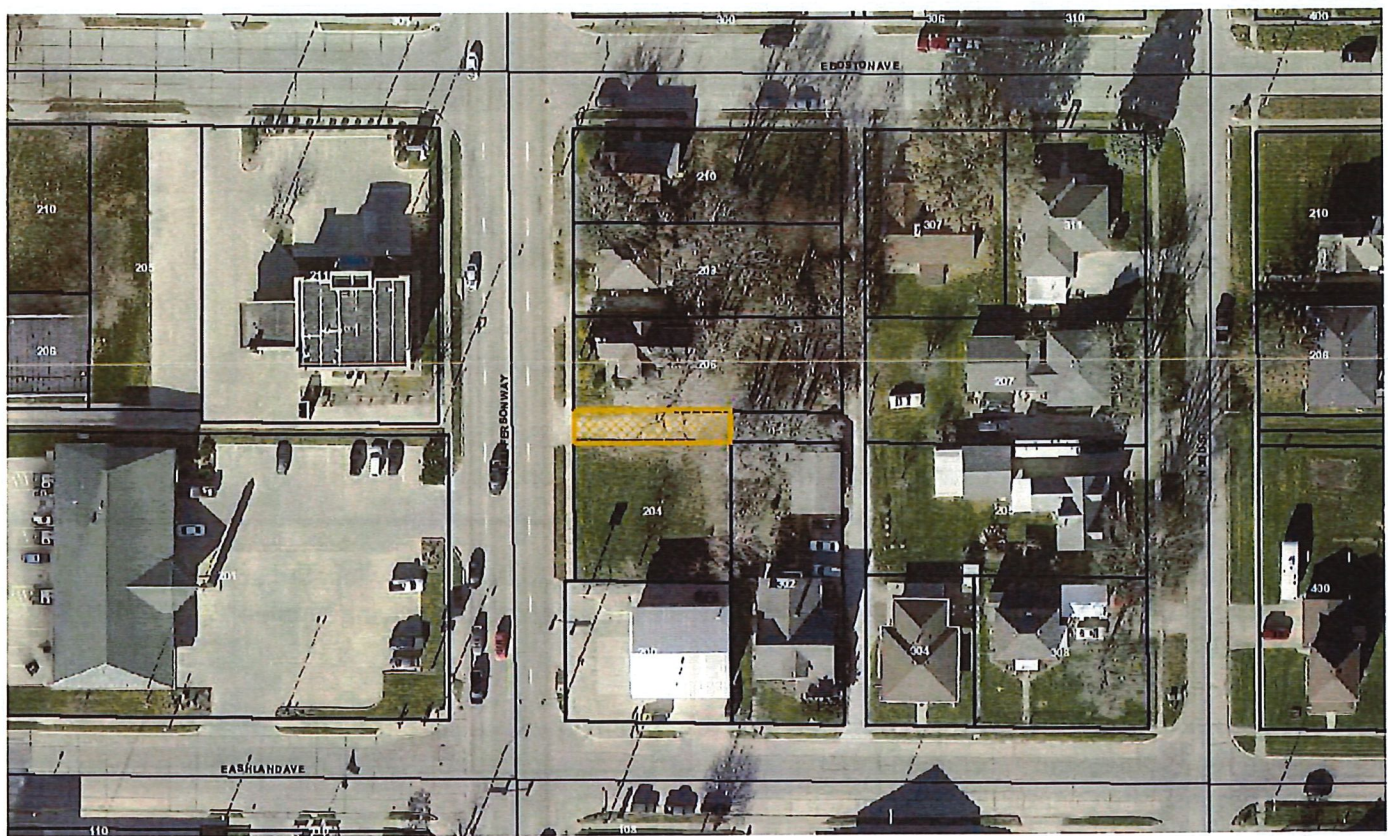
The City is in the process of selling the Dangerous and Dilapidated (D&D) property located at 204 North Jefferson Way. As part of the purchase, a request to vacate the east/west alley lying between 204 and 206 North Jefferson Way has been received.

Prior to the vacation of an alley, the proposal shall be referred by the Council to the Planning and Zoning Commission for its study and recommendation prior to further consideration by the Council. When reviewing a vacation request, the Council shall determine if:

1. The street, alley, portion thereof or any public ground proposed to be vacated is not needed for the use of the public, and therefore, its maintenance at public expense is no longer justified.
2. The proposed vacation will not deny owners of property abutting on the street or alley reasonable access to their property.

The map on the next page shows the area of the alley proposed to be vacated (in orange). The alley proposed to be vacated is improved and provides access at an uncontrolled intersection along North Jefferson Way. The Keller's own the lot to the north which abuts this alley, which is 206 North Jefferson Way. On the south side, the City owns the D&D lot on the west side which abuts this alley for 84.5' (204 North Jefferson Way) and Larry Pierce owns the lot on the east side which abuts this alley for 60' (302 East Ashland Avenue). Staff attempted to get Mr. Pierce to agree to the full vacation of this alley, but he was not agreeable. As such, the subject request is to vacate the portion of the alley which is adjacent to the D&D lot. Mr. Pierce has voiced his opposition to any vacation of this alley as he uses it to access his garage, and the doors to his garage front the alley. No portion of the alley adjacent to Mr. Pierces lot is proposed to be vacated, and access will still be provided to the portion of the alley adjacent to Mr. Pierce's property through the north/south alley that intersects East Ashland and East Boston Avenues. Staff has requested an opinion from legal council on this matter, and so long as the City is not removing reasonable access to Mr. Pierce's garage, the vacation can be considered by the Council.

As this portion of alley is not needed for public use, and the only known use is to a single property owner, the maintenance of this portion of the alley at the publics expense is no longer justified. Additionally, vacating this alley will not deny any owners reasonable access to their property. As such, staff recommends approval of the alley vacation request.



ORDINANCE NO. _____

ORDINANCE VACATING A PORTION OF REAL ESTATE DESCRIBED AS the East/West Alley lying North of Lot 7, except the West 5.5', and North of the West 40' of Lot 8, all in Block 4 of the Plan of East Indianola. (known as 204 and 206 North Jefferson Way) in the City of Indianola, Warren County, Iowa AND RETAINING EASEMENT RIGHTS

WHEREAS, on the 3rd day of June 2019, pursuant to published notice as required by law, the City Council of the City of Indianola, Iowa held a public hearing on a proposal to vacate a portion of real estate owned by the City generally described as an alley and more specifically described as:

The East/West Alley lying North of Lot 7, except the West 5.5', and North of the West 40' of Lot 8, all in Block 4 of the Plan of East Indianola. (known as 204 and 206 North Jefferson Way) in the City of Indianola, Warren County, Iowa; and

WHEREAS, the City Council of the City of Indianola, Iowa, has determined that it is in the best interests of the City to vacate said alley but retain any easement rights needed by the City.

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

Section 1. The City of Indianola, Iowa, hereby vacates the following described real estate while retaining any easement rights needed by the City:

The East/West Alley lying North of Lot 7, except the West 5.5', and North of the West 40' of Lot 8, all in Block 4 of the Plan of East Indianola. (known as 204 and 206 North Jefferson Way) in the City of Indianola, Warren County, Iowa

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____

Third reading: _____
Publication Date: _____

RESOLUTION NO. _____

RESOLUTION APPROVING SALE OF AN ALLEY DESCRIBED AS the East/West Alley lying North of Lot 7, except the West 5.5', and North of the West 40' of Lot 8, all in Block 4 of the Plan of East Indianola (known as 204 and 206 North Jefferson Way) in the City of Indianola, Warren County, Iowa TO ADJACENT PROPERTY OWNERS CHAD KELLER AND CHRISTINE KELLER

WHEREAS, the City of Indianola, Iowa owns property generally described as an alley, located and more particularly described as the East/West Alley lying North of Lot 7, except the West 5.5', and North of the West 40' of Lot 8, all in Block 4 of the Plan of East Indianola. (known as 204 and 206 North Jefferson Way) in the City of Indianola, Warren County, Iowa; and

WHEREAS, the City of Indianola, Iowa, recently received an offer by an adjacent property owners to vacate and sell said alley in accordance with law and city policy on transfer of unused alleys within the City; and

WHEREAS, the required application has been made, notice and consent of adjacent property owners secured, and Planning and Zoning recommended Council approval of the proposal on May 14, 2019; and

WHEREAS, in accordance with the Code of Iowa Section 364.7, notice and hearing as provided by law was held on June 3, 2019; and

WHEREAS, the City Council now deems it in the best interest of the City of Indianola, Iowa, to sell the vacated alley to the adjoining property owners as proposed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the sale of the alley to Chad Keller and Christine Keller is hereby approved.

NOW THEREOFRE BE IT FURTHER RESOLVED that the Mayor and City staff are authorized to do all things necessary to effectuate the sale.

Dated this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 06/17/2019

Information

Subject

Change order number one in an amount of \$1,500 and resolution approving final completion and release of retained funds for the 2018 Plainview and McCord Power Control Improvement Projects

Information

Change order #1 (packet) in an amount of \$1,500.00 is for revised circuit breakers needed for unit heater at the McCord Lift Station and Plainview Lift Station.

Also in your packet is the resolution approving final completion for these projects and release of retained funds in an amount of \$14,869.80 in 30 days. The original contract amount was \$295,896.00 and the final amount was \$297,396.00.

Fiscal Impact

Attachments

Change Order
Resolution



May 31, 2019

Mr. Rick Graves
City of Indianola WPC
P.O. Box 299
Indianola, IA 50125

**Re: Plainview and McCord Lift Stations Power & Control Improvements
City of Indianola
Change Order No. 1
Final Acceptance
Contractor's Application for Payment No. 4 - Final**

Dear Rick:

Attached is an electronic copy of Change Order No. 1, Final Acceptance, and Payment Application No. 4 from Ardent Lighting Group L.L.C. for the Plainview and McCord Lift Stations Power and Controls Improvements project. Hard copies have been placed in the mail.

Change Order (CO) No. 1 includes additional cost of \$1,500 for circuit breakers needed for unit heaters at McCord and Plainview Lift Stations. The total amount for CO No. 1 is \$1,500.00 which adjusts the final contract amount to \$297,396.00.

The Owner's Statement of Final Completion and Owner's Acceptance of the Work (i.e. Final Acceptance) is issued per SUDAS Section 1090 paragraph 1.08, C - Acceptance and Final Payment, which confirms the Work has been completed in substantial accordance to the contract documents. The Final Acceptance establishes the two (2) year maintenance period, sets the final contract amount, and sets the date at which retainage can be released.

Payment Application No. 4 is for the payment of work to date which includes 100% of the total work and CO No. 1. After this payment application, the City will still hold back retainage which can cover any punchlist work and/or claims.

We have reviewed and recommend execution of CO No. 1 and Final Acceptance. We have also reviewed Payment Application No. 4 and recommend payment in the amount of \$58,459.20 as submitted by Ardent Lighting Group. Please execute the change order, final acceptance and pay application and distribute copies to all parties.

Sincerely,
HR GREEN, INC.

A handwritten signature in blue ink that reads 'Joseph Frankl'.

Joseph Frankl, P.E.
Project Engineer



Enclosures

Cc: Diana Bowlin, Indianola City Clerk
Ryan Waller, Indianola City Manager
HRG file

J:\2017\170601\Plainview&McCord Power-Controls\Construction\Pay Request\Pay App
4\ltr_053019_Ardent_Pay_Request_4_Final.docx



HRGreen

5525 Merle Hay Road, Suite 200
Johnston, IA 50131
(515) 278-2913 Fax (515) 278-1846

CO No. 1

Change Order

Distribution:

Contractor	☒	Field	☒
Owner	☒	Other	☐
Engineer	☒	Other	☐

PROJECT: Plainview and McCord Lift Station Power and Control Improvements	Date Issued	May 29, 2019
	Project No.	170601
To Contractor: Ardent Lighting Group 1378 118th Place Knoxville, Iowa 50138	Contract Date	September 17, 2018
	Notice to Proceed Date	September 26, 2018
The contract is changed as follows: Revised circuit breakers needed for unit heater at McCord Lift Station and Plainview Lift Station. Seen enclosed Field Order 1 for additional discussion.		
	Contract Price	Final Completion
Original Contractual Limit	\$295,896.00	May 24, 2019
Net Change by previously-authorized Change Order(s)	\$0	0 Days
The Contractual limit prior to this Change Order	\$295,896.00	May 24, 2019
The Contract will be adjusted by this Change Order in the amount of	\$1,500.00	0 Days
The new Contractual limit including this Change Order will be	\$297,396.00	May 24, 2019

NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE, if applicable, AND OWNER

Contractor Ardent Lighting Group	Owner's Representative HR Green, Inc.	Owner City of Indianola
By	By <i>Joseph Frankl</i>	By
Date:	Date: 5/31/2019	Date:



**Lighting Group,
L.L.C.**

1378 118th Place*Knoxville, Iowa 50138*Office 641-842-5969*Fax 641-842-3691

www.ardentlightinggroup.com

**Change Order # 1
McCord and Plainview Liftstations
City of Indianola
Attn: Joe Frankl**

Scope

- Additional breakers are needed at both locations, Plainview and McCord Liftstations, for the Drywell Heaters.
 - Total of 2 breakers and installation

Price: \$1,500.00

Ardent Lighting Group L.L.C.

City of Indianola



HRGreen

5525 Merle Hay Road, Suite 200
Johnston, IA 50131
(515) 278-2913 Fax (515) 278-1846

FO No. 1

Field Order

PROJECT: Plainview and McCord Lift Station Power and Control Improvements City of Indianola, Iowa	FO Instructed by:	
TO CONTRACTOR: Ardent Lighting Group 1378 118 th Place Knoxville, Iowa 50138	Engineer	☒
	Owner	☐
	Other	☐
	Date Issued	April 5, 2019

FO is in Reference to:		FO is intended to:	
PCO	☐	☒	Clarify Drawings
RFP	☐	☐	Clarify Specifications
RFI	☐	☐	Clarify Procedures
Other	Unit Heater Electrical Rating	☐	Transmit drawings or documents
	☐	☐	Other _____

REGARDING/REFERENCE:

The contract documents included provisions for wiring the Plainview Lift Station and McCord Lift Station unit heater with a 120V circuit from Panels LP1 and LP2 respectively. However, it was discovered in the field that each unit heater is rated 480V, 3 phase.

INSTRUCTION:

Plainview Lift Station: Add 20-amp/3-pole circuit breaker to Panel P1 instead of Panel LP1 to power the existing Unit Heater. Revise unit heater branch circuit from 2- #12 + #12 GND, 3/4-inch conduit to 3-#12 + #12 GND, 3/4-inch conduit.

McCord Lift Station: Add 20-amp/3-pole circuit breaker to Panel P2 instead of Panel LP2 to power the existing Unit Heater. Revise unit heater branch circuit from 2- #12 + #12 GND, 3/4-inch conduit to 3-#12 + #12 GND, 3/4-inch conduit.

At each Lift Station, the overall change is the addition of a 20-amp/3-pole circuit breaker, one (1) additional conductor, and connection to 480-volt Panel instead to the 120/208-volt Panel.

If, in your opinion, this instruction involves work which changes the Contract Price (other than change to tracked project quantities) or Time, you must submit a Proposed Change Order, or notice as required in the Contract Documents.

If you have any questions regarding this FO, please contact John Hale at 319-841-4353 or Joe Frankl at 515-657-5289.

John Hale

Lead Electrical Engineer

STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF WORK

PROJECT: Plainview and McCord Lift Station Power and Control Improvements

OWNER: City of Indianola
110 N. 1st Street, PO Box 299, Indianola, IA 50125

ENGINEER: HR Green, Inc., 5525 Merle Hay Road, Suite 200, Johnston, Iowa 50131

CONTRACTOR: Ardent Lighting Group L.L.C., 1378 118th Pl., Knoxville, IA 50138

I, the undersigned Engineer of the above designated project, do hereby state that:

1. The construction provided for pursuant to Contract Documents including all approved amendments and Change Orders, hereafter called the Work between the Owner and Contractor has been completed and to the best of my knowledge and belief, is in substantial compliance with the provisions of the Contract Documents.
2. The two (2)-year guarantee and maintenance requirement of the contract, secured by the Performance and Maintenance Bonds, shall become effective as of May 24, 2019, which is the date of Acceptance.
3. The final payment authorized hereto and made a part hereof is a complete and accurate summary of the Work performed in accordance with the Contract Documents.
4. The total cost of the Work as completed is: \$297,396.00

I recommend, under the provisions of the Contract documents, that the Work be accepted and that the final payment be made.

HR Green, Inc.

By Joseph Frankl
Joseph Frankl, P.E.

Date 5/31/2019

Accepted By Ardent Lighting Group L.L.C.

By _____
Jeannie Everly

Date _____

Accepted By City of Indianola

By _____
Kelly B. Shaw, Mayor

Date _____

TO OWNER: City of Indianola
110 North 1st Street
Indianola, Iowa 50125-0299

PROJECT:
Plainview & McCord Lift Stations

APPLICATION NO:

4 Distribution to:

☐ OWNER
☐ ARCHITECT
☒ CONTRACTOR

PERIOD TO: 4/18/2019-5/28/2019

PROJECT NO:

CONTRACTOR:
Ardent Lighting Group L.L.C.
1378-118th Place
Knoxville, Iowa 50138
CONTRACT FOR: Plainview & McCord Lift

VIA Project Manager:
Howard R Green
5525 Merle Hay Road Suite 200
Johnston, Iowa 50131
515-266-3111

CONTRACT DATE: 9/26/2018

Job #

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	295,896.00
2. Net change by Change Orders	\$	1,500.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	297,396.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	297,396.00
5. RETAINAGE:		
a. 5 % of Completed Work (Column D + E on G703)	\$	14,869.80
b. 5 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	14,869.80
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	\$	282,526.20
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		224,067.00
8. CURRENT PAYMENT DUE	\$	58,459.20
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	14,869.80

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00 \$1,500.00	
Total approved this Month	\$0.00 \$0.00	
TOTALS	\$0.00	
NET CHANGES by Change Order	\$1,500.00	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Jeanine EversState of: IowaCounty of: MarionSubscribed and sworn to before me this 31 day of May

Notary Public:

My Commission expires: May 17, 2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

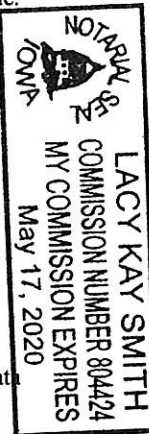
\$ 58,459.20 Date: 5/31/2019

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

ARCHITECT:

By: Joseph Frankl

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.



CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 2 OF 2 PAGES

AIA Document G702 APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed Certification, is attached.

APPLICATION NO: 4
APPLICATION DATE: 5/28/2019

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 4/18/2019-5/28/2019

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.: Plainview/McCo

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
1	Bonds	\$5,916.00	\$5,916.00	\$0.00	\$0.00	\$5,916.00	100.00%	\$0.00	\$295.80
2	Mobilization	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	100.00%	\$0.00	\$100.00
3	Temporary	\$3,600.00	\$1,800.00	\$1,800.00	\$0.00	\$3,600.00	100.00%	\$0.00	\$180.00
4	Demolition	\$4,800.00	\$2,400.00	\$2,400.00	\$0.00	\$4,800.00	100.00%	\$0.00	\$240.00
5	Aggregate	\$3,600.00	\$1,800.00	\$1,800.00	\$0.00	\$3,600.00	100.00%	\$0.00	\$180.00
6	Concrete	\$6,800.00	\$3,000.00	\$3,800.00	\$0.00	\$6,800.00	100.00%	\$0.00	\$340.00
7	Power/Control Centers	\$178,150.00	\$171,097.00	\$7,053.00	\$0.00	\$178,150.00	100.00%	\$0.00	\$8,907.50
8	Killard Lights	\$2,600.00	\$2,600.00	\$0.00	\$0.00	\$2,600.00	100.00%	\$0.00	\$130.00
9	Killard Recepticals	\$7,600.00	\$7,000.00	\$600.00	\$0.00	\$7,600.00	100.00%	\$0.00	\$380.00
10	Sump Pumps	\$7,184.00	\$5,247.00	\$1,937.00	\$0.00	\$7,184.00	100.00%	\$0.00	\$359.20
11	Electrical Work	\$67,446.00	\$33,000.00	\$34,446.00	\$0.00	\$67,446.00	100.00%	\$0.00	\$3,372.30
12	Painting	\$6,200.00	\$0.00	\$6,200.00	\$0.00	\$6,200.00	100.00%	\$0.00	\$310.00
13	Change #1 Breakers	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%	\$0.00	\$75.00
14									
15									
16									
17									
18									
GRAND TOTALS		\$297,396.00	\$235,860.00	\$61,536.00	\$0.00	\$297,396.00		\$0.00	\$14,869.80

AIA DOCUMENT G703 · CONTINUATION SHEET FOR G702 · 1992 EDITION · ©1992 · THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292 · **WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.**

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RESOLUTION NO. 2019-__

**A RESOLUTION TO ACCEPT FINAL COMPLETION OF THE 2018 PLAINVIEW
AND MCCORD POWER AND CONTROL IMPROVEMENTS PROJECT AND
RELEASE RETAINED FUNDS**

WHEREAS, the City of Indianola is currently under obligation of a construction contract with Ardent Lighting Group for the completion of the 2018 Plainview and McCord Power and Control Improvements Project; and

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

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

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

1. The 2018 Plainview and McCord Power and Control Improvements Project is hereby approved and accepted as fully complete.
2. The City shall release \$14,869.80 to Ardent Lighting Group within 30 days in accordance with law.

APPROVED this ____ day of ____, 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 06/17/2019

Information

Subject

Resolution setting July 15, 2019 as a public hearing to amend the FY 2020 budget

Information

The resolution setting July 15, 2019 as the public hearing to amend the FY 20 budget is in your packet.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2019-_____

RESOLUTION SETTING TIME AND PLACE FOR A PUBLIC HEARING
TO AMEND THE FY 2020 BUDGET

WHEREAS, the City is required to hold a public hearing concerning the amendment of the City's budget for fiscal year 2020; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA, that a public hearing will be held July 15, 2019 beginning at 6:00 p.m. in the City Hall Council Chambers, 110 N. 1st Street, concerning amending the City's budget for fiscal year 2020, and the City Clerk is directed to publish notice of said meeting in the Indianola Record Herald and Tribune.

PASSED AND APPROVED this 17th day of June, 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 06/17/2019

Information

Subject

Resolution Approving Salaries

Information

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

Anna Bell, Seasonal Concessions Attendant - Pickard, \$8.00/hour effective May 16, 2019

Brandon DeCook, Recreation Coordinator-Recreation, from CE 6-1 \$45,614.40/year to CE 6-1.5 \$46,353.84/year effective March 31, 2019

Afton Bradley, Recreation Coordinator-Aquatics, from CE 6-1 \$45,614.40/year to CE 6-1.5 \$46,353.84/year effective March 17, 2019

Fiscal Impact

Attachments

Resolution

RESOLUTION 2019-____
APPROVING SALARIES

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

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

Anna Bell, Seasonal Concessions Attendant-Pickard, \$8.00/hour effective May 16, 2019

Brandon DeCook, Recreation Coordinator-Recreation, from CE 6-1 \$45,614.40/year to CE 6-1.5 \$46,353.84/year effective March 31, 2019

Afton Bradley, Recreation Coordinator-Aquatics, from CE 6-1 \$45,614.40/year to CE 6-1.5 \$46,353.84/year effective March 17, 2019

Passed and approved on the 17th day of June, 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 06/17/2019

Information

Subject

Resolution determining Police Department property to be surplus and authorizing sale of property

Information

In your packet is the resolution determining property to be surplus and authorizing the sale of fifteen Motorola HT1250 radios. These radios have no operational use for the department since they have switched to the ISICS System (memo).

The resolution declares:

- The City is no longer using said property and City staff is recommending disposal of it
- The City Council believes it to be in the best interest of the City to sell the property
- The City Council authorizes City staff to dispose of said property and to take all steps necessary to sale the property

Fiscal Impact

Attachments

Memo

Quote

Resolution

CITY OF INDIANOLA

Dave Button
Chief of Police

**POLICE DEPARTMENT**

Brian Sher
Captain

June 5, 2019

Memorandum to: Indianola City Council

Re: Declaration of surplus equipment

The Police Department is requesting that the Indianola City Council declare fifteen (15) Motorola HT1250 radios as surplus equipment for the purpose of selling the radios to an independent firm, All Season Distribution. The Motorola HT1250 radios were replaced by Motorola radios that are P25 (Digital) compliant. I have attached the quote received from All Season Distribution, with IPD receiving \$450.00. These HT1250 radios have no operational use for the department since we switched to the ISICS System. They also have no use for other departments in the City of Indianola for special events such as RAGBRAI, Warren County Fair, and the National Balloon Classic, as users would only have access to VHF channels no longer supported by infrastructure here in Warren County.

Thank you for consideration of our request. I am the point of contact for this request.

Respectfully,

A handwritten signature in black ink, appearing to be "Rob Hawkins", with a long horizontal stroke extending to the right.

Lt. Rob Hawkins
Indianola Police Department
Patrol Division
rhawkins@indianolaiowa.gov

ALL SEASON DISTRIBUTION**QUOTE**

1759 County Route 37
 West Monroe, NY 13167
 Phone: 844-735-5896
 Email: art@allseasondistribution.com
 Prepared by: Art

DATE:
 QUOTE #
 Customer ID
 Valid Until:

5/31/2019
9770
6/10/2019

Customer

Lt. Rob Hawkins
Indianola Police Department
 110 N. 1st St
 Indianola, IA 50125

DESCRIPTION	QUANTITY	LOT OFFER	TOTAL
One lot of Radio Equipment As Described.	1 Lot	\$450.00	\$450.00
Offer is for emailed inventory with any associated accessories			

TERMS AND CONDITIONS

By signing and accepting quote, customer certifies that they are authorized to sell above items on behalf of above named agency. Customer also certifies they have represented equipment in an accurate manner, to the best of their ability. |
Customer Acceptance (sign below):

x _____
 Print Name:

TOTAL OFFER \$450.00

Deductions will be made on the final purchase price for missing, or severely damaged equipment.
 If you have any questions about this purchase offer, please don't hesitate to contact us.

Thank You For The Opportunity



RESOLUTION NO. 2019-_____

**RESOLUTION DETERMINING PROPERTY TO BE SURPLUS
AND AUTHORIZING SALE OF PROPERTY**

WHEREAS, the City of Indianola owns the following property which was purchased with public funds:

Police Department – Fifteen (15) Motorola HT1250 Radios

WHEREAS, the City is no longer using said property and City staff is recommending disposal of it; and

WHEREAS, the City Council agrees that the property is surplus; and

WHEREAS, the City Council believes it to be in the best interest of the City to sell the property in a commercially reasonable manner.

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa that the above-described property is determined to be surplus property.

BE IT FURTHER RESOLVED by the City Council that the City staff is hereby authorized to determine the commercially reasonable manner to dispose of said property and to take all steps necessary, including execution of any transfer documents, required to carry out the sale of the property.

APPROVED this 17th day of June, 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 06/17/2019

Information

Subject

Street usage event application from the Warren County Historical Society for the Log Cabin Festival - September 28, 2019 from 9:00 a.m. - 11:30 a.m.

* Will start by the Administration Building, South on Buxton, East on Ashland, South on Howard, West on Salem through the Warren County Fairgrounds

Information

The Warren County Historical Society is requesting to hold their annual Log Cabin Festival on September 28, 2019 from 9:00 a.m. - 11:30 a.m. The parade will line up at the Warren County Administration Building, and go south on Buxton, east on Ashland, south on Howard, west on Salem through the Warren County Fairgrounds. The application was received on June 3, 2019 and staff has approved.

Fiscal Impact

Attachments

Log Cabin Festival App

Date: 06/03/19

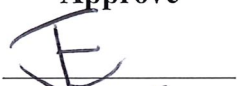
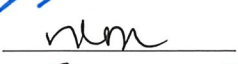
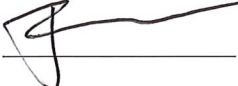
Event Application
For Log Cabin Festival

Event Date : September 28, 2019 (9:00 a.m. - 11:30 a.m.)

Staff Recommendation and Chamber Notification

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

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

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

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Log Cabin Festival
Date/Time of Event: September 28, 2019 10:00 AM
Location of Event: Parade starts lining up on Clinton by the Administration Bldg., S on Buxton, E on Ashland, S on Howard, W on Salem thru the fairgrounds.
Event Sponsor(s): Warren County Historical Society

Contact Information:

Organization: Warren County Historical Society
Contact Name: Darlene Lawyer
Address: 1201 NORTH C Street Indianola IA 50125
Telephone Number: 515-556-7413
Cell Phone Number: 515-556-7413
Fax Number: _____
Email Address: _____
Today's Date: 3-26-19.

Anticipated Attendance: 400-500 Per Day 800-1000 Total

Event Information:

Setup Begins	Date: <u>9-28</u>	Time <u>9:00 AM</u>	Day of Week <u>S</u>
Event Starts	Date: <u>9-28</u>	Time <u>10:00 AM</u>	Day of Week <u>S</u>
Event Ends	Date: <u>9-28</u>	Time <u>11:30 AM</u>	Day of Week <u>S</u>
Dismantle	Date: <u>9-28</u>	Time <u>11:30 AM</u>	Day of Week <u>S</u>

Applicant Signature

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

Narrative:

Please describe your request and event: Event is Log Cabin Festival with parade on 9/28¹²
We would like to have the streets blocked off as follows: Clinton W of Adm Bldg., Boston-Buxton,
intersections at NW, NE, SW, SE corners of square, then busy intersections along Salem, &
especially M where we turn into the fairgrounds. What you have done in the past is great, you really
know more what I need than I do.
Please describe what streets you are planning to close:

This is an election year with several politicians being in the parade, it really is difficult to know
long the square will be closed. You have done a very good job in the past.

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

We are hoping to have the Warren County Sheriff, Indianola City Police, State Highway
Patrol, and various fire departments in the parade, this is a great safety factor. Most of
the persons in the parade, have cell phones also.

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

As stated above most of the parade participants will have cell phones as well
as the law enforcement

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

We hope to have a clean up crew after the parade

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

RETURN PERMIT APPLICATION TO:

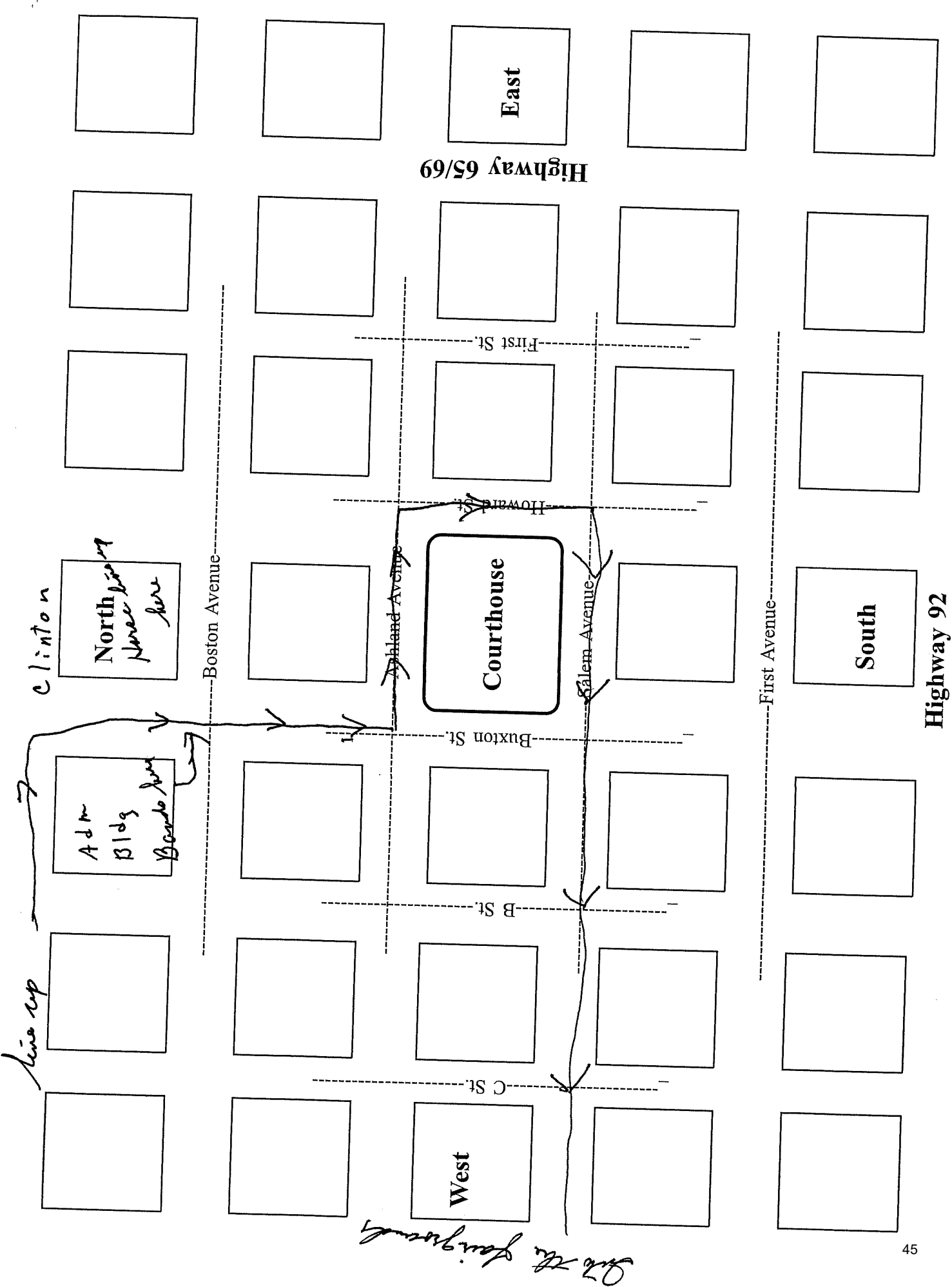
110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.cityofindianola.com

E-Mail: dbowlin@cityofindianola.com



1. Describe the request & event. The Log Cabin Festival parade will be held Saturday Sept. 24 at 11:00 AM. Lineup will start around 9:30. The floats will be lining up on the north side of the Warren County Administration Building on Clinton. The bands will line up on Boston as well as on Howard in front of the Administration Building. The horses will line up at the old Masonic Building on the East side of Howard. The parade will proceed down Howard along the North, East, & South sides of the square, proceeding west on Salem thru the Warren County Fair Grounds. We are requesting the streets abutting these streets be closed during the parade as has been in the past. We should be over by noon or shortly after, depending on the number of participants. You never know from one year to another. Weather makes a big difference.
2. We would appreciate if we could have some barricades at M Street on the west side of Whittier school as we have trouble getting the floats to come into the fairgrounds. The square is our real concern.
3. We are hoping to have the City Police as well as the Warren county Sheriff Office, and Highway Patrol being in the parade along with several of the Fire Departments. We will have individuals walking in the parade with cell phones also.
4. Our emergency/medical plan is to have individuals walking with cell phones, as well as the City Police, County Sheriff, and Fire Departments.
5. We hope to have individuals driving along after the parade with a shovel and garbage can to clean up after the horses. I believe this should be the only clean up there will be for the parade. We do have a clean up committee to pick up at the Fairgrounds.

Please feel free to call me if there are any further questions to be answered at 961-2600 or cell phone number 249-0435.

Meeting Date: 06/17/2019

Information

Subject

Event usage application from the National Balloon Classic for the annual National Balloon Classic Parade - July 27, 2019 from 10:00 a.m. - noon - requesting to close the entire square and will be using "F", Detroit, "E", Girard, Howard, Salem and Buxton

Information

The event usage application for the annual National Balloon Classic Parade is in your packet. The event will be on July 27, 2019 from 10:00 a.m. to noon. They are requesting streets to be closed starting at "F" and Detroit, north on "E", east on Girard, south on Howard, west on Salem, north on Buxton and ending at the Warren County Administration Building. They are also requesting full closure of the square to moving traffic and parking. Staff has reviewed and approved.

Fiscal Impact

Attachments

Balloon Parade Application

Date: 6/5/19

Event Application

For Shop Local Vendor Show & National Balloon Classic Parade

Event Date : July 27, 2019 (Parade 10:00 a.m. - noon)
Vendor Show (8:00 a.m. - 4:00 p.m.)

Staff Recommendation and Chamber Notification

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

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

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

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Shop Local Vendor Show & National Balloon Classic Parade

Event Type (Check all that apply):

☒ Parade ☐ Bike Ride/Race ☐ Concert

Running Event: Fun Run ☐ Timed Race ☐
Will trails/sidewalks be utilized? Yes ☐ No ☐

☒ Other (please specify): Vendor Show

Date/Time of Event: Saturday, July 27, 2019

Location of Event: See event information from National Balloon Classic & Indianola Chamber

Event Sponsor(s): National Balloon Classic and Indianola Chamber of Commerce

Contact Information:

Organization: National Balloon Classic & Indianola Chamber of Commerce

Contact Name: See Individual Contact Sheets

Address: _____

Telephone Number: _____

Cell Phone Number: _____

Fax Number: _____

Email Address: _____

Today's Date: _____

Anticipated Attendance: _____ Per Day _____ Total

Event Information:

Setup Begins	Date: _____	Time _____	Day of Week _____
Event Starts	Date: _____	Time _____	Day of Week _____
Event Ends	Date: _____	Time _____	Day of Week _____
Dismantle	Date: _____	Time _____	Day of Week _____

Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Narrative:

Please describe your request and event:

The Indianola Chamber of Commerce and National Balloon Classic are teaming up to host events on July 27, 2019, for the public to enjoy. See details on individual forms.

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

See Separate Forms

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

See Separate Forms

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

See Separate Forms

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

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

Event Name:

National Balloon Classic Parade

Event Type (Check all that apply):

☒ Parade

☐ Bike Ride/Race

☐ Concert

Running Event: Fun Run ☐ Timed Race ☐

Will trails/sidewalks be utilized? Yes ☐ No ☐

☐ Other (please specify): _____

Date/Time of Event: Saturday, July 27, 2019 11:00 AM

Location of Event: See map of parade route

Event Sponsor(s): National Balloon Classic

Contact Information:

Organization: National Balloon Classic

Contact Name: Susan Nutgrass

Becky Needles, organizer

Address: PO Box 346, Indianola, IA

Telephone Number: 515-961-8415

Cell Phone Number: 515-210-3822

515-681-6786

Fax Number: 515-961-8416

Email Address: Office@nationalballoonclassic.com

bneedles@trubank.bank

Today's Date: 5-30-19

Anticipated Attendance: _____ Per Day 1000 Total

Event Information:

Setup Begins	Date: <u>7/27/19</u>	Time <u>10:00 AM</u>	Day of Week <u>Sat</u>
Event Starts	Date: <u>7/27/19</u>	Time <u>11:00 AM</u>	Day of Week <u>Sat</u>
Event Ends	Date: <u>7/27/19</u>	Time <u>12:00 PM</u>	Day of Week <u>Sat</u>
Dismantle	Date: <u>7/27/19</u>	Time <u>12:00 PM</u>	Day of Week <u>Sat</u>

Susan Nutgrass

Applicant Signature

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov

Narrative:

Please describe your request and event:

The National Balloon Classic requests permission to hold our annual parade on Saturday July 27, 2019 at 11:00 Am.

Please describe what streets, trails or parks you are planning to close or use: (See attached map) Requesting streets closed starting at "F" and Detroit, north on "E", east on Harvard, south on Howard, west on Salem, north on Paxton and ending at Warren County Admin Bldg. Requesting full closure of the Square to moving traffic and parking.

Please describe your safety plan including crowd control. Attach additional sheets if necessary.

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

NBC Board of Directors will be stationed every 2-3 blocks throughout the parade route. Approximately 12 members will be present to assist with crowd control and will communicate with each other via radios. We respectfully request that the Indianola Police Dept. lead the parade.

Please describe your emergency/medical plan, including your communication procedures.

Attach additional sheets if necessary.

NBC board members will use radios and cell phones to communicate problems, risks or emergencies and will take appropriate action to help or contact the appropriate emergency service, if needed.

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

Classic board members will clean up any/all trash left from the parade.

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

RETURN PERMIT APPLICATION TO:

110 North First Street, PO Box 299

Indianola, Iowa 50125

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

www.indianolaiowa.gov

E-Mail: dbowlin@indianolaiowa.gov



Street Closing

Today's Date: _____

* See attached map of Route

Partial Closure
(Open to Through-Traffic)

or

Total Closure
(No Through-Traffic)

Starting at "F" and Detroit, go north on "E" east on Girard,
south on Howard, west on Salem, north on Buxton and end
at Warren County Admin Bldg. Requesting total closure
Street: of Indianapolis Square to parking and
through traffic.

