



CITY OF INDIANOLA COUNCIL MEETING

November 3, 2025

6:00 PM

City Council Chambers

110 N 1st Street, Indianola, IA

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Consent Agenda**
 - A. Approval of Agenda
 - B. Approval of Claims
 - C. Approval of Minutes of the prior meetings
 - D. Approval of Applications
 1. Consideration of the approval of a liquor license renewal for C & S Food Services, LLC., doing business as Pete's Pizza.
 2. Consideration of the approval of a liquor license renewal for Hy-Vee, Inc.
 3. Consideration of the issuance of a new liquor license for Brew Oil LLC., doing business as Brew #94.
 4. Consideration of the issuance of a new liquor license for Brew Oil LLC., doing business as Brew #97.
 5. Consideration of the issuance of a new liquor license for Brew Oil LLC., doing business as Brew #98.
 - E. Third consideration and adoption of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the R-2, single family residential attached zoning district and C-2, highway commercial zoning district to the R-2, single family residential attached zoning district (Leonard Subdivision Plat 2 Lot 6).
 - F. Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to public hearing requirements – zoning.
 - G. Resolution to approve a letter of intent to participate in support of the rural business initiative grant application.

- H. Resolution accepting a proposal from Hodges Farms and Dredging, LLC for biosolids land application.
- I. Resolution determining Water Resource Recovery Department property as surplus and authorizing sale of said property.
- J. Resolution authorizing contracts with The Shredder - MedShred for medical waste disposal services.
- K. Approval of Urban Revitalization Designations
- L. Resolution approving salaries.

6. Council Reports

- A. Councils of Government Presentation from the Mid-Iowa Planning Alliance.
- B. Council Committee Reports
- C. Consideration of the appointment of Jess Lundquist to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2026.
- D. Consideration of the appointment of Sue Edwards to the Board of Adjustment for a term beginning immediately and ending July 1, 2030.

7. Mayor's Report

- A. Community Update
- B. Operation Green Light for Veterans 2025 Proclamation

8. Public Consideration

- A. Old Business
 - 1. Second consideration of an ordinance amending Chapter 66, Load and Weight Restrictions, for Establishing Truck Routes.
 - 2. Code Compliance Case 2025-198 (Parcel 48251012000)
 - a. Hearing regarding the determination of a nuisance at parcel 48251012000.
 - b. Resolution determining if a nuisance exists at parcel 48251012000.
 - 3. Code Compliance Case 2025-225 (1012 East Euclid Avenue)
 - a. Hearing regarding the determination of a nuisance at 1012 East Euclid Avenue.
 - b. Resolution determining if a nuisance exists at 1012 East Euclid Avenue.
- B. New Business
 - 1. Resolution approving preliminary plat for Pickard Estates.
 - 2. Resolution approving a plat of survey request for parcel 25-035.

9. Other Business

- A. City Manager's Report - Jacob Meshke
- B. Discussion and action regarding future agenda items.

10. Adjourn



MEMORANDUM

To: Mayor and City Council
From:
Date: November 3, 2025
Subject: Approval of Claims

Introduction: The claims total is \$841,481.85.

Recommendation: Staff recommends approval of the claims for November 3, 2025.

Attachments: 1. Vendor Expense Approval 11032025



City of Indianola, IA

Expense Approval Report

By Vendor Name

Post Dates 9/30/2025 - 11/3/2025
Payment Dates 10/31/2025 - 11/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 104470 - 515 UPHOLSTERY					
515 UPHOLSTERY	747904	11/03/2025	REPAIR UPHOLSTERY ON GYM...	680-8700-63100	450.00
Vendor 104470 - 515 UPHOLSTERY Total:					450.00
Vendor: 048228 - AGRILAND FS INC					
AGRILAND FS INC	SEPT 2025 COMM DEV	11/03/2025	FUEL DISTRIBUTION	001-1700-65050	41.23
AGRILAND FS INC	SEPT 2025 FACILITY	11/03/2025	FUEL DISTRIBUTION	001-6220-65050	28.90
AGRILAND FS INC	SEPT 2025 FIRE	11/03/2025	FUEL DISTRIBUTION	001-1500-65050	2,905.65
AGRILAND FS INC	SEPT 2025 PD	11/03/2025	FUEL DISTRIBUTION	001-1100-65050	3,317.25
AGRILAND FS INC	SEPT 2025 SEWER	11/03/2025	FUEL DISTRIBUTION	610-8300-65050	1,262.10
AGRILAND FS INC	SEPT 2025 STREETS	11/03/2025	FUEL DISTRIBUTION	110-2100-65050	2,812.29
AGRILAND FS INC	91061017	11/03/2025	GAMEON	001-4300-65200	347.25
AGRILAND FS INC	91061264	11/03/2025	LP GAS BOTTLE	610-8300-65050	28.74
AGRILAND FS INC	PARKS FUEL	11/03/2025	PARKS - FUEL	001-4300-65050	3,913.95
Vendor 048228 - AGRILAND FS INC Total:					14,657.36
Vendor: 031150 - AGSOURCE COOPERATIVE SERVICES					
AGSOURCE COOPERATIVE SE...	PS-INV435910	11/03/2025	POOL INSPECTIONS/TESTING	680-8700-64200	42.50
Vendor 031150 - AGSOURCE COOPERATIVE SERVICES Total:					42.50
Vendor: 003400 - AHLERS & COONEY P.C.					
AHLERS & COONEY P.C.	901259	11/03/2025	LEGAL SERVICE FEES GENERAL	001-5200-64110	1,083.50
AHLERS & COONEY P.C.	902038	11/03/2025	URBAN RENEWAL GENERAL	001-5200-64110	350.00
AHLERS & COONEY P.C.	902039	11/03/2025	IDG 3, LLC DA	001-5200-64110	455.00
AHLERS & COONEY P.C.	902040	11/03/2025	AMEND NO 1 KENTUCKY RIDG...	001-5200-64110	105.00
AHLERS & COONEY P.C.	902041	11/03/2025	FIRST AMEND TO INCEPTION ...	001-5200-64110	105.00
Vendor 003400 - AHLERS & COONEY P.C. Total:					2,098.50
Vendor: 102893 - ALLIED SYSTEMS INC					
ALLIED SYSTEMS INC	66976	11/03/2025	REPAIR OF WILO	610-8350-63410	1,528.95
ALLIED SYSTEMS INC	66977	11/03/2025	REPAIR OF WILO	610-8350-63410	6,403.13
Vendor 102893 - ALLIED SYSTEMS INC Total:					7,932.08
Vendor: 103081 - AMAZON CAPITAL SERVICES					
AMAZON CAPITAL SERVICES	1LG6-N64F-DFD7	11/03/2025	GLOVES/BATTERIES	110-2100-65500	67.59
AMAZON CAPITAL SERVICES	136D-1LMW-9KYX	11/03/2025	GLOVES	001-1100-65070	320.69
AMAZON CAPITAL SERVICES	1CDD-NY7Y-7RHH	11/03/2025	OFFICE SUPPLIES	110-2500-63320	37.05
AMAZON CAPITAL SERVICES	19FT-GTHW-DHK3	11/03/2025	CABLE CONNECTORS	001-6210-65070	39.80
AMAZON CAPITAL SERVICES	1X1M-1Y6W-6VYG	11/03/2025	RUBBER BANDS, LEGOS, BOX ...	001-4200-65070	68.43
Vendor 103081 - AMAZON CAPITAL SERVICES Total:					533.56
Vendor: 003810 - AMERICAN BUSINESS PHONES					
AMERICAN BUSINESS PHONES	79577	11/03/2025	SWITCHVOX SUPPORT	001-6210-67244	2,980.00
Vendor 003810 - AMERICAN BUSINESS PHONES Total:					2,980.00
Vendor: 004603 - AUBERT'S TOWING					
AUBERT'S TOWING	91625	11/03/2025	TOWING (ABANDONED AUTO...	001-1100-64860	165.00
AUBERT'S TOWING	92225	11/03/2025	TOWING (ABANDONED AUTO...	001-1100-64860	165.00
Vendor 004603 - AUBERT'S TOWING Total:					330.00
Vendor: 104367 - BLUEMARK ENERGY LLC					
BLUEMARK ENERGY LLC	1-2828-12-202510	11/03/2025	UTILITIES	680-8700-63710	1,172.88
Vendor 104367 - BLUEMARK ENERGY LLC Total:					1,172.88
Vendor: 101330 - BRICK GENTRY P.C.					
BRICK GENTRY P.C.	456060	11/03/2025	LEGAL SERVICE FEES	001-6500-64110	63.75
Vendor 101330 - BRICK GENTRY P.C. Total:					63.75
Vendor: 007816 - CAPITAL CITY EQUIPMENT					
CAPITAL CITY EQUIPMENT	31551S	11/03/2025	BUSHING, CIR-CLIP, COLLAR	001-4300-63320	77.92

Expense Approval Report

Post Dates: 9/30/2025 - 11/3/2025 Payment Dates: 10/31/2025 - 11/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CAPITAL CITY EQUIPMENT	60149D	11/03/2025	KIT REAR G & LIFT F	610-8300-63320	1,402.51
Vendor 007816 - CAPITAL CITY EQUIPMENT Total:					1,480.43
Vendor: 104796 - CCP DIRECT					
CCP DIRECT	05518176	11/03/2025	GLOVES	610-8325-65070	250.17
Vendor 104796 - CCP DIRECT Total:					250.17
Vendor: 103678 - CERRIS SYSTEMS IOWA INC					
CERRIS SYSTEMS IOWA INC	65595	11/03/2025	MAINTENANCE AGREEMENT ...	610-8325-63410	4,747.50
CERRIS SYSTEMS IOWA INC	65703	11/03/2025	GENERATOR ASSESSMENT	610-8325-63410	711.50
Vendor 103678 - CERRIS SYSTEMS IOWA INC Total:					5,459.00
Vendor: 101724 - CINTAS CORPORATION					
CINTAS CORPORATION	5299455103	11/03/2025	FIRST AID SUPPLIES	001-4200-65070	3.65
CINTAS CORPORATION	5299455105	11/03/2025	CINTAS	610-8300-64990	40.00
Vendor 101724 - CINTAS CORPORATION Total:					43.65
Vendor: 008640 - CITY SUPPLY CORPORATION					
CITY SUPPLY CORPORATION	S1833891.001	11/03/2025	MURDOCK PUSH BUTTON ASS...	001-4300-63410	368.05
Vendor 008640 - CITY SUPPLY CORPORATION Total:					368.05
Vendor: 009110 - CNM OUTDOOR EQUIPMENT					
CNM OUTDOOR EQUIPMENT	253004	11/03/2025	STENS	110-2100-63320	22.50
Vendor 009110 - CNM OUTDOOR EQUIPMENT Total:					22.50
Vendor: 104830 - COMMERCIAL CONSTRUCTION PRODUCTS CO					
COMMERCIAL CONSTRUCTION..	20647	11/03/2025	"AA" STAMPED BEST "F" KEY...	610-8350-65070	278.00
Vendor 104830 - COMMERCIAL CONSTRUCTION PRODUCTS CO Total:					278.00
Vendor: 103280 - CONFLUENCE INC.					
CONFLUENCE INC.	33146	11/03/2025	CITY OF INDIANOLA GATEWA...	001-1700-64900	194.70
Vendor 103280 - CONFLUENCE INC. Total:					194.70
Vendor: 101480 - CRAWFORD, RICHARD L.					
CRAWFORD, RICHARD L.	101625	11/03/2025	COED SB OFFICIALS	001-4200-64250	72.00
Vendor 101480 - CRAWFORD, RICHARD L. Total:					72.00
Vendor: 102543 - DEYARMAN FORD OF INDIANOLA					
DEYARMAN FORD OF INDIAN...	232916	11/03/2025	CUT & PROGRAM EXTRA KEY	610-8300-63320	309.99
Vendor 102543 - DEYARMAN FORD OF INDIANOLA Total:					309.99
Vendor: 104823 - DIGITECH COMPUTER LLC					
DIGITECH COMPUTER LLC	618000976	11/03/2025	SEPT DIGITECH EMS FEES	001-1600-64500	5,715.80
Vendor 104823 - DIGITECH COMPUTER LLC Total:					5,715.80
Vendor: 011250 - DLH GRAFX					
DLH GRAFX	20637	11/03/2025	STAFF T-SHIRTS	680-8700-61810	172.80
Vendor 011250 - DLH GRAFX Total:					172.80
Vendor: 011879 - DOWNEY TIRE PROS					
DOWNEY TIRE PROS	36232	11/03/2025	TIRE REPAIR	001-4300-63320	37.98
Vendor 011879 - DOWNEY TIRE PROS Total:					37.98
Vendor: 102092 - DUST PROS JANITORIAL					
DUST PROS JANITORIAL	3432	11/03/2025	ACTIVITY CENTER JANITORIAL ...	001-4200-64090	800.00
DUST PROS JANITORIAL	3433	11/03/2025	CITY HALL JANITORIAL SERVIC...	001-6500-64090	4,225.00
DUST PROS JANITORIAL	3437	11/03/2025	OFFICE CLEANING	001-6210-64990	500.00
DUST PROS JANITORIAL	3438	11/03/2025	JANITORIAL SERVICES	610-8350-64090	675.00
DUST PROS JANITORIAL	3439	11/03/2025	JANITORIAL SERVICES	110-2100-64090	500.00
Vendor 102092 - DUST PROS JANITORIAL Total:					6,700.00
Vendor: 014110 - ELECTRICAL ENG & EQUIP					
ELECTRICAL ENG & EQUIP	319237-00	11/03/2025	REPAIR MOTOR	610-8350-63410	8,970.00
Vendor 014110 - ELECTRICAL ENG & EQUIP Total:					8,970.00
Vendor: 043018 - FERGUSON					
FERGUSON	WG646661	11/03/2025	Fire Day Room Faucet	001-6220-63100	123.00
FERGUSON	2116622	11/03/2025	City Hall Mens HANDLE/FAUC...	001-6500-63100	66.77
FERGUSON	WG648893	11/03/2025	City Hall Mens Sink	001-6500-63100	90.22
Vendor 043018 - FERGUSON Total:					279.99

Expense Approval Report

Post Dates: 9/30/2025 - 11/3/2025 Payment Dates: 10/31/2025 - 11/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 102983 - FRONTLINE WARNING SYSTEMS					
FRONTLINE WARNING SYSTE...	14542	11/03/2025	REPAIR WARNING SIREN	001-1500-63410	682.89
Vendor 102983 - FRONTLINE WARNING SYSTEMS Total:					682.89
Vendor: 019885 - GRAINGER INC					
GRAINGER INC	9686597643	11/03/2025	SAFETY SIGN	610-8350-65070	16.42
GRAINGER INC	9686629313	11/03/2025	DRUM LIFTER, FUNNEL	610-8350-65070	315.37
GRAINGER INC	9691004049	11/03/2025	O-RING	610-8350-65072	12.45
Vendor 019885 - GRAINGER INC Total:					344.24
Vendor: 020400 - GRIMES ASPHALT & PAVING					
GRIMES ASPHALT & PAVING	28445	11/03/2025	HOT ASPHALT	110-2100-65070	76.74
GRIMES ASPHALT & PAVING	28475	11/03/2025	HOT ASPHALT	110-2100-65070	61.84
GRIMES ASPHALT & PAVING	28485	11/03/2025	HOT ASPHALT	110-2100-65070	54.39
GRIMES ASPHALT & PAVING	28496	11/03/2025	HOT ASPHALT	110-2100-65070	75.99
GRIMES ASPHALT & PAVING	28510	11/03/2025	HOT ASPHALT	110-2100-65070	129.63
Vendor 020400 - GRIMES ASPHALT & PAVING Total:					398.59
Vendor: 104674 - HAMM INC					
HAMM INC	672142	11/03/2025	ROADSTONE	110-2100-65070	2,376.37
HAMM INC	672357	11/03/2025	ROADSTONE	110-2100-65070	879.07
HAMM INC	672358	11/03/2025	ROADSTONE	110-2100-65070	599.84
HAMM INC	672623	11/03/2025	ROADSTONE	110-2100-65070	879.48
Vendor 104674 - HAMM INC Total:					4,734.76
Vendor: 020855 - HAWKEYE TRUCK EQUIPMENT					
HAWKEYE TRUCK EQUIPMENT	167717	11/03/2025	AUGER MOTOR, T/G SPREADER	110-2500-63320	541.80
Vendor 020855 - HAWKEYE TRUCK EQUIPMENT Total:					541.80
Vendor: 104762 - HAYWARD, CHRISTOPHER A					
HAYWARD, CHRISTOPHER A	67701518A	11/03/2025	PATIENT OVERPAID RESPONSI...	001-1600-66990	475.56
Vendor 104762 - HAYWARD, CHRISTOPHER A Total:					475.56
Vendor: 101632 - HR GREEN INC					
HR GREEN INC	194234	11/03/2025	ENGINEERING	001-1700-64070	11,342.75
HR GREEN INC	194234	11/03/2025	STORM WATER ENGINEERING	650-9000-64070	778.50
HR GREEN INC	194401	11/03/2025	PAVEMENT MGMT STUDY	321-2100-67900	12,161.25
Vendor 101632 - HR GREEN INC Total:					24,282.50
Vendor: 023250 - HY-VEE					
HY-VEE	REF #48937963371	11/03/2025	WELLNESS PROGRAM - BIOM...	110-2100-61440	45.00
Vendor 023250 - HY-VEE Total:					45.00
Vendor: 024820 - IA COMMUNITIES ASSURANCE POOL					
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1100-64081	10,788.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1100-64082	38,277.37
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1100-64083	5,117.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1100-64083	631.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1500-64081	31,848.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1500-64082	6,794.03
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1500-64083	8,166.03
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1500-64083	4,578.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1600-64081	7,911.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1600-64082	7,425.87
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-1700-64081	696.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4100-64082	6,094.69
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4100-64083	50.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4100-64083	9,457.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4200-64081	759.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4200-64082	9,889.57
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4200-64083	4,715.77
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4300-64081	2,239.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4300-64082	7,573.74
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4300-64083	19,495.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4500-64082	10,060.71
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-4500-64083	5,765.00

Expense Approval Report

Post Dates: 9/30/2025 - 11/3/2025 Payment Dates: 10/31/2025 - 11/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-6220-64081	267.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-6220-64082	6,094.69
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-6500-64082	14,776.12
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-6500-64083	8,580.50
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	001-6500-64083	94.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	110-2100-64081	10,775.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	110-2100-64082	7,442.26
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	110-2100-64083	9,987.20
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	110-2100-64083	19,048.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	610-8300-64081	5,333.01
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	610-8300-64082	6,094.69
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	610-8300-64083	165,925.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	610-8300-64083	1,738.00
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	680-8700-64082	14,075.08
IA COMMUNITIES ASSURANCE....JULY 25-26 RENEWAL		11/03/2025	INSURANCE RENEWAL 25-26	680-8700-64083	32,031.00
Vendor 024820 - IA COMMUNITIES ASSURANCE POOL Total:					500,593.33
Vendor: 024727 - INDIANOLA MUNICIPAL UTILITIES					
INDIANOLA MUNICIPAL UTILIT....2593		11/03/2025	BUXTON GAS, TRASH REMOV...	001-6500-63710	125.38
Vendor 024727 - INDIANOLA MUNICIPAL UTILITIES Total:					125.38
Vendor: 024759 - INFOMAX OFFICE SYSTEMS INC.					
INFOMAX OFFICE SYSTEMS IN... AR723252		11/03/2025	INK CARTRIDGES	001-1700-65060	384.68
Vendor 024759 - INFOMAX OFFICE SYSTEMS INC. Total:					384.68
Vendor: 024849 - IOWA LAW ENFORCEMENT ACADEMY					
IOWA LAW ENFORCEMENT A... 331315		11/03/2025	BATON INSTRUCTOR RENEWAL	001-1100-62300	25.00
Vendor 024849 - IOWA LAW ENFORCEMENT ACADEMY Total:					25.00
Vendor: 023665 - IOWA LEAGUE OF CITIES					
IOWA LEAGUE OF CITIES 2025 BUDGET WORKSHOP		11/03/2025	2025 BUDGET WORKSHOP - R...	001-6200-62300	60.00
Vendor 023665 - IOWA LEAGUE OF CITIES Total:					60.00
Vendor: 024890 - IOWA PRISON INDUSTRIES					
IOWA PRISON INDUSTRIES 303670		11/03/2025	"NO TURN ON CIRCULAR RED"...	110-2100-65088	189.64
Vendor 024890 - IOWA PRISON INDUSTRIES Total:					189.64
Vendor: 024891 - IOWA SIGNAL INC.					
IOWA SIGNAL INC. 6729		11/03/2025	SERVICE CALL-JEFFERSON WAY..	110-2100-63451	710.00
IOWA SIGNAL INC. 6735		11/03/2025	CABINET KNOCKDOWN - JEFF...	110-2100-63451	33,930.00
Vendor 024891 - IOWA SIGNAL INC. Total:					34,640.00
Vendor: 104370 - IOWA TOTAL CARE INC					
IOWA TOTAL CARE INC 67706152		11/03/2025	DEPT OF CORRECTIONS PAID	001-1600-66990	1,552.48
Vendor 104370 - IOWA TOTAL CARE INC Total:					1,552.48
Vendor: 080252 - IOWA-DES MOINES SUPPLY INC.					
IOWA-DES MOINES SUPPLY IN... 509262		11/03/2025	MATERIALS/SUPPLIES MEMBE...	680-8700-65074	635.56
Vendor 080252 - IOWA-DES MOINES SUPPLY INC. Total:					635.56
Vendor: 103167 - IP PATHWAYS					
IP PATHWAYS 58610		11/03/2025	VEEAM CLOUD	001-6210-67244	378.43
Vendor 103167 - IP PATHWAYS Total:					378.43
Vendor: 104528 - JEREMIAH M SEGER					
JEREMIAH M SEGER 1012025		11/03/2025	SIDEWALK REPLACEMENT - 10...	001-1700-64111	800.00
JEREMIAH M SEGER 4052025		11/03/2025	SIDEWALK REPLACEMENT - 40...	001-1700-64111	1,900.00
Vendor 104528 - JEREMIAH M SEGER Total:					2,700.00
Vendor: 104766 - JOHN DEERE FINANCIAL					
JOHN DEERE FINANCIAL 4131822		11/03/2025	BRAKLEEN CLEANER	610-8350-65070	23.96
JOHN DEERE FINANCIAL 4133820		11/03/2025	K9 DOG FOOD	001-1100-65070	129.98
JOHN DEERE FINANCIAL 4142877		11/03/2025	ANTIFREEZE	001-4300-65070	17.94
JOHN DEERE FINANCIAL 4143510		11/03/2025	ROTATING NOZZLE	610-8350-65070	29.99
JOHN DEERE FINANCIAL 4144054		11/03/2025	NUTS, BOLTS, WASHERS	110-2100-65076	3.48
JOHN DEERE FINANCIAL 4144102		11/03/2025	RING	001-4300-65070	7.98
JOHN DEERE FINANCIAL 4148431		11/03/2025	RUBBER BOOTS	110-2100-61810	19.99
JOHN DEERE FINANCIAL 4148604		11/03/2025	OIL	001-4300-63320	40.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
JOHN DEERE FINANCIAL	4148604	11/03/2025	GLOVES	001-4300-65070	23.98
JOHN DEERE FINANCIAL	4148605	11/03/2025	REAR GATE SPRING REPAIR KIT	110-2100-63320	28.98
JOHN DEERE FINANCIAL	4150484	11/03/2025	PUMPKIN	610-8300-65990	3.99
Vendor 104766 - JOHN DEERE FINANCIAL Total:					331.24
Vendor: 009380 - JOSH'S AUTO REPAIR LLC					
JOSH'S AUTO REPAIR LLC	9325	11/03/2025	SERVICE CARS 211,212,213,22...	001-1100-63320	620.00
JOSH'S AUTO REPAIR LLC	92425	11/03/2025	BATTERY - #182	001-1100-63320	430.00
JOSH'S AUTO REPAIR LLC	10125	11/03/2025	ALTERNATOR, AIR FILTER, BAT...	001-1100-63320	1,565.00
JOSH'S AUTO REPAIR LLC	10152025	11/03/2025	SERVICE & UPPER ENGINE M...	001-1100-63320	675.00
JOSH'S AUTO REPAIR LLC	10242025	11/03/2025	SERVICE & REPAIRS - 211,212,...	001-1100-63320	2,449.00
Vendor 009380 - JOSH'S AUTO REPAIR LLC Total:					5,739.00
Vendor: 102429 - JV TRUCKING LLC					
JV TRUCKING LLC	7671	11/03/2025	ROAD STONE DELIVERED TO S...	110-2100-64990	1,621.51
Vendor 102429 - JV TRUCKING LLC Total:					1,621.51
Vendor: 029056 - KEYSTONE LABORATORIES INC					
KEYSTONE LABORATORIES INC	NT2509088	11/03/2025	KEYSTONE LAB	610-8350-64990	1,665.00
Vendor 029056 - KEYSTONE LABORATORIES INC Total:					1,665.00
Vendor: 102958 - LAWSON PRODUCTS					
LAWSON PRODUCTS	9312905618	11/03/2025	CHAIN LUBRICANT	110-2100-65072	142.08
Vendor 102958 - LAWSON PRODUCTS Total:					142.08
Vendor: 100467 - MACQUEEN EQUIPMENT LLC					
MACQUEEN EQUIPMENT LLC	P56327	11/03/2025	FACEPIECE W/NECKSTRAP	001-1500-65500	488.16
MACQUEEN EQUIPMENT LLC	W05612	11/03/2025	REPAIR CAMERA	610-8325-63410	4,279.36
MACQUEEN EQUIPMENT LLC	P29094	11/03/2025	SWEEPER PARTS	110-2700-65070	77.94
MACQUEEN EQUIPMENT LLC	W05635	11/03/2025	CAMERA REPAIR	610-8325-63410	1,661.28
Vendor 100467 - MACQUEEN EQUIPMENT LLC Total:					6,506.74
Vendor: 034020 - MCCOY HARDWARE INC					
MCCOY HARDWARE INC	A687628	11/03/2025	REPAIR VMAC TOT SLIDE RAIL...	001-4500-63100	46.00
MCCOY HARDWARE INC	A688209	11/03/2025	EDGER & TROWEL	001-6220-65070	17.53
MCCOY HARDWARE INC	A688681	11/03/2025	WASP SPRAY	001-6220-65500	5.84
MCCOY HARDWARE INC	A689054	11/03/2025	BLDG HARDWARE	001-6220-65070	1.98
Vendor 034020 - MCCOY HARDWARE INC Total:					71.35
Vendor: 101491 - MCINTYRE, CRAIG					
MCINTYRE, CRAIG	101625	11/03/2025	COED SB OFFICIALS	001-4200-64250	72.00
Vendor 101491 - MCINTYRE, CRAIG Total:					72.00
Vendor: 100707 - MED COMPASS					
MED COMPASS	48294	11/03/2025	QUANTITATIVE/QUALITATIVE ...	001-1500-64120	1,805.00
Vendor 100707 - MED COMPASS Total:					1,805.00
Vendor: 034176 - MELLEN & ASSOCIATES INC					
MELLEN & ASSOCIATES INC	039180	11/03/2025	EQUIPMENT PARTS	610-8325-63410	1,200.00
Vendor 034176 - MELLEN & ASSOCIATES INC Total:					1,200.00
Vendor: 104746 - MESHKE, JACOB					
MESHKE, JACOB	HOUSE #6	11/03/2025	HOUSING ALLOWANCE #6-FI...	001-6500-64990	1,500.00
Vendor 104746 - MESHKE, JACOB Total:					1,500.00
Vendor: 034600 - MID AMERICAN ENERGY CO.					
MID AMERICAN ENERGY CO.	572534461 GRIMES	11/03/2025	WRRF ELECTRIC/GAS	610-8350-63710	8,485.87
MID AMERICAN ENERGY CO.	572540086 SIGN	11/03/2025	HWY ENTRANCE SIGN	001-6500-63710	11.73
MID AMERICAN ENERGY CO.	572556293 ST LIGHTING	11/03/2025	STREET LIGHTING	110-2300-63780	471.33
MID AMERICAN ENERGY CO.	572709234 SEWER	11/03/2025	65/69 ELECTRIC	610-8325-63710	42.20
MID AMERICAN ENERGY CO.	572711422 WESLEY	11/03/2025	WESLEY ELECTRIC	610-8325-63710	29.25
MID AMERICAN ENERGY CO.	572792695 FIRE	11/03/2025	206 N 1ST UTILITIES	001-1500-63710	14.58
MID AMERICAN ENERGY CO.	572797353 ACT CTR	11/03/2025	ACTIVITY CENTER UTILITIES	001-4200-63710	36.75
MID AMERICAN ENERGY CO.	572798403 CO YARD	11/03/2025	GAS - COUNTY YARD	110-2100-63710	33.58
MID AMERICAN ENERGY CO.	572798518 STREETS	11/03/2025	NATURAL GAS - SHOP	110-2100-63710	50.27
MID AMERICAN ENERGY CO.	572799504 POLICE	11/03/2025	MID AMERICAN GAS BILL	001-1100-63710	16.69
MID AMERICAN ENERGY CO.	572806712 WILLOW	11/03/2025	QUAIL ELECTRIC	610-8325-63710	59.33

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MID AMERICAN ENERGY CO.	572808969 CITY	11/03/2025	CITY HALL UTILITIES	001-6500-63710	134.05
Vendor 034600 - MID AMERICAN ENERGY CO. Total:					9,385.63
Vendor: 102736 - MID-IOWA OCCUPATIONAL TESTING					
MID-IOWA OCCUPATIONAL T...	6663	11/03/2025	POST ACCIDENT D&A - PALEN	001-1600-64120	80.00
Vendor 102736 - MID-IOWA OCCUPATIONAL TESTING Total:					80.00
Vendor: 100358 - MIDWEST ALARM SERVICES					
MIDWEST ALARM SERVICES	520722	11/03/2025	FIRE ALARM INSPECTION	610-8350-64200	450.00
Vendor 100358 - MIDWEST ALARM SERVICES Total:					450.00
Vendor: 104582 - MOLINA HEALTHCARE OF IOWA					
MOLINA HEALTHCARE OF IO...	67281786	11/03/2025	DEPT OF CORRECTIONS PAID	001-1600-66990	1,547.26
Vendor 104582 - MOLINA HEALTHCARE OF IOWA Total:					1,547.26
Vendor: 104378 - NATIONWIDE OFFICE CLEANERS LLC					
NATIONWIDE OFFICE CLEANER...	63892	11/03/2025	OCT IWC CLEANING	680-8700-64090	5,776.61
Vendor 104378 - NATIONWIDE OFFICE CLEANERS LLC Total:					5,776.61
Vendor: 099229 - NELLER, THEODORE					
NELLER, THEODORE	9252025	11/03/2025	REIMBURSEMENT PARADE C...	001-1500-65990	34.90
Vendor 099229 - NELLER, THEODORE Total:					34.90
Vendor: 104833 - NEVE, STEPHANIE					
NEVE, STEPHANIE	20646669	11/03/2025	REFUND OVERPAID PARKING T..	001-1100-66990	10.00
Vendor 104833 - NEVE, STEPHANIE Total:					10.00
Vendor: 104551 - NICHOLSON, DANIEL J					
NICHOLSON, DANIEL J	67683663A	11/03/2025	PATIENT OVERPAID RESPONSI...	001-1600-66990	100.00
Vendor 104551 - NICHOLSON, DANIEL J Total:					100.00
Vendor: 024738 - NORWALK READY-MIXED CONCRETE INC					
NORWALK READY-MIXED CO...	376559	11/03/2025	REPAIR/MAINTENANCE STREE...	110-2100-63450	744.00
NORWALK READY-MIXED CO...	376560	11/03/2025	REPAIR/MAINT STORM SEWER..	650-9000-63452	1,593.00
NORWALK READY-MIXED CO...	376765	11/03/2025	REPAIR/MAINT STORM SEWER..	650-9000-63452	344.00
Vendor 024738 - NORWALK READY-MIXED CONCRETE INC Total:					2,681.00
Vendor: 040157 - O'REILLY AUTO PARTS					
O'REILLY AUTO PARTS	0337-165015	11/03/2025	WIPER FLUID & BLUEDEF	610-8300-65051	25.51
O'REILLY AUTO PARTS	0337-165510	11/03/2025	MIN SPIRITS	610-8350-65070	99.49
O'REILLY AUTO PARTS	0337-166752	11/03/2025	HD AIR FILTER	610-8300-63320	41.33
O'REILLY AUTO PARTS	0337-166883	11/03/2025	OIL FILTER & OIL	610-8300-63320	59.82
O'REILLY AUTO PARTS	033763320	11/03/2025	CLT PLT BRG	610-8300-63320	42.39
O'REILLY AUTO PARTS	0337-167066	11/03/2025	HOOK/PIC SET	610-8350-65070	12.99
O'REILLY AUTO PARTS	0337-168368	11/03/2025	TIRE VALVE	001-4300-63320	2.40
O'REILLY AUTO PARTS	0337-168846	11/03/2025	WIPER FLUID	001-1100-65050	19.74
O'REILLY AUTO PARTS	0337-169581	11/03/2025	DEF	610-8300-65050	22.90
O'REILLY AUTO PARTS	0337-170247	11/03/2025	MOTOROIL	001-4300-63320	56.97
O'REILLY AUTO PARTS	0337-170852	11/03/2025	FILTERS	110-2100-63320	211.58
O'REILLY AUTO PARTS	0337-170859	11/03/2025	AIR, OIL, & FUEL FILTER	110-2100-63320	424.49
O'REILLY AUTO PARTS	0337-171043	11/03/2025	STROBE LIGHT, BATTERY CLE...	110-2100-63320	41.62
Vendor 040157 - O'REILLY AUTO PARTS Total:					1,061.23
Vendor: 104368 - OSCAR INSURANCE COMPANY					
OSCAR INSURANCE COMPANY	67225196	11/03/2025	DEPT OF CORRECTIONS PAID	001-1600-66990	664.02
Vendor 104368 - OSCAR INSURANCE COMPANY Total:					664.02
Vendor: 041309 - OXFORD TREE SERVICE					
OXFORD TREE SERVICE	3468	11/03/2025	REMOVE PEAR TREE - 706 N B...	001-4300-64870	647.50
OXFORD TREE SERVICE	3469	11/03/2025	REMOVE DEAD PINE, STUMPS,...	001-4300-64870	971.25
OXFORD TREE SERVICE	3470	11/03/2025	REMOVE DEAD LINDEN TREES ...	001-4300-64870	1,433.75
OXFORD TREE SERVICE	3471	11/03/2025	REMOVE COTTON WOOD TRE...	001-4300-64870	2,821.25
Vendor 041309 - OXFORD TREE SERVICE Total:					5,873.75
Vendor: 041602 - PARK SEED WHOLESALE					
PARK SEED WHOLESALE	C125311197	11/03/2025	PLANTS	001-4300-65200	720.45
Vendor 041602 - PARK SEED WHOLESALE Total:					720.45