Date Closed from: SATURDAY, 7-27-19 To: SATURDAY, 7-27-19

Hours of Closure: from 10:00 AM to 12:00 PM ☐ or closed for 24 hour/day

Closed by (Department or Company) National Balloon Classic

Contact # if other than City Dept. Becky Needles, bneedles@trubank.bank
Cell # 515-681-6786

Reason for Closure: Annual National Balloon Classic Parade

For Department use only

Clerical: _____

C.C.:

☐ Police Chief
962-0108

☐ City Manager
961-9402

☐ S.O.
961-1025

☐ Fire Dept.
962-5003

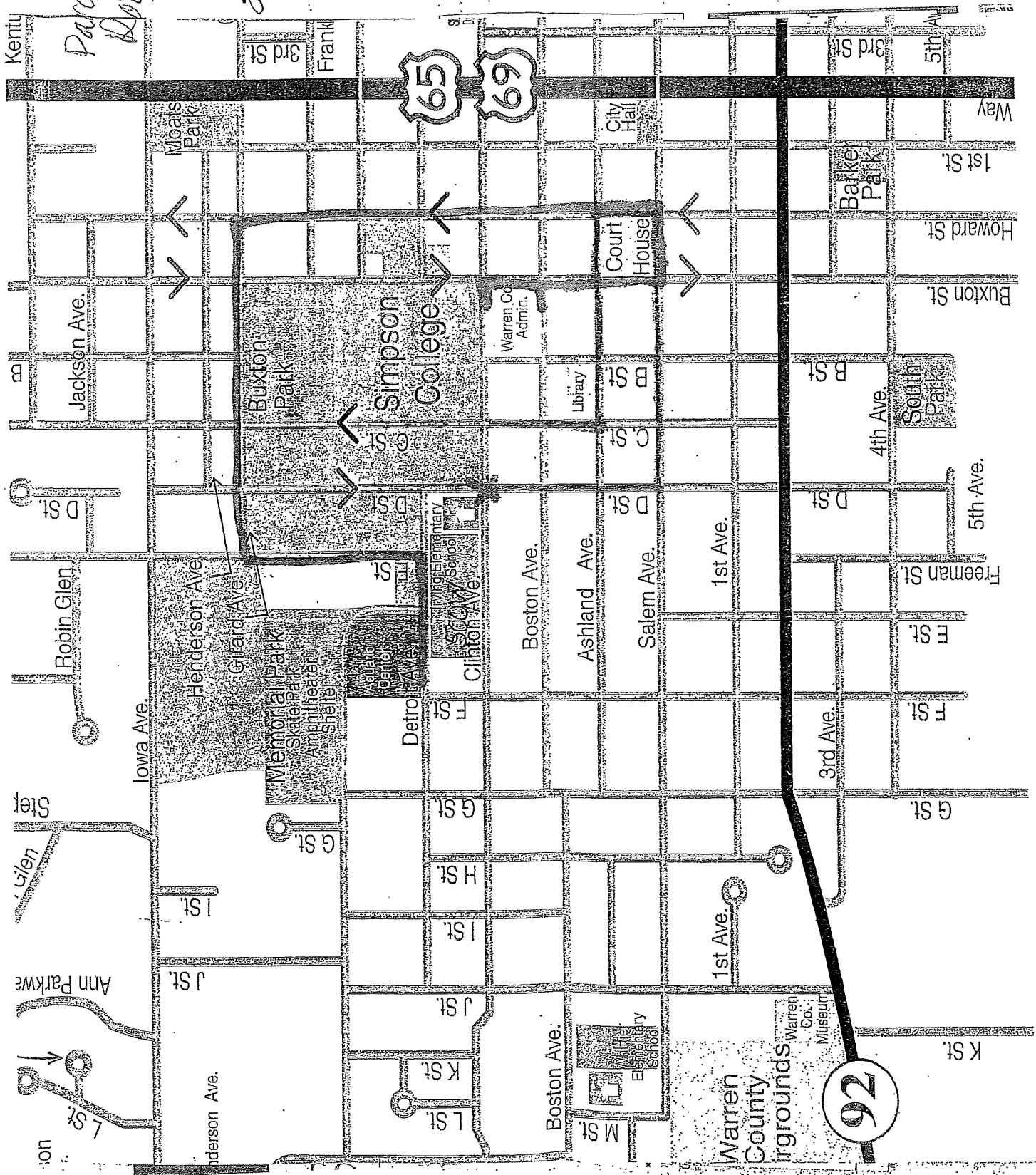
☐ Street Dept.
961-9402

☐ Chamber
961-9753

☐ School Transportation Dept.
Attn: Danny 961-9504

Parade
Route

2019
in
red



Meeting Date: 06/17/2019

Information

Subject

Event application from the National Balloon Classic and the Indianola Chamber of Commerce for a Shop Local Vendor Show - July 27, 2019 from 8:00 a.m. - 4:00 p.m. - will close the parking lot owned by the Presbyterian Church and First Baptist Church

Information

The Indianola Chamber of Commerce and the National Balloon Classic are requesting to close the Presbyterian Church and First Baptist Church on July 27, 2019 from 8:00 a.m. to 4:00 p.m. Both churches have approved use of the parking lot for the vendor show. Staff has reviewed and approved.

Fiscal Impact

Attachments

Vendor Show App

Date: 6/5/19

Event Application

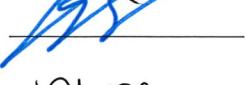
For Shop Local Vendor Show & National Balloon Classic Parade

Event Date : July 27, 2019 (Parade 10:00 a.m. - noon)
Vendor Show (8:00 a.m. - 4:00 p.m.)

Staff Recommendation and Chamber Notification

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

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

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

Comments:

Please return to Diana Bowlin by: ASAP

Thank you for your time and consideration!

Event Name: Shop Local Vendor Show

Date/Time of Event: Saturday, July 27, 2019

Location of Event: Parking Lot corners of 1st Street and 1st Ave.

Event Sponsor(s): National Balloon Classic and Indianola Chamber of Commerce

Other: Vendor Show

Contact Information:

Organization: Indianola Chamber of Commerce

Contact Name: Brenda Easter

Address: 14734 92nd Ln, Indianola, IA 50125

Telephone Number: 515-961-6269

Cell Phone Number: 515-442-6838

Fax Number: 515-961-9753

Email Address: brenda@indianolachamber.com

Today's Date: 5/31/19

Anticipated Attendance: _____ Per Day _____ 1000 Total

Event Information:

Setup Begins	Date: <u>7-27</u>	Time <u>8 am</u>	Day of Week <u>Saturday</u>
Event Starts	Date: <u>7-27</u>	Time <u>9am</u>	Day of Week <u>Saturday</u>
Event Ends	Date: <u>7-27</u>	Time <u>4 pm</u>	Day of Week <u>Saturday</u>
Dismantle	Date: <u>7-27</u>	Time <u>4 pm</u>	Day of Week <u>Saturday</u>

Brenda Easter
Applicant Signature

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Narrative:

Please describe your request and event:

The Indianola Chamber of Commerce and National Balloon Classic are teaming up to host events on July 27, 2019, for the public to enjoy. The Chamber is hosting a Shop Local day and will add the rusticiowa vendor show to the mix.

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

Because of the construction around the square and National Balloon Classic parade, the vendor show will be held in the parking lot owned by the Presbyterian Church and First Baptist Church. The city has an agreement with these entities to utilize the parking lot for public parking during the week. Both churches have approved use of the parking lot for the vendor show. We request to barricade off the parking lot for the vendor show. A map is attached.

Please describe your safety plan including crowd control. Attach additional sheets if necessary.

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

The Chamber will work with rusticiowa who is coordinating the vendor show. The Chamber and the rusticiowa show coordinators will use cell phones to manage the event. Rusticiowa hosts vendor shows quarterly in Indianola at the Warren County Fairgrounds and has not had any safety issues.

Please describe your emergency/medical plan, including your communication procedures.

Attach additional sheets if necessary.

The vendor show coordinators will ensure easy access for emergency vehicles into the vendor area during the event. In the event of any medical emergencies, the coordinators of the event will call 911.

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

Vendors in the show will be required to clean-up their area prior to departure. The rusticiowa vendor coordinators will ensure that all vendors remove trash from their vendor space at the end of the show.

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

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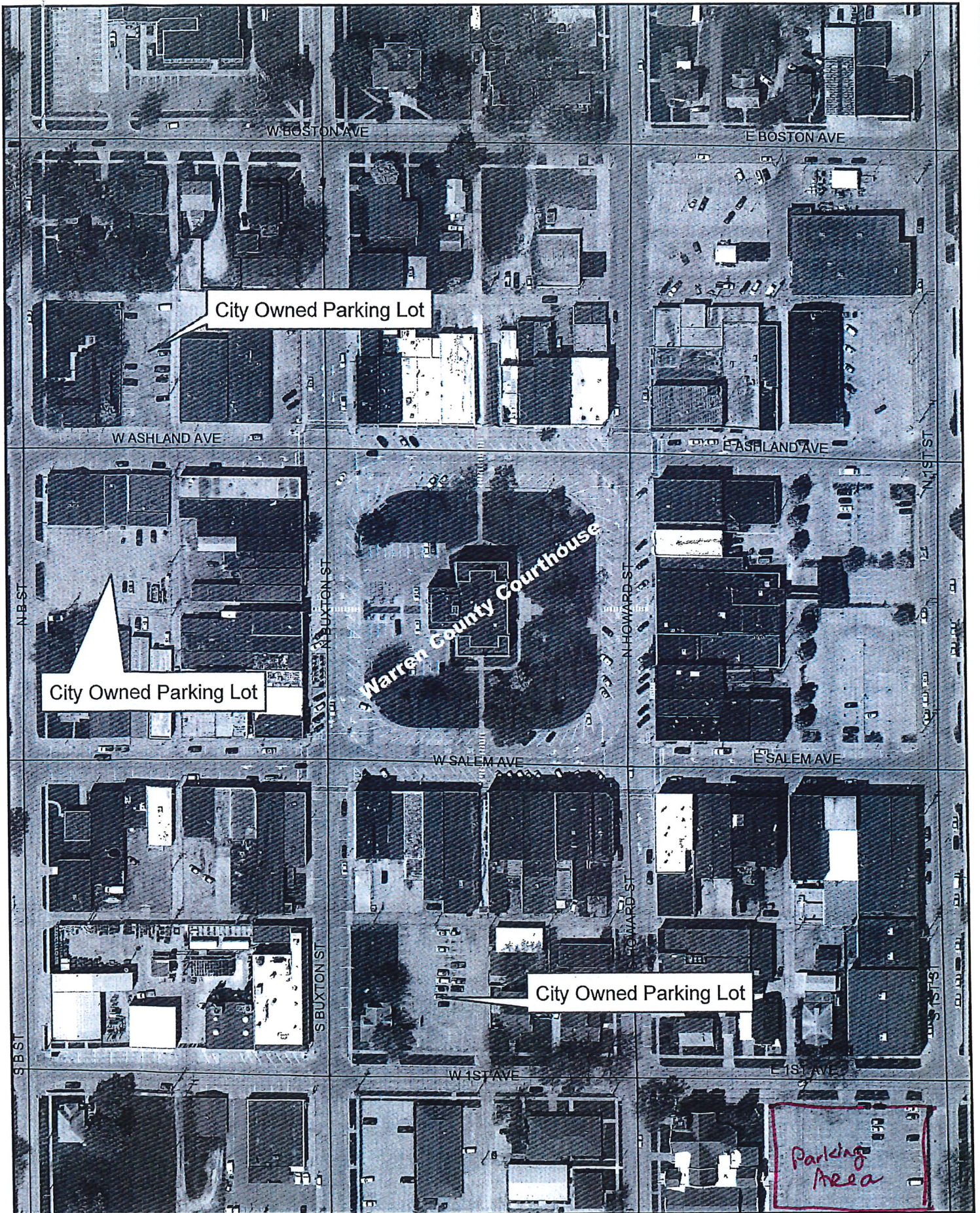
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Meeting Date: 06/17/2019

Information

Subject

Claims on the computer printout for June 17, 2019

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
ACCO UNLIMITED CORP.				
ACCO UNLIMITED CORP.	STAINLESS STEEL VACUUM POLES 8' EACH	05/24/2019	476.95	POOL (MEMORIAL)
Total ACCO UNLIMITED CORP.:			476.95	
AGRILAND FS INC				
AGRILAND FS INC	FIELD MARKING CHALK & DURAEDGE PRO	05/30/2019	1,161.60	PARK & RECREATI
AGRILAND FS INC	ROUNDUP	06/11/2019	189.90	PARK & RECREATI
AGRILAND FS INC	TORDON	06/11/2019	25.05	PARK & RECREATI
Total AGRILAND FS INC:			1,376.55	
ALLEN-COSIMO, AMBER				
ALLEN-COSIMO, AMBER	WITHDREW FROM CLASS	05/28/2019	10.00	PARK & RECREATI
ALLEN-COSIMO, AMBER	WITHDREW FROM CLASS	05/28/2019	20.00	PARK & RECREATI
Total ALLEN-COSIMO, AMBER:			30.00	
AMAZON CAPITAL SERVICES				
AMAZON CAPITAL SERVICES	FRIENDS	05/30/2019	10.99	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	FRIENDS	05/30/2019	83.85	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	FRIENDS	06/01/2019	10.99	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	FRIENDS	05/30/2019	15.98	LIBRARY SPECIAL
AMAZON CAPITAL SERVICES	DVD	05/29/2019	41.24	LIBRARY FUND
Total AMAZON CAPITAL SERVICES:			163.05	
AMERICAN PUBLIC WORKS ASSOCIATION				
AMERICAN PUBLIC WORKS AS	ANNUAL MEMBERSHIP	06/04/2019	202.00	ROAD USE TAX FU
Total AMERICAN PUBLIC WORKS ASSOCIATION:			202.00	
AMERICAN RED CROSS				
AMERICAN RED CROSS	AES-ALOA SIT DOWN FACILITY INSPECTION	05/22/2019	400.00	POOL (MEMORIAL)
Total AMERICAN RED CROSS:			400.00	
ARDENT LIGHTING GROUP LLC				
ARDENT LIGHTING GROUP LLC	MCCORD/PLAINVIEW PAY #4	05/28/2019	58,459.20	SEWER CAPITAL P
ARDENT LIGHTING GROUP LLC	MCCORD/PLAINVIEW RETAINAGE	05/28/2019	14,869.80	SEWER CAPITAL P
Total ARDENT LIGHTING GROUP LLC:			73,329.00	
ASE IOWA LLC				
ASE IOWA LLC	BE A HERO POOL PARTY DJ SERVICES	05/30/2019	300.00	POOL (MEMORIAL)
Total ASE IOWA LLC:			300.00	
ATLANTIC BOTTLING CO.				
ATLANTIC BOTTLING CO.	PICKARD CONCESSIONS	06/07/2019	173.13	PARK & RECREATI
Total ATLANTIC BOTTLING CO.:			173.13	
AVESIS THIRD PARTY ADMINISTRATORS INC				
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	29.08	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	211.50	POLICE FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	35.86	PARK & RECREATI
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	6.32	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	43.62	ROAD USE TAX FU
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	39.74	LIBRARY FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	14.54	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	24.38	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	86.97	AMBULANCE FUN
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	50.40	SEWER FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	50.40	GENERAL FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	15.35	FIRE FUND
AVESIS THIRD PARTY ADMINIS	VISION	06/07/2019	44.16	PARK & RECREATI
Total AVESIS THIRD PARTY ADMINISTRATORS INC:			652.32	
BAKER & TAYLOR ENTERTAINMENT				
BAKER & TAYLOR ENTERTAINM	CD	01/31/2019	7.94	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD	01/31/2019	45.62	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	CD	02/08/2019	10.28	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD	02/12/2019	16.65	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	CD	02/14/2019	10.22	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	CD	06/04/2019	69.94	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD	06/04/2019	9.40	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD'S	05/02/2019	13.77	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	MUSIC CDs	05/03/2019	13.22	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD'S	05/17/2019	24.64	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	MUSIC CDs	05/24/2019	47.70	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD'S	05/24/2019	148.50	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	MUSIC CDs	05/23/2019	13.95	LIBRARY FUND
BAKER & TAYLOR ENTERTAINM	DVD'S	05/23/2019	16.66	LIBRARY FUND
Total BAKER & TAYLOR ENTERTAINMENT:			448.49	
BAKER AND TAYLOR				
BAKER AND TAYLOR	CREDIT	05/22/2019	15.11-	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/02/2019	641.02	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/13/2019	703.04	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/16/2019	583.65	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/23/2019	277.52	LIBRARY FUND
BAKER AND TAYLOR	BOOKS	05/30/2019	426.26	LIBRARY FUND
BAKER AND TAYLOR	CREDIT MEMO CORRECTION	04/22/2019	112.93	LIBRARY FUND
BAKER AND TAYLOR	CREDIT MEMO CORRECTION	05/22/2019	334.08	LIBRARY FUND
BAKER AND TAYLOR	CREDIT MEMO CORRECTION	04/22/2019	326.57	LIBRARY FUND
Total BAKER AND TAYLOR:			3,389.96	
BOB'S CUSTOM TROPHIES				
BOB'S CUSTOM TROPHIES	PLAQUE	05/22/2019	18.50	PARK & RECREATI
BOB'S CUSTOM TROPHIES	SUPPLIES	06/05/2019	28.00	POLICE FUND
BOB'S CUSTOM TROPHIES	SPRING ASB TOURN.	06/06/2019	177.50	PARK & RECREATI
Total BOB'S CUSTOM TROPHIES:			224.00	
BODEN, BROOKE				
BODEN, BROOKE	REFUND OF DEPOSIT	05/28/2019	50.00	PARK & RECREATI
Total BODEN, BROOKE:			50.00	
BOLTON & MENK INC				
BOLTON & MENK INC	SQUARE STREETSCAPE PLAN	05/28/2019	4,079.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total BOLTON & MENK INC:			4,079.00	
BRICK GENTRY P.C.				
BRICK GENTRY P.C.	20303.011 LEGAL SERVICES	05/25/2019	1,350.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICE FEES	05/25/2019	1,050.00	GENERAL FUND
BRICK GENTRY P.C.	20303.001 LEGAL SERVICES	05/25/2019	5,565.00	GENERAL FUND
BRICK GENTRY P.C.	LEGAL SERVICES	05/25/2019	60.00	GENERAL FUND
BRICK GENTRY P.C.	TRAIL EASEMENT	05/25/2019	165.00	PARK & RECREATI
BRICK GENTRY P.C.	20303.002 LEGAL SERVICES	05/25/2019	75.00	GENERAL FUND
BRICK GENTRY P.C.	WASTEWATER MATTERS	05/25/2019	150.00	SEWER FUND
Total BRICK GENTRY P.C.:			8,415.00	
BROWN EQUIPMENT				
BROWN EQUIPMENT	MOWER BLADES FOR SIMPLILCITY MOWER	05/29/2019	57.00	PARK & RECREATI
Total BROWN EQUIPMENT:			57.00	
BRUENING ROCK PRODUCTS				
BRUENING ROCK PRODUCTS	ROCK FOR GRAVEL ROADS	05/28/2019	9,652.83	ROAD USE TAX FU
BRUENING ROCK PRODUCTS	ROCK	05/31/2019	2,409.41	ROAD USE TAX FU
Total BRUENING ROCK PRODUCTS:			12,062.24	
BUSY BEE GARDEN CENTER				
BUSY BEE GARDEN CENTER	PLUGS	05/28/2019	400.00	PARK & RECREATI
BUSY BEE GARDEN CENTER	PLUGS - FLOWERS	05/28/2019	2,672.48	PARK & RECREATI
BUSY BEE GARDEN CENTER	SOIL FOR GREENHOUSE	06/09/2019	1,578.00	PARK & RECREATI
Total BUSY BEE GARDEN CENTER:			4,650.48	
CARNES, DAWN				
CARNES, DAWN	OVERPAYMENT - EMS	06/12/2019	112.00	AMBULANCE FUN
Total CARNES, DAWN:			112.00	
CCP INDUSTRIES INC.				
CCP INDUSTRIES INC.	GLOVES AND HATS	05/24/2019	119.69	SEWER FUND
Total CCP INDUSTRIES INC.:			119.69	
CENGAGE LEARNING				
CENGAGE LEARNING	LARGE PRINT BOOKS	05/08/2019	91.17	LIBRARY SPECIAL
CENGAGE LEARNING	LARGE PRINT BOOKS	05/24/2019	71.19	LIBRARY FUND
Total CENGAGE LEARNING:			162.36	
CINTAS CORPORATION				
CINTAS CORPORATION	MONTHLY VISIT	06/07/2019	82.21	ROAD USE TAX FU
Total CINTAS CORPORATION:			82.21	
CIRCLE B CASHWAY				
CIRCLE B CASHWAY	PLOW DAMAGE FROM WINTER	05/28/2019	34.89	ROAD USE TAX FU
CIRCLE B CASHWAY	FLASHING FOR STORM H2O REPAIR	06/04/2019	133.12	ROAD USE TAX FU
CIRCLE B CASHWAY	REC ACTIVITY MATERIALS	06/04/2019	17.60	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total CIRCLE B CASHWAY:			185.61	
CITY OF INDIANOLA				
CITY OF INDIANOLA	PROFESSIONAL SERVICES US	06/12/2019	841.50	RECYCLING FUND
CITY OF INDIANOLA	PROFESSIONAL SERVICES US	06/12/2019	4,628.25	RECYCLING FUND
CITY OF INDIANOLA	PROFESSIONAL SERVICES US	06/12/2019	841.50	RECYCLING FUND
CITY OF INDIANOLA	PROFESSIONAL SERVICES US	06/12/2019	15,147.00	RECYCLING FUND
CITY OF INDIANOLA	PROFESSIONAL SERVICES US	06/12/2019	4,628.25	RECYCLING FUND
Total CITY OF INDIANOLA:			26,086.50	
CITY OF INDIANOLA - UTILITY				
CITY OF INDIANOLA - UTILITY	UTILITIES - MEMORIAL	05/31/2019	59.28	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - BARKER	05/31/2019	32.72	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - CAF	05/31/2019	48.00	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - PICKARD	05/31/2019	219.20	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MCCORD	05/31/2019	88.64	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	ACTIVITY CENTER UTILITIES	05/31/2019	588.41	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - DOWNEY	05/31/2019	28.51	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	05/31/2019	68.10	FIRE FUND
CITY OF INDIANOLA - UTILITY	STREETLIGHTS	05/31/2019	14,025.81	GENERAL FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	05/31/2019	3,054.50	GENERAL FUND
CITY OF INDIANOLA - UTILITY	RENEWABLE	05/31/2019	231.00	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES	05/31/2019	4,692.47	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES, TOTAL N SEWER PLANT, DEMAN	05/31/2019	2,310.06	SEWER FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - SHOP	05/31/2019	185.78	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	05/31/2019	423.34	ROAD USE TAX FU
CITY OF INDIANOLA - UTILITY	UTILITIES - TRAIL	05/31/2019	28.21	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - 410 N JEFFERSON	05/31/2019	182.10	FIRE FUND
CITY OF INDIANOLA - UTILITY	UTILITIES - YOUTH SOFTBALL	05/31/2019	229.80	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - PICKARD	05/31/2019	839.81	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES - MOATS	05/31/2019	36.45	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	ELECTRIC, FIBER, WATER	05/31/2019	518.51	POOL (MEMORIAL)
CITY OF INDIANOLA - UTILITY	UTILITIES - BUXTON	05/31/2019	115.14	PARK & RECREATI
CITY OF INDIANOLA - UTILITY	UTILITIES	05/31/2019	1,009.21	LIBRARY FUND
Total CITY OF INDIANOLA - UTILITY:			29,015.05	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	VEHICLE REPAIR (4 WHEELER)	06/01/2019	587.35	POLICE FUND
CNM OUTDOOR EQUIPMENT	CARBURETOR FOR WEED EATER	06/04/2019	44.94	SEWER FUND
CNM OUTDOOR EQUIPMENT	FACE SHIELD FOR BLOWER	06/06/2019	26.72	ROAD USE TAX FU
CNM OUTDOOR EQUIPMENT	BLOWER/CHAIN	06/11/2019	303.80	PARK & RECREATI
CNM OUTDOOR EQUIPMENT	WEEDEATER	06/12/2019	329.95	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			1,292.76	
CONVERGINT TECHNOLOGIES LLC				
CONVERGINT TECHNOLOGIES	DVR SYSTEM REPAIR - CAMERAS	05/29/2019	130.00	POOL (MEMORIAL)
Total CONVERGINT TECHNOLOGIES LLC:			130.00	
CR SERVICES				
CR SERVICES	CENTER PULL BLUE TOWELS	05/28/2019	52.01	PARK & RECREATI
CR SERVICES	TOILET DISPENSER & HAND SOAP	05/29/2019	34.60	POOL (MEMORIAL)
CR SERVICES	CLEANING SUPPLIES	06/07/2019	175.88	POOL (MEMORIAL)
CR SERVICES	CLEANING SUPPLIES	06/10/2019	175.20	POOL (MEMORIAL)

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
CR SERVICES	EAR PLUGS/SAFETY GLASSES	06/10/2019	85.76	ROAD USE TAX FU
Total CR SERVICES:			523.45	
CRAIG'S AUTOMOTIVE				
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	04/23/2019	11.50	POLICE FUND
CRAIG'S AUTOMOTIVE	REPAIR VEHICLE	05/23/2019	874.80	POLICE FUND
CRAIG'S AUTOMOTIVE	VEHICLE REPAIR	06/10/2019	2,525.65	POLICE FUND
CRAIG'S AUTOMOTIVE	SERVICE VEHICLES	05/24/2019	264.00	POLICE FUND
Total CRAIG'S AUTOMOTIVE:			3,675.95	
CRAWFORD, CONNIE				
CRAWFORD, CONNIE	REFUND OF SHELTER CHARGE	06/06/2019	24.00	PARK & RECREATI
Total CRAWFORD, CONNIE:			24.00	
CRAWFORD, RICHARD L.				
CRAWFORD, RICHARD L.	COED LEAGUE SB	06/06/2019	84.00	PARK & RECREATI
Total CRAWFORD, RICHARD L.:			84.00	
CROSS, CHUCK				
CROSS, CHUCK	WELLNESS APR & MAY	06/11/2019	50.00	FIRE FUND
Total CROSS, CHUCK:			50.00	
CROSS, MICHELLE				
CROSS, MICHELLE	REFUND OF DAMAGE DEPOSIT	05/28/2019	150.00	PARK & RECREATI
Total CROSS, MICHELLE:			150.00	
CRYSTAL CLEAR WATER CO				
CRYSTAL CLEAR WATER CO	DI WATER FOR LAB	06/06/2019	16.00	SEWER FUND
Total CRYSTAL CLEAR WATER CO:			16.00	
DAVE BUNCH PIANO SERVICE				
DAVE BUNCH PIANO SERVICE	PIANO TUNING	05/13/2019	95.00	LIBRARY FUND
Total DAVE BUNCH PIANO SERVICE:			95.00	
DES MOINES AREA COMM COLLEGE				
DES MOINES AREA COMM COL	EMS - CEU'S	05/30/2019	15.00	AMBULANCE FUN
Total DES MOINES AREA COMM COLLEGE:			15.00	
DLH GRAFX				
DLH GRAFX	JR FIRE ACADEMY T-SHIRTS	06/05/2019	109.62	PARK & RECREATI
DLH GRAFX	TENNIS CAMP SHIRTS	06/07/2019	130.50	PARK & RECREATI
Total DLH GRAFX:			240.12	
DUST PROS JANITORIAL				
DUST PROS JANITORIAL	SERVICE	06/03/2019	1,070.00	LIBRARY FUND
DUST PROS JANITORIAL	SUPPLIES	06/03/2019	92.25	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total DUST PROS JANITORIAL:			1,162.25	
ELECTRIC PUMP				
ELECTRIC PUMP	ANNUAL PUMP MAINTENANCE	06/10/2019	1,075.00	SEWER FUND
Total ELECTRIC PUMP:			1,075.00	
ELECTRONIC ENGINEERING CO				
ELECTRONIC ENGINEERING C	REPAIR	05/31/2019	105.00	POLICE FUND
ELECTRONIC ENGINEERING C	RADAR EQUIPMENT	05/29/2019	2,061.25	POLICE FUND
Total ELECTRONIC ENGINEERING CO:			2,166.25	
EMMA				
EMMA	ANNUAL CONTRACT	05/10/2019	948.00	LIBRARY FUND
EMMA	SERVICE - MAY & JUNE	06/01/2019	158.00	LIBRARY FUND
Total EMMA:			1,106.00	
FAREWAY STORE				
FAREWAY STORE	ICE - STARLIGHT CINEMA	05/17/2019	3.99	PARK & RECREATI
Total FAREWAY STORE:			3.99	
FARNER-BOCKEN				
FARNER-BOCKEN	PICKARD CONCESSIONS	05/27/2019	591.08	PARK & RECREATI
FARNER-BOCKEN	CONCESSIONS FOOD	06/03/2019	842.38	POOL (MEMORIAL)
FARNER-BOCKEN	PICKARD CONCESSIONS	06/06/2019	510.16	PARK & RECREATI
FARNER-BOCKEN	PICKARD CONCESSIONS	06/10/2019	663.65	PARK & RECREATI
Total FARNER-BOCKEN:			2,607.27	
FETTERS, BRIAN J				
FETTERS, BRIAN J	OVERPAYMENT - EMS	06/12/2019	186.92	AMBULANCE FUN
Total FETTERS, BRIAN J:			186.92	
FIRE SERVICE TRAINING BUREAU				
FIRE SERVICE TRAINING BURE	DRIVER OPERATOR	05/29/2019	50.00	FIRE FUND
Total FIRE SERVICE TRAINING BUREAU:			50.00	
FIRSTNET				
FIRSTNET	EMS TELEPHONES (3)	05/19/2019	135.15	AMBULANCE FUN
FIRSTNET	PHONE	05/19/2019	45.05	FIRE FUND
Total FIRSTNET:			180.20	
GEMPLER'S				
GEMPLER'S	HARD HATS	04/04/2019	298.37	ROAD USE TAX FU
Total GEMPLER'S:			298.37	
GRIMES ASPHALT & PAVING				
GRIMES ASPHALT & PAVING	COLD MIX	06/03/2019	1,141.72	ROAD USE TAX FU
GRIMES ASPHALT & PAVING	ASPHALT	06/06/2019	4,078.14	ROAD USE TAX FU

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total GRIMES ASPHALT & PAVING:			5,219.86	
HARRISON TRUCK CENTERS				
HARRISON TRUCK CENTERS	UNIT 9	04/19/2019	300.00	ROAD USE TAX FU
Total HARRISON TRUCK CENTERS:			300.00	
HAWKINS INC				
HAWKINS INC	CHLORINE - CHEMICALS	05/30/2019	1,047.00	POOL (MEMORIAL)
HAWKINS INC	POOL CHEMICALS	05/24/2019	928.98	POOL (MEMORIAL)
HAWKINS INC	POOL CHEMICALS	05/31/2019	450.69	POOL (MEMORIAL)
Total HAWKINS INC:			2,426.67	
HEDBERG & SON ROOFING				
HEDBERG & SON ROOFING	REPLACE ROOF AT SOUTH PLANT	06/12/2019	12,360.80	SEWER FUND
Total HEDBERG & SON ROOFING:			12,360.80	
HOME BUILDERS ASSOC. OF GREATER DSM				
HOME BUILDERS ASSOC. OF G	BUILD MY FUTURE	05/02/2019	500.00	ROAD USE TAX FU
Total HOME BUILDERS ASSOC. OF GREATER DSM:			500.00	
INDIANOLA COMM. SCHOOLS				
INDIANOLA COMM. SCHOOLS	ZONE SNACKS	05/31/2019	1,065.87	PARK & RECREATI
Total INDIANOLA COMM. SCHOOLS:			1,065.87	
INDIANOLA MUNICIPAL UTILITIES				
INDIANOLA MUNICIPAL UTILITIE	INSTALL CT'S AND SOCKET AT PLAINVIEW LI	06/04/2019	796.90	SEWER FUND
INDIANOLA MUNICIPAL UTILITIE	INSTALL CT'S AND SOCKET AT MCCORD LIF	06/04/2019	796.90	SEWER FUND
Total INDIANOLA MUNICIPAL UTILITIES:			1,593.80	
INDOFF INCORPORATED				
INDOFF INCORPORATED	P&R SUPPLIES	05/17/2019	318.51	PARK & RECREATI
INDOFF INCORPORATED	WALL CALENDAR	05/31/2019	29.04	PARK & RECREATI
Total INDOFF INCORPORATED:			347.55	
INFRASTRUCTURE TECHNOLOGIES				
INFRASTRUCTURE TECHNOLO	SERVICE AGREEMENT FOR SEWER CAMER	06/09/2019	1,600.00	SEWER FUND
Total INFRASTRUCTURE TECHNOLOGIES:			1,600.00	
INT ASSOC OF FIRE CHIEFS				
INT ASSOC OF FIRE CHIEFS	MEMBERSHIP/DUES	06/03/2019	215.00	FIRE FUND
Total INT ASSOC OF FIRE CHIEFS:			215.00	
INTEGRIVALT				
INTEGRIVALT	MONTHLY BACKUP FEE	03/01/2019	500.00	GENERAL FUND
INTEGRIVALT	MONTHLY BACKUP FEE	06/01/2019	500.00	GENERAL FUND
Total INTEGRIVALT:			1,000.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
IOWA CITY/COUNTY MGT. ASSOC				
IOWA CITY/COUNTY MGT. ASS	2019 SUMMER CONFERENCE	06/10/2019	155.00	GENERAL FUND
Total IOWA CITY/COUNTY MGT. ASSOC:			155.00	
IOWA DEPT OF NATURAL RESOURCES				
IOWA DEPT OF NATURAL RESO	TITLE V EMISSION FEE	06/03/2019	71.40	SEWER FUND
Total IOWA DEPT OF NATURAL RESOURCES:			71.40	
IOWA DEPT OF PUBLIC SAFETY				
IOWA DEPT OF PUBLIC SAFETY	IOWA SYSTEM - MISC CONTRACT APRIL - JU	06/03/2019	810.00	POLICE FUND
Total IOWA DEPT OF PUBLIC SAFETY:			810.00	
IOWA LAW ENFORCEMENT ACADEMY				
IOWA LAW ENFORCEMENT AC	ILEA DEGRAFF/EBERTOWSKI	05/21/2019	12,480.00	POLICE FUND
Total IOWA LAW ENFORCEMENT ACADEMY:			12,480.00	
IOWA ONE CALL				
IOWA ONE CALL	LOCATES	05/20/2019	972.00	SEWER FUND
Total IOWA ONE CALL:			972.00	
IOWA PARK & REC. ASSOC.				
IOWA PARK & REC. ASSOC.	POOL MANAGER WORKSHOP	05/30/2019	20.00	POOL (MEMORIAL)
Total IOWA PARK & REC. ASSOC.:			20.00	
IOWA PRISON INDUSTRIES				
IOWA PRISON INDUSTRIES	DOG PARK SIGNAGE	05/24/2019	26.90	PARK & RECREATI
IOWA PRISON INDUSTRIES	SIGN RESURFACING	05/31/2019	579.55	ROAD USE TAX FU
Total IOWA PRISON INDUSTRIES:			606.45	
IOWA WATER MANAGEMENT CO.				
IOWA WATER MANAGEMENT C	WATER MGR - MUN BLDG	06/01/2019	150.00	GENERAL FUND
IOWA WATER MANAGEMENT C	WATER MGR - LIBRARY	06/01/2019	40.00	LIBRARY FUND
Total IOWA WATER MANAGEMENT CO.:			190.00	
JOHNSON, JANE E.				
JOHNSON, JANE E.	OVERPAYMENT - EMS	06/12/2019	100.00	AMBULANCE FUN
Total JOHNSON, JANE E.:			100.00	
JV TRUCKING LLC				
JV TRUCKING LLC	TOPSOIL FOR MCCORD	06/12/2019	2,000.00	PARK & RECREATI
JV TRUCKING LLC	ROCK	05/28/2019	2,190.30	ROAD USE TAX FU
Total JV TRUCKING LLC:			4,190.30	
KAWAMURA PLC, MK				
KAWAMURA PLC, MK	MEDICAL DIRECTOR FEE	06/11/2019	1,500.00	AMBULANCE FUN
Total KAWAMURA PLC, MK:			1,500.00	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
KELLER, JUSTIN				
KELLER, JUSTIN	UNIFORM ALLOWANCE	05/29/2019	42.38	POLICE FUND
KELLER, JUSTIN	UNIFORM ALLOWANCE	06/01/2019	137.80	POLICE FUND
KELLER, JUSTIN	UNIFORM ALLOWANCE	06/01/2019	119.82	POLICE FUND
Total KELLER, JUSTIN:			300.00	
KERR, CHARLES W.				
KERR, CHARLES W.	OVERPAYMENT - EMS	06/12/2019	109.45	AMBULANCE FUN
Total KERR, CHARLES W.:			109.45	
KEYSTONE LABORATORIES INC				
KEYSTONE LABORATORIES IN	WEEKLY SAMPLES	05/31/2019	230.00	SEWER FUND
KEYSTONE LABORATORIES IN	WEEKLY SAMPLES	06/06/2019	230.00	SEWER FUND
KEYSTONE LABORATORIES IN	WEEKLY SAMPLES	06/10/2019	85.00	SEWER FUND
Total KEYSTONE LABORATORIES INC:			545.00	
KRIER HOMES				
KRIER HOMES	SERVICE LINE CAPPED	06/11/2019	508.25	SEWER CAPITAL P
Total KRIER HOMES:			508.25	
LAWSON PRODUCTS				
LAWSON PRODUCTS	SCREWS, BOLTS, NUTS	05/23/2019	34.89	ROAD USE TAX FU
Total LAWSON PRODUCTS:			34.89	
LITTLE PRINCESS PARTIES				
LITTLE PRINCESS PARTIES	PRINCESS & MERMAIDS: BE A HERO POOL	06/06/2019	775.00	POOL (MEMORIAL)
Total LITTLE PRINCESS PARTIES:			775.00	
LITTLE, TIM				
LITTLE, TIM	TRAINING - CORALVILLE	05/15/2019	140.36	GENERAL FUND
Total LITTLE, TIM:			140.36	
LOGAN CONTRACTORS SUPPLY INC.				
LOGAN CONTRACTORS SUPPL	CONCRETE TOOLS	05/31/2019	302.99	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	CONCRETE TOOLS	06/03/2019	436.80	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	CONCRETE TOOLS	06/06/2019	123.73	ROAD USE TAX FU
LOGAN CONTRACTORS SUPPL	CONCRETE TOOLS	06/06/2019	174.89	ROAD USE TAX FU
Total LOGAN CONTRACTORS SUPPLY INC.:			790.95	
MACHINE SHED				
MACHINE SHED	ILEA MEALS	06/07/2019	3,698.00	POLICE FUND
Total MACHINE SHED:			3,698.00	
MAHASKA COMMUNICATION GROUP				
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	03/01/2019	28.80	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	04/01/2019	28.72	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2019	30.92	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	03/01/2019	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	03/01/2019	95.15	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	04/01/2019	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	04/01/2019	94.91	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2019	94.91	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	05/01/2019	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	06/01/2019	7.60	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	06/01/2019	94.91	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	06/01/2019	28.72	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	05/01/2019	200.00	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2019	986.98	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	03/01/2019	200.00	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICE	03/01/2019	875.78	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	04/01/2019	200.00	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	04/01/2019	891.10	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY INTERNET SERVICES	06/01/2019	200.00	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	06/01/2019	937.96	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	06/01/2019	795.76	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICE	03/01/2019	29.88	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	04/01/2019	28.96	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	05/01/2019	30.92	GENERAL FUND
MAHASKA COMMUNICATION G	MONTHLY PHONE SERVICES	06/01/2019	28.72	GENERAL FUND
Total MAHASKA COMMUNICATION GROUP:			4,057.58	
MARTIN, JANNA E.				
MARTIN, JANNA E.	OVERPAYMENT - EMS	06/12/2019	500.00	AMBULANCE FUN
Total MARTIN, JANNA E.:			500.00	
MATHESON TRI-GAS INC				
MATHESON TRI-GAS INC	OXYGEN EMS	05/31/2019	88.66	AMBULANCE FUN
Total MATHESON TRI-GAS INC:			88.66	
MCCOY HARDWARE INC				
MCCOY HARDWARE INC	GLOVES	06/05/2019	27.79	SEWER FUND
MCCOY HARDWARE INC	MOP HEAD	05/29/2019	7.19	PARK & RECREATI
MCCOY HARDWARE INC	CEILING HOOK - POOL	05/29/2019	2.32	POOL (MEMORIAL)
MCCOY HARDWARE INC	TORCH KIT FOR ROPES	05/30/2019	15.29	POOL (MEMORIAL)
MCCOY HARDWARE INC	PVC COUPLING - POOL	05/31/2019	8.80	POOL (MEMORIAL)
MCCOY HARDWARE INC	STEEL SCREWS	05/31/2019	2.70	POOL (MEMORIAL)
MCCOY HARDWARE INC	REC ACTIVITY MATERIALS	06/04/2019	11.95	PARK & RECREATI
MCCOY HARDWARE INC	GLUE	06/06/2019	5.09	POOL (MEMORIAL)
MCCOY HARDWARE INC	GREENHOUSE SUPPLIES	06/07/2019	14.83	PARK & RECREATI
MCCOY HARDWARE INC	CUTOFF WHEELS	06/07/2019	4.48	SEWER FUND
MCCOY HARDWARE INC	DRILL ARBOR	06/07/2019	6.74	SEWER FUND
MCCOY HARDWARE INC	O-RINGS AND THREAD TAPE	06/10/2019	4.08	SEWER FUND
MCCOY HARDWARE INC	FERTILIZER	06/11/2019	35.96	PARK & RECREATI
Total MCCOY HARDWARE INC:			147.22	
MCCOY, MELISSA				
MCCOY, MELISSA	MILEAGE - METRO HR ROUNDTABLE MTG	06/10/2019	28.07	GENERAL FUND
MCCOY, MELISSA	WELLNESS - MAY	06/12/2019	21.10	GENERAL FUND
Total MCCOY, MELISSA:			49.17	
MCINTYRE, CRAIG				
MCINTYRE, CRAIG	COED LEAGUE SB	06/06/2019	84.00	PARK & RECREATI

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total MCINTYRE, CRAIG:			84.00	
MEDTRAK SERVICES				
MEDTRAK SERVICES	411 RX	05/31/2019	84.88	POLICE FUND
Total MEDTRAK SERVICES:			84.88	
METCALF, BRAD				
METCALF, BRAD	WELLNESS - JUNE	06/01/2019	16.66	POLICE FUND
Total METCALF, BRAD:			16.66	
METLIFE - GROUP BENEFITS				
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	115.38	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	222.87	PARK & RECREATI
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	322.11	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	94.42	FIRE FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	268.35	LIBRARY FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	214.61	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	1,245.78	POLICE FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	157.36	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	544.64	AMBULANCE FUN
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	302.33	SEWER FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	41.86	GENERAL FUND
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	413.07	ROAD USE TAX FU
METLIFE - GROUP BENEFITS	DENTAL	05/30/2019	246.25	PARK & RECREATI
Total METLIFE - GROUP BENEFITS:			4,189.03	
METRO WASTE AUTHORITY				
METRO WASTE AUTHORITY	COMPOST	05/24/2019	149.60	ROAD USE TAX FU
Total METRO WASTE AUTHORITY:			149.60	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	NATURAL GAS	05/20/2019	13.78	LIBRARY FUND
Total MID AMERICAN ENERGY CO.:			13.78	
MIDWEST BEARING & SUPPLY LLC				
MIDWEST BEARING & SUPPLY	BEARINGS FOR LAGOON GATE	06/11/2019	232.52	SEWER FUND
Total MIDWEST BEARING & SUPPLY LLC:			232.52	
MOTOROLA SOLUTIONS				
MOTOROLA SOLUTIONS	RADIO	05/27/2019	3,937.40	POLICE FUND
Total MOTOROLA SOLUTIONS:			3,937.40	
MUNICIPAL SUPPLY INC				
MUNICIPAL SUPPLY INC	2" SB COMPRESSION COUPLING	05/16/2019	110.25	POOL (MEMORIAL)
Total MUNICIPAL SUPPLY INC:			110.25	
MUTUAL OF OMAHA				
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	49.63	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	134.72	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	369.20	AMBULANCE FUN
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	226.05	SEWER FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	170.48	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	1,321.06	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	80.17	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	814.75	POLICE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	133.91	PARK & RECREATI
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	92.30	FIRE FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	154.47	LIBRARY FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	44.56	GENERAL FUND
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	249.37	ROAD USE TAX FU
MUTUAL OF OMAHA	LIFE, AD&D, LTD, STD	06/07/2019	192.81	PARK & RECREATI
Total MUTUAL OF OMAHA:			4,033.48	
NATIONAL ASSOC. OF SCHOOL RESOURCE OFFIC				
NATIONAL ASSOC. OF SCHOOL	TRAINING	06/05/2019	495.00	POLICE FUND
Total NATIONAL ASSOC. OF SCHOOL RESOURCE OFFIC:			495.00	
NEAL, JONATHAN				
NEAL, JONATHAN	HOME BASE IA	05/23/2019	1,500.00	GENERAL FUND
Total NEAL, JONATHAN:			1,500.00	
NORTH CENTRAL LABS OF WISCONSIN				
NORTH CENTRAL LABS OF WIS	LAB SUPPLIES	01/22/2019	212.70	SEWER FUND
Total NORTH CENTRAL LABS OF WISCONSIN:			212.70	
NORTHWESTERN UNIVERSITY CPS				
NORTHWESTERN UNIVERSITY	EDUCATION	04/23/2019	4,200.00	POLICE FUND
Total NORTHWESTERN UNIVERSITY CPS:			4,200.00	
NORWALK READY-MIXED CONCRETE				
NORWALK READY-MIXED CON	304 N H REPAIR	05/14/2019	1,180.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	R63 REPAIRS	05/20/2019	6,901.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	R63 REPAIRS	05/21/2019	516.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	R63 REPAIRS	05/22/2019	8,127.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	R63 REPAIRS	05/23/2019	2,612.25	ROAD USE TAX FU
NORWALK READY-MIXED CON	ENTRANCE TO MORLOCK LIFT	05/29/2019	708.00	SEWER FUND
NORWALK READY-MIXED CON	R63 REPAIRS	05/29/2019	1,515.75	ROAD USE TAX FU
NORWALK READY-MIXED CON	ENTRANCE TO MORLOCK LIFT	05/30/2019	474.38	SEWER FUND
NORWALK READY-MIXED CON	E HILLCREST REPAIR	05/30/2019	2,967.00	ROAD USE TAX FU
NORWALK READY-MIXED CON	ENTRANCE TO MORLOCK LIFT	05/31/2019	961.00	SEWER FUND
NORWALK READY-MIXED CON	STORM REPAIR	06/04/2019	1,209.50	STORMWATER UTI
NORWALK READY-MIXED CON	913 E ASHLAND	06/05/2019	1,032.50	ROAD USE TAX FU
NORWALK READY-MIXED CON	STORM REPAIR	06/05/2019	312.00	STORMWATER UTI
Total NORWALK READY-MIXED CONCRETE:			28,516.88	
ON TRACK CONSTRUCTION				
ON TRACK CONSTRUCTION	PAY #1 15TH ST SEWER	06/11/2019	91,179.10	SEWER CAPITAL P
Total ON TRACK CONSTRUCTION:			91,179.10	

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
O'REILLY AUTO PARTS				
O'REILLY AUTO PARTS	CUP HOLDER FOR STANDS	05/31/2019	5.98	POOL (MEMORIAL)
O'REILLY AUTO PARTS	TIE STRAPS	06/04/2019	29.99	ROAD USE TAX FU
O'REILLY AUTO PARTS	HOSE REPAIR	06/05/2019	12.67	ROAD USE TAX FU
O'REILLY AUTO PARTS	GAUGES	06/06/2019	33.89	ROAD USE TAX FU
O'REILLY AUTO PARTS	AIR PLUG	06/06/2019	1.60	ROAD USE TAX FU
O'REILLY AUTO PARTS	FILTERS	06/06/2019	116.17	ROAD USE TAX FU
Total O'REILLY AUTO PARTS:			200.30	
OXFORD TREE SERVICE				
OXFORD TREE SERVICE	TREE REMOVAL/TRIMMING	06/10/2019	3,150.00	PARK & RECREATI
Total OXFORD TREE SERVICE:			3,150.00	
PARK, KRIS				
PARK, KRIS	COED LEAGUE SB	06/06/2019	84.00	PARK & RECREATI
Total PARK, KRIS:			84.00	
PENGUIN RANDOM HOUSE LLC				
PENGUIN RANDOM HOUSE LLC	BOOKS ON CD	05/01/2019	30.00	LIBRARY FUND
PENGUIN RANDOM HOUSE LLC	BOOKS ON CD	05/08/2019	30.00	LIBRARY FUND
PENGUIN RANDOM HOUSE LLC	BOOKS ON CD	05/15/2019	63.75	LIBRARY FUND
PENGUIN RANDOM HOUSE LLC	BOOKS ON CD	05/21/2019	30.00	LIBRARY FUND
Total PENGUIN RANDOM HOUSE LLC:			153.75	
PER MAR SECURITY				
PER MAR SECURITY	ACTIVITY CENTER FIRE ALARM MONITORIN	06/08/2019	139.50	PARK & RECREATI
Total PER MAR SECURITY:			139.50	
PIERCE BROTHERS REPAIR				
PIERCE BROTHERS REPAIR	BOLLARD FOR PLAINVIEW	06/10/2019	90.00	SEWER FUND
PIERCE BROTHERS REPAIR	STAIRS TO TOWER REPAIRED	05/23/2019	818.00	POOL (MEMORIAL)
Total PIERCE BROTHERS REPAIR:			908.00	
PINGEL MUDJACKING LC				
PINGEL MUDJACKING LC	PHILLIPS MUDJACKING	06/03/2019	2,500.00	ROAD USE TAX FU
Total PINGEL MUDJACKING LC:			2,500.00	
PROSCREENING LLC				
PROSCREENING LLC	DRIVING RECORDS	05/15/2019	82.50	ROAD USE TAX FU
Total PROSCREENING LLC:			82.50	
PROTECT YOUTH SPORTS				
PROTECT YOUTH SPORTS	COACHES BACKGROUND CHECKS	06/01/2019	53.40	PARK & RECREATI
Total PROTECT YOUTH SPORTS:			53.40	
QUALITY PLUMBING				
QUALITY PLUMBING	REPAIR ADMIN BLDG AC	05/31/2019	427.50	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total QUALITY PLUMBING:			427.50	
R1 ADVANCED DATE PROCESSING INC				
R1 ADVANCED DATE PROCESS	EMS BILLING	04/30/2019	2,231.38	AMBULANCE FUN
Total R1 ADVANCED DATE PROCESSING INC:			2,231.38	
RECORDED BOOKS INC				
RECORDED BOOKS INC	BOOKS ON CD	05/02/2019	35.99	LIBRARY FUND
RECORDED BOOKS INC	BOOKS ON CD	05/03/2019	40.50	LIBRARY FUND
RECORDED BOOKS INC	BOOKS ON CD	05/06/2019	31.50	LIBRARY FUND
RECORDED BOOKS INC	BOOKS ON CD	05/06/2019	31.50	LIBRARY FUND
RECORDED BOOKS INC	E-AUDIO	05/06/2019	50.00	LIBRARY FUND
RECORDED BOOKS INC	E-BOOKS	05/08/2019	55.00	LIBRARY FUND
RECORDED BOOKS INC	E-BOOKS	05/08/2019	65.00	LIBRARY FUND
RECORDED BOOKS INC	BOOKS ON CD	05/23/2019	99.00	LIBRARY FUND
RECORDED BOOKS INC	BOOKS ON CD	05/24/2019	82.20	LIBRARY FUND
Total RECORDED BOOKS INC:			490.69	
ROSS CHEMICAL SYSTEMS INC				
ROSS CHEMICAL SYSTEMS IN	STATION - SUPPLIES	06/06/2019	248.25	FIRE FUND
Total ROSS CHEMICAL SYSTEMS INC:			248.25	
ROTO-ROOTER PLUMBING & DRAIN SRVC				
ROTO-ROOTER PLUMBING & D	PREVENTITIVE MAINTENANCE	06/07/2019	105.00	GENERAL FUND
Total ROTO-ROOTER PLUMBING & DRAIN SRVC:			105.00	
ROUNDED MINDS				
ROUNDED MINDS	INSTRUCTION - SOCCER	06/04/2019	540.00	PARK & RECREATI
Total ROUNDED MINDS:			540.00	
SAFE BUILDING COMPLIANCE & TECHNOLOGY				
SAFE BUILDING COMPLIANCE	MISC CONTRACTUAL	05/31/2019	100.00	GENERAL FUND
Total SAFE BUILDING COMPLIANCE & TECHNOLOGY:			100.00	
SANDSTONE MANAGEMENT LTD				
SANDSTONE MANAGEMENT LT	STORM SEWER REPAIR	05/15/2019	1,393.30	STORMWATER UTI
Total SANDSTONE MANAGEMENT LTD:			1,393.30	
SAPP, KYLE				
SAPP, KYLE	HOME BASE IA	05/29/2019	1,500.00	GENERAL FUND
Total SAPP, KYLE:			1,500.00	
SEYMOUR, JAMES J.				
SEYMOUR, JAMES J.	OVERPAYMENT - EMS	06/12/2019	200.00	AMBULANCE FUN
Total SEYMOUR, JAMES J.:			200.00	
SHER, BRIAN				
SHER, BRIAN	UNIFORM ALLOWANCE	06/04/2019	49.65	POLICE FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total SHER, BRIAN:			49.65	
SIRSIDYNIX #774271				
SIRSIDYNIX #774271	CUSTOM REPORT	06/03/2019	700.00	CAPITAL PROJECT
Total SIRSIDYNIX #774271:			700.00	
SITEONE LANDSCAPE SUPPLY LLC				
SITEONE LANDSCAPE SUPPLY	IRRIGATION HEADS & NOZZLES	05/20/2019	139.61	PARK & RECREATI
Total SITEONE LANDSCAPE SUPPLY LLC:			139.61	
SNYDER & ASSOCIATES INC				
SNYDER & ASSOCIATES INC	NEW HEIGHTS CHURCH SITE PLAN	05/31/2019	276.00	GENERAL FUND
SNYDER & ASSOCIATES INC	2018 CAPITAL STREETS IMPROVEMENTS	05/31/2019	1,280.00	STREET CAPITAL
SNYDER & ASSOCIATES INC	SOUTH K STREET PAVING	05/31/2019	6,648.90	STREET CAPITAL
SNYDER & ASSOCIATES INC	STREET ISSUES	05/31/2019	450.00	ROAD USE TAX FU
SNYDER & ASSOCIATES INC	DRAINAGE ISSUES	05/31/2019	690.00	STORMWATER UTI
SNYDER & ASSOCIATES INC	MISCELLANEOUS SERVICES	05/31/2019	490.60	GENERAL FUND
SNYDER & ASSOCIATES INC	MO VALLEY JATC SITE PLAN	05/31/2019	414.00	GENERAL FUND
SNYDER & ASSOCIATES INC	COMPREHENSIVE PLAN	05/31/2019	6,670.00	GENERAL FUND
Total SNYDER & ASSOCIATES INC:			16,919.50	
SPRINGER PEST SOLUTIONS DSM				
SPRINGER PEST SOLUTIONS D	ACTIVITY CENTER PEST CONTROL	06/11/2019	61.00	PARK & RECREATI
Total SPRINGER PEST SOLUTIONS DSM:			61.00	
STAR EQUIPMENT LTD				
STAR EQUIPMENT LTD	VIBRA ROLLER FOR R63 - RENTAL	05/24/2019	565.00	ROAD USE TAX FU
Total STAR EQUIPMENT LTD:			565.00	
STEW HANSEN DODGE				
STEW HANSEN DODGE	2019 DODGE RAM	06/12/2019	27,573.00	VEHICLE RESERV
Total STEW HANSEN DODGE:			27,573.00	
T.R.M. DISPOSAL LLC				
T.R.M. DISPOSAL LLC	ACCT 1506	05/24/2019	85.00	GENERAL FUND
T.R.M. DISPOSAL LLC	GARBAGE - BUILDING ACCT #159	05/24/2019	17.00	POLICE FUND
T.R.M. DISPOSAL LLC	TRASH REMOVAL ACCT #506	05/24/2019	97.00	LIBRARY FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - NORTH PLANT	05/24/2019	82.00	SEWER FUND
T.R.M. DISPOSAL LLC	ACCT #583 - TRASH - SOUTH PLANT	05/24/2019	54.00	SEWER FUND
Total T.R.M. DISPOSAL LLC:			335.00	
THEISEN'S				
THEISEN'S	MULCH	05/29/2019	1,705.50	PARK & RECREATI
THEISEN'S	CUT-OFF TOOL	05/29/2019	151.99	ROAD USE TAX FU
THEISEN'S	SPRAYER WAND	05/29/2019	6.59	PARK & RECREATI
THEISEN'S	PARTS FOR SUMP PUMP PICKARD	05/30/2019	3.38	PARK & RECREATI
THEISEN'S	BACKPACK SPRAYER/SUPPLIES	05/30/2019	138.94	PARK & RECREATI
THEISEN'S	DISTILLED WATER	06/04/2019	1.00	SEWER FUND
THEISEN'S	SEED FOR HILLCREST, WRENCHES, BOOTS	06/05/2019	51.81	ROAD USE TAX FU
THEISEN'S	LIME	06/06/2019	9.57	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
THEISEN'S	GRASS SEED	06/06/2019	10.99	SEWER FUND
THEISEN'S	FERTILIZER	06/11/2019	27.98	PARK & RECREATI
THEISEN'S	IMPACT	06/12/2019	108.16	ROAD USE TAX FU
Total THEISEN'S:			2,215.91	
THUNEY, TAMMY L.				
THUNEY, TAMMY L.	REFUND OF OVER-CHARGED AMOUNT ON	06/04/2019	26.00	POOL (MEMORIAL)
Total THUNEY, TAMMY L.:			26.00	
TOP GEAR INC DBA HELMETS R US INC				
TOP GEAR INC DBA HELMETS	BIKE FEST HELMETS	05/21/2019	402.50	PARK & RECREATI
Total TOP GEAR INC DBA HELMETS R US INC:			402.50	
TRANS-IOWA EQUIPMENT INC				
TRANS-IOWA EQUIPMENT INC	BROOM FOR SWEEPER	06/04/2019	388.64	ROAD USE TAX FU
Total TRANS-IOWA EQUIPMENT INC:			388.64	
TRANSUNION RISK AND ALTERNATIVE				
TRANSUNION RISK AND ALTER	CONTRACT	05/01/2019	70.00	POLICE FUND
Total TRANSUNION RISK AND ALTERNATIVE:			70.00	
TRUBANK				
TRUBANK	BANK DEPOSIT KEYS	05/29/2019	107.00	POOL (MEMORIAL)
Total TRUBANK:			107.00	
TRUENORTH COMPANIES LC				
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.83	LIBRARY FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.83	SEWER FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.83	PARK & RECREATI
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.83	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.84	FIRE FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.83	GENERAL FUND
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.84	POLICE FUND
TRUENORTH COMPANIES LC	MOCK OSHA WALK THROUGH, STREET	05/28/2019	50.00	ROAD USE TAX FU
TRUENORTH COMPANIES LC	SAFETY COMMITTEE MEETING MAY 2019	05/28/2019	20.83	ROAD USE TAX FU
Total TRUENORTH COMPANIES LC:			216.66	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES - 2	04/12/2019	63.52	SEWER FUND
U.S. CELLULAR	CELL PHONES -3	04/12/2019	105.41	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONES - 2	04/12/2019	93.03	SEWER FUND
Total U.S. CELLULAR:			261.96	
U.S. POSTMASTER				
U.S. POSTMASTER	BOX RENT 2019	06/07/2019	208.00	GENERAL FUND
Total U.S. POSTMASTER:			208.00	
UNIQUE MANAGEMENT SERVICES				
UNIQUE MANAGEMENT SERVI	COLLECTION SERVICES	05/01/2019	50.00	LIBRARY FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total UNIQUE MANAGEMENT SERVICES:			50.00	
UPHDM OCCUPATIONAL MEDICINE				
UPHDM OCCUPATIONAL MEDIC	PHYSICALS	05/31/2019	272.00	ROAD USE TAX FU
Total UPHDM OCCUPATIONAL MEDICINE:			272.00	
VAN WALL EQUIPMENT				
VAN WALL EQUIPMENT	NEW SAW TO REPLACE 19 YR OLD SAW TH	06/04/2019	1,091.96	ROAD USE TAX FU
Total VAN WALL EQUIPMENT:			1,091.96	
VERIZON WIRELESS				
VERIZON WIRELESS	CARDIAC MONITOR CELL PHONES	05/22/2019	21.04	AMBULANCE FUN
VERIZON WIRELESS	CELL PHONE	05/26/2019	42.43	GENERAL FUND
VERIZON WIRELESS	WIRELESS FOR LAPTOP	05/26/2019	40.13	SEWER FUND
VERIZON WIRELESS	EMS CELL PHONES	05/26/2019	118.56	AMBULANCE FUN
VERIZON WIRELESS	330 LAPTOP/330 CELL	05/26/2019	40.01	FIRE FUND
Total VERIZON WIRELESS:			262.17	
WALLER, RYAN				
WALLER, RYAN	CELL PHONE 5/9/19 - 9/8/19	06/11/2019	75.00	GENERAL FUND
Total WALLER, RYAN:			75.00	
WARREN COUNTY ENGINEER				
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/03/2019	402.29	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/03/2019	2,165.35	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/03/2019	744.77	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/03/2019	838.62	SEWER FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - MISC	05/03/2019	33.83	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/03/2019	1,122.01	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	05/03/2019	110.69	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - VANS	05/03/2019	99.84	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	1,263.79	FIRE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	120.00	GENERAL FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	760.01	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	789.52	SEWER FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	2,217.25	POLICE FUND
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	2,017.09	ROAD USE TAX FU
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - VANS	06/06/2019	87.29	PARK & RECREATI
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION	06/06/2019	321.60	AMBULANCE FUN
WARREN COUNTY ENGINEER	FUEL DISTRIBUTION - MISC	06/06/2019	153.86	PARK & RECREATI
Total WARREN COUNTY ENGINEER:			13,247.81	
WARREN COUNTY OIL				
WARREN COUNTY OIL	PROPANE FOR ASPHALT WORK	06/10/2019	24.78	ROAD USE TAX FU
WARREN COUNTY OIL	LP FOR NORTH PLANT	06/10/2019	1,326.00	SEWER FUND
Total WARREN COUNTY OIL:			1,350.78	
WARREN COUNTY RECORDER				
WARREN COUNTY RECORDER	REC FEE	06/10/2019	278.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WARREN COUNTY RECORDER:			278.00	
WARREN COUNTY SHERIFF				
WARREN COUNTY SHERIFF	PRISONER FEES - MAY 2019	06/04/2019	1,530.00	POLICE FUND
Total WARREN COUNTY SHERIFF:			1,530.00	
WASTE MANAGEMENT OF IOWA				
WASTE MANAGEMENT OF IOW	RECYCLING RES 10-13011-73004	05/29/2019	18,824.13	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING APT 10-13031-73000	05/29/2019	3,256.46	RECYCLING FUND
WASTE MANAGEMENT OF IOW	TRASH SERVICE	05/29/2019	129.24	ROAD USE TAX FU
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 10-13076-93002	05/29/2019	55.00	RECYCLING FUND
WASTE MANAGEMENT OF IOW	RECYCLING TOTES 10-13079-23004	05/29/2019	6.41	RECYCLING FUND
Total WASTE MANAGEMENT OF IOWA:			22,271.24	
WATERLOO TENT & TARP				
WATERLOO TENT & TARP	PICKARD PARK - SHADE STRUCTURE	06/11/2019	12,920.41	PARK & RECREATI
Total WATERLOO TENT & TARP:			12,920.41	
WELLMARK BLUE CROSS				
WELLMARK BLUE CROSS	OVERPAYMENT - CLAIM #05180225252500	06/12/2019	91.78	AMBULANCE FUN
Total WELLMARK BLUE CROSS:			91.78	
WELLMARK HEALTH PLAN OF IOWA				
WELLMARK HEALTH PLAN OF I	OVERPAYMENT - CLAIM #05180030452400	06/12/2019	650.35	AMBULANCE FUN
Total WELLMARK HEALTH PLAN OF IOWA:			650.35	
WIEGERT DISPOSAL CO.				
WIEGERT DISPOSAL CO.	DUMPSTER - SOFTBALL	06/01/2019	140.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - PARKS	06/01/2019	195.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	6 KYBOS	06/01/2019	390.00	PARK & RECREATI
WIEGERT DISPOSAL CO.	DUMPSTER - MAC	06/01/2019	45.00	POOL (MEMORIAL)
WIEGERT DISPOSAL CO.	DUMPSTER - ACT. CENTER	06/01/2019	35.00	PARK & RECREATI
Total WIEGERT DISPOSAL CO.:			805.00	
WILLIAMS MACHINE SHOP INC				
WILLIAMS MACHINE SHOP INC	MANHOLE LIDS	06/11/2019	170.00	SEWER FUND
Total WILLIAMS MACHINE SHOP INC:			170.00	
WINN'S PIZZA AND STEAK HOUSE				
WINN'S PIZZA AND STEAK HOU	MEALS - TRAINING	06/04/2019	43.83	POLICE FUND
Total WINN'S PIZZA AND STEAK HOUSE:			43.83	
WOOD TRUSTEE, JAMES R.				
WOOD TRUSTEE, JAMES R.	OVERPAYMENT - EMS	06/12/2019	200.00	AMBULANCE FUN
Total WOOD TRUSTEE, JAMES R.:			200.00	
WOOSLEY LANDSCAPING & MOWING				
WOOSLEY LANDSCAPING & M	MOWING - PLANTS	06/04/2019	1,455.00	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
WOOSLEY LANDSCAPING & M	MOWING - LIFTS	06/04/2019	370.00	SEWER FUND
Total WOOSLEY LANDSCAPING & MOWING:			1,825.00	
ZONES LLC				
ZONES LLC	MOBILITY PREMIUM MAINTENANCE	05/30/2019	2,681.21	GENERAL FUND
Total ZONES LLC:			2,681.21	
Grand Totals:			504,363.17	

City Council: _____

Meeting Date: 06/17/2019

Information

Subject

Consider nominations to the Home Town Pride Committee

Information

Council will need to consider the following two nominations to the Home Town Pride Committee. They will be replacing positions that are vacant.

Clark Ridlen - a term to begin immediately and expire December 31, 2019

Taylor Nehring - a term to begin immediately and expire December 31, 2019

Roll call is in order.

Fiscal Impact

Attachments

Clark Ridlen App

Taylor Nehring App



OFFICE OF CITY CLERK

MAY 6 2019

INDIANOLA, IOWA

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

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

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

Name: Clark A. Ridlen			
Street Address: 104 N 9th Street	City: Indianola	State: IA	Zip: 50125
E-Mail: caridlen@gmail.com			
Phone Home: cell	Cell: 515-418-5389	Work: 515-962-1400	
Gender: Male	Age (Optional): 32	Race (Optional): White	

Please attach a Resume or Bio

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

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

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

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

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

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

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

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

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

☐ - **Transportation Advisory Group (TAG)** – meets a minimum of twice a year. This committee meets with a larger group to discuss opportunities where HIRTA can best serve the transportation needs of the community.

Inactive Boards and Commissions:

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

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

Email: dbowlin@indianolaiowa.gov

or

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

Clark Andrew Ridlen

104 N 9th Street
Indianola, IA 50125

(515) 418-5389
caridlen@gmail.com

Summary of Qualifications

- Great skills in networking
- Worked 12 years in the field of banking and 9 years in lending
- Can work independently as well as a team member
- Motivated, dependable, and flexible
- Strong computer and office equipment skills, and ability to navigate the internet/intranet

Work Experience

Peoples Bank, Indianola, IA

January 2017-present

Loan Specialist II

- Assist customers inquiring about consumer, home equity, commercial, and agricultural loans.
- From application, I do all of the underwriting and processing, then hand it off to the processors to input the loan for booking.
- Over the last two years, I have booked over 215 loans. Due to the volume, my knowledge continues to grow on the loan side.

City State Bank, Martensdale, IA

July 2010-January 2017

Branch Manager

- Assist customers with inquiries about their accounts, loans, and be proactive with solutions to any issues.
- Maintain a goal to make at least 1 cold call each week, and make every referred call to prospective clients
- Supervised ten employees on the teller line and in new accounts
- Completed and accurately put together loan documents required for processing a loan application for commercial, agricultural, and consumer loans.

City State Bank, Grimes/Norwalk, IA

November 2006-June 2010

Teller/New Accounts Representative

- Maintain good customer relationships, & refer to other bank areas as indicated
- Educate customers about offered bank products, and make suggestions on which products might be most beneficial to their needs
- Open new checking, savings, and CD accounts, following bank policies/procedures

Education

Dallas Center-Grimes High School, Grimes, IA
Graduated with high school diploma: May 27, 2005

Des Moines Area Community College, Ankeny, IA
Criminal Justice Major
August 2005 - May 2008

University of Northern Iowa, Cedar Falls, IA
Finance Major
August 2008 - December 2009

Community Involvement

- Member of **Independent Order of Odd Fellows**, Lodge #70, Indianola, IA from May of 2013 to present. I was the vice president of Lodge #70 from January 2014 to January 2015, after which, I won the vote to become president/noble grand, which is my current position. I am responsible for leading the Odd Fellows meeting each week. Over the last two years, I was involved in presenting the Dollars for Scholars award to a high school graduate, as well.
- Have helped several times per year at the **Indianola Food Bank**, which is held at the Warren County administration building.

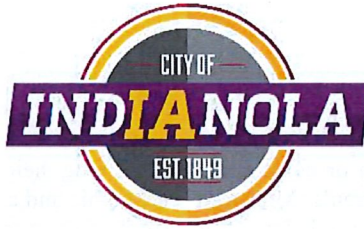
References

Melody Johnson, Sales Development Consultant, Merchant Training Team for Wells Fargo
Indianola, IA (515) 557-1279

John Davis, Consumer Compliance UW for Wells Fargo, West Des Moines
Norwalk, IA 50211 (515)669-1864

Thomas Selgrade, Selgrade Construction & Radon Testing and Mitigation
Indianola, IA 50125 (515)991-9543

Patrick O'Meara, VP of Lending, Peoples Bank
Indianola, IA 50125 (515)962-1400



OFFICE OF CITY CLERK

MAY 30 2019

INDIANOLA, IOWA

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

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Name: Taylor Nehring			
Street Address: 10952 Ray St.	City: Indianola	State: Iowa	Zip: 50125
E-Mail: taylorn@icyf.org			
Phone Home:	Cell: 515-681-5726	Work:	
Gender: female	Age (Optional): 24	Race (Optional): white	

Please attach a Resume or Bio

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

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

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

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

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

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

Taylor Ann Nehring
10952 Ray Street Indianola, IA 50125
taylorn@icyf.org
(515) 681-5726

Education:

Simpson College, Indianola, Iowa

Degree obtained: Bachelors Degree

Graduation date: April 2016

Focus: English, Human Resources

Des Moines Area Community College, Des Moines, Iowa

Degree obtained: Associates Degree

Graduation date: December 2014

Focus: General Studies

Indianola High School, Indianola, Iowa

Degree obtained: High School Diploma

Graduation date: May 2013

Focus: General Studies

Honors:

Simpson College

- Vice President of Programming for C.E.O, 2016
- Published in the 2016 edition of *Sequel*
- Participated in the 2015 March to End the Isms Walk
- Member of Enactus 2015 school year

Indianola High School

- Honor roll 2010-2013
- Lettered academically 2010-2011
- Lettered in dance 2011

Work Experience:

Indianola Community Youth Foundation, Director, 2019-present

- Daily operations of office; mail, phone calls, supplies, marketing
- Works with the board of directors to plan and execute community events
- Funding research and grant writing
- Open gym supervisor as needed

Rudolf Insurance, Receptionist, 2018-2019

- Implemented a marketing strategy, created social media pages for the business, created signage
- Answered telephones and processed customer's payments with different carriers
- Practiced customer service skills through verbal and written communication
- Had knowledge of Insurance Software System and Microsoft Office products

Peoples Bank, Branch Manager, 2017-2018

- Maintained branch security, vendors, equipment, supplies, and cleaning
- Answered telephones and customer questions/complaints (teller, new accounts, & loans)
- Practiced customer service skills through verbal and written communication
- Had knowledge of bank computer systems and Microsoft Office products

Peoples Bank, Teller, 2013-2017

- Answered telephones to help and direct customers
- Practiced customer service skills while taking care of customer's banking needs
- Had knowledge of the banks different computer systems and Microsoft Office products
- Counted change correctly and balanced drawer at the end of my shift

Community Involvement:

- Warren County Leadership Institute, Board Member, 2017-2019
- Milo Country Christmas Committee, Treasurer & Volunteer, 2017-2019
- Milo Food Pantry, Volunteer, 2017-2018
- Milo Mud Run, Volunteer, 2017
- Indianola Public Library, Volunteer, 2011-2013
- Redeemer Lutheran Church, Volunteer, 2008-2017

Meeting Date: 06/17/2019

Information

Subject

Public hearing and resolution approving and authorizing execution of a Development Agreement by and between the City of Indianola and with Autumn Ridge Development, LC

Information

The agreement calls for the City to participate in the cost of sanitary sewer main improvements to 19 of the 23 building lots in Autumn Ridge Plat 3. The City's participation is limited to one-half (1/2) of the approved and verified costs of sanitary sewer main improvements to the 19 Lots. The total amount paid out shall not exceed \$40,000.00.

The first draft of the proposed agreement called for the City to payout the full amount of the City's contribution once the sanitary sewer main was installed, the City had accepted the infrastructure, all 19 lots were connected to the sanitary sewer main and issued a final certificate of occupancy was issued for all 19 lots. After discussions with Mr Dowie on that draft, it was requested that a payout be made after each of the 19 lots was completed.

The proposed draft being considered by Council calls for the City's contribution to be divided into 19 equal portions representing each of the 19 Lots. Mr. Dowie shall submit invoices for all work and costs related to the sanitary sewer main improvements to verify such costs. Each portion shall be paid to Mr. Dowie within 60 days of completion of all improvements according to all plans and specifications approved by the City, and subject to the following conditions:

- a. connection to the sanitary sewer main
- b. acceptance by the City of all work
- c. verified payment of all contractors and subcontractors providing labor and materials, and
- d. issuance of the final Certificate of Occupancy for the Lot

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Development Agreement

Exhibit A

Exhibit B

RESOLUTION NO. _____

RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF A DEVELOPMENT AGREEMENT BY AND
BETWEEN THE CITY OF INDIANOLA AND AUTUMN
RIDGE DEVELOPMENT, L.C.

WHEREAS, the City has adopted the Urban Revitalization Plan ("Plan") designating a portion of the City as an urban revitalization area pursuant to the City's powers under Chapter 404 of the Code in order to encourage private development and improvements in the area, and to enhance the area and substantially improve the neighborhood and the community; and

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

WHEREAS, the City has received a proposal from Autumn Ridge Development, L.C. (the "Developer"), in the form of a proposed Development Agreement (the "Agreement") by and between the City and the Developer on the "Development Property" legally described as follows:

All Lots in Autumn Ridge Plat 3, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa; and

WHEREAS, pursuant to said notice published as required by law, this Council has held a public meeting and hearing upon the proposal to approve and authorize execution of the Agreement, and has considered the extent of objections received from residents or property owners as to said proposed Agreement; and, accordingly the following action is now considered to be in the best interests of the City and residents thereof; and

WHEREAS, the Council has determined that the Agreement is in the best interests of the City and the residents thereof and that the performance by the City of its obligations thereunder is a public undertaking and purpose and in furtherance of the Plan.

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

Section 1. The Council finds that the performance by the City of its obligations under the terms set forth in the Agreement, be and is hereby declared to be a public undertaking and purpose and in furtherance of the best interests of the residents of the City.

Section 2. The form and content of the Agreement, the provisions of which are incorporated herein by reference, be and the same hereby are in all respects authorized, approved and confirmed, and the Mayor and the City Clerk be and they hereby are authorized, empowered and directed to execute, attest, seal and deliver the Agreement for and on behalf of the City in substantially the form and content now before this meeting, but with such changes, modifications, additions or deletions therein as shall be approved by such officers, and that from and after the execution and delivery of the Agreement, the Mayor and the City Clerk are hereby

authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Agreement as executed.

PASSED AND APPROVED this 17th day of June 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk

When Recorded Return to;
City of Indianola, Iowa
Attn: City Clerk
110 North 1st Street
Indianola, IA 50023

Preparer Information: Douglas A. Fulton, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266

Phone: 515-274-1450

**DEVELOPMENT AGREEMENT BY AND BETWEEN
THE CITY OF INDIANOLA AND AUTUMN RIDGE DEVELOPMENT, L.C.**

WHEREAS, the City of Indianola, Iowa (hereinafter the "City") and Autumn Ridge Development, L.C., an Iowa limited liability company (hereinafter "DEVELOPER ") have agreed that the certain sanitary sewer improvements for Autumn Ridge Plat 3 are mutually beneficial to the City and to DEVELOPER for the development of residential housing in Indianola, Iowa; and

WHEREAS, Autumn Ridge Development, L.C. ("Autumn Ridge") is developing the subdivision that will be known as Autumn Ridge Plat 3, as shown on Exhibit "A; and

WHEREAS, the DEVELOPER will expend considerable sums for construction of sanitary sewer improvements; and

WHEREAS, the City finds that the City expenditure contemplated for the proposed sanitary sewer main improvements provides a general benefit to the City and its citizens.

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, DEVELOPER and the City hereby agree as follows:

1. DEVELOPER shall design and construct all infrastructure improvements shown on the preliminary plats and all other approved construction or development plans for Autumn Ridge Plat 3 in conformance with plans approved by the City Engineer of the City of Indianola and all applicable local, state and federal laws.
2. DEVELOPER intends that Autumn Ridge Plat 3 will include a minimum of 23 building lots. DEVELOPER agrees to submission of the final plat for the subdivision for approval by the City Council and to the dedication and transfer of right of way upon completion of improvements for Autumn Ridge Plat 3.
3. DEVELOPER shall transfer street right-of-way by Warranty Deed. In addition, DEVELOPER shall grant easements as necessary to accommodate the construction, location and maintenance of the sanitary sewer improvements.
4. The City agrees to participate in the cost of sanitary sewer main improvements to 19 building lots (the Affected Lots") contained in Autumn Ridge Plat 3 and more specifically identified on Exhibit "B" which is attached hereto and incorporated herein by this reference. The City's participation shall be limited to one-half (1/2) of the approved and verified costs of

sanitary sewer main improvements to the Affected Lots which amount shall not exceed the sum of \$40,000.00 (the "City's Contribution"). Developer shall submit invoices for all work and costs related to the sanitary sewer main improvements to verify such costs. The City's Contribution shall be divided into 19 equal portions representing each Affected Lot (the "Affected Lot Share"). Each Affected Lot Share shall be paid to Developer within 60 days of completion of all improvements according to all plans and specifications as approved by the City, subject to the following conditions precedent: (a) connection by an Affected Lot to said sanitary sewer main, (b) acceptance by the City of all work, (c) verified payment of all contractors and subcontractors providing labor and materials, and (d) issuance of the final Certificate of Occupancy for the Affected Lot.

7. All work listed above will be more fully described in the engineering plans, construction drawings, preliminary plat and other specifications prepared by DEVELOPER and approved by CITY.

8. This Agreement shall be governed by the laws of the State of Iowa.

9. In the event a party hereto fails to pay its obligations under this Agreement or breaches a covenant, warranty or representation of this Agreement, any other party shall give to the alleged defaulting party written notice of the alleged default and of the actions necessary to cure the default. If the default is not cured within 10 days from the date of notice, the party not in default may exercise all remedies available at law, or in equity, including specific performance.

10. This Agreement contains the entire agreement between the parties. This Agreement may not be changed or modified in any manner, unless a written instrument is executed by the parties. This Agreement may not be assigned by DEVELOPER.

11. All agreements, covenants, representations and warranties made herein are intended to survive until termination of this Agreement.

12. Any uncertainty or ambiguity existing herein shall not be interpreted against a party because such party prepared any portion of this Agreement but shall be interpreted according to the application of rules of interpretation of contracts generally.

13. Performance of the Agreement shall be complete, and this Agreement shall terminate, when each of the parties has satisfied its respective covenants and obligations hereunder.

14. Each party will, whenever it shall be reasonably requested to do so by another party, promptly execute, acknowledge, and deliver, or cause to be executed, acknowledged, or delivered, any and all such further conveyances, confirmations, instruments, or further assurances and consents as may be necessary or proper, in order to effectuate the covenants and agreements herein provided. Each party will cooperate in good faith with the other parties and shall execute, acknowledge, and deliver any and all documents or requests in order to satisfy the conditions set forth therein and carry out the intent and purposes of this Agreement.