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 100620 - PARK, KRIS					
PARK, KRIS	101625	11/03/2025	COED SB OFFICIALS	001-4200-64250	144.00
Vendor 100620 - PARK, KRIS Total:					144.00
Vendor: 042000 - PELLA PRINTING					
PELLA PRINTING	70451	11/03/2025	PRINTING - WINDOW ENVELO...	001-6500-64140	484.71
Vendor 042000 - PELLA PRINTING Total:					484.71
Vendor: 103697 - PERFECTION PEST MANAGEMENT					
PERFECTION PEST MANAGEM...	78244	11/03/2025	PEST CONTROL PICKARD CON...	001-4200-63100	74.90
PERFECTION PEST MANAGEM...	78937	11/03/2025	PEST CONTROL	110-2100-63100	53.50
Vendor 103697 - PERFECTION PEST MANAGEMENT Total:					128.40
Vendor: 104316 - PRICE INDUSTRIAL ELECTRIC					
PRICE INDUSTRIAL ELECTRIC	502903	11/03/2025	DIGESTER J-BOX	610-8350-63410	1,811.72
PRICE INDUSTRIAL ELECTRIC	502907	11/03/2025	REPAIRS/MAINTENANCE	610-8350-63410	571.65
PRICE INDUSTRIAL ELECTRIC	502908	11/03/2025	REPAIR/MAINT EQUIPMENT	610-8350-63410	339.07
Vendor 104316 - PRICE INDUSTRIAL ELECTRIC Total:					2,722.44
Vendor: 103080 - PROSCREENING LLC					
PROSCREENING LLC	245924-3	11/03/2025	PRE EMPLOYMENT SCREENIN...	680-8700-64990	333.50
Vendor 103080 - PROSCREENING LLC Total:					333.50
Vendor: 044440 - PURCHASE POWER					
PURCHASE POWER	REFILL 10/24	11/03/2025	POSTAGE REFILL 10/24/25	001-6500-65080	500.00
Vendor 044440 - PURCHASE POWER Total:					500.00
Vendor: 103960 - RICHARDSON, STEVE					
RICHARDSON, STEVE	DM ST LEG BRKFST	11/03/2025	REIMBURSEMENT - ST LEG BR...	001-6100-62300	30.00
Vendor 103960 - RICHARDSON, STEVE Total:					30.00
Vendor: 103288 - SPRINGER PROFESSIONAL HOME SERVICES					
SPRINGER PROFESSIONAL H...	974955	11/03/2025	ACTIVITY CENTER PEST CONT...	001-4200-64090	70.40
Vendor 103288 - SPRINGER PROFESSIONAL HOME SERVICES Total:					70.40
Vendor: 104409 - SUMMERCREST HILLS COMMERCIAL ASSOC INC					
SUMMERCREST HILLS COMM...	413	11/03/2025	ASSOCIATION DUES Q2-2025	680-8700-62100	645.86
Vendor 104409 - SUMMERCREST HILLS COMMERCIAL ASSOC INC Total:					645.86
Vendor: 101016 - T.R.M. DISPOSAL LLC					
T.R.M. DISPOSAL LLC	37713	11/03/2025	CITY HALL TRASH REMOVAL	001-6500-64090	125.00
T.R.M. DISPOSAL LLC	37719	11/03/2025	GARBAGE BILL	001-1100-63710	23.00
T.R.M. DISPOSAL LLC	37723	11/03/2025	TRASH REMOVAL	680-8700-64090	124.00
T.R.M. DISPOSAL LLC	37798	11/03/2025	TRASH REMOVAL	610-8350-64990	194.00
Vendor 101016 - T.R.M. DISPOSAL LLC Total:					466.00
Vendor: 102585 - TG TECHNICAL SERVICES					
TG TECHNICAL SERVICES	10836	11/03/2025	HOSES & NOZZLE	001-1500-63410	218.05
Vendor 102585 - TG TECHNICAL SERVICES Total:					218.05
Vendor: 104438 - TRANE					
TRANE	990295483	11/03/2025	HVAC SENSOR REPAIR	680-8700-63100	240.00
Vendor 104438 - TRANE Total:					240.00
Vendor: 102443 - TRINITY CONSULTANTS INC					
TRINITY CONSULTANTS INC	1523684	11/03/2025	MISC CONSULTING SERVICES	610-8300-64900	1,568.86
Vendor 102443 - TRINITY CONSULTANTS INC Total:					1,568.86
Vendor: 092085 - TRUCK CENTER COMPANIES - DES MOINES					
TRUCK CENTER COMPANIES - ...	RA301070783	11/03/2025	REPAIR/MAINT VEHICLE	610-8300-63320	582.34
Vendor 092085 - TRUCK CENTER COMPANIES - DES MOINES Total:					582.34
Vendor: 102965 - TRUENORTH COMPANIES LC					
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	001-1100-64990	34.61
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	001-1500-64990	34.61
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	001-1700-64990	34.61
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	001-4100-64990	34.61
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	001-4200-64990	34.61
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	001-6500-64990	34.65
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	110-2100-64990	34.61

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TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	610-8300-64990	34.61
TRUENORTH COMPANIES LC	185275	11/03/2025	SAFETY MTG OCT 2025	680-8700-64990	34.61
Vendor 102965 - TRUENORTH COMPANIES LC Total:					311.53
Vendor: 055908 - U.S. CELLULAR					
U.S. CELLULAR	0755167553 CM	11/03/2025	TELEPHONE/CELL PHONE	001-6150-63730	47.07
U.S. CELLULAR	0755167553 COMM DEV	11/03/2025	TELEPHONE/CELL PHONE	001-1700-63730	291.53
U.S. CELLULAR	0755167553 FIRE/AMB	11/03/2025	TELEPHONE/CELL PHONE	001-1600-63730	888.68
U.S. CELLULAR	0755167553 HR	11/03/2025	TELEPHONE/CELL PHONE	001-6250-63730	47.07
U.S. CELLULAR	0755167553 IT	11/03/2025	TELEPHONE/CELL PHONE	001-6210-63730	47.07
U.S. CELLULAR	0755167553 IT	11/03/2025	TELEPHONE/CELL PHONE	001-6220-63730	47.07
U.S. CELLULAR	0755167553 SEWER	11/03/2025	TELEPHONE/CELL PHONE	610-8300-63730	316.79
U.S. CELLULAR	0755167553 STREETS	11/03/2025	TELEPHONE/CELL PHONE	110-2100-63730	186.54
U.S. CELLULAR	0762061717 COMM DEV	11/03/2025	TELEPHONE/CELL PHONE	001-1700-63730	141.40
U.S. CELLULAR	01762061717 CM	11/03/2025	TELEPHONE/CELL PHONE	001-6150-63730	47.13
U.S. CELLULAR	0762061717 FIRE/AMB	11/03/2025	TELEPHONE/CELL PHONE	001-1600-63730	889.16
U.S. CELLULAR	0762061717 HR	11/03/2025	TELEPHONE/CELL PHONE	001-6250-63730	47.13
U.S. CELLULAR	0762061717 IT	11/03/2025	TELEPHONE/CELL PHONE	001-6210-63730	47.13
U.S. CELLULAR	0762061717 IT	11/03/2025	TELEPHONE/CELL PHONE	001-6220-63730	47.13
U.S. CELLULAR	0762061717 SEWER	11/03/2025	TELEPHONE/CELL PHONE	610-8300-63730	316.91
U.S. CELLULAR	0762061717 STREETS	11/03/2025	TELEPHONE/CELL PHONE	110-2100-63730	186.72
Vendor 055908 - U.S. CELLULAR Total:					3,594.53
Vendor: 003535 - VERIZON WIRELESS					
VERIZON WIRELESS	6118603878	11/03/2025	TELEPHONE/CELL PHONE	001-1100-63730	1,589.52
VERIZON WIRELESS	6118603878CM	11/03/2025	TELEPHONE/CELL PHONE	001-1100-63730	-5,200.50
VERIZON WIRELESS	6121109934	11/03/2025	TELEPHONE/CELL PHONE	001-1100-63730	1,578.28
VERIZON WIRELESS	6123593239	11/03/2025	TELEPHONE/CELL PHONE	001-1100-63730	1,602.02
VERIZON WIRELESS	6126079734	11/03/2025	TELEPHONE/CELL PHONE	001-1100-63730	1,540.93
Vendor 003535 - VERIZON WIRELESS Total:					1,110.25
Vendor: 104287 - VICE CONSTRUCTION					
VICE CONSTRUCTION	4614	11/03/2025	DRAIN REPLACEMENT	001-1500-63100	118,667.50
Vendor 104287 - VICE CONSTRUCTION Total:					118,667.50
Vendor: 059860 - WARREN COUNTY OIL					
WARREN COUNTY OIL	3379	11/03/2025	PUMPED OUT PROPANE	610-8350-65070	-240.50
WARREN COUNTY OIL	3380	11/03/2025	PUMP OUT FEE	610-8350-65070	120.00
WARREN COUNTY OIL	3474	11/03/2025	RELEASED PRESSURE ON NOR...	610-8350-65070	90.00
WARREN COUNTY OIL	3669	11/03/2025	LUBE OIL/DRUM SUPERLINE	110-2100-63320	790.71
WARREN COUNTY OIL	3676	11/03/2025	LUBE OIL, DRUM TRANDRAUL...	110-2100-63320	768.71
Vendor 059860 - WARREN COUNTY OIL Total:					1,528.92
Vendor: 102776 - WARREN COUNTY REPUBLICANS					
WARREN COUNTY REPUBLICA...	2002697.004	11/03/2025	REFUND - BUXTON ROOM	001-4200-66990	200.00
Vendor 102776 - WARREN COUNTY REPUBLICANS Total:					200.00
Vendor: 059867 - WARREN COUNTY TREASURER					
WARREN COUNTY TREASURER	PROPERTY TAX BALANCE	11/03/2025	1ST HALF PROPERTY TAX PAR...	001-6500-65990	7.00
Vendor 059867 - WARREN COUNTY TREASURER Total:					7.00
Vendor: 103412 - WARREN WATER DISTRICT					
WARREN WATER DISTRICT	OCTOBER 2025	11/03/2025	WRRF WATER	610-8350-63710	95.45
Vendor 103412 - WARREN WATER DISTRICT Total:					95.45
Vendor: 009263 - WASTE MANAGEMENT OF IOWA					
WASTE MANAGEMENT OF IO...	8735211-0516-3	11/03/2025	BRUSH FACILITY	001-2900-64990	16.30
Vendor 009263 - WASTE MANAGEMENT OF IOWA Total:					16.30
Vendor: 102801 - WD DOOR					
WD DOOR	2516411.001	11/03/2025	DOOR MAINTENANCE	610-8350-63100	1,967.50
WD DOOR	2516411.0002	11/03/2025	REPAIR/MAINT	610-8350-63100	563.75
Vendor 102801 - WD DOOR Total:					2,531.25
Vendor: 104749 - WELLPOINT IOWA INC					
WELLPOINT IOWA INC	67291271	11/03/2025	DEPT OF CORRECTIONS PAID	001-1600-66990	1,547.26
Vendor 104749 - WELLPOINT IOWA INC Total:					1,547.26

Expense Approval Report

Post Dates: 9/30/2025 - 11/3/2025 Payment Dates: 10/31/2025 - 11/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 102227 - WELLS FARGO CCER					
WELLS FARGO CCER	WELLSFARGOSEPTEMBER2025	09/30/2025	FRIENDS OF THE LIBRARY EXP...	141-4100-65024	-13.44
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Police Chief Admin conference...	001-1100-62300	150.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	CNAADS FOR OFFICER POSITI...	001-1100-64020	300.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	CNAADS FOR OFFICER POSITI...	001-1100-64020	300.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Cake and drinks for Brian Sher...	001-1100-65070	73.89
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Contract - mnthlyCanva* I046...	001-1100-67240	15.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Cellebrite training - Det. Brow...	001-1100-67245	330.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Vacuum breaker tube, holding...	001-1100-67260	52.97
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	New faucet for sallyport sink, ...	001-1100-67260	60.80
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Fire Marshall NFPA DuesNfpa ...	001-1500-62100	225.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Austin Van Wyk FTO program....	001-1500-62300	82.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Field Training Officer Training....	001-1500-62300	82.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Fuel Card Distribution and Sto...	001-1500-65060	33.56
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Fire Prevention materialsAlert...	001-1500-65069	387.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	decon wipesSp Wipes123	001-1500-65070	289.22
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Kitchen Supplies - Soap, Trash...	001-1500-65076	59.72
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	ICC Testing-B1 Residential Bldg..	001-1700-62300	240.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	62100- ILA Membership dues...	001-4100-62100	110.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	65020-WT Cox magazine subs...	001-4100-65020	2,086.86
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	65025- Enrich Iowa- side cabi...	001-4100-65060	189.98
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Teen Hangout Snacks & Suppli...	001-4100-65079	35.30
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Wm Supercenter #1491	001-4100-65079	58.72
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Adult ProgramFareway Stores...	001-4100-65079	2.78
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Adult programHy-Vee Indiano...	001-4100-65079	17.97
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Teen Hangout Snacks & Suppli...	001-4100-65079	40.09
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Adult ProgramWalmart.Com	001-4100-65079	111.60
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Marketing expenseFlodesk.C...	001-4200-64020	38.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Grant Writing WorkshopIsu E...	001-4200-64990	40.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Costume Party Games. Was c...	001-4200-65070	149.78
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Pickard ConcessionsWm Supe...	001-4200-65070	59.66
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Morgan Creek Insights Webin...	001-6150-62300	195.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Finance Officers' Class Fall 20...	001-6200-62300	150.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	SIPSangoma US Inc	001-6210-63730	62.73
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	SubscriptionUbiquiti Inc.	001-6210-63730	19.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Network and Software purcha...	001-6210-67240	299.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Bulk email subscriptionMailch...	001-6210-67244	135.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	SubscriptionCloudflare	001-6210-67244	10.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	New safety toe shoes, Red Wi...	001-6220-61810	234.99
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	CH circulation pump coupling...	001-6500-63100	139.81
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Boiler circulation pump yearly ...	001-6500-63100	175.47
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	All-Employee BreakfastSq *wh...	001-6500-65990	1,362.48
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Online Job Ad Public Works Di...	110-2100-64020	372.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Online Job Ad - Public Works D...	110-2100-64020	495.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Online Job Ad - Public Works D...	110-2100-64020	250.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Friends of the Library expense...	141-4100-65024	205.44
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Friends of the Library - Adven...	141-4100-65024	200.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Friends of the Library expense...	141-4100-65024	120.89
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Friends of the Library expense...	141-4100-65024	105.86
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Group Ex Class LicensingLes Mi...	680-8700-62100	647.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Act*hyt*hy-Tek 2203688	680-8700-62100	250.00
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	Rec pool HVAC ignition control...	680-8700-63100	254.14
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	IWC thermostat for innovent 1...	680-8700-63100	44.60
WELLS FARGO CCER	WellsFargoSept2025	09/30/2025	State of Iowa Insurance Divisi...	820-9300-64990	104.13
Vendor 102227 - WELLS FARGO CCER Total:					11,441.00
Vendor: 104446 - WHISKERS TNR OF WARREN COUNTY					
WHISKERS TNR OF WARREN ...	10272025	11/03/2025	KITTY YOGA FUNDRAISER	680-8700-65990	135.00
Vendor 104446 - WHISKERS TNR OF WARREN COUNTY Total:					135.00

Expense Approval Report

Post Dates: 9/30/2025 - 11/3/2025 Payment Dates: 10/31/2025 - 11/3/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: 104831 - WILSON'S ORCHARD & FARM (DSM)					
WILSON'S ORCHARD & FARM ... 7		11/03/2025	TRACTOR TOUR	001-4200-64990	78.00
Vendor 104831 - WILSON'S ORCHARD & FARM (DSM) Total:					78.00
Vendor: 061992 - WOOSLEY LANDSCAPING & MOWING LLC					
WOOSLEY LANDSCAPING & ... 12740		11/03/2025	MOWING	001-4100-63100	285.00
WOOSLEY LANDSCAPING & ... 12740		11/03/2025	MOWING	001-4300-64990	8,184.00
WOOSLEY LANDSCAPING & ... 12740		11/03/2025	MOWING	001-4500-64990	570.00
WOOSLEY LANDSCAPING & ... 12740		11/03/2025	MOWING	680-8700-64091	600.00
Vendor 061992 - WOOSLEY LANDSCAPING & MOWING LLC Total:					9,639.00
Grand Total:					841,481.85

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - General	437,357.42	8,405.38
110 - Road Use Tax Fund	98,250.32	1,117.00
141 - Library Special Revenue	618.75	618.75
321 - Street Capital Projects Fund	12,161.25	0.00
610 - Sewer Fund	232,609.34	0.00
650 - Stormwater Utility Fund	2,715.50	0.00
680 - Wellness Campus Fund	57,665.14	1,195.74
820 - Health Insurance Fund	104.13	104.13
Grand Total:	841,481.85	11,441.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-1100-62300	Education/Training	175.00	150.00
001-1100-63320	Repair/Maint--Vehicle	5,739.00	0.00
001-1100-63710	Utilities	39.69	0.00
001-1100-63730	Telephone/Cellphone	1,110.25	0.00
001-1100-64020	Advertising & Legal Noti...	600.00	600.00
001-1100-64081	Insurance--Auto	10,788.00	0.00
001-1100-64082	Insurance--General Liabil...	38,277.37	0.00
001-1100-64083	Insurance--Property	5,748.00	0.00
001-1100-64860	Towing (abandoned aut...	330.00	0.00
001-1100-64990	Misc Contractual	34.61	0.00
001-1100-65050	Vehicle Operating Suppli...	3,336.99	0.00
001-1100-65070	Materials/Supplies	524.56	73.89
001-1100-66990	Refund/Reimbursement	10.00	0.00
001-1100-67240	Computer Hardware/Sof...	15.00	15.00
001-1100-67245	Specialized Equipment	330.00	330.00
001-1100-67260	Buildings/Fixed Equipme...	113.77	113.77
001-1500-62100	Membership Dues/Subsc...	225.00	225.00
001-1500-62300	Education/Training	164.00	164.00
001-1500-63100	Repair/Maint	118,667.50	0.00
001-1500-63410	Repair/Maint--Equipment	900.94	0.00
001-1500-63710	Utilities	14.58	0.00
001-1500-64081	Insurance--Auto	31,848.00	0.00
001-1500-64082	Insurance--General Liabil...	6,794.03	0.00
001-1500-64083	Insurance--Property	12,744.03	0.00
001-1500-64120	Medical/Physicals/Immu...	1,805.00	0.00
001-1500-64990	Misc Contractual	34.61	0.00
001-1500-65050	Vehicle Operating Suppli...	2,905.65	0.00
001-1500-65060	Office Supplies	33.56	33.56
001-1500-65069	Fire Prevention Materials	387.00	387.00
001-1500-65070	Materials/Supplies	289.22	289.22
001-1500-65076	Materials/Supplies--Shop	59.72	59.72
001-1500-65500	Personal Protective Equi...	488.16	0.00
001-1500-65990	Miscellaneous	34.90	0.00
001-1600-63730	Telephone/Cellphone	1,777.84	0.00
001-1600-64081	Insurance--Auto	7,911.00	0.00
001-1600-64082	Insurance--General Liabil...	7,425.87	0.00
001-1600-64120	Medical/Physicals/Immu...	80.00	0.00
001-1600-64500	Financial Management S...	5,715.80	0.00
001-1600-66990	Refund/Reimbursement	5,886.58	0.00
001-1700-62300	Education/Training	240.00	240.00
001-1700-63730	Telephone/Cellphone	432.93	0.00
001-1700-64070	Engineering	11,342.75	0.00
001-1700-64081	Insurance--Auto	696.00	0.00
001-1700-64111	Property Maintenance E...	2,700.00	0.00
001-1700-64900	Misc Consulting Services	194.70	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-1700-64990	Misc Contractual	34.61	0.00
001-1700-65050	Vehicle Operating Suppli...	41.23	0.00
001-1700-65060	Office Supplies	384.68	0.00
001-2900-64990	Misc Contractual	16.30	0.00
001-4100-62100	Membership Dues/Subsc...	110.00	110.00
001-4100-63100	Repair/Maint	285.00	0.00
001-4100-64082	Insurance--General Liabil...	6,094.69	0.00
001-4100-64083	Insurance--Property	9,507.00	0.00
001-4100-64990	Misc Contractual	34.61	0.00
001-4100-65020	Library Books & Periodic...	2,086.86	2,086.86
001-4100-65060	Office Supplies	189.98	189.98
001-4100-65079	Materials/Supplies--Prog...	266.46	266.46
001-4200-63100	Repair/Maint	74.90	0.00
001-4200-63710	Utilities	36.75	0.00
001-4200-64020	Advertising & Legal Noti...	38.00	38.00
001-4200-64081	Insurance--Auto	759.00	0.00
001-4200-64082	Insurance--General Liabil...	9,889.57	0.00
001-4200-64083	Insurance--Property	4,715.77	0.00
001-4200-64090	Janitorial Services	870.40	0.00
001-4200-64250	Officials	288.00	0.00
001-4200-64990	Misc Contractual	152.61	40.00
001-4200-65070	Materials/Supplies	281.52	209.44
001-4200-66990	Refund/Reimbursement	200.00	0.00
001-4300-63320	Repair/Maint--Vehicle	216.24	0.00
001-4300-63410	Repair/Maint--Equipment	368.05	0.00
001-4300-64081	Insurance--Auto	2,239.00	0.00
001-4300-64082	Insurance--General Liabil...	7,573.74	0.00
001-4300-64083	Insurance--Property	19,495.00	0.00
001-4300-64870	Tree Trimming & Remov...	5,873.75	0.00
001-4300-64990	Misc Contractual	8,184.00	0.00
001-4300-65050	Vehicle Operating Suppli...	3,913.95	0.00
001-4300-65070	Materials/Supplies	49.90	0.00
001-4300-65200	Landscaping/Horticultur...	1,067.70	0.00
001-4500-63100	Repair/Maint	46.00	0.00
001-4500-64082	Insurance--General Liabil...	10,060.71	0.00
001-4500-64083	Insurance--Property	5,765.00	0.00
001-4500-64990	Misc Contractual	570.00	0.00
001-5200-64110	Legal Service Fees	2,098.50	0.00
001-6100-62300	Education/Training	30.00	0.00
001-6150-62300	Education/Training	195.00	195.00
001-6150-63730	Telephone/Cellphone	94.20	0.00
001-6200-62300	Education/Training	210.00	150.00
001-6210-63730	Telephone/Cellphone	175.93	81.73
001-6210-64990	Misc Contractual	500.00	0.00
001-6210-65070	Materials/Supplies	39.80	0.00
001-6210-67240	Computer Hardware/Sof...	299.00	299.00
001-6210-67244	Annual Licensing/Support	3,503.43	145.00
001-6220-61810	Uniforms/Clothing Allow...	234.99	234.99
001-6220-63100	Repair/Maint	123.00	0.00
001-6220-63730	Telephone/Cellphone	94.20	0.00
001-6220-64081	Insurance--Auto	267.00	0.00
001-6220-64082	Insurance--General Liabil...	6,094.69	0.00
001-6220-65050	Vehicle Operating Suppli...	28.90	0.00
001-6220-65070	Materials/Supplies	19.51	0.00
001-6220-65500	Personal Protective Equi...	5.84	0.00
001-6250-63730	Telephone/Cellphone	94.20	0.00
001-6500-63100	Repair/Maint	472.27	315.28
001-6500-63710	Utilities	271.16	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-6500-64082	Insurance--General Liabil...	14,776.12	0.00
001-6500-64083	Insurance--Property	8,674.50	0.00
001-6500-64090	Janitorial Services	4,350.00	0.00
001-6500-64110	Legal Service Fees	63.75	0.00
001-6500-64140	Printing	484.71	0.00
001-6500-64990	Misc Contractual	1,534.65	0.00
001-6500-65080	Postage	500.00	0.00
001-6500-65990	Miscellaneous	1,369.48	1,362.48
110-2100-61440	Wellness Program	45.00	0.00
110-2100-61810	Uniforms/Clothing Allow...	19.99	0.00
110-2100-63100	Repair/Maint	53.50	0.00
110-2100-63320	Repair/Maint--Vehicle	2,288.59	0.00
110-2100-63450	Repair/Maint--Streets	744.00	0.00
110-2100-63451	Repair/Maint--Traffic Sig...	34,640.00	0.00
110-2100-63710	Utilities	83.85	0.00
110-2100-63730	Telephone/Cellphone	373.26	0.00
110-2100-64020	Advertising & Legal Noti...	1,117.00	1,117.00
110-2100-64081	Insurance--Auto	10,775.00	0.00
110-2100-64082	Insurance--General Liabil...	7,442.26	0.00
110-2100-64083	Insurance--Property	29,035.20	0.00
110-2100-64090	Janitorial Services	500.00	0.00
110-2100-64990	Misc Contractual	1,656.12	0.00
110-2100-65050	Vehicle Operating Suppli...	2,812.29	0.00
110-2100-65070	Materials/Supplies	5,133.35	0.00
110-2100-65072	Materials/Supplies-Main...	142.08	0.00
110-2100-65076	Materials/Supplies--Shop	3.48	0.00
110-2100-65088	Materials/Supplies--Traff...	189.64	0.00
110-2100-65500	Personal Protective Equi...	67.59	0.00
110-2300-63780	Street Lighting	471.33	0.00
110-2500-63320	Repair/Maint--Vehicle	578.85	0.00
110-2700-65070	Materials/Supplies	77.94	0.00
141-4100-65024	Friends of the Library Ex...	618.75	618.75
321-2100-67900	Capital Project Expense	12,161.25	0.00
610-8300-63320	Repair/Maint--Vehicle	2,438.38	0.00
610-8300-63730	Telephone/Cellphone	633.70	0.00
610-8300-64081	Insurance--Auto	5,333.01	0.00
610-8300-64082	Insurance--General Liabil...	6,094.69	0.00
610-8300-64083	Insurance--Property	167,663.00	0.00
610-8300-64900	Misc Consulting Services	1,568.86	0.00
610-8300-64990	Misc Contractual	74.61	0.00
610-8300-65050	Vehicle Operating Suppli...	1,313.74	0.00
610-8300-65051	Equipment/Vehicle Parts	25.51	0.00
610-8300-65990	Miscellaneous	3.99	0.00
610-8325-63410	Repair/Maint--Equipment	12,599.64	0.00
610-8325-63710	Utilities	130.78	0.00
610-8325-65070	Materials/Supplies	250.17	0.00
610-8350-63100	Repair/Maint	2,531.25	0.00
610-8350-63410	Repair/Maint--Equipment	19,624.52	0.00
610-8350-63710	Utilities	8,581.32	0.00
610-8350-64090	Janitorial Services	675.00	0.00
610-8350-64200	Inspections/Testing	450.00	0.00
610-8350-64990	Misc Contractual	1,859.00	0.00
610-8350-65070	Materials/Supplies	745.72	0.00
610-8350-65072	Materials/Supplies-Main...	12.45	0.00
650-9000-63452	Repair/Maint Storm Sew...	1,937.00	0.00
650-9000-64070	Engineering	778.50	0.00
680-8700-61810	Uniforms/Clothing Allow...	172.80	0.00
680-8700-62100	Membership Dues/Subsc...	1,542.86	897.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
680-8700-63100	Repair/Maint	988.74	298.74
680-8700-63710	Utilities	1,172.88	0.00
680-8700-64082	Insurance--General Liabil...	14,075.08	0.00
680-8700-64083	Insurance--Property	32,031.00	0.00
680-8700-64090	Janitorial Services	5,900.61	0.00
680-8700-64091	Grounds Maintenance	600.00	0.00
680-8700-64200	Inspections/Testing	42.50	0.00
680-8700-64990	Misc Contractual	368.11	0.00
680-8700-65074	Materials/Supplies--Me...	635.56	0.00
680-8700-65990	Miscellaneous	135.00	0.00
820-9300-64990	Misc Contractual	104.13	104.13
Grand Total:		841,481.85	11,441.00

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	841,481.85	11,441.00
Grand Total:	841,481.85	11,441.00



MEMORANDUM

To: Mayor and City Council
From:
Date: November 3, 2025
Subject: Approval of Minutes of the prior meetings

Introduction: Attached are the minutes from the October 20 Council meeting for review and approval.

Recommendation: Staff recommends approval of the October 20, 2025, council meeting minutes.

Attachments: 1. 20251020 CC Minutes



CITY OF INDIANOLA COUNCIL MEETING

October 20, 2025

6:00 PM

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

Call to Order

The Indianola City Council met in regular session at 6:00 PM on October 20, 2025, in the City Hall Council Chambers. Mayor Steve Richardson called the meeting to order and on roll call the following members were present: Josh Rabe, Ron Dalby, Steve Armstrong, Christina Beach, Mellisa Sones, Bob Lane. Absent: None.

Consent Agenda

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

- Approval of Agenda
- Approval of Minutes of the prior meetings
- Resolution 2025-177 setting a public hearing for November 3, 2025 at 6:00 P.M. regarding the determination of a nuisance at parcel 48251012000.
- Resolution 2025-178 setting a public hearing for November 3, 2025 at 6:00 P.M. regarding the determination of a nuisance at 1012 East Euclid Avenue.
- Consideration of the approval of a liquor license renewal for Brightman/Brown Enterprises LLC., doing business as Mojo's.
- Consideration of the approval of new tobacco permits for Brew Oil LLC.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by adding a new section prohibiting false representation of service animal.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to liquor licenses and wine and beer permits.
- Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to cigarette and tobacco permits.
- Second consideration of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the R-2, single family residential attached zoning district and C-2, highway commercial zoning district to the R-2, single family residential attached zoning district (Leonard Subdivision Plat 2 Lot 6).
- Second consideration of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to public hearing requirements – zoning.
- Resolution 2025-179 determining ambulance property as surplus and authorizing sale of said property.

- Resolution 2025-180 approving an amendment to the City Council Policy Folder, regarding the City Council Rules of Procedure.
- Resolution 2025-181 approving health insurance premium holidays.
- Resolution 2025-182 approving salaries.

Council Member Armstrong moved to approve Claims. Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Beach, Lane. NAYS: None. ABSTAIN: Sones, due to a conflict of interest. Whereas the Mayor declared the motion carried.

Council Reports

Council Member Sones reported on Indianola Main Street events. Council Member Lane reported on the recent IMU BOT meeting.

Mayor's Report

Mayor Richardson provided a community update.

Council Member Sones moved to approve the appointment of Troy Nelson to the Civil Service Commission for a term beginning immediately and ending April 1, 2028. Rabe seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Public Comment

Carole Clark, 1105 W Euclid Ave, discussed parking issues in her neighborhood.

Old Business

Council Member Sones moved to approve the first consideration of an ordinance amending Chapter 66, Load and Weight Restrictions, for Establishing Truck Routes. Lane seconded it. On roll call, the vote was AYES: Rabe, Dalby, Sones, Lane. NAYS: Armstrong, Beach. Whereas the Mayor declared the motion passed.

New Business

Council Member Armstrong moved to approve the first consideration of an ordinance amending the City Code of the City of Indianola, Iowa by deleting section 17.04(6), Committee Meetings. Beach seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Armstrong moved to waive the second and third readings and adopt the ordinance amending the City Code of the City of Indianola, Iowa by deleting section 17.04(6), Committee Meetings. Sones seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Council Member Dalby moved to approve Resolution 2025-183 adopting the City Council Subcommittee Policy and Rabe seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Beach, Sones, Lane. NAYS: None. Whereas the Mayor declared the motion carried unanimously.

Other Business

City Manager Jacob Meshke provided an update on projects and events.

The Council directed staff to invite the Mid Iowa Planning to the November 3 meeting to discuss a Council of Government. The compensation plan will be discussed at the December study session.

Adjourn

The meeting was adjourned at 6:23 PM on a motion by Sones and seconded by Dalby. Question was called for and on voice vote the Mayor declared the motion carried unanimously.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Consideration of the approval of a liquor license renewal for C & S Food Services, LLC., doing business as Pete's Pizza.

Introduction: This is a renewal of Pete's Pizza Special Class C Retail Alcohol License with outdoor service privileges.

Background: Their current license expires November 7, 2025.

Discussion: C & S Food Services is a limited liability company located at 118 North Howard Street. Owners listed on the application are Cory Amos and Samantha Amos. Staff has reviewed the application and inspected the premises.

Budget Impact: None

Recommendation: Staff recommends approving Pete's Pizza liquor license.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Consideration of the approval of a liquor license renewal for Hy-Vee, Inc.

Introduction: This is a renewal of Hy-Vee's Class E Retail Alcohol License.

Background: Their current license expires November 20, 2025.

Discussion: Hy-Vee is a corporation located at 910 N Jefferson Way. Owners listed on the application are Katie Nylen, Andrew Schroeder, Nathan Allen, Morgan Beier, Kelly Palmer, Owen Turk and Aaron Wiese. Staff have reviewed the application and inspected the premises.

Budget Impact: None

Recommendation: Staff recommends approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Consideration of the issuance of a new liquor license for Brew Oil LLC., doing business as Brew #94.

Introduction: Brew Oil LLC., is applying for a Class E Retail Alcohol License.

Background: The application has an effective date of November 3, 2025, and expires on November 2, 2026.

Discussion: Brew Oil is a limited liability company located at 311 N Jefferson Way. The owner listed on the application is Rupinder Kaur. Staff has reviewed the application.

Budget Impact: None

Recommendation: Staff recommends approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Consideration of the issuance of a new liquor license for Brew Oil LLC., doing business as Brew #97.

Introduction: Brew Oil LLC., is applying for a Class E Retail Alcohol License.

Background: The application has an effective date of November 3, 2025, and expires on November 2, 2026.

Discussion: Brew Oil is a limited liability company located at 2001 W 2nd Avenue. The owner listed on the application is Rupinder Kaur. Staff has reviewed the application.

Budget Impact: None

Recommendation: Staff recommends approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Consideration of the issuance of a new liquor license for Brew Oil LLC., doing business as Brew #98.

Introduction: Brew Oil LLC., is applying for a Class E Retail Alcohol License.

Background: The application has an effective date of November 3, 2025, and expires on November 2, 2026.

Discussion: Brew Oil is a limited liability company located at 1201 N Jefferson Way. The owner listed on the application is Rupinder Kaur. Staff has reviewed the application.

Budget Impact: None

Recommendation: Staff recommends approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council

From: Bill Mettee, Senior Planner

Date: November 3, 2025

Subject: Third consideration and adoption of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the R-2, single family residential attached zoning district and C-2, highway commercial zoning district to the R-2, single family residential attached zoning district (Leonard Subdivision Plat 2 Lot 6).

Introduction: Applicant is requesting approval of a rezoning and future land use map amendment for a duplex/townhome residential development.

Background: Property is located at the intersection of Highway 92 and South Spruce Street. The parcel was previously used as part of Harold's Trailer Sales. The applicant is requesting the rezoning from R-2 and C-2 to R-2 to accommodate six town home units.

The project is compliant with the surrounding uses, as town homes exist on South Spruce Street and the proposed development will match what exists. The applicant will submit a final plat in the future to plat the lots. That final plat will be heard at future Planning and Zoning Commission and City Council meetings.

Discussion: The Planning and Zoning Commission unanimously recommended approval of the rezoning and future land use map amendment at their September 23, 2025 meeting.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. Staff Report_Spruce Street THs RZ_092325
2. New Era Homes - New Parcel_Concept_2025-09-04
3. SpruceStTownhomes_RezoningMap_2025-09-08
4. Rezoning Application
5. ORD_Spruce Street THs_Rezoning



PLANNING AND ZONING COMMISSION STAFF REPORT

PROJECT: Spruce Street Townhomes – Rezoning and Comprehensive Plan Amendment

PREPARED BY: Bill Mettee – Senior Planner

REPORT DATE: September 19, 2025

MEETING DATE: September 23, 2025

GENERAL INFORMATION

Applicant / Owner:

Cody Sinclair, New Era Homes (Applicant) | ACD Ventures, LLC (Owner)

Owner's Representative:

Eric Cannon, Snyder & Associates

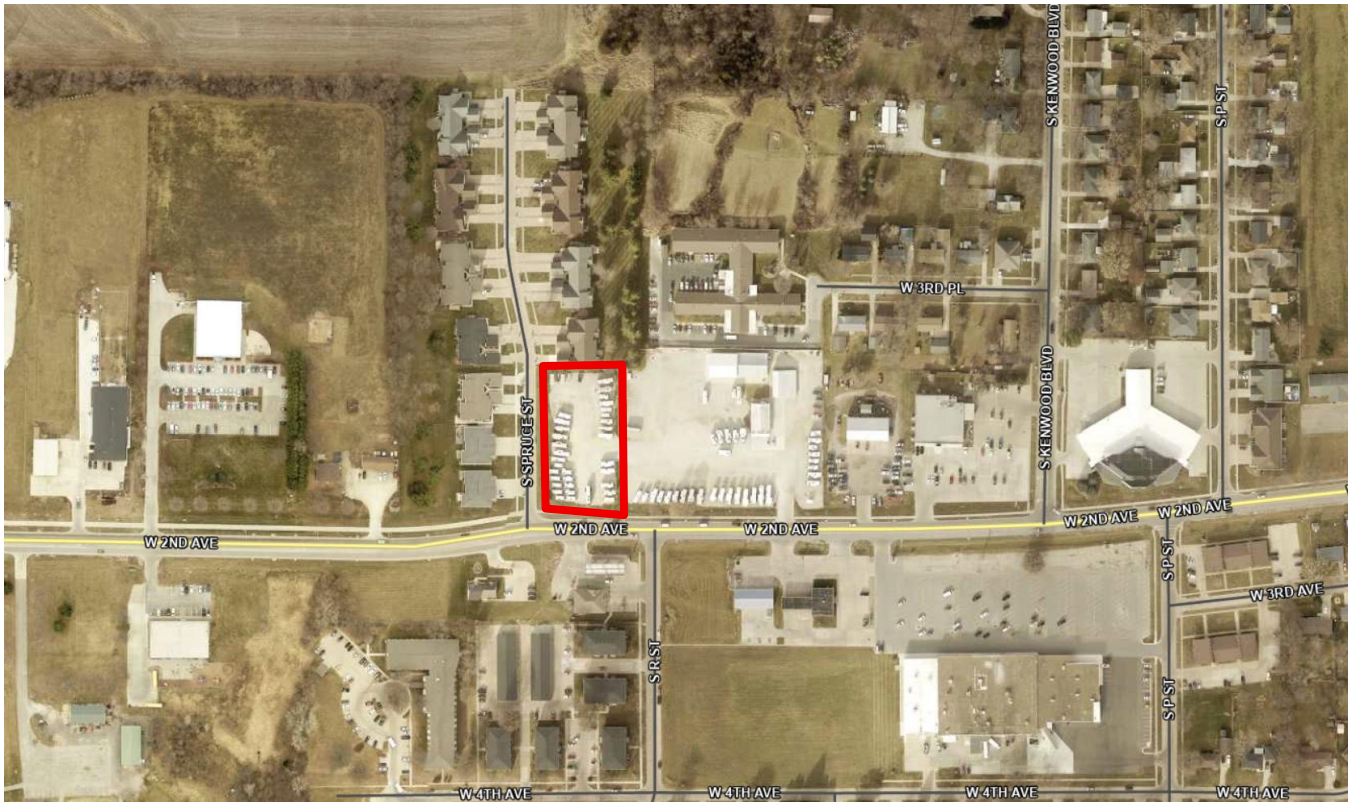
Request:

The applicant is requesting approval of a rezoning and comprehensive plan amendment for a townhome residential development.

Location and Size:

Property is located north of Highway 92 and west of South Kenwood Boulevard, containing approximately 1.09-acres.

AREA MAP



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

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Former Harold's Trailer Sales	Low to Medium-Density Residential / Regional Mixed Use	R-2 (Single-Family Residential Attached District) / C-2 (Highway Commercial District)
North	Single-Family Residential / Commercial Storage	Low / Medium-Density Residential	R-2 (Single-Family Residential Attached District)
South	Vacant / Undeveloped	Community Mixed Use	C-2 (Highway Commercial District)
East	Pickard Commerce Park Plat 1	Community Mixed Use / Industrial	C-2 (Highway Commercial District)
West	Vacant / Undeveloped	Community Mixed Use	R-2 (Single-Family Residential Attached District)

BACKGROUND

The subject property is located at the northeast corner of the intersection of Highway 92 and South Spruce Street and contains approximately 1.09-acres. The applicant requests to rezone the property from R-2 (Single-Family Residential Attached District) and C-2 (Highway Commercial District) to R-2 (Single-Family Residential Attached District) for a townhome residential development.

The property has been platted as Lot 6 of Leonard Subdivision Plat 2 and has historically been used commercially, most recently as Harold's Trailer Sales.

Notification was mailed to adjacent property owners on September 12, 2025. The rezoning signs were placed on the property by the deadline. At the time this report was written, staff received one phone call in favor of the request.

PROJECT DESCRIPTION

The concept plan identifies six lots, each with its own townhome unit. The lots range in size from 7,390 sf to 11,537 square feet. A final plat will be reviewed internally and brought before the Planning Commission soon.

A 30-foot landscape buffer is required and shown on the concept plan. Staff will work with the developer on best options to satisfy that buffer requirement.

Parkland dedication requirements will apply due to the residential nature of the project. Those details will be finalized at a later date.

COMPREHENSIVE PLAN

The Future Land Use Map identifies this area as Low to Medium-Density Residential and Regional Mixed Use. The developer is proposing an amendment to Low to Medium Density Residential to accommodate a small townhome development to match the existing housing. As seen below, the designation of Low to Medium-Density Residential supports what the applicant is proposing.

Low to Medium Density Residential is identified as:

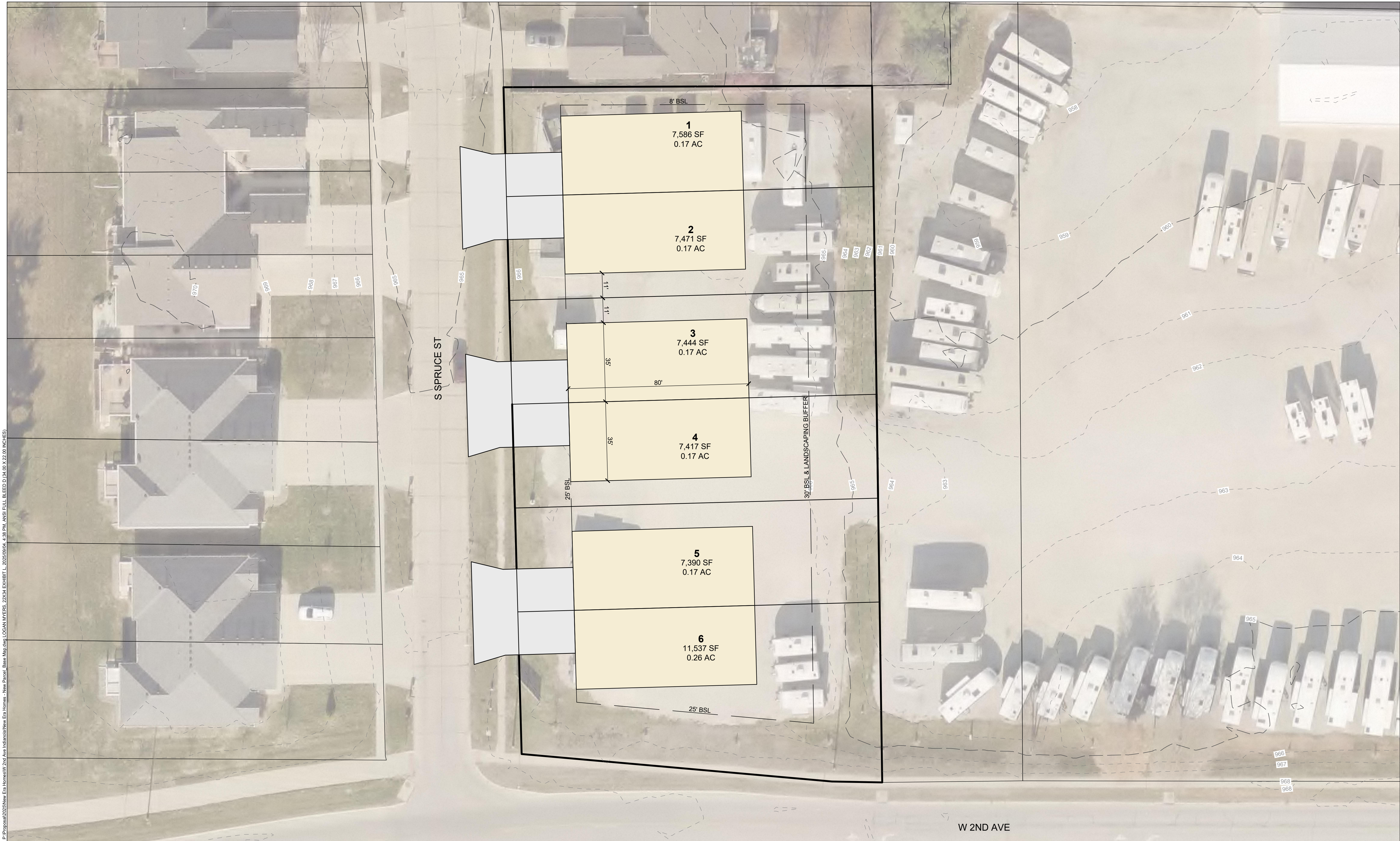
- Up to 15 dwelling units per gross acre
- May incorporate a mix of housing types including single-family detached (plus ADUs), single-family attached (townhomes and rowhouses), multi-family (condos and apartments) and student housing
- Businesses that primarily serve residents may be incorporated if compatibility standards are met through a conditional use review.
- Civic uses and places of worship may be allowed if compatibility standards are met through a special exception review
- Parks, open space, and trails

Regional Mixed-Use is identified as:

- Includes retail, office, restaurants, bars, personal and business services, and similar commercial uses, generally of a larger scale
- May incorporate multi-family residential uses up to 25 dwelling units per gross acre, if compatibility standards are met through a special exception review
- Automobile-oriented uses
- Overnight accommodations
- Civic uses and places of worship may be allowed if compatibility standards are met through a special exception review
- Parks, open space, and trails

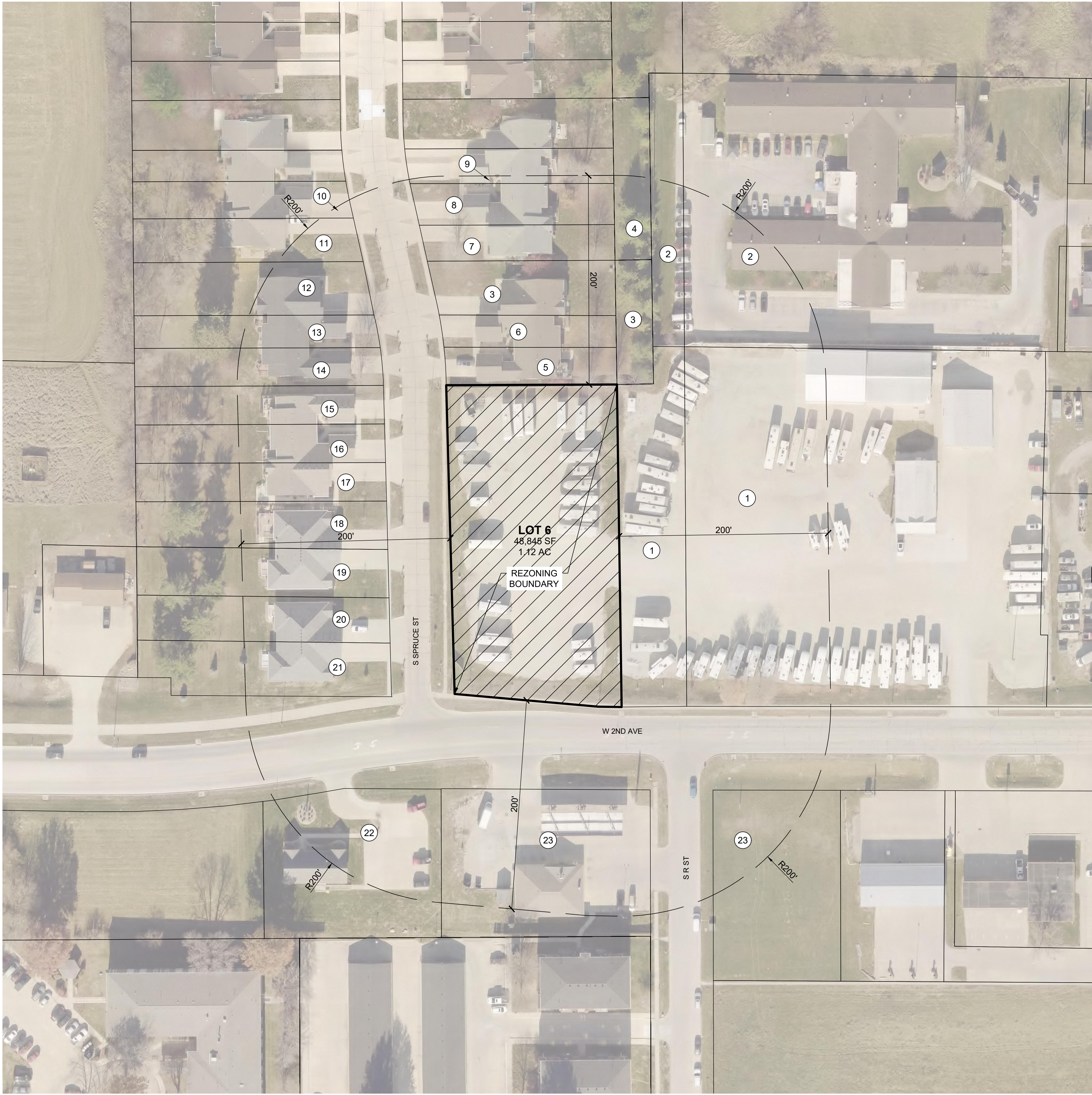
STAFF RECOMMENDATION

The proposed rezoning is generally consistent with the land uses identified in the Comprehensive Plan. Staff recommends approval of the rezoning and comprehensive plan amendment for Spruce Street Townhomes.



P:\Proposals\025\New Era Homes\W 2nd Ave Indiana\New Era Homes - New Parcel Base Map.dwg, LOGAN MYERS, 2/23/24 EXHIBIT L, 2025/09/04, 4:38 PM, ANSI FULL BLEED D (34.00 X 22.00 INCHES)

P:\Proposals\2025\New Era Homes\W 2nd Ave Indianola\New Era Homes 2nd St Townhomes Rezoning\Map_2025-09-26.dwg LOGAN MYERS, 22/24 EXHIBIT L, 2025/09/26, 11:49 AM, ANSI FULL BLEED D (34.00 X 22.00 INCHES)



ADJACENT PROPERTY OWNERS:

1. ACD VENTURES LLC
1906 W 2ND AVE
INDIANOLA IA, 50125

2. INDIANOLA IA PROPERTY HOLDINGS LLC
3450 OAKTON ST
SKOKIE, IL 60076

3. MCCOY, KENNETH TST
316 S SPRUCE ST
INDIANOLA, IA 50125

4. COMFORT, THOMAS U TST/COMFORT, KERI L TST
308 S SPRUCE ST
INDIANOLA, IA 50125

5. BORCHERT, WENDALL L TST
320 S SPRUCE ST
INDIANOLA, IA 50125

6. KOCH, DONALD A JR TST
318 SPRUCE ST
INDIANOLA, IA 50125

7. PARKER, FRED JR /IM SON
314 S SPRUCE ST
INDIANOLA, IA 50125

8. PHILLIPS, OLEVIA JO REV TST
312 SPRUCE ST
INDIANOLA, IA 50125

9. HUNTLEY, GLORIA J
310 S SPRUCE ST
INDIANOLA, IA 50125

10. ABBOTT, GREGORY B/REBECCA S
313 S SPRUCE ST
INDIANOLA, IA 50125

11. DOBSON, DAVID C/EVA L
315 S SPRUCE ST
INDIANOLA, IA 50125-4123

12. MORRISON, GARY C/JUDY I LVG TST
317 S SPRUCE ST
INDIANOLA, IA 50125
13. DUFFY, CATHERINE A
319 S SPRUCE ST
INDIANOLA, IA 50125

14. ADAMSON, CALVIN D/RUBY D
321 S SPRUCE ST
INDIANOLA, IA 50125

15. MC ANELLY REV FAMILY TST
323 S SPRUCE ST #A
INDIANOLA, IA 50125

16. ECHTERLING, GERMAINE C REV LVG TST
325 S SPRUCE ST
INDIANOLA, IA 50125

17. CUTTS, LARRY J/GERALDINE P
327 S SPRUCE ST UNIT C
INDIANOLA, IA 50125

18. STANLEY, JAMES M
329 S SPRUCE ST
INDIANOLA, IA 50125

19. TUTT, JAMES S TST/TUTT, LINDA C TST
331 S SPRUCE ST
INDIANOLA, IA 50125

20. WILBERT, CHERYL D
333 S SPRUCE ST
INDIANOLA, IA 50125

21. BAUER, DENNIS/MARY
335 S SPRUCE ST
INDIANOLA, IA 50125

22. LNM PROPERTIES LLC
2011 W 2ND AVE
INDIANOLA, IA 50125

23. DANLEE CORP
209 E SALEM AVE
INDIANOLA, IA 50125

REZONING LIMITS PROPERTY DESCRIPTION:

LOT 6 OF LEONARD SUBDIVISION PLAT 2, FILED IN THE OFFICE OF THE RECORDER IN AND FOR WARREN COUNTY, IOWA ON NOVEMBER 9, 1995 IN BOOK 10, PAGE 694 BEING A PART OF SECTION 24, TOWNSHIP 76 NORTH, RANGE 26 WEST OF THE 5TH P.M., WARREN COUNTY, IOWA, SUBJECT TO ALL ZONING, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

OWNER APPLICANT

SNA PROPERTIES LLC
209 E SALEM AVE
INDIANOLA, IA 50125
CONTACT: CODY SINCLAIR
PHONE: 515-238-2877

REZONING LIMITS SITE AREA:

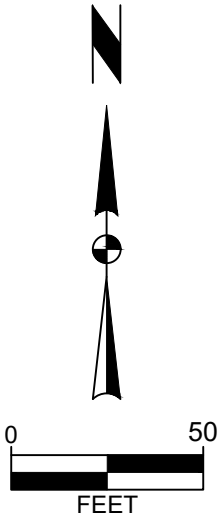
48,845 SF (1.12 ACRES)

CURRENT ZONING:

C-2: HIGHWAY COMMERCIAL DISTRICT
R-2: SINGLE-FAMILY RESIDENTIAL ATTACHED DISTRICT

PROPOSED ZONING:

R-2: SINGLE FAMILY RESIDENTIAL ATTACHED DISTRICT



SPRUCE STREET TOWNHOMES

REZONING EXHIBIT

INDIANOLA, IOWA

Project No: XXX.XXXX.XX

Sheet 1 OF 1

SNYDER & ASSOCIATES

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

Sheet 1 OF 1

Project No: XXX.XXXX.XX

LAND USE CHANGE APPLICATION

Community Development

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



PROPERTY OWNER

(Last Name) ACD Ventures LLC
(First Name) _____
(Address) 1509 Fairway Dr
(City) Indianola (State) IA (Zip) 50125
(Phone) _____ (Email) _____

APPLICANT (if not Property Owner)

(Last Name) SNA Properties LLC
(First Name) Cody Sinclair
(Address) 209 E Salem Ave
(City) Indianola (State) IA (Zip) 50125

☒ COMPREHENSIVE PLAN AMENDMENT

Submittal Requirements:

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

- ☒ Completed Application
- ☒ Property Address: Parcel ID# 48510020060
- ☒ Filing Fee: \$300
- ☒ Current Designation: RMU Proposed Designation: MDR
- ☒ A plat showing the locations, dimensions and use of the property and all property within two hundred (200) feet thereof, including streets and other physical features
- ☐ Written justification for proposed amendment
- ☐ Other Information as required by Director

☒ REZONING

Submittal Requirements:

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

- ☒ Completed Application
- ☒ Property Address: Attached Legal Description
- ☒ Filing Fee: \$300
- ☒ Current Zoning: C-2 & R-2 Proposed Zoning: R-2
- ☒ Legal description (electronic in word format)
- ☒ All items as required by Section 165.39 of the Code of Ordinances of Indianola, Iowa
- ☐ Other Information as required by Director

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

Signature Cody Sinclair

Name (printed) Cody Sinclair

Date 9/8/25

FOR OFFICE USE ONLY: Code to 45989 (Rezoning)
45681 (Comp Plan)

Date Received: _____

Receipt No: _____

Receipt Amount: _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, FOR CHANGE OF ZONING DISTRICT BOUNDARIES FROM THE R-2 SINGLE-FAMILY RESIDENTIAL ATTACHED ZONING DISTRICT AND C-2 HIGHWAY COMMERCIAL ZONING DISTRICT TO THE R-2 SINGLE-FAMILY RESIDENTIAL ATTACHED ZONING DISTRICT (SPRUCE STREET TOWNHOMES)

WHEREAS, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the zoning from the R-2 Single-Family Residential Attached Zoning District and C-2 Highway Commercial Zoning District to the R-2 Single-Family Residential Attached Zoning District for real property legally described as

LOT 6 OF LEONARD SUBDIVISION PLAT 2, CITY OF INDIANOLA, WARREN COUNTY, IOWA to the City of Indianola, Warren County, Iowa.

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

Section 1: That the zoning is amended from the R-2 Single-Family Residential Attached Zoning District and C-2 Highway Commercial Zoning District to the R-2 Single-Family Residential Attached Zoning District for real property legally described as:

LOT 6 OF LEONARD SUBDIVISION PLAT 2, CITY OF INDIANOLA, WARREN COUNTY, IOWA to the City of Indianola, Warren County, Iowa.

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

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

PASSED AND APPROVED this _____ day of _____ 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

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



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: November 3, 2025
Subject: Third consideration and adoption of an ordinance amending the Code of Ordinances of the City of Indianola, Iowa, by amending provisions pertaining to public hearing requirements – zoning.

Introduction: Approval of an ordinance to update the public hearing notice times from seven days to four days to be consistent across all bodies.

Background: State law recently changed regarding public notice times for zoning ordinance amendments from not less than seven days to not less than four days. The City of Indianola needs to amend Chapter 165, Zoning Regulations, to keep our codes in line with State codes.

Discussion: The Planning and Zoning Commission held their public hearing at the September 23, 2025 meeting and unanimously recommended approval to the City Council.

Budget Impact: None. Fees for the publication of ordinances are included in the current budget.

Recommendation: Staff recommends approval.

Attachments:

1. PZC PACKET_Code Amendment
2. ORD_Code Amendment_Public Hearing Requirements



COMMUNITY DEVELOPMENT

To: Planning & Zoning Commission
From: Bill Mettee, Senior Planner
Date: September 19, 2025
Re: Consider approval of zoning code amendment

Commissioners:

Community Development staff has been asked to bring a code amendment related to a Legislative Change Order on Public Noticing:

EXISTING:

D. Public Hearing Noticing. Not less than seven nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City.

- (1) The Commission shall not make any recommendation to the Council on an amendment to any zoning district boundaries until a sign indicating the amendment requested has been prepared and posted by the applicant. The sign shall be of such design that is approved by the zoning administrator and be in a location on the premises that is visible from all rights-of-way. The sign shall be posted at least 10 days prior to the Commission meeting and shall remain in place until the City Council has taken final action on the amendment.
- (2) Notice of the Commission meeting shall be mailed/postmarked by first class mail 10 days prior to the meeting to all property owners within 200 feet of the boundary of the property requesting an amendment to its zoning district boundaries.
- (3) Not less than seven nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City.

PROPOSED:

D. Public Hearing Noticing. ***Not less than four nor more than 20 days' notice*** of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City.

- (1) The Commission shall not make any recommendation to the Council on an amendment to any zoning district boundaries until a sign indicating the amendment requested has been prepared and posted by the applicant. The sign shall be of such design that is approved by the zoning administrator and be in a location on the premises that is visible from all rights-of-way. The sign shall be posted at least 10 days prior to the Commission meeting and shall remain in place until the City Council has taken final action on the amendment.
- (2) Notice of the Commission meeting shall be mailed/postmarked by first class mail 10 days prior to the meeting to all property owners within 200 feet of the boundary of the property requesting an amendment to its zoning district boundaries.
- (3) ***Not less than four nor more than 20 days' notice*** of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City.

Bill Mettee
Senior Planner

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDIANOLA, IOWA, BY AMENDING PROVISIONS PERTAINING TO PUBLIC HEARING REQUIREMENTS – ZONING

Be It Enacted by the City Council of the City of Indianola, Iowa:

SECTION 1. SUBPARAGRAPH MODIFIED. Subparagraph D of Subsection 5 of Section 165.02 of the Code of Ordinances of the City of Indianola, Iowa, is repealed and the following adopted in lieu thereof:

D. Public Hearing Noticing. Not less than four nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City.

(1) The Commission shall not make any recommendation to the Council on an amendment to any zoning district boundaries until a sign indicating the amendment requested has been prepared and posted by the applicant. The sign shall be of such design that is approved by the zoning administrator and be in a location on the premises that is visible from all rights-of-way. The sign shall be posted at least 10 days prior to the Commission meeting and shall remain in place until the City Council has taken final action on the amendment.

(2) Notice of the Commission meeting shall be mailed/postmarked by first class mail 10 days prior to the meeting to all property owners within 200 feet of the boundary of the property requesting an amendment to its zoning district boundaries.

(3) Not less than four nor more than 20 days' notice of the time and place of the City Council hearing to consider any proposed amendment or change in the Zoning Ordinance or zoning district boundaries shall be published in a newspaper having general circulation in the City.

SECTION 2. SEVERABILITY CLAUSE. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

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

Mayor

ATTEST:

City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, _____.

City Clerk



MEMORANDUM

To: Mayor and City Council
From: Bryce Johnson, Community and Economic Development Director
Date: November 3, 2025
Subject: Resolution to approve a letter of intent to participate in support of the rural business initiative grant application.

Introduction: Main Street Indianola intends to apply for the Iowa Rural Business Initiative Grant, administered by the Iowa Rural Development Council. This competitive grant program supports rural communities in launching or expanding business development initiatives that strengthen local economies and improve the quality of life. The current application deadline is November 7, 2025. Main Street Indianola is preparing a proposal that aligns with the program's goals, specifically, enhancing downtown vitality, supporting small businesses, and fostering entrepreneurship in Indianola. The application requires a letter of support from the city.

Background: Building on the success of the 2025 pilot program focused on supporting small businesses in rural communities, the Wells Fargo Foundation has awarded a \$250,000 grant to the Iowa Rural Development Council (IRDC) to continue its support for businesses, start-ups, and entrepreneurs.

The Rural Business Initiative (RBI) will provide grants of at least \$30,000 to community organizations that work with small businesses, dollars that can be directed to the businesses themselves for capital costs, soft costs, training or strategic planning.

The application deadline is November 7, 2025, and is eligible for non-metro communities with populations under 20,000 who are at least within 50 miles of a Wells Fargo Bank Branch.

Discussion: Communities will be selected based on their vision for supporting small businesses, while at the same time recognizing there are under-represented populations for whom these grant dollars may be especially significant to. If our community is selected, the funds could support initiatives that provide technical assistance, network-building, training, strategic planning or commit funds for capital needs. If Council concurs, staff has prepared a letter of support for the Mayor's signature and to transmit it to Main Street Indianola for inclusion in their grant submission. Please let staff know if you have questions or would like additional information about the grant program.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2025- Support Grant Application
2. WF Rural Business Init Grant Letter of Support_11-03-2025 (1)

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION TO APPROVE A LETTER OF INTENT TO PARTICIPATE
IN SUPPORT OF THE RURAL BUSINESS INITIATIVE GRANT APPLICATION**

WHEREAS, the City of Indianola, Iowa ("City") recognizes the importance of supporting small businesses in the community; and

WHEREAS, Indianola Main Street intends to submit an application to the Iowa Rural Development Council for a Rural Business Initiative ("RBI") grant to support such efforts; and

WHEREAS, participation in the RBI Grant Program aligns with the City's goals to create a resilient, diverse, and innovative local economy that supports job creation, business retention, and community growth; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the City hereby approves the Letter of Intent to Participate in support of Indianola Main Street's Iowa Rural Development Council Grant application and authorizes the Mayor to sign the attached Letter of Intent to Participate.

Passed and approved this 3rd day of November 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



— Community & Economic Development Department —

November 3, 2025

Bill Menner
Executive Director
Iowa Rural Development Council
director@iowardc.org

RE: Letter of Support

Dear Mr. Menner and the Iowa Rural Development Council:

On behalf of the Indianola City Council, I am pleased to submit this letter of support for Indianola Main Street's application to the Rural Business Initiative Grant Program (RBI) offered by the Iowa Rural Development Council (IRDC). We believe this program is a timely and strategic opportunity to help rural communities like Indianola strengthen their business ecosystems, foster entrepreneurship and support sustainable economic vitality.

Indianola recognizes the importance of small businesses, start-ups and entrepreneurs in driving local employment, civic engagement and community identity. The City Council has consistently supported initiatives that reduce barriers to business growth, enhance local capital, and encourage strengthening business skills. Through this letter, the Council affirms its willingness to partner, collaborate and align city resources to maximize the impact of this grant program.

The City Council anticipates that participation in this RBI-funded effort will produce multiple tangible benefits for Indianola, including:

- Strengthened support systems for local entrepreneurs and small businesses.
- Job creation and retention in the non-metro setting.
- Increased capacity for local organizations to assist business growth and innovation.
- Enhanced economic resilience and diversification of our local economy.

In summary, the Indianola City Council strongly endorses this application to the RBI program and expresses its commitment to embracing this opportunity. We believe this collaboration with Indianola Main Street will help strengthen Indianola's business environment, support entrepreneurs, and contribute to the vitality of our rural community.

Respectfully,

Steve Richardson
Mayor
City of Indianola



MEMORANDUM

To: Mayor and City Council
From: Jared Keenan, WRRD Superintendent
Date: November 3, 2025
Subject: Resolution accepting a proposal from Hodges Farms and Dredging, LLC for biosolids land application.

Introduction: Staff recommends hiring Hodges Farms and Dredging, LLC to haul and apply the biosolids from the Water Resource Recovery Facility onto the city owned agriculture fields.

Background: Biosolids application occurs annually to get rid of our biosolids accumulation from our wastewater treatment process. Hodges Farms was chosen not just on their above satisfactory work history with the city but also the availability to get on site to best fit our schedule needs.

Discussion: We must remove the biosolids that is in our storage tank to make room for this upcoming years biosolids. We only have a two times a year to apply on our agriculture fields, spring and fall, and we will not make it to the spring with how full we are. Other quotes were solicited and that this process is in line with state bid law requirements.