15. Any consent or approval required herein shall not be unreasonably withheld; provided, however, that this Agreement is subject to the approval of the City Council of the City of Indianola, Iowa.

16. Neither the method of computation of funding nor any other provisions contained in this Agreement nor any acts of any party shall be deemed or construed by DEVELOPER or by

any third person to create the relationship of partnership or joint venture or of any association between the parties.

17. The undersigned officers of the parties covenant and confirm that this Agreement has been approved, and its execution authorized, by DEVELOPER and the City Council of the City of Indianola, Iowa, and that the undersigned officers have been authorized to enter into and execute this Agreement on behalf of DEVELOPER and the City.

18. The City has found and determined that this Agreement serves and accomplishes a public purpose and is in the best interests of the City and its citizens and residents.

19. All notices or requests under this Agreement shall be given by certified mail, postage prepaid, return receipt requested, to the addresses shown below.

City:

City of Indianola
110 North 1st Street
Indianola, IA 50125
Attn: City Manager

DEVELOPER:

Autumn Ridge Development, L.C.
2160 Terrace Ave.
Winterset, IA 50273

Each properly addressed notice or request sent by certified mail shall be deemed given and served upon being actually received by the addressee or being rejected by the addressee. The City or DEVELOPER shall have the right to send notices by overnight delivery which notices shall be deemed given and served upon actual receipt by the addressee or rejection by the addressee.

20. This Agreement is entered into by the City specifically with Developer and is not assignable by Developer.

IN WITNESS WHEREOF, the parties hereto have caused the Agreement to be executed by their duly authorized representatives on this the ____ day of _____, 2019.

THE CITY OF INDIANOLA, IOWA

Kelly B. Shaw, Mayor

I, Diana Bowlin, City Clerk of the City of Indianola Iowa do hereby certify that the within and foregoing Development Agreement was duly approved and accepted by the City Council of said City of Indianola by Resolution No. _____ passed on the ____ day of _____, 2019 and this certificate is made pursuant to authority contained in said Resolution.

Signed the ____ day of _____, 2019.

Diana Bowlin, City Clerk

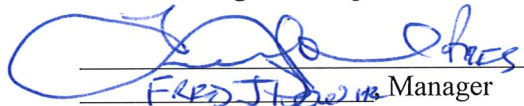
STATE OF IOWA, COUNTY OF WARREN, ss:

On the ____ day of _____, 2019, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared Kelly B. Shaw and Diana Bowlin, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Indianola, Iowa, a municipal corporation; that the seal affixed to the above and foregoing instrument is the corporate seal of said municipal corporation, and the said Kelly B. Shaw and Diana Bowlin acknowledged the execution of said instrument to be their voluntary act and deed and the voluntary act and deed of said municipal corporation, by it and by them voluntarily executed.

[Stamp or Seal }

Notary Public in and for the State of Iowa

Autumn Ridge Development, L.C.

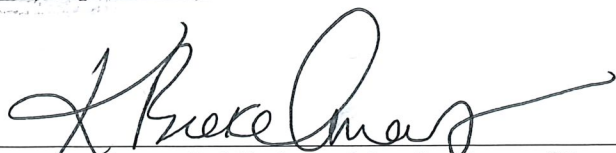


Fred J. Dowie Manager

STATE OF IOWA, COUNTY OF WARREN, ss:

On the 12 day of June, 2019, before me, the undersigned, a Notary in and for the said State, personally appeared Fred Dowie, to me personally known, who being duly sworn, did say that he is the Manager of Autumn Ridge Development, L.C., an Iowa Limited Liability Company; the instrument was signed on behalf of the limited liability company by authority of its members; and that he as Manager acknowledges execution of the instrument to be the voluntary act and deed of the limited liability company by it and by him voluntarily executed.





Notary Public in and for the State of Iowa

[illegible]

[illegible]

Meeting Date: 06/17/2019

Information

Subject

Public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council (P&Z approved 5-1 on May 14, 2019).

Information

Council will need to hold the public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council.

Newspaper Publication Changes Proposed:

- Staff is requesting the City Code be amended to match the requirement of Iowa Code, as it pertains to notices published in the newspaper, to require that at least 7 days and no more than 20 days, notice of a public hearing regarding changes to the regulations and zoning district boundaries be given and that there be no requirement to publish hearing in the newspaper for Board of Adjustment Hearings.
- The change will decrease the lead time needed for Board of Adjustment Meetings by one week, allowing faster timelines for applicants who need an approval from the Board of Adjustment.
- While the proposed change would not change time frame for Council meetings, it does update City Code to match the requirements of Iowa Code, and would allow more flexibility with notification procedures if ever needed.

First Class Mail Notification Changes Proposed:

- Staff is proposing to make the requirement more consistent with a 10-day requirement for all mailed notices.
- Staff is proposing a change to the period for which signs shall be posted on site for a rezoning from 15 days to 10 days prior to the Commission meeting.
- Staff proposed to add a requirement for mailed notices being sent to property owners within 200 feet of a proposed variance or special exemption in order to provide a better notice to those property owners who may not see a notice published in the newspaper.

Roll call is in order.

Fiscal Impact

Attachments

P&Z Notification Memo
Amendment to 165
Ordinance Amend Procedures



— PLANNING AND ZONING COMMISSION —

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: May 14, 2019 Meeting
Re: Item # 7.C: Consider amendment to Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council.

Staff has requested an amendment to Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council.

Newspaper Publications

Currently, City Code requires at least 15 days' notice of a public hearing regarding changes to the regulations and zoning district boundaries of Chapter 165, and Board of Adjustment hearings to be published in a newspaper having general circulation in the City. However, Section 414.4 of the Iowa Code requires that at least 7 days', and no more than 20 days', notice of a public hearing regarding changes to the regulations and zoning district boundaries be given. Further, Iowa Code does not require notice of hearing be published for Board of Adjustment Hearings.

The City currently publishes notifications in the Indianola Record Herald, which publishes on Wednesday. Since the paper only publishes on Wednesday, in order for the City to meet the current 15-day requirement of City Code, we have to publish notice in the paper 20 days prior to a City Council Meeting and 15 days prior to a Board of Adjustment meeting (as the City Council holds the official public hearing on items brought forward by the Commission, no public hearing notice is required to be published in the paper for Planning and Zoning Commission Meetings). As the paper requires six-days' lead time to have a notice published in the paper, a minimum of 26 days prior to a City Council Meeting and 21 days prior to a Board of Adjustment meeting is needed.

Staff is requesting that City Code be amended to match the requirement of Iowa Code, as it pertains to notices published in the newspaper, to require that at least 7 days', and no more than 20 days', notice of a public hearing regarding changes to the regulations and zoning district boundaries be given, and that there be no requirement to publish hearing in the newspaper for Board of Adjustment Hearings. This change will decrease the lead time needed for Board of Adjustment Meetings by one week, allowing faster timelines for applicants who need an approval from the Board of Adjustment. While the proposed change would not change time frame for Council meetings, it does update City Code to match the requirements of Iowa Code, and would allow more flexibility with notification procedures if ever needed.

First Class Mail Notifications

Depending on application types, the number of days notices shall be mailed prior to a meeting type is either 10 or 15 days. City Council policy requires notice of the Commission meeting shall be sent by first class mail 10 days prior to the meeting to all property owners within 200 feet of a proposed amendment to the zoning district boundaries. For residential development on lots exceeding one acre, and for off-street parking as a permitted accessory use or structure, a notification of 15 days is required. Staff is proposing the make this requirement more consistent across the board with a 10-day requirement for all mailed notices, which would match the amount of time the City Council has set in their policy for a rezoning. Additionally, staff is proposing a change to the period for which signs shall be posted on site for a rezoning from 15 days to 10 days prior to the Commission meeting. Lastly, where the requirement for notices published in the newspaper for Board of Adjustment hearings is being requested to be removed, staff proposes to add a requirement for mailed notices being sent to property owners within 200 feet of a proposed variance or special exception. This will provide a better notice to those property owners who may not see a notice published in the newspaper.

The proposed changes are attached, with insertions shown in red and underlined, and deletions shown in red a struck-out.

165.38 CHANGES AND AMENDMENTS. The regulations and restrictions imposed in the districts, and the boundaries of the districts created by this chapter may be amended from time to time by the Council, but no such amendment shall be made without public hearing before the Council and after a report has been made upon the amendment by the Commission. Not less than seven nor more than 20 At least fifteen (15) days' notice of the time and place of such hearing shall be published in a newspaper having general circulation in the City. The Commission shall not make any recommendation to the Council on an amendment to the zoning district boundaries until a sign ~~eighteen (18)~~ inches by ~~twenty-four (24)~~ inches indicating the zoning change amendment requested has been prepared and posted by the City in a visible location on the premises for a period of ~~fifteen (15)~~ 10 days. Notice of the Commission meeting shall be mailed by first class mail 10 days prior to the meeting to all property owners within 200 feet of a proposed amendment to the zoning district boundaries. In case the Commission does not approve the change amendment or, in the case of a protest filed with the Council against a change in an amendment to district boundaries signed by the owners of ~~twenty 20~~ percent (~~20%~~) or more either of the area of the lots included in such proposed change amendment or of those immediately adjacent thereto and within ~~two hundred (200)~~ feet of the boundaries thereof, such amendment shall not be passed except by the favorable vote of three-fourths (~~3/4~~) of all the members of the Council.

165.35 POWERS AND DUTIES OF THE BOARD OF ADJUSTMENT. The Board of Adjustment has the following powers and duties:

1. Administrative Review. To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this chapter.

2. Special Exceptions;. Conditions Governing Applications; Procedures. To hear and decide only such special exceptions as the Board of Adjustment is specially authorized to pass on by the terms of this chapter; to decide such questions as are involved in determining whether special exceptions with such conditions and safeguards as are appropriate under this chapter and to deny special exceptions when not in harmony with the purpose and intent of this chapter. A special exception shall not be granted by the Board of Adjustment unless and until:

A. A written application for a special exception is submitted indicating the section of this chapter under which the special exception is sought and stating the grounds on which it is requested.

B. Notice of the hearing shall be mailed by first class mail 10 days prior to the hearing to all property owners within 200 feet of a proposed special exception. ~~Notice shall be given at least fifteen (15) days in advance of the public hearing by publication in a newspaper of general circulation in the City.~~

C. The ~~public~~ hearing shall be held. Any party may appear in person, or by agent or attorney.

D. The Board of Adjustment shall make a finding that it is empowered under the section of this chapter described in the application to grant the special exception, and that the granting of the special exception will not adversely affect the public interest. In granting any special exception, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violation of such conditions and safeguards, when made a part of the terms under which the special exception is granted, shall be deemed a violation of this chapter and punishable under Section 165.23 of this chapter. The Board of Adjustment shall prescribe a time limit within

which the action for which the special exception is required shall be begun or completed, or both. Failure to begin or complete, or both, such action within the time limit set shall void the special exception.

3. Variances: Conditions Governing Application; Procedures. To authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest where, owing to the special conditions, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. A variance from the terms of this chapter shall not be granted by the Board of Adjustment unless and until:

A. A written application for a variance is submitted demonstrating:

- (1) That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;
- (2) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter;
- (3) That the special conditions and circumstances do not result from the actions of the applicant;
- (4) That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

B. Notice of the hearing shall be mailed by first class mail ten 10 days prior to the hearing to all property owners within 200 feet of a proposed special exception.~~Notice of public hearing shall be given as in subsection 2(B) above.~~

C. The ~~public~~ hearing shall be held. Any party may appear in person, or by agent or by attorney.

D. The Board of Adjustment shall make findings that the requirements of paragraph A of this subsection have been met by the applicant for a variance.

E. The Board of Adjustment shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

F. The Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this chapter, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

In granting any variance, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter and punishable under Section 165.23 of this chapter. Under no circumstances shall the Board of Adjustment grant a variance to allow a use not permissible under the terms of this chapter in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

A-1, R-1, R-2, R-3, R-4 Table:

SPECIAL REQUIREMENTS FOR RESIDENTIAL DEVELOPMENT ON LOT EXCEEDING ONE (1) ACRE

1. All proposals for residential development shall be submitted to the Planning and Zoning Commission for review.
2. Notice of the proposed site plan for residential development shall be mailed to all property owners of record located within 200 feet of the proposed site for development ~~15~~10 days prior to the next Planning and Zoning Commission meeting.
3. Planning and Zoning shall make a recommendation to Council for action.
4. The following applicants shall be excluded from the forgoing special requirements: Agriculture, horticulture, dairy, livestock, and poultry and general farming; single-family dwellings; parks, playgrounds, or play fields, cemetery or mausoleum; golf courses and country clubs except miniature course or driving ranges operated for a profit; railroads, public utilities and communication towers; bed and breakfast; additions and general improvements to the above existing permitted principal uses and structures prior to the effective date of Ordinance No. 1431.

R-1, R-2, R-3, R-4 Table:

SPECIAL REQUIREMENTS FOR OFF-STREET PARKING AS A PERMITTED ACCESSORY USE OR STRUCTURE

1. Before any improvements are made a building permit is required and all improvements shall comply with Chapter 166, Site Plan Review, of this Code of Ordinances.
2. All off-street parking must lie adjacent to a C-2 (Highway Commercial) zoning classification and be located within 300 feet of the right-of-way lines of U.S. Highways 65-69 (Jefferson Street) or Iowa Highway 92 (Second Avenue).
3. A public sidewalk shall be installed along the entire side or sides of the property that abut all public streets or highways.
4. A six foot high double-face opaque wooden fence or a six foot high masonry wall with face brick, stucco or a similar finished surface shall be constructed toward the remaining R-1, R-2 or R-3 zoning classifications.
5. All vehicle traffic shall enter and exit the off-street parking directly onto U.S. Highways 65-69 (Jefferson Street) and Iowa Highway 92 (Second Avenue).
6. Procedure:
 - A. Twelve (12) copies of the site plan must be submitted at least twenty (20) days prior to the next regularly scheduled Planning and Zoning Commission meeting.
 - B. Names and addresses of property owners within two hundred (200) feet of the site plan must be shown on the site plan.
 - C. Letters of notification must be sent to property owners within two hundred (200) feet of the site plan at least ~~15~~10 days prior to the next regularly scheduled Planning and Zoning meeting.
 - D. All required information as listed under Section 166.06 of this Code of Ordinances must be shown on the site plan.
 - E. Within forty-five (45) days after receiving the application for site plan review, the Commission shall recommend to the Council to either approve, approve subject to conditions, or disapprove the site plan.

F. Within thirty (30) days after receiving the recommendation from the Commission, the Council shall hold a public hearing and first consideration of the proposed site plan. The proposed site plan must be considered and voted on for passage at two (2) Council meetings prior to the meeting at which it is to be finally passed, unless this requirement is suspended by a recorded vote of not less than three-fourths of the Council members. If the proposed site plan fails to receive sufficient votes for passage at any consideration, the proposed site plan shall be considered defeated.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, ZONING REGULATION PROCEDURES

WHEREAS, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the Code of Ordinances, Chapter 165, Zoning Regulations Procedures.

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

Section 1: That Chapter 165 be and is hereby amended in Chapter 165, Zoning Regulations Procedures by deleting current sections and inserting new sections as follows:

165.38 CHANGES AND AMENDMENTS. The regulations **and restrictions** imposed in the districts, **and the boundaries of the districts** created by this chapter may be amended from time to time by the Council, but no such amendment shall be made without public hearing before the Council and after a report has been made upon the amendment by the Commission. **Not less than seven nor more than 20 days' notice** of the time and place of such hearing shall be published in a newspaper having general circulation in the City. The Commission shall not make any recommendation to the Council **on an amendment to the zoning district boundaries** until a sign 18 inches by 24 inches indicating the **amendment** requested has been prepared and posted by the City in a visible location on the premises for a period of **10 days**. **Notice of the Commission meeting shall be mailed by first class mail 10 days prior to the meeting to all property owners within 200 feet of a proposed amendment to the zoning district boundaries.** In case the Commission does not approve the **amendment** or, in the case of a protest filed with the Council against **an amendment to** district boundaries signed by the owners of **20** percent or more either of the area of the lots included in such proposed **amendment** or of those immediately adjacent thereto and within 200 feet of the boundaries thereof, such amendment shall not be passed except by the favorable vote of three-fourths of all the members of the Council.

165.35 POWERS AND DUTIES OF THE BOARD OF ADJUSTMENT. The Board of Adjustment has the following powers and duties:

1. Administrative Review. To hear and decide appeals where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this chapter.

2. Special Exceptions;. Conditions Governing Applications; Procedures. To hear and decide only such special exceptions as the Board of Adjustment is specially authorized to pass on by the terms of this chapter; to decide such questions as are involved in determining whether special exceptions with such conditions and safeguards as are appropriate under this chapter and to deny special exceptions when not in harmony with the purpose and intent of this chapter. A special exception shall not be granted by the Board of Adjustment unless and until:

A. A written application for a special exception is submitted indicating the section of this chapter under which the special exception is sought and stating the grounds on which it is requested.

B. **Notice of the hearing shall be mailed by first class mail 10 days prior to the hearing to all property owners within 200 feet of a proposed special exception.**

C. The hearing shall be held. Any party may appear in person, or by agent or attorney.

D. The Board of Adjustment shall make a finding that it is empowered under the section of this chapter described in the application to grant the special exception, and that the granting of the special exception will not adversely affect the public interest. In granting any special exception, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violation of such conditions and safeguards, when made a part of the terms under which the special exception is granted, shall be deemed a violation of this chapter and punishable under Section 165.23 of this chapter. The Board of Adjustment shall prescribe a time limit within which the action for which the special exception is required shall be begun or completed, or both. Failure to begin or complete, or both, such action within the time limit set shall void the special exception.

3. Variances: Conditions Governing Application; Procedures. To authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest where, owing to the special conditions, a literal enforcement of the provisions of this chapter would result in unnecessary hardship. A variance from the terms of this chapter shall not be granted by the Board of Adjustment unless and until:

A. A written application for a variance is submitted demonstrating:

(1) That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district;

(2) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this chapter;

(3) That the special conditions and circumstances do not result from the actions of the applicant;

(4) That granting the variance requested will not confer on the applicant any special privilege that is denied by this chapter to other lands, structures, or buildings in the same district. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of land, structures or buildings in other districts shall be considered grounds for the issuance of a variance.

B. Notice of the hearing shall be mailed by first class mail ten 10 days prior to the hearing to all property owners within 200 feet of a proposed special exception.

C. The hearing shall be held. Any party may appear in person, or by agent or by attorney.

D. The Board of Adjustment shall make findings that the requirements of paragraph A of this subsection have been met by the applicant for a variance.

E. The Board of Adjustment shall further make a finding that the reasons set forth in the application justify the granting of the variance, and that the variance is the minimum variance that will make possible the reasonable use of the land, building or structure.

F. The Board of Adjustment shall further make a finding that the granting of the variance will be in harmony with the general purpose and intent of this chapter, and will not be injurious to the neighborhood, or otherwise detrimental to the public welfare.

In granting any variance, the Board of Adjustment may prescribe appropriate conditions and safeguards in conformity with this chapter. Violations of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this chapter and punishable under Section 165.23 of this chapter. Under no circumstances shall the Board of Adjustment grant a variance to allow a use not permissible under the terms of this chapter in the district involved, or any use expressly or by implication prohibited by the terms of this chapter in said district.

A-1, R-1, R-2, R-3, R-4 Table:

SPECIAL REQUIREMENTS FOR RESIDENTIAL DEVELOPMENT ON LOT EXCEEDING ONE (1) ACRE

1. All proposals for residential development shall be submitted to the Planning and Zoning Commission for review.
2. Notice of the proposed site plan for residential development shall be mailed to all property owners of record located within 200 feet of the proposed site for development **10** days prior to the next Planning and Zoning Commission meeting.
3. Planning and Zoning shall make a recommendation to Council for action.
4. The following applicants shall be excluded from the forgoing special requirements: Agriculture, horticulture, dairy, livestock, and poultry and general farming; single-family dwellings; parks, playgrounds, or play fields, cemetery or mausoleum; golf courses and country clubs except miniature course or driving ranges operated for a profit; railroads, public utilities and communication towers; bed and breakfast; additions and general improvements to the above existing permitted principal uses and structures prior to the effective date of Ordinance No. 1431.

R-1, R-2, R-3, R-4 Table:

SPECIAL REQUIREMENTS FOR OFF-STREET PARKING AS A PERMITTED ACCESSORY USE OR STRUCTURE

1. Before any improvements are made a building permit is required and all improvements shall comply with Chapter 166, Site Plan Review, of this Code of Ordinances.
2. All off-street parking must lie adjacent to a C-2 (Highway Commercial) zoning classification and be located within 300 feet of the right-of-way lines of U.S. Highways 65-69 (Jefferson Street) or Iowa Highway 92 (Second Avenue).
3. A public sidewalk shall be installed along the entire side or sides of the property that abut all public streets or highways.
4. A six foot high double-face opaque wooden fence or a six foot high masonry wall with face brick, stucco or a similar finished surface shall be constructed toward the remaining R-1, R-2 or R-3 zoning classifications.
5. All vehicle traffic shall enter and exit the off-street parking directly onto U.S. Highways 65-69 (Jefferson Street) and Iowa Highway 92 (Second Avenue).
6. Procedure:
 - A. Twelve (12) copies of the site plan must be submitted at least twenty (20) days prior to the next regularly scheduled Planning and Zoning Commission meeting.
 - B. Names and addresses of property owners within two hundred (200) feet of the site plan must be shown on the site plan.
 - C. Letters of notification must be sent to property owners within two hundred (200) feet of the site plan at least **10** days prior to the next regularly scheduled Planning and Zoning meeting.
 - D. All required information as listed under Section 166.06 of this Code of Ordinances must be shown on the site plan.
 - E. Within forty-five (45) days after receiving the application for site plan review, the Commission shall recommend to the Council to either approve, approve subject to conditions, or disapprove the site plan.
 - F. Within thirty (30) days after receiving the recommendation from the Commission, the Council shall hold a public hearing and first consideration of the proposed site plan. The proposed site plan must be considered and voted on for passage at two (2) Council meetings prior to the meeting at which it is to

be finally passed, unless this requirement is suspended by a recorded vote of not less than three-fourths of the Council members. If the proposed site plan fails to receive sufficient votes for passage at any consideration, the proposed site plan shall be considered defeated.

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

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

Meeting Date: 06/17/2019

Information

Subject

Public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts (P&Z approved 5-0, with one member abstaining from voting on May 14, 2019).

Information

Council will need to hold the public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts.

Highlights of the amendment include:

- Removing the requirement of serving meals and making it an option to provide meals.
- Removing restrictions on the number of guests or families and letting these be decided on a case by case basis.
- Using the parking requirement for the A-1, R-3 and R-4 districts in the R-1 district.

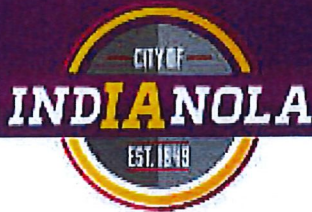
Roll call is in order.

Fiscal Impact

Attachments

B&B Changes

B B Ordinance



— PLANNING AND ZONING COMMISSION —

To: Planning and Zoning Commission
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: May 14, 2019 Meeting
Re: Item # 7.D: Consider amendment to Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts.

Staff has requested an amendment to Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts.

After an inquiry was made regarding a possible Bed and Breakfast at 805 North B Street, which is the former Simpson College Alpha Chi Omega home, staff identified several discrepancies in bed and breakfast regulations in the zoning regulations of Chapter 165.

Currently, the definition for “Boardinghouse/bed and breakfast” is a building other than a hotel where, for compensation and by arrangement, meals and lodging are provided for two (2) or fewer family(ies) that are overnight guests and where no food is served to the general public.

Bed and Breakfast are allowed by right in the A-1, Agricultural District, R-3 Mixed Residential District and R-4 Multiple Family District. In those districts, the parking requirement for bed and breakfast is 1 space for every 2 beds with all spaces on site or on a lot adjacent to the site or directly across the street or alley from the site.

The use is allowed by special exception in the R-1 Single-Family Residential District, provided that

- a) if the use ceases for more than six months the use shall revert back to a permitted principal use;
- b) occupancy is limited to four guests units (e.g. families, couples or individuals);
- c) required off-street parking shall be one space for each guest unit and two spaces for the resident;
- d) signage is limited to a maximum of three square feet mounted flush to the building;
- e) require 10 day written notification to property owners within 200’ of the proposed location before Board of Adjustment hearing;
- f) no meals served to people other than overnight guests; and
- g) the entire property is either located within 600 feet of the Simpson College Campus bounded by Clinton Avenue, E Street, Girard Avenue and Buxton Street, or the lot size is 3 acres or more.

Special exceptions are reviewed and approved by the Board of Adjustment and are not allowed by right.

After review, staff has the following comments:

1. The definition would require that meals be provided with lodging. While most bed and breakfast type establishments do provide meals, does the City want to require that meals be provided for these establishments? Staff recommends removing this as a requirement and making it an option to provide meals.
2. The definition states that lodging is only provided for two or fewer families. However, in the R-1 zoning district language, it states that occupancy is limited to four guest units. The definition needs to match the special exception requirements in the R-1 district. When it comes to the R-1 zoning district, those are reviewed on a case by case basis by the Board of Adjustment. For example, the subject home at 805 North B Street provides a unique opportunity for the community. This home is not a viable single-family dwelling based off its size and number of rooms. If the property owner can meet parking requirements, and a public hearing is held with neighbors being notified, should the Board of Adjustment be limited to approve a request to an arbitrary number of guests? In researching other metro communities, while some have restrictions on the number of rooms/occupants that can stay at a Bed and Breakfast, most do not. Of those that do not, most require a special exception, or similar process, that is approved by the Board of Adjustment. Staff recommends removing restrictions on the number of guests or families and letting these be decided on a case by case basis.
3. Parking requirements differ between the R-1 zoning district, and the A-1, R-3 and R-4 districts. This should be consistent. Staff recommends using the parking requirement for the A-1, R-3 and R-4 districts in the R-1 District.

The proposed changes are attached, with insertions shown in red and underlined, and deletions shown in red a struck-out.

6. "Boardinghouse/bed and breakfast" means a building other than a hotel, or a building containing an apartment(s) where, for compensation and by arrangement, ~~meals and~~ lodging ~~are~~ is provided for ~~two (2) or fewer family(ies) that are~~ overnight guests. Meals may be provided to guests, however, and where no food is meals shall be served to the general public.

SPECIAL EXCEPTION USES AND STRUCTURES (R-1, SINGLE-FAMILY RESIDENTIAL)

4. Bed and Breakfast, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) ~~occupancy is limited to four guests units (e.g. families, couples or individuals); (c)~~ required off-street parking shall be 1 space for every 2 beds with all spaces on site or on a lot adjacent to the site or directly across the street or alley from the site~~one space for each guest unit and two spaces for the resident;~~ (d) ~~signage is limited to a maximum of three square feet mounted flush to the building; (e)~~ require 10 day written notification to property owners within 200' of the proposed location before Board of Adjustment hearing; (f) ~~no meals served to people other than overnight guests; and (g)~~ the entire property is either located within 600 feet of the Simpson College Campus bounded by Clinton Avenue, E Street, Girard Avenue and Buxton Street, or the lot size is 3 acres or more.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, CHAPTER 165, ZONING REGULATIONS, R-1 SINGLE FAMILY RESIDENTIAL, REGARDING BED AND BREAKFAST

WHEREAS, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the Code of Ordinances, Chapter 165, Zoning Regulations, R-1 Single Family Residential, regarding Bed and Breakfast.

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

Section 1: That Chapter 165 be and is hereby amended in Chapter 165, Zoning Regulations, R-1 Single Family Residential, Permitted Principal Uses and Structures, by deleting current sections and inserting new sections as follows:

6. **“Boardinghouse/bed and breakfast”** means a building other than a hotel, or a building containing an apartment(s) where, for compensation and by arrangement, lodging is provided for overnight guests. Meals may be provided to guests, however, no meals shall be served to the general public.

SPECIAL EXCEPTION USES AND STRUCTURES (R-1, SINGLE-FAMILY RESIDENTIAL)

4. Bed and Breakfast, provided that (a) if the use ceases for more than six months the use shall revert back to a permitted principal use; (b) required off-street parking shall be 1 space for every 2 beds with all spaces on site or on a lot adjacent to the site or directly across the street or alley from the site; (c) signage is limited to a maximum of three square feet mounted flush to the building; (d) require 10 day written notification to property owners within 200’ of the proposed location before Board of Adjustment hearing; (e) no meals served to people other than overnight guests; and (f) the entire property is either located within 600 feet of the Simpson College Campus bounded by Clinton Avenue, E Street, Girard Avenue and Buxton Street, or the lot size is 3 acres or more.

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Meeting Date: 06/17/2019

Information

Subject

Amendment Number One to the Hillcrest /downtown Unified Urban Renewal Plan

Information

There was a scrivener's error found in the legal description of the Unified Amendment No. 1 Subarea included in Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan Area adopted by Resolution No. 2019-100. Accordingly, Ahlers Law Firm has prepared a Resolution correcting the "Nunc Pro Tune" which means the resolution is intended to have a retroactive impact to correct the scrivener's error. The following items will need to be considered by the City Council:

- The Council will move to approve the Resolution Nunc Pro Tunc correcting scrivener's error in the legal description of the Unified Amendment No. 1 Subarea included in Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Area
- The Council when then consider the final consideration of the Ordinance

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 06/17/2019

Information

Subject

Resolution Nunc Pro Tunc correcting scrivener's error in the legal description of the Unified Amendment No. 1 Subarea included in Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan

Information

In your packet is the resolution that will retroactive impact to correct the scrivener's error so that the Reoslutoin adopting Amendment No. 1 will continue to have the same effective dte and such effective date will not be changed by the corrective resolution.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Exhibit A

Council Member _____ then introduced the following Resolution entitled "RESOLUTION NUNC PRO TUNC CORRECTING AND AMENDING A SCRIVENER'S ERROR IN LEGAL DESCRIPTION OF THE UNIFIED AMENDMENT NO. 1 SUBAREA INCLUDED IN AMENDMENT NO. 1 TO THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN FOR THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA" and moved:

- ☐ that the Resolution be adopted.
- ☐ to defer action on the Resolution and the proposal to the meeting to be held at _____ .M. on the _____ day of _____, 2019, at this place.

Council Member _____ seconded the motion. The roll was called and the vote was,

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION NO. 2019-100-A

RESOLUTION NUNC PRO TUNC CORRECTING AND
AMENDING A SCRIVENER'S ERROR IN LEGAL
DESCRIPTION OF THE UNIFIED AMENDMENT NO. 1
SUBAREA INCLUDED IN AMENDMENT NO. 1 TO THE
HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL
PLAN FOR THE HILLCREST/DOWNTOWN UNIFIED
URBAN RENEWAL AREA

WHEREAS, by Resolution No. 2019-100, adopted May 20, 2019, this Council found and determined that certain areas located within the City are eligible and should be designated as an urban renewal area under Iowa law, and approved and adopted Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan (the "Amendment No. 1" or "Amendment") for the Hillcrest/Downtown Unified Urban Renewal Area (the "Urban Renewal Area" or "Area") described therein; and

WHEREAS, the Amendment approved and adopted by Resolution No. 2019-100 included a certain attachment that contained a scrivener's error in the legal description of the Unified Amendment No. 1 Subarea due to references to the City's corporate limits that were out of date, incorrectly describing the property being removed from the Urban Renewal Area by the Amendment; and

WHEREAS, correcting the scrivener's error does not change the parcels of land which were intended to be removed from the Urban Renewal Area as the Unified Amendment No. 1 Subarea, which land was accurately depicted in the map attached to Amendment No. 1; and

WHEREAS, the Council has determined to adopt this resolution nunc pro tunc, correcting the scrivener's error in the legal description contained in the attachments to the Amendment for the Urban Renewal Area.

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

Section 1. That the findings and conclusions set forth or contained in the Amendment concerning the area of the City of Indianola, State of Iowa, described in the preamble hereof and in Resolution No. 2019-100, be and the same are hereby ratified and confirmed in all respects as the findings of this Council for the Urban Renewal Area with the exception of the amended exhibit as set forth below.

Section 2. The legal description attached to the Amendment approved and adopted by Resolution No. 2019-100 on May 20, 2019, is hereby corrected, nunc pro tunc, to provide as set forth in Exhibit A attached hereto and hereby made a part of the Amendment.

Section 3. The attached Exhibit A shall be substituted in lieu of the original Exhibit A contained in the Exhibits to the Amendment.

Section 4. That all other provisions of the Amendment not affected or otherwise revised by this resolution, as well as all resolutions previously adopted by this City Council related to the Amendment be and the same are hereby ratified, confirmed and approved in all respects.

PASSED AND APPROVED this 17th day of June, 2019.

Mayor

ATTEST:

City Clerk

EXHIBIT A
LEGAL DESCRIPTION OF UNIFIED AMENDMENT NO. 1 SUBAREA
TO BE REMOVED FROM THE URBAN RENEWAL AREA

Beginning at a point 269.5' North of the Southeast corner of the NW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 19-76-23 thence North along the West line until said line intersects the East boundary of the former C.R.I. & P. Railroad, thence North following R.R. ROW to North line of Section 19, thence East along Section line a distance of 1,980' to the Northeast corner of the West $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 20-76-23; thence South along the East line of the of the West $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 20-76-23 to the Northeast corner of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23; thence South along the East line of the of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23 to the Southeast corner of the NW $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23; thence East along the North line of the SE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23, 660' to East line of the NW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 20-76-23, thence South along the East line of the of the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 20-76-23 to center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00°-05'-00" E) 269.5', thence West (N 00°-08'-00" W) 165' to point of beginning. (area includes Indianola Industrial Park Plats 1 & 2 and additional property).

Meeting Date: 06/17/2019

Information

Subject

Final consideration of ordinance for the division of revenues under Iowa Code Section 403.19 for Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan

Information

Council will need to consider the final consideration of ordinance for the division of revenues under Iowa Code Section 403.19 for Amendment No. 1 to the Hillcrest/Downtown Unified Urban Renewal Plan.

Roll call is in order.

Fiscal Impact

Attachments

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NOS. 1026, 1137, 1218, 1322, 1336, 1428, 1217, 1314, 1396, AND 1549 PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON ALL PROPERTY LOCATED WITHIN THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA, IN THE CITY OF INDIANOLA, COUNTY OF WARREN, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF INDIANOLA, COUNTY OF WARREN, INDIANOLA COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA (**AMENDMENT NO. 1 TO THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN**)

WHEREAS, by Resolution No. 2015-44, adopted November 16, 2015, the City unified the existing Hillcrest Urban Renewal Area and Downtown Urban Renewal Area, and approved and adopted the Hillcrest/Downtown Unified Urban Renewal Plan (the "Unified Plan" or "Unified Urban Renewal Plan") for the Hillcrest/Downtown Unified Urban Renewal Area (the "Area" or "Urban Renewal Area"), which Plan is on file in the office of the Recorder of Warren County; and

WHEREAS, prior to the unification described above, the City Council had, in Ordinance Nos. 1026, 1137, 1218, 1322, 1336, and 1428, provided for the division of taxes within the Hillcrest Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, prior to the unification described above, the City Council had, in Ordinance Nos. 1217, 1314, and 1396, provided for the division of taxes within the Downtown Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, contemporaneous with the unification described above the City Council adopted Ordinance No. 1549 to continue to provide for the division of taxes within the Urban Renewal Area, pursuant to Section 403.19 of the Code of Iowa; and

WHEREAS, territory is now being removed from the Urban Renewal Area through the adoption of Amendment No. 1 to the Unified Urban Renewal Plan; and

WHEREAS, indebtedness has been incurred by the City, and additional indebtedness is anticipated to be incurred in the future, to finance urban renewal project activities within the

amended Urban Renewal Area, and the continuing needs of redevelopment within the amended Urban Renewal Area are such as to require the continued application of the incremental tax resources of the amended Urban Renewal Area; and

WHEREAS, the following enactment is necessary to accomplish the objectives described in the premises.

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

Ordinance Numbers 1026, 1137, 1218, 1322, 1336, 1428, 1217, 1314, 1396, and 1549 are hereby amended to read as follows:

Section 1. For purposes of this Ordinance, the following terms shall have the following meanings:

a) Hillcrest Original Urban Renewal Area means that portion of the City of Indianola, State of Iowa, described in the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area approved by Resolution No. 11-94 on July 5, 1994, and described in Ordinance No. 1026, which includes the lots and parcels located within the area legally described as follows:

A part of the North ½ of Section 19, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa described as follows: Beginning at the North 1/4 corner of said Section 19, thence North 89° 06' West 6.15 feet, thence South 01° 36' 20" East 1323.7 feet to the Southwest corner of the NW 1/4 NE 1/4 of said Section 19; thence East 1552.0 feet to the West right-of-way line of the C.R. I. & P.R.R.; thence Northwesterly along a 3° 36' 36" curve with a central angle of 51° 58' a distance of 659.0 feet, thence North 21° 03' West 711.24 feet to the North line of said Section 19; thence West 1263.0 feet to the point of beginning, and being a part of the City of Indianola, Iowa. (Also known as a portion of Parcels K & L of the Replat of Hillcrest Industrial Park 1.)

b) Hillcrest Amendment No. 1 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 1 to the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area approved by Resolution No. 14-98 on October 19, 1998, and described in Ordinance No. 1137, which includes the lots and parcels located within the area legally described as follows:

Beginning at a point 269.5' North of the Southeast corner of the NW 1/4 of the SE 1/4 of Section 19-76-23 thence North along West line until said line intersects the East boundary of the former C.R.I. & P. Railroad, thence North following R.R. ROW to North line of Section 19, thence East along Section line a distance of 1,980' to East Corporate Limits; thence South along East Corporate Limits line within Section 20 a distance of 3,300', thence East along East Corporate Limits line 660' to East line of the NW 1/4 SW 1/4 of 20-76-23, thence South along corporate limits

line to the center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00-05'-00" E) 269.5', thence West (N 00-08'-00" W) 165' to point of beginning. (Area includes Indianola Industrial Park Plats 1 & 2 and additional property.)

c) Hillcrest Amendment No. 2 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 2 to the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area approved by Resolution No. 9-01 on September 4, 2001, and described in Ordinance No. 1218, which includes the lots and parcels located within the area legally described as follows:

The East 808.65' of North 777.46' of the NE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 19, Township 76, Range 23, Indianola, Iowa. (Also known as a portion of Hillcrest Industrial Park Plat 2.)

d) Hillcrest Amendment No. 3 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 3 to the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area approved by Resolution No. 05-05 on March 7, 2005, which was corrected by Resolution No. 13-05 on July 18, 2005, and described in Ordinance No. 1336, which amended Ordinance No. 1322 to correct the legal description of the Amendment No. 3 Subarea, which includes the lots and parcels located within the area legally described as follows:

All of the SW $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 18-76-23, now known as Quail Meadows Subdivision, lying west of the east line of the former Railroad Right of Way including all adjacent Public Right of Way and Road Easements of record.

Beginning 555' South of the NW corner of Section 18-76-23 and running thence East 289'; thence South 170'; thence West 289'; thence North 170' to the P.O.B, and including all adjacent highway right-of-way of record.

All of the NE $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 19-76-23 including all adjacent Public Right of Way and Road Easements of record except 18.54 acres in the NE Corner.

West 50' of the East 43 Acres in the N $\frac{1}{2}$ of the NW $\frac{1}{4}$ of Section 19-76-23.

Lots 1-7 of Hulen's Subdivision including all north and west adjacent Public Right of Way and Road Easements of record.

Lots 1-5 of Scenic Pointe Subdivision including all adjacent Public Right of Way and Road Easements of record.

Lots C, D, E, F, G, and H of Goodale Place within SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 12-76-24 including all adjacent Public Right of Way and Road Easements of record.

Part of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 12-76-24 described as follows: Beginning 294' West of SE Corner of said Section 12, thence West 156', thence North 170', thence East 156', thence South 170' to Point of Beginning including all adjacent Public Right of Way and Road Easements of record.

Part of the SE $\frac{1}{4}$ SE $\frac{1}{4}$ of Section 12-76-24 described as follows: Beginning 450' West of the SE Corner of said Section 12, thence West 242', thence North 120', thence East 242', thence South 120' to the point of beginning including all adjacent Public Right of Way and Road Easements of record.

Lots 1, 2, 3, 4 and Parcel A of Lot 2 of Langfitt Subdivision Plat 2 including all adjacent Public Right of Way and Road Easements of record. Lot 2 was included in the Amendment No. 3 map but inadvertently omitted from the legal description.