Budget Impact: This biosolids application agreement is for \$95,000. There is adequate budget from surplus funds to pull from other accounts. The remaining \$35,250.00 will come from reserves, which will leave a reserve balance of \$598,812.06. Please note that in future years we will have more than adequate funds due to no longer hauling away the old lagoon facilities.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2025- Accepting Proposal for Biosolids Land Application
2. Exhibit A

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION ACCEPTING A PROPOSAL FROM
HODGES FARM AND DREDGING FOR BIOSOLIDS LAND APPLICATION**

WHEREAS, the City of Indianola is in need of engaging a company to provide Biosolids Land Application for the City (hereinafter referred to as "Services"); and

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

WHEREAS, after review of the proposals the staff believes it to be in the best interest of the City to engage Hodges Farm and Dredging for the Biosolids Land Application in the amount of \$0.09/gallon plus mobilization fees; and

WHEREAS, it is the determination of the City Council that the City should accept the proposal from Hodges Farm and Dredging in the form attached as Exhibit "A".

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

1. The proposal from Hodges Farm and Dredging for the services is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor or his designee is authorized and directed to execute an agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City

PASSED AND APPROVED this 3rd day of November 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

**HODGES FARMS
AND DREDGING, L.L.C.**

September 3, 2025 – Updated 10/27/25

City of Indianola
Attn: Jared Keenan
10939 Grimes Street
Indianola, IA 50125



Dear Jared,

Hodges Farms and Dredging (HFD) is pleased to provide pricing for residuals sampling and land application of residuals from the Indianola Water Resource Recovery Facility sludge holding tank located at 10939 Grimes Street, Indianola, IA.

Residuals Testing:

Residuals will be tested as required by Iowa Department of Natural Resources (IDNR) and Federal CFR 503 requirements for land application. All material that meets these standards will be land applied. Residual samples will be submitted to a permitted and qualified lab performing work in the State of Iowa. Work will be completed by HFD staff using a boat and proper sampling gear and equipment. One composite residuals sample will be collected from the holding tank. Analysis will include all Federal 40 CFR - Part 503/IDNR requirements and parameters to meet land application criteria (503 metals, NPK, total solids, volatile solids, pH, and grab samples for fecal coliform/geometric mean).

Iowa Department of Natural Resources:

All necessary IDNR permitting and testing will be completed by HFD. All sites will be identified and soil tested prior to land application as required by IDNR.



Land Application Sites:

Land application sites will be secured by HFD for land application of residuals. All sites will be soil sampled as required by IDNR. Site signatures from growers and/or landowners will be obtained for each site by HFD. A site specific application plan will be developed for each site/field as it pertains to residuals levels for nitrogen, calcium, phosphorus, potassium or other limiting nutrients. Application rates will be developed based on percent solids, maximum application rates for nutrients, and/or hydraulic loading for each field.

Sludge Holding Tank Residuals Removal and Land Application:



HFD will utilize a tractor and pull tank to land apply residuals from the sludge holding tank. Trucks with tanker trailers will top load residuals from the onsite sludge holding tank/overhead loadout. Residuals will be hauled to agricultural fields and land applied. Tractor and applicator tank applicators will be equipped with toolbars used to subsurface inject the residuals and/or surface applied based on testing and crop type. Application method is determined by crop type and/or regulatory approval.

Regulatory Reporting and Grower Report:

HFD will be responsible for all regulatory compliance, oversight, and reporting. HFD has extensive knowledge and experience working with IDNR and has undertaken numerous projects in the immediate area for many years as well as worked with the City of Indianola in years past. HFD is highly attuned to the need for vigilance and caution in the handling and management of byproduct materials. HFD mitigates these risks through specific employee training, high quality transportation and land application equipment, continuous management oversight, and compliance reporting.

HFD will provide growers receiving residuals a Grower Report to show them the amount of residuals applied and the agronomic benefits associated with the application. Growers implementing a residuals program using byproducts from the City of Indianola's lagoon and sludge holding tank will minimize expenditures on commercial fertilizer materials and documenting these savings will be important.

Pricing:

We propose the following **Residuals Removal and Land Application Quote** for the City of Indianola Onsite Sludge Holding Tank:

Mobilization, Agronomy, Testing, Permitting & Report **\$10,000**

Residuals Removal - \$0.09 per gallon*

***Invoicing will be completed using an inline flow meter measuring total gallons. MINIMUM volume to include 400,000 gallons.**

HFD Will Provide

Agronomy services, sludge holding tank solids removal, soil sampling and analysis, IDNR compliance, adequate approved landbase, applicator tractor with toolbar, trucks with tanker trailers to transport residuals to land application sites, onsite superintendent, and all associated labor.

City of Indianola To Provide

Suitable site for set up of equipment, access to sludge holding tank and use of City overhead loadout, and negotiated needs.

HFD's Commitment

The recycling of residuals on agricultural land as organic nutrient, nutrient replacement, or pH adjustment source is a practice that has been utilized by many municipalities throughout the United States. The IDNR and Federal Environmental Protection Agency (*EPA*) regulate this programs to insure that specific management practices are utilized to protect public health and the environment. HFD is committed to strict compliance of all federal and state regulations and guidelines which are in place to protect public health and the environment.

All growers and land owners that participate in HFD's land application programs participate on a voluntary basis only. HFD maintains a variety of disposal options through a diversified landbase based on crop rotation, soil type, and location by providing agronomic, environmental, and economic benefits. HFD has made a long term commitment to recycling a variety of byproducts for customers and growers across the entire Midwest.

This proposal is delivered in good faith. Please note that this proposal is based on HFD's standard terms and conditions and shall be strictly non-binding until all parties negotiate and execute a binding contract.

Thank you,

A handwritten signature in blue ink, appearing to read "Jeff Hodges".

Jeff Hodges/Owner
Hodges Farms and Dredging LLC.

A handwritten signature in blue ink, appearing to read "Aaron C. Gruenewald".

Aaron Gruenewald/Managing Director

Hodges Farms and Dredging

501 N West Street Lebo, KS 66856 • 620-343-0513 • jeff@hodgesfd.com • www.hodgesfd.com

Listed below is an overview of our company services and equipment.

- * Over 30 years of experience in sludge removal
- * Agriculture experience
- * Timely extraction
- * Sludge and soil sampling
- * Transporting and application of both liquid and cake biosolids

We have and operate the following equipment:

- 1- Nuhn Lagoon Crawler
- 1- 80' Long Reach Excavator
- 3- Dozer with 60' and 40' push pipe
- 1- Floating Dredge
- 7- Pump Tractors with 220hp or more
- 9- Four Wheel Drive Tractors with front assist, Flotation Tires 425hp
- 6- Self Loading Vac Tanks with Flotation Tires, grinder pumps, and injectors
7500 and 8500-gallon capacity
- 5- Eight Inch Load Outs (two are double)
- 4- Eight Inch Lagoon Pumps 52'
- 4- Eight Inch Booster Pumps
- 2- Industrial Air Compressors
- 23- 7500 Gallon Sealed Transport Tankers and Service Trucks
- 1- 100' Boom Truck
- 7- Semi Trucks
- 4- Manure Spreader
- 1- Cake Manure Spreader
- 1- 95HP Loader Tractor
- 2- Skid Loader
- 1- End Dump Semi Trailer
- 1- Telehandler
- 1- 6" Hydraulic Pump
- 2- 12 Inch Lagoon Pumps
- + Other supporting equipment (hoses, fittings, etc.)

We have completed hundreds private and municipal projects in Kansas, Missouri, Arkansas, Oklahoma, Nebraska, and Iowa. All work has been done according to all City, State, and Federal regulations. Projects have consisted of both liquid and cake biosolids applications. We have executed many projects within time restraints for public and private projects. All employees are OSHA 10 Certified and have several OSHA Confined Space Training.



MEMORANDUM

To: Mayor and City Council
From: Jared Keenan, WRRD Superintendent
Date: November 3, 2025
Subject: Resolution determining Water Resource Recovery Department property as surplus and authorizing sale of said property.

Introduction: The purpose of this memorandum is to request authorization from the City Council to surplus items at the Water Resource Recovery Facility. These items include the Water Pollution Control "WPC" facility generator, snowblower and hydraulic power unit.

Background: The WPC generator is decommissioned, but operable.

The walk behind snowblower has not been used since we moved to the new facility in 2022. This piece of equipment is operable.

The hydraulic power unit is no longer operable and we have attempted to rebuild, but the cost has gotten too high to justify its repair.

Discussion: Staff have reached out to multiple generator repair companies and they have showed little interest in purchasing a used unit. Most utilities that need a generator have no interest in an older used unit due to the unknown life left.

Budget Impact: Limited revenue-generating opportunity.

Recommendation: Staff recommends approval.

Attachments: 1. Res 2025- Delcaring Surplus

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION DETERMINING WATER RESOURCE RECOVERY DEPARTMENT PROPERTY
AS SURPLUS AND AUTHORIZING SALE OF SAID PROPERTY**

WHEREAS, the City of Indianola Water Resource Recovery Department owns the following property which was purchased with sewer funds: CAT Generator, walk behind snowblower, and Stanley Hydraulic Power Unit; and

WHEREAS, continued ownership of the CAT Generator, walk behind snowblower, and Stanley Hydraulic Power Unit no longer serves the City's operational needs and may pose unnecessary risk or liability; 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, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that CAT Generator, walk behind snowblower, and Stanley Hydraulic Power Unit is determined to be surplus property.

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

PASSED AND APPROVED this 3rd day of November 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: November 3, 2025
Subject: Resolution authorizing contracts with The Shredder - MedShred for medical waste disposal services.

Introduction: Council approval is needed for a contract with MedShred for biomedical waste disposal.

Background: The City of Indianola had multiple providers for biomedical waste disposal at our facilities.

Discussion: The Fire Department, Indianola Wellness Campus and Veteran's Memorial Aquatic Center have medical waste that needs to be disposed of in a safe and responsible manner. The Fire Department has items picked up every eight weeks, whereas the IWC and pool have items picked up on an as-needed basis.

Staff reached out to companies in the metro area to get price quotes on biohazardous waste disposal. The Shredder-MedShred had the best services at the lowest cost.

Budget Impact: The Fire Department will see a savings of approximately \$500 by switching services to this company.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2025- Authorize Contracts with MedShred
2. City of Indianola - Fire Department Medwaste
3. Indianola Wellness Campus- Med Auto
4. City of Indianola - Veterans Memorial Pool Medwaste (1)

City of Indianola
RESOLUTION NO 2025-

**RESOLUTION AUTHORIZING CONTRACTS WITH THE SHREDDER - MEDSHRED
FOR MEDICAL WASTE DISPOSAL SERVICES**

WHEREAS, the City of Indianola desires to engage The Shredder - Medshred to handle the disposal of medical waste from the Fire Department, Indianola Wellness Campus and the Veteran's Memorial Aquatic Center; and

WHEREAS, The Shredder - MedShred has submitted contracts for each location outlining the scope of services, terms and conditions under which they will provide the services; and

WHEREAS, the City Council has reviewed the contracts and finds them to be in the best interest of the City to approve and authorize execution of the agreements.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that the contracts with The Shredder – MedShred are hereby approved and the Mayor or City Manager are hereby authorized to sign the contracts on behalf of the City of Indianola.

Approved this 3rd day of November 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



THE SHREDDER
MEDSHRED

MEDSHRED AGREEMENT

Prepared for:

•
**Company Name: City of Indianola-
Fire Department**

Client's Full Name: Arron Hurt

**Client's Email Address:
ahurt@indianolaiowa.gov**

Created by: The Shredder

**Name: Jarez Howard
The Shredder + MedShred**

Company: The Shredder + MedShred

Address: Iowa - 1000 Thomas Beck Road, Des Moines, IA 50315

Missouri - 120 NW Business Park Lane, Riverside MO 64150

INTRODUCTION

Welcome to The Shredder + MedShred, your trusted partner in secure and compliant disposal services. With our unwavering commitment to providing certified secure disposal and down-to-earth service, we are dedicated to ensuring that your sensitive information and hazardous materials are handled with the highest level of care and professionalism.

Operating across the Midwest, we specialize in a comprehensive range of shredding and disposal services tailored to meet the unique needs of commercial clients in the finance, legal, and medical industries. From one-time paper shredding and hard drive destruction to electronic media disposal and medical waste management, our services are designed to uphold the strictest security and compliance standards.

Our team of experts brings both experience and dedication to every task, ensuring that your documents, data, and medical waste are disposed of securely and responsibly. At The Shredder + MedShred, we understand the critical importance of safeguarding your privacy and maintaining compliance with all relevant legal and environmental policies.

Thank you for choosing The Shredder + MedShred. We look forward to providing you with reliable and efficient shredding and disposal solutions.

Client Service Agreement

"IT'S OUR BUSINESS TO ENSURE NO ONE KNOWS YOUR BUSINESS"

CLIENT INFORMATION

Service Location:

- Company Name: City of Indianola Fire Department Phone Number: 515-961-9405

Contact Name: Aaron Hurt Position: Chief

Email: ahurt@indianolaiowa.gov

Address: 110 North 1st Street

City: Indianola

State: Iowa

Zip: 50125

CLIENT BILLING INFORMATION

Company Name: City of Indianola

Phone Number: +15159625353

Fax:

Contact Name: Chief

Position: Chief

Email: dmthomas@indianolaiowa.gov

Address: 110 North 1st Street

City: Indianola

State: Iowa

Zip: 50125

County:

Billing Notes:

SERVICE INFORMATION

Start Date: Tbd

Start Date Notes: Tbd

Annual Quota: *(Replace if on Monthly Bill with container allotments)*

Minimum Charges or No Waste Fee: \$40.00

Product/Service	Quantity	Price Per Unit
RMW Medical 30 Gallon Box RMW Medical - Reoccurring service - 30 Gal Box	1	\$40.00

Set Up Fee:N/A

Length of Contact: 3 years

Surcharges: 20%

Frequency Notes: Every 8 weeks

Overweight Cost: \$3.00 per lbs

Location of Containers: n/a

Service Description:\$40.00 per box

AGREED TO BY

Green Resource Management Inc.
The Shredder

Signed: *Jarez Howard*

Printed Name: Jarez Howard

Position: Account Manager

Date: October 16, 2025

CUSTOMER AGREES TO HAVING REVIEWED AND AGREED TO
TERMS AND CONDITIONS OUTLINED ON THE BACK OF THIS CONTRACT

- Company: City of Indianola-Fire Department

Signed:

Printed Name: Arron Hurt

Position: Chief

Date: October 16, 2025

GUARANTY

The undersigned guarantor jointly and severally unconditionally guarantees prompt payment when due of each monthly payment due and payable under the forgoing Installment Contract. To enforce the liability of the guarantor hereunder, Seller or its assignee shall not be required, first to (a) give guarantor notice of Buyer's default, (b) repossess the equipment or, (c) attempt to enforce the liability of Buyer under the Installment Contract. Seller or its assignee may from time to time accept late payments and may extend terms of this Installment. Contract without detracting or diminishing this continuing guaranty. This is a guarantee of payment not of collection. The Guarantor acknowledges that execution of this guaranty is a material part of the consideration upon which Seller relies on consummating this Installment Contract and that this guaranty is executed as an inducement to the Seller to consummate the Contract.

Guarantor's Name:

Guarantor's Signature:

Street:

City:

Zip:

TERMS AND CONDITIONS

1. **Sole Terms** All obligations of Green Resource Management, Inc. DBA MedShred ("MedShred") and Client are exclusively subject the terms and conditions contained herein and any addenda agreed to by the parties in writing and attached hereto. This Agreement shall not be modified except as expressly set forth in writing agreed upon and executed by the parties hereto.
2. **Regulated Medical Waste Services MedShred** will provide the following services to Client:
 - a. MedShred will collect, transport, treat and dispose of all Regulated Medical Waste (except for Non-Conforming Waste) generated by Client during the term of this Agreement.
 - b. Responsibility for transportation of regulated Medical Waste collected from Client shall transfer and vest in MedShred at the time it is loaded onto MedShred's vehicle. Client shall have title to Regulated Medical Waste at all prior times. Client shall hold title to any Non-conforming Waste at all times, whether refused for collection or returned to the customer for proper disposal after collection. All regulated Medical Waste must be accompanied by a properly completed shipping document pursuant to 49 CFR 172.202 (Manifest).
 - c. MedShred employees may refuse containers that are determined to be Non-Conforming Waste as identified in the Regulated Waste Acceptance Policy (RWAP). Customer shall place only "Regulated Medical Waste" as defined by 49 CFR 173.134 or by any other federal, state and local regulations.
 - d. Customer represents and warrants that i) the waste presented for disposal will not contain any "hazardous", "toxic", "radioactive" or Non-conforming Wastes as defined by all applicable laws, regulations and the RWAP, i) the waste strictly conforms to MedShreds RWAP and their local laws and regulations concerning Regulated Medical Waste and it they have reviewed the attached RWAP and its complete definitions and requirements.
 - e. Customer shall be liable for any and all injuries, losses and damages resulting from Non-Conforming Wastes.
 - f. All lab wastes or materials which contain or have the potential to contain infections substances arising from those agents listed under 42 CFR 73 are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal.
 - g. Client agrees to use no other Medical Waste disposal service during the Term of this Agreement and any Renewal Terms granted under this agreement.
 - h. Further definitions are included under the current RWAP, which is attached and made a part of this Agreement and specifically incorporated herein. MedShred reserves the right to change the RWAP at any time to ensure compliance with applicable laws or regulations. A copy of the RWAP may also be obtained from your local MedShred representative.
3. **Term of Agreement** This Agreement shall remain in full force and effect for 3 years ("Initial Term"), commencing on the effective date hereof, the effective date of this agreement is defined as the signature date of this agreement or the date in which the customer takes possession of the equipment used to facilitate the Medical Waste Disposal Service as defined as the start date, whichever is later. Unless a new agreement is signed by both parties, this Agreement will automatically renew (each a "Renewal Term") for additional annual terms unless terminated by either party, by written notice, at least 30 days, but no more than 90 days, prior to the expiration of either the Initial Term or any Renewal Term. On termination by either party, Client will immediately pay MedShred all outstanding balances for services performed by MedShred prior to termination of the Agreement and upon the termination date, MedShred shall have the right to retrieve its containers and equipment from Client, wherever located. All Renewal terms shall be subject to the Terms and Conditions contained within this agreement.
4. **Equipment** In order to facilitate the Medical Waste Disposal Service, MedShred may provide equipment, which shall be located on the premises of the Client and shall remain the sole property of the MedShred. Customer shall have the care, custody and control of containers and other equipment placed at Customers premises and accepts responsibility and liability for the equipment and its contents except when its is being physically handled by employees of MedShred. No lien or security interest shall be filed, or permitted to be filed, against the property of the MedShred by the Client. Client shall keep the equipment in good working order, normal wear and tear accepted. In the event that any equipment is moved, damaged, stolen, removed or lost while located on Client's premises, Client shall pay the costs of replacement of such equipment and the service rate described herein for each lost container. Client agrees to indemnify and hold the MedShred, its affiliates, agents and assigns, harmless from any claims, liabilities, damages or costs related to such equipment and for any Materials which may

have been located in such equipment. As part of the services provided, MedShred will supply containers for Medical Waste Disposal purposes. Client agrees to pay MedShred for all supplies when provided to client, in addition to service fee.

5. **Service Fee** Client shall pay a "Service Fee" to the MedShred equal to the greater of (a) the Minimum Charge (as stated on the cover page) or (b) the Billing Rate per container (as stated on the cover page). Client agrees to pay MedShred for Medical Waste Services provided outside of the regularly scheduled service times an amount not to exceed the greater of (a) the current billing rate, or (b) the minimum charge, plus 20%. Client agrees to pay the Minimum Charge if the MedShred is unable to provide regularly scheduled Medical Waste Disposal Services due to the closure of Client's offices without prior notice to MedShred, or if such services are declined or canceled by Client without prior notice to MedShred of such cancellation.
6. **Payment Terms** Client agrees to pay the Service Fee and all other amounts due within 10 days of the date of the invoice. Client has the option to elect to receive invoices at the time of service or in monthly intervals. Time of service invoicing is available for customers with service frequencies of every four (4) weeks or less, customers who elect a service frequency greater than four (4) weeks will be billed monthly, in advance, for the predetermined amount of containers per service at a prorated monthly amount. Any payments not received by the MedShred on the due date will be subject to an interest charge on the unpaid balance of the higher of (a) \$5 per month or (b) 24% per annum, compounded monthly, or the maximum amount allowed by law. All payments must be in immediately available funds and paid in negotiable currency of the United States of America. The amount of any and all applicable taxes shall be added to the price and paid by Client unless Client has provided the MedShred with proof of exemption from the taxing authorities. These taxes include all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges.
7. **Adjustment of Fees** The service fee is fixed for the first year of the initial term. After the first year of the initial term, any subsequent years of the initial term and any subsequent automatic renewal terms, in its sole discretion MedShred reserves the right to adjust the service fee from time to time to account for operational changes it implements to comply with changes in law, to cover increases in the cost of operational costs, including but not limited to fuel, insurance, or residue disposal, or to otherwise address cost escalation.
8. **Fuel, Environmental or Other Surcharges** Client agrees and acknowledges that MedShred may, without notice, at any time and from time to time, impose and adjust a Fuel, Environmental, Incineration, or other surcharge of any amount for any duration, all within the sole and absolute discretion of MedShred. Excess waste volumes significantly greater than the average volume for similar generators or exceeding maximum allowable containers per year shall be subject to a surcharge of the Clients current container or billing rate plus 10% at MedShred discretion. MedShred will impose this surcharge to deter abuses, including but not limited to, solid waste disposed in the medical waste stream, or the Client consolidation of the waste of several generators under one site. MedShred may bill additional charges for each non-compliant container provided by Customer. Non-compliant containers subject to additional charges include, but are not limited to containers that are overweight under applicable laws, rules or regulations; those containers holding non-conforming waste; and containers where the waste is improperly segregated or packaged.
9. **Early Termination** In the event Client terminates this Agreement without cause, prior to the end of the Initial Term or any Renewal Term and upon 60 days written notice to the MedShred, MedShred shall have the right to immediately retrieve its equipment from Client, wherever located and Client shall immediately pay MedShred (a) all unpaid invoices and interest thereon as provided in this Agreement, (b) attorney's fees and collection costs as provided in this Agreement, (c) the Service Fees due for the remaining term of the Agreement, and (d) a removal fee of \$100.00 per container. Such Service Fees for early termination shall be based on the greater of (a) the average Service Fee incurred by Client for all prior months of the Agreement multiplied by the months or partial months remaining in the Initial Term or Renewal Term or (b) The price per each container location within the facility multiplied by the remaining contracted service days. The parties hereby acknowledge these amounts constitutes MedShreds liquidated damages and not a penalty. MedShred shall have the right to terminate this Agreement at any time by giving the customer sixty (60) days notices in the event that it is unable to continue to preform its obligations under this agreement due to the suspension, revocation, cancellation or termination of any permit required to preform this Agreement or in the event that a change in any law or regulation makes it impractical or uneconomical, in MedShreds sole discretion, to continue to preform this Agreement.
10. **Default and Termination for Cause** Either party may terminate this Agreement if the other party fails to cure a material default of this Agreement within 30 days following receipt of notice of such material default. Notwithstanding anything herein to the contrary, in the event that Client fails to pay any amounts due hereunder, MedShred may immediately terminate this Agreement in its entirety and retrieve its equipment from Client along with fees as provided in this Agreement, and shall be

released from any further obligations hereunder. The terms of this Section 9 shall not be affected by bankruptcy or insolvency of Client.

11. **Force Majeure** In the event of labor stoppages, strikes, lock-outs, acts of God, legal process, power outage, or any other similar occurrence, that prevents, hinders, or delays the performances of the obligations of MedShred hereunder, and such occurrence is not proximately caused by MedShred, then nonperformance of such obligations of MedShred shall be excused for the period of delay and the period for the performance of such obligation, if any, shall be extended for a corresponding period.
12. **Compliance with Law** MedShred hereby agrees to carry a General Liability, Auto Liability, and Workmen's Comp Insurance as required by applicable state law, and to otherwise comply with all federal and state laws and regulations applicable to its performance hereunder. Client agrees to comply with all federal and state laws and regulations applicable to its handling of Medical Waste and its performance under this agreement, including, without limitation, all applicable record keeping, documentation and manifesting requirements. Client agrees to indemnify MedShred for any decisions around service frequency by Client that do not comply with state regulations. MedShred and Client agree to keep and retain adequate books and records and other documentation including correspondence, instruction, receipts, plans, copies of manifests and other tracking records consistent with and for the periods required by applicable regulations and guidelines pertaining to storage or handling of Medical Waste and the services to be performed under this Agreement.
13. **Set-off/Self-Help** Client shall not be permitted to set off invoiced amounts or any portion thereof against sums that are due or may become due from MedShred to Client or to otherwise exercise any remedies of self-help without first providing written notice to the Shredder as provided within this agreement.
14. **Prohibited Practices** Client shall not store in any equipment any Materials considered to be highly flammable, explosive, toxic, radioactive, non conforming waste, rubbish, or any other materials that are otherwise illegal, dangerous and or unsafe that are not materials accepted under MedShreds RWAP. Client shall not assign this Agreement to any other party without the prior written consent of the MedShred, which may be withheld in the MedShred's sole discretion.
15. **Indemnification** Client shall indemnify MedShred for all costs and damages suffered by the MedShred as a result of Client's actual or threatened breach of this agreement. In the event that MedShred enforces the terms of this Agreement, whether by legal action or otherwise, and including but not limited to any action to collect any monies due hereunder, MedShred shall be entitled to an award of its reasonable attorney's fees, litigation expenses, court costs, costs of collection, and similar sums, in addition to any other legal and equitable remedies available to MedShred. MedShred shall indemnify and hold Client harmless from any liabilities arising from the gross negligence or willful misconduct of Med Shred in the performance of its obligations under this Agreement. Client shall indemnify and hold harmless MedShred from any liabilities arising from the gross negligence or willful misconduct of Client, which shall include, but not be limited to, failure to properly store, package, label, or segregate Regulated Medical Waste and any liabilities relating to Non-Conforming Waste, whether or not collected, transported or treated by MedShred. Client shall further indemnify MedShred of any fines or penalties resulting from any citations resulting from clients Medical Waste practices.
16. **Miscellaneous**
 - a. All words and phrases in this Agreement shall be construed to include the singular or plural number, and any/all genders, as the context requires.
 - b. The failure of any party hereto to enforce its rights hereunder, or to demand performance of any provision of this Agreement, shall not be construed as a waiver of such provision or any other provision, and this Agreement shall remain in full force and effect.
 - c. It is expressly understood and agreed that this instrument embodies all agreements existing between MedShred and Client, and that no term, provision, or condition of this agreement shall be held to be altered, amended, changed or waived in any respect except by written agreement executed by both parties hereto.
 - d. Time is of the essence.
 - e. MedShred's relationship with the Client is that of an independent contractor.
 - f. If any term or condition of this Agreement shall to any extent be invalid and unenforceable, then the remainder of this Agreement, other than those to which it is held invalid or unenforceable, shall not be affected and each term, covenant and condition of this Agreement shall be valid and be enforced to the fullest extent allowed by law.
 - g. It is acknowledged and agreed that surcharges or adjustment of fees may, from time to time, result in additional profit for MedShred.
 - h. MedShred reserves the right to set and adjust the maximum weight per container at its sole discretion.

- i. This Agreement shall be governed by the laws of the State of Iowa.
- j. This Agreement shall be enforceable in the state and federal courts located in Des Moines, Polk County, Iowa.
- k. The parties hereto waive their right to trial by jury in enforcing this Agreement.
- l. The provisions of this Agreement that are by their nature intended to survive termination or cancellation of this Agreement shall survive such termination or cancellation.
- m. Any notice required to be given hereunder shall be considered properly given three (3) days after such notice is deposited in the U.S. Mail, postage prepaid, "Certified Mail, Return Receipt Requested," and sent to the other party at its address disclosed on the cover page unless notice of a new address is given and received as provided hereunder. Notwithstanding the foregoing, notice may be given by such other means as is reasonably calculated to reach the other party, including by facsimile or electronic mail, upon providing proof of delivery of such notice.
- n. Customer acknowledges that MedShred shall not be liable for any damage to any pavement, parking lot or driving surface resulting from the weight of MedShred's vehicles or equipment servicing the Client's location.
- o. Each person signing this agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this agreement. Each party represents and warrants to the other that the execution and delivery of the agreement and the performance of such party's obligations herein have been duly authorized and that the agreement binding on such party and enforceable in accordance with its terms.
- p. Changes to the terms and conditions, hand written or otherwise, must be initialed by a representative of Green Resource Management for said changes to be recognized as changes or modifications to the standard terms and conditions as set forth above.

MEDSHRED REGULATED WASTE ACCEPTANCE POLICY CHECKLIST (RWAP)

This Waste Acceptance Policy Checklist describes the acceptable types of regulated medical waste for collection by MedShred and proper packaging and handling techniques for the packaging of Regulated Medical Waste for off-site treatment and disposal.

MedShred clients are given this checklist to assist them in segregating and preparing regulated medical waste for transport to a licensed treatment facility. Any questions regarding this acceptance policy may be directed to MedShred Customer Service at 1-855-99-SHRED. This acceptance policy is a material party of the Contract for Medical Waste Services, and clients executing such Contract agree to abide by the terms and descriptions herein and any amendments thereto.

ACCEPTED WASTES:

SHARPS – any object contaminated with a pathogen or that has the potential to become contaminated with a pathogen by means of handling or during transportation and is capable of cutting or penetrating skin or packaging material and must be packaged in rigid, sealed, puncture-resistant containers prior to being placed in the transportation container. Sharps include but are not limited to needles, syringes, scalpels, broken glass, culture slides, broken capillary tubes, broken rigid plastics and exposed ends of dental wires.

REGULATED MEDICAL WASTE – a waste or reusable material collected from the medical treatment of a human or animal, includes immunization and diagnosis to from biomedical research which includes biological products.

ACCEPTED WASTE WHICH MUST BE PROPERLY IDENTIFIED AND SEPARATED FOR INCINERATION.*

TRACE CHEMOTHERAPY CONTAMINATED WASTE – RCRA empty drug vials, syringes and needles, spill kits, IV tubing and bags, contaminated gloves and gowns, and any related materials as defined in applicable laws, rules, regulations or guidelines. Chemotherapy wastes, materials containing tract amounts - nor more than 3% by weight of the total capacity of the container - of U-listed chemotherapeutic/cytotoxic agents.

PATHOLOGICAL WASTE – Human or animal body parts, organs, tissues and surgical specimen (decanted of formaldehyde, formalin or other preservatives).

NON-RCRA PHARMACEUTICALS (NON-HAZARDOUS PHARMACEUTICALS) – Must be characterized and certified as non-RCRA hazardous material by the generator. Contract MedShred for specific requirements.

*Expired medications, anatomical parts and chemotherapy wastes are to be segregated and placed in a separate container. The container is to be labeled with an "INCINERATE ONLY" sticker. These wastes are treated by high temperature incineration with a minimum of 1800 degrees primary chamber of 2400 degrees secondary chamber.

WASTE NOT ACCEPTED BY MEDSHRED:

RCRA HAZARDOUS PHARMACEUTICAL WASTE

CHEMICALS – Formaldehyde, formalin, acids, alcohol, waste oil, solvents, regents, fixer, developer.

HAZARDOUS WASTE – Any material possessing the characteristics of, or containing the materials regulated for, flammability, corrosivity, reactivity or EP toxicity as defined by the Environmental Protection Agency Regulations for Defining Hazardous Waste in CFR 261.21 through 261.24 and drums or other container with a hazard warning symbol, batteries and other heavy metals.

RADIOACTIVE WASTE – Any materials regulated by Nuclear Regulatory Commission and/or the Department of Transportation as radioactive. However, it should be noted that materials containing the isotopes tritium (H3) or Carbon 14 (C14) having an average value below 0.002 microcurie/gram are not regulated by the NRC, DOT or most state agencies and therefore may be acceptable to place in MedShred containers.

COMPLETE HUMAN REMAINS – Human torso including fetal torso.

BULK CHEMOTHERAPY WASTE – Chemotherapeutic wastes in volume greater than 3% are considered hazardous waste and must be disposed of by a hazardous waste disposal company.

COMPRESSED GAS CYLINDERS, CANISTERS, INHALERS, AND AEROSOL CANS

ANY MERCURY CONTAINING MATERIAL OR DEVICES – Any mercury thermometers, sphygmomanometers or lab or medical devices

MERCURY-CONTAINING DENTAL WASTE – Non-concentrated and contact amalgam and products, chair side traps, amalgam sludge or vacuum pump filters, extracted teeth with mercury fillings and empty amalgam capsules.

IT IS IMPERATIVE TO NOTE THAT IF A WASTE MATERIAL HAS MORE THAN ONE REGULATED CHARACTERISTIC, IT MUST FIRST BE MANAGED ACCORDING TO THE REGULATIONS FOR THE MOST HAZARDOUS CHARACTERISTIC WHICH THE MATERIAL POSSESSES. ONCE THAT CHARACTERISTIC IS TREATED OR NEUTRALIZED, LESS HAZARDOUS CHARACTERISTICS CAN BE MANAGED.

PACKAGING:

1. The generator of regulated medial waste is responsible for the packaging and labeling of regulated medical wastes.
2. All containers, once packaged, should be stored in a secure area, sheltered from the elements.
3. All sharps (items or objects having a sharp point or edge which could cause puncture or laceration, or that potential if broken) shall be collected at the point of generation in highly puncture resistant containers, and those containers closed and placed inside a plastic bag prior to storage or transport.
4. Bagged regulated medical waste generated at a client facility may be placed into a MedShred lined transport container. The liner must be properly sealed prior to closing the box. Sealed sharps containers may be placed directly into the lined transport container.
5. Waste should not be compacted or compressed because of the potential exposure to aerosolization of microorganisms and injury from sharps.
6. Containers of any type should not be overfilled or exceed maximum weight allowed per container. This creates an additional hazard.
7. MedShred must refuse damp or leaking containers, unsealed containers, or containers that are deemed to be unsafe for handling or transport according to State and Federal regulations.
8. All containers must bear the name, address, and telephone number of the client facility generating the waste. The generator is responsible for the proper packaging and labeling of the container. A MedShred representative will instruct staff on the proper types of labels and the location on the container where the label should be placed. MedShred must refuse to collect any containers, which are not properly labeled.

TRANSPORTATION – Transportation of waste from client business location to the treatment facility will be performed in accordance with all applicable law and regulations.

SUPPLIES – It is in the best interest of the client as well as MedShred to appropriately and economically utilize the supplies furnished for the intended purpose.



THE SHREDDER
MEDSHRED

MEDSHRED AGREEMENT

Prepared for:

**Company Name: City of Indianola-
Wellness Campus**

Client's Full Name: Diane Thomas

**Client's Email Address:
dmthomas@indianolaiowa.gov**

Created by: The Shredder

**Name: Jarez Howard
The Shredder + MedShred**

Company: The Shredder + MedShred

Address: Iowa - 1000 Thomas Beck Road, Des Moines, IA 50315

Missouri - 120 NW Business Park Lane, Riverside MO 64150

INTRODUCTION

Welcome to The Shredder + MedShred, your trusted partner in secure and compliant disposal services. With our unwavering commitment to providing certified secure disposal and down-to-earth service, we are dedicated to ensuring that your sensitive information and hazardous materials are handled with the highest level of care and professionalism.

Operating across the Midwest, we specialize in a comprehensive range of shredding and disposal services tailored to meet the unique needs of commercial clients in the finance, legal, and medical industries. From one-time paper shredding and hard drive destruction to electronic media disposal and medical waste management, our services are designed to uphold the strictest security and compliance standards.

Our team of experts brings both experience and dedication to every task, ensuring that your documents, data, and medical waste are disposed of securely and responsibly. At The Shredder + MedShred, we understand the critical importance of safeguarding your privacy and maintaining compliance with all relevant legal and environmental policies.

Thank you for choosing The Shredder + MedShred. We look forward to providing you with reliable and efficient shredding and disposal solutions.

Client Service Agreement

"IT'S OUR BUSINESS TO ENSURE NO ONE KNOWS YOUR BUSINESS"

CLIENT INFORMATION

Company Name: City of Indianola-Wellness Center Phone Number: +15159625353

Contact Name: Diane Thomas Position: Operations Coordinator
dmthomas@indianolaiowa.gov

Email:

Address: 306 E Scenic Valley Ave

City: Indianola

State: Iowa

Zip: 50125

CLIENT BILLING INFORMATION

Company Name: City of Indianola

Phone Number: +15159625353

Contact Name: Diane Thomas

Position: Diane Thomas

Email: dmthomas@indianolaiowa.gov

Address: 306 E Scenic Valley Ave

City: Indianola

State: Iowa

Zip: 50125

Billing Notes: N/A

SERVICE INFORMATION

Start Date: Tbd

Start Date Notes: Tbd

Annual Quota: *(Replace if on Monthly Bill with container allotments)*

Minimum Charges or No Waste Fee: \$60.00

Product/Service	Quantity	Price Per Unit
RMW Medical 30 Gallon Box RMW Medical - Reoccurring service - 30 Gal Box	1	\$60.00

Set Up Fee:N/A

Length of Contact: 3 years

Surcharges: 20%

Frequency Notes: On Call Only

Overweight Cost: \$3.00 per lbs

Service Description: Each box will be \$60.00 per box, Also selling 2 quarts sharps containers at \$10.00 per container.

AGREED TO BY

Green Resource Management Inc.
The Shredder

Signed: *Jarez Howard*

Printed Name: Jarez Howard

Position: Accounts Manager

Date: October 16,2025

CUSTOMER AGREES TO HAVING REVIEWED AND AGREED TO
TERMS AND CONDITIONS OUTLINED ON THE BACK OF THIS CONTRACT

Company: City of Indianola-Wellness Campus

Signed:

Printed Name: Diane Thomas

Position: Operations Coordinator

Date: October 16,2025

GUARANTY

The undersigned guarantor jointly and severally unconditionally guarantees prompt payment when due of each monthly payment due and payable under the forgoing Installment Contract. To enforce the liability of the guarantor hereunder, Seller or its assignee shall not be required, first to (a) give guarantor notice of Buyer's default, (b) repossess the equipment or, (c) attempt to enforce the liability of Buyer under the Installment Contract. Seller or its assignee may from time to time accept late payments and may extend terms of this Installment. Contract without detracting or diminishing this continuing guaranty. This is a guarantee of payment not of collection. The Guarantor acknowledges that execution of this guaranty is a material part of the consideration upon which Seller relies on consummating this Installment Contract and that this guaranty is executed as an inducement to the Seller to consummate the Contract.

Guarantor's Name:

Guarantor's Signature:

Street:

City:

Zip:

TERMS AND CONDITIONS

1. **Sole Terms** All obligations of Green Resource Management, Inc. DBA MedShred ("MedShred") and Client are exclusively subject the terms and conditions contained herein and any addenda agreed to by the parties in writing and attached hereto. This Agreement shall not be modified except as expressly set forth in writing agreed upon and executed by the parties hereto.
2. **Regulated Medical Waste Services MedShred** will provide the following services to Client:
 - a. MedShred will collect, transport, treat and dispose of all Regulated Medical Waste (except for Non-Conforming Waste) generated by Client during the term of this Agreement.
 - b. Responsibility for transportation of regulated Medical Waste collected from Client shall transfer and vest in MedShred at the time it is loaded onto MedShred's vehicle. Client shall have title to Regulated Medical Waste at all prior times. Client shall hold title to any Non-conforming Waste at all times, whether refused for collection or returned to the customer for proper disposal after collection. All regulated Medical Waste must be accompanied by a properly completed shipping document pursuant to 49 CFR 172.202 (Manifest).
 - c. MedShred employees may refuse containers that are determined to be Non-Conforming Waste as identified in the Regulated Waste Acceptance Policy (RWAP). Customer shall place only "Regulated Medical Waste" as defined by 49 CFR 173.134 or by any other federal, state and local regulations.
 - d. Customer represents and warrants that i) the waste presented for disposal will not contain any "hazardous", "toxic", "radioactive" or Non-conforming Wastes as defined by all applicable laws, regulations and the RWAP, i) the waste strictly conforms to MedShreds RWAP and their local laws and regulations concerning Regulated Medical Waste and it they have reviewed the attached RWAP and its complete definitions and requirements.
 - e. Customer shall be liable for any and all injuries, losses and damages resulting from Non-Conforming Wastes.
 - f. All lab wastes or materials which contain or have the potential to contain infections substances arising from those agents listed under 42 CFR 73 are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal.
 - g. Client agrees to use no other Medical Waste disposal service during the Term of this Agreement and any Renewal Terms granted under this agreement.
 - h. Further definitions are included under the current RWAP, which is attached and made a part of this Agreement and specifically incorporated herein. MedShred reserves the right to change the RWAP at any time to ensure compliance with applicable laws or regulations. A copy of the RWAP may also be obtained from your local MedShred representative.
3. **Term of Agreement** This Agreement shall remain in full force and effect for 3 years ("Initial Term"), commencing on the effective date hereof, the effective date of this agreement is defined as the signature date of this agreement or the date in which the customer takes possession of the equipment used to facilitate the Medical Waste Disposal Service as defined as the start date, whichever is later. Unless a new agreement is signed by both parties, this Agreement will automatically renew (each a "Renewal Term") for additional annual terms unless terminated by either party, by written notice, at least 30 days, but no more than 90 days, prior to the expiration of either the Initial Term or any Renewal Term. On termination by either party, Client will immediately pay MedShred all outstanding balances for services performed by MedShred prior to termination of the Agreement and upon the termination date, MedShred shall have the right to retrieve its containers and equipment from Client, wherever located. All Renewal terms shall be subject to the Terms and Conditions contained within this agreement.
4. **Equipment** In order to facilitate the Medical Waste Disposal Service, MedShred may provide equipment, which shall be located on the premises of the Client and shall remain the sole property of the MedShred. Customer shall have the care, custody and control of containers and other equipment placed at Customers premises and accepts responsibility and liability for the equipment and its contents except when its is being physically handled by employees of MedShred. No lien or security interest shall be filed, or permitted to be filed, against the property of the MedShred by the Client. Client shall keep the equipment in good working order, normal wear and tear accepted. In the event that any equipment is moved, damaged, stolen, removed or lost while located on Client's premises, Client shall pay the costs of replacement of such equipment and the service rate described herein for each lost container. Client agrees to indemnify and hold the MedShred, its affiliates, agents and assigns, harmless from any claims, liabilities, damages or costs related to such equipment and for any Materials which may

have been located in such equipment. As part of the services provided, MedShred will supply containers for Medical Waste Disposal purposes. Client agrees to pay MedShred for all supplies when provided to client, in addition to service fee.

5. **Service Fee** Client shall pay a "Service Fee" to the MedShred equal to the greater of (a) the Minimum Charge (as stated on the cover page) or (b) the Billing Rate per container (as stated on the cover page). Client agrees to pay MedShred for Medical Waste Services provided outside of the regularly scheduled service times an amount not to exceed the greater of (a) the current billing rate, or (b) the minimum charge, plus 20%. Client agrees to pay the Minimum Charge if the MedShred is unable to provide regularly scheduled Medical Waste Disposal Services due to the closure of Client's offices without prior notice to MedShred, or if such services are declined or canceled by Client without prior notice to MedShred of such cancellation.
6. **Payment Terms** Client agrees to pay the Service Fee and all other amounts due within 10 days of the date of the invoice. Client has the option to elect to receive invoices at the time of service or in monthly intervals. Time of service invoicing is available for customers with service frequencies of every four (4) weeks or less, customers who elect a service frequency greater than four (4) weeks will be billed monthly, in advance, for the predetermined amount of containers per service at a prorated monthly amount. Any payments not received by the MedShred on the due date will be subject to an interest charge on the unpaid balance of the higher of (a) \$5 per month or (b) 24% per annum, compounded monthly, or the maximum amount allowed by law. All payments must be in immediately available funds and paid in negotiable currency of the United States of America. The amount of any and all applicable taxes shall be added to the price and paid by Client unless Client has provided the MedShred with proof of exemption from the taxing authorities. These taxes include all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges.
7. **Adjustment of Fees** The service fee is fixed for the first year of the initial term. After the first year of the initial term, any subsequent years of the initial term and any subsequent automatic renewal terms, in its sole discretion MedShred reserves the right to adjust the service fee from time to time to account for operational changes it implements to comply with changes in law, to cover increases in the cost of operational costs, including but not limited to fuel, insurance, or residue disposal, or to otherwise address cost escalation.
8. **Fuel, Environmental or Other Surcharges** Client agrees and acknowledges that MedShred may, without notice, at any time and from time to time, impose and adjust a Fuel, Environmental, Incineration, or other surcharge of any amount for any duration, all within the sole and absolute discretion of MedShred. Excess waste volumes significantly greater than the average volume for similar generators or exceeding maximum allowable containers per year shall be subject to a surcharge of the Clients current container or billing rate plus 10% at MedShred discretion. MedShred will impose this surcharge to deter abuses, including but not limited to, solid waste disposed in the medical waste stream, or the Client consolidation of the waste of several generators under one site. MedShred may bill additional charges for each non-compliant container provided by Customer. Non-compliant containers subject to additional charges include, but are not limited to containers that are overweight under applicable laws, rules or regulations; those containers holding non-conforming waste; and containers where the waste is improperly segregated or packaged.
9. **Early Termination** In the event Client terminates this Agreement without cause, prior to the end of the Initial Term or any Renewal Term and upon 60 days written notice to the MedShred, MedShred shall have the right to immediately retrieve its equipment from Client, wherever located and Client shall immediately pay MedShred (a) all unpaid invoices and interest thereon as provided in this Agreement, (b) attorney's fees and collection costs as provided in this Agreement, (c) the Service Fees due for the remaining term of the Agreement, and (d) a removal fee of \$100.00 per container. Such Service Fees for early termination shall be based on the greater of (a) the average Service Fee incurred by Client for all prior months of the Agreement multiplied by the months or partial months remaining in the Initial Term or Renewal Term or (b) The price per each container location within the facility multiplied by the remaining contracted service days. The parties hereby acknowledge these amounts constitutes MedShreds liquidated damages and not a penalty. MedShred shall have the right to terminate this Agreement at any time by giving the customer sixty (60) days notices in the event that it is unable to continue to preform its obligations under this agreement due to the suspension, revocation, cancellation or termination of any permit required to preform this Agreement or in the event that a change in any law or regulation makes it impractical or uneconomical, in MedShreds sole discretion, to continue to preform this Agreement.
10. **Default and Termination for Cause** Either party may terminate this Agreement if the other party fails to cure a material default of this Agreement within 30 days following receipt of notice of such material default. Notwithstanding anything herein to the contrary, in the event that Client fails to pay any amounts due hereunder, MedShred may immediately terminate this Agreement in its entirety and retrieve its equipment from Client along with fees as provided in this Agreement, and shall be

released from any further obligations hereunder. The terms of this Section 9 shall not be affected by bankruptcy or insolvency of Client.

11. **Force Majeure** In the event of labor stoppages, strikes, lock-outs, acts of God, legal process, power outage, or any other similar occurrence, that prevents, hinders, or delays the performances of the obligations of MedShred hereunder, and such occurrence is not proximately caused by MedShred, then nonperformance of such obligations of MedShred shall be excused for the period of delay and the period for the performance of such obligation, if any, shall be extended for a corresponding period.
12. **Compliance with Law** MedShred hereby agrees to carry a General Liability, Auto Liability, and Workmen's Comp Insurance as required by applicable state law, and to otherwise comply with all federal and state laws and regulations applicable to its performance hereunder. Client agrees to comply with all federal and state laws and regulations applicable to its handling of Medical Waste and its performance under this agreement, including, without limitation, all applicable record keeping, documentation and manifesting requirements. Client agrees to indemnify MedShred for any decisions around service frequency by Client that do not comply with state regulations. MedShred and Client agree to keep and retain adequate books and records and other documentation including correspondence, instruction, receipts, plans, copies of manifests and other tracking records consistent with and for the periods required by applicable regulations and guidelines pertaining to storage or handling of Medical Waste and the services to be performed under this Agreement.
13. **Set-off/Self-Help** Client shall not be permitted to set off invoiced amounts or any portion thereof against sums that are due or may become due from MedShred to Client or to otherwise exercise any remedies of self-help without first providing written notice to the Shredder as provided within this agreement.
14. **Prohibited Practices** Client shall not store in any equipment any Materials considered to be highly flammable, explosive, toxic, radioactive, non conforming waste, rubbish, or any other materials that are otherwise illegal, dangerous and or unsafe that are not materials accepted under MedShreds RWAP. Client shall not assign this Agreement to any other party without the prior written consent of the MedShred, which may be withheld in the MedShred's sole discretion.
15. **Indemnification** Client shall indemnify MedShred for all costs and damages suffered by the MedShred as a result of Client's actual or threatened breach of this agreement. In the event that MedShred enforces the terms of this Agreement, whether by legal action or otherwise, and including but not limited to any action to collect any monies due hereunder, MedShred shall be entitled to an award of its reasonable attorney's fees, litigation expenses, court costs, costs of collection, and similar sums, in addition to any other legal and equitable remedies available to MedShred. MedShred shall indemnify and hold Client harmless from any liabilities arising from the gross negligence or willful misconduct of Med Shred in the performance of its obligations under this Agreement. Client shall indemnify and hold harmless MedShred from any liabilities arising from the gross negligence or willful misconduct of Client, which shall include, but not be limited to, failure to properly store, package, label, or segregate Regulated Medical Waste and any liabilities relating to Non-Conforming Waste, whether or not collected, transported or treated by MedShred. Client shall further indemnify MedShred of any fines or penalties resulting from any citations resulting from clients Medical Waste practices.
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 - b. The failure of any party hereto to enforce its rights hereunder, or to demand performance of any provision of this Agreement, shall not be construed as a waiver of such provision or any other provision, and this Agreement shall remain in full force and effect.
 - c. It is expressly understood and agreed that this instrument embodies all agreements existing between MedShred and Client, and that no term, provision, or condition of this agreement shall be held to be altered, amended, changed or waived in any respect except by written agreement executed by both parties hereto.
 - d. Time is of the essence.
 - e. MedShred's relationship with the Client is that of an independent contractor.
 - f. If any term or condition of this Agreement shall to any extent be invalid and unenforceable, then the remainder of this Agreement, other than those to which it is held invalid or unenforceable, shall not be affected and each term, covenant and condition of this Agreement shall be valid and be enforced to the fullest extent allowed by law.
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 - h. MedShred reserves the right to set and adjust the maximum weight per container at its sole discretion.

- i. This Agreement shall be governed by the laws of the State of Iowa.
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- k. The parties hereto waive their right to trial by jury in enforcing this Agreement.
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- m. Any notice required to be given hereunder shall be considered properly given three (3) days after such notice is deposited in the U.S. Mail, postage prepaid, "Certified Mail, Return Receipt Requested," and sent to the other party at its address disclosed on the cover page unless notice of a new address is given and received as provided hereunder. Notwithstanding the foregoing, notice may be given by such other means as is reasonably calculated to reach the other party, including by facsimile or electronic mail, upon providing proof of delivery of such notice.
- n. Customer acknowledges that MedShred shall not be liable for any damage to any pavement, parking lot or driving surface resulting from the weight of MedShred's vehicles or equipment servicing the Client's location.
- o. Each person signing this agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this agreement. Each party represents and warrants to the other that the execution and delivery of the agreement and the performance of such party's obligations herein have been duly authorized and that the agreement binding on such party and enforceable in accordance with its terms.
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MedShred clients are given this checklist to assist them in segregating and preparing regulated medical waste for transport to a licensed treatment facility. Any questions regarding this acceptance policy may be directed to MedShred Customer Service at 1-855-99-SHRED. This acceptance policy is a material party of the Contract for Medical Waste Services, and clients executing such Contract agree to abide by the terms and descriptions herein and any amendments thereto.

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NON-RCRA PHARMACEUTICALS (NON-HAZARDOUS PHARMACEUTICALS) – Must be characterized and certified as non-RCRA hazardous material by the generator. Contract MedShred for specific requirements.

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WASTE NOT ACCEPTED BY MEDSHRED:

RCRA HAZARDOUS PHARMACEUTICAL WASTE

CHEMICALS – Formaldehyde, formalin, acids, alcohol, waste oil, solvents, regents, fixer, developer.

HAZARDOUS WASTE – Any material possessing the characteristics of, or containing the materials regulated for, flammability, corrosivity, reactivity or EP toxicity as defined by the Environmental Protection Agency Regulations for Defining Hazardous Waste in CFR 261.21 through 261.24 and drums or other container with a hazard warning symbol, batteries and other heavy metals.

RADIOACTIVE WASTE – Any materials regulated by Nuclear Regulatory Commission and/or the Department of Transportation as radioactive. However, it should be noted that materials containing the isotopes tritium (H3) or Carbon 14 (C14) having an average value below 0.002 microcurie/gram are not regulated by the NRC, DOT or most state agencies and therefore may be acceptable to place in MedShred containers.

COMPLETE HUMAN REMAINS – Human torso including fetal torso.

BULK CHEMOTHERAPY WASTE – Chemotherapeutic wastes in volume greater than 3% are considered hazardous waste and must be disposed of by a hazardous waste disposal company.

COMPRESSED GAS CYLINDERS, CANISTERS, INHALERS, AND AEROSOL CANS

ANY MERCURY CONTAINING MATERIAL OR DEVICES – Any mercury thermometers, sphygmomanometers or lab or medical devices

MERCURY-CONTAINING DENTAL WASTE – Non-concentrated and contact amalgam and products, chair side traps, amalgam sludge or vacuum pump filters, extracted teeth with mercury fillings and empty amalgam capsules.

IT IS IMPERATIVE TO NOTE THAT IF A WASTE MATERIAL HAS MORE THAN ONE REGULATED CHARACTERISTIC, IT MUST FIRST BE MANAGED ACCORDING TO THE REGULATIONS FOR THE MOST HAZARDOUS CHARACTERISTIC WHICH THE MATERIAL POSSESSES. ONCE THAT CHARACTERISTIC IS TREATED OR NEUTRALIZED, LESS HAZARDOUS CHARACTERISTICS CAN BE MANAGED.

PACKAGING:

1. The generator of regulated medial waste is responsible for the packaging and labeling of regulated medical wastes.
2. All containers, once packaged, should be stored in a secure area, sheltered from the elements.
3. All sharps (items or objects having a sharp point or edge which could cause puncture or laceration, or that potential if broken) shall be collected at the point of generation in highly puncture resistant containers, and those containers closed and placed inside a plastic bag prior to storage or transport.
4. Bagged regulated medical waste generated at a client facility may be placed into a MedShred lined transport container. The liner must be properly sealed prior to closing the box. Sealed sharps containers may be placed directly into the lined transport container.
5. Waste should not be compacted or compressed because of the potential exposure to aerosolization of microorganisms and injury from sharps.
6. Containers of any type should not be overfilled or exceed maximum weight allowed per container. This creates an additional hazard.
7. MedShred must refuse damp or leaking containers, unsealed containers, or containers that are deemed to be unsafe for handling or transport according to State and Federal regulations.
8. All containers must bear the name, address, and telephone number of the client facility generating the waste. The generator is responsible for the proper packaging and labeling of the container. A MedShred representative will instruct staff on the proper types of labels and the location on the container where the label should be placed. MedShred must refuse to collect any containers, which are not properly labeled.

TRANSPORTATION – Transportation of waste from client business location to the treatment facility will be performed in accordance with all applicable law and regulations.

SUPPLIES – It is in the best interest of the client as well as MedShred to appropriately and economically utilize the supplies furnished for the intended purpose.



THE SHREDDER
MEDSHRED

MEDSHRED AGREEMENT

Prepared for:

Company Name: City of Indianola-
Veterans Memorial Aquatic Center

Client's Full Name: Afton Bradley

Client's Email Address:
abradley@indianolaiowa.gov

Created by:The Shredder
Name:Jarez Howard
The Shredder + MedShred

Company: The Shredder + MedShred

Address: Iowa - 1000 Thomas Beck Road, Des Moines, IA 50315
Missouri - 120 NW Business Park Lane, Riverside MO 64150

INTRODUCTION

Welcome to The Shredder + MedShred, your trusted partner in secure and compliant disposal services. With our unwavering commitment to providing certified secure disposal and down-to-earth service, we are dedicated to ensuring that your sensitive information and hazardous materials are handled with the highest level of care and professionalism.

Operating across the Midwest, we specialize in a comprehensive range of shredding and disposal services tailored to meet the unique needs of commercial clients in the finance, legal, and medical industries. From one-time paper shredding and hard drive destruction to electronic media disposal and medical waste management, our services are designed to uphold the strictest security and compliance standards.

Our team of experts brings both experience and dedication to every task, ensuring that your documents, data, and medical waste are disposed of securely and responsibly. At The Shredder + MedShred, we understand the critical importance of safeguarding your privacy and maintaining compliance with all relevant legal and environmental policies.

Thank you for choosing The Shredder + MedShred. We look forward to providing you with reliable and efficient shredding and disposal solutions.

Client Service Agreement

"IT'S OUR BUSINESS TO ENSURE NO ONE KNOWS YOUR BUSINESS"

CLIENT INFORMATION

- Company Name: City of Indianola-Veterans Memorial Aquatic Center Phone Number: +15159625353

Contact Name: Afton Bradley Position: Director
abradley@indianolaiowa.gov

Email:

Address: 714 W Detroit Ave

City: Indianola State: Iowa

Zip: 50125

CLIENT BILLING INFORMATION

Company Name: City of Indianola Phone Number: +15159625353

Contact Name: Director Position: Director
Email: dmthomas@indianolaiowa.gov

Address: 714 W Detroit Ave

City: Indianola State: Iowa

Zip: 50125

SERVICE INFORMATION

Start Date: TBD

Start Date Notes: TBD

Annual Quota: *(Replace if on Monthly Bill with container allotments)*

Minimum Charges or No Waste Fee: \$70.00

Product/Service	Quantity	Price Per Unit
Medical Waste Treatment and Disposal 28 Gallon	1	\$80.00

Set Up Fee: N/A

Length of Contact: 3 years

Surcharges: 20%

Frequency Notes: On Call Only

Overweight Cost: \$3.00 per lbs

Location of Containers: TBD

Service Description: \$80.00 per box, On Call Only

AGREED TO BY

Green Resource Management Inc.
The Shredder

Signed: *Jarez Howard*

Printed Name: Jarez Howard

Position: Accounts Manager

Date: October 16,2025

CUSTOMER AGREES TO HAVING REVIEWED AND AGREED TO
TERMS AND CONDITIONS OUTLINED ON THE BACK OF THIS CONTRACT

Company: City of Indianola-Veterans Memorial Aquatic Center

Signed: *Afton Bradley*

Printed Name: Afton Bradley

Position: Director

Date: October 16,2025

GUARANTY

The undersigned guarantor jointly and severally unconditionally guarantees prompt payment when due of each monthly payment due and payable under the forgoing Installment Contract. To enforce the liability of the guarantor hereunder, Seller or its assignee shall not be required, first to (a) give guarantor notice of Buyer's default, (b) repossess the equipment or, (c) attempt to enforce the liability of Buyer under the Installment Contract. Seller or its assignee may from time to time accept late payments and may extend terms of this Installment. Contract without detracting or diminishing this continuing guaranty. This is a guarantee of payment not of collection. The Guarantor acknowledges that execution of this guaranty is a material part of the consideration upon which Seller relies on consummating this Installment Contract and that this guaranty is executed as an inducement to the Seller to consummate the Contract.

Guarantor's Name:

Guarantor's Signature:

Street:

City:

Zip:

TERMS AND CONDITIONS

1. **Sole Terms** All obligations of Green Resource Management, Inc. DBA MedShred ("MedShred") and Client are exclusively subject the terms and conditions contained herein and any addenda agreed to by the parties in writing and attached hereto. This Agreement shall not be modified except as expressly set forth in writing agreed upon and executed by the parties hereto.
2. **Regulated Medical Waste Services MedShred** will provide the following services to Client:
 - a. MedShred will collect, transport, treat and dispose of all Regulated Medical Waste (except for Non-Conforming Waste) generated by Client during the term of this Agreement.
 - b. Responsibility for transportation of regulated Medical Waste collected from Client shall transfer and vest in MedShred at the time it is loaded onto MedShred's vehicle. Client shall have title to Regulated Medical Waste at all prior times. Client shall hold title to any Non-conforming Waste at all times, whether refused for collection or returned to the customer for proper disposal after collection. All regulated Medical Waste must be accompanied by a properly completed shipping document pursuant to 49 CFR 172.202 (Manifest).
 - c. MedShred employees may refuse containers that are determined to be Non-Conforming Waste as identified in the Regulated Waste Acceptance Policy (RWAP). Customer shall place only "Regulated Medical Waste" as defined by 49 CFR 173.134 or by any other federal, state and local regulations.
 - d. Customer represents and warrants that i) the waste presented for disposal will not contain any "hazardous", "toxic", "radioactive" or Non-conforming Wastes as defined by all applicable laws, regulations and the RWAP, i) the waste strictly conforms to MedShreds RWAP and their local laws and regulations concerning Regulated Medical Waste and it they have reviewed the attached RWAP and its complete definitions and requirements.
 - e. Customer shall be liable for any and all injuries, losses and damages resulting from Non-Conforming Wastes.
 - f. All lab wastes or materials which contain or have the potential to contain infections substances arising from those agents listed under 42 CFR 73 are strictly prohibited from medical waste by federal law and must be pretreated prior to disposal.
 - g. Client agrees to use no other Medical Waste disposal service during the Term of this Agreement and any Renewal Terms granted under this agreement.
 - h. Further definitions are included under the current RWAP, which is attached and made a part of this Agreement and specifically incorporated herein. MedShred reserves the right to change the RWAP at any time to ensure compliance with applicable laws or regulations. A copy of the RWAP may also be obtained from your local MedShred representative.
3. **Term of Agreement** This Agreement shall remain in full force and effect for 3 Years ("Initial Term"), commencing on the effective date hereof, the effective date of this agreement is defined as the signature date of this agreement or the date in which the customer takes possession of the equipment used to facilitate the Medical Waste Disposal Service as defined as the start date, whichever is later. Unless a new agreement is signed by both parties, this Agreement will automatically renew (each a "Renewal Term") for additional annual terms unless terminated by either party, by written notice, at least 30 days, but no more than 90 days, prior to the expiration of either the Initial Term or any Renewal Term. On termination by either party, Client will immediately pay MedShred all outstanding balances for services performed by MedShred prior to termination of the Agreement and upon the termination date, MedShred shall have the right to retrieve its containers and equipment from Client, wherever located. All Renewal terms shall be subject to the Terms and Conditions contained within this agreement.
4. **Equipment** In order to facilitate the Medical Waste Disposal Service, MedShred may provide equipment, which shall be located on the premises of the Client and shall remain the sole property of the MedShred. Customer shall have the care, custody and control of containers and other equipment placed at Customers premises and accepts responsibility and liability for the equipment and its contents except when its is being physically handled by employees of MedShred. No lien or security interest shall be filed, or permitted to be filed, against the property of the MedShred by the Client. Client shall keep the equipment in good working order, normal wear and tear accepted. In the event that any equipment is moved, damaged, stolen, removed or lost while located on Client's premises, Client shall pay the costs of replacement of such equipment and the service rate described herein for each lost container. Client agrees to indemnify and hold the MedShred, its affiliates, agents and assigns, harmless from any claims, liabilities, damages or costs related to such equipment and for any Materials which may

have been located in such equipment. As part of the services provided, MedShred will supply containers for Medical Waste Disposal purposes. Client agrees to pay MedShred for all supplies when provided to client, in addition to service fee.

5. **Service Fee** Client shall pay a "Service Fee" to the MedShred equal to the greater of (a) the Minimum Charge (as stated on the cover page) or (b) the Billing Rate per container (as stated on the cover page). Client agrees to pay MedShred for Medical Waste Services provided outside of the regularly scheduled service times an amount not to exceed the greater of (a) the current billing rate, or (b) the minimum charge, plus 20%. Client agrees to pay the Minimum Charge if the MedShred is unable to provide regularly scheduled Medical Waste Disposal Services due to the closure of Client's offices without prior notice to MedShred, or if such services are declined or canceled by Client without prior notice to MedShred of such cancellation.
6. **Payment Terms** Client agrees to pay the Service Fee and all other amounts due within 10 days of the date of the invoice. Client has the option to elect to receive invoices at the time of service or in monthly intervals. Time of service invoicing is available for customers with service frequencies of every four (4) weeks or less, customers who elect a service frequency greater than four (4) weeks will be billed monthly, in advance, for the predetermined amount of containers per service at a prorated monthly amount. Any payments not received by the MedShred on the due date will be subject to an interest charge on the unpaid balance of the higher of (a) \$5 per month or (b) 24% per annum, compounded monthly, or the maximum amount allowed by law. All payments must be in immediately available funds and paid in negotiable currency of the United States of America. The amount of any and all applicable taxes shall be added to the price and paid by Client unless Client has provided the MedShred with proof of exemption from the taxing authorities. These taxes include all sales, use, excise, occupation, franchise and similar taxes and tax-like fees and charges.
7. **Adjustment of Fees** The service fee is fixed for the first year of the initial term. After the first year of the initial term, any subsequent years of the initial term and any subsequent automatic renewal terms, in its sole discretion MedShred reserves the right to adjust the service fee from time to time to account for operational changes it implements to comply with changes in law, to cover increases in the cost of operational costs, including but not limited to fuel, insurance, or residue disposal, or to otherwise address cost escalation.
8. **Fuel, Environmental or Other Surcharges** Client agrees and acknowledges that MedShred may, without notice, at any time and from time to time, impose and adjust a Fuel, Environmental, Incineration, or other surcharge of any amount for any duration, all within the sole and absolute discretion of MedShred. Excess waste volumes significantly greater than the average volume for similar generators or exceeding maximum allowable containers per year shall be subject to a surcharge of the Clients current container or billing rate plus 10% at MedShred discretion. MedShred will impose this surcharge to deter abuses, including but not limited to, solid waste disposed in the medical waste stream, or the Client consolidation of the waste of several generators under one site. MedShred may bill additional charges for each non-compliant container provided by Customer. Non-compliant containers subject to additional charges include, but are not limited to containers that are overweight under applicable laws, rules or regulations; those containers holding non-conforming waste; and containers where the waste is improperly segregated or packaged.
9. **Early Termination** In the event Client terminates this Agreement without cause, prior to the end of the Initial Term or any Renewal Term and upon 60 days written notice to the MedShred, MedShred shall have the right to immediately retrieve its equipment from Client, wherever located and Client shall immediately pay MedShred (a) all unpaid invoices and interest thereon as provided in this Agreement, (b) attorney's fees and collection costs as provided in this Agreement, (c) the Service Fees due for the remaining term of the Agreement, and (d) a removal fee of \$100.00 per container. Such Service Fees for early termination shall be based on the greater of (a) the average Service Fee incurred by Client for all prior months of the Agreement multiplied by the months or partial months remaining in the Initial Term or Renewal Term or (b) The price per each container location within the facility multiplied by the remaining contracted service days. The parties hereby acknowledge these amounts constitutes MedShreds liquidated damages and not a penalty. MedShred shall have the right to terminate this Agreement at any time by giving the customer sixty (60) days notices in the event that it is unable to continue to preform its obligations under this agreement due to the suspension, revocation, cancellation or termination of any permit required to preform this Agreement or in the event that a change in any law or regulation makes it impractical or uneconomical, in MedShreds sole discretion, to continue to preform this Agreement.
10. **Default and Termination for Cause** Either party may terminate this Agreement if the other party fails to cure a material default of this Agreement within 30 days following receipt of notice of such material default. Notwithstanding anything herein to the contrary, in the event that Client fails to pay any amounts due hereunder, MedShred may immediately terminate this Agreement in its entirety and retrieve its equipment from Client along with fees as provided in this Agreement, and shall be

released from any further obligations hereunder. The terms of this Section 9 shall not be affected by bankruptcy or insolvency of Client.