Lots 1 & 2 of Langfitt Subdivision Plat 1 including all adjacent Public Right of Way and Road Easements of record.

Lots 1, 2, 3, and 4 of Bob Moore Subdivision including all adjacent Public Right of Way and Road Easements of record.

All of the West 229' of the North 96' of the South 242' of the NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 18-76-23 including all adjacent Public Right of Way and Road Easements of record.

Lots 10-12 of the SW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 18-76-23 including all adjacent Public Right of Way and Road Easements of record.

All of the SE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 13-76-24 including all adjacent Public Right of Way and Road Easements of record except West 200' East 355.5' North 96' and except South 416' North 512' West 416' East 571.5'.

All Public Right of Way and Road Easements of record along the north boundary of the NW $\frac{1}{4}$ NE $\frac{1}{4}$ Section 19-76-23, all Public Right of Way and Road Easements of record along the south boundary of the SE $\frac{1}{4}$ SW $\frac{1}{4}$ Section 18-76-23, all Public Right of Way and Road Easements of record along the south and west boundary of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ Section 18-76-23, all Public Right of Way and Road Easements of record along the west boundary of the NW $\frac{1}{4}$ SW $\frac{1}{4}$ Section 18-76-23, all Public Right of Way and Road Easements of record along the E $\frac{1}{2}$ SE $\frac{1}{4}$ of Section 13-76-24, all Public Right of Way and Road Easements of record along the east boundary of the NE $\frac{1}{4}$ NE $\frac{1}{4}$ of Section 13-76-24, all Public Right of Way and Road Easement of record along the west boundary of NW $\frac{1}{4}$ NW $\frac{1}{4}$ of Section 18-76-23, and all Public Right of Way and Road Easements of record along the west boundary of the SW $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 7-76-24.

e) Hillcrest Amendment No. 4 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 4 to the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area approved by Resolution No. 04-09 on March 16, 2009, and described in Ordinance No. 1428, which includes the lots and parcels located within the area legally described as follows:

The Northwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ lying west of railroad right-of-way except the North 100' of 18-76-23:

AND

The Northeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ except the North 100' of 18-76-23:

AND

The Southwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ except U.S. Highway right-of-way of 18-76-23 (Area includes a portion of Summercrest Hills Plat 3):

AND

The Northwest $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ except the U.S. Highway right-of-way and except the North 100' (Area includes Summercrest Hills Plat 1.)

AND

The Southeast $\frac{1}{4}$ of the Southwest $\frac{1}{4}$ of Section 18, Township 76, Section 23 (Area includes Summercrest Hills Plat 2 and a portion of Summercrest Hills Plat 3.)

AND

Parcel "J"

All that part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 24, Township 76 North, Range 24 West of the 5th P.M., Indianola, Warren County, Iowa being more accurately described as follows: Commencing at the Northeast corner of said Section 24, thence South 00 -00'-00" East along the East line of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 1330.90 feet to the Southeast corner of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24; thence North 88 -59'-20" West along the South line of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 85.01 feet to a point on the West Right of Way line of U.S. Highway 65-69, as it is presently established, said point being the POINT OF BEGINNING; thence continuing North 88-59'-20" West along the South line of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 159.59 feet to the Southeast corner of Lot 1, Brookwood, an Official Plat, Indianola, Warren County, Iowa; thence North 45 -00'-00" West along the East lines of Lots 1, 2 and 3 of said Brookwood, a

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distance of 352.76 feet to the Northeast corner of said Lot 3; thence North 88 -59'-20" West along the North line of said Lot 3 a distance of 80.00 feet to the Northwest corner of said Lot 3; thence North 01 -00'-40" East a distance of 130.00 feet; thence South 88 -59'-20" East a distance of 486.77 feet to a point on the West Right of Way line of said U.S. Highway 65- 69; thence South 00 -00'-00" East along the West Right of Way line of said U.S. Highway 65-69 a distance of 375.06 feet to the POINT OF BEGINNING. Said tract of land contains 3.055 acres more or less:

AND

The east 140 feet of Outlot 2 in Berry's Addition to Indianola, Iowa, except the East 30 feet thereof, and except the South 150 feet thereof, and except beginning 30 feet west of the northeast corner of said Outlot 2, thence South 86.4 feet, thence northwest 121 feet to a point of beginning, thence east 85 feet to point of beginning:

AND

The South 150 feet of the East 140 feet of Outlot 2, Berry's Addition to Indianola, Iowa, EXCEPT the East 30 feet thereof:

AND

Beginning at the Northeast corner of Outlot No. 1 of Berry's Addition to the City of Indianola, Warren County, Iowa, thence West 270 feet; thence South 83 feet; thence East 20 feet; thence South 75 feet; thence East to the East line of said Outlot No. 1; thence North 158 feet to the place of beginning.

AND

Commencing at the Northeast Corner of Outlot No. 1 of Berry's Addition to the City of Indianola, Warren County, Iowa, thence West 270 feet to the point of beginning, thence South 01 26'46" East 83.00 feet, thence South 90 00'00" East 20.00 feet, thence South 01 26'46" East 75 feet, thence South 90 00'00" West 38.30 feet, thence North 01 26'46" West 158 feet, thence North 90 00'00" East 18.31 feet to the point of beginning:

AND

The West 60 feet of the East 120 feet of the S $\frac{1}{2}$ of Outlot 1 in Berry's Addition to Indianola, Iowa; NOW KNOWN as Lot 2 in Auditor's Sub-division of the East 420 feet of the S $\frac{1}{2}$ of Outlot 1 in Berry's Addition to Indianola, Iowa.

The W $\frac{1}{2}$ of the East 60 feet of the S $\frac{1}{2}$ of Outlot 1 in Berry's Addition to the City of Indianola, Iowa, also known as the W $\frac{1}{2}$ of Lot 1, Auditors Subdivision of Outlot 1, Berry's Addition to the City of Indianola, Iowa.

Lot 3 in Auditor's Subdivision of the East 420 feet of the South one-half of Outlot 1 in Berry's Addition to Indianola, Iowa:

AND

All of Auditor's Outlot 111, except the North 30 feet thereof, in Indianola, Warren County, Iowa; and

AND

Parcel 1:

A part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 76 North, Range 23 West of the Fifth Principal Meridian, in the City of Indianola, County of Warren, State of Iowa, more particularly described as follows:

AND

Beginning at a point 33 feet East of the Southwest corner of the said Northwest Quarter of the Southwest Quarter of Section 19; thence North 238.5 feet; thence East 208.5 feet; thence South 238.5 feet; thence West 208.5 feet to the Point of Beginning, EXCEPTING therefrom the South 30 feet thereof AND EXCEPTING therefrom the North 108.5 feet thereof.

Parcel 2:

A part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 76 North, Range 23 West of the Fifth Principal Meridian, in the City of Indianola, County of Warren, State of Iowa, more particularly described as follows:

Beginning at a point 33 feet East and 238.5 feet North of the Southwest corner of the said Northwest Quarter of the Southwest Quarter of Section 19; thence East 208.5 feet; thence South 108.5 feet; thence West 208.5 feet; thence North 108.5 feet to the Point of Beginning.

Parcel 3:

A part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 76 North, Range 23 West of the Fifth Principal Meridian, in the City of Indianola, County of Warren, State of Iowa, more particularly described as follows:

The South 210.0 feet of the West 158.93 feet of the following described parcel of land; Commencing at the lead plug in the pavement marking the West Quarter corner of said Section 19; thence South 1332.5 feet; thence South 87 25' East, 241.5

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feet to the Point of Beginning; thence continuing South 87 25' East, 710.18 feet; thence North 392 feet; thence West 710.18 feet; thence South 392 feet to the Point of Beginning; EXCEPT the South 30 feet thereof. (The West line of said Section 19 is taken as due North in describing this parcel of land.):

Beginning at a point 33 feet East and 238 ½ feet North of the Southwest corner of the Northwest Quarter of the Southwest Quarter Section 19, Township 76 North, Range 23 West of the 5th P.M., Warren County, Iowa, thence North 103 feet, thence East 208 ½ feet, thence South 103 feet, thence West 208 ½ feet to the place of beginning:

AND

The North 50 feet of the South Half (S ½) of the following described real estate: Beginning 33 feet East and 238 ½ feet North of the Southwest corner of the Northwest Quarter (NW ¼) of the Southwest Quarter (SW ¼) of Section 19, Township 76 North, Range 23 West of the 5th P.M. of Iowa, in Indianola, Iowa, thence North 306 feet, thence East 208 ½ feet, thence South 306 feet, thence West 208 ½ feet to the place of beginning:

AND

The N ½ of the following described real estate: Beginning at a point 33 feet East and 238 ½ feet North of the Southwest corner of the NW ¼ SW ¼ of Section 19, Township 76 North, Range 23 West of the 5th P.M., Iowa, in Indianola, Iowa thence North 306 feet, thence East 208 ½ feet thence South 306 feet, thence West 208 ½ feet to the place of beginning.

AND

Lot 9 of Woodward's Subdivision in Indianola, Iowa (also described below).

AND

The Northwest ¼ of the Southwest ¼ of Section 19, Township 76, Range 23 Except Sunset Knolls Subdivision and except Sunset Terrace Plat 1 and except Parcel P and except parcel Q.

AND

Southwest ¼ of the Northwest ¼ of Section 19, Township 76, Range 23 except Sunset Terrace Plat 1 and except Hulen's Subdivision and except the east 110' of the North 250' of the Southwest ¼ of the Northwest ¼ of Section 19, Township 76, Range 23.

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AND

A tract of land located in the SW ¼ of the NW ¼ of Section 19, Township 76, Range 23 West of the 5th P.M. in the City of Indianola, Warren County, Iowa more particularly described as: Beginning at the West ¼ corner of said Section 19, thence S87 36'50"E along the South line of the SW ¼ of the NW ¼ of said Section 19, a distance of 60.06' to an iron pin, said pin being on the East right of way line of U.S. Highways 65 & 69, thence N06 10'10"E along the East right of way line of U.S. Highways 65 & 69, a distance of 269.99' to an iron pin, thence N15 37'30"E along the East right of way line of U.S. Highways 65 & 69 a distance of 158.07' to an iron pin. Said pin being the true point of beginning, thence N15 37'30"E along the East right of way line of U.S. Highway 65 & 69, a distance of 116.76' to an iron pin. Thence N 89 47'20"E a distance of 210.00' to an iron pin, thence N00 12'40"W a distance of 399.00' to an iron pin, thence N89 47'20"E a distance of 560.00' to an iron pin, thence S00 12'40"E a distance of 360.60' to an iron pin, thence S89 47'20"W a distance of 290.00' to an iron pin, thence N00 12'40"W a distance of 25.50' to an iron pin, thence S89 47'20"W a distance of 198.53' to an iron pin, thence S14 20'30"W a distance of 182.20' to an iron pin, thence S89 48'50"W a distance of 267.55' to an iron pin, said pin being the true point of beginning, containing 5.257 acres. SUBJECT to all easements, restrictions, encumbrances, and other matters, if any, of record:

AND

A lot 399 feet by 275 feet situated 530 feet north and 100 feet east of the west ¼ corner, Section 19, Township 76, Range 23, Warren County, Iowa, and locally known as 1508 North Jefferson, Indianola, Iowa.

AND

Lots 1 and 4 of Orchard Plaza Plat

AND

Lots 1, 2, 3, 4, 5 and 6 of Orchard Plaza Replat

AND

Berry's Outlots 3 and 4 except the West 75' of the South 150' of Lot 4

AND

Parcels A and C of Berry's Outlot 5

AND

Lots 1, 4 and 5 and 12' alley adjoining West, Except the East 5.5', Block 25, College Addition

AND

All of Block 9 and alleys except the former Railroad R.O.W., All of Block 10 and alleys and former street R.O.W. between Blocks 9 and 10 and All of Block 12 and alleys except the West 5.5' of Windle's Addition

AND

Lots 1, 2, 3, 4, 5, 6, 7, 8 and 9 of Woodward's Subdivision

AND

All of the Wal-Mart Subdivision

AND

The area includes the full right-of-way of all streets forming the boundary.

f) Downtown Original Urban Renewal Area means that portion of the City of Indianola, State of Iowa, described in the Downtown Urban Renewal Plan for the Downtown Urban Renewal Area approved by Resolution No. 8-01 on September 4, 2001, and described in Ordinance No. 1217, which includes the lots and parcels located within the area legally described as follows:

Beginning at the intersection of Highway 65/69 and Highway 92, then North on Highway 65/69 to Franklin Avenue, then West to North 1st Street, then South on North 1st Street to East Detroit Avenue, then West on East Detroit Avenue to North Buxton Street, then South on North Buxton Street to Boston Avenue, then West on Boston Avenue to B Street, then South on B Street to Highway 92, then East on Highway 92 to the point of beginning.

The area includes the full right-of-way of all the streets forming the boundary.

g) Downtown Amendment No. 1 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 1 to the Downtown Urban Renewal Plan for the Downtown Urban Renewal Area approved by Resolution No. 06-05 on March 7, 2005, and described in Ordinance No. 1314, which includes the lots and parcels located within the area legally described as follows:

All of Blocks 1, 2, 3, 4, & 8 of South Indianola Addition; all of Blocks 3 & 4 of Hayworths Addition; all of Blocks 3, 4, 9, 10, & 15 of East Indianola Addition; all of Parcel A and Parcel B of Auditors Outlot 93, and Parcel D, E, & F of former

Railroad Right of Way west of Auditors Outlots 103, 104, & 106, and all of Auditors Outlots 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, and former Railroad Right of Way; all of Blocks 13, 14, & 15 Windles Addition; all of the public street Right of Ways of record adjacent thereof.

h) Downtown Amendment No. 2 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 2 to the Downtown Urban Renewal Plan for the Downtown Urban Renewal Area approved by Resolution No. 10-07 on December 17, 2007, and described in Ordinance No. 1396, which includes the lots and parcels located within the area legally described as follows:

All of Block 24, Original Town Plat; all of Blocks 18 and 19, Jones and Windles Addition; All of Lots 15 and 16, Jones and Windles Outlots; All of North/South alley between Lots 15 and 16, Jones and Windles Outlots and Block 31, Cheshires Addition; All of Blocks 31, 32, 33, 34, 35, 36, 37, 38, 39 and 40, Cheshires Addition; All of Block 4, Fairview Addition; All of Lots 4, 5 and 6, Block 3 and North/South alley between Lots 4, 5 and 6, Block 3, Fairview Addition; All of Lots 1 and 9, Van-El Addition; All of Auditor's Outlot 121; Lots 1 through 11 of Day's Outlots; All of Lot 122 of Auditor's Outlots; Lots 1, 2, 3 and 24 of Replat of Lots 45 through 52 of Kenwood Place; Lots 1, 2 and 3 of Kenwood Place; All of Parcel G in the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24, Lots 5 and 6, Leonard Subdivision, Plat 2; Beginning at a point 2119.55' east and 559.0' south of the NW corner of the North $\frac{1}{2}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24, Thence South 300' to North right-of-way, Thence West 200', thence North 300', thence East 200' to point of beginning. Lots 1, 2, 3, 4 and 5 in Leonard's Subdivision; Parcels A, B and C in the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24; The West 150' of the NW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24; Lots 1, 2, 3, 4 and 5 of the Newsome Subdivision; The West 677.6' of the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$, except the South 436' of Section 23, Township 76 North, Range 24; The East 150' of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 22, Township 76 North, Range 24; The East 150' of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 27, Township 76 North, Range 24; The east 660' of the SE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 27, Township 76 North, Range 24, The N $\frac{1}{2}$ of the SE $\frac{1}{4}$ Section 27, Township 76 North, Range 24; And the South 421.5' of the North 1066.1' of East 319' of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 27, Township 76 North, Range 24; Outlot X of Wesley Corner Plat 1; The East $\frac{1}{2}$ of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 27, Township 76 North, Range 24; Lot 1 of Naberhaus Subdivision; Lots 1, 2 and 3 of the Subdivision of Lot 1, except the South 125' of the Naberhaus Subdivision Plat 2; South 125' of Lot 1 of Naberhaus Subdivision Plat 2; South 150' of East 512.5' and the West 2' of the East 512.15' of North 125' South 275' of Lot 2 Naberhaus Subdivision Plat 2; The East 512.15' of the NE $\frac{1}{4}$ of the NE $\frac{1}{4}$ of 1 Section 34, Township 76 North, Range 24, except the North 950'; East 512.15' of the SE $\frac{1}{4}$ of the NE $\frac{1}{4}$ except the South 438.9' of Section 34, Township 76 North, Range 24; Lots 1, 2, 3, 39, 40 and 41 Deer Run Plat 2; Lot 1 Deer Run Plat 4; All portions of Lot 3 Deer Run Subdivision which lies in the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 26,

Township 76 North, Range 24; All portions of Lot 3 Deer Run Subdivision which lies in NE ¼ of SW ¼ of Section 26, Township 76 North, Range 24; Parcel A of Lot 3 Deer Run Plat the West 430' of SW ¼ of the SW ¼ Section 26, Township 76 North, Range 24; The West 430' of the NW ¼ of the NW ¼ of Section 35, Township 76 North, Range 24 except Deer Run Subdivision Plat 2; The West 430' of the SW ¼ of the NW ¼ Section 35, Township 76 North, Range 24 which lies within the corporate limits except for Deer Run Subdivision Plat 2: Lot 1 and Lots 8 through 29 Lennie's Subdivision; Lots 1 through 7 Block 2, Buxton Addition; Lots 1 and 2, Block 1, Buxton Addition; Lots 1, 2 and Outlot X in the F.S.I. Addition; Auditor's Outlot 123; All of Blocks 1, 4 and 5 of Day's Addition; Auditor's Outlots 133, 134, 135, 137, 138 and Lot 136 except the South 282' and Lot A of Auditor's Outlot 139, 140 and 141; All of Auditor's Outlots 142, 143, 144, 145 and 146, all of the Public Alley and Street Right of Ways of Record Adjacent Thereof.

i) Unified Amendment No. 1 Subarea means that portion of the City of Indianola, State of Iowa, described in Amendment No. 1 to the Unified Plan for the Urban Renewal Area approved by Resolution No. 2019-100 on May 20, 2019, which removes the lots and parcels located within the Hillcrest Amendment No. 1 Subarea legally described as follows:

Beginning at a point 269.5' North of the Southeast corner of the NW ¼ of the SE ¼ of Section 19-76-23 thence North along the West line until said line intersects the East boundary of the former C.R.I. & P. Railroad, thence North following R.R. ROW to North line of Section 19, thence East along Section line a distance of 1,980' to East Corporate Limits; thence South along East Corporate Limits line within Section 20 a distance of 3,300', thence East along East Corporate Limits line 660' to East line of the NW ¼ SW ¼ of 20-76-23, thence South along corporate limits line to center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00°-05'-00" E) 269.5', thence West (N 00°-08'-00" W) 165' to point of beginning. (area includes Indianola Industrial Park Plats 1 & 2 and additional property)

j) Amended Area shall mean that portion of the City of Indianola, State of Iowa, included within the Urban Renewal Area, as amended, which Amended Area includes the lots and parcels located within the area legally described in Sections 1(a) - 1(i) above.

Section 2. The taxes levied on the taxable property in the Amended Area, legally described in Section 1 hereof, by and for the benefit of the State of Iowa, County of Warren, Iowa, Indianola Community School District, and all other taxing districts from and after the effective date of this Ordinance shall be divided as hereinafter in this Ordinance provided.

Section 3. As to the Hillcrest Original Urban Renewal Area, that portion of the taxes which would be produced by the rate at which the tax is levied each year by or for each of the taxing districts taxing property in the Area upon the total sum of the assessed value of the taxable property in the Area as shown on the assessment roll as of January 1, 1993, being January 1 of

the calendar year preceding the effective date of Ordinance No. 1026, shall be allocated to and when collected be paid into the fund for the respective taxing district as taxes by or for the taxing district into which all other property taxes are paid. The taxes so determined shall be referred herein as the "base period taxes" for such area.

As to Hillcrest Amendment No. 1 Subarea, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 1997, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the effective date of Ordinance No. 1137, minus the assessed value on the assessment roll as of January 1, 1997 for the property removed by Amendment No. 1 to the Unified Plan.

As to Hillcrest Amendment No. 2 Subarea, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 2000, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the effective date of Ordinance No. 1218.

As to Hillcrest Amendment No. 3 Subarea, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 2004, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the effective date of Ordinance Nos. 1322 and 1336.

As to Hillcrest Amendment No. 4 Subarea, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 2008, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the effective date of Ordinance No. 1428.

As to the Downtown Original Urban Renewal Area, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 2000, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the first calendar year in which the City certified to the county auditor the amount of loans, advances, indebtedness, or bonds payable from the division of property tax revenue described in Ordinance No. 1217.

As to Downtown Amendment No. 1 Subarea, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 2004, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the effective date of Ordinance No. 1314.

As to Downtown Amendment No. 2 Subarea, base period taxes shall be computed in the same manner using the total assessed value shown on the assessment roll as of January 1, 2006, being the assessment roll applicable to the property in such area as of January 1 of the calendar year preceding the effective date of Ordinance No. 1396.

As to the Unified Amendment No. 1 Subarea, base period taxes shall be reduced due to the removal of area from the Hillcrest Amendment No. 1 Subarea.

Section 4. That portion of the taxes each year in excess of the base period taxes for the Amended Area, determined for each sub-area thereof as provided in Section 3 of this Ordinance, shall be allocated to and when collected be paid into the special tax increment fund previously established by the City of Indianola, State of Iowa, to pay the principal of and interest on loans, monies advanced to, or indebtedness, whether funded, refunded, assumed or otherwise, including bonds issued under authority of Section 403.9 or Section 403.12 of the Code of Iowa, incurred by the City of Indianola, State of Iowa, to finance or refinance, in whole or in part, urban renewal projects undertaken within the Amended Area pursuant to the Urban Renewal Plan, as amended, except that (i) taxes for the regular and voter-approved physical plant and equipment levy of a school district imposed pursuant to Iowa Code Section 298.2 and taxes for the instructional support program of a school district imposed pursuant to Iowa Code Section 257.19 (but in each case only to the extent required under Iowa Code Section 403.19(2)); (ii) taxes for the payment of bonds and interest of each taxing district; (iii) taxes imposed under Iowa Code Section 346.27(22) related to joint county-city buildings; and (iv) any other exceptions under Iowa Code Section 403.19 shall be collected against all taxable property within the Amended Area without any limitation as hereinabove provided.

Section 5. Unless or until the total assessed valuation of the taxable property in the subareas of the Amended Area exceeds the total assessed value of the taxable property in the subareas shown by the assessment rolls referred to in Section 3 of this Ordinance, all of the taxes levied and collected upon the taxable property in the Amended Area shall be paid into the funds for the respective taxing districts as taxes by or for the taxing districts in the same manner as all other property taxes.

Section 6. At such time as the loans, monies advanced, bonds and interest thereon and indebtedness of the City of Indianola, State of Iowa, referred to in Section 4 hereof have been paid, all monies thereafter received from taxes upon the taxable property in the Amended Area shall be paid into the funds for the respective taxing districts in the same manner as taxes on all other property.

Section 7. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed. The provisions of this Ordinance are intended and shall be construed so as to continue the division of taxes from property under the provisions of Section 403.19 of the Code of Iowa, as authorized in Ordinance Nos. 1026, 1137, 1218, 1322, 1336, 1428, 1217, 1314, 1396, and 1549 for the property in the Amended Area. Notwithstanding any provisions in any prior Ordinances or other documents, the provisions of this Ordinance and all prior Ordinances relating to the Urban Renewal Area, as amended, shall be construed to continue the division of taxes from property within the Amended Area for the maximum period of time allowed by Section 403.19 of the Code of Iowa. In the event that any provision of this Ordinance shall be determined to be contrary to law it shall not affect other provisions or application of this Ordinance which shall at all times be construed to fully invoke the provisions of Section 403.19 of the Code of Iowa with reference to the Amended Area and the territory contained therein.

Section 8. This Ordinance shall be in effect after its final passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2019.

Mayor

ATTEST:

City Clerk

Read First Time: _____, 2019

Read Second Time: _____, 2019

Read Third Time: _____, 2019

PASSED AND APPROVED: _____, 2019.

I, _____, City Clerk of the City of Indianola, State of Iowa, hereby certify that the above and foregoing is a true copy of Ordinance No. _____ passed and approved by the City Council of the City at a meeting held _____, 2019, signed by the Mayor on _____, 2019, and published in the Indianola Record Herald on _____, 2019.

City Clerk, City of Indianola, State of Iowa

(SEAL)

Meeting Date: 06/17/2019

Information

Subject

Resolution Appointing Bank of Oklahoma Financial (BOKF), N.A. as Substitute Paying Agent, Bond Registrar, and Transfer Agent for Series 2011C; terminating existing Paying Agent, Bond Registrar and Transfer Agent Agreements with Bankers Trust Company, N.A. for Series 2011C; and Approving the Paying Agent, Bond Registrar and Transfer Agent Agreement with BOKF, N.A. for outstanding City issues, and Authorizing Execution of the Agreement

Information

The City of Indianola has had a paying agent, Bankers Trust, for the 2011C bond note. The city normally wired the payments for these bond notes to a bank clearing hour in New York City. Bankers Trust is now getting out of the paying agent business and is transferring their business over to United Missouri Bank (UMB. Our financial advisor from D.A. Davidson, Mike Maloney, has suggested that we consider using Bank of Oklahoma Financial, if the City wishes to not only transfer the paying agent responsibilities of the 2011C note but also the current outstanding notes listed in Exhibit A of the attached resolution. The savings between UMB and BOKF for the life of the current bonds is \$6,600.

There will be an additional cost for each bond note of an initial \$300 and an annual service fee of \$450. However, this cost is minimal compared to the thousands of interest cost that could occur if one payment is missed resulting in a lower credit rating. Also, at least an hour of staff work time will be saved allowing focus on other items instead of worrying about making the wire payments.

Andy Lent, Finance Director, is recommending (packet) approval of the attached resolution with paying agent assignment to the Bank of Oklahoma Financial for all current outstanding bond notes as listed in Exhibit A.

Roll call is in order.

Fiscal Impact

Attachments

Resolution
Agreement

ITEMS TO INCLUDE ON AGENDA FOR _____, 2019

CITY OF INDIANOLA, IOWA

- Resolution Appointing BOKF, N.A. as Substitute Paying Agent, Bond Registrar, and Transfer Agent for Series 2011C; terminating existing Paying Agent, Bond Registrar and Transfer Agent Agreements with Bankers Trust Company, N.A. for Series 2011C; and Approving the Paying Agent, Bond Registrar and Transfer Agent Agreement with BOKF, N.A. for outstanding City issues, and Authorizing Execution of the Agreement.

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

_____, 2019

The Council of the City of Indianola, State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 7:00 P.M., on the above date. There were present Mayor _____, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following resolution entitled "RESOLUTION APPOINTING BOKF, N.A. AS SUBSTITUTE PAYING AGENT, BOND REGISTRAR, AND TRANSFER AGENT FOR SERIES 2011C; TERMINATING EXISTING PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENTS WITH BANKERS TRUST COMPANY, N.A. FOR SERIES 2011C; AND APPROVING THE PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENT WITH BOKF, N.A. FOR OUTSTANDING CITY ISSUES, AND AUTHORIZING EXECUTION OF THE AGREEMENT", and moved that the resolution be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION APPOINTING BOKF, N.A. AS SUBSTITUTE PAYING AGENT, BOND REGISTRAR, AND TRANSFER AGENT FOR SERIES 2011C; TERMINATING EXISTING PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENTS WITH BANKERS TRUST COMPANY, N.A. FOR SERIES 2011C; AND APPROVING THE PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENT WITH BOKF, N.A. FOR OUTSTANDING CITY ISSUES, AND AUTHORIZING EXECUTION OF THE AGREEMENT

WHEREAS, the City of Indianola (the "Issuer") has previously provided for the appointment of Bankers Trust Company, N.A. to serve as Paying Agent, Bond Registrar and Transfer Agent for the outstanding General Obligation Bonds, Series 2011C, pursuant to a Paying Agent, Bond Registrar and Transfer Agent Agreement (the "Agreement"); and

WHEREAS, the Issuer has now determined that it is in the best interest of the Issuer to terminate the existing Agreement with Bankers Trust Company, N.A. and substitute and appoint Bank of Oklahoma Financial, N.A., of Lincoln, Nebraska ("BOKF, N.A."), to serve as the successor Paying Agent, Bond Registrar and Transfer Agent for the 2011C Bonds to provide for compliance with rules, regulations, and requirements governing the registration, transfer and payment of the 2011C Bonds, and other outstanding city debt identified herein; and

WHEREAS, the Agreement provides it may be terminated by either party by giving the other party at least 90 days advance written notice, unless waived; and

WHEREAS, a new Paying Agent, Bond Registrar and Transfer Agent Agreement

appointing BOKF, N.A. as Paying Agent, Registrar and Transfer Agent for the City Bonds listed in Exhibit A (incorporated herein by reference) has been prepared.

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

Section 1. That effective on or before the effective date as identified in the notice attached as Exhibit B, which shall be a date that is at least 90 days after the date such notice is given to Bankers Trust Company, N.A., BOKF, N.A. is appointed to serve as the successor Paying Agent, Bond Registrar, and Transfer Agent in connection with the 2011C Bonds (and other issue identified herein), unless such notice period is waived by Bankers Trust Company, N.A., in which case BOKF, N.A. is appointed as of the date mutually agreed upon between all parties.

Section 2. That the Issuer shall provide for prompt written notice to Bankers Trust Company, N.A. using the form of notice found in Exhibit B, and direct notice be made to each registered bondholder.

Section 3. That the City Clerk, Mayor or City Administrator are directed to proceed on behalf of the Issuer to take all action necessary to as may be required to allow BOKF, N.A. to assume duties as Paying Agent, Bond Registrar and Transfer Agent for the Bonds listed on Exhibit A attached hereto.

Section 4. That the Paying Agent, Bond Registrar, and Transfer Agent Agreement with BOKF, N.A. is hereby approved and that the Mayor and City Clerk are hereby authorized to sign the Agreement on behalf of the Issuer.

Section 5. That Notice of this appointment shall be filed on the EMMA website within 10 business days after the effective date of the appointment of BOKF, N.A., pursuant to this Resolution.

PASSED AND APPROVED this ____ day of _____, 2019.

Mayor

ATTEST:

City Clerk

01582777-1\13538-000

EXHIBIT A

\$850,000 General Obligation Bonds, Series 2011C
\$2,410,000 General Obligation Urban Renewal Bonds, Series 2011E
\$4,580,000 General Obligation Urban Renewal Bonds, Series 2012A
\$3,875,000 General Obligation Bonds, Series 2012B
\$1,865,000 General Obligation Bonds, Series 2013A
\$5,510,000 General Obligation Urban Renewal Bonds, Series 2013B
\$2,070,000 General Obligation Refunding Bonds, Series 2013C

01582777-1\13538-000

EXHIBIT B

[CITY OF INDIANOLA'S LETTERHEAD]

_____, 2019

Bankers Trust Company
Attn: Institutional Trust Services
453 7th Street
Des Moines, IA 50309

Re: City of Indianola, Iowa
Removal of Paying Agent, Registrar and Transfer Agent
\$850,000 General Obligation Bonds, Series 2011C

Pursuant to the Paying Agent, Bond Registrar and Transfer Agent Agreement between the City of Indianola, State of Iowa (the "Issuer"), and Bankers Trust Company ("BTC"), dated October 19, 2011, for the issues identified above (the "Agreement"), the Issuer hereby gives BTC written notice as follows:

- (a) The Issuer elects to remove BTC from its obligations as Paying Agent, Bond Registrar and Transfer Agent pursuant to the terms of the Agreement;
- (b) BOKF, N.A. shall assume the obligations of the Paying Agent, Bond Registrar and Transfer Agent with respect to said obligations; and
- (c) The obligations of BTC under the Agreement shall be discharged on _____, **2019** as we understand BTC has agreed to waive the 90 day notice period, on which date BOKF, N.A. is appointed as Paying Agent, Bond Registrar and Transfer Agent.
- (d) BTC and BOKF, NA, respectively, shall notify Depository Trust Company (DTC) of the change in accordance with applicable DTC rules for Paying Agents, Bond Registrar and Transfer Agents.

Very truly yours,

CITY OF INDIANOLA, STATE OF IOWA

By:_____

CC: BOKF, NA

01582777-1\13538-000

PAYING AGENT; BOND REGISTRAR AND TRANSFER AGENT AGREEMENT

This Agreement is entered into the date hereof between BOKF, N.A. ("Agent" or "Paying Agent") and the City of Indianola, State of Iowa ("Issuer").

1. Definition of Terms. The terms "item", "receipt", "transfer", "turnaround", "process", "business day", and other terms used throughout this Agreement shall be deemed to have the meanings provided in Rules 17Ad-1 and 17Ad-2 of the Regulations promulgated pursuant to the Securities Exchange Act of 1934 and Section 76.10(4) of the Code of Iowa, as amended and in effect from time to time.

2. Bond Resolutions Incorporated by Reference. Agent agrees to act on behalf of Issuer pursuant to the terms of this Agreement and pursuant to the Resolution appointing BOKF, N.A. as substitute Paying Agent, Bond Registrar, and Transfer Agent and the Resolutions Authorizing and Providing for the Issuance of the bonds or notes listed on Exhibit B attached hereto (the "Obligations"). All such resolutions ("Resolutions") and the terms thereof are hereby incorporated by reference and the provisions of this Agreement are to be construed to be consistent with the Resolutions. The Resolutions define among other items lost, stolen and mutilated Bonds and manner of notice to parties. In the event of inconsistent language between the Resolutions and this Agreement, the terms of the Resolutions shall prevail.

3. Registrar Function. Agent shall maintain records of the identity of the owners of the Obligations in order to carry out its function as Registrar and upon request of Issuer shall from time to time deliver to Issuer records, documents and other writings made or accumulated in the performance of its duties as Registrar. In such capacity Agent is authorized at any time to register for original issue certificates representing the Obligations and not exceeding the total principal amount of the Obligations ("certificates") and upon surrender for cancellation of certificates to register new certificates for the principal amount of Obligations represented by the certificates so canceled and to redeliver such new certificates.

4. Transfer Agent Function. For the purpose of the original issue of certificates Agent is hereby directed to record and authenticate certificates signed by or bearing the facsimile signatures of the officers of Issuer authorized to sign certificates, in such names and in such amounts as Issuer may direct.

Agent shall make transfers, from time to time upon the records of Issuer of any outstanding certificates and of certificates issued in exchange therefor signed by the officers of Issuer upon surrender thereof for transfer properly endorsed and upon reasonable assurance that such endorsements are genuine and effective in accordance with Section 554.8401, Code of Iowa. Upon request for cancellation of such certificates Agent shall record and authenticate new certificates duly signed and deliver such certificates to or upon the order of the person entitled thereto.

Agent shall furnish to each owner, at Issuer's expense, one certificate for each annual maturity. Agent shall furnish additional certificates of lesser denomination to an owner who so requests.

Certified specimen signatures of the officers of Issuer and certified specimen certificates in the form duly approved by Issuer shall be lodged with Agent and upon request of Agent the Issuer will deliver to the Agent a sufficient supply of certificates in the form approved.

5. Paying Agent Function. Agent is hereby authorized and shall make payments of principal and interest to the registered holders of the Obligations as follows:

- a) At least three business days prior to each payment date Issuer will deposit with the Agent in immediately available funds such amount as is required to make such payment.
- b) One business day before each payment date Agent will pay interest and, upon presentation and surrender of the matured or called Obligations, will pay principal to each registered owner of the Obligations as of the record date by mailing a check to each such owner. In any case where the date of maturity of interest on or principal of the Obligations or the date fixed for redemption of any Obligations shall be a Sunday or a legal holiday or a day on which the banking institutions are authorized by law to close, then payment of interest or principal may be made on the succeeding business day with the same force and effect as if made on the date of maturity or the date fixed for redemption. Provided, however, that payment of principal shall be made not later than the second day after receipt of the matured Obligation.
- c) When the Agent shall receive notice from Issuer of its option to redeem Obligations prior to maturity, the Agent shall select the Obligations to be redeemed and give notice of the redemption thereof, all in accordance with the terms of the Obligations and the Resolutions.

6. Form of Records. The records of Agent shall be in such form as to be in compliance with standards issued from time to time by the Municipal Securities Rulemaking Board of the United States and any other securities industry standard and the requirements of the Internal Revenue Code of 1986 and Chapter 76 of the Code of Iowa.

7. Confidentiality of Records. Agent's records in connection with the Obligations shall remain confidential records entitled to protection and confidentiality pursuant to Section 22.7(17), Code of Iowa. Agent agrees that its use of the records will be limited to the purposes of this Agreement and that Agent will make no private use or permit any private access thereto.

8. Reliance Upon Certain Certifications and Representations. Agent may rely conclusively and act, without further investigation, upon any list, instruction, certification, authorization, certificate or other instrument or paper suitably guaranteed and believed by it in good faith and due diligence in performing its functions to be genuine and to have been signed, countersigned or executed by any duly authorized person or persons or upon the instruction of any authorized officer of Issuer or upon the advice of Issuer's counsel; and may register any certificate representing the Obligations or may refuse to register any such certificate if in good faith Agent deems such refusal necessary in order to avoid any liability on the part of either

Issuer or Agent, and Issuer agrees to indemnify and hold harmless the Agent from and against any and all losses, costs, claims and liability for so relying or acting or refusing to act.

9. Rules and Regulations Governing Registration. Agent shall comply at all times with such rules, regulations, and requirements as may govern the registration, transfer and payment of registered Obligations including without limitation Chapters 76, 384, and Section 554.8101 et seq. Code of Iowa and standards issued from time to time by the Municipal Securities Rulemaking Board of the United States and any other securities industry standard and the requirements of the Internal Revenue Code of 1986.

10. Signature of Officers. In case any of the officers of Issuer whose manual or facsimile signature appear on any certificate, bond or other record delivered to the Agent shall cease to be such officer prior to the registration, processing or transfer thereof, the Agent may nevertheless process such documents as though the person signing the same or whose facsimile signature appears thereon had not ceased to be such officer unless written instruction of the Issuer to the contrary is received.

11. Record Date. For purposes of determining the registered owners of the Obligations, the record date shall be deemed to be the fifteenth day of the month preceding the date on which payment of principal, premium, if any, or interest is payable to the registered owners of the Obligations ("payment date") whether such payment is due to optional redemption, operation of a sinking fund, or for any other reason.

12. Three Days Turnaround. Agent agrees that it will turnaround within three business days of receipt all items received in proper form for transfer, process or other action pursuant to the terms of this Agreement.

13. Delivery of Obligations. Agent will promptly cancel and deliver to Issuer all Obligations or certificates representing the Obligations surrendered to it upon payment of the principal, premium, if any, and interest owing on such Obligations.

14. Payment of Unclaimed Amounts. In the event any payment check representing payment of interest or principal on the Obligations is returned to the Paying Agent or is not presented for payment, or if any Obligation is not presented for payment of principal or premium, if any, at the maturity or redemption date, if funds sufficient to pay such interest on Obligations shall have been made available to the Paying Agent for the benefit of the owner thereof, all liability of the Issuer to the owner thereof for such interest or payment of such Obligations shall forthwith cease, terminate and be completely discharged, and thereupon it shall be the duty of the Paying Agent to hold such funds, without liability for interest thereon, for the benefit of the owner of such Obligations who shall thereafter be restricted exclusively to such funds for any claim of whatever nature on his part under this Agreement or on, or with respect to, such interest or Obligations. The Paying Agent's obligation to hold such funds shall continue for a period equal to two years and six months following the date on which such interest or principal became due, whether at maturity, or at the date fixed for redemption thereof, or otherwise, at which time the Paying Agent, shall surrender any remaining funds so held to the Issuer, whereupon any claim under this Agreement by the Owners of such interest or Obligations of whatever nature shall be made upon the Issuer.

15. No Obligation to Invest. Agent will have no obligation to invest any funds in its possession.

16. Compensation of Agent. The Issuer will pay Agent reasonable compensation for its services, based upon the schedule of fees attached or such other schedule of fees as may be agreed upon from time to time between Agent and Issuer. Agent's compensation may include the amount of any attorney fees incurred by it under Section 17 hereof.

17. Bond Counsel. When Agent deems it necessary or reasonable it may apply to bond counsel for the Issuer, or such other law firm or attorney approved by Issuer for instructions or advice.

18. Termination of Agreement. This Agreement may be terminated by either party by giving the other party at least 90 days advance written notice. At termination of the Agreement, Agent shall deliver to Issuer any and all records, documents or other writings made or accumulated in the performance of its duties under this Agreement and shall refund the unearned balance, if any, of fees paid in advance by Issuer.