11. **Force Majeure** In the event of labor stoppages, strikes, lock-outs, acts of God, legal process, power outage, or any other similar occurrence, that prevents, hinders, or delays the performances of the obligations of MedShred hereunder, and such occurrence is not proximately caused by MedShred, then nonperformance of such obligations of MedShred shall be excused for the period of delay and the period for the performance of such obligation, if any, shall be extended for a corresponding period.
12. **Compliance with Law** MedShred hereby agrees to carry a General Liability, Auto Liability, and Workmen's Comp Insurance as required by applicable state law, and to otherwise comply with all federal and state laws and regulations applicable to its performance hereunder. Client agrees to comply with all federal and state laws and regulations applicable to its handling of Medical Waste and its performance under this agreement, including, without limitation, all applicable record keeping, documentation and manifesting requirements. Client agrees to indemnify MedShred for any decisions around service frequency by Client that do not comply with state regulations. MedShred and Client agree to keep and retain adequate books and records and other documentation including correspondence, instruction, receipts, plans, copies of manifests and other tracking records consistent with and for the periods required by applicable regulations and guidelines pertaining to storage or handling of Medical Waste and the services to be performed under this Agreement.
13. **Set-off/Self-Help** Client shall not be permitted to set off invoiced amounts or any portion thereof against sums that are due or may become due from MedShred to Client or to otherwise exercise any remedies of self-help without first providing written notice to the Shredder as provided within this agreement.
14. **Prohibited Practices** Client shall not store in any equipment any Materials considered to be highly flammable, explosive, toxic, radioactive, non conforming waste, rubbish, or any other materials that are otherwise illegal, dangerous and or unsafe that are not materials accepted under MedShreds RWAP. Client shall not assign this Agreement to any other party without the prior written consent of the MedShred, which may be withheld in the MedShred's sole discretion.
15. **Indemnification** Client shall indemnify MedShred for all costs and damages suffered by the MedShred as a result of Client's actual or threatened breach of this agreement. In the event that MedShred enforces the terms of this Agreement, whether by legal action or otherwise, and including but not limited to any action to collect any monies due hereunder, MedShred shall be entitled to an award of its reasonable attorney's fees, litigation expenses, court costs, costs of collection, and similar sums, in addition to any other legal and equitable remedies available to MedShred. MedShred shall indemnify and hold Client harmless from any liabilities arising from the gross negligence or willful misconduct of Med Shred in the performance of its obligations under this Agreement. Client shall indemnify and hold harmless MedShred from any liabilities arising from the gross negligence or willful misconduct of Client, which shall include, but not be limited to, failure to properly store, package, label, or segregate Regulated Medical Waste and any liabilities relating to Non-Conforming Waste, whether or not collected, transported or treated by MedShred. Client shall further indemnify MedShred of any fines or penalties resulting from any citations resulting from clients Medical Waste practices.
16. **Miscellaneous**
 - a. All words and phrases in this Agreement shall be construed to include the singular or plural number, and any/all genders, as the context requires.
 - b. The failure of any party hereto to enforce its rights hereunder, or to demand performance of any provision of this Agreement, shall not be construed as a waiver of such provision or any other provision, and this Agreement shall remain in full force and effect.
 - c. It is expressly understood and agreed that this instrument embodies all agreements existing between MedShred and Client, and that no term, provision, or condition of this agreement shall be held to be altered, amended, changed or waived in any respect except by written agreement executed by both parties hereto.
 - d. Time is of the essence.
 - e. MedShred's relationship with the Client is that of an independent contractor.
 - f. If any term or condition of this Agreement shall to any extent be invalid and unenforceable, then the remainder of this Agreement, other than those to which it is held invalid or unenforceable, shall not be affected and each term, covenant and condition of this Agreement shall be valid and be enforced to the fullest extent allowed by law.
 - g. It is acknowledged and agreed that surcharges or adjustment of fees may, from time to time, result in additional profit for MedShred.
 - h. MedShred reserves the right to set and adjust the maximum weight per container at its sole discretion.

- i. This Agreement shall be governed by the laws of the State of Iowa.
- j. This Agreement shall be enforceable in the state and federal courts located in Des Moines, Polk County, Iowa.
- k. The parties hereto waive their right to trial by jury in enforcing this Agreement.
- l. The provisions of this Agreement that are by their nature intended to survive termination or cancellation of this Agreement shall survive such termination or cancellation.
- m. Any notice required to be given hereunder shall be considered properly given three (3) days after such notice is deposited in the U.S. Mail, postage prepaid, "Certified Mail, Return Receipt Requested," and sent to the other party at its address disclosed on the cover page unless notice of a new address is given and received as provided hereunder. Notwithstanding the foregoing, notice may be given by such other means as is reasonably calculated to reach the other party, including by facsimile or electronic mail, upon providing proof of delivery of such notice.
- n. Customer acknowledges that MedShred shall not be liable for any damage to any pavement, parking lot or driving surface resulting from the weight of MedShred's vehicles or equipment servicing the Client's location.
- o. Each person signing this agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this agreement. Each party represents and warrants to the other that the execution and delivery of the agreement and the performance of such party's obligations herein have been duly authorized and that the agreement binding on such party and enforceable in accordance with its terms.
- p. Changes to the terms and conditions, hand written or otherwise, must be initialed by a representative of Green Resource Management for said changes to be recognized as changes or modifications to the standard terms and conditions as set forth above.

MEDSHRED REGULATED WASTE ACCEPTANCE POLICY CHECKLIST (RWAP)

This Waste Acceptance Policy Checklist describes the acceptable types of regulated medical waste for collection by MedShred and proper packaging and handling techniques for the packaging of Regulated Medical Waste for off-site treatment and disposal.

MedShred clients are given this checklist to assist them in segregating and preparing regulated medical waste for transport to a licensed treatment facility. Any questions regarding this acceptance policy may be directed to MedShred Customer Service at 1-855-99-SHRED. This acceptance policy is a material party of the Contract for Medical Waste Services, and clients executing such Contract agree to abide by the terms and descriptions herein and any amendments thereto.

ACCEPTED WASTES:

SHARPS – any object contaminated with a pathogen or that has the potential to become contaminated with a pathogen by means of handling or during transportation and is capable of cutting or penetrating skin or packaging material and must be packaged in rigid, sealed, puncture-resistant containers prior to being placed in the transportation container. Sharps include but are not limited to needles, syringes, scalpels, broken glass, culture slides, broken capillary tubes, broken rigid plastics and exposed ends of dental wires.

REGULATED MEDICAL WASTE – a waste or reusable material collected from the medical treatment of a human or animal, includes immunization and diagnosis to from biomedical research which includes biological products.

ACCEPTED WASTE WHICH MUST BE PROPERLY IDENTIFIED AND SEPARATED FOR INCINERATION.*

TRACE CHEMOTHERAPY CONTAMINATED WASTE – RCRA empty drug vials, syringes and needles, spill kits, IV tubing and bags, contaminated gloves and gowns, and any related materials as defined in applicable laws, rules, regulations or guidelines. Chemotherapy wastes, materials containing tract amounts - nor more than 3% by weight of the total capacity of the container - of U-listed chemotherapeutic/cytotoxic agents.

PATHOLOGICAL WASTE – Human or animal body parts, organs, tissues and surgical specimen (decanted of formaldehyde, formalin or other preservatives).

NON-RCRA PHARMACEUTICALS (NON-HAZARDOUS PHARMACEUTICALS) – Must be characterized and certified as non-RCRA hazardous material by the generator. Contract MedShred for specific requirements.

*Expired medications, anatomical parts and chemotherapy wastes are to be segregated and placed in a separate container. The container is to be labeled with an "INCINERATE ONLY" sticker. These wastes are treated by high temperature incineration with a minimum of 1800 degrees primary chamber of 2400 degrees secondary chamber.

WASTE NOT ACCEPTED BY MEDSHRED:

RCRA HAZARDOUS PHARMACEUTICAL WASTE

CHEMICALS – Formaldehyde, formalin, acids, alcohol, waste oil, solvents, reagents, fixer, developer.

HAZARDOUS WASTE – Any material possessing the characteristics of, or containing the materials regulated for, flammability, corrosivity, reactivity or EP toxicity as defined by the Environmental Protection Agency Regulations for Defining Hazardous Waste in CFR 261.21 through 261.24 and drums or other container with a hazard warning symbol, batteries and other heavy metals.

RADIOACTIVE WASTE – Any materials regulated by Nuclear Regulatory Commission and/or the Department of Transportation as radioactive. However, it should be noted that materials containing the isotopes tritium (H3) or Carbon 14 (C14) having an average value below 0.002 microcurie/gram are not regulated by the NRC, DOT or most state agencies and therefore may be acceptable to place in MedShred containers.

COMPLETE HUMAN REMAINS – Human torso including fetal torso.

BULK CHEMOTHERAPY WASTE – Chemotherapeutic wastes in volume greater than 3% are considered hazardous waste and must be disposed of by a hazardous waste disposal company.

COMPRESSED GAS CYLINDERS, CANISTERS, INHALERS, AND AEROSOL CANS

ANY MERCURY CONTAINING MATERIAL OR DEVICES – Any mercury thermometers, sphygmomanometers or lab or medical devices

MERCURY-CONTAINING DENTAL WASTE – Non-concentrated and contact amalgam and products, chair side traps, amalgam sludge or vacuum pump filters, extracted teeth with mercury fillings and empty amalgam capsules.

IT IS IMPERATIVE TO NOTE THAT IF A WASTE MATERIAL HAS MORE THAN ONE REGULATED CHARACTERISTIC, IT MUST FIRST BE MANAGED ACCORDING TO THE REGULATIONS FOR THE MOST HAZARDOUS CHARACTERISTIC WHICH THE MATERIAL POSSESSES. ONCE THAT CHARACTERISTIC IS TREATED OR NEUTRALIZED, LESS HAZARDOUS CHARACTERISTICS CAN BE MANAGED.

PACKAGING:

1. The generator of regulated medial waste is responsible for the packaging and labeling of regulated medical wastes.
2. All containers, once packaged, should be stored in a secure area, sheltered from the elements.
3. All sharps (items or objects having a sharp point or edge which could cause puncture or laceration, or that potential if broken) shall be collected at the point of generation in highly puncture resistant containers, and those containers closed and placed inside a plastic bag prior to storage or transport.
4. Bagged regulated medical waste generated at a client facility may be placed into a MedShred lined transport container. The liner must be properly sealed prior to closing the box. Sealed sharps containers may be placed directly into the lined transport container.
5. Waste should not be compacted or compressed because of the potential exposure to aerosolization of microorganisms and injury from sharps.
6. Containers of any type should not be overfilled or exceed maximum weight allowed per container. This creates an additional hazard.
7. MedShred must refuse damp or leaking containers, unsealed containers, or containers that are deemed to be unsafe for handling or transport according to State and Federal regulations.
8. All containers must bear the name, address, and telephone number of the client facility generating the waste. The generator is responsible for the proper packaging and labeling of the container. A MedShred representative will instruct staff on the proper types of labels and the location on the container where the label should be placed. MedShred must refuse to collect any containers, which are not properly labeled.

TRANSPORTATION – Transportation of waste from client business location to the treatment facility will be performed in accordance with all applicable law and regulations.

SUPPLIES – It is in the best interest of the client as well as MedShred to appropriately and economically utilize the supplies furnished for the intended purpose.

CERTIFICATE *of* SIGNATURE

REF. NUMBER
DFQEE-VNXM6-YGMFC-JITCN

DOCUMENT COMPLETED BY ALL PARTIES ON
16 OCT 2025 19:10:16
UTC

SIGNER

TIMESTAMP

SIGNATURE

THE SHREDDER + MEDSHRED

EMAIL
SALES@THE-SHREDDER.COM

SENT
16 OCT 2025 17:56:59
SIGNED
16 OCT 2025 17:57:00

Jarez Howard

IP ADDRESS
167.142.56.30
LOCATION
DES MOINES, UNITED STATES

AFTON BRADLEY

EMAIL
ABRADLEY@INDIANOLA.IOWA.GOV

SENT
16 OCT 2025 17:56:59
VIEWED
16 OCT 2025 19:09:33
SIGNED
16 OCT 2025 19:10:16

Afton Bradley

IP ADDRESS
199.66.14.52
LOCATION
INDIANOLA, UNITED STATES

RECIPIENT VERIFICATION

EMAIL VERIFIED
16 OCT 2025 19:09:33





MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: November 3, 2025
Subject: Approval of Urban Revitalization Designations

Introduction: Staff recommends approving the designation to authorize a tax abatement for the properties listed below.

Background:

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

Address	Titleholder or Contract Buyer	Estimated or Actual Cost of Improvements
812 TRAIL RIDGE RD	SCHUSTER, DEBRA LYNN	\$347,350
2316 N 8TH ST	HOCH, DOUGLAS W/MARTHA V	\$597,400
1906 E EUCLID AVE	KEMPEN, EMMA CAROLINE/JACOB JOHN	\$418,758
1507 E GIRARD AVE	AGANS FAMILY TRUST	\$415,000
1601 E GIRARD AVE	SUNDERMAN, BRYCE/MORGAN	\$359,900
1509 E GIRARD AVE	DITTMER, KYLIE ELIZABETH	\$354,990
401 N 19TH ST	DAVIS PHILLIPS, SHIRLEY/PHILLIPS, DAN JOHN	\$367,000
403 N 19TH ST	ANDERSON, BRYCE	\$369,900
2006 N 7TH ST	D R HORTON - IOWA LLC	\$294,340
1606 E GIRARD AVE	KRM DEVELOPMENT LLC	\$267,185
309 N 19TH ST	HOOPES, MICHAEL ELDON/JESSICA L	\$386,170
1312 S G ST	FOX, MARK H/SANDRA R	\$1,000,000

Budget Impact:

Recommendation: All applications are in order for approval.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Resolution approving salaries.

Introduction: Staff recommends City Council approve the salary resolution to set salaries in accordance with the personnel management guide, union contracts and seasonal salaries.

Recommendation: Staff recommends approval.

Attachments: 1. Res 2025- Approving salaries 11-3

City of Indianola
RESOLUTION NO. 2025-

RESOLUTION APPROVING SALARIES

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

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

Lisa Etnyre to Part-time, Non-benefitted Member Services, \$11.00/hour, effective November 2, 2025; and

Lillyann Morrison to Part-time, Non-benefitted Lifeguard, \$11.25/hour, effective November 2, 2025; and

Madelyn Williamson to Part-time, Non-benefitted Certified Personal Trainer, \$21.00/hour, effective November 2, 2025; and

Haylea Spencer, adding second position Lifeguard, Part-time Non-benefitted, \$11.25/hour, effective November 16, 2025.

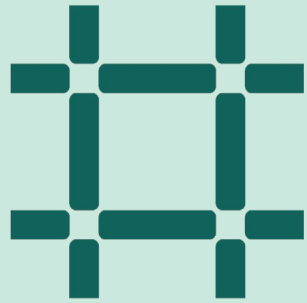
BE IT FURTHER RESOLVED that the city staff is hereby authorized to execute the resolution to issue payroll checks and make all required supporting payroll payments as required per the personnel manual or required by law.

Passed and approved this 3rd day of November 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MIPA
MID-IOWA PLANNING ALLIANCE

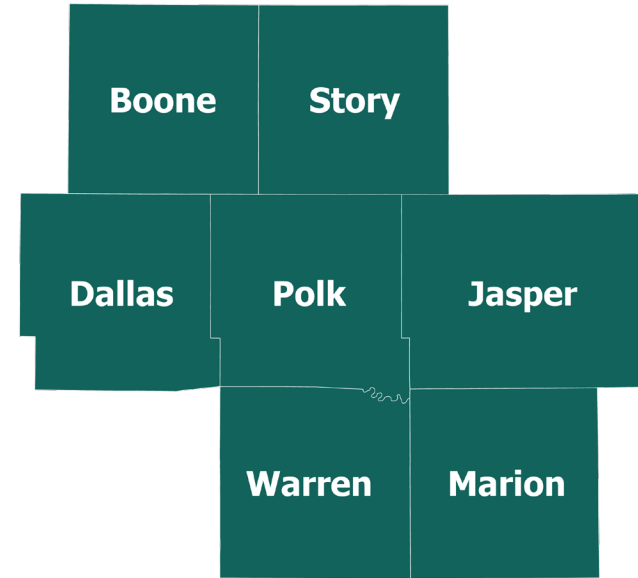
MIPA: COG IN CENTRAL IOWA

October 2025

MIPA Overview



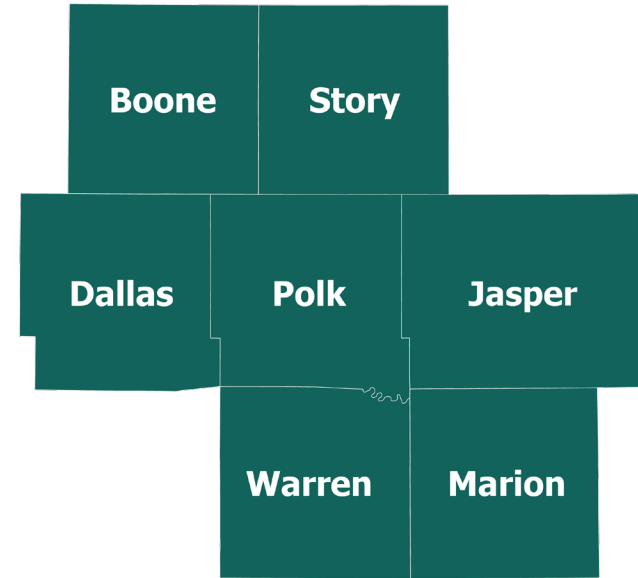
- MIPA was organized to assist local governments in Boone, Dallas, Jasper, Marion, Polk, Story, and Warren Counties with a variety of technical assistance and planning related services
- Incorporated as a non-profit in late 2021
- Named the Economic Development District by the Economic Development Administration in the spring of 2022
- Assistance is oriented to supporting communities based on their individual community development needs, while thinking regionally and focusing on long-range core issues that impact the central Iowa region as outlined in the Comprehensive Economic Development Strategy (CEDS)



MIPA Overview



- Member communities pay \$0.15 per capita in annual dues
- Dues cover general technical assistance and grant writing
- Member communities contract with MIPA on specific projects, as needed
 - Comprehensive plans, housing needs assessments, federal grant administration, subdivision review, etc
- MIPA staffs several regional entities that provide additional services and support to members



Central Iowa Regional Transportation Planning Alliance (CIRTPA)

Activities:

- Facilitate federal transportation funding; multimodal transportation planning

Organizational Structure:

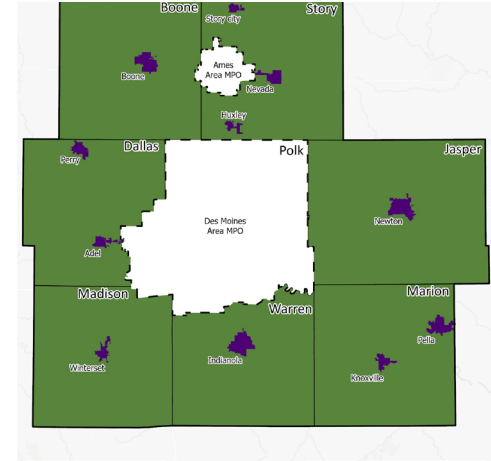
- Organized via 28E

Annual Funding:

- ~\$7,000,000 in federal funding for cities and counties

CIRTPA Dues:

- Counties and cities over 3,000 pay \$0.17 per capita



Central Iowa Workforce Development Board (CIWDB)

Activities:

- Oversees and coordinates workforce development programs and services to address employment and skill needs within the 8-county area

Organizational Structure:

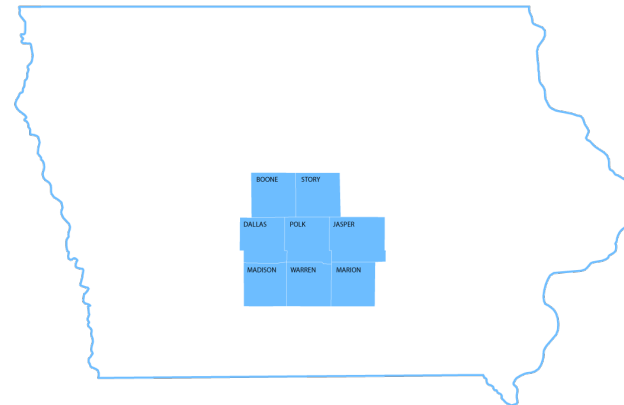
- Organized via 28E

Annual Funding:

- ~\$2,000,000 in federal funding

CIWDB Dues:

- None



Metro Home Improvement Program (MHIP)

Activities:

- Owner-occupied rehabilitation in 8 Polk County suburbs

Organizational Structure:

- Organized via 28E

Annual Funding:

- City funds and grant from Polk County Housing Trust Fund

MHIP Dues:

- Cities invest in the program and pay for administration

Altoona
Ankeny
Bondurant
Grimes
Polk City
Urbandale
West Des Moines
Windsor Heights



Central Iowa Housing Trust Fund (CIHTF)

Activities:

- Funds programs that support and advance affordable housing in the 4-county region

Organizational Structure:

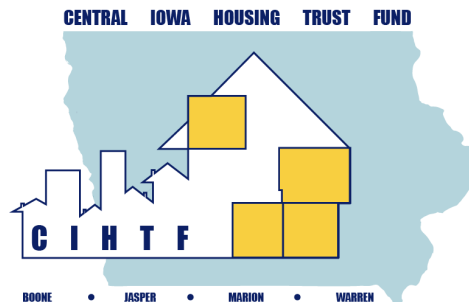
- 501c3 non-profit

Annual Funding:

- ~\$565,000 in state funding for housing projects and programs

CIHTF Dues:

- None



Story County Housing Trust (SCHT)

Activities:

- Funds programs that support and advance affordable housing in Story County

Organizational Structure:

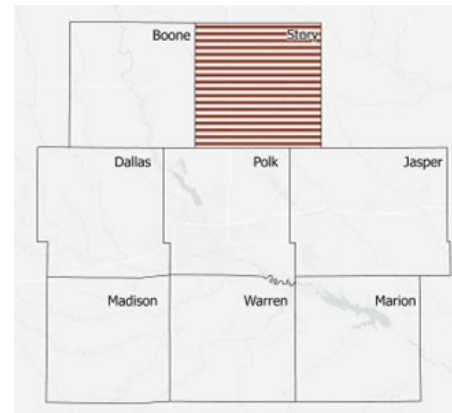
- 501c3 non-profit

Annual Funding:

- ~\$385,000 in state funding for housing projects and programs

SCHT Dues:

- ~\$100,000 is needed annually for local match to state award
- Annual requests are less than \$1.00 per capita



Story County Housing Trust

Dallas County Local Housing Trust Fund (DCLHTF)

Activities:

- Funds owner-occupied repair activities in Dallas County

Organizational Structure:

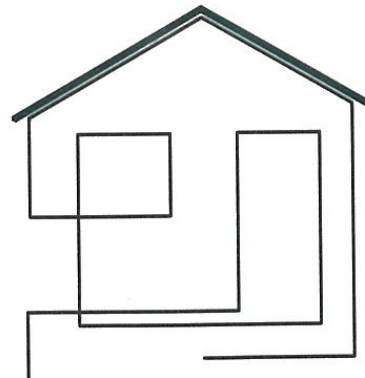
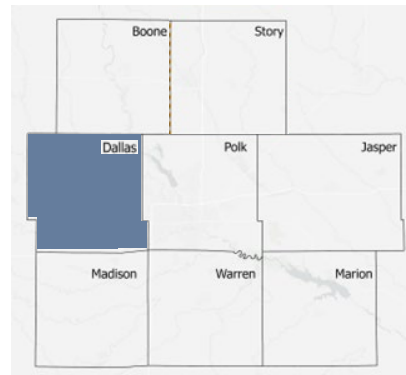
- 501c3 non-profit

Annual Funding:

- ~\$385,000 in state funding for housing repair projects

DCLHTF Dues:

- ~\$100,000 is needed annually for local match to state award
- Annual requests are \$1.00 OR \$0.28 per capita



Board Structure – Board of Directors



- The Board of Directors is the overarching governing body of MIPA
- Each member community has one representative on the Board with one vote
- Currently there are 70 member communities
 - One private sector representative in each county
 - One representative from Iowa State University
 - One representative from Des Moines Area Community College
 - One representative from Greater Des Moines Partnership



Board Structure – Executive Committee



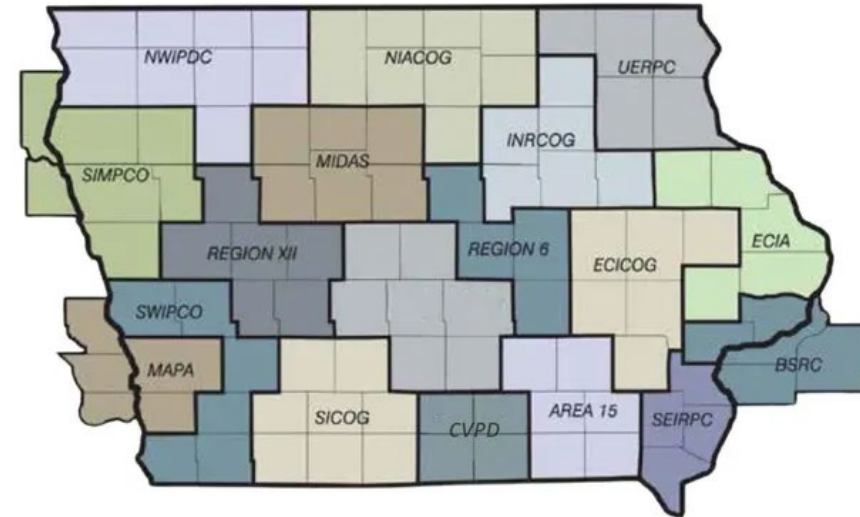
- The Executive Committee is a subset of the Board of Directors and meets monthly to monitor the day-to-day operations of the organization
- Members of the Executive Committee are selected to represent each county by other members in the county
- Each county has a total of three representatives on the Executive Committee two from the public sector and one from the private sector



COG Overview



- Created more than 56 years ago, Iowa's Councils of Governments (COGs) provide professional planning, programming, and technical assistance to Iowa's communities (cities and counties) by:
 - Providing individualized assistance to cities, counties, businesses, community organizations, and community members (such as a local comprehensive plan, grant-writing assistance, and housing and workforce programs)
 - Providing planning services across multiple jurisdictions (such as a long-range transportation plan); and
 - Providing a forum that combines the elements of transportation planning, housing development, land use planning, workforce development, and economic development into a comprehensive approach to regional growth and development
- COGs are organizations formed by counties and cities to serve local governments. Their governing boards are made up of local elected officials, business and education leaders, economic development professionals, and others



COG Overview



- COGs were established by Executive Order 11 in 1968 by Governor Harold Hughes. This action was a result of a study entitled “A Regional Delineation for the State of Iowa” prepared by the Office of Planning and Programming (OPP) in December 1967
- The purpose of the study was to create multicounty regions to facilitate the coordination of planning, programming, and administration of State services. The study illustrated that while many State agencies used “areas” or “regions,” no two areas were delineated in the same way, producing an uncoordinated pattern of overlapping services

EXECUTIVE ORDER NUMBER ELEVEN

WHEREAS, it is in the public interest in the State of Iowa that a continuous effort be made to provide the people of the state with an effective and efficient government to meet their needs; that state services should be rendered at the minimum possible cost; that the services of the state should be available with minimum inconvenience to the citizen; and that state government should provide a competent mechanism for continuous state development by serving as a structure for local government involvement in policy formulation and execution.

NOW, THEREFORE, I, Harold E. Hughes, Governor of Iowa, in order to determine the manner in which and the time within which a regional concept of state government may be implemented in Iowa, do order and direct that the steps herein specified be taken by all departments, commissions and agencies of the State of Iowa:

Article I NEED FOR A REGIONAL CONCEPT OF STATE GOVERNMENT

It is essential that action be taken to obtain coordination and unity in providing state services to Iowa's citizens. At the present time, state departments, agencies and commissions administer their services within a confusing patchwork of overlapping regions, without the benefit of commonly defined areas or coordinated services. This practice complicates the planning and administration of programs at the local, state and federal levels; reduces the productivity of state officials and employees; and results in unnecessary confusion and inconvenience to the citizen who must travel or communicate with first one place and then another in an attempt to obtain interrelated state services. The implementation of a regional concept of state government will serve to answer these needs for coordinated state government services.

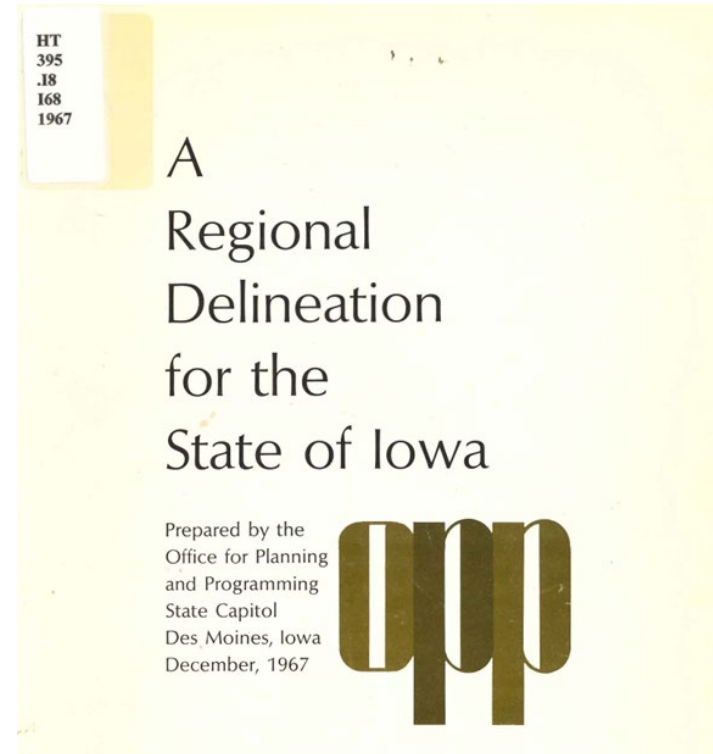
Article II RECOMMENDED PLAN FOR REGIONALIZATION

In January, 1967, the Office for Planning and Programming was directed by this office to study the need for coordinating state services, to review all earlier studies and recommendations related to this need, and to make specific recommendations to answer the need.

The results of this study and the specified recommendations with respect to it are now complete and are contained in a document entitled

COG Overview

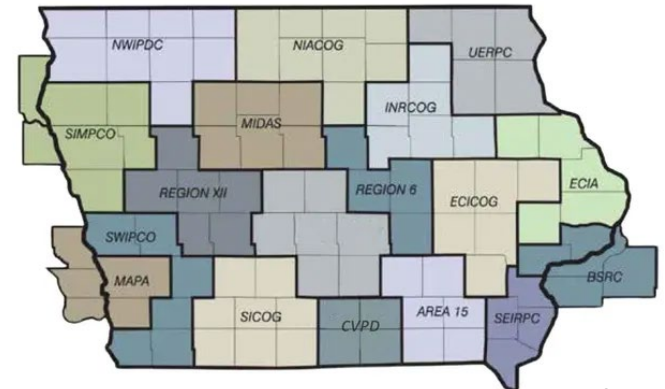
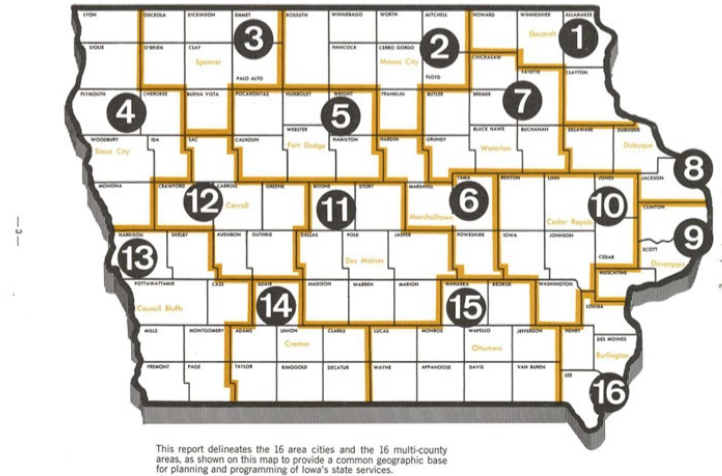
- The methodology used in the report resulted in the designation of 16 multicounty areas and 16 area cities to be used for the coordination of State services and federal programs
- The COGs were codified in Iowa Code chapter 28H by the General Assembly in 1990 Iowa Acts, chapter 1157 (Councils of Governments Act), and slightly modified from the original proposal. This Act set the number of COGs at 16, and in 2007, the number was increased to 17 in 2007 Iowa Acts, chapter 76 (Councils of Governments — Additional Area Act)
- The Iowa Association of Councils of Governments (ICOG) is the statewide association of regional councils that frequently serves as the central contracting and administrative association for management services for the COGs



COG Overview

- COGs provide significant benefits by fostering cooperation and coordination among local governments, enabling joint planning and service delivery for regional issues, acting as a neutral forum for discussing common concerns, and facilitating access to state and federal resources that individual jurisdictions might struggle to secure alone. This collaborative approach leads to more efficient resource use and reduces service duplication
- COGs in Iowa do not have taxing authority or the ability to tell or dictate what communities have to do. Rather, COGs are effective by being subject matter experts, fostering collaboration, and finding resources to implement locally driven projects

Figure 1 MULTI-COUNTY AREAS RECOMMENDED BY THE OFFICE FOR PLANNING AND PROGRAMMING





- Duties of COGs as listed in Chapter 28H include:
 - Adopt a work program each year to establish guidelines for delivery of services and activities to communities in the area
 - Provide planning services or technical assistance to the region defined in section 28H.1
 - Coordinate regional community development planning to assist community development and planning
 - Coordinate delivery of community development programs and services with local, state, and federal programs and activities
 - Prepare a regional community development plan which shall be updated annually

1

COUNCILS OF GOVERNMENTS, §28H.2

CHAPTER 28H COUNCILS OF GOVERNMENTS

28H.1	Councils of governments established.	28H.4	Membership — liability of members.
28H.2	Work program — coordination.	28H.5	Agreements with other agencies.
28H.3	Duties.		