19. Examination of Records. Issuer or its duly authorized agents may examine all records relating to the Obligations at the principal office of the Agent at reasonable times as agreed upon with the Agent and such records shall be subject to audit from time to time at the request of Issuer or Agent. The Agent, on request, will furnish Issuer with a list of the names, addresses, and other information concerning the owners of the Obligations or any of them.

20. Obligations, Rights and Privileges of Agent. Agent shall have, with regard to the particular functions it performs, the same obligation to the holder or owner of the Obligations and shall have the same rights and privileges as the Issuer has in regard to those functions.

Dated this _____ day of _____, 2019.

CITY OF INDIANOLA,
STATE OF IOWA, ISSUER

By: _____
Mayor

ATTEST:

By: _____
City Clerk

BOKF, N.A., AGENT

By: _____

ATTEST:

By: _____

(Title)

(Title)

01582951-1\13538-000

SCHEDULE A

Fee Schedule

EXHIBIT B

\$850,000 General Obligation Bonds, Series 2011C
\$2,410,000 General Obligation Urban Renewal Bonds, Series 2011E
\$4,580,000 General Obligation Urban Renewal Bonds, Series 2012A
\$3,875,000 General Obligation Bonds, Series 2012B
\$1,865,000 General Obligation Bonds, Series 2013A
\$5,510,000 General Obligation Urban Renewal Bonds, Series 2013B
\$2,070,000 General Obligation Refunding Bonds, Series 2013C

01582951-1\13538-000

Meeting Date: 06/17/2019

Information

Subject

Resolution ordering construction of public improvement (3rd Avenue Sanitary Sewer Improvements) and fixing a date for hearing (July 15, 2019) and taking of bids (July 2, 2019)

Information

Council will need to consider the resolution (packet) setting July 15, 2019 as a public hearing and July 2, 2019 for taking of bids for the Third Avenue Sanitary Sewer Improvements.

The project includes: Installation of 8-inch sanitary sewer main and sewer service lines, roadway paving, roadway and curb ramps, together with related subsidiary and incidental work in accordance with the plans and specifications.

The engineer's probable cost is \$181,500.

Roll call is in order.

Fiscal Impact

Attachments

Resolution
Map

The Meeting was called to order by Mayor Pro Tem Shirley Clark and on roll call the following City Council members were

Present:

Absent:

Council Member _____ introduced the following Resolution entitled "RESOLUTION FIXING A DATE FOR HEARING FOR THE PLANS, SPECS, FORM OF CONTRACT FOR CERTAIN PUBLIC IMPROVEMENTS", and moved that it be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES:

NAYS:

Whereupon, the Mayor declared the following resolution duly adopted:

RESOLUTION NO. 2019--_____
RESOLUTION FIXING A DATE FOR HEARING FOR THE PLANS, SPECS, FORM OF CONTRACT
FOR CERTAIN PUBLIC IMPROVEMENTS

WHEREAS, the City Council deems it advisable and necessary to make certain public improvements for the City of Indianola described in general as:

2019 West Third Avenue Sanitary Sewer Improvements

and has caused to be prepared plans, specifications and form of contract together with an estimate of costs which are now on file in the office of the City Clerk and open to the public and the plans, specifications and form of contract are deemed suitable for the public improvements, and

WHEREAS, the plans, specifications and form of contract and estimate of cost may be adopted in a contract for the making of the public improvements, and it is necessary pursuant to Chapter 26, Code of Iowa, as amended.

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

Section 1. That the City Council determines that it is necessary and advisable to make certain public improvements described as:

2019 West Third Avenue Sanitary Sewer Improvements

The project shall consist of: Installation of 8-inch sanitary sewer main and sewer service lines, roadway paving, roadway and curb ramps, together with related subsidiary and incidental work in accordance with the plans and specifications

and has caused to be prepared plans, specifications and form of contract together with an estimate of costs which are now on file in the office of the Clerk for public inspection. The plans, specifications and form of contract are deemed suitable for the public improvements.

Section 2. A public hearing on the plans, specifications, form of contract and estimated costs of the public improvements will be held in the City Council Chambers in the Indianola Municipal Building, 110 North 1st Street, Indianola, Iowa, at 6:00 p.m. on July 15, 2019, at which time and place the City Council will consider the adoption of the plans, specifications, form of contract and estimate of costs and will consider any objections offered for the construction of the contemplated public improvements.

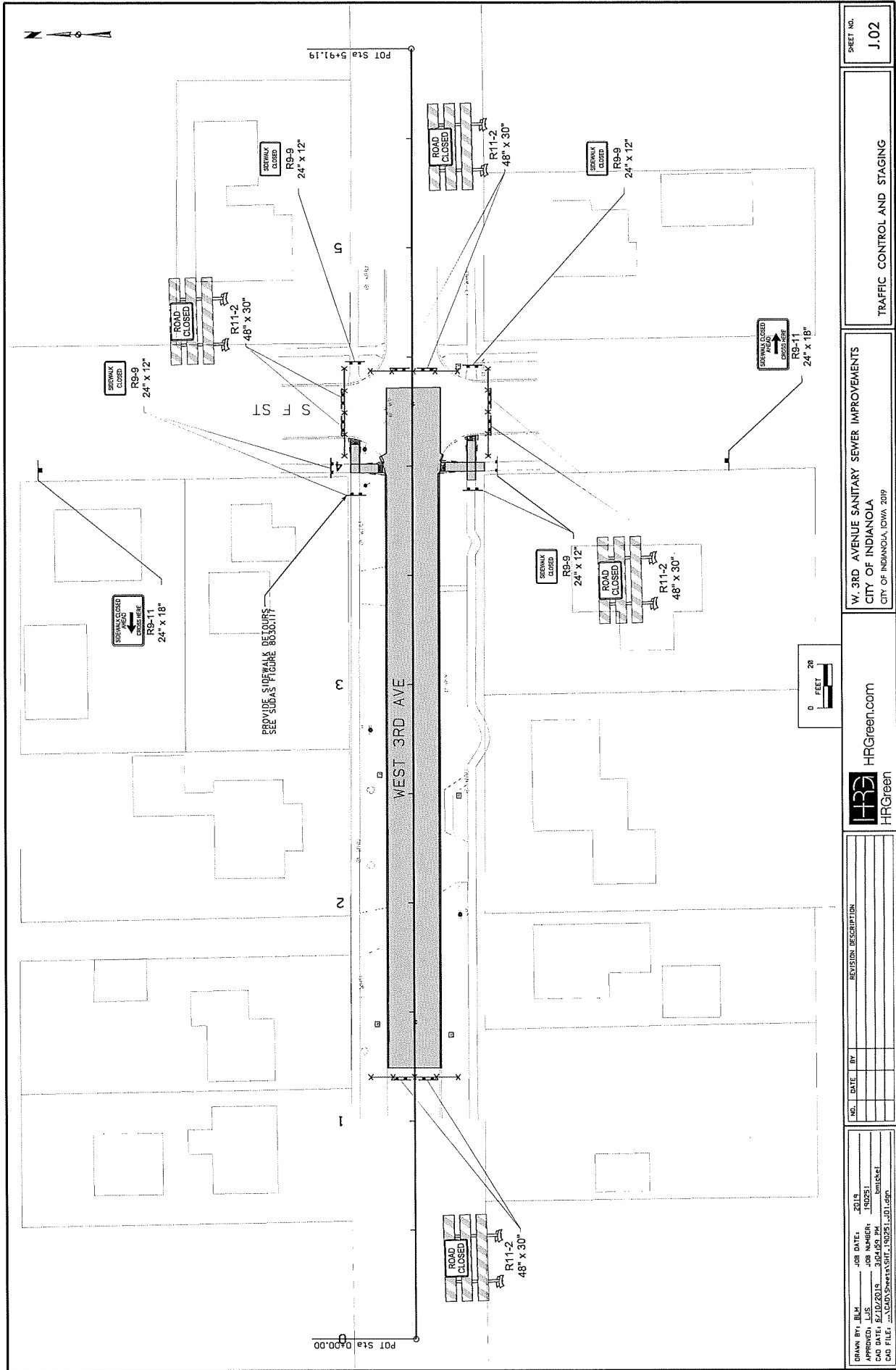
Section 3. BE IT FURTHER RESOLVED, that the City Clerk be and is hereby directed to publish notice of hearing once in the "Indianola Record Herald and Tribune", a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in this City. Publication shall be not less than four clear days nor more than twenty days prior to the date hereinafter fixed as the date for a public hearing on the plans, specifications, form of contract and estimate of costs for the project, the hearing to be at 6:00 P.M. on July 15, 2019.

PASSED AND APPROVED this ____ day of _____, 2019.

SHIRLEY CLARK, MAYOR PRO TEM

ATTEST:

DIANA BOWLIN, CITY CLERK



DRAWN BY: JLM APPROVED: JLS JOB DATE: 1/20/19 JOB NUMBER: 150251		REVISION DESCRIPTION NO. DATE BY		SHEET NO. J.02	
DATE: 1/20/19 JOB NUMBER: 150251 JOB TITLE: W. 3RD AVE SANITARY SEWER IMPROVEMENTS		CITY OF INDIANOLA CITY OF INDIANOLA, IOWA 2019		TRAFFIC CONTROL AND STAGING	

Meeting Date: 06/17/2019

Information

Subject

Resolution ordering construction of public improvement (East Hillcrest Avenue Trail Connector) and fixing a date for hearing (July 15, 2019) and taking of bids (July 9, 2019)

Information

Council will need to consider the resolution (packet) setting July 15, 2019 as a public hearing and July 9, 2019 for taking of bids for the East Hillcrest Avenue Trail Connector.

This project consists of trail construction, sidewalk improvements, rural drainage improvements, surface restoration and miscellaneous associated work.

The Engineer's opinion of probable project costs is \$148,325, including 5% construction contingency.

Roll call is in order.

Fiscal Impact

Attachments

Resolution

Letter

Cost Opinion

Map

RESOLUTION NO. 2019-_____

**RESOLUTION SETTING PUBLIC HEARING AND BID LETTING DATE FOR THE
EAST HILLCREST AVE TRAIL CONNECTOR**

WHEREAS, plans and specifications have been developed for the **EAST HILLCREST AVE TRAIL CONNECTOR**

BE IT RESOLVED, THEREFORE, that **NOTICE IS HEREBY GIVEN** that the Council of the City of Indianola in Warren County, Iowa will meet in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa on the 15th day of July, 2019 at 6:00 p.m. and will hold a public hearing on the proposed plans, specifications, form of contract and estimated cost for the construction of the **EAST HILLCREST AVE TRAIL CONNECTOR**. At said public hearing, any interested persons may appear and state or file objections to the proposed plans, specifications, form of contract or estimated cost for the project, and the Indianola City Council will consider all objections to said items and hear interested persons. Thereafter, the Indianola City Council will enter its decision on the plans, specifications, form of contract and estimated cost by resolution.

BE IT FURTHER RESOLVED, that notice is also hereby given that sealed bid proposals will be received by the City of Indianola, Iowa in the office of the City Clerk at the Indianola City Hall, 110 N. 1st Street, Indianola, Iowa 50125, until 2:00 p.m. on the 9th day of July, 2019 relating to the supplying of all labor, equipment, tools and materials necessary for the said project and work incidental thereto as hereinafter generally described and as detailed in the proposed plans, specifications and form of contract for the **EAST HILLCREST AVE TRAIL CONNECTOR** on file in the office of the City Clerk as of June 17, 2019.

City Clerk is directed to publish said notices in a timely manner.

PASSED, ADOPTED AND APPROVED this 17th day of June, 2019.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No.** _____ by affixing below my official signature as Mayor of the City of Indianola, Iowa, this ____ day of June, 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk



June 11, 2019

Diana Bowlin, City Clerk
City of Indianola
110 N. 1st St. P.O. Box 299
Indianola, IA 50125

RE: EAST HILLCREST AVENUE TRAIL CONNECTOR
S&A NO. 119.0129 - COUNCIL ACTION

Dear Ms. Bowlin:

Attached please find a resolution setting public hearing and bid letting dates, a project map with proposed improvements, and an Engineer's Opinion of Probable Costs.

The East Hillcrest Avenue Trail Connector project consists of trail construction, sidewalk improvements, rural drainage improvements, surface restoration, and miscellaneous associated work along East Hillcrest Avenue between North 6th Street and North 9th Street.

The Engineer's Opinion of Probable Project Costs is \$148,325, including a 5% construction contingency.

We respectfully request that the City Council set the letting date as July 9, 2019, and the Public Hearing for July 15, 2019 during the City Council meeting.

Sincerely,

SNYDER & ASSOCIATES, INC.



David N. Moeller, P.E.
President

Enclosure

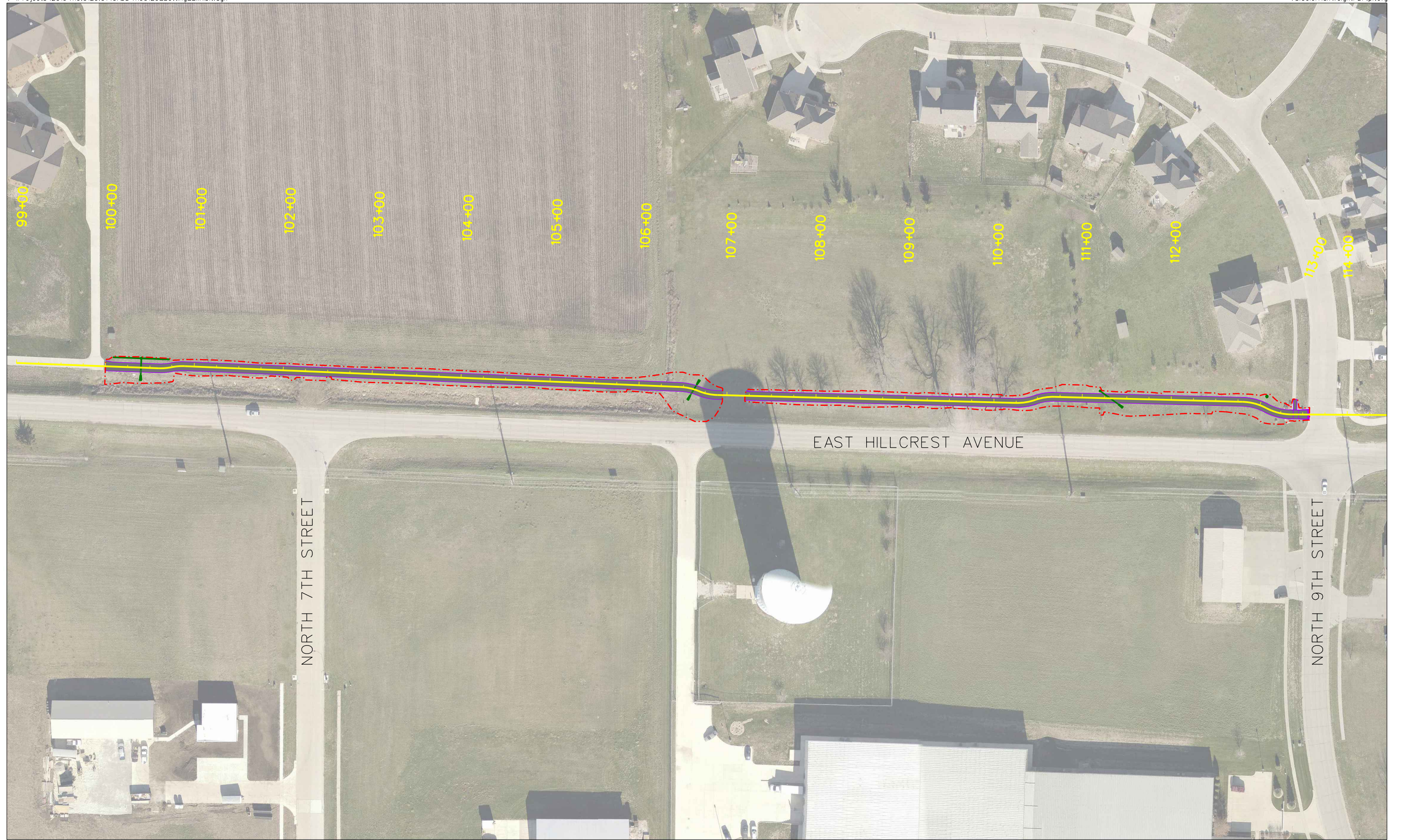
cc: Doug Bylund
Charlie Dissel
Jason Etnyre
Rick Graves

OPINION OF PROBABLE PROJECT COSTS



EAST HILLCREST AVE TRAIL CONNECTOR
HILLCREST AVENUE
INDIANOLA, IA
119.0129

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
EARTHWORK					
2.1	Clearing and Grubbing	0.65	ACRE	\$ 10,000.00	\$ 6,500.00
2.2	Earthwork	1	LS	\$ 18,000.00	\$ 18,000.00
SEWERS AND DRAINS					
4.1	Pipe Culvert, Trenched, RCP, 12"	38	LF	\$ 50.00	\$ 1,900.00
4.2	Pipe Culvert, Trenched, RCP, 15"	18	LF	\$ 65.00	\$ 1,170.00
4.3	Pipe Apron, RCP, 12"	3	EA	\$ 1,000.00	\$ 3,000.00
4.4	Pipe Apron, RCP, 15"	1	EA	\$ 1,250.00	\$ 1,250.00
4.5	Subdrain, PVC, 6"	62	LF	\$ 30.00	\$ 1,860.00
4.6	Subdrain Cleanout, A-1, 6"	2	EA	\$ 600.00	\$ 1,200.00
4.7	Hickenbottom Drain, HBI-6610	1	EA	\$ 450.00	\$ 450.00
STRUCTURES FOR SANITARY AND STORM					
6.1	Intake, SW-512, 18"	2	EA	\$ 1,700.00	\$ 3,400.00
6.2	Intake, SW-512, 24"	1	EA	\$ 2,250.00	\$ 2,250.00
6.3	Manhole Adjustment, Minor	1	EA	\$ 1,000.00	\$ 1,000.00
STREETS AND RELATED WORK					
7.1	PCC Pavement Samples and Testing	1	LS	\$ 1,000.00	\$ 1,000.00
7.2	Removal of Sidewalk	6	SY	\$ 10.00	\$ 60.00
7.3	Removal of Curb	20	LF	\$ 45.00	\$ 900.00
7.4	Shared Use Path, PCC, 6"	1483	SY	\$ 45.00	\$ 66,735.00
7.5	Special Subgrade Preparation for Shared Use Path	1780	SY	\$ 4.00	\$ 7,120.00
7.6	Sidewalk, PCC, 4"	6	SY	\$ 60.00	\$ 360.00
7.7	Detectable Warning	20	SF	\$ 60.00	\$ 1,200.00
7.8	Driveway, Granular	6.5	TON	\$ 80.00	\$ 520.00
TRAFFIC CONTROL					
8.1	Temporary Traffic Control	1	LS	\$ 3,000.00	\$ 3,000.00
SITE WORK AND LANDSCAPING					
9.1	Seeding	0.35	ACRE	\$ 5,000.00	\$ 1,750.00
9.2	Silt Fence	2500	LF	\$ 3.00	\$ 7,500.00
MISCELLANEOUS					
11.1	Mobilization	1	LS	\$ 7,200.00	\$ 7,200.00
11.2	Construction Survey	1	LS	\$ 2,000.00	\$ 2,000.00
				Subtotal:	\$ 141,325.00
				Contingency (~5%):	\$ 7,000.00
				TOTAL CONSTRUCTION COST:	\$ 148,325.00



Meeting Date: 06/17/2019

Information

Subject

Resolution approving an agreement between the City of Indianola and Warren County Economic Development for transfer of revolving loan fund

Information

The City has held funds in the amount of \$50,000 received from the USDA for a revolving loan fund since 2001. No activity has occurred with the funds since 2012. The USDA is now requiring the City to use the funds for the original purpose, or return it to the USDA. Staff feels that, since the Warren County Economic Development Corporation, has funding of this type already, it would be better suited for handling any revolving loan activity. USDA has agreed to this transfer of funds. This proposal was shared with the Admin Policy Committee for feedback. The Committee was supportive of the proposal and recommended the following criteria be included in the RLF Plan and Policy:

- Two additional revolving loan fund committee members appointed by the Council
- Interest rates on loans set between zero and 3 percent
- Repayment of loans within 10 years.

In your packet is the resolution approving the agreement between the City and Warren County Economic Development for transfer of revolving loan fund. Also in your packet is the Warren County Revolving Loan Fund Plan and Policies and Exhibit B - letter from transferring Board.

Roll call is in order.

Fiscal Impact

Attachments

Resolution
Plan and Policies
Exhibit B

RESOLUTION NO. 2019-____

**RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY
OF INDIANOLA AND WARREN COUNTY ECONOMIC
DEVELOPMENT FOR TRANSFER OF REVOLVING LOAN FUND**

WHEREAS, the City of Indianola has held Rural Business Enterprise Grant (RBEG) funds in the amount of \$50,000 received from the United States Department of Agriculture (USDA) for the construction and redevelopment of commercial properties within the city; and

WHEREAS, the City of Indianola feels that is in the best interest of the city to transfer said funds to the Warren County Economic Development Corporation (WCEDC) to administer these funds, and

WHEREAS, in agreeing with the transfer, WCEDC has agreed to the following:

- two additional members on the revolving loan committee to be appointed by the Indianola City Council
- any loans made with said money will be lent at interest between zero and 3 percent interest
- any loans made with said money will have a repay period not to exceed 10 years; and

WHEREAS, USDA has agreed with the transfer of said funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the transfer of Rural Business Enterprise Grant funds in the amount of \$50,000 be transferred to the Warren County Economic Development Corporation according to the terms above and included in the attached WCEDC Revolving Loan Fund Plan and Policy guidelines.

IT IS FURTHER RESOLVED by the City Council of the City of Indianola, Iowa that the funds are intended for Indianola businesses only and may be used for startup costs, capital expenses and infrastructure related expenses. Funds may not be allocated for operational costs.

IT IS FURTHER RESOLVED by the City Council of the City of Indianola, Iowa that the Mayor is hereby authorized and directed to sign the attached transfer letter on behalf of the City.

PASSED this 17th day of June 2019.

Shirley Clark, Mayor Pro Tem

ATTEST:

Diana Bowlin, City Clerk

Warren County Revolving Loan Fund

PLAN & POLICIES

Warren County Economic Development Corp (WCEDC) has played an active role in the development of rural Iowa. Through its board and staff, WCEDC has provided not only leadership but financial participation in economic and community development. Now, through the creation of a Revolving Loan Fund (RLF), WCEDC is seeking to improve the quality of life in rural areas by contributing to the long-term improvement in the economy, including job creation and retention, diversification of the economy, improving the education and skills of the rural workforce, and upgrading the public infrastructure to improve the health, safety, and/or medical care of rural residents.

The Warren County Economic Development Corp. - WCEDC (grantee) Revolving Loan Fund (RLF) shall be operated under the guidance of the following Revolving Loan Fund Plan. This Revolving Loan Fund Plan will not be amended or changed without prior written concurrence from Rural Development (grantor), an Agency of the USDA.

POLICY STATEMENTS:

- Grant funds to be received by the grantee through the Rural Business Enterprise Grant program will be used to establish a revolving loan fund (RLF). The RLF will be used to provide financial assistance to third parties within the guidelines of this revolving loan fund plan.
- The Grantee will contribute a cash match to establish the RLF. Verification of these funds is provided with the grant application. These funds will remain in the RLF until the RLF is terminated. Termination will not take place without prior concurrence of the grantor.
- Applicants of the RLF will be required to meet their financial needs from their own resources and commercial financial institutions whenever possible. The RLF will be used to finance applicant needs that cannot be met from the above resources. The RLF may finance 100% of an applicant's needs if other resources are not available.
- The Board of Directors of WCEDC is the sole authority for approval or denial of loans from the RLF and is responsible for all decisions and actions of the RLF. The RLF will be operated and maintained solely by WCEDC.
- To avoid potential conflicts of interest, or the appearance of a conflict of interest, an RLF loan will not be made to any board member, officer, general manager, or supervisory employee of WCEDC or close relative thereof, or to any WCEDC subsidiary or affiliated organization in which the WCEDC has a financial interest.
- Amendments to this Rural Development Plan will require the approval of WCEDC board of directors. However, no action will be taken to amend this plan without the prior written approval of the Rural Business Cooperative Service (RBS), its successors or assigns.
- The WCEDC RLF is an equal opportunity lender and requires loan recipients to adhere to all equal opportunity laws.
- All information regarding RLF loan requests will at all times be kept confidential by the members of the WCEDC board, the loan review committee, and WCEDC staff. If necessary, the RLF may seek the advice and counsel of outside consultants and sources in order to adequately perform due diligence regarding the project.

REVOLVING LOAN FUND MANAGEMENT:

Administration of the Revolving Loan Fund

Management of the RLF will be "in house" by WCEDC staff in addition to their regular responsibilities, although other community resources may be used.

Loan Review Committee

The WCEDC Board of Directors has appointed a Loan Review Committee (LRC) to review all RLF loan applications. The LRC will perform necessary credit analysis and due diligence in order to make a written recommendation to the WCEDC board of directors, which has final authority regarding all actions of the RLF. The LRC will meet on an as needed basis under the terms of the application procedures listed below.

The Loan Review Committee serves on a volunteer basis. The Loan Committee shall be comprised of no fewer than seven voting members plus the Economic Development Executive Director. The Economic Development Executive Director shall not have voting privileges.

One committee member shall be a lender from a local lending institution. **Two committee members shall be appointed by the Indianola City Council.** The remaining members shall be persons who live within the Warren County Area or who live outside of the Warren County Area but have an interest in the economic climate of the applicant RLF territory. Four persons of the committee shall constitute a quorum necessary for approving or rejecting an application for funding from the RLF. A simple majority (51%) of members voting shall be necessary for approval.

If a member of the LRC has a financial interest in the project being reviewed, he/she will abstain from the loan review/recommendation to the WCEDC Board of Directors. Members of the LRC will serve indefinite terms. However, the WCEDC board of directors has the right to replace members of the LRC in the event of resignation or other necessary circumstances.

The Loan Review Committee members were chosen, in part, because of their experience with lending and/or economic and community development projects. A current and up to date roster of the members of the LRC will be attached to this Revolving Loan Fund Plan as new members are appointed. These committee appointments do not reflect an amendment to the RLF Plan and therefore do not have to be approved by USDA.

REVOLVING LOAN FUND GUIDELINES:

Loan funds will be used to finance and/or develop small and emerging private business enterprises in rural areas.

Qualifying Projects:

- Project / business to be assisted by the RLF program typically must be physically located within Warren County. On a case by case basis, the Loan Committee may waive this requirement and provide loan funds to a business located outside the Warren County Area if the committee determines doing so will have a positive economic impact on the community to be assisted with RLF funds. If the business relocates outside of the Warren County Area, the Loan Committee may require immediate pay off of the loan.
- Acquisition and development of land, easements, and rights-of-way.
- Construction, conversion, enlargement, repairs or modernization of buildings (including façade repairs), plants, machinery, equipment, access streets and roads, parking areas, utilities, and pollution control and abatement facilities.
- Loans for startup operating cost and working capital.
- Technical assistance for private business enterprises.
- The grantee has a goal of creating or retaining at least one full time job for each \$10,000 loaned from the RLF.

In-Eligible Projects:

- RLF funds will not be used to produce agriculture products through growing, cultivation, and harvesting either directly or through horizontally integrated livestock operations except for commercial nurseries, timber operations, or limited agricultural production related to technical assistance projects.
- RLF funds will not be used to finance comprehensive area-wide type planning. This does not preclude the use of grant funds for planning for a given project.
- RLF funds will not be used to fund a part of a project which is dependent on other funding unless there is a firm commitment of the other funding to ensure completion of the project.

- RLF loan funds will not be used to pay off any previous debt. Refinancing construction financing is an exception to this rule.
- Loans will not be made unless there is a reasonable prospect that the applicant meets the definition of "small and emerging private business enterprises" defined as "any private business that will employ 50 or fewer new employees and has less than \$1 million in projected gross revenues." If the grantor changes its definition of small and emerging business as defined by the Rural Business Enterprise Grant regulations, the grantee reserves the right to utilize the amended definition without further approval from the grantor.
- At least 51 percent of the outstanding interest in the applicant must be owned by those who are either citizens of the United States or reside in the United States after being legally admitted for permanent residence.
- Applications by members of the loan committee and their immediate family members shall be ineligible for funding.

Minimum / Maximum Loan Amounts:

Loans to be made from the RLF will not exceed the level of available funding in the RLF bank account. Loans made from the RLF typically will not be less than \$5,000. The Loan Committee may authorize loans smaller than the above values on a case by case basis.

Reserved Indianola Project Funds: Rural Business Enterprise Grant (RBEG) Funds transferred from the City of Indianola in the amount of \$50,000 will be reserved for business projects within the city limits of Indianola and will be offered with an interest rate range of 0-3% and will allow for up to a 10 year loan repayment term.

As loans are repaid, new loans can be made using a combination of WCEDC RLF Funds and Indianola reserved funds if: the business project is located within Indianola city limits, and is offered using the interest rate scale of 0-3%, and is offered with a maximum term allowance of 10 years.

Interest Rate:

The interest rate will typically range from 3-5% and typically will not exceed prime rate by more than 2%. The Loan Committee will determine the rate on the day of loan closing based on the evaluation of the applicant's ability to repay and the necessity of below market financing to advance the project. Interest earned on any RLF loan must stay in the fund for use in making additional RLF loans.

Fees/Closing Costs:

A \$100 application fee shall be submitted with each application. Costs associated with processing the application (e.g. credit report fees, UCC and lien search fees, filing security documents, filing legal documents fees, etc.) shall be the responsibility of the applicant. The Loan Committee may waive or amend this fee structure without further approval from the grantor.

The RLF may charge loan recipients for loan closing costs, attorney's fees, filing fees, etc., as necessary to complete loan documentation. All loan fees will be addressed in the Loan Agreement between the RLF and the loan recipient.

Loan Terms:

Loans can be amortized over the lesser of seven years or the life of the security. The Loan Committee shall determine the term.

The Loan Review Committee will make a recommendation concerning the term of the loan and payment frequency (monthly, quarterly, etc.) depending upon project need, the expected life of the security, and the applicant's ability to repay. The term of the loan will not exceed the expected life of the asset being used as collateral.

Security / Collateral:

Security shall consist of the best lien available on real estate, equipment, inventory, etc. The discounted value of the security (using typical lender discount rates) shall equal or exceed the value of the loan. The Loan Committee may require personal guarantees and/or co-signors.

WCEDC will work with the potential loan recipient to obtain security that is adequate for the term of the loan. The nature of the collateral pledged shall be determined by the loan committee on a project-by-project basis. If the same collateral is used in joint financing, the RLF will seek a parity position with other lenders. Types of security may include:

- Mortgage Lien on Real Property
- Machinery and equipment which have a developed market;
- Letter(s) of credit from acceptable financial institution(s);
- Securities issued by the Federal government or its agencies.
- Accounts receivable and inventory for short-term loans; and

The loan recipient will be required to maintain fire insurance, and flood insurance if necessary, on secured assets. In some cases, credit life or key man insurance will be required with the RLF as loss payee.

APPLICATION PROCEDURES:

Applications for RLF funds will be accepted on a continual basis. All applicants for RLF funding will be required to complete an application form and provide a corresponding business plan with verifiable data which demonstrates that their proposed projects are economically feasible, sustainable, and will provide benefits to rural areas, either through job creation or infrastructure improvements. A copy of the application which includes a list on supporting information is attached to this plan.

- Applications will be accepted at the WCEDC office during normal business hours. The WCEDC is located at 111 North Buxton; Indianola, Iowa.
- The Economic Development Executive Director of WCEDC will review applications for completeness and present complete applications to the loan review committee. An application is not considered complete until all required information has been submitted to the WCEDC staff as listed on the attached application.
- There must be evidence presented by the applicant that indicates the RLF loan is necessary to make the proposed project feasible.
- The proposed project must be presented to the Loan Committee by the prospective business owner or her/his representative.
- The Loan Committee may require written feasibility studies, business plans, market studies, etc. as appropriate for the business type.
- The loan review committee will analyze each project and make a written recommendation to the WCEDC Board of Directors.
- The WCEDC Board of Directors will normally review RLF applications at their scheduled monthly Board Meeting. However, if needed and at the Board's option, the Board may call a special meeting to review a loan application.
- The WCEDC Board of Directors shall have final authority to approve or deny RLF loan requests, and to determine appropriate terms and conditions.
- For approved loans, a loan agreement addressing all of the terms and conditions, including monitoring procedures, repayments, delinquencies, defaults and remedies for that project will be prepared by the RLF. In addition, the RLF shall have prepared all notes, mortgages, security agreements, UCC filings and other legal documents necessary to close the loan. The RLF will use appropriate note, mortgage, and other forms which are approved by the State of Iowa Bar Association.
- Before RLF funds can be disbursed to the loan recipient, all requirements and terms of the loan agreement must be met and supplemental financing must already be contributed or verified ready to contribute to the project.

Review Criteria:

The basis for determining the eligibility/approvability, loan amount, interest rate, and terms and conditions of a revolving loan fund request, and general RLF operational procedures, are as follows:

- The loan review committee and WCEDC board will consider the financial need of the project, the probability of success, the security offered, and the overall benefits of the project to rural areas, including the number of jobs to be created or retained, diversification of the economy, the extent of the upgrading of the skills of the rural workforce, the quality of the jobs in terms of pay scale and benefit package, and, for community development projects, improvements to the community infrastructure, facilities, and/or acquisition of equipment that improves the education, health, safety, and/or medical care of rural residents.
- Applicants who choose to apply in times when inadequate funds exist for extending a loan will be informed of the lack of funds. Applications will be reviewed and funded (if eligible) based on the following criteria:
 - Applications with the greatest anticipated economic impact for the community shall receive greatest priority. Criteria to be considered in determining economic impact include number of jobs created or saved, wage scale of employees, benefits paid to employees.
 - Applications of equal economic impact will be funded in date order of application.

In accordance with Federal law and U.S. Department of Agriculture policy, the Loan Committee will not discriminate on the basis of race, color, national origin, sex, religion, age, disability, or marital or family status.

LOAN MONITORING:

The Economic Development Executive Director shall be responsible for administrative requirements of the RLF. The Economic Development Executive Director may delegate these responsibilities to other persons.

All RLF loans will be monitored to ensure that loan proceeds are spent as identified in the RLF application, that all other sources of financing have been committed to the project, and that the benefits of the project, such as job creation, are accomplished as stated in the RLF application. The Economic Development Executive Director shall ensure that RLF lien positions and loan collateral are secure

This loan monitoring will require regular reporting by the loan recipient.

- Annual income statements and balance sheets will be collected from the loan recipient. Depending on the nature of the project and security arrangements, WCEDC reserves the right to require the submission of annual financial reports as audited by a certified public accountant.
- WCEDC will also conduct annual site visits to meet with the loan recipient, verify collateral and collect any information as required.
- At the option of WCEDC, periodic management information reports may be required of the loan recipient. Management reports may be required on a semi-annual basis beginning six months after the advance of RLF funds and continuing semi-annually thereafter for a period of 3 years or until completion of the project, whichever is the later period. If requested, management reports will include:
 - information on the number of jobs created or retained during the reporting period;
 - a comparison of accomplishments during the reporting period to the objectives established for the project,
 - a description of any problems, delays, or adverse conditions which will materially affect the attainment of planned project objectives and a statement of action taken or contemplated to resolve the situation.
- WCEDC reserves the right to require these reports on a more frequent basis if it is determined to be in the best interest of the RLF.

- An annual review and report of the outstanding loans of the RLF, including job creation/retention totals and community benefits, will be compiled by the loan committee for presentation to the WCEDC Board of Directors.

COLLECTION PROCEDURES:

The Economic Development Executive Director is charged with the responsibility for loan collections and related workouts, collection of charged-off loans, management and disposal of other real estate owned and any other activities related to delinquent accounts.

As part of this responsibility, the Economic Development Executive Director shall have authority to initiate foreclosures, and collection suits after consultation with WCEDC's legal counsel. The Economic Development Executive Director will advise the board of such action at their next regular meeting.

- Past due notices will be generated and sent to the loan recipient according to the following schedule:
 - First notice sent on the 10th day after a note or payment is due.
 - Second notice sent on the 20th day after a note or payment is due.
- If the delinquent account becomes 30 days delinquent, the Economic Development Executive Director will make phone contact with the loan recipient to inquire about the situation and arrange appropriate corrective action.
 - As a prudent lender and at the WCEDC's sole discretion, a one-time corrective action/workout of a delinquent account is permitted. As part of the workout, loan terms may be modified by deferral, reamortization and/or balloon payments.
- If the delinquent account is not taking steps to cure default and the account becomes 60 days delinquent, a written 30 day Notice to Cure will be issued and sent to the loan recipient via certified, first class mail with a return receipt requested.
- If the delinquent account does not respond to the Notice to Cure by paying the amount stated in the cure notice, the file will be forwarded to WCEDC's legal counsel to start foreclosure actions.

FILE RETENTION:

All RLF files will be retained for a period of not less than 3 full years after the loan has been paid in full. After 3 years, the files will be destroyed by shredding or incineration. Files will be secured in a locked, safe place and access will be limited to Intermediary staff with RLF responsibilities. Other security measures will be initiated as needed to protect confidentiality of loan documents.

This Revolving Loan Fund Plan is submitted by the grantee. Upon approval by the grantor, the grantee agrees that no changes will be made to the Revolving Loan Fund Plan without prior written approval by the grantor.

WARREN COUNTY ECONOMIC DEVELOPMENT CORPORATION (GRANTEE)

By: _____, _____, _____
(Signature) (Title) (Date)

This Revolving Loan Fund Plan is hereby approved by USDA - Rural Development.

USDA - RURAL DEVELOPMENT

By: _____, _____, _____
(Signature) (Title) (Date)

Exhibit B – RLF giving up (transferring) Board Resolution

[DATE]

USDA Rural Development
Mr. Jeffrey D. Jobe
210 Walnut Street, Room 873
Des Moines, Iowa 50309

SUBJECT: Rural Business Enterprise Grant (RBEG) Program
The City of Indianola to Warren County Economic Development Corporation
Servicing – Revolving Loan Fund (RLF) Transfer

Dear Mr. Jobe,

The City of Indianola approves transferring the revolving loan fund established with a \$50,000 RBEG and matched with The City of Indianola's contribution of \$25,000 to Warren County Economic Development Corporation.

The City of Indianola agrees to:

1. Retain funds not in excess of the City of Indianola's \$25,000 investment used to establish the \$50,000 revolving loan fund grant being transferred, and
2. Obtain the legal services necessary to accomplish the transfer, and
3. Transfer to Warren County Economic Development Corporation all rights and obligations of the original RBEG award. This includes the terms of the grant for property acquired with grant funds. Title to all assets will be conveyed from the transferor to the transferee. All instruments of conveyance will contain the Nondiscrimination covenant referenced in RD Instruction 1951-E, Section 1951.204.

Shirley Clark, Mayor Pro Tem

Meeting Date: 06/17/2019

Information

Subject

City Manager's Report - Ryan Waller

* Receive and file correspondence from May 31 and June 7, 2019.

Information

In your packet are the May 31 and June 7, 2019, weekly updates from Ryan Waller, City Manager.

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

Fiscal Impact

Attachments

Waller's Weekly 053119
WCJA Weekly Work Plan
Expired Permit 053119
Current Projects Update
Draft July 1, 2019 Agenda
Draft June 17, 2019 Agenda
Prop Maint 053119
Lent's Weekly 060719
Article
Draft 070119 Agenda A
Draft 061719 Agenda A
S Buxton 1
S Buxton 2
Hillcrest 1
Hillcrest 2
Hillcrest 3
Hillcrest 4
WCJC Weekly Report
Proj Update 060719
Exp Permit 060819
Prop Maint 060819

Diana Bowlin

From: Ryan Waller
Sent: Friday, May 31, 2019 11:07 AM
To: City Employees; All Department Heads
Subject: FW: Waller's Weekly 5.31.19
Attachments: WCJC Weekly Work Plan.pdf; Current Projects Update.pdf; Prop Maint 05312019.pdf; Expired Permit 05312019.pdf; Draft July 1, 2019 Agenda.pdf; Draft June17, 2019 Agenda.pdf

All,

Here is this week's update email. Thank you to those who have responded about the RAGBRAI t-shirts. Jackie is collecting the names and sizes. We will be back in touch before we call in the order. We will ask for the payment at that time.

As always, if there are topics you'd like included in a future update email or if you have any questions, please let me know. thank you all for what you do!

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

From: Ryan Waller
Sent: Friday, May 31, 2019 11:00 AM
To: John Parker <jparker@indianolaiowa.gov>; Bob Kling <bkling@indianolaiowa.gov>; Shirley Clark <sclark@indianolaiowa.gov>; Kelly Shaw <kshaw@indianolaiowa.gov>; Greg Marchant <GMarchant@indianolaiowa.gov>; Joe Gezel <jgezel@indianolaiowa.gov>; Greta Southall <gsouthall@indianolaiowa.gov>
Cc: Doug Fulton <Doug.Fulton@brickgentrylaw.com>; Ryan Waller <rwaller@indianolaiowa.gov>
Subject: Waller's Weekly 5.31.19

Good afternoon, all.

I hope this finds everyone well. Below and attached is this week's update email. If there are any questions, please let me know. Have a great weekend.

Thank you.



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Fire Department Call Volume - The Fire Department continues to experience an increase in calls for service. As of May 28, 2019 the department is 96 calls for service above last year's total. If this trend remains, it is estimated the department will experience a 7% increase over 2018.

Aquatic Center Opening Weekend - With the last day of school today, we are excited that the Aquatic Center will be opening for the season tomorrow, Saturday, June 1. Daily open swim hours are 1:00-7:00 pm, except for Tuesdays and Thursdays which are 1:00-6:00 pm. This year's seasonal staff totals 55 which includes managers, lifeguards, front desk, concessions and support staff. Season pass sales through May 30 are summarized below and are up slightly from 2018. We generally see 25% of our pass sales once the pool opens, so we are hoping for nice hot weather over the next few weeks to help generate more attendance. We have had a total of 44 lifetime Veteran's Passes, a new program that was instituted this year.

Pool Pass Sales (through May 30 of each year)

2019:	1,428 passes	\$50,438
2018:	1,416 passes	\$48,901
2017:	1,422 passes	\$39,606

Property Tax Reform Bill - Last week, the governor signed the property tax reform bill into law. This bill will require a few extra steps during the FY2021 budget preparation. This will include a public hearing if the city will need more than 102 percent of the current FY2020 property tax revenue for certain items. This will likely be the situation. Staff is currently preparing for this extra work. The good news is that the budget due date is moved to March 31, 2020.

Warren County Justice Center Weekly Work Plan - At the request of City staff, the County's contractor will be providing a weekly work plan update to the City regarding the Justice Center project. This week's update is attached.

Public Safety Weight Room – The public safety weight room located in the lower level of City Hall has taken on a considerable amount of water in the southeast corner. Much of the equipment used by our public safety officers for physical fitness has been moved. Staff will be keeping an eye on this issue and will be relaying onto our building assessment team.

City Hall/Public Safety Building Assessment - The second phase of the City Hall/Public Safety building assessment project will be commencing next week. The three main action items that will be the initial focus include:

1. Address issues related to wayfinding, accessibility, and security;
2. Conduct an environmental assessment of the lower level area; and
3. Evaluate other City owned site opportunities to accommodate space deficiencies.

As this project progresses we will be scheduling periodic updates with the City Council.

RAGBRAI City T-shirts - The Indianola RAGBRAI committee is currently selling t-shirts as a fundraiser to offset costs associated with hosting the event, as well as a way to drum up some community spirit. As part of these efforts, the committee is selling t-shirts that incorporate a company or organization logo. We will be placing an order for City staff. Please know that the cost per shirt is \$15 (certain larger sizes will be charged an additional \$1 per size). If any elected officials would like to be included in the order, please let me know by Monday, June 3rd the number of t-shirts and sizes.

Adopt-a-Cop – Another fundraiser that has just been announced by the Indianola RAGBRAI committee is the adopt-a-cop fundraiser. This is being done to help offset costs associated with public safety for the July 23rd event. Here is the link to this fundraiser - <https://www.indianolaragbrai.com/sponsors/adopt-a-cop/>. Please feel free to share as well as participate in this fundraiser.

Out of the Office - I will be out of the office most of next week. During this time Andy Lent will be in charge during this time.

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

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

Charlie Dissell

From: Nick Bruck <nickb@dcigroup-us.com>
Sent: Thursday, May 30, 2019 12:51 PM
To: Charlie Dissell
Cc: Megan Andrew (megana@warrencountyia.org); Brandon Schulte; Chris Conn
Subject: WCJC Weekly Work Plan

Work Week of June 3rd:

-Demolished materials from courthouse will be hauled off all week.

I will be out of town on Monday & Tuesday. If you need anything please contact Chris Conn.

Thank you.



Nick Bruck
Senior Project Manager
220 SE 6th Street - Suite 200
Des Moines, IA 50309
C 515-202-3394 | W 515-244-5043

Permit #	Permit Year	Permit Date	Permittee	Owner if Different from Permittee	Address	Project	Last Inspected	Permit Expired	Date Letter Sent	Re Apply?	New Permit #	Date RePerm	DATE Re-Inspect/ Finaled	Notes
2016														
2017														
4	2017	2/1	Wade Williams		1005 Ann Parkway	Bathroom Addition	NONE							
5	2017	2/4	Cary Jordan		1002 E Madison	Residential Addition	NONE							
6	2017	2/15	Adam Loux		304 N 4th Street	Garage	4/3/2017							Board of Adjustments 12/7/16 requesting variance allow for a 1350 sq ft garage. This was approved to store his camper. RI plumbing and Electric inspection 4/3/17
7	2017	2/21	Rodger & Cindy Tensdale		506 W Salem Ave	Residential Restoration Support Beam	3/2/2017							Support beam in the home. Only inspection in file is the framing inspection. This permit requires a CO
11	2017	2/23	Bergstrom Construction LC	Missouri Valley Line Construction	1707 N 14th Street	Commercial Alteration	3/6/2017							Apprenticeship school for power pole workers. Includes office space and training room. Only inspection in file is a Framing and electrical RI inspection. 5/15/19 handed to CD to review. This DOES require a CO.
12	2017	2/22	Tim Dusenberry		1208 E Lincoln Ave	Deck	NONE							no inspections on file
87	2017	7/6	CMC Pools	Bryan Bussanmas	101 S 19th Ct	Pool	NONE	1/2/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				
105	2017	8/24	Brenda McCoy		1200 E Euclid Ave	Deck	NONE	2/20/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				
126	2017	10/17	Christopher Lutheran		306 N 17th Street	Basement Finish	11/9/2017	5/8/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				Electric and Plumbing RI inspection completed by CB on 11/09/17. no other inspections found in file. Number listed as 319-631-2578
2018														
13	2018	2/21	Ann Mahoney	Equity Trust Custodian 1 Equity Way West Lake, OH 44145-2526	610 East 1st Ave	Home Restoration/ Alteration	3/5/2018	9/1/2018	9/27/2018 1/29/19	FINAL NOTICE 5/15/19 Notice Sent 4/05/2019				
14	2018	2/22	Genesis Development	Attn: Justin Terry	1809 W 2nd Ave	Alteration	NONE	8/21/2018	9/21/2018 10/31/2018	FINAL NOTICE 5/15//2019				
ACTIVE - in Motiong for INSPECTION														
11	2018	2/14	Jonathan Cook		1200 Caroline Terrace	Alteration	NONE	8/13/2018	09/21/18	No	Ext		Exec Dec	Per DC extension granted. "Owner requests final inspection 12/26 - Completed 1/09/19. Need final OK from Safebuilding. File placed back in cabinet to pull Extension given 180 days to expire on August 05, 2019
98	2015		Brad Butler	Bradley Butler & Alesia Wright 1306 E Detroit Ave Indianola, IA 50125	410 W 1st Ave	Front Porch Repair	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019				Contacted owner listed on application -Spoke 4/22/19 . Stated the porch was finished and he currently has rental tenants living in the home. States the inspector is welcome to come over as long as they do not disturb the residents.
104	2017	8/18	Brook Breuklander		908 N Y Street	Pool Deck	NONE	2/14/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				Owner called in 5/22/19 states that inspector came out over a year ago. Was told to do a couple things but nothing else. No final was called for inspection by owner. Set inspection for 5/23 at 9am
40	2015		TLCD Investments LLC	615 Brookwood Drive Indianola, IA 50125-3306	220/222 W Salem Ave	Alteration	9/16/2015	3/14/2016	11/8/2018 1/29/2019 02/25/2019	Dec-18			Failed 03/04/2019	Resent letters with SECOND NOTICE listed on top. Terry Pauling cld in, stated that he talked to Frank Rasco, states Rich came down to do final inspection. Permit application pulled for same location in 12/2018. Emailled SB to inspect for completion. Terry not moving forward at this time with new permit for an additional alteration. Sent doc from that application in 12/2018 to Terry via email so he has on him for future application if and when needed. SB inspection failed 03/04/2019 all outlets are over counter top need GFCI protection. Only one projected. All other itmes complete. Call to reschedule once GFCI protected.
141	2016		Sean Thompson		204 E Kentucky Ave	Deck	NONE	4/12/2017	11/12/2018 1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvcd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
148	2017	11/3	Iowa Drone	Sean Thompson	204 E Kentucky Ave	Garage	NONE	5/2/2018	1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvcd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
29	2015		Alex Van Clark		1003 North E Street	Addition BR and Egress Wind	7/2/2015	12/29/2015	11/8/2018 1/29/2019	Reminder Letter Sent 04/05/2019			02/08/19 FAILED	515-669-7886 - Alex - states they did the finish the basement walls just cut a hole in the drywall to add a different bedroom. He states the egress windows are complete. Requesting an extension on bedrooms or will call if no longer doing them to close permit. SB inspected 02/08/19 FAILED. Fire alarm outside of bedroom is more than 10' from door. Closet light had exposed bulb. Needs to be reinspected to final out.

82	2015		Brian Hoxmeier		1308 N 6th Street	Basement Finish	1/6/2016	7/4/2016	01/29/19	EXT til December of 2019 per CD				Brian (38-991-3092) called and would like an extension until the end of the year on this permit. Please make note of an extension until 12/31/19 per Charlie D.
140	2016		Joe Ripperger		209 N M Street	Deck	NONE	4/11/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019			02/05/19 FAILED	Zach current home owner - 515-729-4649 - says okay to come whenever just call. Per SB 02/05/19 Jeff Begg "4x4 post more than 8" tall. Appear to be buried in the ground, unable to verify frost depth. Beam should be notched into post or supported with approved brackets. Stairs and all railing approved. FAILED DECK. Will need to schedule reinspection."
146	2016		Brad Butler	Ross Huff	611 Quail Ridge Rd	Deck	11/7/2016	5/6/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019			1/3/2019 FAIL	Owner called in requesting inspection for final. Sent to safebuild 12/27/18 Ross Huff - Safebuild inspected project on 1/3/19 FAILED- Will reinspect when called
68	2017		Richard Stewart		1209 Lancaster Way	Single Family Dwelling	10/10/2017	4/8/2018	8/28/2018 1/29/2019	Reminder Letter Sent 04/05/2019			2/13/19 FAILED 2/27/19 FAILED 2/28/19 OK FOR TEMP CO (sod, gutters, grade needed)	Owner came in 02/11/19 reports final done by RP in July of 2018. No inspect sht in file. Scheduled final with Safebuilding. Mr. Stewart 515-490-8339 "SB inspected 2/13/19 failed "AC breaker is 30 amp needs to be 25 amp, unfinished basement outlets need to be GFI protected, water heater drain pipe is missing, need gutters and downspouts installed." Owner came to office 2/19 asked if he could just get final or temp co for GFI, breaker and drain pipe being done, but will not be able to get to gutters and downspouts till its warmer. Jeff with SB agreed to do Temp CO inspection. Owner will call in when ready for Temp CO inspection. Reinspection for final set up with sb 2/27/19. FAILED - Punchlist complete except gutter and downspout. Will complete by spring. Will call for reinspection. SB inspection 2/28/19 "missing gutters. missing final grade and sod. Landing at lower end of the stairs approved. Need drip leg on gas line at furnace. Permanent address required. House number not visible from street. Builder is planning a column with address at end of drive. Temp address sign in place now. Ok for temp CO. Spoke to permite/builder 5/10/2019. All is done but painting the home. Plans to have this done and ready for Final CO inspection in June 2019,
110	2017	9/7	Cross Cut Custom Carpentry	Robert & Deb Elgin	210 N 15th Street	Deck	9/7/2017	3/6/2018	01/29/19	Reminder Letter Sent 04/05/2019			02/07/19 FAILED	2/5/19 owner called in regarding inspection needed. SB scheduled for 2/07/19. Inspection Failed. Will need to call to reinspect. Owner cld in 2/11 asked for failed inspection report. Emailed inspection report to owenr 2/11. advised to let us know when she would like to reschedule final
8	2018	2/1	Benjamin Rogers		1000 North O St	Basement Finish	NONE	7/31/2018	10/5/2018 1/29/19	EXT til May			PASSED 05/02/19	Still has not been completed yet. Extension needed until May 2018. 515-808-3030 per safebuild 05/02/2019 PASSED FINAL Living Area Only Smoke detector interconnected
32	2018	4/9	Amie Hale		107 South 19th Court	Pool	8/3/2018	1/30/2019	9/27/2018 1/29/19	EXT til May				Warning Letter advising of expiration if no final inspection. Extension given until May 2019 for final. 515-556-6715 Amie ..
35	2018	4/18	DDVI	IMU	110 S B Street	Line Shop Remodel	10/1/2018		01/29/19	EXT til 4/19			10/19 Failed Fire	1/29/18 letter sent out reminding of 180 days expiration from last inspection. Previous inspections September and October. Nothing since. Kurt R emailed stating electrical final will be scheduled by March. Extension given till April 2019
67	2018	6/8	Dan & Irene Bertsch	Mail to : 805 W 3rd Ave Indianola	610 S Freeman Street	Garage Addition	NONE 1/30/19 SB	12/5/2018	01/29/19	Reminder Letter Sent 04/05/2019 EXT til 7/1/19			1/30/19 FAILED	Added to spreadsheet 1/24/19 krb - Mail to 805 W 3rd Ave. 1/29/19. Owner called in to have inspection for final. 1/30 Safebuilding. States unable to see previous work covered prior to resection. Needs hurricane clips. FAILED. Will need to have re inspected once items mentioned are corrected. Owners email 2/14/19 "I am responding to the letter I received from you regarding the construction at 610 south freeman. The work is not completed so I will need an extension of the permit. The work is being done by Ron Miller construction. Dan Bertsch" Dan called office 5/24/19 requesting extension til July 515-240-5924



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: Current Projects Update-May 31, 2019

The purpose of this memorandum is to provide a brief synopsis of different projects that may be of interest to the Council.

- **McConnell Subdivision Preliminary Plat**
 - City Council approved on January 22, 2019
- **Quail Meadows Townhomes Preliminary Plat**
 - Final Plat approved by Council on May 20.
 - Footing/Foundation permits issued on May 23.
- **Prairie Glynn Plat 2**
 - Construction plans have been submitted and will be approved once changes are made.
 - A revised preliminary and final plat have been submitted this week. The Planning and Zoning Commission is scheduled to review revised plats at its June 11 meeting.
- **Autumn Ridge Subdivision**
 - City Council has authorized staff to work with the developer on a possible development agreement for Autumn Ridge Plat 3.
 - Development agreement has been agreed to by City and Developer. Council is scheduled to review on June 17.
- **West Hills Brewery (219 West Salem Avenue)**
 - City staff held a pre-application meeting with business owners on January 25
 - Plans submitted for a new brewery on January 30.
 - City staff held follow-up meeting with applicant on February 21 on plan review comments regarding the need for a fire sprinkler system.
 - Chief Chia has approved a variance to the automatic sprinkler requirement due to an undersized water main along West Salem Avenue. A Condition of this variance calls for the installation of a fire alarm/smoke detection system and the applicant signing a hold harmless agreement.
 - Council approved the hold harmless agreement on April 15.

- **Missouri Valley JATC Training Facility**
 - Site Plan for this project was submitted on April 3 to the City and is being reviewed by Staff and City Engineer.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
 - City staff meet with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
 - Revised Site Plan submitted on May 20.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site Plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site Plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff meet with property owner on May 23 to discuss financial assistance options.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The project would include the demolition of the existing car wash, and a new building.
 - The existing Mudslingers Coffee Shop would remain.
- **204 North Jefferson Way**
 - D&D property
 - City Council directed staff to move forward on an offer on this lot.
 - An alley vacation was recommended for approval by the Planning and Zoning Commission on May 14.
 - Council will hold a Public Hearing on the alley vacation on June 3.
- **New Heights Church (309 East Hillcrest Avenue)**
 - Project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated Site Plan was received on March 7.
 - Updated comments returned to applicant on March 20.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff meet with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site Plan and Building Permit plans were submitted on May 10.
 - Comments were returned to the applicant on May 22.

- **Warren County Justice Center (115 North Howard Street)**
 - Staff has continued to meet with the General Contractor on this project to discuss site layout, utilities, closures, haul routes, etc.
 - Staff compiled a comment and questions to the County's contractor and design team on March 27. Staff received a response to this letter on April 12.
 - County will give a presentation update at the June 3 Council Meeting.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site Plan and Stormwater Management Plan were submitted on May 23.
- **Hillcrest TIF Update**
 - Staff submitted all preliminary information to Attorneys to begin to TIF Update process on March 11.
 - The consultation meeting with affected taxing entities (Warren County and Indianola School District) took place on April 24.
 - The public hearing for the first amendment was on May 20.
 - Staff is working on the second amendment. As part of the second amendment, the City is required to get consent from land owners who have agricultural land for 3 of the last 5 years.

July 1, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications – Chamber Liquor License for RAGBRAI
- City Manager’s Report
- Salaries
- 2nd consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Second consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- Final consideration of an alley vacation
- Resolution of the Indianola City Council providing for a regular meeting date and time

June 17, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications – West Hills Brewing Company, Chamber (RAGBRAI), The Hide Out, Indy 66
- City Manager’s Report
- Salaries
- Third reading of the TIF ordinance if not waived
- Public hearing and 1st consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Public hearing and 1st consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- 2nd consideration of an alley vacation
- Final Fiscal Year Transfers
- Public hearing for a development agreement with Autumn Ridge Development
- Resolution to approve WCEDC Revolving Loan Fund agreement and transfer of \$50,000
- Resolution approving the updated Employee Handbook
- Risk benefit renewals

June 17, 2019
Draft Council Study Agenda

- Capital Crossroads Storm Water Presentation

<u>Property Address</u>	<u>Owner Information</u> <i>RED = Habitual</i>	<u>Ordinance Listed Nuisance Issue</u>	<u>Code</u>	<u>Complaint Info, Progress and Actions</u>	<u>Dept Actions</u>	<u>Established Deadline for Abatement</u>	<u>Follow Up by Date</u>
<u>NEW THIS WEEK</u>							
1400 Lundahl Court	Andrew & Megan Weaver	Drainage Issues	50.02 (17)	Caller states that there is questionable drainage practice going on by a shed that is causing damage to her yard by a neighbor. Please send official out to verify and see if drainage is within code.			TBD
105 South E Street 207 S H Street		Tall Grass Weeds		Caller states grass has not been mowed and believes the building or home is vacant. Neighbor states home vacant and not mowing to the south of her.			
1105 E Madison Ave		Sump Pump		Caller reports sump pump is getting discharged in his backyard from neighbor at 1105 E Madison Ave flooding the callers yard and causing damage to the seed that was laid , new home, no sod yet, only mud. TL visited site 2/29/19. Caller cald back 5/30 tt to TL .			
2000 N 9th Street	Jim Spiker	Sump Issues	50.02 (17)	Caller states his property is flooding due to runoff from new development and due to issues with run off by a trail. KRB sent Email with contact details sent to TL - Forwarded call to CD 5/28/19			
1007 North D Stret	Rebel Julie Snodgrass	Tall Grass , Weeds	50.02 (17)	Caller reports no one has been mowing, weeds and grass over 12 inches.			
601 W Ashland	Carole / Laurey Oberender	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Ice buildup on sidewalk. Sump discharge still in violation. Discharges within 5'	Letter Sent. Sent second letter 3/25/19 giving until 3/29/19 to comply.	3/29/2019	
606 N 12th Street	Steven O'Brien & Susan Anthony	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street. TL Visited site 3/21. Took pic. Discharge is coming through hole in curb.	Letter Sent.	1/28/2019	
1105 W 1st Street	RM Properties LLC 609 S G Street Indianola, IA 50125	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street. TL Visited site 3/21. Took pic. Discharge is coming out next to driveway approach.	Extension granted	4/1/2019	
304 W 18th Place	Heather Wilson	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street, algae growth in summer. TL Visited site 3/21. Still in violation. Left door hanger.	Report Gov QA 2/5/19 Sent Letter 3/25/19 giving until 3/29/19 to comply	3/29/2019	
210 N D St.	Michael J. Babcock	Sump pump discharge w/in 5 ft of property line	50.02 (17) 135.03, 136.16	Discharging across sidewalk into POW, out into street. Took pics 3/25/19.	Sent Letter 3/25/19 giving until 3/29/19 to comply.	3/29/2019	
407 West Boston	Jacquelyn M/Ricki R Runyan	Sump pump discharge w/in 5 ft of property line	50.02 (17) 135.03, 136.16	Discharging across sidewalk into POW, out into street	Left door hanger 4/2/19	Sent Letter 5/20/19	
<u>EXISTING</u>							
911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles	51.03 (03)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows? TL 3/20 visited site. Took pics. Large barrels are gone but property has several debris piles behind house and between house and garage.	Legal Pulled building permit. Has 180 days to complete		07/30/19
411 W 1st St	Reuben O Burdess 410 W 2nd Ave 1648 Hwy J46 Allerton IA 50008	Junk Debris	51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. New trailer and vehicle have been found on property since last visited. He stated it is being towed today. 2/28/19 confirmed trailer and truck there yesterday has been removed KB. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Certified Letter 1/23/2019 Letter with new pics 02/11/19	03/07/19	03/07/19
1007 N D Street	Rebel Snodgrass	Tree	50.02 (13)	Bids received for abatement of tree. Owner contacted office states will have tree removed by spring. Given extension per C Dissell and JE. Unable to abate due to cost per Cdissell			03/20/19
305 W Salem Ave	William & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19	03/28/19	03/28/19

1000 E 3rd Ave	Ronald Lee Jr III	Junk Vehicles	51.03 (3)	Junk bus, without engine, loose parts and side door open allowing animal habitat	Sent Letter 5/23/19		03/29/19
507 E Salem Ave	City	Dead Tree		City tree in ROW between sidewalk and street on E Salem Ave - in front of 507 E Salem.	3/18 JASON - Streets Dept		04/22/19
609 E 2nd	Indianola IA 50125	Hole forming in yard		Caller reports ground sinking in yard from previous demo. Please check out. Previous Owner Pierce. Sold property after demo in March 2019. No final inspection was performed on property. Has not been leveled or seeded. Photos of hole exposing roots have been found. It appears the hole was covered with dirt at one point but it has sunken in since. Will need to fill. Permittee for demo was contacted. Called in 05/02/19 stating he has filled hole and seeded. TL visited site 05/02/19, hole not filled and the property is not seeded or raked. There is garbage strewn all over the property as well. SEND LETTER - Inform Permittee that Demo permit inspection failed.	TL 4/25 took pics TL 05/02/19 took pics. Inspection for demo failed. Not seeded. Send letter to new owner and permittee		05/15/19
405 N 8th Street	Ronald Llewellyn 1513 W Jackson Ave	Tall Grass , Weeds	50.02	Habitual home for not mowing states caller. Grass has not been mowed all season. TL to visit by 05/22/19. 866-563-1100 OR 813-387-1100 Called company responsible. They will have property mowed by 5/27/19.	TL to visit by 5/22/19		TBD
815 W 1st Ave	Mrs LLC 1811 Country Club Road Indianola, IA 50125	Vacant Home - Tall Grass	50.02	Caller reports vacant home- door wide open for over a week. Garbage outside. Received second complaint call today 5/13 stating the yard is not mowed and the doors are open. Need to visit site asap. Sent Letter	TL to visit site by 4/30/19		TBD
Field Parcel 49024230841	Lemar Koethe	Tall Grass , Weeds	50/02	Annual call. Not mowing. Over a foot tall weeds and grass	TL to visit site - Vacant field, will need to SEND LETTER		TBD
Vacant Parcel 48860000202 (South side of 2nd Ave end of house, before businesses begin)	Dorothy Elizabeth Walk	Tall Grass , Weeds	50.02	Tall grass, vacant lot, has not been mowed. Annually called in for not mowing.	TL to visit site by 5/18. Vacant lot no place for door hanger. SEND LETTER		TBD
308 W 1st	Ernest Martens	Junk Debris	51.03 (01)	KB visited site 2/27/19 No change Previous letters, visits, door hangers and abatement notices have gotten zero response for progress. 12/13/18, 12/19/18, 1/02/19, 1/16/19, 2/07/19, 2/22/19. BID FOR ABATE. Inspection report for unsafe home was sent from Building Official	Certified Letter 1/23/2019 Extension til 2/4 for debris 2/22 for vehicle	02/22/19	TBD
501 S G Street	William Todd	Dead Tree		Caller reports dead pine trees losing bark on property along with junk and debris.	Send TL out to check 4/24/19		TBD
1601 W Detroit	Brandie Newberg	Tall Grass , Weeds	50.02	Tall grass reported - TM to visit site to take pics 5/14/19. KB spoke with owner of home. States that this is a rental property and they will have this taken care of this evening or tomorrow at the latest depending on rain. (Currently raining) -	TL to visit site by 5/18/19		05/23/19
111 W 3rd Street	Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Landlord continues to work with city on getting tenants to comply. Once clean, within a week they are out of compliance again. In progress. TL Visited site 5/7/19. More junk piled up on porch area and along east side of property.			05/28/19
402 W 1st Ave	Bern Investments LC	Vacant Home - Tall Grass	50.02	Caller states grass is getting high and like last year, was never mowed. Wants to ensure it will get rectified asap before it gets 1ft tall. KB visited site 5/13 contacted contractor for demo, reminded of expiration of permit to demo and discussed need for mowing and maintenance on property. Stated that they would comply asap. 5/16 tt mr white. Stated the property would be mowed by Saturday 05/18 and the demo would take place by July. Letter issued to owners for mowing and demo 5/21/19	LETTER WITH DEADLINE SENT	05/28/19	06/03/19
Vacant Field Parcel 48775011000	TF 32 PO BOX 12131 Des Moines, IA 50312	Tall Grass , Weeds	50.02	Caller reports the corner is getting high with weeds and grass. Afraid will get to out of shape and impede view again this year if not taken care of early. Currently over 6 inches.	LETTER WITH DEADLINE SENT	Send Letter 5/20/19	06/03/19
Vacant Parcel 48775010130	Goldfinch Development LLC 315 E 5th St #206 Des Moines, IA 50309-1916	Tall Grass , Weeds	50.02	Vacant lot not mowing - grass over 8 inches to 12. Letter sent to property owner by certified mail and reg mail on 5/19/19	LETTER WITH DEADLINE SENT	Send Letter 5/20/19	06/03/19
Vacant Parcel 48775010180	Goldfinch Development LLC 315 E 5th St #206 Des Moines, IA 50309-1916	Tall Grass , Weeds	50.02	Vacant lot not mowing - grass over 8 inches to 12. Letter sent to property owner by certified mail and reg mail on 5/19/19	LETTER WITH DEADLINE SENT	Send Letter 5/20/19	06/03/19

Vacant Lot Parcel 48039010170	Fred Dowie Jr 2160 Terrace Ave Winterset la 50237	Tall Grass , Weeds	50.02	Tall grass in vacant lot. Needs mowed. TL to visit . Fred came to office 5/21 dirt moved due to building on parcel. No longer a grass issue in the middle of building on parcel.	Spoke to owner		06/03/19
207 West Salem Ave	CanoeSport OutfittersHolmes, Jeffrey S/ Gillum-Holmes, Cassandra L	Junk Debris	51.03 (01)	Junk piled up behind building. Spoke with owner. Said dumpster will be coming in next week or two. Gave until 5/31/19 to get property cleaned up and comply with city ordinance.	Spoke with owner		6/3/2019
1105 E Salem	Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	caller reports corner lot- side lot full of junk / RV. TL Visited site 3/19. Took pics. Sent letter 4/22/19. Owner called and asked for extension until 5/31/19 to comply. Extension granted.	TL & KB 3/19 Sent letter 4/22		06/03/19
BID FOR ABATEMENT							
CLOSED THIS WEEK							
1101 N Buxton		Sump Pump	50.02 (17)	Discharging onto two different streets, one on buxton and the other on Jackson. 5/29 close per TL - no reason given			CLOSE
1004 E Iowa Ave	J&R Property Manamgent LLC	Non conforming Use	165 (p1045)	M1 zoning however he is adjacent to Residential therefore he cannot store campers as a business when adjacent to residential. Also is not being stored on hard surface or rock- parked on grass field. Special use permit applied for or approved since 2017? TL Visited site. Took pics. TL Spoke with owner 5/7/19. Said he was zoned industrial for the purpose of storing equipment on property. Need to ask Charlie about this. 5/29 close per TL - no reason given	Wait to see what Charlie says about this.		CLOSE
1521 West Clinton	Miller, Kyle 1521 West Clinton	Vehicle parked on grass in public right of way, between street and sidewalk		Vehicle parked on grass in public right of way. Left hanger and spoke with owner. Told them to move the vehicle within 24hrs. 5/29 close per TL - no reason given			CLOSE
204 N J Street	Jay & Barb Holland	Junk Debris	51.03 (01)	Caller reports garbage in yard and around home including mattress. TL Visited site 4/4/19. Took pics. Left hanger 5/29 close per TL - no reason given			CLOSE
1604 W Detroit Ave	Gaymarie Bittner	Junk Debris	51.03 (01)	1/3/19 Called states garbage all over yard after a move from property. Also reported abandoned vehicle in adjacent property/vacant home where owner lives out of town, car not owners. Owner called in. Extension given until 02/21/19. 2/13 KB visited site. All totes removed. Only things remaining are office chair and construction materials. Pics taken. Car still acrossed street in vacant home. sent letter for follow up const. items left and vehicle 2/25. TL Visited site. Took pics. Office chair and construction material have not been removed. Also, all garbage/junk/debris previously in front yard were moved to back yard therefore remain in violation of city code of ordinance (51.03) (01). Vehicle still remains on abandoned adjacent property. Ample time has been given for cleanup of property. Deadline has expired. Propose for abatement. TL Visited site 4/8/19. Dumpster on site. 5/29 close per TL - no reason given	Certified Letter 1/23/2019 Progress Follow Up Letter 2/25/19		CLOSE
1206 N Buxton	Paul & Valerie Craven	Sump Pump	50.02 (17)	Caller reports sump pump over sidewalk. 5/29 close per TL - no reason given			CLOSE
Closed this Week		6					
Up for Abatement		Unknown					
LEGALS CLOSED		1					
In progress		34					
With Legal		11					

Diana Bowlin

From: Andy Lent
Sent: Friday, June 7, 2019 3:44 PM
To: City Employees; All Department Heads
Subject: FW: Lent Leaflet, 7 June 2019
Attachments: Why a Strong Downtown is Good for a City's Business Community.pdf; Draft July 1, 2019 Agenda.pdf; Draft June 17, 2019 Agenda.pdf; S Buxton 1.jpg; S Buxton 2.jpg; Hillcrest2.jpg; Hillcrest1.jpg; Hillcrest3.jpg; Hillcrest4.jpg; JR Firefighter Class Photo 2019.jpg; WCJC Weekly Update.pdf; Projects Update-June 7.pdf; Expired Permit 06082019.pdf; Prop Maint 06082019.pdf

Have a great weekend. Stay cool!

Andrew Lent
Director of Finance
City of Indianola, Iowa
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E: alent@indianolaiowa.gov

From: Andy Lent
Sent: Friday, June 7, 2019 3:42 PM
To: Bob Kling <bkling@indianolaiowa.gov>; Doug Fulton <Doug.Fulton@brickgentrylaw.com>; Greg Marchant <GMarchant@indianolaiowa.gov>; Greta Southall <gsouthall@indianolaiowa.gov>; Joe Gezel <jgezel@indianolaiowa.gov>; John Parker <jparker@indianolaiowa.gov>; Kelly Shaw <kshaw@indianolaiowa.gov>; Ryan Waller <rwaller@indianolaiowa.gov>; Shirley Clark <sclark@indianolaiowa.gov>
Subject: Lent Leaflet, 7 June 2019

I hope this email finds you well. It has been a productive week inside city hall and around town. Attached are the usual, but ever important updates from Community Development and draft agendas.

And, below are the latest happenings:

- **Community Development Updates:** Attached, please find various updates provided by the Community Development Department.
- **McCord/Plainview Lift Station Meters:** During the work being done on the controls of the McCord and Plainview lift stations, new electric meters were installed. After testing, it was discovered that the original meters were not installed correctly and appear to have only been registering about 33 percent of the actual electric being used. Mike Metcalf informed city staff that they will need to collect some actual usage data over the next few months and then back bill for the past 12 months per IMU policy.

- **Warren County Justice Center Weekly Work Plan** - At the request of City staff, the County's contractor will be providing a weekly work plan update to the City regarding the Justice Center project. This week's update is attached.
- **Strong Downtown Article:** Ryan asked me to include the attached article listing three very important reasons why a strong downtown is important. As we look to the building of the new justice center and the streetscape revitalization that will take place, we need to emphasize these very vital reasons for the overall health of the community.
- **Warren County Justice Center Storm Water:** As you are aware, storm water utility work for the Warren County Justice Center began this week. Council approved the Salem Street closure at its May 20th Council meeting. To accommodate the new storm sewer, the parking on the north side of West Salem Avenue needed to be closed off. It is anticipated that this closure will remain until Friday, June 14, weather dependent.
- **Hotel-Motel Tax Revenue:** Hotel lodgings appear to be slowly on the rise as indicated by the increase in Hotel-Motel Tax Revenue. In FY2017, the revenue was \$96,467, and, in FY2018 was \$145,372.86. In FY2019, the City collected about \$155,559.
- **City Hall Assessment:** This past Monday, staff had a productive meeting with Matt Brown of the Formation Group to discuss the next stages of the city hall/public safety building assessment. The main focus of the meeting was the security of the building along with options for improving the security.
- **IMU Separate Bank Account:** Today, staff met with Chris Longer, Dianna Lane and a member of the Civic accounting firm to discuss the separate bank account that IMU wishes to set up. One of the first steps after setting up the account is IMU use of the account to begin receipting utility revenue into the account. We will work with Civic to set up a new accounts receivable table within our accounting system that they can use for this purpose. Until IMU goes entirely to this new account, there will be some extra work on the City's side to track two separate bank accounts for vendor claims.
- **Storm Water Repairs 1 (from Jason Etnyre):** (Attached pictures labeled "S Buxton 1" and "S Buxton 2") On Tuesday staff addressed a couple of concerns from a citizen on South Buxton. Multiple storm sewer pipes and structures intersect her front yard, back yard, ROW, and driveway. In the recent heavy rains her driveway broke and sunk about 8 inches and a 5'x5' sinkhole occurred in her rear yard. Staff investigated both scenarios and found a separated joint in a 42" storm sewer pipe in her rear yard and made the necessary repair (S Buxton 1). Under her driveway Street and WPC staff found no definitive cause for this failure other than settling. Upon removal of the owner's driveway section that had been replaced in 2011 by the City, staff found 3.5" of

concrete poured on a dirt base. Per the property owner, this will have been the 3rd time the City has replaced this driveway since she owned the home. This newly poured driveway is now 5" thick with a Gatorbar mat installed for additional strength and support. In one of the attached photos you can see the aggregate that was used for a base under this driveway. Notice the red clay and tan brick look to the pieces? (S Buxton 2) Yep, the old Warren County Courthouse is being recycled and is now helping us address stormwater issues in Indianola!!!

- **Storm Water Repairs 2 (from Jason Etnyre):** (Attached pictures labeled Hillcrest1-4) In the past couple of weeks there have been several calls concerning sinkholes, washouts, and voids under pavement that have appeared with recent saturating amounts of rain. Today, thanks to some awesome assistance from the Water Pollution Control Department, staff was able to rapidly address two sick areas. The first was at the bottom of the hill by the McVay Trail on 15th and the other was just west of N 7th on Hillcrest. In both instances joints settled or washed out on aging infrastructure. WPC assisted staff in vacuuming down to the repair so that a collar could be poured around the failed joints. On the Hillcrest repair staff utilized a material suggested by staff at Snyder. This material named Flexmat is an erosion control material that allows vegetation to grow in between concrete sections thus slowing the water flow and reducing erosion all while allowing the property owner to mow over this addition. Material costs were higher than pouring a concrete chute or similar but labor was minimal in comparison. One more tool in our arsenal!
- **Downtown Square Painting:** The street department will be painting the Downtown Square early next week. Crosswalks will be delayed since they do not lead anywhere with the county construction project in the center of the square. Chamber will be notified prior to the painting.
- **South K Street Dust:** The city has received a few complaints regarding the dust on South K Street. The contractor for the dust control, Jericho, is scheduled to be on site today (Friday) and have the street treated by 5 PM. The street department graded the roadway yesterday in preparation for this treatment. Unfortunately the application of the treatment was not feasible due to the rainy weather the past few weeks. As you will recall, this application process is part of a short term strategy until such time the engineering for S K Street is completed and discussion scheduled with the City Council on the priority of paving this roadway.
- **Warren County Wellness Center Contribution:** In a previous update, you may have been informed that the County discovered a few months ago that it was supposed to be making annual contributions to the City for the wellness center of \$10,000 annually for 20 years. This contribution is dependent on a request from the city. We made the

request recently and received the FY2019 \$10,000 contribution this week, which will be deposited into the YMCA maintenance fund.

- **Junior Firefighter Class (from Bob Soukup):** The Fire/EMS department hosted a class of potential future recruits this week. The first day of the 2019 Junior Fire Academy took place on Thursday, June 6th. This two day event is a day camp for local kids ages 7 to 10 years old to learn what firefighters do and get hands-on experience being a firefighter. On Thursday the 25 kids were divided into 4 Fire Divisions just like real firefighters working a shift. They got to extinguish a fire with a fire hose, search for a simulated victim in a blacked out room using the thermal imaging camera, load a fictional patient into the ambulance and use the extrication tools. They learned about home fire safety and smoke detectors. On Friday, the kids divided into their four Fire Divisions again and competed in physical fitness drills then finished the day with water fights.
- **Capital Crossroads Workforce Housing Study Data Presentation:** On Monday, Ryan and Charlie attended a presentation by Mel Jones with the Virginia Center for Housing Research to hear the data results from the Workforce Housing Study, and the current state of the metro's regional housing, including forecasts for the next 20 years. Similar to what was presented by Aaron Moulton to the Council on Monday evening, this study shows that over 58% of renters and over 25% of homeowners in the Des Moines/West Des Moines MSA (which includes Indianola) are spending more than 30 percent of their income on housing costs, utilities, rent or mortgage payments, taxes, and insurance. This study is a result of the Capital Crossroads Plan, which is a vision plan for Greater Des Moines and Central Iowa. To learn more about Capital Crossroads, visit <https://www.capitalcrossroadsvision.com/>.

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Why a Strong Downtown is Good for a City's Business Community



A strong downtown business community concentrates talent, culture, art and innovation in a way that can turn a walk down the sidewalk into an unexpected exchange of ideas. Downtown and Main Street businesses tend to support each other and reinvest in a big way into their communities. Early development patterns that dominate downtowns - density and lack of parking lots surrounding each building - typically create the most intense uses of land and infrastructure, saving cities money and natural resources.

Everything we do at Kilbourne Group, a redevelopment firm focused on historic renovation and mixed-use urban infill in downtown Fargo, North Dakota, is driven by our belief that *vibrant downtown create smart, healthy cities*.

How do others feel a strong downtown propels a city forward?

- 1. A strong downtown makes your city somewhere people want to live.**

“I’ve had the opportunity to work in an urban environment for nearly two decades. A strong urban core helps the entire community thrive,” says **Tim Curoe, CEO of R.D. Offutt Company**, which is moving its offices into Block 9 in the heart of downtown Fargo in 2020. “I see Fargo in that same way. The downtown has once again become a vibrant center for business, entertainment, and social activities, and people are moving there because of that.”

2. A strong downtown provides culture and lifestyle choices that retain people.

“Downtowns are the soul of a community,” says **David Brown, President of the Omaha Chamber of Commerce**. In March, Brown visited Fargo-Moorhead as part of a speaker series from The Arts Partnership about actively supporting the arts in our communities and in our businesses. “If your downtown is dying, you can see the rest of your community probably is too. I’ve never seen a dying downtown that has a vibrant economy and is a vibrant place that people want to live. There’s an economic reason to do all this, but a lot of it is about keeping people. They want diversity in their choices in where and how to live, urban, suburban, core neighborhoods... We need to be able to provide all those choices if we want to compete for the kind of talent we need.”



Brown points to a moment in time, decades ago, when community leaders came to a crossroads. Were they all in on downtown, or not?

“We needed to agree that the perception of our downtown is really a reflection of the health of our overall community,” Brown continues. “It’s our city’s image and our future. It’s a driving strategy behind our public and private investments and decisions. Today, it’s natural that large-scale investments are made in downtown Omaha and it’s become a shared neighborhood we’re all excited about.”

What about smaller communities? Can a city realize benefits if their downtown consists of a couple blocks of Main Street?

3. A strong downtown is your city’s gathering place and where we go to support each other.

“A strong contingent of businesses on any city or town's main street is absolutely a key part of a healthy and vibrant community. In most small towns, main street is where connections are made,” says **Jim Murphy, Executive Director of the Trail County Economic Development Commission** based in Hillsboro, North Dakota (population 1,600). “The owners and operators of the Main Street businesses will, no doubt, be the ones asked to help sell raffle tickets for the volunteer fire department's fundraiser or asked to put a poster up in the window with the 4-H Achievement Days dates for all to see. In many ways, the local hardware store is the center for information dissemination as people stop to chat with the owners (who are often running the store) or each other as they pass each other in the aisle.”

Renewed interest and commitment is leading to a new era of rebuilding and construction in our downtowns. Through North Dakota Governor Doug Burgum’s Main Street Initiative, we see [student groups meeting](#) in towns across the state to get involved in their own Main Street revitalization. The city of Hazen created a Hometown Heroes program to beautify the streets while honoring veterans. Minot invested heavily in reconstructing its Main Street as one way to enhance Minot’s ability to attract new residents and address its workforce shortage. Belfield, Watford City, Jamestown, Binford, Rugby, Garrison and more have been recognized by the Governor’s office for their Main Street revitalization efforts.

Main Street businesses need your support more than ever. Shopping local and supporting local art gives you a deeper connection to your community, and that’s good for everybody.

July 1, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications – Chamber Liquor License for RAGBRAI
- City Manager’s Report
- Salaries
- 2nd consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Second consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- Final consideration of an alley vacation
- Resolution of the Indianola City Council providing for a regular meeting date and time

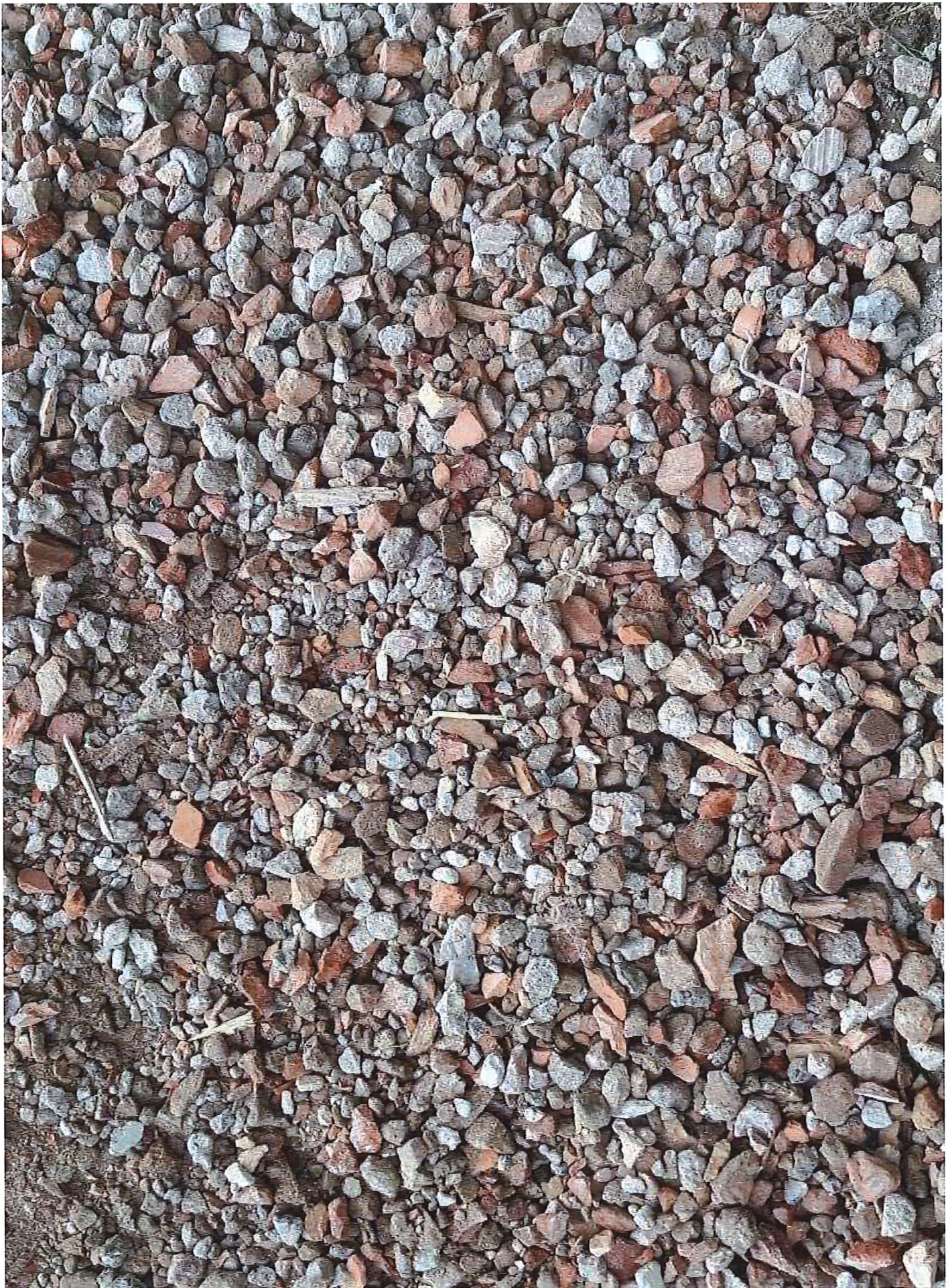
June 17, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications – West Hills Brewing Company, Chamber (RAGBRAI), The Hide Out, Indy 66
- City Manager’s Report
- Salaries
- Third reading of the TIF ordinance if not waived
- Public hearing and 1st consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Public hearing and 1st consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- 2nd consideration of an alley vacation
- Final Fiscal Year Transfers
- Public hearing for a development agreement with Autumn Ridge Development
- Resolution to approve WCEDC Revolving Loan Fund agreement and transfer of \$50,000
- Resolution approving the updated Employee Handbook
- Risk benefit renewals
- Change order #1 and final acceptance of the Planview and McCord Lift Stations Power and Control Improvement
- Resolution ordering construction of public improvements (3rd Avenue Sanitary Sewer Improvements) and fixing a date for hearing (July 15, 2019) and taking of bids (July 2, 2019)
- Street usage event application for the Log Cabin Days Parade
- National Balloon Classic Parade
- Shop Local Vendor Show
- FY 2021 budget calendar
- Resolution for paying agent
- Resolution determining property to be surplus and authorizing sale of property

June 17, 2019
Draft Council Study Agenda

- Capital Crossroads Storm Water Presentation













Charlie Dissell

From: Nick Bruck <nickb@dcigroup-us.com>
Sent: Thursday, June 6, 2019 1:31 PM
To: Charlie Dissell
Cc: Megan Andrew (megana@warrencountyia.org); Brandon Schulte; Chris Conn; Justin Page
Subject: WCJC Weekly Work Plan

Work Week of June 10th:

- Demolished materials from courthouse will continue to be hauled off all week.
- Demolition of courthouse foundation should start.
- Storm sewer installation will be in progress.



Nick Bruck

Senior Project Manager
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Des Moines, IA 50309
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COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: Current Projects Update-June 7, 2019

The purpose of this memorandum is to provide a brief synopsis of different projects that may be of interest to the Council.

- **McConnell Subdivision Preliminary Plat**
 - City Council approved on January 22, 2019
- **Quail Meadows Townhomes Preliminary Plat**
 - Final Plat approved by Council on May 20.
 - Footing/Foundation permits issued on May 23.
- **Prairie Glynn Plat 2**
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat have been submitted this week. The Planning and Zoning Commission is scheduled to review the preliminary plat at its July 9 meeting.
- **Autumn Ridge Subdivision**
 - City Council has authorized staff to work with the developer on a possible development agreement for Autumn Ridge Plat 3.
 - Development agreement has been agreed to by City and Developer. Council is scheduled to review on June 17.
- **West Hills Brewery (219 West Salem Avenue)**
 - City staff held a pre-application meeting with business owners on January 25
 - Plans submitted for a new brewery on January 30.
 - City staff held follow-up meeting with applicant on February 21 on plan review comments regarding the need for a fire sprinkler system.
 - Chief Chia has approved a variance to the automatic sprinkler requirement due to an undersized water main along West Salem Avenue. A Condition of this variance calls for the installation of a fire alarm/smoke detection system and the applicant signing a hold harmless agreement.
 - Council approved the hold harmless agreement on April 15.

- **Missouri Valley JATC Training Facility**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
 - City staff meet with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
 - A revised Site Plan was submitted on May 20.
 - Revised comments were returned on June 4.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site Plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site Plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff meet with property owner on May 23 to discuss financial assistance options.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The project would include the demolition of the existing car wash, and a new building.
 - The existing Mudslingers Coffee Shop would remain.
- **204 North Jefferson Way**
 - D&D property
 - City Council directed staff to move forward on an offer on this lot.
 - An alley vacation was recommended for approval by the Planning and Zoning Commission on May 14.
 - Council held a Public Hearing on the alley vacation on June 3.
- **New Heights Church (309 East Hillcrest Avenue)**
 - Project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated Site Plan was received on March 7.
 - Updated comments returned to applicant on March 20.
- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff meet with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site Plan and Building Permit plans were submitted on May 10.
 - Comments were returned to the applicant on May 22.

- **Warren County Justice Center (115 North Howard Street)**
 - Staff has continued to meet with the General Contractor on this project to discuss site layout, utilities, closures, haul routes, etc.
 - Staff compiled a comment and questions to the County's contractor and design team on March 27. Staff received a response to this letter on April 12.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site Plan and Stormwater Management Plan were submitted on May 23.
 - Comments were returned to the applicant on June 2
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site Plan and Stormwater Management Plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)
 - Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plexes, for a total of 126 units.
 - Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council. Staff is currently reviewing these plans and will schedule meeting dates for review by the Commission and Council once the staff review is complete.
- **Hillcrest TIF Update**
 - Staff submitted all preliminary information to Attorneys to begin to TIF Update process on March 11.
 - The consultation meeting with affected taxing entities (Warren County and Indianola School District) took place on April 24.
 - The public hearing for the first amendment was on May 20.
 - Staff is working on the second amendment. As part of the second amendment, the City is required to get consent from land owners who have agricultural land for 3 of the last 5 years.

Permit #	Permit Year	Permit Date	Permittee	Owner if Different from Permittee	Address	Project	Last Inspected	Permit Expired	Date Letter Sent	Re Apply?	New Permit #	Date RePerm	DATE Re Inspect/ Finaled	Notes
2016 2017														
4	2017	2/1	Wade Williams		1005 Ann Parkway	Bathroom Addition	NONE							
5	2017	2/4	Cary Jordan		1002 E Madison	Residential Addition	NONE							
6	2017	2/15	Adam Loux		304 N 4th Street	Garage	4/3/2017							Board of Adjustments 12/7/16 requesting variance allow for a 1350 sq ft garage. This was approved to store his camper. RI plumbing and Electric inspection 4/3/17
7	2017	2/21	Rodger & Cindy Tensdale		506 W Salem Ave	Residential Restoration Support Beam	3/2/2017							Support beam in the home. Only inspection in file is the framing inspection. This permit requires a CO
11	2017	2/23	Bergstrom Construction LC	Missouri Valley Line Construction	1707 N 14th Street	Commercial Alteration	3/6/2017							Apprenticeship school for power pole workers. Includes office space and training room. Only inspection in file is a Framing and electrical RI inspection. 5/15/19 handed to CD to review. This DOES require a CO.
12	2017	2/22	Tim Dusenberry		1208 E Lincoln Ave	Deck	NONE							no inspections on file
87	2017	7/6	CMC Pools	Bryan Bussanmas	101 S 19th Ct	Pool	NONE	1/2/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				
105	2017	8/24	Brenda McCoy		1200 E Euclid Ave	Deck	NONE	2/20/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				
126	2017	10/17	Christopher Lutheran		306 N 17th Street	Basement Finish	11/9/2017	5/8/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				Electric and Plumbing RI inspection completed by CB on 11/09/17. no other inspections found in file. Number listed as 319-631-2578
2018														
13	2018	2/21	Ann Mahoney	Equity Trust Custodian 1 Equity Way West Lake, OH 44145-2526	610 East 1st Ave	Home Restoration/ Alteration	3/5/2018	9/1/2018	9/27/2018 1/29/19	FINAL NOTICE 5/15/19 Notice Sent 4/05/2019				
14	2018	2/22	Genesis Development	Attn: Justin Terry	1809 W 2nd Ave	Alteration	NONE	8/21/2018	9/21/2018 10/31/2018	FINAL NOTICE 5/15//2019				
ACTIVE - in Motion for INSPECTION														
11	2018	2/14	Jonathan Cook		1200 Caroline Terrace	Alteration	NONE	8/13/2018	09/21/18	No	Ext		Exec Dec	Per DC extension granted. "Owner requests final inspection 12/26 - Completed 1/09/19. Need final OK from Safebuilding. File placed back in cabinet to pull Extension given 180 days to expire on August 05, 2019
98	2015		Brad Butler	Bradley Butler & Alesia Wright 1306 E Detroit Ave Indianola, IA 50125	410 W 1st Ave	Front Porch Repair	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019				Contacted owner listed on application -Spoke 4/22/19 . Stated the porch was finished and he currently has rental tenants living in the home. States the inspector is welcome to come over as long as they do not disturb the residents.
104	2017	8/18	Brook Breuklander		908 N Y Street	Pool Deck	NONE	2/14/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019				Owner called in 5/22/19 states that inspector came out over a year ago. Was told to do a couple things but nothing else. No final was called for inspection by owner. Set inspection for 5/23 at 9am
40	2015		TLCD Investments LLC	615 Brookwood Drive Indianola, IA 50125-3306	220/222 W Salem Ave	Alteration	9/16/2015	3/14/2016	11/8/2018 1/29/2019 02/25/2019	Dec-18			Failed 03/04/2019	Resent letters with SECOND NOTICE listed on top. Terry Pauling cld in, stated that he talked to Frank Rasco, states Rich came down to do final inspection. Permit application pulled for same location in 12/2018. Emailed SB to inspect for completion. Terry not moving forward at this time with new permit for an additional alteration. Sent doc from that application in 12/2018 to Terry via email so he has on him for future application if and when needed. SB inspection failed 03/04/2019 all outlets are over counter top need GFCI protection. Only one projected. All other itmes complete. Call to reschedule once GFCI protected.
141	2016		Sean Thompson		204 E Kentucky Ave	Deck	NONE	4/12/2017	11/12/2018 1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvcd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
148	2017	11/3	Iowa Drone	Sean Thompson	204 E Kentucky Ave	Garage	NONE	5/2/2018	1/29/2019 2/25/19	Reminder Letter Sent 04/05/2019				Resent letters with SECOND NOTICE listed on top. Recvcd call from owner of the home. 515-330-7168. Sean Thompson 515-991-4729. He is out of town until 3/5/19. Advised that Safebuilding to call to set up final inspect next week.
29	2015		Alex Van Clark		1003 North E Street	Addition BR and Egress Wind	7/2/2015	12/29/2015	11/8/2018 1/29/2019	Reminder Letter Sent 04/05/2019			02/08/19 FAILED	515-669-7886 - Alex - states they did the finish the basement walls just cut a hole in the drywall to add a different bedroom. He states the egress windows are complete. Requesting an extension on bedrooms or will call if no longer doing them to close permit. SB inspected 02/08/19 FAILED. Fire alarm outside of bedroom is more than 10' from door. Closet light had exposed bulb. Needs to be reinspected to final out.

82	2015		Brian Hoxmeier		1308 N 6th Street	Basement Finish	1/6/2016	7/4/2016	01/29/19	EXT til December of 2019 per CD				Brian (38-991-3092) called and would like an extension until the end of the year on this permit. Please make note of an extension until 12/31/19 per Charlie D.
140	2016		Joe Ripperger		209 N M Street	Deck	NONE	4/11/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019			02/05/19 FAILED	Zach current home owner - 515-729-4649 - says okay to come whenever just call. Per SB 02/05/19 Jeff Begg "4x4 post more than 8" tall. Appear to be buried in the ground, unable to verify frost depth. Beam should be notched into post or supported with approved brackets. Stairs and all railing approved. FAILED DECK. Will need to schedule reinspection."
146	2016		Brad Butler	Ross Huff	611 Quail Ridge Rd	Deck	11/7/2016	5/6/2017	11/12/2018 1/29/2019	Reminder Letter Sent 04/05/2019			1/3/2019 FAIL	Owner called in requesting inspection for final. Sent to safebuild 12/27/18 Ross Huff - Safebuild inspected project on 1/3/19 FAILED- Will reinspect when called
68	2017		Richard Stewart		1209 Lancaster Way	Single Family Dwelling	10/10/2017	4/8/2018	8/28/2018 1/29/2019	Reminder Letter Sent 04/05/2019			2/13/19 FAILED 2/27/19 FAILED 2/28/19 OK FOR TEMP CO (sod, gutters, grade needed)	Owner came in 02/11/19 reports final done by RP in July of 2018. No inspect sht in file. Scheduled final with Safebuilding. Mr. Stewart 515-490-8339 "SB inspected 2/13/19 failed "AC breaker is 30 amp needs to be 25 amp, unfinished basement outlets need to be GFI protected, water heater drain pipe is missing, need gutters and downspouts installed." Owner came to office 2/19 asked if he could just get final or temp co for GFI, breaker and drain pipe being done, but will not be able to get to gutters and downspouts till its warmer. Jeff with SB agreed to do Temp CO inspection. Owner will call in when ready for Temp CO inspection. Reinspection for final set up with sb 2/27/19. FAILED - Punchlist complete except gutter and downspout. Will complete by spring. Will call for reinspection. SB inspection 2/28/19 "missing gutters. missing final grade and sod. Landing at lower end of the stairs approved. Need drip leg on gas line at furnace. Permanent address required. House number not visible from street. Builder is planning a column with address at end of drive. Temp address sign in place now. Ok for temp CO. Spoke to permite/builder 5/10/2019. All is done but painting the home. Plans to have this done and ready for Final CO inspection in June 2019,
110	2017	9/7	Cross Cut Custom Carpentry	Robert & Deb Elgin	210 N 15th Street	Deck	9/7/2017	3/6/2018	01/29/19	Reminder Letter Sent 04/05/2019			02/07/19 FAILED	2/5/19 owner called in regarding inspection needed. SB scheduled for 2/07/19. Inspection Failed. Will need to call to reinspect. Owner cld in 2/11 asked for failed inspection report. Emailed inspection report to owenr 2/11. advised to let us know when she would like to reschedule final
8	2018	2/1	Benjamin Rogers		1000 North O St	Basement Finish	NONE	7/31/2018	10/5/2018 1/29/19	EXT til May			PASSED 05/02/19	Still has not been completed yet. Extension needed until May 2018. 515-808-3030 per safebuild 05/02/2019 PASSED FINAL Living Area Only Smoke detector interconnected
32	2018	4/9	Amie Hale		107 South 19th Court	Pool	8/3/2018	1/30/2019	9/27/2018 1/29/19	EXT til May				Warning Letter advising of expiration if no final inspection. Extension given until May 2019 for final. 515-556-6715 Amie ..
35	2018	4/18	DDVI	IMU	110 S B Street	Line Shop Remodel	10/1/2018		01/29/19	EXT til 4/19			10/19 Failed Fire	1/29/18 letter sent out reminding of 180 days expiration from last inspection. Previous inspections September and October. Nothing since. Kurt R emailed stating electrical final will be scheduled by March. Extension given till April 2019
67	2018	6/8	Dan & Irene Bertsch	Mail to : 805 W 3rd Ave Indianola	610 S Freeman Street	Garage Addition	NONE 1/30/19 SB	12/5/2018	01/29/19	Reminder Letter Sent 04/05/2019 EXT til 7/1/19			1/30/19 FAILED	Added to spreadsheet 1/24/19 krb - Mail to 805 W 3rd Ave. 1/29/19. Owner called in to have inspection for final. 1/30 Safebuilding. States unable to see previous work covered prior to reinspection. Needs hurricane clips. FAILED. Will need to have re inspected once items mentioned are corrected. Owners email 2/14/19 "I am responding to the letter I received from you regarding the construction at 610 south freeman. The work is not completed so I will need an extension of the permit. The work is being done by Ron Miller construction. Dan Bertsch" Dan called office 5/24/19 requesting extension til July 515-240-5924.

<u>Property Address</u>	<u>Owner Information</u> <i>RED = Habitual</i>	<u>Ordinance Listed Nuisance Issue</u>	<u>Code</u>	<u>Complaint Info, Progress and Actions</u>	<u>Dept Actions</u>	<u>Established Deadline for Abatement</u>	<u>Follow Up by Date</u>
<u>NEW THIS WEEK</u>							
810 West Detroit	Baker, Kirk Thomas	Junk Debris	50.02 (12)	Junk debris piled up next to and behind garage. TL visited site 6/4/19. Spoke with owner. Established 6/21/19 as deadline to have property cleaned up.			6/21/2019
1402 S G Street	Tonya Jolen Lee	Tall Grass / Weeds	50.02 (12)	Caller states the yard is full of thistle and needs to be mowed. Corner of Boston and North F Street Caller reports tree hanging over the sidewalk and street. Too low, needs cut back. Gary Fisher at 406 E Salem called about his neighbor's yard. It has very tall grass and wild animals living there that come into his yard. Please call him (if he hasn't already called it in again) at 515-720-9023.			TBD
800 W Boston	Patricia Johnson	Tree Maintenance	Ch 151				
400 Block of E Salem		Tall Grass	50.02 (12)				
401 N 7th Street	Herbert Ruth Dutcher	Tall Grass	50.02 (12)	Vacant lot. Not mowing. TL spoke with realtor and gave 1 week	6/5/19 TL to visit		TBD
1015 N L Street	Robert Bierkamp		50.02 (12)				TBD
105 S E Street	Scott Wubben 14190 Kennedy Street Indianola, IA 50125	Tall Grass / Weeds	50.02 (12)	5/31/19 Caller states grass has not been mowed and believes the building or home is vacant. 6/4/19 Caller reports tall grass over a foot high Another call on this property 6/5. Not mowing			TBD
310 N 9th Street	Dennis & Kathleen Jordan 2080 Wildrose Ave Prole, IA 50229	Tall Grass/ Weeds	50.02 (12)	6/4/19 Tall grass reported. Not mowing			TBD
207 S H Street	Linda Hernandez 131 E Cass Street Osceola, IA 50213	Tall Grass / Vacant	50.02 (12)	6/4/19 Nieghbor states home vacant and not mowing to the south of her.			TBD
1105 E Madison Ave	Michael /Sare Richardson	Sump Pump	50.02 (17)	Caller reports sump pump is getting discharged in his backyard from neighbor at 1105 E Madison Ave flooding the callers yard and causing damage to the seed that was laid , new home, no sod yet, only mud. TL visited site 2/29/19. Caller cald back 5/30 tt to TL .			TBD
2000 N 9th Street	Jim Spiker	Sump Issues	50.02 (17)	5/29/19 Caller states his property is flooding due to runoff from new development and due to issues with run off by a trail. KRB sent Email with contact details sent to TL - Forwarded call to CD 5/28/19. 6/4/19 received additional complaint today. Nothing has been done.			TBD
601 W Ashland	Carole / Laurey Oberender	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Ice buildup on sidewalk. Sump discharge still in violation. Discharges within 5'	Letter Sent. Sent second letter 3/25/19 giving until 3/29/19 to comply.	3/29/2019	
606 N 12th Street	Steven O'Brien & Susan Anthony	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street. TL Visited site 3/21. Took pic. Discharge is coming through hole in curb.	Letter Sent.	1/28/2019	
1105 W 1st Street	RM Properties LLC 609 S G Street Indianola, IA 50125	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street. TL Visited site 3/21. Took pic. Discharge is coming out next to driveway approach.	Extension granted	4/1/2019	
304 W 18th Place	Heather Wilson	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street, algae growth in summer. TL Visited site 3/21. Still in violation. Left door hanger.	Report Gov QA 2/5/19 Sent Letter 3/25/19 giving until 3/29/19 to comply	3/29/2019	
210 N D St.	Michael J. Babcock	Sump pump discharge w/in 5 ft of property line	50.02 (17) 135.03, 136.16	Discharging across sidewalk into POW, out into street. Took pics 3/25/19.	Sent Letter 3/25/19 giving until 3/29/19 to comply.	3/29/2019	
407 West Boston	Jacquelyn M/Ricki R Runyan	Sump pump discharge w/in 5 ft of property line	50.02 (17) 135.03, 136.16	Discharging across sidewalk into POW, out into street	Left door hanger 4/2/19	Sent Letter 5/20/19	
<u>EXISTING</u>							

411 W 1st St	Reuben O Burdess 410 W 2nd Ave 1648 Hwy J46 Allerton IA 50008	Junk Debris	50.02 (4&5) 51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. New trailer and vehicle have been found on property since last visited. He stated it is being towed today. 2/28/19 confirmed trailer and truck there yesterday has been removed KB. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Certified Letter 1/23/2019 Letter with new pics 02/11/19	03/07/19	03/07/19
305 W Salem Ave	William & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19	03/28/19	03/28/19
1000 E 3rd Ave	Ronald Lee Jr III	Junk Vehicles	51.03 (3)	Junk bus, without engine, loose parts and side door open allowing animal habitat	Sent Letter 5/23/19		03/29/19
507 E Salem Ave	City	Dead Tree	50.02 (13)	City tree in ROW between sidewalk and street on E Salem Ave - in front of 507 E Salem.	3/18 JASON - Streets Dept		04/22/19
609 E 2nd	Indianola IA 50125	Hole forming in yard		Caller reports ground sinking in yard from previous demo. Please check out. Previous Owner Pierce. Sold property after demo in March 2019. No final inspection was performed on property. Has not been leveled or seeded. Photos of hole exposing roots have been found. It appears the hole was covered with dirt at one point but it has sunken in since. Will need to fill. Permittee for demo was contacted. Called in 05/02/19 stating he has filled hole and seeded. TL visited site 05/02/19, hole not filled and the property is not seeded or raked. There is garbage strewn all over the property as well. SEND LETTER - Inform Permittee that Demo permit inspection failed.	TL 4/25 took pics TL 05/02/19 took pics. Inspection for demo failed. Not seeded. Send letter to new owner and permittee		05/15/19
1603 W Detroit	Cheryland Wilborn	Tall Grass , Weeds	50.02	Tall grass reported - TM to visit site to take pics 5/14/19. KB spoke with owner of home. States that this is a rental property and they will have this taken care of this evening or tomorrow at the latest depending on rain. (Currently raining) - TL visited 6/5 vacant home, not mowing. Send letter	TL to visit site by 5/18/19		05/23/19
111 W 3rd Street	Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Landlord continues to work with city on getting tenants to comply. Once clean, within a week they are out of compliance again. In progress. TL Visited site 5/7/19. More junk piled up on porch area and along east side of property.			05/28/19
Field Parcel 49024230841	Lemar Koethe	Tall Grass , Weeds	50.02 (12)	Annual call. Not mowing. Over a foot tall weeds and grass	TL to visit site - Vacant field, will need to SEND LETTER		TBD
Vacant Parcel 48860000202 (South side of 2nd Ave end of house, before businesses begin)	Dorothy Elizabeth Walk	Tall Grass , Weeds	50.02 (12)	Tall grass, vacant lot, has not been mowed. Annually called in for not mowing.	TL to visit site by 5/18. Vacant lot no place for door hanger. SEND LETTER		TBD
308 W 1st	Ernest Martens	Junk Debris	51.03 (01)	KB visited site 2/27/19 No change. Previous letters, visits, door hangers and abatement notices have gotten zero response for progress. <u>12/13/18, 12/19/18, 1/02/19, 1/16/19, 2/07/19, 2/22/19</u> . BID FOR ABATE. Inspection report for unsafe home was sent from Building Official	Certified Letter 1/23/2019 Extension til 2/4 for debris 2/22 for vehicle	02/22/19	TBD
501 S G Street	William Todd	Dead Tree		Caller reports dead pine trees losing bark on property along with junk and debris.	Send TL out to check 4/24/19		TBD
207 West Salem Ave	CanoeSport OutfittersHolmes, Jeffrey S/ Gillum-Holmes, Cassandra L	Junk Debris	51.03 (01)	Junk piled up behind building. Spoke with owner. Said dumpster will be coming in next week or two. Gave until 5/31/19 to get property cleaned up and comply with city ordinance. TL Visited site 6/4/19. Progress being made. Still has shingles to clean up and grass to mow. Extension granted until 6/18/19.	Discussed with owner. No letter has been written or sent yet Extension til 6/18		6/19/2019
1105 E Salem	Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	caller reports corner lot- side lot full of junk / RV. TL Visited site 3/19. Took pics. Sent letter 4/22/19. Owner called and asked for extension until 5/31/19 to comply. Extension granted. 6/4/19 owner spoke with TL, asked for extension for 2 weeks. Granted. Progress being made	TL & KB 3/19 Sent letter 4/22 EXTENSION TIL 6/18	06/18/19	06/19/19
911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles	51.03 (03)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows? TL 3/20 visited site. Took pics. Large barrels are gone but property has several debris piles behind house and between house and garage. <u>6/5 rcvd call- not mowing property, weeds are tall and spiratic on property.</u>	Legal Pulled building permit. Has 180 days to complete		6/10/19 7/30/2019
815 W 1st Ave	Mrs LLC 1811 Country Club Road Indianola, IA 50125	Vacant Home - Tall Grass	50.02 (12)	Caller reports vacant home- door wide open for over a week. Garbage outside. Received second complaint call today 5/13 stating the yard is not mowed and the doors are open. Need to visit site asap. Sent Letter	TL to visit site by 4/30/19		TBD

BID FOR ABATEMENT							
1007 North D Street	Rebel Julie Snodgrass	Tall Grass , Weeds	50.02 (12)	Caller reports no one has been mowing, weeds and grass over 12 inches 5/28/19 another caller on 5/31/19 reports tall grass, unsightly yard with grass to knees. Received another call today 6/4/19 regarding the grass on the property. Different caller each time! New caller 6/4/19 reports not mowing and tall grass. 6/5/19 received email regarding home, unkept and yard not being mowed. KB visited site took pics. Sent letter 6/5/19 TL giving until 6/12 to mow or property will be abated.	Letter Sent 6/5	6/12/2019	6/13/2019
Vacant Parcel 48775010130 ABATE IN PROCESS	Goldfinch Development LLC 315 E 5th St #206 Des Moines, IA 50309-1916	Tall Grass , Weeds	50.02 (12)	Vacant lot not mowing - grass over 8 inches to 12. Letter sent to property owner by certified mail and reg mail on 5/19/19. TL VISITED SITE 6/4/19 NOTHING HAS BEEN MOWED. ABATE . 6/6/19- Abatement Contractor Assigned. Will be completed by 6/9/19	LETTER WITH DEADLINE SENT 6/3 ABATEMENT ASSIGNED 6/6 to be completed by 6/9	06/03/19	06/10/19
Vacant Parcel 48775010180 ABATE IN PROCESS	Goldfinch Development LLC 315 E 5th St #206 Des Moines, IA 50309-1916	Tall Grass , Weeds	50.02 (12)	Vacant lot not mowing - grass over 8 inches to 12. Letter sent to property owner by certified mail and reg mail on 5/19/19/ TL visited site 6/4 NOTHING HAS BEEN MOWED. ABATE 6/6/19- Abatement Contractor Assigned. Will be completed by 6/9/19	LETTER 5/20 WITH DEADLINE SENT 6/3 ABATEMENT ASSIGNED 6/6 to be completed by 6/9	06/03/19	06/04/19
Vacant Field Parcel 48775011000 ABATE IN PROCESS	TF 32 PO BOX 12131 Des Moines, IA 50312	Tall Grass , Weeds	50.02 (12)	Caller reports the corner is getting high with weeds and grass. Afraid will get to out of shape and impede view again this year if not taken care of early. Currently over 6 inches. TL visited site 6/4 has not been mowed. ABATE 6/6/19- Abatement Contractor Assigned. Will be completed by 6/9/19	LETTER 5/20 WITH DEADLINE SENT 6/3 ABATEMENT ASSIGNED 6/6 to be completed by 6/9	06/03/19	06/04/19

CLOSED THIS WEEK

1200 W Euclid Ave	Jeffrey Ackerman	Tall Grass / Weeds		6/3/19 Caller reports tall grass over a foot high. TL Visited site 6/4/19. Spoke with neighbor who informed me the house is potentially vacant. Owner listed in accessors page address same as property. Unable to locate new address or owner contact info. ABATEMENT . 6/6/19 TL -reports property is getting mowed right now. CLOSE	Letter Sent 6/5	6/12/2019	CLOSE
S G Street		Signage		(515-802-0214) at 1105 S G called and said someone has put a Land & Home magazine dispenser right on the property line of his and his neighbor to the north, next to the sidewalk. He would like it removed. He checked for a name or phone number to contact whoever put it there but was unsuccessful. He was hoping someone with the City could help. I thought since you take care of signage, this may fall under that category. If not, can you let me know who to contact? TL visited site. Removed sign. In back of truck. will attempt to contact and fine company that illegally placed and without permit	CLOSE		
405 N 8th Street	Ronald Llewellyn 1513 W Jackson Ave	Tall Grass , Weeds	50.02	Habitual home for not mowing states caller. Grass has not been mowed all season. TL to visit by 05/22/19. 866-563-1100 OR 813-387-1100 Called company responsible. They will have property mowed by 5/27/19. 6/3 TL visited site. Still not mowed. Called owners and gave 48 hours . Check on 6/4/18 TL visited site 6/4 now mowed. Close	TL to visit by 5/22/19 check on 6/5	06/05/19	CLOSE
1601 W Detroit		Tall Grass , Weeds	50.02	Tall grass reported - TM to visit site to take pics 5/14/19. KB spoke with owner of home. States that this is a rental property and they will have this taken care of this evening or tomorrow at the latest depending on rain. (Currently raining) - TL visited site 6/5 the property is mowed	TL to visit site by 5/18/19		CLOSE
1400 Lundalhi Court	Andrew Weaver	Drainage Issues	50.02 (17)	Caller states that there is questionable drainage practice going on by a shed that is causing damage to her yard by a neighbor. Please send official out to verify and see if drainage is within code. 6/3/19 TL visited site. Sump discharge is draining in storm intake and is legal. CLOSE	CLOSE		
Vacant Lot Parcel 48039010170	Fred Dowie Jr 2160 Terrace Ave Winterset la 50237	Tall Grass , Weeds	50.02	Tall grass in vacant lot. Needs mowed. TL to visit . Fred came to office 5/21 dirt moved due to building on parcel. No longer a grass issue in the middle of building on parcel. Owner came into office May 30 states they are building on land and it is excavated for basement.	CLOSE		
402 W 1st Ave	Bern Investments LC	Vacant Home - Tall Grass	50.02	Caller states grass is getting high and like last year, was never mowed. Wants to ensure it will get rectified asap before it gets 1ft tall. KB visited site 5/13 contacted contractor for demo, reminded of expiration of permit to demo and discussed need for mowing and maintenance on property. Stated that they would comply asap. 5/16 tt mr white. Stated the property would be mowed by Saturday 05/18 and the demo would take place by July. Letter issued to owners for mowing and demo 5/21/19 . TL visited site 5/30/19 this has been mowed.	LETTER WITH DEADLINE SENT 5/28/19	05/28/19	CLOSE

Closed this Week

7

Up for Abatement	4
In progress	31
With Legal	TBD
LEGALS CLOSED	TBD

Meeting Date: 06/17/2019

Information

Subject

Discussion and possible scheduling of a special council meeting to approve claims

Information

In years past, council has scheduled a special council meeting to approve claims at the end of June. Staff is looking at June 26 at 10:00 a.m. Last year the meeting was also held at 10:00 a.m.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 06/17/2019

Information

Subject

Discuss parking in the 200 Block of North Buxton Street

Information

With the loss of parking in the Downtown Square due to the Warren County Justice Center project, staff has explored ways to maximize parking in the area. Most of the fingers of the Downtown Square are around 42' wide. However, the 200 Block of North Buxton Street is 48' wide. Staff is looking at the possibility of adding angled parking on one side of this block, which could increase parking from 22 spots to 35-40 spots.

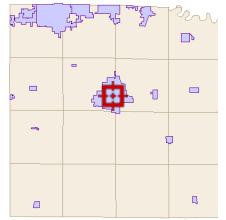
Fiscal Impact

Attachments

Buxton Map



Overview



Legend

Roads

- <all other values>
- Interstate
- Highway
- Ramp
- County Gravel
- County Level B
- County Level C
- City Gravel
- City Street
- Private Street
- Corporate Limits

Major Roads

- County Hwy
- State Hwy
- US Hwy
- Interstate
- Water

Date created: 6/13/2019
Last Data Uploaded: 6/13/2019 7:44:44 AM

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GEOSPATIAL

Meeting Date: 06/17/2019

Information

Subject

Receive and file the FY 20/21 budget calendar

Information

The FY 2021 budget calendar is in your packet and adjusted for the upcoming calendar and Council meeting dates. We will need to include steps that have been mandated by the property tax transparency law passed by the state legislature in the last session and recently signed by the governor. The additional steps are highlighted on the calendar. The calendar is for your information and should be received and filed by the Council.

Roll call is in order.

Fiscal Impact

Attachments

Calendar

FY2021 CITY OF INDIANOLA BUDGET PROCESSES

Date	Action Item	City Manager	Finance	Staff	Council
June 17, 2019	Budget Calendar Presented to Council		X		X
August 1-15, 2019	Prepare Environmental Scan for FY21 budget	X	x		
August 19, 2019	Environmental scan presented to Council	X	X		X
August 27, 2019	Initial Budget kickoff with department heads-distribute CIP Request Sheets	X	X	X	
September 15, 2019	Five year projections complete; Review CIP	X	X	X	
September 16, 2019	Finance Policy Amendments Presented to Council	X	X		X
September 30, 2019	Capital Improvement Plan Requests Due		X	X	
October 21, 2019	Council Study Session: Discuss 5 year CIP	X	X	X	X
November 1, 2019	Letter to Agencies that received previous year funding due		X		
November 15, 2019	Salary and Benefit Spreadsheet Completed		X	X	
November 18, 2019	Council Study Session: budget update, revenues, operating impacts of capital projects, and related topics	X	X	X	X
December 1, 2018	Budget Request from Other Agencies Due to Finance	X	X		
December 1, 2018	TIF debt certifications due to County Auditor		X	X	
December 1, 2019	Draft Budget due from department heads			X	
December 1-15, 2019	Discussions with Department Heads on Proposed Budgets	X	X	X	
December 16, 2019	Determine Total Maximum Property Tax Dollars requested and Whether Additional Hearing Needed		X		
December 16, 2019	Council Sets Hearing on Exceeding 102 percent of Current FY Actual Property Tax Dollars certified, if Needed		X		X
December 18, 2019	Notice Published and Placed on Social Media, if Needed		X		
January 1, 2020	Valuation Data from County		X		
January 6, 2020	Public Hearing/Resolution for Exceeding 102 Percent of Current FY Actual Property Tax Dollars certified, if Needed		X		X
January 20, 2020	Budget Workshop		X		X
January 24, 2020	Draft FY21 budgets to department heads & Council	X	X		
February 3-7, 2020	Individual Council budget discussions	X	X		X
February 10, 2020	Deadline to receive feedback regarding FY21 budget	X	X		X
February 17, 2020	Council Meeting and Budget Workshop: Set public hearing for FY21 budget for March 16, 2020	X	X	X	X
February 26, 2020	Publication of budget public hearing notice		X		
March 16, 2020	Council Meeting: Hold public hearing for FY21 budget & Adoption of budget	X	X	X	X
March 31, 2020	DEADLINE to file budget with the State/County	X	X	X	

Note: Highlighted items are changes mandated by recent property tax transparency law
Resolution to Exceed 102 Percent will require a 2/3rd affirmative vote

Meeting Date: 06/17/2019

Information

Subject

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

Information

Roll call is in order to go into closed session.

Fiscal Impact

Attachments

No file(s) attached.