28H.1 Councils of governments established.

For purposes of [this chapter](#), a council of governments includes the following areas established by executive order number 11, 1968 or a [chapter 28E](#) agreement:

1. Upper explorerland regional planning commission serving Allamakee, Clayton, Fayette, Howard, and Winneshiek counties.
2. North Iowa area council of governments serving Cerro Gordo, Floyd, Franklin, Hancock, Kossuth, Mitchell, Winnebago, and Worth counties.
3. Northwest Iowa planning and development commission serving Buena Vista, Clay, Dickinson, Emmet, Lyon, O'Brien, Osceola, Palo Alto, and Sioux counties.
4. Siouxland interstate metropolitan planning council serving Ida, Monona, Plymouth, Woodbury, and Cherokee counties.
5. MIDAS council of governments serving Calhoun, Hamilton, Humboldt, Pocahontas, Webster, and Wright counties.
6. Region six planning commission serving Hardin, Poweshiek, Tama, and Marshall counties.
7. Iowa northland regional council of governments serving Black Hawk, Bremer, Buchanan, Butler, Chickasaw, and Grundy counties.
8. East central intergovernmental association serving Cedar, Clinton, Delaware, Dubuque, and Jackson counties.
9. Bi-state metropolitan planning commission serving Scott and Muscatine counties.
10. East central Iowa council of governments serving Benton, Iowa, Johnson, Jones, Linn, and Washington counties.
11. Region twelve council of governments serving Audubon, Carroll, Crawford, Greene, Guthrie, and Sac counties.
12. Southwest Iowa planning council serving Cass, Fremont, Harrison, Montgomery, Page, and Shelby counties.
13. Southern Iowa council of governments serving Adair, Adams, Clarke, Decatur, Madison, Ringgold, Taylor, and Union counties.
14. Area fifteen regional planning commission serving Davis, Jefferson, Keokuk, Mahaska, Van Buren, and Wapello counties.
15. Southeast Iowa regional planning commission serving Des Moines, Henry, Lee, and Louisa counties.
16. Metropolitan area planning agency serving Mills and Pottawattamie counties.
17. Chariton valley council of governments serving Appanoose, Lucas, Monroe, and Wayne counties.

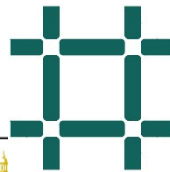
[90 Acts, ch 1157, §1; 90 Acts, ch 1262, §40; 2007 Acts, ch 76, §1, 2; 2011 Acts, ch 34, §13](#)

Referred to in §28H.2

Boone, Dallas, Jasper, Marion, Polk, Story, and Warren counties, or combinations of these, may form councils of governments or associate with any existing councils of governments; [90 Acts, ch 1157, §6; 90 Acts, ch 1262, §41](#)

Benefits of Being Designated a COG in State Code

- Additional funding from the State of Iowa. The estimated amount, based on recent state budgets, is about \$13,000 a year
- Official recognition would allow MIPA to participate in statewide initiatives that utilize the COG network. Initiatives have included Low-Income Housing Tax Credit inspections, Iowans Fit for Life program, and the Iowa Waste Exchange
- Being a COG would allow MIPA access to the Iowa Public Agency Investment Trust (IPAIT), which provides investment services specifically for Iowa governments and governmental entities. This would improve MIPA's ability to invest operating and reserve funding and meet Iowa Code requirements of investing public funds
- MIPA staff would gain access to the Iowa Public Employees' Retirement System (IPERS) which would improve staff recruitment and retention
- MIPA would be treated as a 28E organization in state law which would allow MIPA to more effectively work with local governments
- COG designation would label MIPA as the go-to entity for collaboration, problem solving, and services
- The burden of MIPA's procurement for certain activities (e.g. State CDBG) is greatly reduced by virtue of being a state designated COG



BUDGET UNIT BRIEF – FY 2026

Fiscal Services Division
July 1, 2025



Ground Floor, State Capitol Building

Des Moines, Iowa 50319

515.281.3566

Councils of Governments (COGs) Assistance

Purpose and History

The COGs were established by Governor Harold Hughes with [Executive Order Number 11](#) on February 19, 1968. This action was a result of a study entitled "A Regional Delineation for the State of Iowa" prepared by the Office of Planning and Programming (OPP) in December 1967.

The purpose of the study was to create multicounty regions to facilitate the coordination of planning, programming, and administration of State services. The study illustrated that while many State agencies used "areas" or "regions," no two areas were delineated in the same way, producing an uncoordinated pattern of overlapping services. Some voluntary associations began to emerge as an attempt by local citizens to join together to study, analyze, plan, and act on issues that affected their area. Four major criteria were used to determine the shape, size, and number of the regions within the State. These include the identification of a focal point or central city, convenience of the citizen consumer, efficiency of field workers, and an adequate economic base. The methodology used in the report resulted in the designation of 16 multicounty areas and 16 area cities to be used for the coordination of State services and federal programs.

The COGs were codified in Iowa Code chapter [28H](#) by the General Assembly in 1990 Iowa Acts, chapter [1157](#) (Councils of Governments Act), and slightly modified from the original proposal. This Act set the number of COGs at 16, and in 2007, the number was increased to 17 in 2007 Iowa Acts, chapter [76](#) (Councils of Governments—Additional Area Act). The Iowa Association of Councils of Governments (IACOG) is the statewide association of regional councils that frequently serves as the central contracting and administrative association for management services for the COGs.

Organization

The priorities and programs of each COG are established and governed by a policy board. The membership of a board includes local elected officials and is determined in the bylaws established by each COG. To carry out activities, the COGs work with public, private, and nonprofit sector partners to leverage resources and seek solutions to complex issues. The staff of the COGs generally includes an executive director, policy or program directors, professional planners, and other support staff.

Services Provided

Each COG provides specific programs and services tailored to the unique needs of its region and communities. The types and amount of services offered by each COG can vary by region and can evolve as the needs of the COG's member communities change. According to Iowa Code section [28H.3](#), COGs are required to provide the following services:

- Planning services and technical assistance.
- Coordinating regional community development planning.

More Information

Iowa Association of Councils of Governments: iowacog.com
LSA Staff Contact: Evan Johnson (515.281.6301) evan.johnson@legis.iowa.gov

Drawbacks of Being Designated a COG

- Education – In central Iowa, communities have not had the services of a COG and do not know what COGs do. Educating community leaders about the benefits will need to be a priority
- Many COGs in Iowa have celebrated or will celebrate their 50-year anniversary. They have successfully served their member communities for decades and are nearly universally embraced within the region

**Bi-State Regional
Commission marks 55 years
of dedicated service to the
QC area**



**SIMPCO 60th Anniversary
Award Ceremony**



Why Become a Designated COG?

- Becoming a COG will not change who MIPA is organizationally. MIPA will continue to provide the same services and support to communities regardless of COG status
- COG designation gives MIPA additional tools to better serve its member communities. It does not define what type of organization MIPA is or what MIPA does. That is decided by the Board and member communities
- MIPA at its core is an organization dedicated to serving its member communities. In many ways, MIPA is an extension of city and county staff. Becoming a COG allows MIPA to operate more efficiently and effectively and would better allow us to serve member communities. As MIPA does better so does MIPA's member communities



Mid Iowa Planning Alliance for Community Development (MIPA)

MIPA provides community development support and technical assistance to cities and counties throughout the mid-Iowa region. As a member-driven organization, assistance is oriented to supporting communities based on their individual community development needs, while thinking regionally and focusing on long range core issues that impact the mid-Iowa region.

MIPA is established as a nonprofit organization in Iowa and functions as the de facto Council of Governments (COG) for the region. Annual membership dues are assessed at a rate of \$0.15 per capita. In addition to its core services, MIPA manages and administers various regional organizations and initiatives, helping to coordinate planning efforts and foster regional collaboration.

MIPA is committed to promoting community development and enhancing the quality of life across the mid-Iowa region. By aligning local needs with regional goals, MIPA works to support continued community success.

Community Development

- Grant writing and administration
- General planning and technical assistance
- MIPA has successfully secured funding for water and sewer projects, downtown façade repairs, removal of derelict buildings, new infrastructure, and many others

Housing

- Implementation of various housing programs
- Project management
- Home inspection and specification development
- Administration of owner-occupied repair program using city LMI funds

Economic Development

- Federally designated Economic Development District (EDD)
- Access to federal funding from the Economic Development Administration (EDA) to support economic development for communities and industry
- Work to execute the Comprehensive Economic Development Strategy (CEDS)

Community Planning

- Comprehensive plan development
- Preparation of housing needs assessments
- Facilitation of the creation of capital improvement plans
- On call technical assistance to planners and zoning administrators
- Research and data analysis
- Creation of GIS maps and other visuals



Mid-Iowa Planning Alliance for Community Development

939 Office Park Road, Suite 306
West Des Moines, IA 50265

515.304.3524

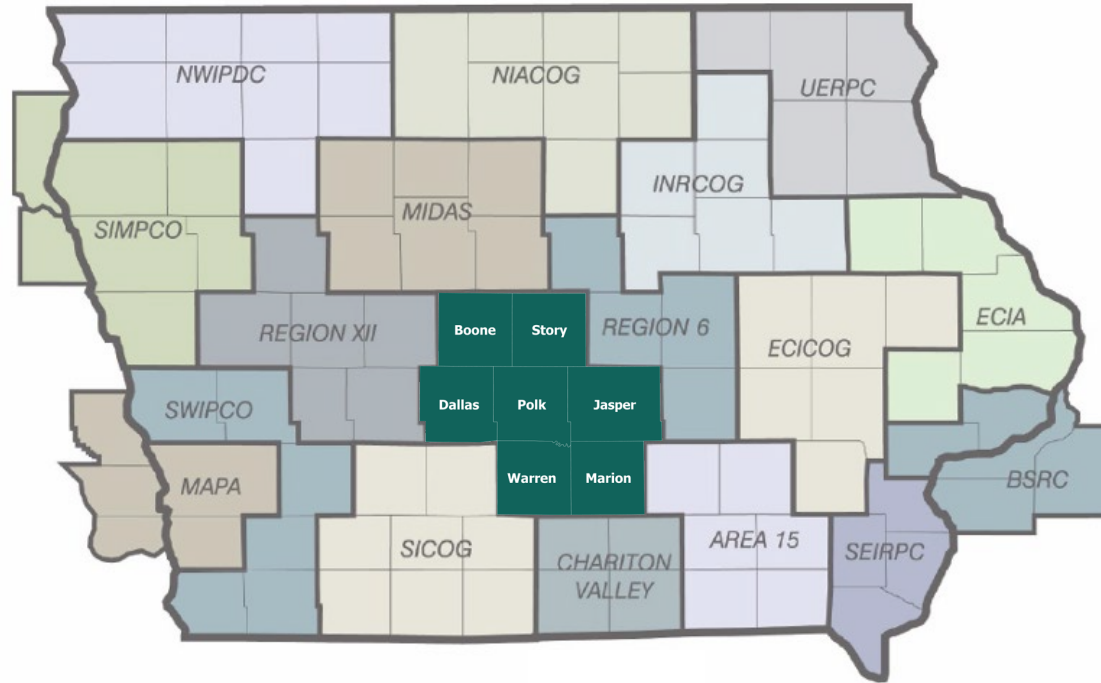
mid-iowaplanning.org

info@mid-iowaplanning.org

Steps to Being Designated a COG



- To be designated a COG, the Iowa Legislature would need to amend Chapter 28H to add MIPA to the list of COGs. Staff has been conducting research into what additional steps would be needed but additional conversations with legislators throughout the region will be necessary. Previous efforts to add to the list of COGs necessitated the “Councils of Governments — Additional Area Act” of 2007
- Before moving forward, the MIPA Board of Directors would need to give approval of MIPA seeking COG designation



Questions Received to Date

- **Q: Will this raise MIPA's Dues?**

A: MIPA has no plans to raise dues in the near future

- **Q: What funding would MIPA receive if designated a COG?**

A: Funding would be around \$12k in the form of COG Assistance. Funding is intended to be used for operations and community support

- **Q: Would what MIPA does to support communities change because of this designation?**

A: No. MIPA is governed by its By-Laws and Board of Directors. The work and support MIPA undertakes is derived from those sources. COG designation would provide additional tools to support communities but does not change the mission or work the organization does

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info@mid-iowaplanning.org

Call to Action

- Support MIPA's efforts in becoming a COG. Ways to help move the initiative forward include:
 - Voting to move forward with the designation at the MIPA Board Meeting
 - Writing a letter of support
 - Contacting your local state representative and senator



QUESTIONS?

Thank you!

Andrew Collings

acollings@mid-iowaplanning.org

515-304-3524



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: November 3, 2025
Subject: Consideration of the appointment of Jess Lundquist to the Indianola Public Arts Commission for a term beginning immediately and ending July 1, 2026.

Introduction: The Indianola Public Arts Commission has seven members with one vacancy.

Recommendation:

Attachments: 1. Jess Lundquist 2025



City Clerk's Office

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

515-961-9410 phone

Volunteer Application Form to Serve on a City Board or Commission

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

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

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

Personal Information

Name: JESS LUNDQUIST		Today's Date: 10/02/25
Street Address: 695 N N ST #		
City, State, Zip: INDIANOLA, IA 50125		Years Resided in Indianola: 4
Email: jlundquist87@gmail.com		
Home Phone:	Cell Phone: 515-318-0637	Work Phone: 515-243-8115
Occupation: HR DEVELOPMENT COORDINATOR		
Gender (Optional):	Age (Optional):	Race (Optional):
Have you previously volunteered on a City Board, here or elsewhere? NO		
Board Name:	Years Served:	City:
Application for (Name of Board/Commission or Committee): INDIANOLA PUBLIC ARTS COMMISSION		
Why do you want to serve on this Board/Commission or Committee? To support efforts to maintain a vibrant scene for the arts in the community of Indianola.		
What will you contribute to this Board/Commission or Committee? - Ideas for interesting, unique installations and events - Willingness to make time to explore and forge beneficial collaborations within the community and beyond - Creation of art as my talents allow - A general philosophy that art makes life worth living		

Please attach additional pages if necessary.

Boards, Commissions and Committees

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

Indianola City Council

Indianola City Hall

110 North 1st St
Indianola, IA 50125

Oct 7, 2025

Mayor Steve Richardson and Indianola City Council Members:

Please find enclosed my application to join the Indianola Public Arts Commission.

Over the course of the four years my husband Quinn (Mr. Whitaker) and I have been part of the Indianola community, I have slowly become more involved in the community. About one year ago, I filled a vacancy on the Friends of the Library Board. I've had the pleasure of participating in several events: the evening with Dayton Duncan, the Homecoming parade, and our beloved DinoFest, to name a few. I intend to continue volunteering with the Friends, focusing additional attention through a committee on fundraising and new events. I'm interested in broadening and deepening my community involvement through participation in this commission.

In 2018, I accepted a position on the HR team for Mainstream Living, Inc., a nonprofit that empowers adults with disabilities and behavioral health diagnoses in central Iowa through in-home and community-based support. I transitioned into a leadership role with the company after nearly seven years leading talent acquisition and new hire orientation; now, I oversee recruitment strategy, develop training programs, and collaborate on employee retention efforts. Prior to my work with Mainstream, I managed my own creative small business, ink & flourish, for which I produced and taught hand lettering. That foray into entrepreneurship was a crash course in self management, networking, and problem solving that followed a couple years of supporting (and getting inspiration from) others starting up their own ventures at Iowa Center for Economic Success.

Creating and supporting art is a lifelong priority for me. I'm drawn to participate in the Public Arts Commission not only to fill my own bucket, but to contribute personally to nourishing the arts in our community. My mission statement is in line with that John Keating quote from Dead Poet's Society:

*"And the human race is filled with passion. And medicine, law, business, engineering, these are noble pursuits and necessary to sustain life.
But poetry, beauty, romance, love, these are what we stay alive for."*

Thank you for your time and consideration. Please find enclosed my application and resume for your review. I look forward to hearing from you.

Sincerely,



Jess Lundquist

Jess Lundquist

HR Development Coordinator

695 N N Street
Indianola, IA 50125

515-318-0637 (text OK)

jlundquist87@gmail.com

linkedin.com/in/jesslundquist

I'm an artist, a problem solver, a connector, and a galvanizer. So far, my career has been focused in the nonprofit sphere, from small business development to human services. Making and enjoying art is a priority for me, and I've always carved out space for that—writing, drawing, singing, performing, dancing. I'm interested in collaborating with others in my community to create art that connects and inspires.

Experience

Mainstream Living, Inc. / HR Development Coordinator

February 2025 - PRESENT, Des Moines, IA

- Oversee recruitment strategy
- Design and implement comprehensive cross-organizational training programs
- Collaborate with EMT on development planning, career pathways, and succession planning
- Lead and support retention and engagement initiatives

Education

Northwest Missouri State University / Bachelor of Science in English, Spanish

Magna cum laude

August 2010 - December 2014,
Maryville, MO

Chariton High School / High School Diploma

August 2006 - May 2010,
Chariton, IA

Mainstream Living, Inc. / HR Recruiter

July 2018 - February 2025, Des Moines, IA

- Processed job applications
- Collaborated with teams across the organization to address hiring needs
- Represented the organization at hiring fairs
- Led hundreds of new staff through orientation training

ink & flourish, LLC / Owner, Chief Scribbler

April 2017 - September 2019, Des Moines, IA

- Managed all aspects of small business from strategic planning to daily operations
- Created hand-lettered work on a variety of mediums
- Participated in craft markets
- Collaborated with local businesses for events
- Provided a number of calligraphy and lettering workshops in the state of Iowa

References

Amber Corrieri

COO, Mainstream Living, Inc.
515-451-9275

Heidi Wessels

Experiential Education Paralegal,
Drake Law
515-360-3671

Iowa Center for Economic Success / Client Education Coordinator

February 2015 - April 2017, Des Moines, IA

- Counseled clients of the Iowa Women's Business Center
- Planned event for statewide gathering for free tax preparation program
- Facilitated interaction between clients and Iowa Center associates, community partners
- Crafted and disseminated press releases, flyers, and other marketing products for three departments



MEMORANDUM

To: Mayor and City Council

From:

Date: November 3, 2025

Subject: Consideration of the appointment of Sue Edwards to the Board of Adjustment for a term beginning immediately and ending July 1, 2030.

Introduction: The Board of Adjustment consists of five members with one vacancy.

Recommendation:

Attachments: 1. Sue Edwards 2025 BOA Application

September 12, 2025

City Clerk
110 North 1st Street
Indianola, Iowa 50125

My name is Sue Edwards. I have lived in Indianola for 36 years. I would like to apply for the open seat on the Indianola Board of Adjustment. I have attached my resume and application for your consideration.

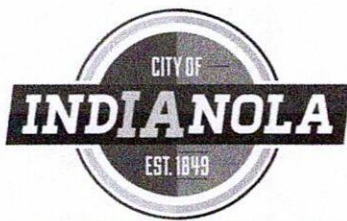
I have always been an active volunteer for a variety of organizations and tasks. With my years of experience as an educator (retired), I feel I can be an open and objective member of this board. I always want to do what I can to improve our city and fulfill my civic duty.

I feel I understand the purpose and responsibilities of this committee and its role in serving the citizens of Indianola. I have attended a meeting of this committee and observed how it was run and was quite impressed with the professionalism of the staff and the board members in how they conducted their business. I would look forward to working them as a fellow board member.

Respectfully,

A handwritten signature in cursive script that reads "Sue Edwards". The signature is written in black ink and is positioned below the "Respectfully," text.

Sue Edwards



City Clerk's Office

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

515-961-9410 phone

Volunteer Application Form to Serve on a City Board or Commission

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

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

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

Personal Information

Name: Sue Edwards		Today's Date: 9/12/25	
Street Address: 800 E Trail Ridge Place			
City, State, Zip: Indianola, IA 50125		Years Resided in Indianola: 36	
Email: sedwards800@gmail.com			
Home Phone: NA		Cell Phone: 515-669-8190	
		Work Phone: NA	
Occupation: Retired teacher			
Gender (Optional): Female		Age (Optional): 71	
		Race (Optional): White	
Have you previously volunteered on a City Board, here or elsewhere? No			
Board Name: Board of Adjustment		Years Served:	
		City:	
Application for (Name of Board/Commission or Committee): Board of Adjustment / Appeals			
Why do you want to serve on this Board/Commission or Committee? I have been an active volunteer for a variety of organizations and tasks. With my years of experience as an educator, I feel I can be an open and objective member of this board. I want to do what I can to improve our city and fulfill my civic duty.			
What will you contribute to this Board/Commission or Committee? I pride myself in being open minded and objective. I would come to the meetings prepared by having carefully read each request, reviewed the recommendations of the staff and being familiar with the language in the respective ordinance.			

Please attach additional pages if necessary.

Boards, Commissions and Committees

☒	Board of Adjustment/Appeals meets the first Wednesday of the Month at 6:00 p.m. in the City Hall Council Chambers. This Board reviews applications for variances (zoning setbacks, lot area, off street parking, etc.), rules on special uses and structures listed, and listens to/decides upon appeals or administrative decisions. The Board consists of five members who serve 5-year terms. The City Council appoint this Commission.
☐	Bravo is comprised of local governments to provide funding and leadership to the arts, culture and heritage community. One Indianola resident can serve on the Board of Directors of Bravo under the intergovernmental agreement between the City of Indianola and Bravo.
☐	Civil Service Commission meets on-call. The Commission administers the civil service procedure and is involved in the hiring process for the Fire and Police Department as specified by code. The Commission consists of three members that serve 4- year terms.
☐	Hometown Pride Committee meets once a month. The Committee's mission is to bring neighbors together to build a sense of community, create and improve public amenities, and celebrate what makes our hometown great. The board consists of 11 members who serve 2-year terms.
☐	Human Relations Commission fosters the use of the procedures and programs of the Iowa Civil Rights Commission and increases awareness, understanding and appreciation of diversity, equity and inclusion within the community. The Commission consists of 7 members who serve 3-year terms.
☐	IMU Board of Trustees meets the second and fourth Monday of the month at 5:30 p.m. in the City Hall Council Chambers. This Board manages and controls the city's waterworks, electric, light and power plant and also provides telecommunication services. The Board consists of five members serving 6-year terms.
☐	Indianola Public Arts Commission is comprised of 7 residents who shall encourage the cooperation and coordination of projects in the field of arts that will enhance the cultural level of the arts in the community. They meet on the 4 th Thursday of the month.
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Sue Edwards

800 East Trail Ridge Place, Indianola, IA 50125

Cell: 515-669-8190 sedwards800@gmail.com

Teaching Experience:

- 2011-2022: Simpson College, Indianola, Iowa
Adjunct Instructor: Taught Educ 222 (Assessment, Planning & Teaching) for four (4) semesters.
Supervised student teachers and worked with incoming students completing their Masters degree in teaching during this period.
- 1994-2011: Indianola Community Schools, Indianola, Iowa
Taught 4th grade.
- 1990-1992: Southeast Warren Intermediate Center, Lacona, Iowa
Taught 5th and 6th grades – math, English, reading.
- 1989-90 and 1992-1994 Indianola Community Schools, Indianola, Iowa
Substitute taught extensively at Emerson, Whittier and Irving Elementary schools in virtually all grades, including at the Middle School.
- 1977-1989: Shellsburg Community School, Shellsburg, Iowa
1984-89: Taught 6th grade. Self-contained classroom.
1978-84: Taught 6th grade social studies, Iowa history, English and reading.
1977-78: Taught 5th and 6th grade social studies and reading.

Academic Background:

B.A. Elementary Education, May 1976. University of Northern Iowa.

M.S. Effective Teaching, Learning and Leadership, May 2007. Drake University.

Community Involvement:

Currently serve as a “family friend” to recently selected recipient for the Habitat for Humanity house being constructed in Indianola. Provide guidance and encouragement to the new homeowner.

Routinely volunteer at National Balloon Classic working in the public information booth.

Former board member of ISU Extension Service (two terms for a total of eight years) in Indianola.

Worked with PTO and fundraising at Emerson Elementary School during my time there and for three years after my retirement.

Past member of American Association of University Women (AAUW). Served on board in several roles. Served as Camp Director for Tech Trek – sponsored by Simpson College and AAUW. This was a STEM Camp for 7th grade girls.

Past member of Delta Kappa Gamma (teachers and retired teachers). Served on board in various roles. Provided “reading corners” (bookshelves, books, reading lamps, games, throws) for children moving into Warren County Habitat for Humanity homes.

Volunteered for five seasons (Nov – Dec) working for Toys for Tots at Des Moines warehouse (filling toy orders).



—Office of the Mayor—

PROCLAMATION

Operation Green Light for Veterans 2025

WHEREAS, the residents of Indianola have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Operation Green Light is a nationwide initiative to support veterans and raise awareness about the challenges many veterans face in accessing benefits and services; and

WHEREAS, Indianola seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, the City of Indianola seeks to join other communities and counties through Operation Green Light for Veterans to shine a light on the plight of Veterans across the country who are having a hard time connecting with benefits after serving their country.

NOW, THEREFORE, I, Steve Richardson, mayor of the City of Indianola, do hereby proclaim the week of November 4-11, 2025, to be a time to honor the service and sacrifice of individuals in uniform transitioning from active service.

FURTHERMORE, in observance of Operation Green Light for Veterans, the Indianola City Council encourages community members to show their support for veterans by displaying a green light in a window of their place of business or residence from November 4 – 11, 2025.

Steve Richardson, Mayor



MEMORANDUM

To: Mayor and City Council
From: David N. Moeller, City Engineer
Date: November 3, 2025
Subject: Second consideration of an ordinance amending Chapter 66, Load and Weight Restrictions, for Establishing Truck Routes.

Introduction: The purpose of this memorandum is to provide the City Council with background and supporting information for the first consideration of an ordinance amending Chapter 66, Load and Weight Restrictions, to establish designated truck routes in the City of Indianola. This ordinance is intended to protect residential neighborhoods, preserve public infrastructure, and improve roadway safety by directing heavy truck traffic to designated corridors.

Background: Currently, the City of Indianola does not have designated truck routes. Without such routes, trucks are legally permitted to travel on any street within the city limits. This has led to additional wear on residential streets not built to withstand heavy truck traffic and has also generated frequent complaints from residents concerned about noise, safety, and damage to local streets.

Staff identified key corridors based on known truck traffic patterns, commercial and industrial activity, and logical connections to existing state-designated truck routes (Highways 65/69 and 92). Streets identified by staff based on truck traffic hotspots and commercial activity:

- Clinton Avenue: from Jefferson Way to North 5th Street
- Hillcrest Avenue: from Jefferson Way to North 17th Street
- Iowa Avenue: from Jefferson Way to North 15th Street
- Girard Avenue: from Jefferson Way to North 6th Street
- North 6th Street: from Iowa Avenue to Girard Avenue
- North 14th Street: from Hillcrest Avenue to Iowa Avenue
- 15th Street: from 2nd Avenue to Iowa Avenue
- North 17th Street: from Hillcrest Avenue to termination south of Hillcrest

Note: State Highways 65/69 and 92 are already truck routes.

Discussion: The proposed ordinance will require all commercial vehicles exceeding 12,000 pounds, whether loaded or unloaded, to operate only on the designated truck routes, unless exceptions apply. Exceptions include emergency vehicles, school and public transit buses, city-owned and utility/construction vehicles, waste collection vehicles, commercial vehicles under 12,000 pounds, and trucks making local deliveries or pickups that must temporarily leave the designated routes. In these cases, trucks must use the nearest possible intersections to leave and reenter the truck routes.

During construction or approved detours, City staff will review site and traffic control plans to ensure trucks are directed to the nearest designated routes. Clear signage will be installed to indicate truck

routes and allow for enforcement. Employers will be expected to ensure their drivers comply with the ordinance. Violations will be subject to citations, fines, and penalties.

A public open house was held on August 5 at the Activity Center to present the proposed ordinance and gather input from residents and businesses. Comments reflected a mix of perspectives. While the business community has expressed support for formal truck routes, some residents along North 15th Street and East Iowa Avenue expressed concerns about truck traffic and potential pedestrian conflicts.

Dedicating some of these streets as truck routes also means that the City will need to prioritize them in future capital planning. By recognizing these corridors as truck routes, the City must plan budgeting for timely maintenance, repair, and reconstruction to ensure that they remain in good condition and capable of handling heavy truck traffic.

At the September 15, 2025, City Council meeting, the Council considered the first reading of the proposed ordinance. The first consideration was approved with the removal of North and South 15th St and Iowa Avenue from the proposed truck routes. Since that meeting, staff have identified a concern regarding the removal of Iowa Avenue between Jefferson Way and North 6th Street. Without Iowa Avenue designated as a truck route, trucks would be forced to take the more direct route to Girard Avenue. There is no left-turn lane at the southbound intersection of Jefferson Way and Girard Avenue, and there is no signals at that intersection. If Iowa Avenue between Jefferson Way and North 6th Street is retained as a truck route, trucks could instead use the signalized intersection of Iowa Avenue and Jefferson Way, which includes a dedicated southbound left-turn lane. This provides a safer and more efficient turning movement.

Discussion at the October 6, 2025 City Council meeting under the first reading of the revised ordinance led to council giving direction to include Iowa Avenue from Jefferson Way to North 15th Street and 15th Street from 2nd Avenue to Iowa Avenue in the designated truck route. Enclosed is a draft ordinance and truck route map to that effect.

This new draft ordinance also includes enforcement language based off of the Iowa Code. It states in part that the fine is determined by dividing the difference between the actual weight and the maximum weight established by the ordinance or resolution by one hundred, and multiplying the quotient by two dollars. (Iowa Code 321.473(3)(a))

The revision of the ordinance requires that the first reading be considered again.

Budget Impact: The cost of implementing the truck routes is estimated at approximately \$2,500 for signage materials and installation. There will also be a minimal cost associated with publishing the ordinance for adoption. These costs can be accommodated within the existing budget.

Recommendation: Staff recommends approval.

Attachments:

1. ORD66_TruckRoute
2. Map_TruckRoute

City of Indianola
ORDINANCE NO.

**AN ORDINANCE AMENDING CHAPTER 66 OF THE INDIANOLA MUNICIPAL CODE
(LOAD AND WEIGHT RESTRICTIONS) TO UPDATE TRUCK ROUTE DESIGNATIONS
AND REGULATIONS**

BE IT ENACTED by the City Council of the City of Indianola, Iowa, as follows:

SECTION 1. SECTION AMENDED. Chapter 66 (Load and Weight Restrictions), Section 66.05 (Truck Routes) of the Code of Ordinances of the City of Indianola, is hereby amended by inserting the following underlined language and deleting the ~~strike through~~ language:

66.05 TRUCK ROUTES.

~~When truck routes have been designated, any motor vehicle exceeding established weight limits shall comply with the following:~~

~~1. Use of Established Routes. Every such motor vehicle having no fixed terminal within the City or making no scheduled or definite stops within the City for the purpose of loading or unloading shall travel over or upon those streets within the City designated as truck routes and none other.~~

Purpose. To protect residential neighborhoods, preserve road infrastructure, and promote safety, the City designates specific truck routes for vehicles exceeding established weight limits.

1. Designated Routes. Every commercial vehicle which has a gross weight in excess of 12,000 pounds, loaded or unloaded, shall be operated only upon the following streets, which are hereby designated as truck routes:

<u>Street</u>	<u>From</u>	<u>To</u>
<u>Clinton Avenue</u>	<u>Jefferson Way</u>	<u>5th (North) Street</u>
<u>Hillcrest Avenue</u>	<u>Jefferson Way</u>	<u>17th (North) Street</u>
<u>Iowa Avenue</u>	<u>Jefferson Way</u>	<u>15th (North) Street</u>
<u>Girard Avenue</u>	<u>Jefferson Way</u>	<u>6th (North) Street</u>
<u>6th (North) Street</u>	<u>Iowa Avenue</u>	<u>Girard Avenue</u>
<u>14th (North) Street</u>	<u>Hillcrest Avenue</u>	<u>Iowa Avenue</u>
<u>15th Street</u>	<u>2nd Avenue</u>	<u>Iowa Avenue</u>
<u>17th (North) Street</u>	<u>Hillcrest Avenue</u>	<u>Termination Point south of Hillcrest Avenue</u>

2. Definitions. Unless the context clearly indicates or requires a different meaning, words used in the present tense shall include the future; "shall" is mandatory and not directory.
 - A. "Truck" means any vehicle designed or operated for the transportation of property and whose total weight loaded or unloaded exceeds 12,000 pounds.
 - B. "Truck Route" means a street designated by the City Council for truck traffic in or through the City.

3. Exceptions. The restrictions imposed by Section 66.05(1) hereof do not apply to the following:
 - A. Emergency vehicles operating on any City street;
 - B. School buses or public transit buses operating on any City street;
 - C. Trucks owned or operated by the City, public utilities, or contractors engaged in maintenance, repair, or construction of streets, public improvements, or utilities;
 - D. Waste collection vehicles operated by authorized private contractors while performing solid waste, recycling, or refuse collection services on any City street;
 - E. Trucks traveling on officially established detour routes approved through the construction or site plan review process;
 - F. Trucks temporarily leaving the designated route when necessary for business purposes, provided they leave and reenter at the nearest intersections;
 - G. Trucks operating on paved streets for deliveries or pickups, entering at the intersection closest to the destination and proceeding no further than the next intersection after completing the delivery or pickup;
 - H. Commercial vehicles with a gross weight up to and including 12,000 pounds, loaded or unloaded, which are allowed free and unrestricted use of all paved City streets.
4. Posting of Signs. The City shall cause truck route prohibitions and limitations to be designated by appropriate signs posted upon the truck route. However, such signs shall not prohibit necessary local operation on a city street for the purpose of a pick up or delivery.
5. Enforcement and Penalties. Violation of Indianola City Ordinance Section 65.05 shall constitute a simple misdemeanor subject to the penalty(ies) provided in Chapter 4 of this Code of Ordinances with the fine being determined by dividing the difference between the actual weight and the maximum weight established by the ordinance or resolution by one hundred, and multiplying the quotient by two dollars. (Iowa Code 321.473(3)(a))
6. Deliveries Off Truck Route. Any such motor vehicle, when loaded or empty, having a fixed terminal, making a scheduled or definite stop within the City for the purpose of loading or unloading, shall proceed over or upon the designated routes to the nearest point of its scheduled or definite stop and shall proceed thereto, load or unload and return, by the most direct route to its point of departure from said designated route. (Code of Iowa, Sec. 321.473)
7. Employer's Responsibility. The owner, or any other person, employing or otherwise directing the driver of any vehicle shall not require or knowingly permit the operation of such vehicle upon a street in any manner contrary to this section. (Code of Iowa, Sec. 321.473)

SECTION 2. REPEALER. All ordinances and resolutions or parts thereof, in conflict herewith are hereby repealed.

SECTION 3. SEVERABILITY. If any section, provision or part of this Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval and publication as provided by law.

Passed and approved 1st Reading on this ____ day of _____, 2025.

Passed and approved 2nd Reading on this ____ day of _____, 2025.

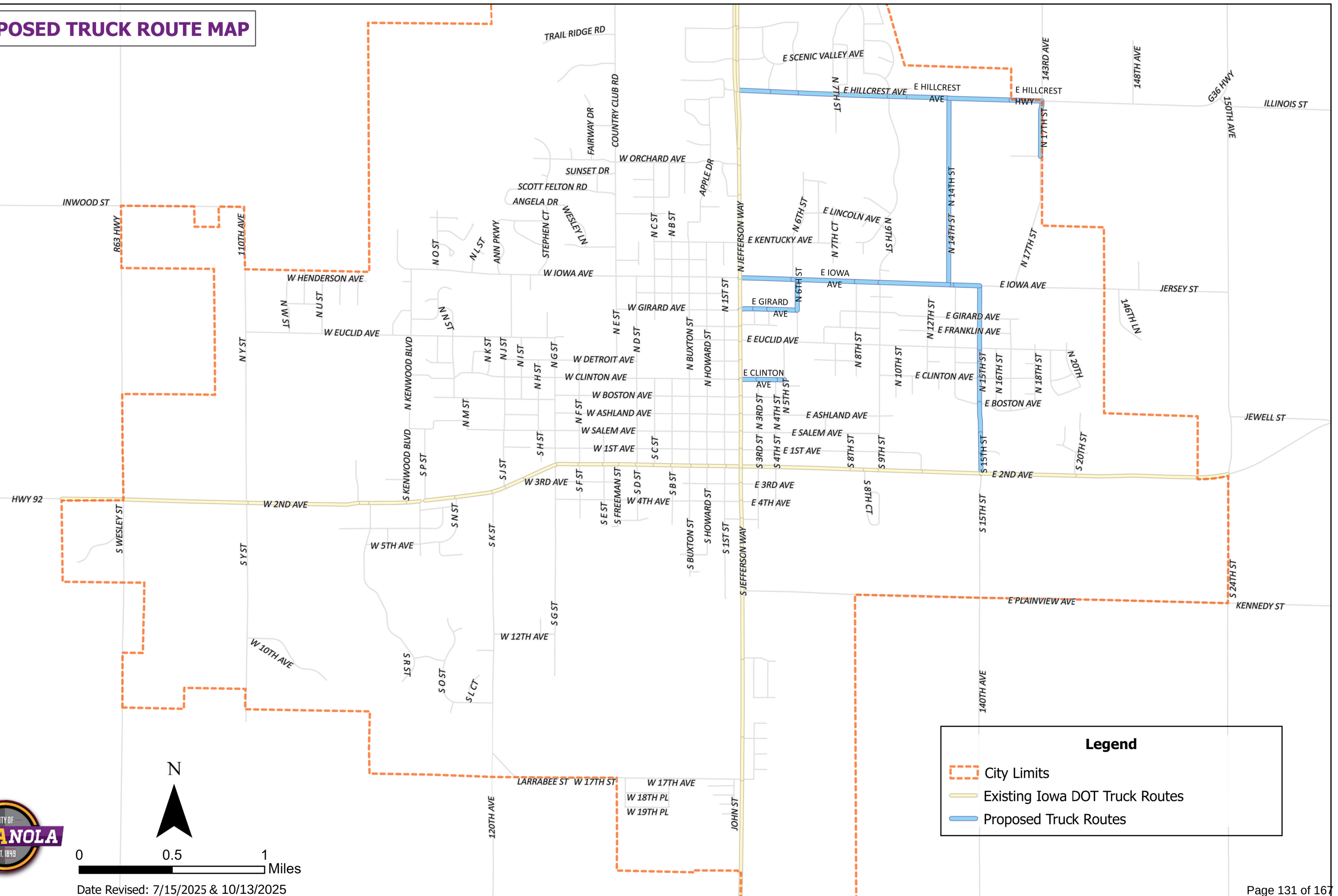
Passed and approved 3rd and final Reading on this ____ day of _____, 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

PROPOSED TRUCK ROUTE MAP



A horizontal scale bar with a black segment from 0 to 0.5 miles and a white segment from 0.5 to 1 mile. The word "Miles" is at the right end.

Date Revised: 7/15/2025 & 10/13/2025

Page 131 of 167



MEMORANDUM

To: Mayor and City Council
From: Tim Little, Bryce Johnson, Community and Economic Development Director
Date: November 3, 2025
Subject: Code Compliance Case 2025-198 (Parcel 48251012000)

Introduction:

Background: On September 2, 2025, city staff identified a potential public nuisance located north of the intersection of N. 7th Court and E. Lincoln Avenue. The case identified "tall weeds and grass." The property owner has stated he received a waiver from the city's maintenance codes but was unable to provide documentation proving such.

Discussion: Upon inspection of the property, the city's Code Enforcement Officer determined a violation existed, citing the following code section(s):

- 154.02(7)(C) which requires "All undeveloped properties adjacent to a developed property - not to exceed eight inches for a distance of 10 feet measured horizontally into the property from the property line."

Code enforcement staff sent a Notice of Violation to the property owner requiring they mow the area within 10-feet of the property line to satisfy city code. Specifically, staff required the following actions:

- Mow overgrown areas - not to exceed eight inches for a distance of 10 feet measured horizontally into the property from the property line.

The property owner is challenging staff's determination of a public nuisance. This meeting has been set as a public hearing to allow the applicant to discuss the item with City Council and to make the determination if, or if not, a public nuisance exists.

Budget Impact: None.

Recommendation: City staff recommends City Council make the determination that a code violation exists and the property be improved in a manner to satisfy the violation.

Attachments:

1. Nusiance Finding Resolution_11-03-2025
2. 20251013_203736319_iOS
3. 20251013_203749355_iOS
4. 20251013_203929741_iOS
5. 20251013_203932852_iOS

6. 20251013_203948485_iOS
7. 20251013_203958839_iOS
8. 20251013_204013016_iOS

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION DETERMINING IF A NUISANCE EXISTS AT PARCEL ID:
48251012000, INDIANOLA IOWA**

WHEREAS, on September 2nd, 2025, the Community Development Department received an anonymous complaint regarding tall grass and weeds on property located at PARCEL ID: 48251012000; and

WHEREAS, upon inspection on September 2nd, 2025, the code enforcement officer noted there was tall grass and weeds on the property located at PARCEL ID: 48251012000; and

WHEREAS, On September 2nd, 2025, a letter was sent by first class and certified mail to the property owner; and

WHEREAS, On September 11th, 2025, the Community Development Department received a request for a hearing in writing, in accordance with Section 50.06(3) of the Code of Ordinances of Indianola, Iowa, regarding an alleged violation at PARCEL ID: 48251012000; and

WHEREAS, on October 20th, 2025, the City Council of the City of Indianola set a hearing for this matter to take place on November 3rd, 2025, at 6:00 P.M.; and

WHEREAS, a hearing for this matter took place on November 3rd, 2025, at 6 P.M. where the Council heard from City Staff and the property owner.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that a nuisance exists at PARCEL ID: 48251012000 by way of a violation of Chapter 154 of the Code of Ordinances of Indianola, Iowa, regarding grass, weeds or brush and orders the nuisance be abated within seven (7) days.

OR

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that a nuisance does not exist at PARCEL ID: 48251012000.

APPROVED this 3rd day of November 2025.

Steven Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

















MEMORANDUM

To: Mayor and City Council
From: Tim Little, Bryce Johnson, Community and Economic Development Director
Date: November 3, 2025
Subject: Code Compliance Case 2025-225 (1012 East Euclid Avenue)

Introduction:

Background: On September 12, 2025, city staff received notice of a potential public nuisance at 1012 E Euclid Avenue. The official complaint identified "excessive amounts of junk alongside the garage, back yard, and back deck. Pallets stacked on deck creating a fire hazard, yard debris attracting bugs, plastic crates, wood, toy remnants, wood, metal items, and poles, and dead bushes stacked all over."

Discussion: Upon inspection of the property, the city's Code Enforcement Officer determined a violation exists citing the following code sections:

- 50.02(4), Garbage Trash and Refuse; and,
- 50.02(5), Junk and Debris; and,
- 51.02, Junk and Junk Vehicles

Code Enforcement staff sent a Notice of Violation letter to the property owner requiring they clean up the property in a manner to satisfy city code.

Specifically, staff required the following actions:

- Remove or properly store (inside storage, dwelling, garage etc.) - Old Machinery, Junk and Other Debris. Piling, storage or keeping of old machinery, junk, tires, parts, furniture, household furnishings or appliances or component parts, Garbage, Trash and Other Refuse, Lumber, Building Materials and Occupational Materials, Weeds, Grass or Brush.

The property owner is challenging staff's determination of a public nuisance. This meeting has been set as a public hearing to allow the applicant to discuss the item with City Council and to make the determination if, or if not, a public nuisance exists.

Budget Impact: None.

Recommendation: City staff is recommending the City Council determine a code violation exists and that the property owner be improved in a manner to satisfy code.

Attachments: 1. Nuisance Finding Resolution_11-03-2025 (1)

2. 20251013_204326373_iOS
3. 20251013_204728640_iOS
4. 20251013_204737281_iOS
5. 20251013_204743220_iOS
6. 20251013_204845632_iOS
7. 20251013_204846342_iOS
8. 20251013_204851427_iOS

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION DETERMINING IF A NUISANCE EXISTS AT
1012 EAST EUCLID AVENUE INDIANOLA IOWA**

WHEREAS, on September 12th, 2025, the Community Development Department received an anonymous complaint regarding junk, junk vehicles, and brush on property located at 1012 E Euclid Ave; and

WHEREAS, upon inspection on September 12th, 2025, the code enforcement officer noted there was junk and debris, weeds, grass, and brush on the property located at 1012 E Euclid Ave; and

WHEREAS, On September 12th, 2025, a letter was sent by first class and certified mail to the property owner; and

WHEREAS, On September 19th, 2025, the Community Development Department received a request for a hearing in writing, in accordance with Section 50.06(3) of the Code of Ordinances of Indianola, Iowa, regarding an alleged violation at 1012 E Euclid Ave; and

WHEREAS, on October 20th, 2025, the City Council of the City of Indianola set a hearing for this matter to take place on November 3rd, 2025, at 6:00 P.M.; and

WHEREAS a hearing for this matter took place on November 3rd, 2025, at 6 P.M. where the Council heard from City Staff and the property owner.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that a nuisance exists at 1012 E Euclid Ave by way of a violation of Chapter 50 and 154 of the Code of Ordinances of Indianola, Iowa, regarding junk and debris, weeds, grass and brush and orders the nuisance be abated within seven (7) days.

OR

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA that a nuisance does not exist at 1012 E Euclid Ave.

APPROVED this 3rd day of November 2025.

Steven Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

















MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: November 3, 2025
Subject: Resolution approving preliminary plat for Pickard Estates.

Introduction: The applicant is seeking approval of a preliminary plat for a single-family and townhome residential development (Pickard Estates).

Background: The parcel was recently rezoned from A-1 to R-2 to accommodate residential development. The preliminary plat includes 22 townhome lots and 35 single-family lots. Access to the site will be from South 20th Street. Stormwater detention will occur in the outlot at the south end of the site. Several street lots will be deeded to the City for public ROW purposes.

Discussion: The staff report is attached with the full synopsis of the project.

Access into the development will be provided off Highway 92 on South 20th Street. The extension of South 20th Street was approved by the Iowa Department of Transportation (IDOT) as part of Pickard Commerce Park Plat 1. Several internal streets will provide access to the single-family lots at the southern half of the site. The townhomes will be located on a private street.

In December 2024, the Iowa Department of Transportation updated its driveway separation requirements for access points onto state highways. Under the new standards, developments with driveways accessing a highway must be located at least 600 feet from any existing or proposed access drive. To better plan for future access points along Highway 92, specifically in the area of this proposed development, the city has initiated an Access Management Plan (AMP).

The AMP is currently underway and shows a future connection at South 18th Street. This connection is shown on the Preliminary Plat with a note that indicates that the access is pending the final AMP designation and approved permits from the Iowa Department of Transportation. The developer is aware that no more than 30 residential units can be constructed under one access point, which is a requirement if the International Fire Code (IFC).

Parkland dedication requirements apply to the project because of its residential nature. The required amount of parkland is 2.19-acres. City staff will work with the developer on how this will be satisfied prior to any final plats being approved by City Council and recorded with Warren County. The developer has the option to dedicate parkland within one half mile of the proposed development or pay a fee in lieu of dedication that the Parks & Recreation Department can utilize for their parks systems.

The developer is seeking a Council waiver from one requirement of the subdivision ordinance related to street jogs. The ordinance states that street jogs shall not be less than 300 feet. The preliminary plat identifies two jogs that are approximately 140–150 feet each. Staff, including City Manager,

Public Works, Fire, Planning and Building, met with the engineers and developers and agree that the waiver can be supported by all parties. The Planning and Zoning Commission unanimously recommended approval to the City Council, including the requested waiver.

Budget Impact: None.

Recommendation: The preliminary plat is in general conformance with the Zoning Ordinance, Subdivision Ordinance and Comprehensive Plan. Staff recommends approval of the preliminary plat for Pickard Estates subject to remaining staff comments.

Attachments:

1. RES_Pickard Estates_PP
2. COUNCIL_Staff Report_Pickard Estates_PP_110325
3. PickardEstates_PPT_2025-10-27

City of Indianola
RESOLUTION NO. 2025-

A RESOLUTION APPROVING THE PRELIMINARY PLAT FOR PICKARD ESTATES

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

WHEREAS, the City of Indianola Planning and Zoning Commission reviewed and recommended approval of a Preliminary Plat for Pickard Estates on September 23, 2025; and

WHEREAS, the Preliminary Plat for Pickard Estates is in general conformance with section §170 – *Subdivision Regulations* of the Indianola Municipal Code.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Indianola, Iowa having considered the recommendations of the Planning and Zoning Commission, on this 3rd day of November, 2025, that the Preliminary Plat for Pickard Estates be approved subject to remaining staff comments.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Low / Medium-Density Residential	R-2 (Single-Family Residential Attached District)
North	Single-Family and Two-Family Residential / General Commercial	Low / Medium-Density Residential / Community Mixed Use	R-2 (Single-Family Residential Attached District) / C-2 (Highway Commercial District)
South	Agricultural	Community Mixed Use	A-1 (Agricultural / Open Space District)
East	Pickard Commerce Park Plat 1	Community Mixed Use / Industrial	C-2 (Highway Commercial District) / M-2 (General Industrial District)
West	Agricultural	Community Mixed Use	A-1 (Agricultural / Open Space District)

PROJECT DESCRIPTION AND BACKGROUND

The subject parcel is located on the south side of Highway 92 adjacent to and slightly west of South 20th Street. This parcel was recently rezoned from A-1 (Agricultural and Open Space District) to R-2 (Single-Family Residential Attached District) to accommodate a single-family and townhome development. City staff is currently reviewing the Construction Drawings for Pickard Estates Plat 1.

LOTS

The plat identifies a total of 22 townhome lots and 35 single-family lots. One outlot (Outlot X) will be used for stormwater detention. The townhome lots range in size from 2,952 square feet to 3,096 square feet. The single-family lots range in size from 9,100 square feet to 21,103 square feet. Outlot X is 2.02-acres in area. Several street lots will be deeded to the City of Indianola for public right-of-way purposes. All proposed lots meet or exceed the bulk regulations of the R-2 district.

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

Table 1: Bulk Regulations for the R-2 Single-Family | Townhome & Row Dwelling

Category	R-2 (minimum)
Front Yard Setback	30 feet (SF) 25 feet (TH)
Rear Yard Setback	35 feet (SF) 30 feet (TH)
Side Yard Setback	8 feet min one side, 18 feet total (SF) 8 feet (TH)
Maximum Height Stories	35 feet

ACCESS AND STREETS

Access into the development will be provided off Highway 92 on South 20th Street. The extension of South 20th Street was approved by the Iowa Department of Transportation (IDOT) as part of Pickard Commerce Park Plat 1. Several internal streets will provide access to the single-family lots at the southern half of the site. The townhomes will be located on a private street.

In December 2024, the Iowa Department of Transportation updated its driveway separation requirements for access points onto state highways. Under the new standards, developments with driveways accessing a highway must be located at least 600 feet from any existing or proposed access drive. To better plan for future access points along Highway 92, specifically in the area of this proposed development, the city has initiated an Access Management Plan (AMP).

The AMP is currently underway and shows a future connection at South 18th Street. This connection is shown on the Preliminary Plat with a note that indicates that the access is pending the final AMP designation and approved permits from the Iowa Department of Transportation. The developer is aware that no more than 30 residential units can be constructed under one access point, which is a requirement if the International Fire Code (IFC).

SIDEWALKS/TRAILS

A 5-foot-wide sidewalk will be constructed on each lot as they are developed. No trails are proposed. All pedestrian crossings will be installed with the plat improvements.

UTILITIES

The site will be serviced with all public utilities. Utilities will be extended as required to service the lots. Stormwater detention will be provided with a detention basin located at the sound end of the site. The detention basin will be privately owned and maintained by the association.

EASEMENTS

All easements have been shown and labeled on the plat. These include PUEs, Ingress/Egress, Sanitary Sewer, Storm Sewer, Water and Overland Flowage Easements.

PARKLAND DEDICATION

Parkland dedication requirements apply to the project because of its residential nature. The required amount of parkland is 2.19-acres. City staff will work with the developer on how this will be satisfied prior to any final plats being approved by City Council and recorded with Warren County. The developer has the option to dedicate parkland within one half mile of the proposed development or pay a fee in lieu of dedication that the Parks & Recreation Department can utilize for their parks systems.

COMPREHENSIVE PLAN

The subject property is classified as Low to Medium-Density Residential in the Elevate Indianola Comprehensive Plan. When Pickard Estates was rezoned to R-2, the applicant requested a Future Land Use Map amendment from Community Mixed-Use to Low to Medium-Density Residential, which is defined as:

Low to Medium Density Residential is identified as:

- Up to 15 dwelling units per gross acre
- May incorporate a mix of housing types including single-family detached (plus ADUs), single-family attached (townhomes and rowhouses), multi-family (condos and apartments) and student housing
- Businesses that primarily serve residents may be incorporated if compatibility standards are met through a conditional use review.
- Civic uses and places of worship may be allowed if compatibility standards are met through a special exception review
- Parks, open space, and trails

PLANNING COMMISSION AND COUNCIL WAIVER REQUEST

Chapter 170.10 (1)(l) states that “Street jogs of less than 300 feet shall be avoided.” At the southern half of the site, where Pickard Way intersects with Street Lot A at both locations, the jogs with South 18th Street and South 20th Street are both less than 300 feet. From the centerline to centerline of South 18th and South 20th Streets are approximately 140 feet.

City staff, including Community Development, City Manager and Public Works, met with the engineers and developers to discuss the waiver. The developer will install traffic controls as a calming measure. Allowing these jogs allows the developer to provide more housing than would otherwise fit within the site. Certain issues have contributed to the waiver request, including denials from IDOT for access points from Highway 92 and developing 18-20 acres at a time on adjacent lots. It’s unlikely that there will be another access point from Highway 92 into these developments. Due to this constraint, Pickard Way will likely extend to the west as these lots develop and exit onto South 15th Street or dip to the south to Kennedy Street if and when those lots develop.

Chapter 170.22 of the Subdivision Ordinance states that “Where strict application of standards or requirements established by this chapter would cause substantial hardship or impose unreasonable restrictions on the development of a tract of land because of natural or physical conditions or limitations not created by the owner or developer, the Commission may recommend and the Council may grant such waivers from these standards or requirements as may be necessary to permit the reasonable development of the land while preserving the intent of this chapter.”

Staff is supportive of the proposed waiver and recommends that the Planning Commission forward a recommendation of approval to the City Council.

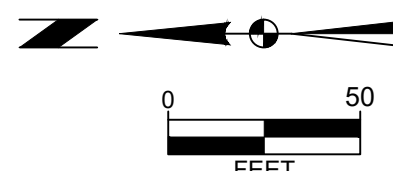
PLANNING COMMISSION RECOMMENDATION

At their September 23, 2025 meeting, the Planning Commission voted unanimously to recommend approval of the preliminary plat for Pickard Estates to the City Council as well as recommend approval of the requested subdivision waiver.

STAFF RECOMMENDATION

The preliminary plat is in general conformance with the Zoning Ordinance, Subdivision Ordinance and Comprehensive Plan. Staff recommends approval of the preliminary plat for Pickard Estates subject to remaining staff comments.

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PICKARD ESTATES

GRADING PLAN

INDIANOLA, IOWA

SNYDER & ASSOCIATES, INC.

2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-984-2020 | www.snyder-associates.com

Project No: 125.0227.01

Sheet C300



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: November 3, 2025
Subject: Resolution approving a plat of survey request for parcel 25-035.

Introduction: The applicant is seeking approval of a plat of survey for transfer of ownership for an industrial lot.

Background: The subject property is currently a part of 1301 North 14th Street, owned by Herschel Parts Propco, Inc. The applicant is selling the southern 4.32 acres. The lot is zoned M-2 General Industrial and is classified as Industrial in the Elevate Indianola Comprehensive Plan. The plat of survey identifies one lot being parceled off. Any proposed uses are not yet known.

Discussion: The zoning ordinance allows plats of survey to be reviewed administratively, unless deemed by the Zoning Administrator that review by the Planning Commission and City Council is warranted. Due to the industrial nature of the area and potential industrial development on this lot, Community and Economic Development staff feel that additional review is warranted. Any development of the lot will require a final plat and site plan approval through the Community and Economic Development Department, as well as Planning Commission and City Council review and approval.

Budget Impact: None

Recommendation: Staff recommends approval.

Attachments:

1. RES_PCL 25-035_Plat of Survey
2. COUNCIL_Staff Report_Parcel 25-035_POS
3. Herschel Plat of Survey Signed 2025-09-10

City of Indianola
RESOLUTION NO. 2025-

**RESOLUTION APPROVING A PLAT OF SURVEY REQUEST FOR
HERSCHEL PARTS PROPCO, INC**

WHEREAS, Herschel Parts Propco, Inc. is requesting plat of survey approval for property legally described as:

A parcel of land located in and forming a part of the West Half of the Northeast Quarter of the Southeast Quarter of Section 19, Township 76 North, Range 23 West of the 5th P.M., City of Indianola, Warren County, Iowa, more particularly described as follows:

Beginning at the Northeast Corner of LOT 2 in INDIANOLA INDUSTRIAL PARK, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa; thence North 88°04'28" West along the North Line of said LOT 2, a distance of 644.40 feet to the Northwest Corner of said LOT 2; thence North 00°12'26" East along the West Line of the Northeast Quarter of the Southeast Quarter of said Section 19, a distance of 2854.44 feet; thence South 89°29'32" East, a distance of 643.38 feet to a point on the West Right-of-Way Line of North 14th Street; thence South 00°04'00" West along the West Right-of-Way Line of North 14th Street, a distance of 300.39 feet to the Point of Beginning, containing 4.32 Acres (188,235 Square Feet), subject to all easements, restrictions and covenants of record.

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

WHEREAS, the 'Elevate Indianola' Comprehensive Plan shows the subject parcel's future land use as industrial and located within the city limits of the City of Indianola; and

WHEREAS, on October 28, 2025, the Planning and Zoning Commission met and has submitted a recommendation to the City Council to approve the plat of survey.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa hereby approves the plat of survey for Herschel Parts Propco, Inc.

Passed and approved this 3rd day of November 2025.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY COUNCIL STAFF REPORT

PROJECT: Parcel 25-032 – Plat of Survey

PREPARED BY: Bill Mettee – Senior Planner

REPORT DATE: October 27, 2025

MEETING DATE: November 3, 2025

GENERAL INFORMATION

Applicant / Owner:

Herschel Parts Propco, Inc. (Owner)

Owner's Representative:

Matt Thomas, PLS, Veenstra & Kimm

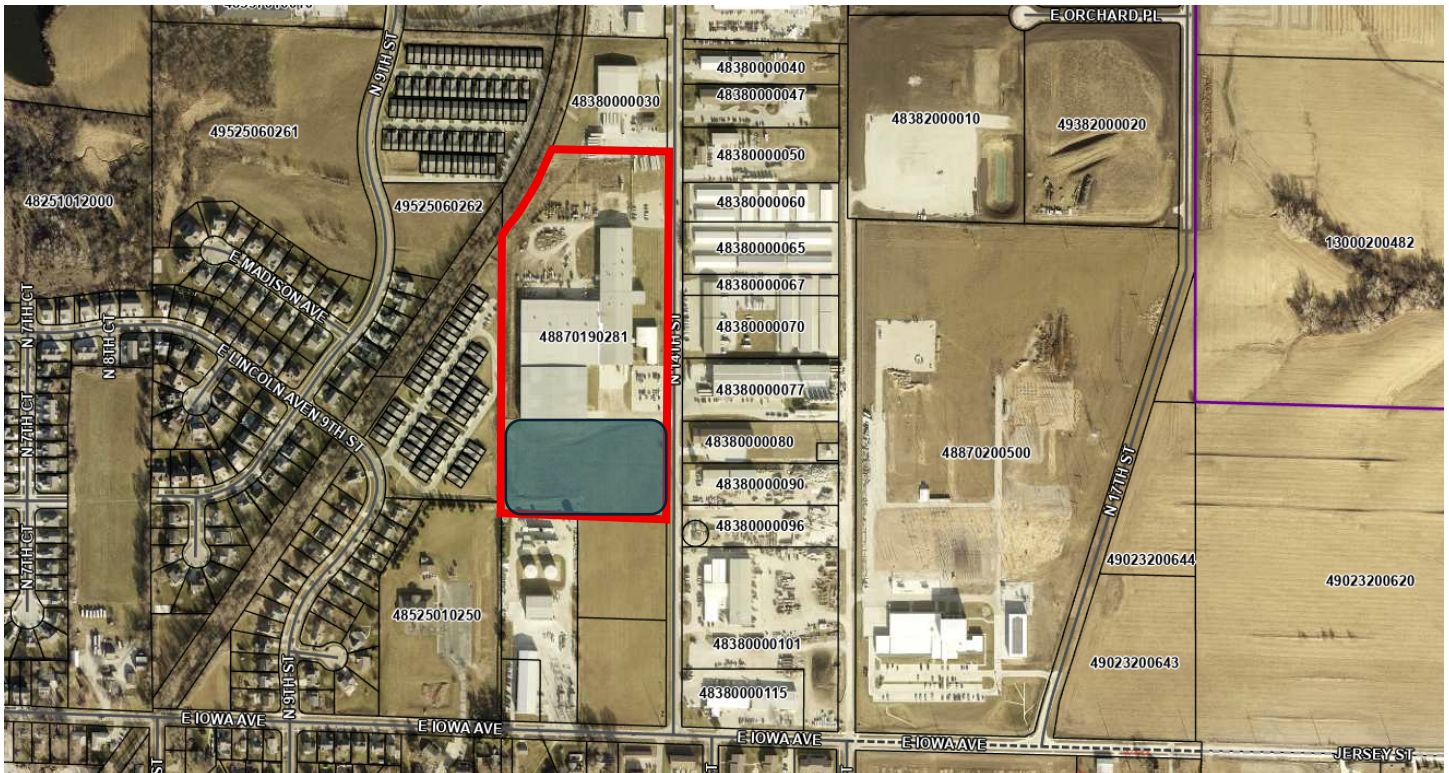
Request:

The applicant is requesting approval of a plat of survey for an industrial lot.

Location and Size:

Property is located north of East Iowa Avenue and east of North Jefferson Way, containing approximately 4.32 acres.

AREA MAP



ABOVE: Aerial of subject property (outlined in **RED**) in relation to the surrounding area. Estimated Parcel 25-035 in **BLUE**

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Herschel Parts Company	Industrial	M-2 (General Industrial District)
North	Herschel Parts Company	Industrial	M-2 (General Industrial District)
South	IMU Facility	Industrial	M-2 (General Industrial District)
East	General Industrial Uses	Industrial	M-2 (General Industrial District)
West	Lincoln Ridge Townhomes	Community Mixed Use	R-2 (Single-Family Residential Attached District)

PROJECT DESCRIPTION AND BACKGROUND

The plat of survey identifies the creation of one lot that has a gross area of 4.32 acres. The parcel is currently addressed as 1301 North 14th Street. The proposed parcel occupies approximately the southern ¼ of the current lot. The applicant wishes to create the parcel for potential future development. The plat of survey satisfies the transfer of ownership. Any future development will require a final plat and site plan to be submitted, reviewed and brought to the Planning & Zoning Commission for their review and recommendation.

The parcel is within the city limits of Indianola. The Elevate Indianola Comprehensive Plan identifies this area for Industrial, which is defined as:

- *Office / Warehouse Buildings*
- *Manufacturing and Other Industrial Uses*
- *Accessory / Support Uses, such as Restaurants only to serve the adjacent Office Park*
- *Outdoor Storage or Operations must be screened from public rights-of-way and adjacent properties*
- *Parks, Open Space and Trails*

Plat of Survey requests can be reviewed administratively unless deemed by the Zoning Administrator to go before Planning Commission and City Council.

Due to the parcel's location within the City of Indianola corporate limits, it's Industrial zoning, and the potential for future industrial development on the site, review by Planning & Zoning Commission and City Council is warranted.

PLANNING COMMISSION RECOMMENDATION

At their October 28th meeting, the Planning Commission unanimously recommended approval of the Plat of Survey for Parcel 25-035 to the City Council.

STAFF RECOMMENDATION

The proposed plat of survey is in general conformance with the Zoning Ordinance, Subdivision Ordinance and Comprehensive Plan. Staff recommends approval of the plat of survey for Parcel 25-035.

Index Legend	
Location:	City of Indianola, Warren County
Parcel ID:	48870190281
Description:	Part of the W1/2 NE1/4 SE1/4 in Sec 19-T76N-R23W
Proprietor:	Herschel Parts Propco Inc 1301 N 14th Street, Indianola, IA 50125
Surveyor:	Matthew J. Thomas
Company:	Veenstra & Kimm, Inc.
Return to:	6775 Vista Drive West Des Moines, IA 50266 (515) 225-8000

PLAT OF SURVEY - PARCEL "25-035"

A PART OF W1/2 NE1/4 SE1/4 IN SECTION 19-T76N-R23W

FIELD SURVEY COMPLETED:
June 5, 2025

SURVEY NOTES:

- 1) THE INTENT OF THIS PLAT OF SURVEY OF PARCEL "25-035" IS TO PARCEL OFF A PORTION OF THE W1/2 NE1/4 SE1/4 OF SECTION 19-T76N-R23W.TO SELL TO PEAK HOMES LLC FOR ADDITIONAL PARKING.
- 2) THE PROPOSED "PRIVATE" DETENTION BASIN AND EASEMENT IS TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNER.
- 3) THE PROPOSED "PRIVATE" FIRE PROTECTION WATER MAIN AND EASEMENT IS TO BE OWNED AND MAINTAINED BY THE PROPERTY OWNER.

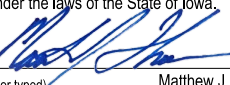
PROPERTY DESCRIPTION: PARCEL "25-035"

A parcel of land located in and forming a part of the West Half of the Northeast Quarter of the Southeast Quarter of Section 19, Township 76 North, Range 23 West of the 5th P.M., City of Indianola, Warren County, Iowa, more particularly described as follows:

Beginning at the Northeast Corner of LOT 2 in INDIANOLA INDUSTRIAL PARK, an Official Plat, now included in and forming a part of the City of Indianola, Warren County, Iowa; thence North 88°04'28" West along the North Line of said LOT 2, a distance of 644.40 feet to the Northwest Corner of said LOT 2; thence North 00°12'26" East along the West Line of the Northeast Quarter of the Southeast Quarter of said Section 19, a distance of 2854.44 feet; thence South 89°29'32" East, a distance of 643.38 feet to a point on the West Right-of-Way Line of North 14th Street; thence South 00°04'00" West along the West Right-of-Way Line of North 14th Street, a distance of 300.39 feet to the Point of Beginning, containing 4.32 Acres (188,235 Square Feet), subject to all easements, restrictions and covenants of record.



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

Signature:  Date: 09/10/2025
Name: (Printed or typed) Matthew J. Thomas
License Number: 19968
My license renewal date is December 31, 2025.
Pages or sheets covered by this seal: 1 - 2

DATE	REVISIONS

SCALE	1" = 200'
DRAWN	MJT
CHECKED	MJT
APPROVED	MJT
DATE	08/20/2025
ISSUED FOR	Herschel Parts



HERSCHEL PARTS PROPCO INC PLAT OF SURVEY - PARCEL "25-035"

PLAT OF SURVEY - PARCEL "25-035" A PART OF W1/2 NE1/4 SE1/4 SECTION19-T76N-R23W

SHEET NO.
1
1 OF 2
PROJECT 389283

PLOTTED: ###

X-REFS: \$(xrefs 18., &)
FILE PATH:

