



CITY OF INDIANOLA COUNCIL MEETING

July 1, 2019

6:00 p.m.

City Council Chambers

Agenda

1. Call to order
2. Pledge of allegiance
3. Roll call
4. Public comment
5. Consent
 - A. Approval of agenda
 - B. **Page 4** June 17 and 26, 2019 Minutes
 - C. Applications
 1. **Page 11** A renewal Class "C" Beer, Class "B" Wine, Class "E" Liquor License and Sunday Sales Privilege for Jiffy Express - 311 N. Jefferson
 - D. **Page 12** Motion to receive and file a letter from Johansen Enterprises, LLC and setting a hearing on the request for July 15, 2019 at 6:00 p.m.
 - E. **Page 16** Resolution setting dates of a consultation and a public hearing on a proposed Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.
 - F. **Page 55** Second consideration to amend Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council (P&Z approved 5-1 on May 14, 2019).
 - G. **Page 66** Final consideration of a request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 N Jefferson Way (P&Z approved unanimously on May 14, 2019).
 - H. **Page 73** Resolution renewing the worker's compensation, life and accident and equipment insurance for FY 19/20

- I. **Page 76** Resolution amending the Employee Handbook regarding travel and transportation policy
- J. **Page 85** Resolution of the Indianola City Council providing for a regular meeting date and time
- K. **Page 87** Resolution approving the four-year maintenance bonds for sanitary sewer and storm sewer in Heritage Hills Plat 9
- L. **Page 92** Resolution authorizing receipt of bequeathed funds to the Indianola Public Library
- M. **Page 94** Resolution Approving Salaries
- N. **Page 96** Approval of the Civil Service Commission list of applicants certified eligible for the position of police officer
- O. **Page 98** Receive and file letter from Kiya Koda of their fee changes as a notice to the citizens
- P. **Page 104** Final approval on applications for Urban Revitalization Designation.
- Q. **Page 105** Claims on the computer printout for July 1, 2019
- 6. Council Reports
 - A. **Page 110** Consider nomination to the Home Town Pride Committee
 - B. **Page 115** Greater Des Moines Report - Council member Parker
- 7. Mayor's Report - Kelly B. Shaw
 - A. Community Update
- 8. Public Consideration
 - A. Old Business
 - 1. **Page 116** Second consideration to amend Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts (P&Z approved 5-0, with one member abstaining from voting on May 14, 2019).
 - B. New Business
 - 1. **Page 127** Resolution approving partial release of the development agreement between the City and SHDC, LLC
- 9. Other Business
 - A. **Page 131** City Manager's Report - Ryan Waller
 - * Receive and file correspondence from June 14 and 21, 2019
 - B. **Page 210** Enter into closed session in accordance with Iowa Code Section 21.5(1)(j) to discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property.

- C. Page 211** Enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session

10. Adjourn

Meeting Date: 07/01/2019

Subject

June 17 and 26, 2019 Minutes

Information

Fiscal Impact

Attachments

June 17 Minutes

June 26 Minutes

REGULAR SESSION – JUNE 17, 2019

The City Council met in regular session at 6:00 p.m. on June 17, 2019 in the City Hall Council Chambers. Mayor Pro Tem Shirley Clark called the meeting to order and on roll the following members were present: Shirley Clark, Joe Gezel, Greg Marchant, John Parker and Greta Southall. Absent: Council member Bob Kling and Mayor Kelly B. Shaw.

The following spoke regarding their concerns about future development in the Lincoln Ridge Plat:
Melissa Sones – 1208 Lancaster Way
Heather Glen – 1201 E. Madison
Melissa Wilhelmi – 1404 N. 9th Street

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

Approval of agenda

June 3, 2019 Minutes

Applications

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

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

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

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

Second consideration of a request from Chad and Christine Keller for a vacation and conveyance of the east/west alley lying between 204 and 206 N Jefferson Way

Change order number one in an amount of \$1,500 and RESOLUTION NO. 2019-110(A) approving final completion and release of retained funds for the 2018 Plainview and McCord Power Control Improvement Projects (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-111 setting July 15, 2019 as a public hearing to amend the FY 2020 budget (The complete resolution may be viewed at the City Clerk's Office)

Resolution No. 2019-112 Approving Salaries (The complete resolution may be viewed at the City Clerk's Office)

Resolution 2019-113 determining Police Department property to be surplus and authorizing sale of property (The complete resolution may be viewed at the City Clerk's Office)

Street usage event application from the Warren County Historical Society for the Log Cabin Festival - September 28, 2019 from 9:00 a.m. - 11:30 a.m. - will start by the Administration Building, South on Buxton, East on Ashland, South on Howard, West on Salem through the Warren County Fairgrounds

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

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

Claims on the computer printout for June 17, 2019

Southall moved and Gezel seconded to approve the following to the Home Town Pride Committee with a term to begin immediately and expire December 31, 2019-Taylor Nehring and Clark Redlen. On roll call the vote was, AYES: Parker, Clark, Marchant, Gezel and Southall. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Greater Des Moines Report – no report was presented.

A public hearing was held regarding the Development Agreement by and between the City of Indianola and Autumn Ridge Development, LC. There were no objections either oral or written. It was moved by Gezel and seconded by Southall to approve the following resolution entitled, “RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF INDIANOLA AND WITH AUTUMN RIDGE DEVELOPMENT, LC.” On roll call the vote was, AYES: Southall, Parker, Clark, Marchant and Gezel. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

RESOLUTION NO. 2019-114

RESOLUTION APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF INDIANOLA AND WITH AUTUMN RIDGE DEVELOPMENT, LC

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

A public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding notification procedures and timelines of items brought forward to the Planning and Zoning Commission, Board of Adjustment and City Council was held. There were no objections either oral or written. Gezel moved to approve the first consideration of this amendment and Parker seconded the motion. On roll call the vote was, AYES: Southall, Parker, Clark, Marchant and Gezel. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

A public hearing and first consideration to amend Chapter 165 (Zoning Regulations), regarding Bed and Breakfasts was held. One written objection was received from Stacy Strong-308 W. Girard. Kurt Ripperger and Mindi Robinson of 804 N. “B” Street spoke regarding this change and asked for this amendment to go back to the Planning and Zoning Commission for further consideration of additional wording concerning a Bed and Breakfast becoming an apartment building, on street parking, property owner or manager on site at all times. Council member Marchant moved, and Parker seconded to approve the first consideration of this amendment. On roll call the vote was, AYES: Southall, Parker, Clark and Marchant. NAYS: Gezel. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried.

Council member Southall moved to adopt the following resolution entitled, “RESOLUTION NUNC PRO TUNC CORRECTING SCRIVENER’S ERROR IN THE LEGAL DESCRIPTION OF THE UNIFIED AMENDMENT NO. 1 SUBAREA INCLUDED IN AMENDMENT NO. 1 TO THE

HILLCREST/DOWNTOWN UNIFIED RENEWAL PLAN.” Council member Parker seconded the motion to adopt. On roll call the vote was, AYES: Parker, Clark, Marchant, Gezel and Southall. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-100(A)
DESCRIPTION OF THE UNIFIED AMENDMENT NO. 1 SUBAREA INCLUDED IN
AMENDMENT NO. 1 TO THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN

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

Upon the final consideration of an ordinance for the division of revenues under Iowa Code Section 403.19 for Amendment No. 1 to the Hillcrest/Downton Unified Urban Renewal Plan, Marchant moved and Southall seconded to adopt ORDINANCE NO. 1613 entitled, “AN ORDINANCE AMENDING ORDINANCE NOS. 1026, 1137, 1218, 1322, 1336, 1428, 1217, 1314, 1396, AND 1549 PROVIDING THAT GENERAL PROPERTY TAXES LEVIED AND COLLECTED EACH YEAR ON ALL PROPERTY LOCATED WITHIN THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA, IN THE CITY OF INDIANOLA, COUNTY OF WARREN, STATE OF IOWA, BY AND FOR THE BENEFIT OF THE STATE OF IOWA, CITY OF INDIANOLA, COUNTY OF WARREN, INDIANOLA COMMUNITY SCHOOL DISTRICT, AND OTHER TAXING DISTRICTS, BE PAID TO A SPECIAL FUND FOR PAYMENT OF PRINCIPAL AND INTEREST ON LOANS, MONIES ADVANCED TO AND INDEBTEDNESS, INCLUDING BONDS ISSUED OR TO BE ISSUED, INCURRED BY THE CITY IN CONNECTION WITH THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA (**AMENDMENT NO. 1 TO THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN**)”. On roll call the vote was, AYES: Gezel, Southall, Parker, Clark and Marchant. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the ordinance to be effective upon publication.

The following resolution entitled, “RESOLUTION APPOINTING BANK OF OKLAHOMA FINANCIAL (BOKF), N.A. AS SUBSTITUTE PAYING AGENT, BOND REGISTRAR, AND TRANSFER AGENT FOR SERIES 2011C; TERMINATING EXISTING PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENTS WITH BANKERS TRUST COMPANY, N.A. FOR SERIES 2011C; AND APPROVING THE PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENT WITH BOKF, N.A. FOR OUTSTANDING CITY ISSUES, AND AUTHORIZING EXECUTION OF THE AGREEMENT” was approved on a motion by Marchant and seconded by Parker. On roll call the vote was, AYES: Parker, Clark, Marchant, Gezel and Southall. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-115
RESOLUTION APPOINTING BANK OF OKLAHOMA FINANCIAL (BOKF), N.A. AS
SUBSTITUTE PAYING AGENT, BOND REGISTRAR, AND TRANSFER AGENT FOR SERIES 2011C;
TERMINATING EXISTING PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT
AGREEMENTS WITH BANKERS TRUST COMPANY, N.A. FOR SERIES 2011C; AND APPROVING
THE PAYING AGENT, BOND REGISTRAR AND TRANSFER AGENT AGREEMENT WITH BOKF, N.A.
FOR OUTSTANDING CITY ISSUES, AND AUTHORIZING EXECUTION OF THE AGREEMENT

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

Council member Southall moved to adopt the following resolution entitled, “RESOLUTION ORDERING CONSTRUCTION OF PUBLIC IMPROVEMENT (3RD AVENUE SANITARY SEWER IMPROVEMENTS) AND FIXING A DATE FOR HEARING (JULY 15, 2019) AND TAKING OF BIDS (JULY 2, 2019).” Parker seconded the motion to adopt. On roll call the vote was, AYES: Parker, Clark,

Marchant, Gezel and Southall. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-116

RESOLUTION ORDERING CONSTRUCTION OF PUBLIC IMPROVEMENT (3RD AVENUE SANITARY SEWER IMPROVEMENTS) AND FIXING A DATE FOR HEARING (JULY 15, 2019) AND TAKING OF BIDS (JULY 2, 2019)

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

A motion was made by Southall and seconded by Marchant to adopt the following resolution entitled, "RESOLUTION ORDERING CONSTRUCTION OF PUBLIC IMPROVEMENT (EAST HILLCREST AVENUE TRAIL CONNECTOR) AND FIXING A DATE FOR HEARING (JULY 15, 2019) AND TAKING OF BIDS (JULY 9, 2019)." On roll call the vote was, AYES: Parker, Clark, Marchant, Gezel and Southall. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-117

RESOLUTION ORDERING CONSTRUCTION OF PUBLIC IMPROVEMENT (EAST HILLCREST AVENUE TRAIL CONNECTOR) AND FIXING A DATE FOR HEARING (JULY 15, 2019) AND TAKING OF BIDS (JULY 9, 2019)

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

Rachel Gocken, WCEDC Director, spoke in favor of the agreement between the City of Indianola and Warren County Economic Development for transfer of revolving loan fund. The following resolution entitled, "RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF INDIANOLA AND WARREN COUNTY ECONOMIC DEVELOPMENT FOR TRANSFER OF REVOLVING LOAN FUND" was approved on a motion by Marchant and seconded by Parker. On roll call the vote was, AYES: Gezel, Southall, Parker, Clark and Marchant. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2019-118

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

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

A motion was made by Southall and seconded by Parker to receive and file correspondence of the weekly updates dated May 31 and the June 7, 2019 from Ryan Waller, City Manager. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

It was the consensus of the City Council to hold a special council meeting on June 26, 2019 at 10:00 a.m. to approve claims.

Charlie Dissell, Community Development and Economic Director discussed the parking in the 200 Block of North Buxton Street between West Ashland and West Boston to angle parking on the west side. It was the consensus of the City Council to move forward with this change.

A motion was made by Marchant and seconded by Parker to receive and file the FY 20/21 budget calendar. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried

unanimously.

A motion was made by Southall and seconded by Parker to enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session. On roll call the vote was, AYES: Parker, Clark, Marchant, Gezel and Southall. NAYS: None. ABSENT: Kling. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

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

Meeting adjourned at 7:10 p.m. on a motion by Marchant and seconded by Parker.

Shirley Clark, Mayor Pro Tem

Diana Bowlin, City Clerk

SPECIAL SESSION – JUNE 26, 2019

The City Council met in special session at 10:00 a.m. on June 26, 2019 in the City Hall Council Chambers. City Clerk Diana Bowlin called the meeting to order. The following members were present: Shirley Clark (via phone), Joe Gezel, Bob Kling, Greg Marchant, and Greta Southall. Absent: Council member John Parker and Mayor Kelly B. Shaw.

A motion was made by Southall and seconded by Clark to approve Council member Joe Gezel as Mayor Pro Tem. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Clark moved and Marchant seconded to approve the claims on the computer printout for June 26, 2019. On roll call the vote was, AYES: Marchant, Gezel, Southall, Kling and Clark. NAYS: Parker. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Meeting adjourned at 10:05 a.m. on a motion by Kling and seconded by Southall

Joe Gezl, Mayor Pro Tem

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

A renewal Class "C" Beer, Class "B" Wine, Class "E" Liquor License and Sunday Sales Privilege for Jiffy Express - 311 N. Jefferson

Information

This is a renewal of Jiffy Express liquor license located at 311 N. Jefferson. All of the paperwork is in order and staff has approved. Owners are Daniel Moellers and Lee and Christine Adams.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 07/01/2019

Subject

Motion to receive and file a letter from Johansen Enterprises, LLC and setting a hearing on the request for July 15, 2019 at 6:00 p.m.

Information

Greg Johansen, President of Johansen Enterprises, LLC, received a registered letter regarding mowing complaints. Mr. Johansen is requesting (packet) a hearing per code 50.08 and 50.12 regarding determination of a planned and maintained prairie stand, of the notice of nuisance and demand for abatement.

Fiscal Impact

Attachments

Letter

50.08 50.12 Ordinances

Johansen Enterprises, LLC
2929 Westown Parkway, Ste. 100
West Des Moines, IA 50266

To Whom It May Concern:

Re: Parcel 48251012000

I received via registered mail a notice dated 6/7/19, however postmarked 6/10/19, this evening 6/12/19 regarding mowing complaints.

This parcel is a planned and maintained prairie grass buffer band, and as such has not been mowed in many years, if ever.

I ask for abeyance by request of a Hearing per code 50.08 and 50.12 regarding determination of a planned and maintained prairie stand, of the notice of nuisance and demand for abatement.

Thank you,

A handwritten signature in black ink that reads "Greg Johansen". The signature is written in a cursive style with a large, stylized "G" and "J".

Greg Johansen
President
Johansen Enterprises, LLC

4. Reasonable Time. A reasonable time within which to complete the abatement.

5. Assessment of City Costs. A statement that if the nuisance or condition is not abated as directed and no request for hearing is made within the time prescribed, the City will abate it and assess the costs against such person.

50.07 METHOD OF SERVICE. The notice may be in the form of an ordinance or sent by certified mail to the property owner.

(Code of Iowa, Sec. 364.12[3h])

50.08 REQUEST FOR HEARING. Any person ordered to abate a nuisance may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. The hearing will be before the Council at a time and place fixed by the Council. The findings of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.

50.09 ABATEMENT IN EMERGENCY. If it is determined that an emergency exists by reason of the continuing maintenance of the nuisance or condition, the City may perform any action which may be required under this chapter without prior notice. The City shall assess the costs as provided in Section 50.11 after notice to the property owner under the applicable provisions of Sections 50.05, 50.06 and 50.07 and hearing as provided in Section 50.08.

(Code of Iowa, Sec. 364.12[3h])

50.10 ABATEMENT BY CITY. If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the City may perform the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the Clerk who shall pay such expenses on behalf of the City.

(Code of Iowa, Sec. 364.12[3h])

50.11 COLLECTION OF COSTS. The Clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one (1) month, the Clerk shall certify the costs to the County Treasurer and such costs shall then be collected with, and in the same manner, as general property taxes.

(Code of Iowa, Sec. 364.12[3h])

50.12 INSTALLMENT PAYMENT OF COST OF ABATEMENT. If the amount expended to abate the nuisance or condition exceeds one hundred dollars (\$100.00), the City may permit the assessment to be paid in up to ten (10) annual

installments, to be paid in the same manner and with the same interest rates provided for assessments against benefited property under State law.

(Code of Iowa, Sec. 364.13)

50.13 FAILURE TO ABATE. Any person causing or maintaining a nuisance who shall fail or refuse to abate or remove the same within the reasonable time required and specified in the notice to abate is in violation of this Code of Ordinances.

50.14 MUNICIPAL INFRACTION ABATEMENT PROCEDURE. In lieu of the abatement procedures set forth in Section 50.05, the requirements of this chapter may be enforced under the procedures applicable to municipal infractions as set forth in Chapter 4 of this Code of Ordinances.

(Ord. 1580 – Feb. 18 Supp.)

Meeting Date: 07/01/2019

Subject

Resolution setting dates of a consultation and a public hearing on a proposed Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.

Information

In your packet is the resolution as prepared by Nathan Overberg, Ahlers and Cooney, which will set July 8, 2019, as the consultation meeting and August 5, 2019, as the public hearing to consider Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan.

The general scope of the urban renewal activities under consideration in the Amendment is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A of the Code of Iowa.

Fiscal Impact

Attachments

Resolution
Amendment No. 2

ITEM TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

July 1, 2019

6:00 P.M.

Hillcrest/Downtown Unified Urban Renewal Plan

- Resolution setting dates of a consultation and a public hearing on a proposed Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa.

IMPORTANT INFORMATION

1. The above agenda items should be included, along with any other agenda items, in the meeting agenda. The agenda should be posted on a bulletin board or other prominent place easily accessible to the public and clearly designated for that purpose at the principal office of the body holding the meeting. If no such office exists, the notice must be posted at the building in which the meeting is to be held.
2. If you do not now have a bulletin board designated as above mentioned, designate one and establish a uniform policy of posting your notices of meeting and tentative agenda.
3. Notice and tentative agenda must be posted at least 24 hours prior to the commencement of the meeting.

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

July 1, 2019

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

Absent: _____

Vacant: _____

* * * * *

Council Member _____ then introduced the following proposed Resolution entitled "RESOLUTION SETTING DATES OF A CONSULTATION AND A PUBLIC HEARING ON A PROPOSED AMENDMENT NO. 2 TO THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL PLAN IN THE CITY OF INDIANOLA, STATE OF IOWA", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called, and the vote was:

AYES: _____

NAYS: _____

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

RESOLUTION NO. _____

RESOLUTION SETTING DATES OF A CONSULTATION AND
A PUBLIC HEARING ON A PROPOSED AMENDMENT NO. 2
TO THE HILLCREST/DOWNTOWN UNIFIED URBAN
RENEWAL PLAN IN THE CITY OF INDIANOLA, STATE OF
IOWA

WHEREAS, the City of Indianola (the "City") adopted the Hillcrest Urban Renewal Plan for the Hillcrest Urban Renewal Area by Resolution No. 11-94 on July 5, 1994, and subsequently amended the Hillcrest Urban Renewal Plan six times; and

WHEREAS, the City adopted the Downtown Urban Renewal Plan for the Downtown Urban Renewal Area by Resolution No. 08-01 on September 4, 2001 and subsequently amended the Downtown Urban Renewal Plan two times; and

WHEREAS, the City adopted the Hillcrest/Downtown Unified Urban Renewal Plan (the "Unified Plan" or "Unified Urban Renewal Plan") for the Hillcrest/Downtown Unified Urban Renewal Area (the "Area" or "Urban Renewal Area") described therein, by Resolution No. 2015-44 on November 16, 2015, when the City unified the existing Hillcrest Urban Renewal Area and Downtown Urban Renewal Area, and combined and renamed the original urban renewal plans for the two areas; and

WHEREAS, by Resolution No. 2019-100, adopted May 20, 2019, this City Council approved and adopted an Amendment No. 1 to the Unified Plan, and the Unified Plan, as amended, is on file in the office of the Recorder of Warren County; and

WHEREAS, this Urban Renewal Area currently includes and consists of:

HILLCREST ORIGINAL URBAN RENEWAL AREA

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

HILLCREST AMENDMENT NO. 1 SUBAREA

Beginning at a point 269.5' North of the Southeast corner of the NW 1/4 of the SE 1/4 of Section 19-76-23 thence North along West line until said line intersects the East boundary of the former C.R.I. & P. Railroad, thence North following R.R.

ROW to North line of Section 19, thence East along Section line a distance of 1,980' to East Corporate Limits; thence South along East Corporate Limits line within Section 20 a distance of 3,300', thence East along East Corporate Limits line 660' to East line of the NW 1/4 SW 1/4 of 20-76-23, thence South along corporate limits line to the center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00-05'-00" E) 269.5', thence West (N 00-08'-00" W) 165' to point of beginning. (Area includes Indianola Industrial Park Plats 1 & 2 and additional property.)

HILLCREST AMENDMENT NO. 2 SUBAREA

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

HILLCREST AMENDMENT NO. 3 SUBAREA

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

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

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

West 50' of the East 43 Acres in the N 1/2 of the NW 1/4 of Section 19-76-23.

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

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

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

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

Part of the SE 1/4 SE 1/4 of Section 12-76-24 described as follows: Beginning 450' West of the SE Corner of said Section 12, thence West 242', thence North 120',

thence East 242', thence South 120' to the point of beginning including all adjacent Public Right of Way and Road Easements of record.

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

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

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

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

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

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

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

HILLCREST AMENDMENT NO. 4 SUBAREA

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

AND

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

AND

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

AND

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

AND

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

AND

Parcel "J"

All that part of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 24, Township 76 North, Range 24 West of the 5th P.M., Indianola, Warren County, Iowa being more accurately described as follows: Commencing at the Northeast corner of said Section 24, thence South 00 -00'-00" East along the East line of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 1330.90 feet to the Southeast corner of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24; thence North 88 -59'-20" West along the South line of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 85.01 feet to a point on the West Right of Way line of U.S. Highway 65-69, as it is presently established, said point being the POINT OF BEGINNING; thence continuing North 88-59'-20" West along the South line of the Northeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 24 a distance of 159.59 feet to the Southeast corner of Lot 1, Brookwood, an Official Plat, Indianola, Warren County, Iowa; thence North 45 -00'-00" West along the East lines of Lots 1, 2 and 3 of said Brookwood, a distance of 352.76 feet to the Northeast corner of said Lot 3; thence North 88 -59'-20" West along the North line of said Lot 3 a distance of 80.00 feet to the Northwest corner of said Lot 3; thence North 01 -00'-40" East a distance of 130.00 feet; thence South 88 -59'-20" East a distance of 486.77 feet to a point on the West Right of Way line of said U.S. Highway 65- 69; thence South 00 -00'-00" East along the West Right of Way line of said U.S. Highway 65-69 a distance of 375.06 feet to the POINT OF BEGINNING. Said tract of land contains 3.055 acres more or less:

AND

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

AND

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

AND

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

AND

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

AND

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

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

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

AND

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

AND

Parcel 1:

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

AND

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

Parcel 2:

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

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

Parcel 3:

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

The South 210.0 feet of the West 158.93 feet of the following described parcel of land; Commencing at the lead plug in the pavement marking the West Quarter corner of said Section 19; thence South 1332.5 feet; thence South 87 25' East, 241.5 feet to the Point of Beginning; thence continuing South 87 25' East, 710.18 feet; thence North 392 feet; thence West 710.18 feet; thence South 392 feet to the Point of Beginning; EXCEPT the South 30 feet thereof. (The West line of said Section 19 is taken as due North in describing this parcel of land.):

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

AND

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

AND

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

AND

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

AND

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

AND

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

AND

A tract of land located in the SW ¼ of the NW ¼ of Section 19, Township 76, Range 23 West of the 5th P.M. in the City of Indianola, Warren County, Iowa more particularly described as: Beginning at the West ¼ corner of said Section 19, thence S87 36'50"E along the South line of the SW ¼ of the NW ¼ of said Section 19, a distance of 60.06' to an iron pin, said pin being on the East right of way line of U.S. Highways 65 & 69, thence N06 10'10"E along the East right of way line of U.S. Highways 65 & 69, a distance of 269.99' to an iron pin, thence N15 37'30"E along the East right of way line of U.S. Highways 65 & 69 a distance of 158.07' to an iron pin. Said pin being the true point of beginning, thence N15 37'30"E along the East right of way line of U.S. Highway 65 & 69, a distance of 116.76' to an iron pin. Thence N 89 47'20"E a distance of 210.00' to an iron pin, thence N00 12'40"W a distance of 399.00' to an iron pin, thence N89 47'20"E a distance of 560.00' to an

iron pin, thence S00 12'40"E a distance of 360.60' to an iron pin, thence S89 47'20"W a distance of 290.00' to an iron pin, thence N00 12'40"W a distance of 25.50' to an iron pin, thence S89 47'20"W a distance of 198.53' to an iron pin, thence S14 20'30"W a distance of 182.20' to an iron pin, thence S89 48'50"W a distance of 267.55' to an iron pin, said pin being the true point of beginning, containing 5.257 acres. SUBJECT to all easements, restrictions, encumbrances, and other matters, if any, of record:

AND

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

AND

Lots 1 and 4 of Orchard Plaza Plat

AND

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

AND

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

AND

Parcels A and C of Berry's Outlot 5

AND

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

AND

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

AND

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

AND

All of the Wal-Mart Subdivision

AND

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

AND

DOWNTOWN ORIGINAL URBAN RENEWAL AREA

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

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

DOWNTOWN AMENDMENT NO. 1 SUBAREA

All of Blocks 1, 2, 3, 4, & 8 of South Indianola Addition; all of Blocks 3 & 4 of Hayworths Addition; all of Blocks 3, 4, 9, 10, & 15 of East Indianola Addition; all of Parcel A and Parcel B of Auditors Outlot 93, and Parcel D, E, & F of former Railroad Right of Way west of Auditors Outlots 103, 104, & 106, and all of Auditors Outlots 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, and former Railroad Right of Way; all of Blocks 13, 14, & 15 Windles Addition; all of the public street Right of Ways of record adjacent thereof.

DOWNTOWN AMENDMENT NO. 2 SUBAREA

All of Block 24, Original Town Plat; all of Blocks 18 and 19, Jones and Windles Addition; All of Lots 15 and 16, Jones and Windles Outlots; All of North/South alley between Lots 15 and 16, Jones and Windles Outlots and Block 31, Cheshires Addition; All of Blocks 31, 32, 33, 34, 35, 36, 37, 38, 39 and 40, Cheshires Addition; All of Block 4, Fairview Addition; All of Lots 4, 5 and 6, Block 3 and North/South alley between Lots 4, 5 and 6, Block 3, Fairview Addition; All of Lots 1 and 9, Van-El Addition; All of Auditor's Outlot 121; Lots 1 through 11 of Day's Outlots; All of Lot 122 of Auditor's Outlots; Lots 1, 2, 3 and 24 of Replat of Lots 45 through 52 of Kenwood Place; Lots 1, 2 and 3 of Kenwood Place; All of Parcel G in the NE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24, Lots 5 and 6, Leonard Subdivision, Plat 2; Beginning at a point 2119.55' east and 559.0' south of the NW corner of the North $\frac{1}{2}$ of the SW $\frac{1}{4}$ of Section 26, Township 76 North, Range 24, Thence South 300' to North right-of-way, Thence West 200', thence North 300', thence East 200' to point of beginning. Lots 1, 2, 3, 4 and 5 in Leonard's Subdivision; Parcels A, B and C in the NW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section

26, Township 76 North, Range 24; The West 150' of the NW ¼ of Section 26, Township 76 North, Range 24; Lots 1, 2, 3, 4 and 5 of the Newsome Subdivision; The West 677.6' of the SW ¼ of the SW ¼, except the South 436' of Section 23, Township 76 North, Range 24; The East 150' of the SE ¼ of the SE ¼ of Section 22, Township 76 North, Range 24; The East 150' of the NE ¼ of the NE ¼ of Section 27, Township 76 North, Range 24; The east 660' of the SE ¼ of the NE ¼ of Section 27, Township 76 North, Range 24, The N ½ of the SE ¼ Section 27, Township 76 North, Range 24; And the South 421.5' of the North 1066.1' of East 319' of the NE ¼ of the NE ¼ of Section 27, Township 76 North, Range 24; Outlot X of Wesley Corner Plat 1; The East ½ of the SE ¼ of the SE ¼ of Section 27, Township 76 North, Range 24; Lot 1 of Naberhaus Subdivision; Lots 1, 2 and 3 of the Subdivision of Lot 1, except the South 125' of the Naberhaus Subdivision Plat 2; South 125' of Lot 1 of Naberhaus Subdivision Plat 2; South 150' of East 512.5' and the West 2' of the East 512.15' of North 125' South 275' of Lot 2 Naberhaus Subdivision Plat 2; The East 512.15' of the NE ¼ of the NE ¼ of 1 Section 34, Township 76 North, Range 24, except the North 950'; East 512.15' of the SE ¼ of the NE ¼ except the South 438.9' of Section 34, Township 76 North, Range 24; Lots 1, 2, 3, 39, 40 and 41 Deer Run Plat 2; Lot 1 Deer Run Plat 4; All portions of Lot 3 Deer Run Subdivision which lies in the NW ¼ of the SW ¼ of Section 26, Township 76 North, Range 24; All portions of Lot 3 Deer Run Subdivision which lies in NE ¼ of SW ¼ of Section 26, Township 76 North, Range 24; Parcel A of Lot 3 Deer Run Plat the West 430' of SW ¼ of the SW ¼ Section 26, Township 76 North, Range 24; The West 430' of the NW ¼ of the NW ¼ of Section 35, Township 76 North, Range 24 except Deer Run Subdivision Plat 2; The West 430' of the SW ¼ of the NW ¼ Section 35, Township 76 North, Range 24 which lies within the corporate limits except for Deer Run Subdivision Plat 2: Lot 1 and Lots 8 through 29 Lennie's Subdivision; Lots 1 through 7 Block 2, Buxton Addition; Lots 1 and 2, Block 1, Buxton Addition; Lots 1, 2 and Outlot X in the F.S.I. Addition; Auditor's Outlot 123; All of Blocks 1, 4 and 5 of Day's Addition; Auditor's Outlots 133, 134, 135, 137, 138 and Lot 136 except the South 282' and Lot A of Auditor's Outlot 139, 140 and 141; All of Auditor's Outlots 142, 143, 144, 145 and 146, all of the Public Alley and Street Right of Ways of Record Adjacent Thereof.

The Unified Urban Renewal Area also includes the full boundary of any City-owned right-of-way within or adjacent to any Hillcrest Urban Renewal Subarea and any Downtown Urban Renewal Subarea as unified by the Hilcrest/Downtown Unified Urban Renewal Plan.

UNIFIED AMENDMENT NO. 1 SUBAREA

The following property was REMOVED from the Area by Unified Amendment No. 1:

Beginning at a point 269.5' North of the Southeast corner of the NW ¼ of the SE ¼ of Section 19-76-23 thence North along the West line until said line intersects the East boundary of the former C.R.I. & P. Railroad, thence North following

R.R. ROW to North line of Section 19, thence East along Section line a distance of 1,980' to the Northeast corner of the West ¼ of the NW ¼ of Section 20-76-23; thence South along the East line of the of the West ¼ of the NW ¼ of Section 20-76-23 to the Northeast corner of the NW ¼ of the NW ¼ of the SW ¼ of Section 20-76-23; thence South along the East line of the of the NW ¼ of the NW ¼ of the SW ¼ of Section 20-76-23 to the Southeast corner of the NW ¼ of the NW ¼ of the SW ¼ of Section 20-76-23; thence East along the North line of the SE ¼ of the NW ¼ of the SW ¼ of Section 20-76-23, 660' to East line of the NW ¼ SW ¼ of Section 20-76-23, thence South along the East line of the of the NW ¼ of the SW ¼ of Section 20-76-23 to center line of East Iowa Avenue, thence West along center line a distance of 2,458.22', thence North (N 00°-05'-00" E) 269.5', thence West (N 00°-08'-00" W) 165' to point of beginning. (area includes Indianola Industrial Park Plats 1 & 2 and additional property).

WHEREAS, City staff has caused there to be prepared a form of Amendment No. 2 to the Plan ("Amendment No. 2" or "Amendment"), a copy of which has been placed on file for public inspection in the office of the City Clerk and which is incorporated herein by reference, the purpose of which is to add property to the Area and to add proposed urban renewal projects to be undertaken within the Urban Renewal Area; and

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

WHEREAS, this proposed Amendment No. 2 adds land to the Area, as follows:

The South 50' of the Southwest Quarter of the Southwest Quarter (SW ¼ SW ¼), of Section Seventeen (17), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The South 50' of the Southeast Quarter of the Southeast Quarter (SE ¼ SE ¼), lying East of the railroad right-of-way, of Section Eighteen (18), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The East Half of the North Three-quarters of the East Half (E ½ N ¾ E ½), lying East of the railroad right-of-way, of Section Nineteen (19), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa, except the West 306.32 feet of Lots One and Two; Lot Three; Lot Four, except the North 38 feet thereof; and Lots Five, Six, Seven, Eight, Nine, Ten and Eleven of the Indianola Industrial Park Addition to the City of Indianola, Iowa; and except a tract beginning at the Southwest Corner of the Northeast Quarter of the Southeast Quarter (NE ¼ SE ¼), thence North 16 rods, thence East 10 rods, thence South 16 rods, thence West 10 rods to point of beginning; and except Lot Two on the Indianola Industrial Park Plat Two, an Official Plat in Indianola, Iowa; and except Tract "D" on the plat of survey prepared by Anderson-Bogert Engineers and Surveyors, Inc., and recorded at Irregular Plat Book 6, Page 14 of Indianola, with the Recorder of Warren County, Iowa; and except the South 11.92

acres of the West Half of the Southeast Quarter of the Northeast Quarter (W ½ SE ¼ NE ¼) lying East of the railroad right-of-way, except the East 30 feet thereof; and,

The North Half of the Southwest Quarter (N ½ SW ¼) and the West Half of the Northwest Quarter (W ½ NW ¼) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa (Parcel IDs 49023200440, 49023200441, 49023200460, 49023200462, 49023200469, 49023200500, 49023200620, 49023200643 and 49023200644); and

The North 33' of the South Half of the Southwest Quarter (S ½ SW ¼) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa.

WHEREAS, the property proposed to be added to the Urban Renewal Area by Amendment No. 2 includes land classified as agricultural land and written permission of the current owners has been obtained; and

WHEREAS, the Iowa statutes require the City Council to notify all affected taxing entities of the consideration being given to the proposed Amendment No. 2 and to hold a consultation with such taxing entities with respect thereto, and further provides that the designated representative of each affected taxing entity may attend the consultation and make written recommendations for modifications to the proposed division of revenue included as a part thereof, to which the City shall submit written responses as provided in Section 403.5, Code of Iowa, as amended; and

WHEREAS, the Iowa statutes further require the City Council to hold a public hearing on the proposed Amendment No. 2 subsequent to notice thereof by publication in a newspaper having general circulation within the City, which notice shall describe the time, date, place and purpose of the hearing, shall generally identify the urban renewal area covered by the Amendment and shall outline the general scope of the urban renewal project under consideration, with a copy of the notice also being mailed to each affected taxing entity.

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

Section 1. That the consultation on the proposed Amendment No. 2 required by Section 403.5(2), Code of Iowa, as amended, shall be held on the July 8, 2019, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, at 9:00 A.M., and the Director of Community & Economic Development, or his delegate, is hereby appointed to serve as the designated representative of the City for purposes of conducting the consultation, receiving any recommendations that may be made with respect thereto and responding to the same in accordance with Section 403.5(2), Code of Iowa.

Section 2. That the City Clerk is authorized and directed to cause a notice of such consultation to be sent by regular mail to all affected taxing entities, as defined in Section

403.17(1), Code of Iowa, along with a copy of this Resolution and the proposed Amendment No. 2, the notice to be in substantially the following form:

NOTICE OF A CONSULTATION TO BE HELD BETWEEN THE
CITY OF INDIANOLA, STATE OF IOWA AND ALL
AFFECTED TAXING ENTITIES CONCERNING THE
PROPOSED AMENDMENT NO. 2 TO THE
HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL
PLAN FOR THE CITY OF INDIANOLA, STATE OF IOWA

The City of Indianola, State of Iowa will hold a consultation with all affected taxing entities, as defined in Section 403.17(1), Code of Iowa, as amended, commencing at 9:00 A.M. on July 8, 2019, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa concerning a proposed Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan for the Hillcrest/Downtown Unified Urban Renewal Area, a copy of which is attached hereto.

Each affected taxing entity may appoint a representative to attend the consultation. The consultation may include a discussion of the estimated growth in valuation of taxable property included in the Urban Renewal Area, the fiscal impact of the division of revenue on the affected taxing entities, the estimated impact on the provision of services by each of the affected taxing entities in the Urban Renewal Area, and the duration of any bond issuance included in the Amendment.

The designated representative of any affected taxing entity may make written recommendations for modifications to the proposed division of revenue no later than seven days following the date of the consultation. The Director of Community & Economic Development, or his delegate, as the designated representative of the City of Indianola, State of Iowa, shall submit a written response to the affected taxing entity, no later than seven days prior to the public hearing on the proposed Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan, addressing any recommendations made by that entity for modification to the proposed division of revenue.

This notice is given by order of the City Council of the City of Indianola, State of Iowa, as provided by Section 403.5, Code of Iowa, as amended.

Dated this _____ day of _____, 2019.

City Clerk, City of Indianola, State of Iowa

(End of Notice)

Section 3. That a public hearing shall be held on the proposed Amendment No. 2 before the City Council at its meeting which commences at 6:00 P.M. on August 5, 2019, in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa.

Section 4. That the City Clerk is authorized and directed to publish notice of this public hearing in the Indianola Record Herald, once on a date not less than four (4) nor more than twenty (20) days before the date of the public hearing, and to mail a copy of the notice by ordinary mail to each affected taxing entity, such notice in each case to be in substantially the following form:

(One publication required)

NOTICE OF PUBLIC HEARING TO CONSIDER APPROVAL
OF A PROPOSED AMENDMENT NO. 2 TO THE
HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL
PLAN FOR AN URBAN RENEWAL AREA IN THE CITY OF
INDIANOLA, STATE OF IOWA

The City Council of the City of Indianola, State of Iowa, will hold a public hearing before itself at its meeting which commences at 6:00 P.M. on August 5, 2019 in the Council Chambers, City Hall, 110 North First Street, Indianola, Iowa, to consider adoption of a proposed Amendment No. 2 to the Hillcrest/Downtown Unified Urban Renewal Plan (the "Amendment") concerning the Hillcrest/Downtown Unified Urban Renewal Area in the City of Indianola, State of Iowa, which Amendment proposes to add the land legally described as follows to the Urban Renewal Area:

The South 50' of the Southwest Quarter of the Southwest Quarter (SW $\frac{1}{4}$ SW $\frac{1}{4}$), of Section Seventeen (17), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The South 50' of the Southeast Quarter of the Southeast Quarter (SE $\frac{1}{4}$ SE $\frac{1}{4}$), lying East of the railroad right-of-way, of Section Eighteen (18), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The East Half of the North Three-quarters of the East Half (E $\frac{1}{2}$ N $\frac{3}{4}$ E $\frac{1}{2}$), lying East of the railroad right-of-way, of Section Nineteen (19), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa, except the West 306.32 feet of Lots One and Two; Lot Three; Lot Four, except the North 38 feet thereof; and Lots Five, Six, Seven, Eight, Nine, Ten and Eleven of the Indianola Industrial Park Addition to the City of Indianola, Iowa; and except a tract beginning at the Southwest Corner of the Northeast Quarter of the Southeast Quarter (NE $\frac{1}{4}$ SE $\frac{1}{4}$), thence North 16 rods, thence East 10 rods, thence South 16 rods, thence West 10 rods to point of beginning; and except Lot Two on the Indianola Industrial Park Plat Two, an Official Plat in Indianola, Iowa; and except Tract "D" on the plat of survey prepared by Anderson-Bogert Engineers and Surveyors, Inc., and recorded at Irregular Plat Book 6, Page 14 of Indianola, with the Recorder of Warren County, Iowa; and except the South 11.92 acres of the West Half of the Southeast Quarter of the Northeast Quarter (W $\frac{1}{2}$ SE $\frac{1}{4}$ NE $\frac{1}{4}$) lying East of the railroad right-of-way, except the East 30 feet thereof; and,

The North Half of the Southwest Quarter (N $\frac{1}{2}$ SW $\frac{1}{4}$) and the West Half of the Northwest Quarter (W $\frac{1}{2}$ NW $\frac{1}{4}$) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa (Parcel IDs 49023200440, 49023200441, 49023200460, 49023200462, 49023200469, 49023200500, 49023200620, 49023200643 and 49023200644); and

The North 33' of the South Half of the Southwest Quarter (S ½ SW ¼) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa.

A copy of the Amendment is on file for public inspection in the office of the City Clerk, City Hall, City of Indianola, Iowa.

The City of Indianola, State of Iowa is the local public agency which, if such Amendment is approved, shall undertake the urban renewal activities described in such Amendment.

The general scope of the urban renewal activities under consideration in the Amendment is to promote the growth and retention of qualified industries and businesses in the Urban Renewal Area through various public purpose and special financing activities outlined in the Amendment. To accomplish the objectives of the Amendment, and to encourage the further economic development of the Urban Renewal Area, the Amendment provides that such special financing activities may include, but not be limited to, the making of loans or grants of public funds to private entities under Chapter 15A, Code of Iowa. The City also may reimburse or directly undertake the installation, construction and reconstruction of substantial public improvements, including, but not limited to, street, water, sanitary sewer, storm sewer or other public improvements. The Amendment provides that the City may issue bonds or use available funds for purposes allowed by the Plan, as amended, and that tax increment reimbursement of the costs of urban renewal projects may be sought if and to the extent incurred by the City. The Amendment initially proposes specific public infrastructure or site improvements to be undertaken by the City, and provides that the Amendment may be amended from time to time.

The proposed Amendment No. 2 would add property to the Area and add proposed urban renewal projects to be undertaken within the Urban Renewal Area.

Other provisions of the Plan not affected by the Amendment would remain in full force and effect.

Any person or organization desiring to be heard shall be afforded an opportunity to be heard at such hearing.

This notice is given by order of the City Council of the City of Indianola, State of Iowa, as provided by Section 403.5, Code of Iowa.

Dated this _____ day of _____, 2019.

City Clerk, City of Indianola, State of Iowa

(End of Notice)

Section 5. That the proposed Amendment No. 2, attached hereto as Exhibit 1, for the Urban Renewal Area described therein is hereby officially declared to be the proposed Amendment No. 2 referred to in the notices for purposes of such consultation and hearing and that a copy of the Amendment shall be placed on file in the office of the City Clerk.

PASSED AND APPROVED this 1st day of July, 2019.

Mayor

ATTEST:

City

Label the Amendment as Exhibit 1 (with all exhibits) and attach it to this Resolution.

ATTACH THE AMENDMENT
LABELED AS EXHIBIT 1 HERE

CERTIFICATE

STATE OF IOWA

)

) SS

COUNTY OF WARREN

)

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

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2019.

City Clerk, City of Indianola, State of Iowa

(SEAL)

2270049-1\13538-156

AMENDMENT NO. 2

TO

HILLCREST/DOWNTOWN UNIFIED

URBAN RENEWAL PLAN

CITY OF INDIANOLA, IOWA

Hillcrest Urban Renewal Area – 1994
Amendments #1 – #6
(#1 – 1998, #2 – 2001, #3 – 2005, #4 – 2009, #5 – 2010, #6 – 2015)

Downtown Urban Renewal Area – 2001
Amendment #1 – 2005
Amendment #2 – 2007

Unified Urban Renewal Plan 2015
Amendment No. 1 – 2019
Amendment No. 2 - 2019

AMENDMENT NO. 2
to
HILLCREST/DOWNTOWN UNIFIED
URBAN RENEWAL PLAN
CITY OF INDIANOLA, IOWA

INTRODUCTION

The Hillcrest/Downtown Unified Urban Renewal Plan (the “Plan” or “Unified Urban Renewal Plan” or “Unified Plan”) for the Hillcrest/Downtown Unified Urban Renewal Area (the “Area” or “Urban Renewal Area”) was adopted in 2015 when the City of Indianola (the “City”) unified the City’s existing Hillcrest Urban Renewal Area and Downtown Urban Renewal Area, and combined and renamed the original urban renewal plans for the two areas. The Plan was amended by the adoption of Amendment No. 1 to the Unified Plan, adopted by Resolution No. 2019-100 on May 20, 2019, which removed undeveloped land from the Urban Renewal Area.

The City is further amending the Unified Plan by the adoption of this Amendment No. 2 (“Amendment” or “Amendment No. 2”) to add property to the Area and to add and/or confirm proposed urban renewal projects to be undertaken within the Urban Renewal Area.

Except as modified by this Amendment, the provisions of the Unified Plan, as previously amended, are hereby ratified, confirmed, and approved and shall remain in full force and effect as provided herein. In case of any conflict or uncertainty, the terms of this Amendment shall control. Any subsections not mentioned in this Amendment shall continue to apply to the Plan.

AREA DESIGNATION

The Urban Renewal Area and each subarea was designated as appropriate for the promotion of economic development (commercial and industrial). The Area, including the subarea added by this Amendment, continues to be appropriate for the promotion of economic development (commercial and industrial).

DESCRIPTION OF THE URBAN RENEWAL AREA

The land included in the Urban Renewal Area is comprised of several “subareas,” each formed by the original plans, or amendments to the plans, Hillcrest or Downtown, and the land removed from the Urban Renewal Area by Amendment No. 1 to the Unified Plan. The land being added to the Urban Renewal Area by this Amendment may be referred to as the “Unified Amendment No. 2 Subarea.” The legal description of the land being added to the Urban Renewal Area by this Amendment is attached hereto as Exhibit A. A map of the Unified Amendment No. 2 Subarea is attached as Exhibit B. A map of the Urban Renewal Area, as amended, is attached as Exhibit C.

BASE VALUE

The subareas of the Urban Renewal Area have previously established base values for the purposes of tax increment financing (TIF). Those base values will not be impacted by this Amendment. The

property included in the Unified Amendment No. 2 Subarea will have a base value, or base values, established after the adoption of a TIF ordinance covering those properties, consistent with Iowa Code Chapter 403. If this Amendment is adopted and a TIF ordinance is adopted for the Unified Amendment No. 2 Subarea, all before December 1, 2019, then that portion of the Unified Amendment No. 2 Subarea included in the TIF ordinance will have a January 1, 2018 base value. It may be that a TIF ordinance is not adopted for property in the Unified Amendment No. 2 Subarea until later, in which case the base value will be established as of January 1 of the calendar year preceding the year the TIF ordinance is made effective. It may be that multiple TIF ordinances will be adopted for the properties in the Unified Amendment No. 2 Subarea, in which case multiple base values may be established for the respective portions of the Unified Amendment No. 2 Subarea.

DEVELOPMENT PLAN/ZONING

The City of Indianola has a general plan for the physical development of the City as a whole outlined in the Indianola Comprehensive Plan, adopted in October 2011. The goals and objectives of the Unified Urban Renewal Plan, as amended, and this Amendment No. 2, including the urban renewal projects identified herein, are in conformity with the City's Comprehensive Plan.

The property being added to the Urban Renewal Area by this Amendment is currently zoned M-1 limited industrial, M-2 general industrial, and A-1 agricultural. This Amendment and the Unified Urban Renewal Plan, as amended, do not in any way replace or modify the City's current land use planning or zoning regulation process.

The need for improvements to and/or expansions of public infrastructure within the Urban Renewal Area, as amended, is set forth in this Amendment. As the Area continues to develop, the City will evaluate the need for and plan for additional public infrastructure and/or services.

AREA OBJECTIVES

This Amendment makes no change to the Area Objectives set forth in the Unified Plan.

TYPES OF RENEWAL ACTIVITIES

This Amendment makes no change to the Types of Renewal Activities set forth in the Unified Plan.

AGREEMENT TO INCLUDE AGRICULTURAL LAND

Because some of the land being added to the Urban Renewal Area by this Amendment meets the definition "agricultural land" in Iowa Code Section 403.17(3), the City has obtained consent from the owners of such agricultural land to include the agricultural land owner's real property in the Urban Renewal Area. Copies of the agreements to include agricultural land are attached as Exhibit D. The original signed agreements are on file at the City Clerk's office.

PREVIOUSLY APPROVED URBAN RENEWAL PROJECTS

Numerous urban renewal projects were authorized prior to the date of this Amendment and may be continuing. Such projects are not listed in this Amendment but may consist of a variety of urban renewal projects.

ELIGIBLE URBAN RENEWAL PROJECTS (Amendment No. 2)

In addition to those urban renewal projects previously authorized by the Unified Plan, as previously amended, the City has identified the following as eligible urban renewal projects under this Amendment:

1. Public Improvements

Urban Renewal Project Description	Estimated Time Period	Estimated Cost to Be Reimbursed by Tax Increment Financing Not to Exceed	Rationale
Paving of Iowa Ave from 15 th St to 19 th St and related infrastructure	2020-2030	\$2,000,000	Provide necessary infrastructure for commercial/industrial traffic in the Area
Paving of 17 th St from Iowa Ave to Hillcrest Ave and related infrastructure	2020-2030	\$3,200,000	Provide necessary infrastructure for commercial/industrial traffic in the Area
Paving of the 18 th St, Kentucky Ave and 20 th St loop north of Iowa Ave and related infrastructure	2020-2030	\$2,200,000	Provide necessary infrastructure for commercial/industrial traffic in the Area
Paving of Hillcrest Ave from Summerset Trail to 17 th St and related infrastructure	2020-2030	\$1,700,000	Provide necessary infrastructure for commercial/industrial traffic in the Area
Regional Detention Ponds in Unified Amendment No. 2 Subarea	2020-2030	\$600,000	The City requires stormwater mitigation/management for every development. Creating regional detention basins that each development can tie into may reduce development

			costs and incentivize commercial/industrial development in the Area
Sanitary Sewer Gravity in Unified Amendment No. 2 Subarea	2020-2030	\$1,900,000	By extending sanitary sewer in the public utility easements, users can easily tie in when they develop, which may in turn reduce development costs and incentivize commercial/industrial development in the Area
Sanitary Sewer Pump Station and Force Main in Unified Amendment No. 2 Subarea	2020-2030	\$600,000	This project will help provide sanitary sewer service to the Area, which will enable commercial/industrial development to occur in the Area
Water Main Extension in Unified Amendment No. 2 Subarea	2020-2030	\$2,000,000	Extend water infrastructure to provide service to undeveloped lots and accommodate the needs for commercial/industrial enterprises that may locate in the Area
Primary Electric Extension in Unified Amendment No. 2 Subarea	2020-2030	\$1,900,000	Extend electrical infrastructure to provide service to undeveloped lots and accommodate the needs for commercial/industrial enterprises that may locate in the Area
Communication Backbone in Unified Amendment No. 2 Subarea	2020-2030	\$900,000	Extending the City's fiber along the new road right-of-way will provide needed infrastructure to accommodate the needs for commercial/industrial enterprises that may locate in the Area

Right-of-Way Acquisition Costs for Infrastructure Improvements Described Above	2020-2030	\$100,000	Provide necessary infrastructure for commercial/industrial development in the Area
Engineering, Legal and Administration Costs for Infrastructure Improvements Described Above	2020-2030	\$2,500,000	Provide necessary infrastructure for commercial/industrial development in the Area
Total		Not to Exceed \$19,600,000	

Note: It may be that the above costs will be reduced by the application of state and/or federal grants or programs; cost-sharing agreements with other entities; or other available sources of funds.

2. Development Agreements

A. *Future Development Agreements:* The City expects to consider requests for Development Agreements for projects that are consistent with this Plan, in the City's sole discretion. Such Agreements are unknown at this time, but based on past history, and dependent on development opportunities and climate, the City expects to consider a broad range of incentives as authorized by this Plan, including but not limited to land, loans, grants, tax rebates, infrastructure assistance and other incentives. The costs of such Development Agreements will not exceed \$1,000,000.

3. Iowa Economic Development Authority Certified Sites

The City expects to work with the Iowa Economic Development Authority (IEDA) to identify and designate properties within the Urban Renewal Area as credentialed "Iowa Certified Sites." Iowa Certified Sites are marketed by IEDA as "project-ready industrial sites" to businesses looking for a site to locate and build new facilities. In order to have a property designated as "development ready" by IEDA and listed as an Iowa Certified Site, the City will have to undertake various studies, compile data, and complete an application process. The City anticipates that the costs of studies, data, and application paperwork to be approximately \$50,000. The City anticipates undertaking this project in 2019-2021.

4. Fees and Costs

Project	Date	Estimated cost
Fees and costs for planning, engineering (for urban renewal plans), legal work, and other related costs to support urban renewal projects and planning	Undetermined	\$50,000

FINANCIAL DATA

1.	July 1, 2019 constitutional debt limit:	\$49,364,868
2.	Current outstanding general obligation debt:	\$10,719,420
3.	Proposed amount of indebtedness to be incurred: A specific amount of debt to be incurred for the Eligible Urban Renewal Projects (Amendment No. 2) has not yet been determined. This document is for planning purposes only. The estimated project costs in this Amendment are estimates only and will be incurred and spent over a number of years. In no event will the City's constitutional debt limit be exceeded. The City Council will consider each project proposal on a case-by-case basis to determine if it is in the City's best interest to participate before approving an urban renewal project or expense. It is further expected that such indebtedness, including interest on the same, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area, as amended. Subject to the foregoing, it is estimated that the cost of the Eligible Urban Renewal Projects as described above will be approximately as stated in the next column:	Not to Exceed \$20,700,000 (This total does not include financing costs related to debt issuance, which will be incurred over the life of the Area.)

URBAN RENEWAL FINANCING

The City intends to utilize various financing tools such as those described below to successfully undertake the proposed urban renewal actions. The City has the statutory authority to use a variety of tools to finance urban renewal projects within the Area. These include:

A. Tax Increment Financing

Under Section 403.19 of the *Code of Iowa*, urban renewal areas may utilize the tax increment financing mechanism to finance the costs of public improvements or economic development incentives associated with redevelopment projects. Upon creation of a tax increment district within the Area, by ordinance, the assessment base is frozen and the amount of tax revenue available from taxes paid on the difference between the frozen base and the increased value, if any, is segregated into a separate fund for the use by the City to pay costs of the eligible urban renewal projects. The increased taxes generated by any new development, above the base value, are distributed to the taxing entities, if not requested by the City.

B. General Obligation Bonds

Under Division III of Chapter 384 and Chapter 403 of the Iowa Code, the City has the authority to issue and sell general obligation bonds for specified essential and general corporate purposes, including the acquisition and construction of certain public improvements within the Area or incentives for development consistent with this Plan. Such bonds are payable from the levy of unlimited ad valorem taxes on all the taxable property within the City. It may be the City will elect to abate some or all of the debt service on these bonds with incremental taxes from this Area.

The City may also determine to use tax increment financing to provide incentives such as cash grants, loans, tax rebates or other incentives to developers in connection with urban renewal projects for commercial development or other urban renewal projects. In addition, the City may determine to issue general obligation bonds, tax increment revenue bonds or such other obligations, or loan agreements for the purpose of making loans or grants of public funds to private businesses located in the Area. Alternatively, the City may determine to use available funds for making such loans or grants for urban renewal projects. In any event, the City may determine to use tax increment financing to reimburse the City for any obligations or advances.

Nothing herein shall be construed as a limitation on the power of the City to exercise any lawful power granted to the City under Chapter 15, Chapter 15A, Chapter 403, Chapter 427B, or any other provision of the *Code of Iowa* in furtherance of the objectives of this Unified Plan, as amended.

PROPERTY ACQUISITION/DISPOSITION

The City will follow any and all applicable requirements for the acquisition and disposition of property in accordance with the Iowa Code.

RELOCATION

The City does not expect there to be any relocation required as part of the eligible urban renewal projects; however, if any relocation is necessary, the City will follow all applicable relocation requirements.

URBAN RENEWAL PLAN AMENDMENTS

This Unified Plan, as amended, may be amended further from time to time for a variety of reasons, including but not limited to, to change the Area's boundaries, to add or change land use controls and regulations, to modify goals or types of renewal activities, to add or change urban renewal projects, or to amend property acquisition and disposition provisions. The City Council may amend the Plan in accordance with applicable state law.

EFFECTIVE PERIOD

This Amendment No. 2 to the Unified Plan will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Unified Plan, any prior amendment, resolution, or document, the Unified Plan shall remain in effect until terminated by the City Council.

The use of incremental property tax revenues, or the "division of revenue," as those words are used in Chapter 403 of the Code of Iowa, in the Urban Renewal Area will be consistent with Chapter 403 of the Iowa Code. The division of revenues shall continue on all subareas of the Area for the maximum period allowed by law.

REPEALER AND SEVERABILITY CLAUSE

Any parts of the Unified Plan, as previously amended, in conflict with this Amendment are hereby repealed.

If any part of this Amendment is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the previously adopted Unified Plan as a whole, any part of the Unified Plan, as previously amended, or any part of this Amendment, not determined to be invalid or unconstitutional.

EXHIBIT A

LEGAL DESCRIPTION OF UNIFIED AMENDMENT NO. 2 SUBAREA TO BE ADDED TO THE URBAN RENEWAL AREA

The South 50' of the Southwest Quarter of the Southwest Quarter (SW $\frac{1}{4}$ SW $\frac{1}{4}$), of Section Seventeen (17), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The South 50' of the Southeast Quarter of the Southeast Quarter (SE $\frac{1}{4}$ SE $\frac{1}{4}$), lying East of the railroad right-of-way, of Section Eighteen (18), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa; and

The East Half of the North Three-quarters of the East Half (E $\frac{1}{2}$ N $\frac{3}{4}$ E $\frac{1}{2}$), lying East of the railroad right-of-way, of Section Nineteen (19), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa, except the West 306.32 feet of Lots One and Two; Lot Three; Lot Four, except the North 38 feet thereof; and Lots Five, Six, Seven, Eight, Nine, Ten and Eleven of the Indianola Industrial Park Addition to the City of Indianola, Iowa; and except a tract beginning at the Southwest Corner of the Northeast Quarter of the Southeast Quarter (NE $\frac{1}{4}$ SE $\frac{1}{4}$), thence North 16 rods, thence East 10 rods, thence South 16 rods, thence West 10 rods to point of beginning; and except Lot Two on the Indianola Industrial Park Plat Two, an Official Plat in Indianola, Iowa; and except Tract "D" on the plat of survey prepared by Anderson-Bogert Engineers and Surveyors, Inc., and recorded at Irregular Plat Book 6, Page 14 of Indianola, with the Recorder of Warren County, Iowa; and except the South 11.92 acres of the West Half of the Southeast Quarter of the Northeast Quarter (W $\frac{1}{2}$ SE $\frac{1}{4}$ NE $\frac{1}{4}$) lying East of the railroad right-of-way, except the East 30 feet thereof; and,

The North Half of the Southwest Quarter (N $\frac{1}{2}$ SW $\frac{1}{4}$) and the West Half of the Northwest Quarter (W $\frac{1}{2}$ NW $\frac{1}{4}$) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa (Parcel IDs 49023200440, 49023200441, 49023200460, 49023200462, 49023200469, 49023200500, 49023200620, 49023200643 and 49023200644); and

The North 33' of the South Half of the Southwest Quarter (S $\frac{1}{2}$ SW $\frac{1}{4}$) of Section Twenty (20), Township Seventy-six (76) North, Range Twenty-three (23) West of the 5th P.M., Warren County, Iowa.

EXHIBIT B

MAP OF UNIFIED AMENDMENT NO. 2 SUBAREA,
TO BE ADDED TO URBAN RENEWAL AREA



Indianola Unified
Urban Renewal Area
(Showing New Area to be Added)

Legend

- City Limits
- New TIF Boundaries

MAP OF HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA, AS AMENDED



EXHIBIT D

AGREEMENT TO INCLUDE AGRICULTURAL LAND IN THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA

WHEREAS, the City of Indianola, Iowa, (the "City") has proposed to amend the Hillcrest/Downtown Unified Urban Renewal Area (the "Urban Renewal Area"), pursuant to Chapter 403 of the Code of Iowa, in order to undertake activities authorized by that Chapter; and

WHEREAS, a proposed Amendment No. 2 to the urban renewal plan for the Urban Renewal Area would add property to the Urban Renewal Area, including certain property which is owned by the Agricultural Land Owner listed below; and

WHEREAS, Section 403.17(3) of the Code of Iowa provides that no property may be included in an urban renewal area which meets the definition in that Section of "agricultural land," until the owners of such property agree to include such property in such urban renewal area; and

WHEREAS, it has been determined that all or a portion of the property proposed to be added to the Area and owned by the Agricultural Land Owner meets the definition of "agricultural land" in Section 403.17(3) of the Code of Iowa;

NOW, THEREFORE, it is hereby certified and agreed by the Agricultural Land Owner as follows:

1. The Agricultural Land Owner hereby certifies that he/she is the owner of certain property contained within the proposed Unified Amendment No. 2 Subarea of the Urban Renewal Area.
2. The Agricultural Land Owner hereby agrees that the City of Indianola, Iowa, may include the portion of the property owned by the Agricultural Land Owner in the Urban Renewal Area.
3. The Agricultural Land Owner further authorizes the governing body of the City of Indianola, Iowa, to pass any resolution or ordinance necessary to designate said property as an Urban Renewal Area under Chapter 403 of the Code of Iowa, and to proceed with activities authorized under said Chapter.

DATED this 23rd day of May, 2019.

Name of Agricultural Land Owner: EYBERG, ROBIN MC CORD ET AL
(signed by Agricultural Land Owner or person authorized to sign on Agricultural Land Owner's behalf)

Signature: [Signature]

Date: 5.23.19

Print Name: Robin Eyberg

David Bloom
James Eyberg
Jason Eyberg
Blake Eyberg
Robin Eyberg

} yes

**AGREEMENT TO INCLUDE AGRICULTURAL LAND
IN THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA**

WHEREAS, the City of Indianola, Iowa, (the "City") has proposed to amend the Hillcrest/Downtown Unified Urban Renewal Area (the "Urban Renewal Area"), pursuant to Chapter 403 of the Code of Iowa, in order to undertake activities authorized by that Chapter; and

WHEREAS, a proposed Amendment No. 2 to the urban renewal plan for the Urban Renewal Area would add property to the Urban Renewal Area, including certain property which is owned by the Agricultural Land Owner listed below; and

WHEREAS, Section 403.17(3) of the Code of Iowa provides that no property may be included in an urban renewal area which meets the definition in that Section of "agricultural land," until the owners of such property agree to include such property in such urban renewal area; and

WHEREAS, it has been determined that all or a portion of the property proposed to be added to the Area and owned by the Agricultural Land Owner meets the definition of "agricultural land" in Section 403.17(3) of the Code of Iowa;

NOW, THEREFORE, it is hereby certified and agreed by the Agricultural Land Owner as follows:

1. The Agricultural Land Owner hereby certifies that he/she is the owner of certain property contained within the proposed Unified Amendment No. 2 Subarea of the Urban Renewal Area.
2. The Agricultural Land Owner hereby agrees that the City of Indianola, Iowa, may include the portion of the property owned by the Agricultural Land Owner in the Urban Renewal Area.
3. The Agricultural Land Owner further authorizes the governing body of the City of Indianola, Iowa, to pass any resolution or ordinance necessary to designate said property as an Urban Renewal Area under Chapter 403 of the Code of Iowa, and to proceed with activities authorized under said Chapter.

DATED this 13 day of JUNE, 2019.

Name of Agricultural Land Owner: Missouri Valley Electrical Joint Apprenticeship & Training Fund
(signed by Agricultural Land Owner or person authorized to sign on Agricultural Land Owner's behalf)

Signature: Robert Foxlin

Date: 6-13-19

Print Name: ROBERT FOXLIN

**AGREEMENT TO INCLUDE AGRICULTURAL LAND
IN THE HILLCREST/DOWNTOWN UNIFIED URBAN RENEWAL AREA**

WHEREAS, the City of Indianola, Iowa, (the "City") has proposed to amend the Hillcrest/Downtown Unified Urban Renewal Area (the "Urban Renewal Area"), pursuant to Chapter 403 of the Code of Iowa, in order to undertake activities authorized by that Chapter; and

WHEREAS, a proposed Amendment No. 2 to the urban renewal plan for the Urban Renewal Area would add property to the Urban Renewal Area, including certain property which is owned by the Agricultural Land Owner listed below; and

WHEREAS, Section 403.17(3) of the Code of Iowa provides that no property may be included in an urban renewal area which meets the definition in that Section of "agricultural land," until the owners of such property agree to include such property in such urban renewal area; and

WHEREAS, it has been determined that all or a portion of the property proposed to be added to the Area and owned by the Agricultural Land Owner meets the definition of "agricultural land" in Section 403.17(3) of the Code of Iowa;

NOW, THEREFORE, it is hereby certified and agreed by the Agricultural Land Owner as follows:

1. The Agricultural Land Owner hereby certifies that he/she is the owner of certain property contained within the proposed Unified Amendment No. 2 Subarea of the Urban Renewal Area.

2. The Agricultural Land Owner hereby agrees that the City of Indianola, Iowa, may include the portion of the property owned by the Agricultural Land Owner in the Urban Renewal Area.

3. The Agricultural Land Owner further authorizes the governing body of the City of Indianola, Iowa, to pass any resolution or ordinance necessary to designate said property as an Urban Renewal Area under Chapter 403 of the Code of Iowa, and to proceed with activities authorized under said Chapter.

DATED this 5-21-19 day of _____, 2019.

Name of Agricultural Land Owner: TRUEBLOOD FARMS LLC
(signed by Agricultural Land Owner or person authorized to sign on Agricultural Land Owner's behalf)

Signature: Henry Ward Trueblood Date: 5-21-19
Print Name: _____

01574543-1\13538-156

Meeting Date: 07/01/2019

Subject

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

Information

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

Newspaper Publication Changes Proposed:

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

First Class Mail Notification Changes Proposed:

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

Fiscal Impact

Attachments

P&Z Notification Memo
Amendment to 165
Ordinance Amend Procedures



— PLANNING AND ZONING COMMISSION —

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

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

Newspaper Publications

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

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

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

First Class Mail Notifications

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ORDINANCE NO. _____

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

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

Meeting Date: 07/01/2019

Subject

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

Information

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

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

Fiscal Impact

Attachments

Memo RE Alley Vacation
Ordinance Vacating Alley
Resolution to Sell Alley



COMMUNITY DEVELOPMENT

AGENDA ITEM #7

New Business





— PLANNING AND ZONING COMMISSION —

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

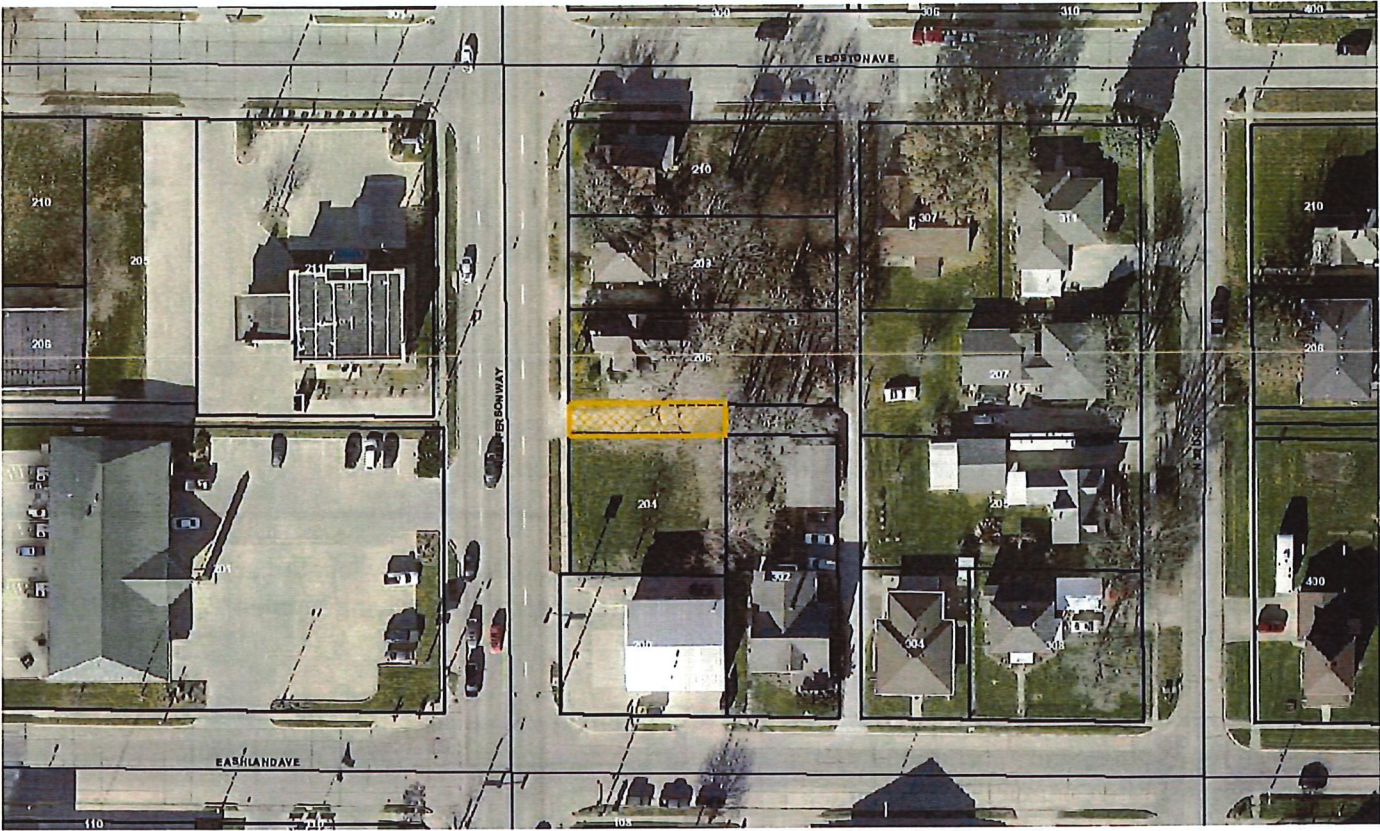
The City is in the process of selling the Dangerous and Dilapidated (D&D) property located at 204 North Jefferson Way. As part of the purchase, a request to vacate the east/west alley lying between 204 and 206 North Jefferson Way has been received.

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

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

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

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



ORDINANCE NO. _____

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

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

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

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

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

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

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

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____
Second reading: _____

Third reading: _____
Publication Date: _____

RESOLUTION NO. _____

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

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

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

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

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

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

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

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

Dated this ____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Resolution renewing the worker's compensation, life and accident and equipment insurance for FY 19/20

Information

In your packet is the resolution for the annual renewal, FY 19/20, of the following:

- ICAP – Liability, Auto and Property Coverage
 - Total annual cost: \$220,808
 - Premium increase from FY18/19 of \$17,268
 - This is a shared cost with IMU
- IMWCA – Worker's Compensation
 - Total annual cost: \$151,318
 - Premium increase from FY18/19 of \$13,584
 - This is a shared cost with IMU
- Cincinnati – Boiler and Machinery Coverage
 - Total annual cost: \$8,744
 - 3-year policy term allowed for no increase in premiums

In working with our insurance broker, Weinman Insurance, we were able to secure renewal premiums similar to the prior year. Based on that, City staff recommend moving forward with the above- mentioned vendors for FY19/20.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2019-

RESOLUTION APPROVING LIABILITY, AUTO, PROPERTY, WORKER'S COMPENSATION AND MACHINERY AND EQUIPMENT REPLACEMENT INSURANCE FOR FY 19/20

WHEREAS, the City Indianola, Iowa, annually approves insurance policies for the City's various liability, worker's compensation, machinery and equipment replacement insurance needs for the ensuing fiscal year; and

WHEREAS, working through its insurance broker, the City of Indianola, Iowa, has searched the market and negotiated with current providers, and as a result provides the following recommendations for the City of Indianola's insurance policies for July 1, 2019 to June 30, 2020:

- ICAP – Liability, Auto and Property Coverage
 - Total annual cost: \$220,808
 - Premium increase from FY18/19 of \$17,268
 - This is a shared cost with IMU
- IMWCA – Worker's Compensation
 - Total annual cost: \$151,318
 - Premium increase from FY18/19 of \$13,584
 - This is a shared cost with IMU
- Cincinnati – Boiler and Machinery Coverage
 - Total annual cost: \$8,744
 - 3-year policy term allowed for no increase in premiums

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that the following insurance proposals are accepted and approved as the policies to cover the City of Indianola's liability, property, worker's compensation and machinery and equipment replacement:

- ICAP – Liability, Auto and Property Coverage
 - Total annual cost: \$220,808
 - Premium increase from FY18/19 of \$17,268
 - This is a shared cost with IMU
- IMWCA – Worker's Compensation
 - Total annual cost: \$151,318
 - Premium increase from FY18/19 of \$13,584
 - This is a shared cost with IMU
- Cincinnati – Boiler and Machinery Coverage
 - Total annual cost: \$8,744
 - 3-year policy term allowed for no increase in premiums

1. The City Council of the City of Indianola, Iowa approve the risk insurance plans and premiums presented; and
2. The Mayor or City Manager are authorized to execute the necessary documents, as may be required by the insurance companies.

PASSED this

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Resolution amending the Employee Handbook regarding travel and transportation policy

Information

During a review of the ILEA and police training procedure change, staff discovered our Travel and Transportation Policy was outdated. Upon review of metro community policies, staff is recommending the following policy changes (memo):

- Increasing meals from a daily allowance of \$35 to a daily allowance of \$50 broken out by \$10 allowed for breakfast, \$14 allowed for lunch and \$26 allowed for dinner.
- Adding \$15 per day reimbursement for incidentals that may not have a receipt, such as taxi's, parking meter fees, etc.
- Modifying the mileage reimbursement for employees who use a personal vehicle for work-related business and are traveling to and from home.
 - Current – reimburse miles traveled to and from meeting/conference center, regardless of employee's normal to and from work commuting miles. Ie. To and from home to office, employee travels 20 miles. To and from home to conference center, employee travels 30 miles. City reimburses employee for 30 miles.
 - Proposed – reimburse based on miles traveled less the employee's normal to and from work commuting miles. Ie. To and from home to office, employee travels 20 miles. To and from home to conference center, employee travels 30 miles. City reimburses employee for 10 miles.
 - This was reviewed by a staff committee and they agreed that the City should not pay for miles typically traveled to and from work.

Staff is recommending approval for this policy to be added to the Employee Handbook (packet).

Fiscal Impact

Attachments

Travel Transportation Policy
Memo
Resolution

6.12 TRAVEL AND TRANSPORTATION

The City of Indianola has prepared this policy to establish a consistent basis for the actions of City personnel with regards to City-paid travel, training, and meal expenditures and to provide broad guidelines for the reimbursement of such expenditures. It is the policy of the City to reimburse employees for all necessary and reasonable expenses incurred while on authorized City business.

The policy described in this section shall apply to mileage and per diem reimbursements. The City will specify the conditions under which mileage and/or per diem reimbursement is payable.

Authorization for Travel and Training

All predicted travel and training requests should be included in the annual budget setting process.

- For any budgeted travel/training, authorization has already been given through the budget process; further pre-authorization is not required prior to incurring the expenses, notwithstanding any specific procedures established by Department Heads for their staff.
- If an unplanned travel or training need arises during the year and is not budgeted, a request for the trip, including an estimate of all expenses (including overtime for non-exempt employees) must be submitted to the Department Head for approval, or in the case of a Department Head, to the Finance Director for approval.
 - If the unbudgeted travel is out-of-state, the request must also be approved by the City Manager prior to expenses being incurred.
 - All travel requests are to be reviewed by the Department Director using job relevancy and City benefit as a basis for approval or disapproval of the request. Items that could be considered are:
 - Federal, State or local mandated training: Required training for licensing, certification, or other qualifications.
 - Preparatory Training: Applies where an employee's future job responsibilities, in all probability, will incorporate and require new or little used skills which can be readily acquired only by outside training.
 - National, Regional, or State conferences and workshops: Attendance contingent upon quality of workshop/conference as this relates to staff member's current job responsibilities.

Meals

For eligible meals, reimbursement shall be allowed for actual meal expenses incurred, including up to 15% tip on each meal, and subject to limits laid out below.

- Meal receipts are generally eligible for reimbursement if:
 - The meal was not already provided as part of a paid registration; and
 - Participation in the business-related conference was directly authorized.
 - For any training provided by the local ILEA (IA Law Enforcement Academy), reasonable priced meals are available through ILEA, and will be paid for by the City. If the employee chooses not to have the City purchase the ILEA meal, no meal receipts are eligible for reimbursement.
- It should be noted that eligibility for reimbursement does not imply whether the meal will be considered taxable or excludable wages under IRS guidelines. The City will follow applicable IRS guidelines to determine taxability.

- Those traveling on City business will use discretion in keeping meal costs to reasonable levels. It is expected that the employee's meal expense will not exceed \$50 per day for three meals, not including tip. The \$50 limit is applicable to both in-state and out-of-state travel.
- Meal allowances will be broken down as follows:
 - Breakfast \$10
 - Lunch \$14
 - Dinner \$26

These allowances are only taken into account on travel days, and when a conference provides some meals for the employee as part of the registration fee. If a meal is provided, the cost allowance for the respective meal will be removed from the daily maximum of \$50. *IE: If the conference provides lunch, the daily maximum would be \$50 less \$14, or \$36. This \$36 can be split up however the employee chooses: \$5 for breakfast and \$31 for dinner or \$20 for breakfast and \$16 for dinner; just as long as the total doesn't exceed \$36, not including tip.*

If the conference registration fee includes a meal, and the employee chooses to purchase a meal elsewhere, the employee shall be responsible for the cost of that meal unless medical reasons require that the employee separately purchase a meal.

In the case of a one day conference where the employee attends the conference during the day in their hometown and is able to eat breakfast and dinner before and after the conference, the City will only reimburse for the lunch meal at the above specified rate, unless lunch is provided, or the employee has medical issues and cannot eat the provided lunch.

Documentation from the conference agenda that includes enough detail to determine if meals are being provided must be submitted with expense forms. If insufficient documentation is provided, it will be assumed that any meal periods that fall during conference hours are being provided.

For all meal receipts, the employee should retain the original itemized copy of the receipt that shows the specific items ordered, total cost, tax and tip. The submission of a credit card receipt with only the total cost of the meal will not be reimbursed.

The total cost of the meal submitted for reimbursement must exclude any liquor expenses, in accordance with State regulations.

Tips in excess of 15% of the total meal cost (excluding liquor) are considered a personal expense of the employee and will not be reimbursed. *IE: If an employee has a receipt with \$25 of food and \$10 of liquor, for a total of \$35 and gives a 15% tip (\$5.25 in tip), the employee may only be reimbursed for the \$25 of food and tip of \$3.75 (15% of \$25).*

Tips in excess of 15% that are required and automatically applied to a bill (ie: groups of 8+ get charged an automatic 20%, etc.) may be reimbursed.

Incidentals

An employee is allowed to claim up to \$15 per day for incidental items that will typically not have a receipt available, such as taxi, valet or airport luggage handler tips, parking meter fees, etc. The \$15 in

incidentals is based on an honor system and should generally be expected to correspond with hotel or airport arrival and departure days.

Fees for tolls, shuttle service, etc, where a receipt is readily available upon request, must have a receipt submitted for reimbursement. Origination and destination information should be documented on the receipts.

Lodging

Employees are expected to utilize lodging discounts provided through the conference, if available, and select moderately priced accommodations within an acceptable travel distance from the conference location. Hotel locations that result in excessive commuting or tax expenses should be avoided whenever possible.

Lodging is limited to the standard room rate for single occupancy for the minimum number of nights required to attend the conference. The employee should request the government or corporate rate where available.

- If multiple employees are authorized to travel and choose to share accommodations, the hotel room size should be appropriate to the number of employees sharing lodging. In this case, the highest seniority employee should submit the entire lodging expense and make note of all employees covered by the expense.

Itemized receipts should be retained by the employee upon checkout and turned in with their travel expense forms.

Lodging will be approved under the following conditions:

- In-state travel within a 2-hour driving distance:
 - Lodging will not be reimbursed for any in-state travel within a 2-hour driving distance, except in the event of weather emergency that causes unsafe driving conditions. Exceptions may be approved by the Department Head, Director of Finance or City Manager.
 - If the conference is a multi-day event, one day of lodging will be reimbursed for each additional conference day after the first day. I.e. a 3-day conference would be reimbursed for 2 nights of lodging.
 - Daily lodging costs shall be limited to \$150, including local and state taxes.
- In-state travel more than a 2-hour driving distance:
 - Single day conferences may be eligible for one day of lodging, if location, hours of the event, or other factors justify an overnight stay. Such instances must be approved in advance by the Department Head.
 - If the conference is a multi-day event, one day of lodging will be allowed for each full conference day. This will allow for employees to drive in the night before a conference and check out on the last day of the conference.
 - Daily lodging costs shall be limited to \$150, including local and state taxes.

- Out-of-state travel:
 - For conferences requiring air travel or ground transportation, lodging is assumed to start the night prior to the conference start date and check-out on the last day of the conference. Lodging would be allowed for each full day (8 hours) of the conference. In the case of partial day events (which may allow for travel the morning of) or for late evening end times (which may eliminate flight options for return travel or may create unsafe driving conditions/fatigue for return travel) an exception may be made based on the judgment of the Department Head and the employee.
 - If lodging is approved for the night after a conference ends, the employee may only stay at the conference hotel if it offers a reduced rate (government rate - under \$250 including taxes) room option. Additional nights at higher priced room rates will be considered a personal expense for any amount over \$250 (including local and state taxes).

Transportation

Employees should use the most expedient mode of transportation available and determine the lowest cost option of travel. Options include air, rail or automobile travel. In cases where multiple employees are attending the same conference, consideration should be given to economical feasibility of carpooling or rail travel versus flying. A City vehicle should be utilized whenever possible.

In general, any travel destination that is more than 4 hours of drive-time is considered acceptable to evaluate air travel options. Exceptions may arise during off-peak seasons and during airfare sales, so air travel to closer destinations may be approved if airfare is shown to be more economical. Employees will be reimbursed for all gas receipts, if the gas is not charged directly to the City, as well as any toll charges and necessary parking fees during the conference. Receipts for all items should be retained.

Employees using personal vehicles for business purposes will be reimbursed based on miles traveled, less the employee's normal to and from work commuting miles and at the allowable rate established by the IRS. This is for employees who are traveling to and from a meeting/conference center from home. This rate is regularly reviewed and adjusted based on IRS guidelines. *IE: An employee normally drives 5 miles each morning to work, and 5 miles back home. If they instead drive to a conference 20 miles away, then they would be eligible for reimbursement of 30 miles for that conference (20 to conference, 20 from conference, less 10 commuting miles).* When submitting for reimbursement of gas charges, a printout from Google maps showing the route taken should be included with the Employee Expense Form.

Employees using personal vehicles for business purposes traveling to and from the work location will be eligible for full mileage reimbursement at the allowable rate established by the IRS.

Employees using personal vehicles for business purposes who are scheduled off but then called in to a location that is not the normal work location will be eligible for full mileage reimbursement at the allowable rate established by the IRS.

Whenever an employee is utilizing a City vehicle or personal vehicle for City business, it is the policy of the City of Indianola, that all drivers and passengers must wear safety belts. In addition, all employees are required to comply with all traffic regulations, laws and ordinances when operating a City vehicle or personal vehicle for City business. At no time should employees jeopardize the safety of themselves, other City employees, or the public when operating motor vehicles.

Employees utilizing their own vehicles for City business must have adequate liability insurance coverage. An employee who uses a personal vehicle for City business is required to have, and provide upon request, satisfactory evidence of liability insurance coverage. The minimum prescribed liability insurance is as follows:

- \$250,000 for personal injury to, or death of, one person;
- \$500,000 for injury to, or death of, two or more persons in one accident; and
- \$100,000 of property damage

If there is an accident, the driver of the vehicle must immediately contact local law enforcement and their immediate supervisor. The driver should also fill out the Employee Incident Report and contact the Company Nurse for treatment, if necessary. **Company Nurse: 1-888-770-0928 Company ID: IA183** If driving a personal vehicle, the driver should also contact their insurance company.

If air travel is more economical than driving, but the employee chooses to drive their personal vehicle, the employee may only be reimbursed up to the value of what airfare would have cost, or the actual costs incurred for gas, parking, tolls, etc., and including overtime for non-exempt employees, whichever is less.

Airfare costs can be documented through creating the most advantageous (cost efficient) mock itineraries through any internet travel site, such as Expedia, Kayak, or Travelocity. The mock itinerary must be printed and submitted with the Employee Travel & Training Expense Forms.

Rental Vehicles

Department Head, Director of Finance or City Manager must give advance authorization prior to renting any vehicles for business purposes.

- If a conference location requires the use of ground transportation to go to and from the hotel to the conference sight, renting a car may be considered. If the cost of renting a car is more practical to the City, as compared to other means of transportation such as taxi or subway, a vehicle may be rented for use during the conference. The employee is responsible for obtaining the best available rate on a standard-sized rental car. If more than 2 employees are attending the same conference, the size of vehicle may be adjusted according to the capacity needed to accommodate the number of people traveling. Luxury and convertible models are not permitted upgrades.
- Supplemental insurance options covering the rental vehicle through the rental agency are not reimbursable as a travel expense, as all aspects of the rental are covered under the City of Indianola's ICAP insurance policy. The vehicle should be rented in the City's name for the ICAP insurance policy to apply.
- Detailed receipts for rental cars should be retained and submitted

Specifically Prohibited Expenses

Prohibited expenses include, but are not limited to, the following:

- Personal items, such as personal grooming items

- Any hotel mini-bar charges
- Gifts
- Entertainment and recreation expenses, including hotel movies and health club access at a hotel or other venue
- Alcoholic beverages
- Any expenses for spouses, guests or family members that are not employees of the City and are not attending the function as a representative of the City
- Loss of personal items due to air travel baggage issues will not be reimbursed by the City, as these losses are the responsibility of the air carrier.

Administration

The City Manager, Director of Finance and Department Heads are responsible for ensuring compliance with the policy and limitations.

Work Hours While Traveling

Time spent traveling to and from city-authorized business will be considered as time worked as long as it is within the normal workday schedule for the employee, ie. employee's normal work schedule is 8am – 5pm, conference is from 10am – 2pm, employee will be paid for time spent traveling to and from the conference center.

Time spent normally traveling to and from the work office will not be considered work time, ie. employee's normal work schedule is 8am – 5pm, their conference is 8am – 5pm, they will not be paid for time spent traveling to the conference center and home.



— Human Resources —

Date: July 1, 2019

To: Mayor and Council

From: Melissa McCoy, Human Resources Director

CC: Ryan Waller, City Manager

RE: Travel and Transportation Policy Amendment

During a review of the ILEA and police training procedure change, staff discovered our Travel and Transportation Policy was outdated. Upon review of metro community policies, staff is recommending the following policy changes:

- Increasing meals from a daily allowance of \$35 to a daily allowance of \$50 broken out by \$10 allowed for breakfast, \$14 allowed for lunch and \$26 allowed for dinner.
- Adding \$15 per day reimbursement for incidentals that may not have a receipt, such as taxi's, parking meter fees, etc.
- Modifying the mileage reimbursement for employees who use a personal vehicle for work-related business and are traveling to and from home.
 - Current – reimburse miles traveled to and from meeting/conference center, regardless of employee's normal to and from work commuting miles. Ie. To and from home to office, employee travels 20 miles. To and from home to conference center, employee travels 30 miles. City reimburses employee for 30 miles.
 - Proposed – reimburse based on miles traveled less the employee's normal to and from work commuting miles. Ie. To and from home to office, employee travels 20 miles. To and from home to conference center, employee travels 30 miles. City reimburses employee for 10 miles.
 - This was reviewed by a staff committee and they agreed that the City should not pay for miles typically traveled to and from work.

Staff is recommending approval for this policy to be added to the Employee Handbook.

RESOLUTION NO. 2019-

RESOLUTION AMENDING THE EMPLOYEE HANDBOOK

WHEREAS, the City Indianola, Iowa, conducted a complete review of the City's Travel and Transportation policy; and

WHEREAS, the City's Travel and Transportation policy was last updated in 2014; and

WHEREAS, the City of Indianola, Iowa, needs to update its policy to account for cost of living increases; and

WHEREAS, the revisions include updating reimbursement of meals and mileage; and

WHEREAS, the purpose of this policy is to provide clear direction when staff is required to travel for business.

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

That the updated Travel and Transportation policy shall be approved and the current Employee Handbook shall be amended to include the new Travel and Transportation policy.

PASSED this

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Resolution of the Indianola City Council providing for a regular meeting date and time

Information

In your packet is a resolution setting the regular council meeting day and time. This is an annual procedure each fiscal year. Council meetings will be the first and third Monday's at 6:00 p.m.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2019--____
RESOLUTION OF THE INDIANOLA CITY COUNCIL
PROVIDING FOR A REGULAR MEETING DATE AND TIME

BE IT RESOLVED by the Indianola City Council, that the regular meeting date of the Council shall be at 6:00 p.m. on the first and third Mondays of each month, except when the first and third Monday falls on a national holiday, in which case the meeting shall be held at 6:00 p.m. on the day following said holiday. All meetings shall be open to the public except for closed sessions held in accordance with the laws of the State of Iowa.

Introduced and adopted this 1st day of July, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Resolution approving the four-year maintenance bonds for sanitary sewer and storm sewer in Heritage Hills Plat 9

Information

When new subdivisions are built the city "accepts" the streets, water and storm/sanitary sewer mains (from the contractor) and approve the related maintenance bonds. Jason Etnyre, Street Superintendent, Rick Graves, WPC Superintendent and Amy Beattie, City Attorney reviewed and recommended approval of the four-year sanitary sewer and storm sewer maintenance bonds (packet) for Heritage Hills Plat 9.

The breakdown of this bond includes:

Sanitary Sewer - \$118,401.00

Storm Sewer - \$284,630.50

Water Main - \$111,600.00 - the IMU Board of Trustee will consider this at their July 8, 2019 meeting

In your packet is the resolution approving the maintenance bond.

Fiscal Impact

Attachments

Maintenance Bonds

Resolution

MAINTENANCE BOND

Bond No. IAC589188

KNOW ALL MEN BY THESE PRESENTS:

That, Vanderpool Construction, Inc. of Indianola, Iowa
as Principal, and the Merchants Bonding Company (Mutual) as Surety,
are held and firmly bound unto City of Indianola, Iowa in the
penal sum of Five Hundred Fourteen Thousand Six Hundred Thirty-one And 50/100 (\$ \$514,631.50)

Dollars, lawful money of the United States of America, for the payment of which, well and truly to be made,
the Principal and Surety bind themselves, their and each of their heirs, executors, administrators, successors
and assigns, jointly and severally, firmly by these presents.

Whereas, the said Principal entered into a certain contract, with Downing Construction, Inc.

To furnish all the material and labor necessary for the construction of

Utilities in connection with Heritage Hills Plat 9, Indianola, IA

in Indianola, Iowa in conformity with certain specifications; and

Whereas, a further condition of said contract is that the said Principal should furnish a bond in
indemnity, guaranteeing to remedy any defects in workmanship or materials that may develop in
said work within a period of four (4) years from the date of acceptance of the work
under said contract; and

Whereas, the said Merchants Bonding Company (Mutual) for a valuable consideration,
has agreed to join with said Principal in such bond or guarantee, indemnifying said
City of Indianola, Iowa

Now, therefore, the condition of this obligation is such, that if the said Principal shall, at his own cost
and expense, remedy any and all defects that may develop in said work within the period
of four (4) years from the date of acceptance of the work under said contract, by
reason of bad workmanship or poor material used in the construction of said work, and shall keep all work
in continuous good repair during said period, and shall in all other respects, comply with all the terms and
conditions of said contract with respect to maintenance and repair of said work, then this obligation to be
null and void; otherwise to be and remain in full force and virtue in law.

In Witness whereof, we have herunto set our hands and seals this 30th
day of May, 2019

Vanderpool Construction, Inc.

By: [Signature] Principal

Merchants Bonding Company (Mutual)

Surety

By: [Signature]

Dione R Young

Attorney-in-Fact

Water main - \$111,600.00
Sanitary Sewer - \$118,401.00
Storm Sewer - \$284,630.50
514,631.50

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Anne Crowner; Brian M Deimerly; Cameron M Burt; Cindy Bennett; Craig E Hansen; Dana Wiebers; Dione R Young; Jay D Freiermuth; Kathleen Brewer; Kevin J Knutson; Michelle R Gruis; Seth D Rooker; Shirley S Bartenhagen; Stacy Venn; Sydney Burnett; Tim McCulloh; Wendy A Casey

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

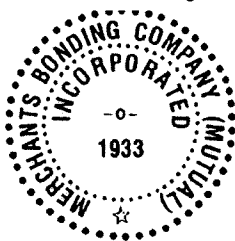
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 21st day of December, 2018.



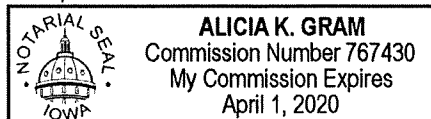
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 21st day of December 2018, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

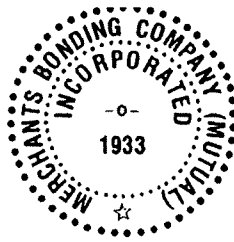


Alicia K. Gram
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 30th day of May, 2019.



William Warner Jr.
Secretary

Charlie Dissell

From: Jamie <jamie@vanderpoolinc.com>
Sent: Friday, June 21, 2019 3:14 PM
To: Charlie Dissell
Subject: Heritage Hills 9 bond breakdown

Charlie:

As requested, here is the breakdown on the bond value on Heritage Hills 9:

Water Main - \$111,600.00
Sanitary Sewer - \$118,401.00
Storm Sewer - \$284,630.50

Let me know if you need anything else.

Thanks,



Built on reliability and integrity

WANDERPOOL
CONSTRUCTION, INC.

Jamie Crubaugh

1100 N. 14th St. Indianola, IA 50125

Office: 515-961-4682 Fax: 515-961-8813

Mobile: 515-450-3747 Email: jamie@vanderpoolinc.com

www.vanderpoolinc.com

The information contained in this message may be privileged and confidential and protected from disclosure. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by replying to the message and deleting it from your device. Thank you.

RESOLUTION NO. 2019-_____

**RESOLUTION APPROVING THE FOUR-YEAR MAINTENANCE BONDS FOR SANITARY
SEWER AND STORM SEWER IN HERITAGE HILLS PLAT 9**

WHEREAS, the maintenance bonds for the sanitary sewer and storm sewer in connection with Heritage Hills Plat 9 have been submitted by the Developer.

WHEREAS, it is the determination of the City Council that the City should accept the four-year maintenance bond for the sanitary sewer and storm sewer in Heritage Hills Plat 9; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INDIANOLA, IOWA, that the maintenance bond for sanitary sewer and storm sewer in Heritage Hills Plat 9 are hereby accepted.

PASSED AND APPROVED this _____ day of _____, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Resolution authorizing receipt of bequeathed funds to the Indianola Public Library

Information

The Indianola Public Library is the recipient of an approximate amount of \$20,000 from the estate of a longtime library patron Mary Hickman. In her will, she specifically directed this money to be spent on children's picture books. The funds, when received, will be deposited into the Library's Special fund (Fund 141) for this purpose. Library Director Michele Patrick will keep track of the expenditure of the funds to ensure the money is spent as directed for future auditing purposes.

In your packet is the resolution authorizing receipt of bequeathed funds.

Fiscal Impact

Attachments

Resolution

RESOLUTION NO. 2019-____

RESOLUTION AUTHORIZING RECEIPT OF BEQUEATHED FUNDS

WHEREAS, Mary Hickman bequeathed an amount of funds for the Indianola Public Library in the event of her death; and

WHEREAS, certain forms are required to be completed to receive these funds, and

WHEREAS, Director of Finance Andrew Lent and City Manager Ryan Waller are currently employed by the City of Indianola,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, to authorize the receipt of the bequeathed funds by the Mary Hickman estate.

IT IS FURTHER RESOLVED by the City Council of the City of Indianola, Iowa that Director of Finance Andrew Lent and City Manager Ryan Waller are authorized to act on behalf of the City to complete such forms in order for the City to receive said funds.

PASSED this 1st day of July 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Resolution Approving Salaries

Information

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

Kathy Kester, Marketing Coordinator, from CE 6-2 \$47,393.38/year (includes longevity) to CE 6-3 \$50,222.73/year (includes longevity) effective July 7, 2019

David O'Meara, from Seasonal Concessions Attendant - Pickard, \$8.00/hour to Seasonal Sports Complex Maintenance \$9.00/hour effective June 17, 2019

Aaron Payette, Firefighter/Paramedic, FT Hire \$55,834.39/year effective July 8, 2019

Theodore Neller, Career Firefighter/Paramedic, FT Hire \$55,834.39/year effective July 8, 2019

Joshua Mamanos, Firefighter/Paramedic, FT Hire \$55,834.39/year effective July 8, 2019

Fiscal Impact

Attachments

Resolution

RESOLUTION 2019-
APPROVING SALARIES

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

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

Kathy Kester, Marketing Coordinator, from CE 6-2 \$47,393.38/year (includes longevity) to CE 6-3 \$50,222.73/year (includes longevity) effective July 7, 2019

David O'Meara, from Seasonal Concessions Attendant - Pickard, \$8.00/hour to Seasonal Sports Complex Maintenance \$9.00/hour effective June 17, 2019

Aaron Payette, Firefighter/Paramedic, FT Hire \$55,834.39/year effective July 8, 2019

Theodore Neller, Career Firefighter/Paramedic, FT Hire \$55,834.39/year effective July 8, 2019

Joshua Mamanos, Firefighter/Paramedic, FT Hire \$55,834.39/year effective July 8, 2019

Passed and approved on the 1st day of July, 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

Meeting Date: 07/01/2019

Subject

Approval of the Civil Service Commission list of applicants certified eligible for the position of police officer

Information

In your packet is the police department Civil Service Commission qualifying list for Police Officer. This list will be valid from June 14, 2019 to June 14, 2020.

Fiscal Impact

Attachments

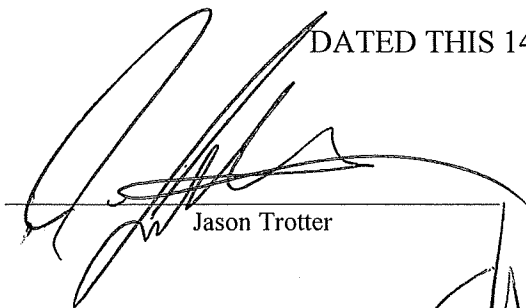
Civil Service List

On June 14th 2019 the Indianola Civil Service Commission met at the Indianola Police Department for the purpose of conducting candidate interviews for the police department. Members present were Jason Trotter, Kerri Przybylski and Stephen Stark.

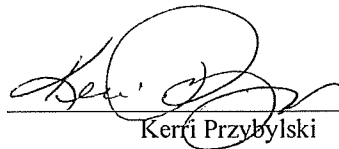
A LIST

1. Luke Bachman
2. Ross Marshall
3. Tanner Ortland
4. Nicole Stewart
5. Makenzie Sutton
6. Matthew Wilkinson
7. Tryston Aldenund
8. _____

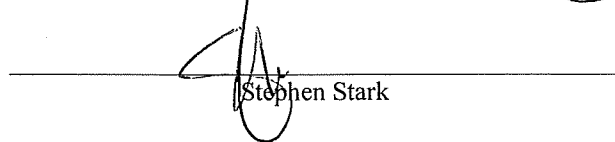
DATED THIS 14th DAY OF June, 2019



Jason Trotter



Kerri Przybylski



Stephen Stark

Meeting Date: 07/01/2019

Subject

Receive and file letter from Kiya Koda of their fee changes as a notice to the citizens

Information

In your packet is a letter from Kiya Koda stating that in accordance with the agreement they have reviewed their fees and that in order to ensure its services are adequately supported the fees being charged as follows:

- The sum of \$30 for the pick up of any animal - the current fee is \$10
- A fee of \$15 per day will be charged to care for the animal - the current fee is \$10

Kiya Koda Humane Society will be implementing a repeated offense fee as follows:

- 1st offense - normal charges of \$30 pick up and \$15/day
- 2nd offense - normal charges of \$30 pick up and \$15/day plus \$25
- 3rd offense - normal charges of \$30 pick up and \$15/day plus \$50
- 4th offense - normal charges of \$30 pick up and \$15/day plus \$75
- Each offense increases by \$25 increments and offenses will reset every six months

Fiscal Impact

Attachments

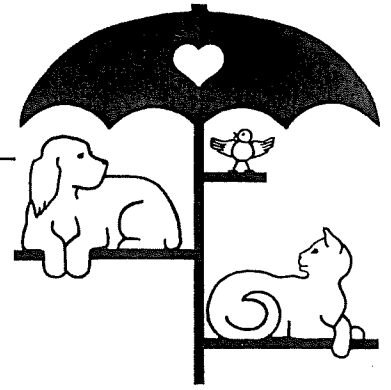
Kiya Koda Letter

Kiya Koda Agreement

KIYA KODA HUMANE SOCIETY

(515) 961-7080

P.O. Box 678
1206 North Jefferson
Indianola, Iowa 50125



City of Indianola,

5/16/2019

That in accordance with the Agreement Kiya Koda Humane Society has reviewed its fees and that in order to ensure its services are adequately supported the fees being charged are as follows:

The sum of \$30 for the pick up of any animal. A fee of \$15 per day will be charged to the care of the animal and the owner will be responsible for any vet bills that accrue while in the care of Kiya Koda Humane Society.

Kiya Koda Humane Society will be implementing a repeated offense fee.

- 1st offense=normal charges of \$30 pick up and \$15 per day
- 2nd offense=normal charges of \$30 pick up and \$15 per day plus \$25
- 3rd offense=normal charges of \$30 pick up and \$15 per day plus \$50
- 4th offense=normal charges of \$30 pick up and \$15 per day plus \$75
- Each offense increases by \$25 increments and offenses will reset every six months.

Animals will not be released until fees are paid in full or a satisfactory arrangement has been made with Kiya Koda Humane Society.

Kiya Koda Humane Society does not accept feral cats, any cat that cannot be cared for safely by staff and is not adoptable will be euthanized. A fee of \$100 will be charged to individuals releasing feral cats to Kiya Koda Humane Society to cover the cost of euthanasia.

Kiya Koda Humane Society

Nathan Rasko, President of Board

A handwritten signature in black ink, appearing to read 'Nathan Rasko', written over a horizontal line.

Julie Skellenger, manager of Kiya Koda

A handwritten signature in black ink, appearing to read 'Julie Skellenger', written over a horizontal line.

**AGREEMENT REGARDING CARE AND DISPOSAL OF CERTAIN DOMESTIC ANIMALS
IN THE CITY OF INDIANOLA, IOWA**

THIS AGREEMENT made and entered into June 5, 2017 by and between the City of Indianola, Iowa, hereinafter referred to as the CITY, and Kiya Koda Humane Society, with its principal place of business at Indianola, Iowa, hereinafter referred to as the SERVICE PROVIDER, WITNESSED:

WHEREAS, it is the mutual desire of the parties hereto that the SERVICE PROVIDER shall take over from the City and the City shall delegate to the SERVICE PROVIDER all of its functions with regard to the housing, care and disposal of dogs, cats and other domestic animals unlawfully at large in the City of Indianola, Warren County, Iowa ("SERVICES");

WHEREAS, it is further mutually desired by the parties that a satisfactory agreement be made of the lawful care and disposition of such domesticated animals unlawfully at large within the City of Indianola, Iowa;

WHEREAS, it is further mutually desired by the parties that the term of this agreement shall be until it is renewed by mutual agreement of the parties; and

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. The SERVICE PROVIDER will furnish adequate housing, shelter, care and disposal of dogs, cats and other domesticated animals other than swine, horses and cattle unlawfully at large and impound them as required by the laws of the State of Iowa and ordinances of the CITY and will furnish equipment to collect and will collect stray, licensed and unlicensed dogs and stray cats at large within the CITY in violation of the ordinances now in force, or as hereafter may be amended. The SERVICE PROVIDER will be responsible for the destruction or other disposition of seized dogs or cats not redeemed as provided by law or ordinance and for the disposal of dead animals other than swine, horses and cattle.
2. It shall be the duty and responsibility of the SERVICE PROVIDER to respond to telephone calls or other communications to it, seeking assistance in the catching or removal of domesticated animals. This shall also include calls from Indianola Police Department ("POLICE") when the POLICE need animals covered by this Agreement removed as a result of law enforcement actions; and the SERVICE PROVIDER agrees as a part of its duty and responsibility under this Agreement, to seize, if necessary and possible, any domesticated animal contemplated by this agreement concerning which proper complaint may have been made. The POLICE shall be responsible for assisting with vicious animals which the SERVICE PROVIDER is not able to handle. Any animal picked up by the POLICE shall be, as soon as possible, turned over to the SERVICE PROVIDER for proper treatment and disposal under this agreement. The SERVICE PROVIDER further agrees to investigate and pursue proper complaints until finally disposed of in accordance with the applicable ordinances of the City of Indianola and statutes of Iowa, relative to domestic animals contemplated by this agreement.
3. The SERVICE PROVIDER shall keep complete and accurate records of all receipts and disbursements resulting from its operation in the performance of this Agreement, and shall make the same available for inspection at any reasonable times by anyone legally authorized by the City.

The SERVICE PROVIDER shall provide a written report to the City monthly that includes the number of animals handled by the SERVICE PROVIDER for the City. The SERVICE PROVIDER shall also report to the City the amount of complaint calls and lost and found calls handled by the SERVICE PROVIDER for the City. The contents of the report may be amended from time to time based upon requests from the City.

The SERVICE PROVIDER shall provide a report at least annually before the City Council at a regularly scheduled City Council meeting.

4. The SERVICE PROVIDER shall wholly cooperate with the City and any or all departments of the City in the performance and observance of the ordinances of the City of Indianola, and shall not release any dog to the owner thereof or to any other person except upon the payment of the fees due in accordance with this contract.

5. The SERVICE PROVIDER shall be responsible for the answering of calls and complaints made to it relative to cruel and inhumane treatment of dogs, cats and other domestic animals located within the City of Indianola, and agrees to investigate and pursue such complaints until finally disposed of in accordance with law.

6. The SERVICE PROVIDER will initiate and maintain a proper program of education designed to promote the proper care and treatment of animals and to stimulate public support for such treatment for the enforcement of City Ordinances relating to animal control.

7. When a stray dog or cat is picked up and the dog or cat is licensed, carries a rabies vaccination, identification or its owner is otherwise known to the SERVICE PROVIDER, the SERVICE PROVIDER agrees to give immediate notification to the owner that the dog or cat is in custody. The SERVICE PROVIDER then agrees to hold the dog or cat seven days after the notification unless sooner redeemed by the owner, after which time the animal can be humanely destroyed or retained by the Society as it sees fit. Redemption can be made by the owner by paying the charges against the animal as set out in a later portion of this agreement. If a written consent and release to that effect is signed by the owner, the dog or cat can be disposed of at any time after its capture. Any other dog or cat, or in other words a dog which is unlicensed or a dog or cat which does not carry a rabies vaccination, identification and its owner is unknown to the SERVICE PROVIDER shall be retained by the SERVICE PROVIDER for seven days before it is destroyed. The SERVICE PROVIDER shall have the option to retain such animals for a longer time at its own expense as it sees fit. If it is necessary to keep any animal for a period of time because of suspicion of rabies or by virtue of any other applicable Ordinance of the City of Indianola or the Laws of the State of Iowa, the City or other appropriate body shall pay the required fees in the event that no redemption of the animal is made.

8. The SERVICE PROVIDER shall charge to the owner of the animal the sum of \$10.00 for the first animal picked up. A fee of \$10.00 per day will be charged to the care of the animal. In the event that an animal is claimed by its owner, said party shall pay the SERVICE PROVIDER the pickup fee and the fee for care

and board of said animal as set out above and shall pay any vaccination fee required by law. The City shall not be liable to the SERVICE PROVIDER therefore. If the dog, cat or other animal is picked up by the POLICE or other City representative, the City will use the same fees charged by the SERVICE PROVIDER for their services, and the proceeds shall be paid to the City. The SERVICE PROVIDER is encouraged to review the fees on a regular basis to ensure rates charged to owners are adequate to support the operations of the SERVICE PROVIDER.

9. The City shall pay to the SERVICE PROVIDER the following:
- A sum of \$2,412 per month until July 1, 2017;
 - A sum of \$2,662 from July 1, 2017 to June 30, 2018 (total annual amount = \$31,944);
 - A sum of \$2,787 from July 1, 2018 to June 30, 2019 (total annual amount = \$33,444);
- and
- A sum of \$2,912 from July 1, 2019 to June 30, 2020 (total annual amount = \$34,944).

The sum of \$2,912 shall remain in force until such time that a successor agreement is reached or an alternate service provider is engaged for or and in consideration of the services to be performed as hereinabove set forth.

10. The financial obligation of the City to the SERVICE PROVIDED contemplated by this agreement shall be paid unto the Society on a monthly basis under the terms heretofore described.

11. The CITY and SERVICE PROVIDER will work together to review procedures, best practices, and other matters in order to ensure fiscal solvency and performance of the SERVICE PROVIDER.

12. The City in no way agrees to be responsible to any third party for the acts of the SERVICE PROVIDED or any of its members under this agreement. The SERVICE PROVIDED specifically agrees to hold the City harmless from any suit, cause of action or claim in which the City is named a party defendant or the responsible party when the action of which liability is claimed was the act of the SERVICE PROVIDED, one of its members, employees or other party acting under its authority or direction and control.

13. This agreement may be terminated by either party giving the other sixty days written notice of termination.

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

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

written above.

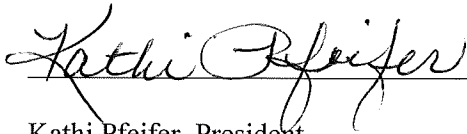
CITY OF INDIANOLA

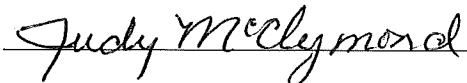
By: 
Brad Ross, Mayor Pro Tem

ATTEST:


Diana Bowlin, City Clerk

KIYA KODA HUMANE SOCIETY


Kathi Pfeifer, President


Judy McClymond, Treasurer

Meeting Date: 07/01/2019

Subject

Final approval on applications for Urban Revitalization Designation.

Information

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

Final

Jerry's Homes - 506 N. 16th Street - SFD -

Jerry's Homes - 1705 E. Clinton Avenue - SFD

Jerry's Homes - 506 N. 15th Street - SFD

Jerry's Homes - 506 N. 16th Street - SFD

Jerry's Homes - 1703 E. Clinton Avenue - SFD

Warren County Habitat for Humanity - 500 W. 18th Place - SFD - \$101,200 - 3 year abatement

Below is a list of permits issued through May 2019 and previous years.

	2019		2018		2017		2016		2015	
SFD	33	\$,423,377 \$134,042	11	\$1,831,200 \$166,473	20	\$3,532,380 \$176,611	18	\$1,587,700 \$176,078	9	\$1,587,700 \$176,078
Duplexes	1	\$493,000	4	\$1,115,000	3	\$819,800	3	\$954,600	0	-0-
MFD	0	-0-	0	-0-	1	\$375,900	3	\$11,744,453	1	\$21,500
Add/Alt	25	\$584,499	24	\$343,459	24	\$222,018	24	\$222,018	14	\$84,764
Non-Residential	13	\$418,875	22	\$8,413,587	15	\$7,308,287	15	\$7,308,287	10	\$10,531,299
Total	72	\$5,918,751	61	\$11,703,246	63	\$12,258,385	63	\$21,817,058	34	\$12,225,263

Fiscal Impact**Attachments***No file(s) attached.*

Meeting Date: 07/01/2019

Subject

Claims on the computer printout for July 1, 2019

Information

Fiscal Impact

Attachments

Vendor Report

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
AHLERS & COONEY P.C.				
AHLERS & COONEY P.C.	PAYING AGENT	06/21/2019	1,245.63	DEBT SERVICE FU
Total AHLERS & COONEY P.C.:			1,245.63	
APEX PROPERTY SERVICES				
APEX PROPERTY SERVICES	MOWING ABATEMENT	06/09/2019	550.00	GENERAL FUND
APEX PROPERTY SERVICES	MOWING ABATEMENT	06/09/2019	350.00	GENERAL FUND
APEX PROPERTY SERVICES	MOWING ABATEMENT	06/09/2019	350.00	GENERAL FUND
APEX PROPERTY SERVICES	RESIDENTIAL MOWING ABATEMENT	06/16/2019	375.00	GENERAL FUND
Total APEX PROPERTY SERVICES:			1,625.00	
APPLICANTPRO				
APPLICANTPRO	ONBOARDING ANNUAL FEE	05/29/2019	2,100.00	GENERAL FUND
APPLICANTPRO	APPLICANTPRO ANNUAL	04/19/2019	2,800.00	GENERAL FUND
Total APPLICANTPRO:			4,900.00	
BRAVO GREATER DES MOINES				
BRAVO GREATER DES MOINES	3RD QTR FY19 PAYMENT	06/24/2019	7,207.04	GENERAL FUND
Total BRAVO GREATER DES MOINES:			7,207.04	
CINTAS CORPORATION				
CINTAS CORPORATION	RESTOCK MEDICINE CABINET	06/21/2019	32.42	SEWER FUND
Total CINTAS CORPORATION:			32.42	
CITY STATE BANK				
CITY STATE BANK	CRAIN CHIROPRACTIC INTEREST	06/20/2019	247.50	DOWNTOWN BIZ I
Total CITY STATE BANK:			247.50	
CIVIC SYSTEMS LLC				
CIVIC SYSTEMS LLC	FIRST PAYMENT FOR ACCT SYS UPGRADE	03/25/2019	32,952.00	GENERAL FUND
Total CIVIC SYSTEMS LLC:			32,952.00	
CNM OUTDOOR EQUIPMENT				
CNM OUTDOOR EQUIPMENT	REPAIR FS 80 TRIMMER	06/20/2019	62.33	PARK & RECREATI
Total CNM OUTDOOR EQUIPMENT:			62.33	
DES MOINES METRO OPERA				
DES MOINES METRO OPERA	FY20 DMMO CONTRIBUTION	05/28/2019	6,500.00	GENERAL FUND
Total DES MOINES METRO OPERA:			6,500.00	
GOVERNMENT FINANCE OFFICERS ASSOC.				
GOVERNMENT FINANCE OFFIC	ACCOUNTING BOOKS	06/24/2019	181.12	GENERAL FUND
Total GOVERNMENT FINANCE OFFICERS ASSOC.:			181.12	
GREATER DM CONVENTION & VISITORS BUREAU				
GREATER DM CONVENTION &	1ST QTR PAYMENT	06/13/2019	7,207.04	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total GREATER DM CONVENTION & VISITORS BUREAU:			7,207.04	
HR GREEN INC				
HR GREEN INC	WWTP FINAL DESIGN	06/13/2019	651,000.00	WWTP FACILITY C
Total HR GREEN INC:			651,000.00	
HUTCHINSON SALT CO. INC.				
HUTCHINSON SALT CO. INC.	SALT	05/28/2019	1,679.18	ROAD USE TAX FU
Total HUTCHINSON SALT CO. INC.:			1,679.18	
INDIANOLA CONCERT ASSOCIATION				
INDIANOLA CONCERT ASSOCIA	2019/20 SEASON SPONSOR	06/24/2019	500.00	GENERAL FUND
Total INDIANOLA CONCERT ASSOCIATION:			500.00	
INFOMAX OFFICE SYSTEMS INC.				
INFOMAX OFFICE SYSTEMS IN	TONER	06/24/2019	121.55	POOL (MEMORIAL)
Total INFOMAX OFFICE SYSTEMS INC.:			121.55	
IOWA CITY/COUNTY MGT. ASSOC				
IOWA CITY/COUNTY MGT. ASS	ANNUAL MEMBERSHIP - R. WALLER	06/24/2019	250.00	GENERAL FUND
Total IOWA CITY/COUNTY MGT. ASSOC:			250.00	
IOWA LEAGUE OF CITIES				
IOWA LEAGUE OF CITIES	FY20 DUES	06/15/2019	5,843.00	GENERAL FUND
Total IOWA LEAGUE OF CITIES:			5,843.00	
KIYA KODA HUMANE SOCIETY				
KIYA KODA HUMANE SOCIETY	HUMANE SOCIETY CONTRACT - JULY 2019	06/26/2019	2,912.00	POLICE FUND
Total KIYA KODA HUMANE SOCIETY:			2,912.00	
LANE, BECKY				
LANE, BECKY	SENIOR TRIP EXPENSES	06/21/2019	40.60	PARK & RECREATI
Total LANE, BECKY:			40.60	
MID AMERICAN ENERGY CO.				
MID AMERICAN ENERGY CO.	07741-18004 65/69 LIFT	06/17/2019	95.38	SEWER FUND
MID AMERICAN ENERGY CO.	09750-87035 WESLEY LIFT	06/17/2019	48.72	SEWER FUND
MID AMERICAN ENERGY CO.	08701-24006 QUAIL MDWS. LIFT	06/19/2019	66.98	SEWER FUND
Total MID AMERICAN ENERGY CO.:			211.08	
NAPA AUTO PARTS				
NAPA AUTO PARTS	GOJO CREAM	06/21/2019	16.99	PARK & RECREATI
Total NAPA AUTO PARTS:			16.99	
NYHART				
NYHART	FY19 AUDIT - OPEB REPORT	05/31/2019	1,000.00	GENERAL FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total NYHART:			1,000.00	
PINE VALLEY INSPECTIONS/CONSULTING LLC				
PINE VALLEY INSPECTIONS/CO	CONTRACTED PLAN REVIEW FEES	06/23/2019	525.00	GENERAL FUND
Total PINE VALLEY INSPECTIONS/CONSULTING LLC:			525.00	
PURCHASE POWER				
PURCHASE POWER	POSTAGE	06/24/2019	1,000.00	GENERAL FUND
Total PURCHASE POWER:			1,000.00	
SHAWN'S-LAWNS				
SHAWN'S-LAWNS	ABATAEMENT - MOWING	06/21/2019	30.00	GENERAL FUND
SHAWN'S-LAWNS	ABATEMENT - MOWING	06/21/2019	335.50	GENERAL FUND
SHAWN'S-LAWNS	ABATEMENT MOWING	06/21/2019	387.00	GENERAL FUND
Total SHAWN'S-LAWNS:			752.50	
SHULL, DOUG				
SHULL, DOUG	TREASURER CONTRACT	06/26/2019	83.33	GENERAL FUND
Total SHULL, DOUG:			83.33	
T & R AUTOMOTIVE				
T & R AUTOMOTIVE	F-150 REPAIR/TOW	06/12/2019	405.50	PARK & RECREATI
Total T & R AUTOMOTIVE:			405.50	
THEISEN'S				
THEISEN'S	MULCH	06/18/2019	1,508.22	PARK & RECREATI
Total THEISEN'S:			1,508.22	
U.S. CELLULAR				
U.S. CELLULAR	CELL PHONES - 2	06/12/2019	90.89	PARK & RECREATI
U.S. CELLULAR	CELL PHONES -3	06/12/2019	105.55	ROAD USE TAX FU
U.S. CELLULAR	CELL PHONES - 2	06/12/2019	93.12	SEWER FUND
Total U.S. CELLULAR:			289.56	
WARREN CO. ASSESSOR				
WARREN CO. ASSESSOR	GIS SERVICES	06/26/2019	2,550.00	GENERAL FUND
WARREN CO. ASSESSOR	GIS SERVICES	06/26/2019	2,550.00	SEWER FUND
WARREN CO. ASSESSOR	GIS SERVICES	06/26/2019	2,550.00	ROAD USE TAX FU
Total WARREN CO. ASSESSOR:			7,650.00	
WEINMAN INSURANCE SERVICE				
WEINMAN INSURANCE SERVIC	MACHINERY & EQUIPMENT COVERAGE - CI	05/22/2019	832.00	POOL (MEMORIAL)
WEINMAN INSURANCE SERVIC	MACHINERY & EQUIPMENT COVERAGE - CI	05/22/2019	562.00	GENERAL FUND
WEINMAN INSURANCE SERVIC	MACHINERY & EQUIPMENT COVERAGE - CI	05/22/2019	1,325.00	ROAD USE TAX FU
WEINMAN INSURANCE SERVIC	MACHINERY & EQUIPMENT COVERAGE - CI	05/22/2019	976.00	PARK & RECREATI
WEINMAN INSURANCE SERVIC	MACHINERY & EQUIPMENT COVERAGE - CI	05/22/2019	562.00	LIBRARY FUND
WEINMAN INSURANCE SERVIC	MACHINERY & EQUIPMENT COVERAGE - CI	05/22/2019	4,487.00	SEWER FUND

Vendor Name	Description	Invoice Date	Net Invoice Amount	FUND
Total WEINMAN INSURANCE SERVICE:			8,744.00	
YMCA OF GREATER DSM				
YMCA OF GREATER DSM	FY20 PLEDGE AMOUNT	06/01/2019	5,000.00	GENERAL FUND
Total YMCA OF GREATER DSM:			5,000.00	
Grand Totals:			751,692.59	

City Council: _____

Meeting Date: 07/01/2019

Subject

Consider nomination to the Home Town Pride Committee

Information

Council will need to consider the following nomination to the Home Town Pride Committee. Amy will be replacing a position that is vacant.

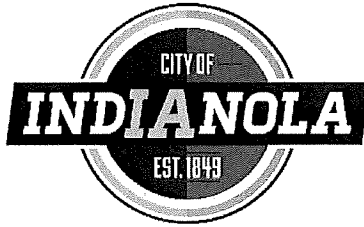
Amy Duncan - a term to begin immediately and expire December 31, 2019

Roll call is in order.

Fiscal Impact

Attachments

Application



OFFICE OF CITY CLERK

JUN 20 2019

INDIANOLA, IOWA

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

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

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

Name: Amy Duncan			
Street Address: 611 W. Ashland Ave.	City: Indianola	State: Iowa	Zip: 50125
E-Mail: akduncan@me.com			
Phone Home:	Cell: 515-250-3698	Work:	
Gender: F	Age (Optional):	Race (Optional):	

Please attach a Resume or Bio

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

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

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

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

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

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

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

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

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

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

Inactive Boards and Commissions:

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

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

Email: dbowlin@indianolaiowa.gov

or

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

JUN 20 2019

INDIANOLA, IOWA

AMY DUNCAN

515.250.3698

Indianola, Iowa 50125

[linkedin.com/in/amyduncan1](https://www.linkedin.com/in/amyduncan1)

akduncan@me.com
@aduncan611

ONLINE EDITOR AND PUBLISHER

Community-oriented small business operator. Excellent written and verbal communication skills and the ability to work independently while collaborating with coworkers and key stakeholders inside and outside of an organization.

EXPERIENCE

INDIANOLA INDEPENDENT ADVOCATE

2018-CURRENT

Publisher and editor

Create online community news site to provide hyperlocal news to a specific geographic area.

- Launch online newspaper serving Indianola, Iowa, with locally written and edited news.
- Market online newspaper, building an audience of more than 450 paid subscribers, 39,000 monthly page views and 600 subscribers to a daily email newsletter since launch in January of 2019
- Supervise a staff of seven freelance writers, photographers and advertising salespeople

DES MOINES REGISTER

2003 – 2018

Weekly newspapers.

Vice President

Coordinated smooth publication of group of weekly newspapers owned by Des Moines Register Media/Gannett, ensuring the group produced high quality weekly publications on time and at a profit.

- Gathered and analyzed information from a variety of sources and developed plan to consolidate nine weekly newspapers to six and implemented the plan when approved.
- Generated \$3.4 million in annual revenue with 27% profit margin on print and digital advertising sales in 2017. Increased online traffic by 15% YOY and online revenue by 54% in 2017.
- Built relationships with local organizations to develop community-focused advertising vehicles that effectively marketed businesses to key audiences and generated revenue for the newspapers.
- Represented company on community-oriented boards and organizations that drove growth and development in our markets.

RECORD-HERALD

2000 – 2018

and INDIANOLA TRIBUNE/ALTOONA HERALD-MITCHELLVILLE INDEX

Publisher and Editor

Collaborated with reporters, photographers, proofreaders, as well as designers and other corporate team members to produce quality print weekly newspapers on strict deadlines. Updated web sites and digital content daily to promote and draw attention to content. Supervised freelance writers and photographers, negotiated fees and ensured timely publication and payments.

- Redesigned two newspapers to narrower web widths and supervised simultaneous redesigns of both products to achieve cost savings while increasing appeal to readers. Restructured workflow to shift to a larger neighboring production facility that provided more efficient and less expensive printing options.
- Earned seven Iowa Newspaper Association awards for editorials and articles on topics of local interest and significance.

EDUCATION

Masters of Arts in Journalism – Drake University, Des Moines, Iowa

Bachelor of Arts in Journalism – Drake University, Des Moines, Iowa

TECHNICAL SKILLS

Competent with Microsoft Office, Outlook, InDesign and other computer programs, use iMovie and iPhone to shoot and edit video. Able to master industry specific software programs as needed.

VOLUNTEER EXPERIENCE

Indianola Project Graduation/Post Prom Chair 2017 – 2018

Raised \$15,000 per year for two years for alcohol-free events at Indianola high school. Coordinate committee of 15 parent volunteers to plan safe, enjoyable, substance free events.

Des Moines Metro Opera (DMMO) Capital Campaign Committee Member 2016 – 2018

Raised more than \$1 million to renovate Indianola's Carnegie library into long-term home for DMMO.

Simpson Guild Board Member and Chair/Piccadilly Auction 2015 – 2018

Coordinate annual fundraising event that earns more than \$30,000 for college non-profit.

Indianola Community Youth Foundation 2010 – 2012

Provided communications support to raise \$1 million to launch and operate a community youth facility.

Iowa Newspaper Association President 2009 – 2010

Led 15-member volunteer board through strategic planning process. Chaired search committee in successful effort to identify and hire executive director.

Indianola Rotary Member (served as President in 2009) 1995 – Present

LaunchPad365 Board Member 1990 – Present

Helped organization evolve from an economic development group buying and selling land to an entrepreneurial support organization.

AWARDS

Iowa Newspaper Association Better Newspaper Contests, multiple years

Awarded first place for excellence in editorial writing in 2015, 2014, 1992, 1990, 1989. Between 2014 and 2018, led the Indianola and Altoona newspaper teams to 34 writing and design awards.

Master Editor/Publisher Award, Iowa Newspaper Association, February 2010

Honorees have worked hard, thought soundly, influenced unselfishly, and lived honorably.

Distinguished Service Award, Iowa Newspaper Association, February 2004

Honored for contributions to the newspaper profession and their communities. Winners contributed greatly to his or her newspaper, and to his or her community and/or the newspaper industry in general.

Meeting Date: 07/01/2019

Subject

Greater Des Moines Report - Council member Parker

Information

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 07/01/2019

Subject

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

Information

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

Highlights of the amendment include:

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

In your packet are e-mail from Stacy Strong and Elodie Opstad.

Roll call is in order.

Fiscal Impact

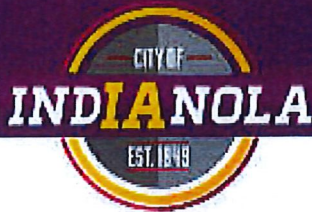
Attachments

B&B Changes

B B Ordinance

Opstad e-mail

Stacy Strong e-mail



— PLANNING AND ZONING COMMISSION —

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

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

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

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

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

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

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

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

After review, staff has the following comments:

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

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

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

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

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

ORDINANCE NO. _____

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

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

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

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

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

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

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

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

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

PASSED AND APPROVED this ____ day of _____ 2019.

Kelly B. Shaw, Mayor

ATTEST:

Diana Bowlin, City Clerk

First reading: _____

Second reading: _____

Third reading: _____

Publication Date: _____

Ryan Waller

From: Ryan Waller
Sent: Tuesday, June 25, 2019 1:26 PM
To: Elodie Opstad
Cc: Joe Gezel; Shirley Clark; Greg Marchant; Kelly Shaw; Charlie Dissell
Subject: Change to Chapter 165 (Zoning Regulations)

Hi Elodie.

Thanks for the follow up email. Staff, Legal Counsel and PZ do not take the same interpretation that is being suggested and are comfortable with the proposed language as written. We will, however, present this thread in the council packet for their consideration.

Thank you again. Have a great day.

Ryan



Ryan J. Waller
City Manager
rwaller@indianolaiowa.gov
p: [515.962.5274](tel:515.962.5274)
[110 N. 1st Street – Indianola, Iowa 50125](#)

On Jun 25, 2019 at 11:59 AM, <Elodie Opstad> wrote:

Sorry if I wasn't clear....what about the comma?

Sent from my iPad

On Jun 25, 2019, at 10:45 AM, Ryan Waller <rwaller@indianolaiowa.gov> wrote:

Good morning, all.

Thank you for the inquiry, Elodie. We wanted to respond to your inquiry as quickly as possible.

In response to your main question, it is in no way the City's intent to open this use up for apartments. In fact, we worked with our attorneys to make sure this would not happen as it was staff's biggest concern as this proposed amendment was being reviewed.

Based on some of the comments that were shared during the recent council meeting there seems to be a misunderstanding about the amendment. Please know that this proposed change is not opening up the R-1 zoning district for a boardinghouse/bed and breakfast; in fact they are already allowed today by code. It is worth noting that currently, and with this proposed change, a boardinghouse/bed and breakfast is not allowed by right in the R-1 zoning district. They are currently, and will still be allowed

only by a special exception. This means that it is only permitted if, after a separate public hearing, the City's Zoning Board of Adjustment grants the request. The City's Zoning Board of Adjustment has the ability to look at each proposed boardinghouse/bed and breakfast on a case by case basis. The City's Zoning Board of Adjustment, as a condition of approval of this type of use, may prescribe appropriate conditions and safeguards so that the use remains in harmony with City Code and the neighborhood it is being proposed in. The Board of Adjustment can also deny special exceptions when this board determines that a particular request is not in harmony with the purpose and intent of City code or the neighborhood. Things that can be looked at when the Board of Adjustment reviews these would be, for example, parking, occupancy, management, etc.

This proposed change is bringing some much needed consistency to our code when it come to this particular use and, from a zoning and land use perspective, ensures a higher level of review and protection for the neighborhoods and community. As mentioned above, the Board of Adjustment is required to have a public hearing by code prior to making a decision on a particular application. To ensure neighbors are aware of petitions, we have recently amended other provisions of the code so that all property owners within 200' of a proposed use would be notified of that public hearing by mail.

I hope that this helps. If there are any further questions, please let us know.

Have a great day!

Ryan

From: Elodie Opstad <elodie.opstad@gmail.com>

Sent: Tuesday, June 25, 2019 9:16 AM

To: Joe Gezel <jgezel@indianolaiowa.gov>; Shirley Clark <sjclark@crosspaths.net>; Greg Marchant <GMarchant@indianolaiowa.gov>

Cc: Kelly Shaw <kshaw@indianolaiowa.gov>; Ryan Waller <rwaller@indianolaiowa.gov>

Subject: Change to Chapter 165 (Zoning Regulations)

Hey everyone

I've been following the proposed ordinance change from the May 20th council meeting because change to one location is impactful to other older residential neighborhoods.....

Reading the ordinance change you approved and going to second read July 1st, I wanted to point out a perceived misplaced comma, which changes intent, cracking a wide open door.

Section 1: 6. "Boardinghouse/bed and breakfast" means a building other than a hotel, or a building containing an apartment(s) where, for compensation and arrangement, lodging.....

Placement of the comma after hotel creates a break and throws the phrase "or a building containing an apartment(s) into the "Boardinghouse/bed and breakfast" thought - not the "other than a hotel" thought.

It's my thinking you just added "apartment(s)" to everything allowed in this ordinance change. Was that your intent? It's how I interpreted in the minutes.

In terms of how I selected email recipients: Joe is my council members as well as the at-large and then I wanted to include the mayor and city manager.

My initial concern was to look at this change because we live in an older neighborhood and opening a door to boardinghouses is scary. I know the neighbors on B Street are inflamed because they seem to have a bevy of unfortunate experiences. The purpose of this change was to accommodate a difficult property and allow it to have meaningful purpose, but does the solution/change impact a much broader field? Are you creating a bigger monster - much more than correcting a perceived misplaced comma?

Elodie

Elodie Opstad
510 West Ashland Ave
515-240-8016

Ryan Waller

From: Ryan Waller
Sent: Monday, June 17, 2019 4:17 PM
To: 'stacy.strong@hotmail.com'
Cc: Charlie Dissell; Bob Kling
Subject: FW: Tonights Meeting

OFFICE OF CITY CLERK

JUN 17 2019

INDIANOLA, IOWA

Hi, Stacy.

I hope you and the family are well. Councilman Kling is traveling today and will not be at the City Council meeting. He did, however, share a copy of your email and ask that we respond and share with the rest of the council. Staff has shared this with the entire city council and will have hard copies of your concerns available for tonight's meeting.

Please know that the change that is before the council tonight is an overall change of the zoning code. The item before the council is not consideration of the property located at 805 North B Street.

Additionally, the changes recommended by PZ clarify that a bed and breakfast is not the same as an apartment.

Lastly, the zoning district that 805 North B Street is located within does not permit multi-family. If this zoning amendment is approved by the city council, the owner of 805 North B Street must make application to the Board of Adjustments for this "special exception". That is a separate public process that requires notification of within 200 feet of the location.

City staff will be available at the council meeting tonight to review this and any other comments/questions that arise.

Ryan

----- Forwarded message -----

From: "Stacy Strong" <stacy.strong@hotmail.com>
Date: Mon, Jun 17, 2019 at 4:48 PM -0400
Subject: Tonights Meeting
To: "Bob Kling" <bkling@indianolaiaowa.gov>

Bob:

Joe and I live at 300 West Girard and we have become aware of proposed changes to the "bed and breakfast" permitted use ordinance as it pertains to our neighbor at 805 North B Street. Particularly, we are aware that they are attempting to eliminate the existing restriction that occupancy is limited to four guest units, to add to the definition of a "bed and breakfast" to allow it to be a "building containing an apartment" and changing the parking requirements.

We are concerned by the possible repercussions of these changes. Primarily, we feel the change in the definitions opens the door to our neighboring property being used as an apartment styled complex. I believe our two concerns can be characterized as follows:

A) Parking is extremely limited behind the property. If utilized as an apartment, I'm fearful the parking situation behind and around our house will become worse than it already is;

B) Opening the door to allowing multi-family residences. This town is rampant with examples of old houses being retrofit to allow for apartment style living. Those houses always become run-down eyes sores.

We have no problem with Ann continuing to use it as she is now. We have no problem with a nice bed and breakfast. What we are afraid of, however, is the possibility that she sells it to someone who would utilize these changes to allow for apartment style living, and the effect that could have on neighboring property values. I think the clear intent of the changes is to broaden the acceptable uses in order to create a market for her to sell, and I'm afraid in the wrong hands this property could become a burden on one of the more unique and character-filled neighborhoods in Indianola.

Our hope is to get a better idea of the purpose behind the proposed changes. Why are they necessary and who do they benefit? And if the benefit is to one party at the expense of the rest of the neighborhood, we would hope you, as our representative, would look to convey our position to the rest of the Board.

Thank you,

Stacy Strong

Sent from my iPhone

Meeting Date: 07/01/2019

Subject

Resolution approving partial release of the development agreement between the City and SHDC, LLC

Information

In your packet is the resolution approving a partial release (packet) of the Development Agreement between the City and SHDC, LLC. The resolution states the City has determined that the Developer has compiled with the provisions of the Development Agreement within Lot 3 of Summercrest Hills Plat 3.

Roll call is in order.

Fiscal Impact

Attachments

Resolution
Partial Release

RESOLUTION NO. 2019-____
RESOLUTION APPROVING PARTIAL RELEASE OF THE
DEVELOPMENT AGREEMENT BETWEEN THE CITY OF
INDIANOLA, IOWA AND SHDC, LLC

WHEREAS, SHDC, LLC entered into a Development Agreement with the City of Indianola, Iowa for purposes of facilitating the development of the property known as the Summercrest Hills Development; and

WHEREAS, said Development Agreement was recorded on December 1, 2010 in Book 2010-9740 of the Warren County, Iowa records and referenced real property including the following legally described property:

Lots 3, Summercrest Hills Plat 3, an Official Plat, in the City of Indianola, Warren County, Iowa; and

WHEREAS, the City has determined that the Developer has complied with the provisions of the Development Agreement as it applies to the above-described property.

Now, therefore, the City of Indianola, Iowa, hereby approves the execution and recording of the attached Partial Release of Development Agreement.

DATED this 1st day of July, 2019.

Kelly B. Shaw, MAYOR

ATTEST:

Diana Bowlin, CITY CLERK

Prepared by/return to: Robert J. Douglas, Jr., 4201 Westown Parkway, Ste. 300, West Des Moines, IA 50266;
Telephone: (515) 288-2500

PARTIAL RELEASE OF AGREEMENT

WHEREAS, the City of Indianola, Iowa, a political subdivision (the “**City**”), as the current beneficiary under that certain Development Agreement dated November 15, 2010, between between the City and SHDC, LLC, an Iowa limited liability company, as evidenced by that certain Memorandum of Agreement for Private Development between the City of Indianola and SHDC, LLC, filed of record on December 1, 2010 in Fee Book 2010-9740 in the Office of the Warren County Recorder, as amended (the “**Agreement**”) relating to the development of certain real estate located in Warren County, Iowa, and particularly described in the Agreement (the “**Real Estate**”); and,

WHEREAS, the City hereby wishes to release from the Agreement the following legally described property only:

Lot 3, Summercrest Hills Plat 3, an Official Plat, in the City of Indianola, Warren County, Iowa (the “**Released Property**”);

NOW, THEREFORE, the undersigned, being the sole party who has any claim to the City’s interest in the Agreement, hereby confirms and agrees that, effective as of the date hereof, any rights or interest of the City under the Agreement as to the Released Property are hereby terminated and the Released Property is hereby fully released from the Agreement. All other terms of the Agreement shall remain in full force and effect including the City’s rights and interests under the Agreement on all remaining Real Estate other than the Released Property.

Dated this ____ day of June, 2019.

The City of Indianola

By: _____
Kelly B. Shaw, Mayor

Attest: _____
Diana Bowlin, City Clerk

STATE OF IOWA, WARREN COUNTY, ss:

This record was acknowledged before me this ____ day of June, 2019, by Kelly B. Shaw and Diana Bowlin, as Mayor and City Clerk, respectively, for the City of Indianola, Iowa.

(SEAL)

_____, Notary Public

Meeting Date: 07/01/2019

Subject

City Manager's Report - Ryan Waller

* Receive and file correspondence from June 14 and 21, 2019

Information

In your packet are the June 14 and 21, 2019, weekly updates from Ryan Waller, City Manager.

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

Fiscal Impact

Attachments

Waller's Weekly 061419

Indianola Open House Public Input

Downtown Parking

Current Projects

Prop Maint 061519

Exp Permit 061519

Draft July 1, 2019 Agenda

Draft July 15, 2019 Agenda

2019-3

Recycling Request

Image

Waller's Weekly 061819

Mdy Indianola Ia Annual Comment

Warren Water District

Recycling Correspondence

Article

061219 Prop Maint

Draft 070119 Agenda

Draft 071519 Agenda

060319 City Council Meeting

Development Correspondence

Shout Out

061219 Exp Permit

Image

FY 21 Budget Calendar

Shout Out - Parks

060319 City Council Meeting A

Diana Bowlin

From: Ryan Waller
Sent: Friday, June 14, 2019 11:12 AM
To: City Employees; All Department Heads
Subject: FW: Waller's Weekly 6.14.19
Attachments: Indinola Open House Public Input - Summary.pdf; Downtown Parking Business Map 8 x 11.pdf; Current Projects Update.pdf; Prop Maint 06152019.pdf; Exp Permit 06152019.pdf; Draft July 15, 2019 Agenda.pdf; Draft July 1, 2019 Agenda.pdf; IMG954693.jpg; 2019-3.pdf; Recycling Request.pdf

All,

First, I would like to congratulate everyone and say thank you for the tremendous accomplishment noted below – achieving zero opened workers comp claims. This is a testament to the work of the Safety Committee and your commitment to safety. Thank you and congratulations!!

Second, below and attached are the items for this week's update email. As always, if there are items your department has stories or updates to share, or if you have questions, please let me know.

Thanks again for your service to our team and our community!

Have a great weekend!

Ryan

From: Ryan Waller
Sent: Friday, June 14, 2019 11:08 AM
Subject: Waller's Weekly 6.14.19

Good afternoon, all.

I hope this finds everyone well. Below and attached, please find the items that make up this week's update. If there are any questions, please let me know.

Also, if you have ordered a RAGBRAI tee-shirt through the city, it is requested that you bring your payment to the City Council meeting on Monday. Thank you for your cooperation!

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

City Council Agenda – Please note that a revised City Council agenda will be forthcoming later today. The reason for this revised agenda is to include a resolution correcting a scrivener’s error discovered on the legal description for the Hillcrest TIF. Staff are currently working with legal counsel on any additional procedural items and will be prepared to review with the Council during Monday’s meeting.

Congratulations – A big congratulations to the entire City and IMU team. We received a report from workers compensation broker (Weinman Insurance) that as of June our organization had zero open claims. Not only does this ensure our team members remain safe, but this has a significant budgetary impact. This is an outstanding accomplishment. I want to thank the entire team for the unwavering commitment to safety.

Comprehensive Plan Update Project Team - The Comprehensive Plan Update Project Team had its second meeting on Wednesday, June 12th at City Hall. The Project Team was updated on progress that has been made to date by the Consultants, including focus group meetings, as well as a Downtown Square walking tour. The Consultants further discussed some population projections that have been done, as well as the housing analysis that has been done. The Project Team gave some feedback on ways to determine future growth areas and reviewed a public survey that will be released in the coming weeks. The next step in the process is to finalize the survey and distribute that to the public, attend a community event to gather public feedback, draft a vision, goals and objectives. This planning process is anticipated to last until the end of 2019.

Recycling Request - Late last week, staff members and the Indianola Chamber were contacted by a constituent regarding the City providing recycling options in the Downtown Square, City parks, etc. The constituent’s message and staff’s response are attached.

Streetscape Comments – Attached, please find a summary of the feedback received during the open house that took place in May. These comments were shared with the Steering Committee at its meeting on Friday, June 14th. The feedback received during the presentation with the Indianola Young Professionals group on the same topic was also shared with the Steering Committee. The Steering Committee anticipates making a final recommendation to the City Council within a month or two.

Square Parking Map – Attached, please find a parking map that has been put together through a partnership with the City and the Chamber. This map has been shared by the Chamber via various means and the City will be posting this information to our various media outlets. This map is meant to help provide awareness of the various parking locations in and around the Square.

Square Parking Modifications – A general concern expressed by some during the May open house regarding the Streetscape Project was a loss of parking. With the immediate loss of parking in the Square due to the Warren County Justice Center project, staff has explored ways to maximize parking in the area. Most of the “fingers” of the Square are around 42’ wide; however, the 200 Block of North Buxton Street is 48’ wide. Staff is looking at the possibility of adding angled parking on one side of this block, which could increase parking from 22 spots to 35-40 spots. This matter will be reviewed at the City Council meeting on Monday (June 17th).

May 2019 Treasurer Report - Normally, staff would present the Treasurer’s report for the previous month at the second Council meeting; however, the May 2019 Treasurer’s Report will likely be delayed. This delay is due to a technical issue resulting from a system upgrade and staff working with IMU staff on some receipting issues. We should be able to clear these issues and have this report ready either at a special meeting at the end of this month (see next item) or the first meeting in July.

Special Fiscal Year Ending Council Meeting - At the end of each fiscal year, staff reviews whether a special meeting will be required. Usually we have a special meeting at this time to conclude any fiscal business that needs to be done prior to June 30. Last year, the special meeting was held on a Wednesday morning near the end of June. This will be a discussion and direction item for Monday’s meeting, so please be considering when you might be available for this meeting.

Partnerships - On Monday June 10th the Street Department hosted a Flagger Safety training class that was conducted by InTrans at ISU. Paul Albrittson, instructor for the course, travels across the state conducting DOT and FHA (Federal Highway Administration) approved courses for local, county, and state agencies and their employees. Staff from IMU Electric, Warren County Roads, and Shelby County Roads joined our department for this training. Due to the increase of incidents and accidents involved with distracted drivers, staff views this as an opportunity to have better control of the traffic situation on certain jobsites while maintaining thru-traffic with only minor delays for our road users. All Street Department employees, including our summer seasonal staff, are now certified to conduct flagger operations within the work zone. Our departments continue to look for opportunities such as this to partner with our peers in other jurisdictions to strengthen relationships and keep the costs lower.

County Attorney Opinion – Attached, please find a copy of a letter dated June 8, 2019 from the County Attorney to the County Supervisors providing an opinion on the 9-1-1 Communications Project. This is being provided as an informational update only.

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

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



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Downtown Streetscape Master Plan Indianola, Iowa

Open House Meeting #1

DATE: May 15, 2019

TIME: 7 – 8:30 pm

The comments that were received at the public open house have been categorized by subject matter and summarized in the document that follows.

Parking Availability

Many comments were received regarding parking. The areas of identified concern regarding parking included: loss in the number of parking spaces, the use of parallel parking spaces, the availability of ADA compliant parking and the need to use parking that was located ‘away’ from the square. The concerns relative to the loss of parking mostly came from the business owners who believe they will lose business if their customers can’t park directly in front of their establishment. The overall concern of parking challenges on the square because of the loss of parking stalls was a concern for most everyone in attendance at the open house.

The concept of modifying existing angled parking to utilizing some parallel parking on the business side of the square resulted in two main concerns. The first concern was the loss of the number of parking stalls and the other was the opinion that many people don’t have the skill to parallel park. Comments were received that the number of ADA compliant parking spaces would be reduced, because the overall number of spaces would be reduced. The response to the availability of public parking located ‘off’ the square was met with criticism, stating that having to park further away would lower the number of people willing to shop in the square. Concern was expressed about the impact that employees of the Warren County Justice Center may have to parking on the square.

Traffic Pattern

The consideration of changing the traffic pattern around the square from one-way to two-way traffic brought differing opinions. The most predominant opinion was to leave the square as a one-way street all the way around the square as it is currently configured. It was the opinion of many attendees that one-way traffic provided less impact to the number of parking spaces. It should be noted that although this was a frequent opinion, that when asked many said that a two-way concept could be an “OK” decision. The overall preference was for the square to remain one-way because there was not a reason and/or need to change it.

Sidewalk Width

The expansion of the sidewalk was considered by some business owners as unnecessary and perceived as possibly damaging to the buildings around the square. Some attendees stated that the increase of the sidewalk width was expensive and was going to cause more problems than it was going to solve. Others

indicated that the wider sidewalk would only benefit certain types of businesses, but that all adjacent property owners would have more seasonal maintenance responsibilities.

Trees and Green Space

Green space and the trees that will be added to the square came with a variety of input from the public. The input ranged from individuals wanting as much green space as possible, to some not wanting any trees at all to be placed near the buildings. People in opposition to the trees being placed indicated concerns about tree roots damaging building foundations and the attraction of birds that would litter the sidewalk. Concerns were raised about the ability to appropriately maintain vegetation. There is a wide range of what people want in the square relative to vegetation.

Biking Ability and Bike Lanes

Bike access and ability to use bikes in/along the square was very polarizing regarding the comments received. Individuals that provided an opinion about bike amenities were divided in their opinions. Some dislike a dedicated bike lane of any kind around the square for safety reasons and parking space reasons, while others desired a dedicated bike lane by any means necessary. Many that supported bike lanes cited the improved access that it could provide.

Wayfinding

A significant amount of input was not received on the subject. However, those that commented noted the need for better directional signage to public parking and added that a wayfinding system could create a unique feel to the square.

General Negative Feedback

The cause of the negative feedback was not specific, but most of the comments targeted the project as a whole and considered it to be too expensive, time consuming, and that it had no overall benefits. Many of the general negative comments indicated that there were no problems with the square today and that it did not need to be modified. Some comments received were outside the scope of the project work or were directed at the City in general.

General Positive Feedback

General comments were received supporting the project and expressing excitement for the changes that could be made in the future.

INDIANOLA DOWNTOWN SQUARE PUBLIC PARKING/BUSINESS MAP



INDIANOLA DOWNTOWN MAP KEY:

1 Dental Professionals	22 Custom Solutions Investigations	43 Treasure's Fine Jewelry	63 Open Building	83 The Comfort Zone
2 Open Space	23 Cami Eslick Attorney at Law	44 On the Rocks		84 Exit Realty North Star
3 Open Space	24 Farmers Insurance	45 Patin, Strong & Krapfl, PLLC	64 Elcock Law Office	85 Ameriquest Hearing Center
4 Funaro's Deli & Bakery	25 Mojos	46 Fifth Judicial District Dept. of Corrections	65 Embark, Inc.	86 Bob's Custom Trophies
5 Integra Electrical	26 KNIA/KRLS Radio		66 Pamela's Place	87 Zonioz
6 Ellis Law Offices, P.C.	27 McCurdy Chiropractic	47 Fridley Theatres	67 Taylor'd Financial Services	88 Open Space
7 Legacy Asset Management	28 Winner's Circle	48 Better Homes & Gardens Real Estate Innovations	68 Fusion Fitness	89 Keller Designs
8 Edward Jones - Kim Guilford	29 Professional Body Works		69 Uncommon Grounds	90 ClearPath Financial
9 Local Vine	30 The Garage	49 Crouse Cafe	70 Peoples Company	91 Corner Sundry
10 Open Space	31 Family Video	50 Roots	71 Heartland AEA	92 The City Gate
11 Winn's Pizza & Steakhouse	32 Body Kanvas Tatoo	51 mismash	72 adorn	93 Vogue Vision
12 Studio Fusco	33 Curtis Architecture & Design	52 H&R Block	73 One Eighty Salon & Day Spa	94 Brickhouse Tavern
13 Groggy Dogg	34 Indianola Performance Center	53 Kerry's Flowers	74 Vision Center	95 Indianola Chamber/WCEDC
14 Open Space	35 ASEDJ	54 Pageturners Bookstore	75 Affinity Bridals	96 Edward Jones-Grant McGraw
15 Elks Club	36 Tiny Tots to Teens	55 Good Finds	76 CanoeSport Outfitters	97 Webster Creative
16 Ouderkirk Law Firm	37 Pete's Pizza	56 Upper Cuts	77 Indianola Dance Academy	98 Indianola Glass Creations
17 Open Building	38 Regions Bank	57 Skjoreal Powder Coating & Engraving, LLC	78 Country Financial - Rob Keller	99 Rudolf Insurance
18 The Zoo	39 Open		79 Crain Chiropractic	100 The Stitching Place
19 Moxie	40 Impact Community Action Partnership	58 Property Damage Assessment	80 Warren County Abstract	101 Michael Hipp & Charles Collins Orthodontists
20 Avitt Chiropractic/Avitt Automotive	41 Route 69 Vapor Lounge	59 Open Building	81 Hair MD	102 Struthers Family Dentistry
21 McCoy True Value	42 X-Treme Tupperware	60 Century Link	82 Open Building	103 Optometric Associates
		61 Edward Jones - Andy Leach		
		62 Hall & Schlenker Law Firm		



COMMUNITY DEVELOPMENT

To: Ryan J. Waller, City Manager
From: Charlie E. Dissell, AICP, Community and Economic Development Director
Subject: Current Projects Update-June 14, 2019

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

- **McConnell Subdivision Preliminary Plat**
 - City Council approved on January 22, 2019
- **Quail Meadows Townhomes Preliminary Plat**
 - Final Plat approved by Council on May 20.
 - Site development is taking place and work is progressing.
- **Prairie Glynn Plat 2**
 - Construction plans have been submitted and will be approved once changes are made.
 - A second revised preliminary and final plat have been submitted this week. The Planning and Zoning Commission is scheduled to review the preliminary plat at its July 9 meeting.
- **Autumn Ridge Subdivision**
 - City Council has authorized staff to work with the developer on a possible development agreement for Autumn Ridge Plat 3.
 - Development agreement has been agreed to by City and Developer. Council is scheduled to review on June 17.
- **Missouri Valley JATC Training Facility**
 - Site Plan for this project was submitted on April 3 to the City and comments were returned on April 22.
 - City Staff has also held internal meetings regarding new road alignment within the industrial park expansion.
 - City staff meet with the Missouri Valley on May 1 to discuss access to this site and possible road upgrades/funding.
 - A revised site plan was submitted on May 20.
 - Revised comments were returned on June 4.
 - A second revised site plan was submitted on June 13.

- **West Hills Brewery (219 West Salem Avenue)**
 - City staff held a pre-application meeting with business owners on January 25
 - Plans submitted for a new brewery on January 30.
 - City staff held follow-up meeting with applicant on February 21 on plan review comments regarding the need for a fire sprinkler system.
 - Chief Chia has approved a variance to the automatic sprinkler requirement due to an undersized water main along West Salem Avenue. A Condition of this variance calls for the installation of a fire alarm/smoke detection system and the applicant signing a hold harmless agreement.
 - Council approved the hold harmless agreement on April 15.
 - Building permits have been issued and inspections conducted.
- **Gritt Performance (983 East Hillcrest Avenue)**
 - Site Plan for this project has been submitted to the City and is being reviewed by Staff and City Engineer.
 - Plan review comments returned to applicant on February 20.
 - Updated site plans were resubmitted on March 4.
 - Updated comments returned on March 18.
 - Updated site plans were resubmitted on March 26.
 - Site Plan was approved on April 8.
 - Staff met with the property owner on April 10 to discuss preliminary building plans.
 - Staff meet with property owner on May 23 to discuss financial assistance options.
 - Building permit applied for on June 14.
- **Ace Hardware (506 North Jefferson Way)**
 - City staff held a pre-development meeting on this project on February 22.
 - The project would include the demolition of the existing car wash, and a new building.
 - The existing Mudslingers Coffee Shop would remain.
- **204 North Jefferson Way**
 - D&D property
 - City Council directed staff to move forward on an offer on this lot.
 - An alley vacation was recommended for approval by the Planning and Zoning Commission on May 14.
 - Council held a Public Hearing on the alley vacation on June 3.
- **New Heights Church (309 East Hillcrest Avenue)**
 - Project engineer contacted the City on February 7 to clarify plan review comments.
 - Updated Site Plan was received on March 7.
 - Updated comments returned to applicant on March 20.

- **Chumbley's Auto Care (110 South Jefferson Way)**
 - Staff meet with the business owner on March 15 to discuss plans for future building.
 - Staff has submitted preliminary comments on the site plan to the business owner.
 - Site Plan and Building Permit plans were submitted on May 10.
 - Comments were returned to the applicant on May 22.
- **Warren County Justice Center (115 North Howard Street)**
 - Staff has continued to meet with the General Contractor on this project to discuss site layout, utilities, closures, haul routes, etc.
 - Staff compiled a comment and questions to the County's contractor and design team on March 27. Staff received a response to this letter on April 12.
- **Indianola Pediatric Dentist (2001 North 6th Street)**
 - Site Plan and Stormwater Management Plan were submitted on May 23.
 - Comments were returned to the applicant on June 2.
 - Building plans submitted on June 13. Awaiting final approval of site plan before processing.
- **Cavitt Creek Condominiums I & II (1400 and 1500 block of North 9th Street)**
 - Site Plan and Stormwater Management Plan were submitted on June 3.
 - Cavitt Creek I, between 1404 and 1500 North 9th Street, proposes 12 duplexes (24 units)
 - Cavitt Creek II, to the west of Cavitt Creek I and 1500 North 9th Street, proposes 21 duplexes and 14 six-plexes, for a total of 126 units.
 - Both site plans will need to be reviewed by the Planning and Zoning Commission and approved by the City Council. Staff is currently reviewing these plans and will schedule meeting dates for review by the Commission and Council once the staff review is complete.
- **Hillcrest TIF Update**
 - Staff submitted all preliminary information to Attorneys to begin to TIF Update process on March 11.
 - The consultation meeting with affected taxing entities (Warren County and Indianola School District) took place on April 24.
 - The public hearing for the first amendment was on May 20.
 - Staff is working on the second amendment. As part of the second amendment, the City is required to get consent from land owners who have agricultural land for 3 of the last 5 years. These agreements have all be received.

<u>Property Address</u>	<u>Owner Information</u> <i>RED = Habitual</i>	<u>Ordinance Listed Nuisance Issue</u>	<u>Code</u>	<u>Complaint Info, Progress and Actions</u>	<u>Dept Actions</u>	<u>Established Deadline for Abatement</u>	<u>Follow Up by Date</u>
NEW THIS WEEK							
501 S G Street	William Todd	Dead Tree	50.02 (13)	Caller reports dead pine trees losing bark on property along with junk and debris. 4/24/19			TBD
507 E Salem Ave	City	Dead Tree	50.02 (13)	City tree in ROW between sidewalk and street on E Salem Ave - in front of 507 E Salem. Sent to Jason with Street. Needs follow up. <u>Please check by 6/12/19.</u>	3/18 JASON - Streets Dept		04/22/19
N Kenwood Blvd	Cavitt Creek 9500 University Ave, Ste 2112 West Des Moines, IA 50266	Tall Grass, Weeds	50.02 (12)	Gov QA Request - tall weeds on both vacant lots along N Kenwood Blvd. Not mowing. Company owns these - Cavitt Creek	Send Letter		TBD
EXISTING							
1105 E Madison Ave	Michael /Sare Richardson	Sump Pump	50.02 (17)	Caller reports sump pump is getting discharged in his backyard from neighbor at 1105 E Madison Ave flooding the callers yard and causing damage to the seed that was laid , new home, no sod yet, only mud. TL visited site 5/29/19. Caller cald back 5/30 tt to TL . Spoke with owner last Thursday 6/6/19. Still trying to determine if drain tile serves neighbor to the south's sump pump.			TBD
Vacant Parcel 48860000202 (South side of 2nd Ave end of house, before businesses begin)	<i>Dorothy Elizabeth Walk</i>	Tall Grass , Weeds	50.02 (12)	Tall grass, vacant lot, has not been mowed. Annually called in for not mowing.	TL to visit site by 5/18. Vacant lot no place for door hanger. SEND LETTER		TBD
308 W 1st	Ernest Martens	Junk Debris / Junk Vehicles	51.03 (01)	KB visited site 2/27/19 No change. Previous letters, visits, door hangers and abatement notices have gotten zero response for progress. 12/13/18, 12/19/18, 1/02/19, 1/16/19, 2/07/19, 2/22/19. UNREGISTERED CAR SITTING IN REAR YARD NEVER HAS BEEN MOVED . BID FOR ABATE. Inspection report for unsafe home was sent from Building Official	Certified Letter 1/23/2019 Extension til 2/4 for debris 2/22 for vehicle	02/22/19	03/07/19
411 W 1st St	Reuben O Burdess 410 W 2nd Ave 1648 Hwy J46 Allerton IA 50008	Junk Debris	50.02 (4&5) 51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time.New trailer and vehicle have been found on property since last visited. He stated it is being towed today. 2/28/19 confirmed trailer and turck there yesterday has been removed KB. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Certified Letter 1/23/2019 Letter with new pics 02/11/19	03/07/19	03/07/19
305 W Salem Ave	Willaim & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19	03/28/19	03/28/19
609 E 2nd	Indianola IA 50125	Hole forming in yard		Caller reports ground sinking in yard from previous demo. Please check out. Previous Owner Pierce. Sold property after demo in March 2019. No final inspection was performed on property. Has not been leveled or seeded. Photos of hole exposing roots have been found. It appears the hole was covered with dirt at one point but it has eroded in since. Will need to fill. Permit for demo was contacted. Called in	TL 4/25 took pics TL 05/02/19 took pics		06/18/19
111 W 3rd Street	Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Landlord continues to work with city on getting tenants to comply. Once clean, within a week they are out of compliance again. In progress. TL Visited site 5/7/19. More junk piled up on porch area and along east side of property.			05/28/19
911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles Tall Grass, Weeds	51.03 (03) 50.02 (12)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows? TL 3/20 visited site. Took pics. Large barrels are gone but property has several debris piles behind house and between house and garage. VEHICLES ??? THIS IS NOT ABOUT THE HOUSE. UNREGISTERED VEHICLES AND GRASS, WEEDS	Legal Pulled building permit. Has 180 days to complete home.		06/10/19
1603 W Detroit	Cheryland Wilborn	Tall Grass , Weeds	50.02	Tall grass reported - TM to visit site to take pics 5/14/19. KB spoke with owner of home. States that this is a rental property and they will have this taken care of this evening or tomorrow at the latest depending on rain. (Currently raining) - TL visited 6/5 vacant home, not mowing. Sent Letter 6/5/19			06/12/19
105 S E Street	Scott Wubben 14190 Kennedy Street Indianola, IA 50125	Tall Grass / Weeds	50.02 (12)	5/31/19 Caller states grass has not been mowed and believes the building or home is vacant. 6/4/19 Caller reports tall grass over a foot high Another call on this property 6/5. Not mowing. Sent Letter 6/10/19	Letter Sent Cert.6/7/2019 Deadline Set 6/14	6/14/2019	6/15/2019
Parcel # 48870190655	Crestview Builders 800 S Jackson St Osceola, IA 50213	Tall Grass/ Weeds	50.02 (12)	Tall Grass, hasn't been mowing all year	Letter Sent Cert.6/7/2019 Deadline Set 6/14	6/14/2019	6/15/2019

Parcel 48251012000	Johannsen Enterprises LLC 2929 Westown Parkway, Suite 100 West DSM 50266 515- 491-9184 515-440-1270	Tall Grass / Weeds	50.02 (12)	Tall grass, hasn't mowed all year. TL visited site 6/6. Sent letter Certified mail with deadline. Owner called in requesting extension- planning mow and bale. Would like to be given time until June 30th.	Letter Sent Cert.6/10/2019 Deadline Set 6/14	6/14/2019	6/15/2019
207 S H Street	Linda Hernandez 131 E Cass Street Osceola, IA 50213	Tall Grass / Vacant	50.02 (12)	6/4/19 Nieghbor states home vacant and not mowing to the south of her. Sent Letter 6/10/19	Letter Sent Cert.6/7/2019 Deadline Set 6/14	6/14/2019	6/15/2019
Parcel # 49023180642	Kathleen Picken 8954 125th Ave Indianola, IA 50125-8955	Tall Grass, Weeds	50.02 (12)	Tall Grass, Entire Field not maintained. CD spoke to owner via email on 5/29/19 and they agreed to mow by 5/30 if not by 6/4 at the latest. As of 6/10 property is not mowed. Letter being sent by TL, will visit and get pics.	6/7/19 letter sent deadline given of 6/15/19	6/15/2019	6/16/2019
Field Parcel 49024230841 & 49024340228	Lemar Koethe 6000 Douglas Ave Ste 210 Urbandale, IA 50322	Tall Grass , Weeds	50.02 (12)	Annual call. Not mowing. Over a foot tall weeds and grass	Letter Sent 6/10/19 deadline of 6/15/19	06/15/19	06/16/19
1402 S G Street	Tonya Jolen Lee	Tall Grass / Weeds	50.02 (12)	Caller states the yard is full of thistle and needs to be mowed. TL visited site 6/10/2019 sent letter	Letter Sent cert, 6/10/19 Deadline set for 6/17/19	6/17/2019	06/18/19
800 W Boston	Patricia Johnson	Tree Maintenance	Ch 151	Caller reports tree hanging over the sidewalk and street. Too low, needs cut back. Left Hanger 6/7/19. TL visited site 6/10 Send letter	6/10/19 sent letter	6/17/2019	6/18/2019
Parcel# 49024220885 Field	Michael, Jill Hartquist 10 N Kings Highway 7C St Louis, MO 63108	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel # 49024270225	Jack Bishop 11221 R3 Hwy Indianola, IA 50125	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel # 49024260461 & Parcel # 49024260442	Dillard Farms LLC 20252 240th Ave Lacona, IA 050139	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel # 14000270487	Lori Jo, Christi Lee, Steven James HAYDEN 11654 Lucas Place Indianola, IA 50125	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel# 49024270860 & Parcel # 49024270260	Robin Eyberg PO Box 542016 Omaha, NE 68154	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
207 West Salem Ave	CanoeSport OutfittersHolmes, Jeffrey S/ Gillum-Holmes, Cassandra L	Junk Debris	51.03 (01)	Junk piled up behind building. Spoke with owner. Said dumpster will be coming in next week or two. Gave until 5/31/19 to get property cleaned up and comply with city ordinance. TL Visited site 6/4/19. Progress being made. Still has shingles to clean up and grass to mow. Extension granted until 6/18/19. 6/11 received call from business owner near this. Said clients will be parking in back of building and this place is embarrassing. Needs to be picked up immediately.	Discussed with owner. No letter has been written or sent yet Extension til 6/18	6/18/2019	6/19/2019
1105 E Salem	Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	caller reports corner lot- side lot full of junk / RV. TL Visited site 3/19. Took pics. Sent letter 4/22/19. Owner called and asked for extension until 5/31/19 to comply. Extension granted. 6/4/19 owner spoke with TL, asked for extension for 2 weeks. Granted. Progress being made. 6/11 received additional complaint call regarding property. "Citizen concerned this person is getting away with disobeying code and nothing is happening with sheet metal and debris. moves a vehicle but adds more junk." emailed TL to notify.	TL & KB 3/19 Sent letter 4/22 EXTENSION TIL 6/18	06/18/19	06/19/19
909 N J Street	Dubuque Street Properties 4207 SW 9th Street Des Moines, IA 50315	Tall Grass, Junk Debris	50.02 (12) 50.02 (4)	Caller states the yard needs mowed and there is junk debris and trash in the yard. Believes a rental tenant may have left, home vacant but owned by landlord? TL visited site 6/10/19 Send letter. Sent letter 6/11/19.	6/11/2019 Sent Letter	6/18/2019	6/19/2019
810 West Detroit	Baker, Kirk Thomas	Junk Debris	50.02 (4)	Junk debris piled up next to and behind garage. TL visited site 6/4/19. Spoke with owner. Established 6/21/19 as deadline to have property cleaned up.		21-Jun	6/21/2019
BID FOR ABATEMENT							

1007 North D Street ABATEMENT IN PROCESS	Rebel Julie Snodgrass	Tall Grass , Weeds	50.02 (12)	Caller reports no one has been mowing, weeds and grass over 12 inches 5/28/19 another caller on 5/31/19 reports tall grass, unsightly yard with grass to knees. Received another call today 6/4/19 regarding the grass on the property. Different caller each time! New caller 6/4/19 reports not mowing and tall grass. 6/5/19 received email regarding home, unkept and yard not being mowed. KB visited site took pics. Sent letter 6/5/19 TL giving until 6/12 to mow or property will be abated.	Letter Sent 6/5 ABATEMENT IN PROCESS	6/12/2019	6/13/2019
CLOSED THIS WEEK							
Vacant Parcel 48775010130 ABATED	Goldfinch Development LLC 315 E 5th St #206 Des Moines, IA 50309-1916	Tall Grass , Weeds	50.02 (12)	Vacant lot not mowing - grass over 8 inches to 12. Letter sent to property owner by certified mail and reg mail on 5/19/19. TL VISITED SITE 6/4/19 NOTHING HAS BEEN MOWED. ABATE 6/6/19- Abatement Contractor Assigned. Will be completed by 6/9/19 (LETTER WITH DEADLINE SENT 6/3 ABATEMENT ASSIGNED 6/6 to be completed by 6/9 ABATED 6/8)	ABATED 6/8	06/03/19	CLOSE
Vacant Parcel 48775010180 ABATED	Goldfinch Development LLC 315 E 5th St #206 Des Moines, IA 50309-1916	Tall Grass , Weeds	50.02 (12)	Vacant lot not mowing - grass over 8 inches to 12. Letter sent to property owner by certified mail and reg mail on 5/19/19/ TL visited site 6/4 NOTHING HAS BEEN MOWED. ABATE 6/6/19- Abatement Contractor Assigned. Will be completed by 6/9/19 (LETTER 5/20 WITH DEADLINE SENT 6/3 ABATEMENT ASSIGNED 6/6 to be completed by 6/9 ABATED 6/8)	ABATE 6/8	06/03/19	CLOSE
Vacant Field Parcel 48775011000 ABATED	TF 32 PO BOX 12131 Des Moines, IA 50312	Tall Grass , Weeds	50.02 (12)	Caller reports the corner is getting high with weeds and grass. Afraid will get to out of shape and impede view again this year if not taken care of early. Currently over 6 inches. TL visited site 6/4 has not been mowed. ABATE 6/6/19- Abatement Contractor Assigned. Will be completed by 6/9/19 (LETTER WITH DEADLINE SENT 6/3 ABATEMENT ASSIGNED 6/6 to be completed by 6/9 ABATED 6/8)	ABATED 6/8	06/03/19	CLOSE
1015 N L Street	Robert Bierkamp	Tall Grass	50.02 (12)	Caller reports tall grass and weeds TL visited site 6/10/2019 said is mowed. Close			CLOSE
1602 E 2nd Ave	Lakeshore Indianola LLC 8800 N Bronx Ave Second Floor Skokie IL 60077	Tall Grass / Weeds	50.02 (12)	Caller reports tall grass and unsightly trees, brush and weeds. CD contacted owner of property on 6/4. They stated this will be completed by 6/9 as of 6/10 still not mowed. CD email owner advising this property will be issued a letter and deadline set at 6/15/19 6/11/19 Property has been mowed. Close	Letter Sent 6/7/19 deadline of 6/15/19	6/15/2019	CLOSE
1000 W 3rd Ave	Ronald Lee Jr III	Junk Vehicles	51.03 (3)	Junk bus, without engine, loose parts and side door open allowing animal habitat. 6/10/19 Bus has been removed CLOSE PER TL	Sent Letter 5/23/19		CLOSE
310 N 9th Street	Dennis & Kathleen Jordan 2080 Wildrose Ave Prole, IA 50229	Tall Grass/ Weeds	50.02 (12)	6/4/19 Tall grass reported. Not mowing. TL visited site 6/10/2019 said is mowed. Close			CLOSE
815 W 1st Ave	Mrs LLC 1811 Country Club Road Indianola, IA 50125	Vacant Home - Tall Grass	50.02 (12)	Caller reports vacant home- door wide open for over a week. Garbage outside. Received second complaint call today 5/13 stating the yard is not mowed and the doors are open. Need to visit site asap. Sent Letter. Closed 6/10 per TL mowed	TL to visit site by 4/30/19		CLOSE
400 Block of E Salem		Tall Grass	50.02 (12)	Gary Fisher at 406 E Salem called about his neighbor's yard. It has very tall grass and wild animals living there that come into his yard. Please call him (if he hasn't already called it in again) at 515-720-9023. TL visited site 6/10/2019 said sump has been moved Close			CLOSE
2000 N 9th Street	Jim Spiker	Sump Issues	50.02 (17)	5/29/19 Caller states his property is flooding due to runoff from new development and due to issues with run off by a trail. KRB sent Email with contact details sent to TL - Forwarded call to CD 5/28/19. 6/4/19 received additional complaint today. Nothing has been done. TL visited site 6/10/2019 said is mowed. Close			CLOSE
601 W Ashland	Carole / Laurey Oberender	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Ice buildup on sidewalk. Sump discharge still in violation. Discharges within 5' TL visited site 6/10/2019 said sump has been moved Close	Letter Sent. Sent second letter 3/25/19 giving until 3/29/19 to comply.	3/29/2019	CLOSE
606 N 12th Street	Steven O'Brien & Susan Anthony	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street. TL Visited site 3/21. Took pic. Discharge is coming through hole in curb. TL visited site 6/10/2019 said sump has been moved Close	Letter Sent.	1/28/2019	CLOSE
1105 W 1st Street	RM Properties LLC 609 S G Street Indianola, IA 50125	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street. TL Visited site 3/21. Took pic. Discharge is coming out next to driveway approach.	Extension granted	4/1/2019	CLOSE
304 W 18th Place	Heather Wilson	Sump pump discharge w/in 5 ft of property line	50.02 (17)	Discharge into street, algae growth in summer. TL Visited site 3/21. Still in violation. Left door hanger. TL visited site 6/10/2019 said sump has been moved Close	Report Gov QA 2/5/19 Sent Letter 3/25/19 giving until 3/29/19 to comply	3/29/2019	CLOSE

210 N D St.	Michael J. Babcock	Sump pump discharge w/in 5 ft of property line	50.02 (17) 135.03, 136.16	Discharging across sidewalk into POW, out into street. Took pics 3/25/19. TL visited site 6/10/2019 said sump has been moved Close	Sent Letter 3/25/19 giving until 3/29/19 to comply.	3/29/2019	CLOSE
407 West Boston	Jacquelyn M/Ricki R Runyan	Sump pump discharge w/in 5 ft of property line	50.02 (17) 135.03, 136.16	Discharging across sidewalk into POW, out into street TL visited site 6/10/2019 said sump has been moved Close	Left door hanger 4/2/19	Sent Letter 5/20/19	CLOSE
401 N 7th Street	Herbert Ruth Dutcher	Tall Grass, Weeds	50.02 (12)	Vacant lot. Not mowing. TL spoke with realtor 6/5/19 and gave 1 week		Verbal 6/11/2019	6/12/2019

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

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

RECTIFIED PERMITS

1	2015	1/9	Paul Edenburn		102 S Howard	Alteration ADA Restrooms	1/14/2015	7/13/2015	11/8/2018 1/29/2019	EXT		2/13/2019 PASSED	Thomas Smith - 515-271-1877 Cld in. Sd ok to set up inspections on this. Emailed SB to set up. 2/13 Final passed. " ADA Bathroom at hair salon complete" Pass
2	2015		Indianola Com. School Dist./ Emerson Elem.		1109 E Euclid Ave	Elem Addition Alteration	12/15/2015	6/12/2016				Exec Dec	Per DC- ok to close. Director should have signed. I have no problem with documentation other than signature. DC
3	2015		Bengstrom Construction Inc		1707 North 14th	Office Alteration	2/2/2015	8/1/2015	11/8/2018 1/29/2019 2/25/2019			Passed 03/04/2019	Resent letters with SECOND NOTICE listed on top. MO Valley Line Construction called 2/28/19. 515-961-5062 Robby SB inspected for final 3/4/19 complete and passed.
15	2015		Rick & Tamara Stump		307 W 17th Ave	Garage	4/16/2015	10/13/2015	11/8/2018 1/29/2019	EXT		2/13/19 PASSED	Owner called in. ok to schedule final- Safebuild scheduled for 02/06/19. Per SB Ron Frazee " Electrical outlets need to be GFI protected. 2/6 FAILED. Will need to reschedule inspection. Owner called in 02/11 to reschedule for final. SB inspected 2/13 FAILED " electrical outlets are FGI protected. "Garage complete"
11	2015		Horton Robinson Construction	Tim Stacy Darr	2407 W 10th Ave	Garage Addition	4/7/2015	10/4/2015	11/8/2018 1/29/2019 02/25/2019			3/18/2019 PASSED	Horton came into office left phone number that rang busy each attempt. 3/11/18 emailed Tom Horton to return call with questions. Explained as letters did, that the property is not closed or finalized due to lack of inspections on file. SB 3/18/19 inspect " approved framing, plumbing and mechanical. State is doing electrical." SB 3/18/19 completed 3rd car stall.
22	2015		Schultz Construction		1020 Scott Felton Rd	Demolition Deck	4/17/2015	10/14/2015	11/8/2018 1/29/2019				ALSO PERMIT for this location 22-2015 & 28-2018 Sandy Peterson ok to inspect 515-480-5913 - confirm demolition of deck. Scheduled with Safebuilding 2/09/19 at 9:30 am. 02/05/19 completed. "Pre fabricated shed on concrete pad 10x12 center of rear yard plus foot setback on side and rear yard. Rear deck appears to be original to house. No demo apparent. Deck was recently stained .
26	2015		Dave Morey		1009 W 3rd Ave	Garage	11/16/2015	5/14/2016	1/29/2019 02/25/2019			3/6/2019 PASSED	SB inspected 03/06/2019 garage complete GFCI protected outlets heated floors.
47	2015		Rebecca McGill		1607 East Boston Ave	Pool	NONE	12/6/2015	11/8/2018 1/29/2019 02/25/2019				Resent letters with SECOND NOTICE listed on top. Owner called in, states they put it up but then took it down the following year. Go ahead and close 3/1/2019
41	2015		James Lavelle		1719 E Boston Ave	Addition	11/15/2016	5/13/2016	11/8/2018 1/29/2019			02/05/19 Final passed	Note on Building permit says RENEW 1 TIME ONLY?? Owner cld in 02/01/19 stating ok to come out to inspection and final. 618-334-2950 Jim Lavelle

100	2015		Delta Delta Delta Sorority	Delta Alumnae Association 1309 Levin Drive Knoxville, IA 50138	705 N C Street	Alteration	NONE	3/19/2016	11/8/2018 1/29/2019 02/25/2019				Passed 03/06/2019	Resent letters with SECOND NOTICE listed on top. Recvd call from Dennis Parker regarding the letter received about expired permit. Discussed. This is for a canopy. Was complete3d. Can confirm complete by driving by. Asked to have confirmation letter sent to him via email. Parkerbilt@outlook.com also send notification of completion and closure to Rich Thompson rich_thompson@eaglesign.net . Safebuild reinspected 3/06/2019 canopy installed per plans and permit
42	2015		Adam Smith		1708 Apple Drive	Addition Deck	9/1/2015	2/28/2016	11/8/2018 1/29/2019				02/14/19 PASSED	Owner called in. Purchased home since 2015. Its behind the home and behind a fence. Covered in snow at this time. Will need to wait til thaw for inspection. Amk_bowlin25@yahoo.com 515-238-0025 Alicia. 2/8 per SB this is scheduled for 2/14/19 at 10am for inspection
53	2015		Michael Yofremewkov		406 N K Street	Garage	NONE		09/27/18				10/18/18	Finald by DC on 10/18. email from Jason regarding property. This was a called in complaint that involved the construction debris from the shed. Found to be an expired permit. Close ok per DC inspection .
71	2015		Steger Construction		2209 North 8th St	Addition Covered Porch	NONE	1/16/2016	11/8/2018 1/29/2019				2/7/19	Spoke to owner . Stated ok for final inspection 515-238-7081. Cherly Koch. Says if she doesn't need to be home, then come whenever. Per SB Jeff Begg - Roof over existing patio footing depth on supporting post not verified. Project is complete"
74	2015		Hats Off LLC	Tim McConnell	400 S J Street	Garage for Residence	NONE	1/24/2016	11/8/2018 1/29/2019				2/5/19	515-491-8353 McConnell - States that Vandepool was his contractor. There are no permits in file for electric, plumbing etc. No inspections found in file. Tim states CB would stopped out once during concrete pour and he was unaware he needed to continue to call in for inspections. Sent to Safebuild to schedule inspection to rectify file. Tim told Safebuilding that this garage is actually located at 206 N G Street. Jeff Begg with SB "four stall garage, unable to verify frost footings - installed per owner. Electrical supplied to units from main panel complete ."
79	2015		Kurt Houska		1211 South G Street	Repair Foundation/Garage	9/15/2015	3/13/2016	11/8/2018 1/29/2019				2/5/19	Final inspection scheduled for 02/05/19 Safebuilding. Marked Final complete
85	2015		LMC Pools	Paty Duax Aeillo	2306 W Anderson Ave	Pool	9/22/2015	3/20/2016	11/8/2018 1/29/2019				2/19/19	This inspection for final was completed same day as expired permit for same address location 95-2015 on 2/19/19 . Close per SB complete
87	2015		Chester Crouse		1302 N 6th Street	Storage Building	NONE	3/1/2016	11/8/2018 1/29/2019				2/7/19	Final inspection scheduled by owner. 02/07/19 Passed
93	2015	7/25	Stephen Sparks		410 W Orchard Ave	Shed	NONE	1/20/2016	11/8/2018 1/29/2019				2/14/19 PASSED	641-208-5208 Steve Sparks owner called in ok to inspect for final. Sent email to SB to schedule 2/13/19
95	2015		James & Shannon Aiello		2306 W Henderson Ave	Garage	NONE	3/12/2016	11/8/2018 1/29/2019				2/19/19 PASSED	James called in 2/19 regarding "shed" states this is not a garage. Insists that Rich came out several times to home for inspections. Agreed to allow SB to confirm completion. 281-814-8132 . 2/19 emailed SB to set up inspection for final
104	2015		Michael Bilyeu		1011 N B Street	Deck	10/12/2015	4/9/2016	11/8/2018 1/29/2019				2/5/19	Owner called in. Michael Bilyeu states come wherever to inspect. 515-971-5600 . Per SB Jeff Begg Deck complete framing approved. Railing approved. Depth of 6x6 posts unverified. Owner stated footing inspections were completed by City of Indiana"
105	2015		Kevin Robbins		1300 S. O Street	Shed	NONE	4/9/2016	11/8/2018 1/29/2019				2/5/19	515-249-3658 Kelly Adair ok with inspections for final on shed Final 02/05/19 safebuild passed "noted shed is complete it is located approx. 8' north of south lot line and more than 50' off rear lot line"
106	2015		Ryan Phipps		111 N G Street	Egress Window	NONE	4/10/2016	11/8/2018 1/29/2019				02/05/19 FAILED 02/06/19 PASSED	Owner called in 1/31/19 stated that this was completed and inspected back in late 2015./ agreed to have inspector out to validate 515-689-7926 Per SB Window installed. Depth of area wall is 48' ladder is required-no ladder present. Failed - will need to call for reinspection. 2/5/owner called back stated ladder present. reinspected. Passed
115	2015		Plumb Construction LLC	Dave Dobson	315 South Spruce Street	Alteration Finish Basement	11/12/2015	5/10/2016	01/29/19					Owner called in 2/1/19 sd he "doesn't want ppl going through his house. Go ahead and let permit expire."
116	2015		B & S Construction	Nrk And Ark Rev Trust 1401 Apple Drive Indianola, IA 50125	605 West 2nd Ave	Repair Foundation	10/30/2015	4/27/2016	11/8/2018 1/29/2019 02/25/2019	EXT				Resent letters with SECOND NOTICE listed on top. Owner called in. Requested final and extension. SB emailed. Inspected 03/06/2019 "foundation newer than house. Concrete block. Water drainage panels applied to exterior. Complete.
128	2015		Dan J Nicholson		607 S Howard	Carport Root Only	12/1/2015	5/29/2016	01/29/19				2/14/19 PASSED	Dan called in 2/8 states that he is ok with coming out to do a final inspection. SB emailed to set up. 515-205-2152
133	2015		Jeremy Selvage		3214 W 4th Ave	Garage	NONE	6/8/2016	1/29/2019 02/25/2019	Reminder Letter Sent 04/05/2019			PASSED 5/09/19	Resent letters with SECOND NOTICE listed on top. Owner called in to schedule an inspection to help close the file. Scheduled Wed 2:00 p contacted Amanda (home owner 4/22/19 reminded of previous failed final. She stated that they are planning on modifying things and will call the end of this week to re set up a time for a final inspection. 5/09/19 plumber called in wanting specifics of what needed fixed before next final to confirm all will be complete. KB had TL contact plumber 515-745-2460 . 5/9/19 passed final inspection per TL close
135	2015		Scenic Point Mall	Troy Knight 376 Hwy F62 W Monroe, IA 50170	1709 N Jefferson Way #200	Alteration Office	NONE	6/15/2016	11/12/2018 1/29/2019 02/25/2019				Passed 03/11/2019	Note in file from RP 2/27/18 left message about open permit and status. Resent letter 2/25 showing SECOND NOTICE listed on top. Tory Knight called regarding the letter. Says he has sold the property since the remodel in 2016. Accelerated (new owners) he will contact them and arrange for ok to inspect. 515-962-9272. Emailed Sb 2/28 to set up inspection date. SB 3/4/19 completed. "added aprox. 520 sf to original space. Added outlets, lighting, no plumbing.
21	2016		John Amy Jakes		1201 E Iowa Ave	Foundation replacement	5/12/2016	11/8/2016	10/31/18	No	EXT		11/9/18	Owner called in and scheduled inspection for final. DC inspected 11/09 ok for final . CO given to owner at time of inspection.
24	2016		Don Bendon		715 West 2nd Ave	Garage	NONE	9/25/2016	11/05/18	No	No		11/9/18	Bendon came to office. Set up final inspection to complete file. 11/09/2018 Per DC ok to final. Documented file. 11/09
25	2016		Ronald Cooney		813 W 4th Ave	Shed	NONE	10/2/2016	10/31/18	No	EXT		11/15/18	Owner called in on 11/14 requested final inspection. Reports 2 previous inspections were done on the shed by RP. No inspections in file to reflect. Said he (owner) was hurt during the end of the project and forgot to call in the final. But deck is finished. Scheduled follow up inspection for final on 11/15 at 2pm. Owner asked to be present during inspection. Inspection scheduled for 11/15/18 ok per DC
30	2016		Matt Harmison		814 W Clinton Ave	Deck	NONE	10/2/2016	10/31/18	No	EXT		11/12/18	Per DC extension given. Inspected property 11/12 ok'd
36	2016		Justin Tully		908 N J Street	Deck	5/13/2016	11/9/2016	10/31/18	No	EXT		12/3/18	Received call from owner. Set up inspection to confirm finished. Sent request to Safebuild. Completed and confirmed deck done 12/3
43	2016		Kirk Hansen		1103 N D Street	Garage	12/20/2017	6/18/2018	11/12/18	No			11/19/18	11/19/18 per DC finished.

44	2016		All American Exteriors	Steve Biddle	1806 Apple Ln	Front Deck	NONE	10/31/2016	10/31/18				11/12/18	Inspection for final set up for 11/12/18 @ 10:30am per DC ok
47	2016		Beth Zimmerman		1313 S O Street	Basement Alteration	5/26/2016	11/22/2016	10/31/18	EXT			11/16/18	Note in file saying Rich Parker called 2/27/18 and left a message for the tenant to call back regarding the permit for the basement finish that has not been finalised out. RP DC 11/16 final inspect. Ok. CO signed off on 12/04/2018 for file
54	2016	5/11	Devon Sadler		1001 Ann Parkway	Porch Repair	5/17/2016	11/13/2016	10/31/18				11/16/18	DC inspected site 11/16 okd for final. Close file
56	2016		Paul Whipple		1801 Fairway Drive	Deck	NONE	11/9/2016	11/12/18				11/17/18	DC inspected 11/16/2018 Owner Joe Nydle called in to set up final once ltr received. Complete as of 11/17 final and closed
60	2016		Brenda Simpson		500 South Buxton	Deck	NONE	11/16/2016	11/12/18	NO			11/19/18	Final Inspection 11/19/2018
71	2016		Sean Thompson		1110 N Howards St	Deck	6/7/2016	12/4/2016	10/31/18	EXT			11/16/18	Owner called in, set up final inspection on deck for 11/16 DC ok 11/16
72	2016		Dan Hickman		600 N 14th Street	Shed	NONE	12/4/2016	10/31/18				11/16/18	DC Inspected Shed ok finished
75	2016		James Burgin		103 West Hillcrest Dr	Garage	6/20/2016	12/17/2016	01/29/19				2/14/19 PASSED	BOA Approval for this project to even happen. James burgin called in 2/01/19. stated will be out of state til second wk in Feb. ok to schedule inspection when he gets back. Sent notification to Safebuilding
93	2016		Rich Piper		1800 Fairway Drive	Garage	10/6/2016	4/4/2017	01/29/19	Notice sent 5/15/19			2/9/2019	BOA twice approval for projects. No final. Last inspection was a RI framing. Safebuild confirmed project complete 2/9/19. Close
104	2016		Kathleen Picken		1003 N C Crt	Deck	8/24/2016	2/20/2017	Called				9/17/18	Final says that the deck needs handrails before finaling- NO approved for final due to 4 rizers need handrail. - Sticky Note from DC states ok to close. No inspection or reasoning, just sticky note. 09/17/18
109	2016		Al Thayer		3212 W 4th Ave	Deck	8/10/2016	2/6/2017	n/a				n/a	Per DC ok to close. No reason, just a sticky note.
123	2016		Jos Nesvedt		903 North B Street	Addition	3/30/2017	9/26/2017	11/12/18				11/21/18	DC at 9am
133	2016	9/21	Stephen Neve		1709 Apple Lane	Basement Finish	6/28/2017	12/25/2017	8/28/2018 11/12/18				1/3/19	Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 09/21/2016 RI inspections done. Nothing else. Ltr sent 11/12/18 - owner called in. scheduled inspection. Safebuild inspected for final on 1/03/2019 FAILED owner will call once rectified and for reinspection. FINAL INSPECTION PASSED 1/17/19
139	2016		Kevin Wood		901 East 1st Ave	Deck	NONE	4/8/2017	10/31/2018 1/29/2019				02/22/19 PASSED	Owner called in to schedule final 238-6392 ok to have inspection. Per SB Jeff Begg 02/05/19 "Inspected eeck on SE corner of House. Deck is 35' above grade, deck requires a guardrail. Guardrail is in place but only 35' above decking. Code requires 36' Left message with homeowner. SB reinspected for final 2/22/19 passed
148	2016		John Dianne Liepa		603 E Salem Ave	Repair of flooring and roof	NONE	5/6/2017	11/12/18	No			Close	Letter A52:N52 was returned with forward address of 1101 22nd St. WDSM 50265-2222 remailed 11/15/18. Letter received from prev owner stating the porch was in poor shape, replaced and not aware needing a final inspection. Apologized and stated the home has been sold with new owners.
149	2016		Jerry Weeks		409 W 17th Ave	Carport	NONE	5/9/2017	11/12/18				11/19/18	Owner called in-11/19 ok to come to do final inspection. DC ok to close 11/19/18
157	2016		Ronald Fridley		708 E 1st Ave	Alteration	Alteration	6/5/2017	11/12/2018 1/29/2019				2/14/2019 PASSED	Per DC Send letter instead of inspection only. SB inspection for final 02/14/19 Passed. Egress window complete as view from exterior. Ladder build into area wall. We were not able to get inside to see anything.
14	2017	2/27	Heather Sherrill		805 W Scemoc Valley Drive	Alteration	2/27/2017							one inspection in file for RI electrical plmbing and framing. Note on inspection sheet states "no permit was needed" Close file 5/15/19
49	2017		John Jakes		1201 E Iowa Ave	Deck	5/28/2017	11/24/2017	08/28/18	Yes	107-18	8/29/2018	10/29/18	Expired prev permit extended. Inspections completed. Re cert 8/30 final 10/29
65	2017	5/15	Kevin & Denise Kalbus		1319 E Franklin Ave	Deck Addition	NONE	11/11/2017	NONE	YES		Extension	Exec Dec	Per Charlie, ok to give extension. New Expiration of 05/25/19
86	2017	7/6	Midwest Builders	Steve Hoover	601 Trail Ridge Rd	Sunroom Addition (Full Screen)	NONE	1/2/2018	01/29/19				02/05/19 Passed Final	Steve Hoover cld in. States it was completed in July 2017. 515-229-8129 ok to come out to inspect
89	2017	7/19	Uhnemus Construction	Mark Hines	1206 E Franklin Ave	Deck	7/19/2017	1/15/2018	01/29/19				2/28/19 PASSED	Owner cld in ok to schedule inspection. Emailed SB. SB unable to get ahold of owner. Jeff with SB will do a drive by and stop today since deck is not fenced in and should be accessible from the road. Will wait for inspection report back 2/28/19 PASSED - Deck complete
90	2017	7/24	Phipps Properties	Ryan Phipps	111 N G Street	Foundation Repair	NONE	1/20/2018	01/29/19					Owner called in 1/31/19 stated allowed permit to expire due to discontinuation of project. Too expensive to complete. 515-689-7926
97	2017	8/4	Steven Ponzeline		311 South Freeman St	Open Carport	8/17/2017	2/13/2018	01/29/19				02/04/19 Passed Final	Owner called in 2/01/19 spoke to Charlie - Said ok to inspect for final 515-808-0320 Monday
98	2017	8/8	Jeffrey Simmerman		102 S 20th Street	Residential Addition/Garage/Deck	10/25/2017	2/1/2018 Ext 04/30/19	2/1/2018 1/29/2019	Reminder Letter Sent 04/05/2019			PASSED - 5/10/2019	Extension given per DC for 180 days. Owner plans to complete January 2019 - 11/1/19 krb called l mom 1/24/2019 to remind of extension and plan for Jan completion. Owner called in. Extension given per DC till 02/01/2019 Owner called back 1/24 states due to weather needs additional time. Extension expires on April 30th or else they will need to re apply and pay fees for permitting again. 5/10/19 Per TM passed final. Close
100	2017	8/15	John Adams	Helen Morgan	407 W Lincoln Ave	Garage	9/28/2017	3/27/2018	01/29/19				FAILED 03/06/2019 PASSED 03/28/19	SB inspected property 03/06/2019 Failed "outlets need GFCI protected" 3/26 owner called in-reports ready for re inspection 3/26 emailed sb. SB 3/28/19 "garage complete, All circuits are GFCI protected." PASSED
111	2017	9/12	Adam McCarty		2710 N Jefferson Way	Deck	10/20/2017	4/18/2018	9/21/2018 1/29/2019	Will re apply for new permit in 2019	01/09/19	03/04/19	01/09/19	Applied for utility shed on 09/21/18. Will inspect both for compliance 09/24- 9/24 inspect deck is not finished. Owner will need to re apply for building permit. Owner called 12/12/18 asking for an extension on his deck permit, he wasn't able to get to it or work to finish it this year. Advised that he will need to re apply and pay for a new building permit next spring 2019
121	2017	10/4	Custom Specialty Services	The Village (Wesley Life)	707 Robin Glen	Bus Garage / Carport	11/15/2017	5/14/2018	01/29/19	Second Notice 5/15/19 Notice 04/05/2019			PASSED 05/30/2019	Steve - Called to set up final inspection for completed garage and carport. 5/29 at 4pm, Final inspection conducted 5/30/19 by TL Confirmed Final. Close file

122	2017	10/11	Bern Investments	Bellagio Construction	402 West 1st St	Garage	4/19/2017	10/16/2017	Called	Yes	02-2019	1/14/2018	CLOSED	RP rejected and failed the footing inspection on 4/19 and there is no return for inspection in the file. Contractors cards found in file. American Masonry Donnie Doyle 641-990-9236 641-236-6800 and Bellagio Construction & Renovations Nils Norland 515-979-4443 nilsnorland@yahoo.com 3909 NE Bellagio Circle Ankeny, IA 50021. Reissue of permit 02/2019 Curtis White. Repaid permit fee. Came in to void-decided to demo property instead of finish. Closed 1/18/2019
138	2017	10/24	Construction by Cambron	Ryan & Juli Cambron	201 E 4th Ave	Garage	2/12/2018	8/1/2018	01/29/19				02/04/19 Passed Final	Per RP 11/14/17 Footing inspection completed - per RP Electric Service insp 2/12/18 ok. No other or final inspection found in file. 515-480-0985 Ryan Cambron called in stated RP failed but he is okay with inspection to close out
139	2017	10/25	Jessica Schonnert	Keith Smith	412 W Iowa Ave	Garage	NONE	4/23/2017	01/29/19				02/07/19 PASSED	SB inspected 02/07/19 "detached garage is complete. Unable to verify footing depth. Framing approved. Unfinished interior.
142	2017	10/27	Stuppy Inc		2205 E 2nd Ave	Greenhouse	10/26/2017	4/24/2018	01/29/19				PASSED	Labeled as a Greenhouse for Indianola Parks & Rec. Recvd call from Clerk of Court stating 2205 is their address however this is not a permit they have pulled. May need acrossed the street. Confirm address. Call made to Doug B with Parks & Rec to discuss. Scheduled inspection for greenhouse.
143	2017	10/27	Luke Riedmann		1024 Scott Felton Rd	Basement Finish	11/20/2017	5/19/2018	01/29/19				3/6/19	SB inspectiond Final passed FGCI and smoke detectors are good
152	2017	12/5	Murphy Tower Service	IMU	111 S Buxton Street	Telecommunications Hut	1/24/2017	6/23/2017	01/29/19				Close	Electric service was approved on 1/24/14 per RP and footings 12/05/17. No final inspection. Inspections show ok for electric service buy RP 1/24/17
153	2017	12/7	Hope Joliff		608 N Howard Street	Basement Wall Alteration (Crawl Space)	1/8/2017	7/26/2017	01/29/19				Closed	Called contractor Santos orellana 515-979-5040, states that after the footing inspection the inspector told him he wouldn't need to come back. No final shown and no CO issued. Will forward to Charlie.
154	2017	12/7	Robert Dale		406 E 2nd Ave	Garage	NONE	6/5/2018	01/29/19				02/04/19 Final Complete	BOA approved 12/06/17 no inspections after approval and building permit issued. Owner Robert cld in 2/1/19 to schedule final inspection. Contacted safebuilding to set up for next week
9	2018	2/21	Todd & Johna Clancy		808 East Scenic Valley Ct	Addition	7/31/2018	1/27/2019	09/21/18	No	No	N/a	9/18/18	Permit has not expired however they sent in pics of the footing holes. No inspections face to face were performed. This property was never inspected but approved from pics only. DC to inspect 09/18/2018- Per DC ok to close 9/18/18. Deck is complete and appears in good condition.
12	2018	2/21	Ground Breaker Homes	Peoples Company	113 W Salem	Repair/Replacement	3/12/2018	9/8/2018	09/21/18	No	No	N/a	11/5/18	There is a CO signed for this but no final inspection recorded. Please look at file. ODD 09/17/18 DC ok to close. FU Inspection 11/05/18 CLOSED
16	2018	3/1	Steve Westra		1111 E Gerard Ave	Pool	5/21/2018	11/17/2018	10/05/18	No	No	Extension	11/5/18	Warning Letter Sent of expiration prior to winter. Owner called in on 11/05/18 requesting a final inspection. Scheduled for 11/05/18
19	2018	3/12	Midwest Builders	Ross & Sally Dale	615 E Scenic Valley	Alteration	None	8/30/2018	10/05/18				CLOSED	Owner called in stating this project was complete. 641-660-2066 Ross Dale
22	2018	3/27	Atlas Masonry Tom Smith 2104 37th St, Des Moines, IA 50310	I Street Holdings LLC 503 N I Street Indianola, IA 50125	102-104 1/2 E Salem Ave	Repair Brick Store Front	None	9/23/2018	9/27/2018 1/29/19				02/11/2019 PASSED	Shows as 102-104 1/2 E Salem Ave - Currently owned by I Street Holdings 503 N I Street. Emailed the letter to the address provided on the permit as well. 09/26 dustin@atlasasonry.net, No response. Letter sent 1/25/19 to I street Holdings LLC as well as to permittee at Atlas Masonry- Owner called stated ok to send out inspector to final or confirm completion 515-271-1877. Completed as of 02/11/19 passed final- inspection notes "tuck pinting off allbrickwork at location is complete- no work done on any wood site fronts, windows, or doors. "
24	2018	3/30	Apex Storal Solutions LLC	Andrew Hart	802 East Hillcrest Ave	28 Storage Units	NONE	9/26/2018	09/27/18	No	No	N/a	10/4/18	Andrew came into office to discuss. States inspectors came out several times and said project was ok. Set up reinspection for final with David. Final completed on 10/04/18
25	2018	3/30			910 Scott Felton Rd	Egress Windows	4/6/2018	10/3/2018	09/27/18	No	No	Extension	11/5/18	Warning Letter advising of expiration if no final inspection. Final Inspection set for 11/05/18. CO issued 11/05/18 mailed.
26	2018	4/2	Joshua Hayes	Jason & Heather Glenn	1012 N 1st Street	Deck	4/2/2018	9/29/2018	09/27/18	No	No	Extension	10/2/18	Owner cld office 10/01 scheduled final inspection - final inspection completed by DC on 10/02/2018 ok and completed.
28	2018	4/3	Sandy Peterson		1020 Scott Felton Rd	Shed	NONE	9/30/2018	9/27/2018 1/29/19				Passed 2/5/19	Warning Letter advising of expiration if no final inspection. Sandy 480-5913 cld in. ok to inspect. Safebuilding schedule for 2/5 9:30am
37	2018		James Steffen		2012 W Euclid Ave	Deck	None	10/20/2018	09/27/18	No	No	N/a	10/19/18	Warning Expiration letter sent 9/27. inspected 10/19 before 10/20 expiration.
49	2018		Jerry's Homes	Michelle & Theadore Mercer	404 North 18th Street	Basement	6/1/2018	11/28/2018	01/29/19				02/08/19 PASSED	RI Inspections completed by RP on 06/1/18 no final. Spoke to Jerry's Homes. Asked to contact new owners of home. Ltr sent 1/29. Michelle Mercer called in 02/01/2019 states that she is ok with having a final inspection to close permit. Requests call at 515-577-8548 SB inspected 02/08/19 COMPLETE
58	2018	5/22	Sean Thompson	Russ Sivadge	107 E Kentucky Ave	Deck	NONE	11/18/2018	Called	No	No	N/a	1/26/19	No inspections in file. Simply a permit with site plan. Contacted Contractor Sean Thompson 1/24/19 he stated footing and final were inspected by Rich Parker and this was complete in July. Advised no inspections sheets in file. Will drive by to confirm deck complete. Confirmed by Safebuilding 1/26/19
68	2018	6/11	Jeff Kinter	Vernon Branness	306 N J Street	Garage	7/20/2018	1/16/2019	Called	Ext	No	N/a	12/28/18	Safebuilding inspected 11/27/18 - Final CO approved 12/28/18

OFFICIALLY EXPIRED				NO CONTACT WITH OFFICE AFTER SEVERAL ATTEMPTS TO CONTACT								
15	2018	2/23	Jope Jolliff	Mail To: 15397 90th Ave	701 N 1st St	Home Alteration	3/5/2018	9/1/2018	10/5/2018 Returned 10/23 Remailed 10/31 1/29/19	FINAL NOTICE 4/05/2019	EXPIRED	Return notice sent letter back. Recvd 10/23/18. Warren Co shows 15397 90th Ave. Remailed 10/31/18
2	2018	1/17	Russ Vanderpool		512 E Euclid Ave	Garage	NONE	7/16/2018	9/21/2018 10/31/2018 1/29/19	FINAL NOTICE 4/05/2019	EXPIRED	Re issued letter regarding Shed on 512 E Euclid. 9/21/18-10/31/18
10	2018	2/14	Steger Construction	Brad Nancy Kotz	807 E Trail Ridge Pl	Alteration	2/22/2018	8/21/2018	9/21/2018 11/26/2018	No	EXPIRED	11/23/18 Contacted contractor, P Steger 515-988-6027 states they decided to finish the job on their own. No contact info given for the owners. Will resend letter today 11/26
95	2016		LTD Corp		2312 West 2nd Ave	Loading Dock	NONE	1/9/2017	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	

99	2016		R & D Precision Builders		1001 E Madison Ave	Basement & Room Addition	NONE	1/11/2017	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	
111	2016		Greg Oakes		1001 N O Street	Basement Finish	5/2/2018	10/29/2018	9/21/2018 11/12/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	RP contacted 2/27/18 regarding no inspections and permit sitting without final. Final inspect scheduled FAILED - 5/02/18 RP writes Sheet rock under stairs, cover all exposed NM cable -Romex
117	2016		Joe Kissner		1003 N O Street	Basement Finish	NONE	2/8/2017	10/31/18 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	Note in file from RP stating left message about open permit on 2/27/18 Original Building permit issued 8/12/16
126	2016		Jeremy King	Anthony Hotz	505 N L Street	Repair of Deck Stairs / Dangerous Non Conforming Structures	NONE	3/6/2017	11/12/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	
135	2016		Cory Till		1109 South K Street	Garage	NONE	3/28/2017	01/29/19		EXPIRED	
78	2015		Garrett Miller		503 West 18th Place	Garage	NONE	5/17/2016	1/29/2019 02/25/2019	FINAL NOTICE 4/05/2019	EXPIRED	Resent letters with SECOND NOTICE listed on top. 4/22/19 contacted number on the permit. No answer. Gave to Building Official to review and determine if the file needs to be recorded as EXPIRED and closed out.
10	2016		Thomas Sherly Nicholson		200 West Orchard Ave	Bathroom Remodel	3/21/2016	9/17/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	
42	2016		Jeff Downing		1202 North 9th Street	Sun Shade Structure	NONE	10/29/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	
82	2016		Larry Powell		1201 North D Street	Garage	8/16/2016	2/12/2017	01/29/19	Second Notice 04/05/2019	EXPIRED	BOA Approval approval in file. Letter sent from RP and CB on 8/25/16 to owner regarding electric in the garage being separate rather than upgrading to 200amp. No further info or notes in file.
91	2016		Bryon Keeney		505 E Ashland Ave	Deck	NONE	12/28/2016	10/31/2018 1/29/2019	FINAL NOTICE 4/05/2019	EXPIRED	

July 1, 2019
Draft Council Agenda

- Minutes
- Claims
- City Manager's Report
- Salaries
- 2nd consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Second consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- Final consideration of an alley vacation
- Resolution of the Indianola City Council providing for a regular meeting date and time
- Resolution renewing the worker's compensation, life and accident and equipment insurance for FY 19/20
- Resolution approving the update Employee Handbook
- I&I Reimbursement

July 15, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Consider request from Cooper Crawford & Associates, LLC, on behalf of Diligent Glynn, LLC for Preliminary Plat approval of Prairie Glynn Plat 2
- Resolution setting a public hearing (August 5) amending Chapter 165 (Zoning Regulations) regarding fence regulations
- Public hearing to amend the FY 2020 budget
- West 3rd Avenue Project – public hearing, resolution approving plans, specs, form of contract, resolution awarding contract
- Final consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Final consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- East Hillcrest Avenue Trail – public hearing, resolution approving plans, specs, form of contract, resolution awarding contract

July 15, 2019
Draft Council Study Agenda

- Square Streetscape Plan Presentation
-



OFFICE OF THE WARREN COUNTY ATTORNEY
DOUGLAS A. EICHHOLZ, COUNTY ATTORNEY

- R. Alex Crabb, First Assistant
- Tracie Sehnert
- Justin T. Rogers
- Eric Anderson
- Dawn Bowman
- Brianna Shriver

- Kathryn Thayer, Office Manager
- Jamie Morawski, Collections Administrator
- Rusti Wood, Director of Victim Services

June 8, 2019

Warren County Board of Supervisors
Warren County Administration Building
301 North Buxton, Suite 202
Indianola, Iowa 50125

Re: County Attorney Opinion 2019-3
911 Communication Project

Dear Board of Supervisors,

On June 6, 2019, I received a request to review the 911 Communication Project proposal that was presented to the Board of Supervisors.

On June 5, 2019, the Board met to discuss the 911 Communication Project (Project). I attended the meeting to get a better understanding of the project. Prior to the meeting I reviewed the Needs Assessment and Alternatives Report prepared by Omnicom Consulting Group dated November 6, 2017. I also met with the County's Bond Attorney, R. Mark Cory, on May 31, 2019, to discuss the County's ability to bond for the Project. We also spoke about the County's capacity to provide radio communication equipment to the fire departments located in Warren County. Mr. Cory's conclusion was that the Project is an Essential County Purpose. An Essential County Purpose project is not subject to the approval of Warren County voters and can be directly bonded for by the Board of Supervisors. An Essential County Purpose project may still be subject to the competitive bidding process, if it is considered a public improvement under Iowa law.

Mr. Cory also attended the June 5, 2019, Board of Supervisors Meeting. During the meeting Mr. Cory raised a concern to me regarding the Project. Mr. Cory's concern centered on the piece of the Project related

to the construction of communication towers without following the competitive bid procedures outlined by Iowa Code Chapter 26.

Iowa Code Chapter 331 is titled County Home Rule Implementation. Section 331.341(1) states in part that when the estimated total cost of a public improvement exceeds the competitive bid threshold as set out in Iowa Code Section 26.3, the Board shall follow the competitive bid procedures for governmental entities in Chapter 26.

Iowa Code Chapter 26 is titled Public Construction Bidding. Iowa Code Section 26.2(3) defines a public improvement as a building or construction work which is constructed under the control of a governmental entity and is paid for in whole or in part with funds of the governmental entity, including a building or improvement constructed or operated jointly with any other public or private agency. Several types of projects are excluded from the definition of public improvement, none of which are applicable to the Project.

For calendar year 2019, the competitive bidding threshold applicable to counties is \$139,000. Iowa Code Section 26.3 states that when the estimated total cost of a public improvement exceeds the competitive bid threshold, the governmental entity shall follow the competitive bidding process, which includes the preparation of plans and specifications by an Iowa-licensed architect or engineer, the holding of a public hearing on the approval of the plans, specifications, form of contract and estimated cost of the project, and the advertisement for sealed bids for the proposed public improvement by posting a notice to bidders.

In this instance, the construction of towers and the structures associated with the towers constitute a public improvement. The portion of the Project concerning the construction of towers, related structures, and equipment used on the towers and the related sites exceeds one-hundred thirty nine thousand dollars (\$139,000.00). The County must, therefore, follow the competitive bidding procedures outlined by Iowa Code Chapter 26.

The proposal that the Board of Supervisors was asked to consider is a sole source proposal from Motorola. The Motorola bid was brokered by Omnicom Consulting Group, Inc., a consultant working on behalf of Warren County. The bid is to provide all services related to the Project¹, including land acquisition, site development, tower construction, all necessary infrastructure improvements, and radios. The bid for the Project was originally \$10,958,232.61. As of May 25, 2019, the Motorola bid is \$9,456,948.00.

It is the opinion of the Warren County Attorney's Office that the Project must follow the formal bidding

¹ There may be other costs related to the County's retention of Omnicom Consulting Group, Inc. These costs are still unclear at the time of writing.

procedures for the construction of the towers, related structures, and equipment on the towers² and the site because they are public improvements that exceed one-hundred thirty nine thousand dollars (\$139,000.00). Theoretically, it may be possible for the County to accept bids on the entire project from competing entities, however, our recommendation is to have the portion of the Project related to public improvements broken out and bid on separately. We believe that breaking this portion of the Project out provides for the best demarcation between those costs related to public improvements and those not subject to the bid process.

Douglas A. Eichholz
Warren County Attorney

² Pure equipment purchases which do not involve construction and are not integrated into the structure of the towers may not need to be publicly bid. Equipment that is designed for and integrated into the tower structure would likely be subject to competitive bidding. See *Siemens Building Technologies v. Polk County*, 697 NW2d 126 (Iowa App. 2005).

Charlie Dissell

From: Charlie Dissell
Sent: Wednesday, June 12, 2019 12:56 PM
To: 'jaimesphotondesign@hotmail.com'
Cc: 'Brenda Easter'; Ryan Waller
Subject: RE: Recycling Request

Ms. Parrott-

I wanted to reach out to you regarding the message we received from you via Facebook. This type of request should be made to the City Council. Our Council meets on the 1st and 3rd Mondays of every month at 6 PM, and a portion of that meeting is dedicated for the Public to bring forward concerns and ideas for the Council to consider. In the interim, we will contact our vendor and get a quick estimate on the cost to provide such a service around the Square and in our City parks and have that information available if you present your request to Council.

As a matter of clarification, I would like to add that individual businesses and entities are responsible for their own trash removal/recycling. You had mentioned the Fairgrounds, for example, which is not run by the City, but is run by the County Fair Board. You may want to reach out the leadership team for the Warren County Fair as well regarding this request.

Hopefully this gets you started in the right direction. Please let me know if you have any other questions.

Thanks!

Charlie E. Dissell, AICP
Director of Community & Economic Development
City of Indianola
110 North 1st Street
Indianola, Iowa 50125
O- (515) 962-5276
cdissell@indianolaiowa.gov

From: Brenda Easter <brenda@indianolachamber.com>
Sent: Monday, June 10, 2019 8:45 AM
To: Ryan Waller <rwaller@indianolaiowa.gov>; Charlie Dissell <cdissell@indianolaiowa.gov>
Subject: Recycling Request

Good Morning!

I received this message on Face Book. I am certain she sent the same note to the City but thought I would share.

I would like to bring your attention to the growing recycling crisis. In developed countries, trash- and waste-management systems are often out of sight and therefore out of mind. The reality is that what happens to our waste affects all of us long after we've disposed of it. We have seen the City of Des Moines as well as our Iowa State Fair make a big difference in recycling! Although Reducing is best, it's not everybody's reality. I would love to see the city of Indianola step up and make a change. I would love to see Recycling Bins across our town. At every softball and baseball field. At the fairgrounds. At Bike Night. At Ragbrai. On the square next to our trash cans. I would love to see Indianola start a trend for smaller towns to do big things! Whom is the best contact to push this idea? -Jaime Parrott Indianola, Iowa 515.552.0099
jaimesphotondesign@hotmail.com



Diana Bowlin

From: Ryan Waller
Sent: Friday, June 21, 2019 3:27 PM
To: City Employees; All Department Heads
Subject: FW: Waller's Weekly 6.21.19
Attachments: Mdy Indianola IA Annual Comment 2019-06-11.pdf; Draft July 1, 2019 Agenda.pdf; Draft July 15, 2019 Agenda.pdf; Warren Water District.pdf; 2019.06.03_IndianolaCityCouncilMeeting.pdf; file-143.jpeg; Recycling Correspondence.pdf; Development Correspondence.pdf; FY21 Budget Calendar.pdf; Article.pdf; Shout Out.pdf; Shout Out - Parks.pdf; 06212019 Prop Maint.pdf; 06212019 exp permit.pdf; 2019.06.03_IndianolaCityCouncilMeeting.pdf

Happy Friday, all!

I hope this finds everyone well. Below and attached you will find the items that make up this week's update email. Thank you to the members of the employee engagement committee for their work and thoughtful recommendations. As always, if there are items your departments would like to share in a future update email or if you have questions, please let me know. Thanks for your service!

Have a great weekend!

Ryan



Ryan J. Waller

City Manager

rwaller@indianolaiowa.gov

p: 515.962.5274

110 N. 1st Street – Indianola, Iowa 50125

Moody's Rating Recertified - Staff received the attached document this week informing us that the rating of Aa2 from Moody's, which is the highest the city has received as a bond rating, has been recertified. This high rating is due to the financial diligence of everyone involved in city operations.

Budget Calendar – Attached, please find a copy of the FY 20/21 budget calendar which was received and filed by Council at last Monday's meeting.

Special City Council Meeting – As a reminder, there will be a special City Council meeting at 10:00 a.m. on June 26th for the purpose of approving bills for this fiscal year prior to June 30th (the last day of the current fiscal year).

Public Comment – At the City Council meeting on June 17th residents spoke during public comment regarding a proposed residential development. Attached, please find additional comments provided to the City.

Shout Outs – Attached, please find two emails from Melissa McCoy providing “shout outs” to the Streets and Parks Departments for recent compliments. These are examples of something new we are implementing as a result of hard work being done by our employee engagement committee to recognize accomplishments by our staff.

Warren Water District – Attached, please find a letter dated June 10, 2019 from the Warren Water District regarding water service to the proposed wastewater treatment plant site.

County Presentation – Attached, please find a copy of the presentation Warren County representatives provided at the June 3rd City Council meeting.

Calendar Models – Recently members of our Water Pollution Control Department were asked to take part in a photo shoot. The photo would be used in a calendar that is being assembled for next year. Attached is one of the possible calendar pictures.

Recycling Correspondence – Attached, please find a pdf containing correspondence between H & W Recycling and the City regarding the spring clean-up events. As you will see in the first letter, the vendor provides notice that they will be suspending future clean-ups. The subsequent correspondence corrects the misunderstanding on the part of H & W Recycling. This is being provided for informational purposes only. In the future, these arrangements will be consummated via a formal contract to eliminate possible confusion.

Building Safety Article – Attached, please find an article that was shared with members of our building assessment team. This article speaks to a few items that has been identified as part of the building assessment that our team continues to work on addressing.

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

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

ISSUER COMMENT

11 June 2019

RATING

General Obligation (or GO Related) ¹

Aa2 No Outlook

Contacts

Amy Marks +1.312.706.9964
 Associate Lead Analyst
 amy.marks@moodys.com

Rachel Cortez +1.312.706.9956
 Senior Vice President/Manager
 rachel.cortez@moodys.com

CLIENT SERVICES

Americas 1-212-553-1653
 Asia Pacific 852-3551-3077
 Japan 81-3-5408-4100
 EMEA 44-20-7772-5454

City of Indianola, IA

Annual Comment on Indianola

Issuer Profile

The city of Indianola is the county seat of Warren County, located in south central Iowa, approximately 20 miles south of downtown Des Moines. The county has a population of 48,630 and a low population density of 85 people per square mile. The county's median family income is \$84,355 (1st quartile) and the April 2019 unemployment rate was 2% (1st quartile) ². The largest industry sectors that drive the local economy are local government, retail trade, and health services.

Credit Overview

Indianola's credit position is strong. Its Aa2 rating is slightly above the median rating of Aa3 for cities nationwide. Key credit factors include a robust financial position, a moderate debt burden and a somewhat inflated pension liability. It also reflects an above average wealth and income profile and a modestly sized tax base.

Finances: Indianola has a robust financial position, which is slightly strong when compared to the assigned rating of Aa2. The fund balance as a percent of operating revenues (67.3%) is above the US median. Moreover, the city's cash balance as a percent of operating revenues (68.7%) is superior to the US median.

Debt and Pensions: The debt and pension liabilities of Indianola are mid-ranged overall, and are slightly weak in relation to its Aa2 rating. The net direct debt to full value (1.4%) is slightly higher than the US median. In addition, the Moody's-adjusted net pension liability to operating revenues (2.0x) is slightly above the US median.

Economy and Tax Base: Indianola has a satisfactory economy and tax base, which are relatively weak when compared to city's Aa2 rating. The median family income equals 104.1% of the US level. Moreover, the full value per capita (\$63,742) is slightly below the US median. However, it rose between 2014 and 2018. Lastly, the total full value (\$987 million) is weaker than other cities we rate nationwide.

Management and Governance: Iowa cities have an Institutional Framework score ³ of Aaa, which is high compared to the nation. Institutional Framework scores measure a sector's legal ability to increase revenues and decrease expenditures. Even with property tax caps on general and emergency levies, cities have strong revenue-raising flexibility due to various additional levies, including an unlimited levy for employee benefits. Unpredictable revenue fluctuations tend to be minor. Across the sector, fixed and mandated costs are generally moderate. However, Iowa has public sector unions, which can limit the ability to cut expenditures. Expenditures mostly consist of personnel costs, which are highly predictable.

Sector Trends - Iowa Cities

Iowa cities will benefit from strong demographic trends and an expanding economy as Iowa led all Midwest states in employment growth in 2017. The expanding economy will result in increased tax revenues, supported by a favorable business climate and talented labor pool. Rural areas with a high degree of concentration in agriculture may lag behind the state as performance in agriculture sectors remains weak. Ample crop supply globally has pushed farm commodity prices down, as a result, many farmers are projected to face tight margins again this year. Growing operating revenues from an expanding economy coupled with significant revenue raising flexibility for most cities, will support expected pension contribution increases to service the unfunded liabilities of the state-managed plans.

EXHIBIT 1

Key Indicators ^{4 5} Indianola

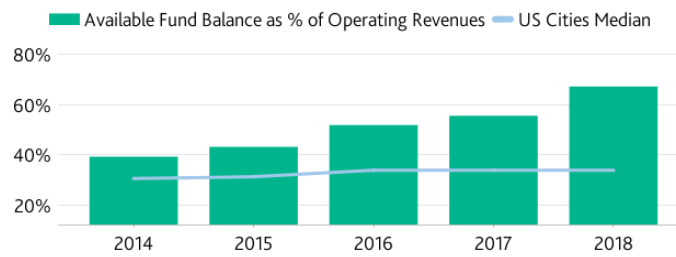
	2014	2015	2016	2017	2018	US Median	Credit Trend
Economy / Tax Base							
Total Full Value	\$880M	\$865M	\$882M	\$961M	\$987M	\$1,867M	Improved
Full Value Per Capita	\$58,652	\$57,054	\$57,490	\$62,068	\$63,742	\$89,200	Improved
Median Family Income (% of US Median)	107%	101%	103%	104%	104%	113%	Stable
Finances							
Available Fund Balance as % of Operating Revenues	39.3%	43.2%	51.9%	55.6%	67.3%	33.9%	Improved
Net Cash Balance as % of Operating Revenues	39.4%	43.2%	51.9%	55.6%	68.7%	36.9%	Improved
Debt / Pensions							
Net Direct Debt / Full Value	2.7%	2.3%	2.0%	1.6%	1.4%	1.1%	Improved
Net Direct Debt / Operating Revenues	2.19x	1.76x	1.50x	1.10x	1.15x	0.88x	Improved
Moody's-adjusted Net Pension Liability (3-yr average) to Full Value	2.0%	2.1%	2.2%	2.2%	2.3%	1.8%	Stable
Moody's-adjusted Net Pension Liability (3-yr average) to Operating Revenues	1.61x	1.58x	1.62x	1.51x	1.95x	1.51x	Stable
	2014	2015	2016	2017	2018	US Median	
Debt and Financial Data							
Population	15,014	15,165	15,343	15,489	15,489	N/A	
Available Fund Balance (\$000s)	\$4,352	\$4,981	\$6,191	\$7,831	\$7,909	\$7,419	
Net Cash Balance (\$000s)	\$4,363	\$4,981	\$6,191	\$7,831	\$8,069	\$8,404	
Operating Revenues (\$000s)	\$11,069	\$11,520	\$11,918	\$14,074	\$11,746	\$21,930	
Net Direct Debt (\$000s)	\$24,190	\$20,300	\$17,825	\$13,505	\$13,505	\$18,580	
Moody's Adjusted Net Pension Liability (3-yr average) (\$000s)	\$17,858	\$18,191	\$19,299	\$21,217	\$22,912	\$32,507	

Source: Moody's Investors Service

This publication does not announce a credit rating action. For any credit ratings referenced in this publication, please see the ratings tab on the issuer/entity page on www.moody's.com for the most updated credit rating action information and rating history.

EXHIBIT 2

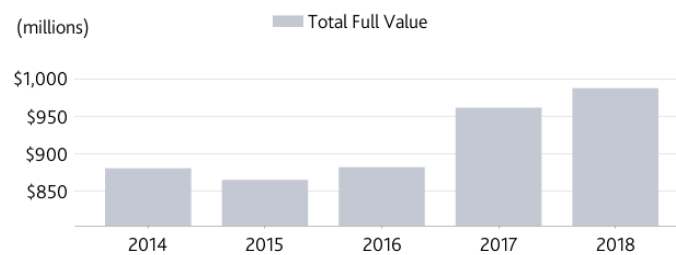
Available fund balance as a percent of operating revenues increased from 2014 to 2018



Source: Issuer financial statements; Moody's Investors Service

EXHIBIT 3

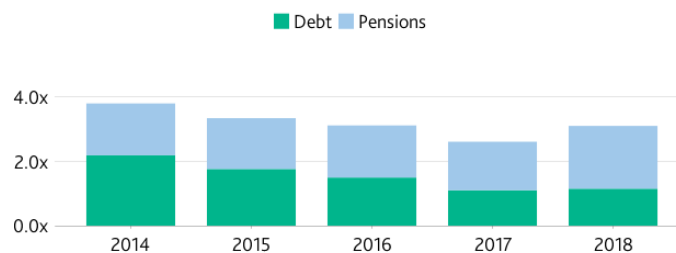
Full value of the property tax base increased from 2014 to 2018



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

EXHIBIT 4

Moody's-adjusted net pension liability to operating revenues increased from 2014 to 2018



Source: Issuer financial statements; Government data sources; Offering statements; Moody's Investors Service

Endnotes

- 1 The rating referenced in this report is the issuer's General Obligation (GO) rating or its highest public rating that is GO-related. A GO bond is generally backed by the full faith and credit pledge and total taxing power of the issuer. GO-related securities include general obligation limited tax, annual appropriation, lease revenue, non-ad valorem, and moral obligation debt. The referenced ratings reflect the government's underlying credit quality without regard to state guarantees, enhancement programs or bond insurance.
 - 2 The demographic data presented, including population, population density, per capita personal income and unemployment rate are derived from the most recently available US government databases. Population, population density and per capita personal income come from the American Community Survey while the unemployment rate comes from the Bureau of Labor Statistics.
- The largest industry sectors are derived from the Bureau of Economic Analysis. Moody's allocated the per capita personal income data and unemployment data for all counties in the US census into quartiles. The quartiles are ordered from strongest-to-weakest from a credit perspective: the highest per capita personal income quartile is first quartile, and the lowest unemployment rate is first quartile.
- 3 The institutional framework score assesses a municipality's legal ability to match revenues with expenditures based on its constitutionally and legislatively conferred powers and responsibilities. See [US Local Government General Obligation Debt \(December 2016\)](#) methodology report for more details.
 - 4 For definitions of the metrics in the Key Indicators Table, [US Local Government General Obligation Methodology and Scorecard User Guide \(July 2014\)](#). Metrics represented as N/A indicate the data were not available at the time of publication.
 - 5 The medians come from our most recently published local government medians report, [Medians - Property values key to stability, but pension burdens remain a challenge \(March 2018\)](#) which is available on Moodys.com. The medians presented here are based on the key metrics outlined in Moody's GO methodology and the associated scorecard.

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CLIENT SERVICES

Americas	1-212-553-1653
Asia Pacific	852-3551-3077
Japan	81-3-5408-4100
EMEA	44-20-7772-5454



June 10, 2019

Indianola Water Pollution Control
11870 Hoover St.
Indianola, Iowa 50125

Re: Water Service to new plant

Warren Water has no objection to the City of Indianola constructing a new main to service their new water treatment facility. Warren Water does not have the flow for fire protection that is needed to serve the new site. The line would have to be dedicated to that facility and not to serve any residential customers or the buyout agreement between the City of Indianola and Warren Water District would go into effect. If there are any questions please call.

Stan Ripperger
System Manager

H & W Recycling
204 Townsend Park Road
Baxter, IA 50028
641-227-3200

INDIANOLA, IOWA
JUN 17 2019
OFFICE OF CITY CLERK

June 11, 2019

RE: Annual/Bi-Annual city-wide recycling and City collection sites

To Whom it May Concern:

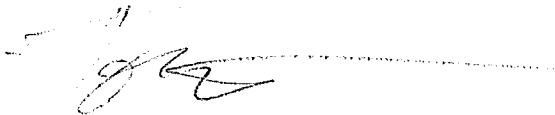
We regret to inform you that effective after your next scheduled clean up (if any), we will be suspending clean ups until further notice. If we have already scheduled a time for the remainder of 2019, 2020 or have a contract, we will fulfill our commitment. Due to the economy and recent decline in the price of scrap metal, it is no longer feasible for us to continue providing this free service.

Our office will remain open. We will be accepting any drop offs that any of your residents would like to dispose of at our Baxter location.

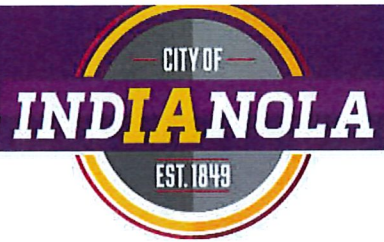
If you have any questions regarding your upcoming scheduled clean ups or anything regarding this matter, please contact Tonda at 641-227-3200. If the economy allows in the future, we may consider resuming services.

Sincerely,

H&W RECYCLING



Tom Hulbert



— Clerk's Office —

June 19, 2019

H&W Recycling
Tom Hulbert
204 Townsend Park Rd
Baxter, Iowa 50028

Dear Mr. Hulbert:

This letter is memorializing our e-mail conversation on June 19, 2019 regarding the annual/bi-annual city-wide and City collection sites. As stated in your e-mail (see attached), your company will be keeping your commitment for the rest of the year and through 2020. Please also find enclosed a copy of your proposal and the council minutes of January 16, 2018 approving the proposal.

Our fall clean up dates will be October 19, 2019 and October 17, 2020, the spring clean up date is April 27, 2020.

Thank you and please let me know if you have any questions.

Sincerely,

Diana Bowlín
City Clerk



Diana Bowlin

From: Tom Hulbert <hwrecycling@hotmail.com>
Sent: Wednesday, June 19, 2019 2:50 PM
To: Diana Bowlin
Subject: Re: Letter

Yes we are keeping our commitment for the rest of the year and though 2020. We will still be there next year.
Thanks

From: Diana Bowlin <dbowlin@indianolaiaowa.gov>
Sent: Wednesday, June 19, 2019 2:28 PM
To: Tom Hulbert
Subject: Letter

I just received your letter regarding the annual/bi-annual city-wide recycling and City collection sites. I am just checking to make sure we will still have your service through 2020. Our City Council approved your proposal for 2018-2020 at their January 16, 2018 meeting. I have the fall clean up dates for October 19, 2019 and October 17, 2020 and the spring clean up as April 27, 2020. Thank you and please let me know.

REQUEST FOR PROPOSALS
(Recycling and Appliances)

SEP 27 2017

INDIANOLA, IOWA

The City of Indianola is requesting proposals for collection of recycling materials and appliances at our Brush Facility located at the end of West Iowa for 2018-2020.

Electronic recycling materials will include items such as computer monitors/televisions, game systems, printers, etc. The City of Indianola has a building located at the Indianola Brush Facility where residents can drop-off monitors/televisions for free and/or a fee during the Brush Facilities hours. This building will need to be emptied upon request by the City (usually 2-3 times per year in addition to clean-up events). Please see attached for previous year collections.

Please list fees your company would charge for TV's and monitors:

<u>\$ 15.00</u>	TV Charge
<u>\$ 30.00</u> \$ 15.00	TV Console Charge
<u>\$ 15.00</u>	Monitor Charge

The City of Indianola also has a spring/fall clean up and one additional date where residents can drop off appliances free of charge at the Brush Facility. These dates will be on a Saturday, in April and October, during the hours of 9:00 a.m. – 1:00 p.m. – month. Dates will be verified with the company and you will need to provide your own labor and trucks.

Please list household appliances that your company will and will not accept on the attached form.

Is your company certified by the DNR and EPA? ☒ Yes ☐ No

Are all items properly de-manufactured and recycled so they stay out of the landfills and ditches?
☒ Yes ☐ No

The company which awarded the proposal will need to show the City of Indianola as an additional insured in an amount of \$1,000,000.

Company Name: H&W Recycling

Address: 204 Townsend Park Rd. P.O. Box 608
Baxter, Ia. 50028

Phone Number: 1-641-227-3200

Proposals must be received at the City Clerk's office no later than 5:00 p.m. January 2, 2018. The proposals shall be delivered or mailed to the following. No proposal will be accepted after the date and time specified. The City reserves the right to implement and/or reject all or part of the proposals.

Diana Bowlin, City Clerk
110 N. 1st St.
PO Box 299
Indianola, Iowa 50125-0299
Phone (515) 961-9410 FAX (515) 961-9402

REGULAR SESSION – JANUARY 16, 2018

The City Council met in regular session at 7:00 p.m. on January 16, 2018 in the City Hall Council Chambers. Mayor Pro Tem Shirley Clark called the meeting to order and on roll call the following members were present: Shirley Clark, Joe Gezel, Bob Kling, Greg Marchant, John Parker and Greta Southall. Absent: Mayor Kelly B. Shaw.

The consent agenda consisting of the following was approved on a motion by Southall and seconded by Kling. On roll call the vote was, AYES: Parker, Kling, Clark, Marchant, Gezel and Southall. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Approval of agenda

January 2, 2018 Minutes

Resolution No. 2018-07 setting February 5, 2018 as a public hearing and first consideration to amend Chapter 170 Subdivision Ordinance and Chapter 166 Site Plan Ordinance (the complete resolution may be viewed at the City Clerk's Office)

H&W Recycling proposal for collection of recycling materials and appliances at our Brush Facility for 2018-2020-charges will be \$15 for TV's/Monitors and \$30 for TV consoles

Annual spring clean-up dates and spring leaf & organic yard waste disposal-dates are April 15-20, 2018 curbside, April 21, 2018 (from 9-1) at the Brush Facility for appliances, April 7-21 for free leaf and organic yard waste disposal (during regular hours at the Brush Facility)

Claims on the computer printout for January 16, 2018 and the December 2017 receipts

The December 2017 Treasurer report was approved on a motion by Marchant and seconded by Parker. On roll call the vote was AYES: Gezel, Southall, Parker, Kling, Clark and Marchant. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Parker moved and Southall seconded to approve the following re-nominations to the Planning and Zoning Commission. On roll call the vote was, AYES: Kling, Clark, Marchant, Gezel, Southall and Parker. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously.

Joe Butler and Bob Ormsby– a term to begin February 1, 2018 and expire February 1, 2023

A public hearing was held to consider an amendment to the Urban Revitalization Plan which would extend the plan until December 31, 2018. There were no objections either oral or written. Council member Kling introduced the following resolution entitled, "RESOLUTION AMENDING THE CITYWIDE URBAN REVITALIZATION PLAN." Council member Parker seconded the motion to adopt. On roll call the vote was, AYES: Clark, Marchant, Gezel, Southall, Parker and Kling. NAYS: None. Whereupon the Mayor Pro Tem declared the motion carried unanimously and the following resolution duly adopted.

RESOLUTION NO. 2018-08

RESOLUTION AMENDING THE CITYWIDE URBAN REVITALIZATION PLAN

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

Continued on Page 17

Thank you for printing content from www.citylab.com. If you enjoy this piece, then please check back soon for our latest in urban-centric journalism.



A law enforcement official stands at a municipal building that was the scene of a mass shooting on May 31 in Virginia Beach, Virginia. // Patrick Semansky/AP

The Hard Questions About Staying Safe in City Hall

LAURA BLISS JUN 13, 2019

After the Virginia Beach shooting, cities struggle with providing security for municipal employees while still welcoming the public they serve.

For those who work in city government, part of the job description is being available to any member of the public, at nearly any time. “You are the government closest to the people,” said Joseph Casey, the administrator of Chesterfield County, Virginia.

That’s part of the honor of public service. But it can also be part of the risk, especially in the wake of acts of violence that target city workers. In the mass shooting that occurred at a Virginia Beach municipal complex on May 31, 12 people were killed by a coworker who used his security badge to enter the premises carrying two handguns.

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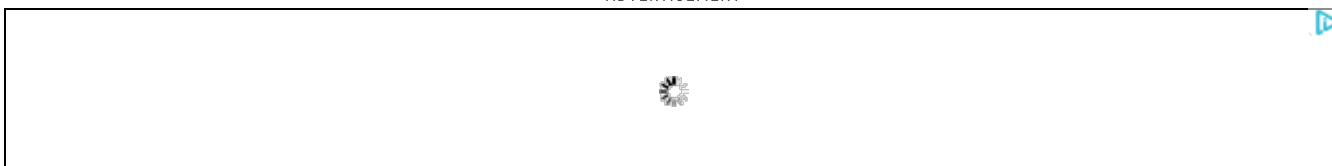
Now city leaders around the U.S. are grappling with what they can do to better secure these very public workplaces—spaces that often serve as arenas for confrontation and grievance-sharing. It is a question that has re-emerged with tragic regularity: In major cities like New York and San Francisco, and in small towns like Kirkwood, Missouri, and Saylorsburg, Pennsylvania, fatal acts of gun violence have erupted inside municipal buildings and at public meetings.

“I want people to be able to walk into my office and sit down and [tell me] about their headaches and heartaches,” said C. Seth Sumner, the city manager of Athens, Tennessee.* But he has also had the experience of glancing up to find angry or unstable-seeming individuals leering over his desk. “I also need to make sure we’re not putting ourselves at undue risk.”

Athens was already reviewing its workplace safety procedures and security infrastructure when the Virginia Beach shooting occurred, Sumner said; now, those plans have accelerated. The city intends to install new doors with keycard access and set up checkpoints, so that staff can make visual contact with individuals without a pass and direct them to their destination. Employees who’ve been fired can also be blocked from the premises as soon as their termination is effective.

In Riverside, California, a list of recommendations made in a recent security consultation was recirculated among city staff in the aftermath of Virginia Beach's tragedy. Riverside has made an ongoing effort of beefing up its protective measures, too: A new badge system that requires IDs for outside visitors appeared a few years following the 2015 attack on a regional facility in San Bernardino, just 20 minutes away. In that incident, a county employee and his wife killed 14 people and wounded 22.

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And after a shooter stormed Riverside's own city hall in 1998, wounding six people (including the mayor and two city council members), Riverside installed metal detectors (which it subsequently removed) and hired armed guards, which are now commonplace in many city halls around the country.

But the Virginia Beach incident was a reminder of how vulnerable city employees still are. "We're trying to stay prepared and keep the safety of our employees and guests as a top priority," Steve Massa, Riverside's senior project manager of innovation and entrepreneurship, said via email. The consultant's recommendations included more routine active shooter trainings, helping staff become attuned to shifts in personality or behavior among their fellow employees, and hiring another guard, at the cost of \$40,000 a year.

But new security infrastructure and labor costs can present a financial challenge for budget-strapped cities. And the benefits can be hard to calculate: Adding extra security staff may make some workers feel safer, but it's not clear that it does much to protect them against events that inspire much fear but are statistically rare.

"You don't want a bulletproof screen on your dais. People would not that find that facilitating for the democratic process."

“If you look at it from a risk-analysis standpoint, you look at frequency,” Chris E. McGoeey, a security consultant who works with large employers and national chains, told a local paper on the 20th anniversary of Riverside’s city hall shooting. “Because of one incident that involved a disgruntled worker, then do you spend an enormous amount of money, restrict access to everyone forevermore going forward? Is that the standard?”

Randy Reid, the regional coordinator for the International City & County Management Association and one-time administrator in several counties in Florida, said the Virginia Beach shooting is also raising discussions about biometric scanners and physical fortifications among his member cities. But there is such a thing as going too far. “You don’t want a bulletproof screen on your dais,” Reid said. “People would not find that facilitating for the democratic process.”

What’s more, some security technologies can also end up posing a risk. In the midst of the Virginia Beach rampage, for example, police officers were delayed from confronting the shooter because they didn’t have the proper key cards to access the area. “There will be a post-mortem on what worked and what didn’t,” said Reid.

Further complicating these murky trade-offs, the Virginia Beach shooting is also turning into something of a Rorschach test for what “gun safety” in public buildings looks like. In Virginia Beach, city employees aren’t supposed to bring weapons to work—that’s employee policy. But there is no law against it, because Virginia statutes preempt cities and counties from establishing local restrictions around firearms.

That tension is fueling debate about the kind of gun safety measures that might have combatted the attack, especially in light of a new account from a lawyer representing the family of one of the victims, Katherine Nixon, a longtime city engineer. According the lawyer, Kevin Martingayle, Nixon had considered carrying a pistol into the office that day because of her growing concern about two coworkers, including the man who became her suspected shooter a few hours after resigning from his post. But Nixon decided against bringing the weapon because of her employer’s rule against it, says Martingayle.

Martingayle has been relaying this story to local media in Virginia Beach as part of his call for an external investigation that delves into the circumstances that led up to the shooting, as well as its aftermath. Virginia Beach has stated that the suspect had been in good standing as employee. But the *New York Times* reported, based on an anonymous source, that the suspect had been behaving oddly in recent weeks, getting into physical “scuffles” and one altercation on city property.



The fact that Nixon had contemplated carrying a firearm for her own safety could also mean that the alleged shooter had displayed other warning signs, Martingayle told CityLab. “It raises a few issues,” he said. “One: Is the city of Virginia Beach doing an adequate job of assessing threats and threatening conduct?”

But pro-arms groups are using Nixon’s story to question the city’s workplace policy and the safety of “gun-free zones” in general. One gun advocacy nonprofit, the Crime Prevention Research Center, called Martingayle’s testimony a “dramatic revelation” that illustrated the fallibility of gun-free zones. “Unlike all his law-abiding colleagues, the killer didn’t obey the ban,” an earlier post stated. Another pro-gun website, Concealed Nation, wrote:

There’s no way of knowing whether Nixon, had she taken her pistol to work that day, could have saved her own life or those of others. What’s clear is that, with everyone disarmed by policy, the shooter had no opposition at all, gunning down defenseless victims until police finally forced their way into the building.

Being a microcosm of the public they represent, city officials are also split on the matter of what constitutes gun safety. Sumner, who is licensed to carry a gun, said that Athens’s policy of barring employees to bear arms at work is a worry when he encounters disgruntled employees and angry citizens. “I understand the liabilities being removed from the city by not allowing anyone to carry, but that also means you don’t have anyone who is able to respond in that worst-case scenario,” he said.



Whether gun-free zones make public places more secure or more vulnerable is a matter of longstanding debate. An extensive review of academic research studying that question by the RAND Corporation in 2018 was inconclusive, largely as a result of inconsistent data. “More rigorous research around some of the most contentious gun policies could actually help bridge the gap in opinion, the researchers concluded,” CityLab reported at the time.

But other forms of gun control policies do have a documented effect on reducing rates of violence and suicide. And the Virginia Beach shooting has raised calls from that side of the debate, as well. Virginia’s restrictions on weapons are loose, receiving a “D” grade from the Giffords Law Center to Reduce Gun Violence, which grades states by the strength of their firearms restrictions. Under state law, local governments in Virginia have little authority to regulate firearms or ammunition, with the exception of establishing employment conditions for the workforce.

In January, local lawmakers pushing for stronger gun safety laws, including expanded background checks, bump stock bans, were voted down in committee by Republicans in office. Following the shooting, Democratic Governor Ralph Northam is trying to revive that effort, this time including a ban on sound suppressors like the ones used by the Virginia Beach shooter.

For Yucel Ors, the program director for public safety at the National League of Cities, the question of securing public spaces boils down to a matter of those preemptive state laws, which are extremely common. Whatever the restrictions and protections, “city governments should be able to determine what is best for them,” he said. Yet pushes for local control over heightened security measures can often subject certain groups, including the poor and people of color, to excessive surveillance.

After yet another mass shooting, city leaders are finding no easy answers.

“One thing that always plays through my mind,” Sumner said, “is that when someone is determined to come in and hurt people in any way possible, there is really little we can do to stop that.”

**CORRECTION: A previous version of this article misstated that Sumner is the city manager of Athens, Georgia.*

<u>Property Address</u>	<u>Owner Information</u> <i>RED = Habitual</i>	<u>Ordinance Listed Nuisance Issue</u>	<u>Code</u>	<u>Complaint Info, Progress and Actions</u>	<u>Dept Actions</u>	<u>Established Deadline for Abatement</u>	<u>Follow Up by- Date</u>
NEW THIS WEEK							
501 S G Street	William Todd	Dead Tree	50.02 (13)	Caller reports dead pine trees losing bark on propety along with junk and debris. 4/24/19			TBD
507 E Salem Ave	City	Dead Tree	50.02 (13)	City tree in ROW between sidewalk and street on E Salem Ave - infront of 507 E Salem. Sent to Jason with Street. Needs follow up. <i>Please check by 6/12/19</i>	3/18 JASON - Streets Dept		04/22/19
2110 West 2nd Ave	Birach Broadcasting (Albino) 515-999-7700	Tall Grass, Weeds	50.02 (12)	Caller reports tall weeds and grass in field with broadcasting station antenna. States that there are snakes and animals coming out of the field. Commercial property vacant, needs mowed. Contacted owner (from previous abatement complaints in the years past) Albino lives in Kansas. Spoke with Albino 6/18 states that he will have it mowed by 6/22/19.	Verbal Deadline 6/22/19	06/23/19	06/24/19
607 N N Street	Brad Butler	Tall Grass, Weeds	50.02 (12)	5/17/19 Gov QA complaint scottcretors63@msn.com - states back yard not being mowed. Grass over 2 ft tall.			TBD
903 W Boston Ave	Cory Keller	Tall Grass, Weeds	50.02 (12)	Gov QA: 6/17 There isn't any grass on this property. The owners have been doing work on the house and I thought they might seed the yard last fall but they didn't. Now the weeds are very tall and getting ready to bloom. joycelgodwin@msn.com			TBD
801 N V Street	Laura/Eric Dostal	Tall Grass, Weeds	50.02 (12)	6/18 Caller reports wanting to build a fence so that he does not have to see his neighbors backyard. He reports this location is not weed eating by the chain link fence they have and the weeds are over 2ft tall. States the yard is not being mowed and debris are also being placed in the yard			TBD
1009 E Salem Ave	Carrie Putney	Junk Debris, Vehicles, Grass	50.02 (12) 51.03 (01) 51.03 (03)	6/18 reports of junk and garbage in yard, vehicles without engines on the property, parts strewn around yard and driveway. Tall grass, not mowing property.			TBD
1306 S Jefferson Way	Van Houwelling Property LLC	Leaning Fence		Residence calling regarding business fence leaning into their property (back yard) they are putting up 2x4 to hold the fence up so it will not fall on their property. 6/19 contacted business manager. Stated he would get with corp and have this taken care of asap.	Contacted business. Follow up 6/23		06/23/19
106 W Hillcrest	Micheael Lynne Peterson	Tall Grass, Weeds	50.02 (12)	6/18 Caller reports tall grass and weeds at this location. No mowing in the back yard. States a neighbor mowes in the front but not in the back yard.			TBD
EXISTING							
308 W 1st	Ernest Martens	Junk Debris / Junk Vehicles	51.03 (01)	KB visited site 2/27/19 No change. Previous letters, visits, door hangers and abatement notices have gotten zero response for progress. 12/13/18, 12/19/18, 1/02/19, 1/16/19, 2/07/19, 2/22/19. UNREGISTERED CAR SITTING IN REAR YARD NEVER HAS BEEN MOVED. BID FOR ABATE. Inspection report for unsafe home was sent from Building Official	Certified Letter 1/23/2019 Extension til 2/4 for debris 2/22 for vehicle		03/07/19
411 W 1st St	Reuben O Burdess 410 W 2nd Ave 1648 Hwy J46 Allerton IA 50008	Junk Debris	50.02 (4&5) 51.03 (01)	KB visited site 2/27/19 took pics Maint asked for extension til Wed 03/06/17 to remove all furniture and debris as has no where to dump at this time. New trailer and vehicle have been found on property since last visited. He stated it is being towed today. 2/28/19 confirmed trailer and truck there yesterday has been removed KB. Advised him that if not removed by 3/06/17 we may move forward with abatement of the property.	Certified Letter 1/23/2019 Letter with new pics 02/11/19		03/07/19
305 W Salem Ave	Willaim & Harriett Edwards	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	Several vehicles in front drive and back of home / garage. Brush piles and appliances, tires, swing set etc. KB visited site 2/27 took pics. Send letter with pics to owner	Letter sent 02/28/19		03/28/19
911 N C Street	Jon W Backstrom PO Box 375	Junk Vehicles Tall Grass, Weeds	51.03 (03) 50.02 (12)	Call regarding junk vehicles with no front plates and one that has been parked for months - does not work. 2/21 visited site. Took updated pics of exterior of home for legal. Took pics of vehicles in complaint. Noticed broken screen side door and broken glass window in door. Also in front of home, broken window in front overhang window. Shows large barrels or large blue containers of some sort placed against windows? TL 3/20 visited site. Took pics. Large barrels are gone but property has several debris piles behind house and between house and garage. <i>weeds are tall and spiratic on property. Owner came into office 6/14 states that they will have the footings and stuff started around June 24th.</i>	Legal Pulled building permit. Has 180 days to complete home. October 2019		06/17/19
800 W Boston	Patricia Johnson	Tree Maintenance	Ch 151	Caller reports tree hanging over the sidewalk and street. Too low, needs cut back. Left Hanger 6/7/19. TL visited site 6/10 Send letter	6/10/19 sent letter	6/17/2019	6/18/2019
Parcel# 49024220885 Field	Michael, Jill Hartquist 10 N Kings Highway 7C St Louis, MO 63108	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel # 49024270225	Jack Bishop 11221 R3 Hwy Indianola, IA 50125	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19

Parcel # 49024260461 & 49024260442	Parcel #	Dillard Farms LLC 20252 240th Ave Lacona, IA 050139	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel # 14000270487		Lori Jo, Christi Lee, Steven James HAYDEN 11654 Lucas Place Indianola, IA 50125	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19 Lori Hayden called into office 6/18 states that she received the letter on 6/15 and her farmer will mow it when he gets to it, has to plant field first. KB advised her that the ditch needs to be mowed from street back 25ft and be below 6 inches according to ordinance. Cannot guarantee it will not be abated if not done by deadline given.	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
Parcel# 49024270860 & 49024270260	Parcel #	Robin Eyberg PO Box 542016 Omaha, NE 68154	Tall Grass, Weeds (Field)	50.02 (12)	Field along road to crop line is not being mowed. Very high weeds and grass. 6/11 checked fields. Confirmed not mowed. Sent letter registered mail and reg. Deadline of 6/18/19	Letter Sent Cert 6/11/19 Deadline of 6/18	06/18/19	06/19/19
207 West Salem Ave		CanoeSport OutfittersHolmes, Jeffrey S/ Gillum-Holmes, Cassandra L	Junk Debris	51.03 (01)	Junk piled up behind building. Spoke with owner. Said dumpster will be coming in next week or two. Gave until 5/31/19 to get property cleaned up and comply with city ordinance. TL Visited site 6/4/19. Progress being made. Still has shingles to clean up and grass to mow. Extension granted until 6/18/19. 6/11 received call from business owner near this. Said clients will be parking in back of building and this place is embarrassing. Need to be picked up immediately.	Discussed with owner. No letter has been written or sent yet Extension til 6/18	6/18/2019	6/19/2019
1105 E Salem		Kevin & Rebecca King	Junk Debris / Vehicles	51.03 (01) 51.03 (03)	caller reports corner lot- side lot full of junk / RV. TL Visited site 3/19. Took pics. Sent letter 4/22/19. Owner called and asked for extension until 5/31/19 to comply. Extension granted. 6/4/19 owner spoke with TL, asked for extension for 2 weeks. Granted. Progress being made. 6/11 received additional complaint call regarding property. "Citizien concerned this person is getting away with disobeying code and nothing is happening with sheet metal and debris. moves a vehicle but adds more junk." emailed TL to notify.	TL & KB 3/19 Sent letter 4/22 EXTENSION TIL 6/18	06/18/19	06/19/19
909 N J Street		Dubuque Street Properties 4207 SW 9th Street Des Moines, IA 50315	Tall Grass, Junk Debris	50.02 (12) 50.02 (4)	Caller states the yard needs mowed and there is junk debris and trash in the yard. Believes a rental tenant may have left, home vacant but owned by landlord? TL visited site 6/10/19 Send letter. Sent letter 6/11/19.	6/11/2019 Sent Letter	6/18/2019	6/19/2019
609 E 2nd		(Larry Pierce) Julie Pefferman 1211 S 24th Court West Des Moines, IA 50265	Hole forming in yard		Caller reports ground sinking in yard from previous demo. Please check out. Previous Owner Pierce. Sold property after demo in March 2019. No final inspection was performed on property. Has not been leveled or seeded. Photos of hole exposing roots have been found. It appears the hole was covered with dirt at one point but it has sunken in since. Will need to fill. Permittee for demo was contacted. Called in 05/02/19 stating he has filled hole and seeded. TL visited site 05/02/19, hole not filled and the property is not seeded or raked. There is garbage strewn all over the property as well. SEND LETTER - Inform Permittee that Demo permit inspection failed. Has not been seeded or raked. check back 5/15/19. TL Visited site 6/11/19. There has been dirt dumped on property but not graded out yet. Will check back by 6/18/19 to confirm if grading has been done. Graded as of 6/18.	TL 4/25 took pics TL 05/02/19 took pics.		06/21/19
810 West Detroit		Baker, Kirk Thomas	Junk Debris	50.02 (4)	Junk debris piled up next to and behind garage. TL visited site 6/4/19. Spoke with owner. Established 6/21/19 as deadline to have property cleaned up.		06/21/19	6/21/2019
Vacant Parcel 48860000202 (South side of 2nd Ave end of house, before businesses begin) Next to 705 E 2nd Ave		Dorothy Elizabeth Walk	Tall Grass , Weeds	50.02 (12)	Tall grass, vacant lot, has not been mowed. Annually called in for not mowing.	TL to visit site by 5/18. Vacant lot no place for door hanger. 6/13 Letter Sent Deadline 6/20/19	06/20/19	06/21/19
Parcel 48251012000		Johannsen Enterprises LLC 2929 Westown Parkway, Suite 100 West DSM 50266 515-491-9184 515-440-1270	Tall Grass / Weeds	50.02 (12)	Tall grass, hasn't mowed all year. TL visited site 6/6. Sent letter Certified mail with deadline. Owner called in requesting extension-planning mow and bale. Would like to be given time until June 30th. Owner sent letter to be heard before council to deem the property a prairie grass stand, allowing him not to mow the property. Letter forwarded to CD 6/14/19. Received return notice 6/12 acceptance	Letter Sent Cert.6/10/2019 Deadline Set 6/14 Appeal Letter to Council Received 6/14/19	TBD	6/27/2019
111 W 3rd Street		Phipps Properties LLC 111 N G Street	Junk Debris	51.03 (01)	Landlord continues to work with city on getting tenants to comply. Once clean, within a week they are out of compliance again. In progress. TL Visited site 5/7/19. More junk piled up on porch area and along east side of property. TL states making progress. In contact with landlord/owner on regular basis. Will keep in contact about compliance long term. Check back next month		TBD	06/28/19

BID FOR ABATEMENT								
1603 W Detroit	Cheryland Wilborn	Tall Grass , Weeds	50.02	Tall grass reported - TM to visit site to take pics 5/14/19. KB spoke with owner of home. States that this is a rental property and they will have this taken care of this evening or tomorrow at the latest depending on rain. (Currently raining) - TL visited 6/5 vacant home, not mowing. Sent Letter 6/5/19. TL visited site - not complete. Send forward for abatement	Letter Sent 6/5/19 deadline of 6/12 Bid for abate 6/18/19	6/12/2019 Abatement in Process	06/21/19	
105 S E Street	Scott Wubben 14190 Kennedy Street Indianola, IA 50125	Tall Grass / Weeds	50.02 (12)	5/31/19 Caller states grass has not been mowed and believes the building or home is vacant. 6/4/19 Caller reports tall grass over a foot high Another call on this property 6/5. Not mowing. Sent Letter 6/10/19 6/17/19 TL visited site. Not mowed. ABATE Received additional complaint calls 6/18 and 6/19 regarding property. Advised citizens that this property is set to be abated by the end of the weekend.	Letter Sent Cert 6/7/2019 Deadline Set 6/14 Bid for Abate 6/18/19	6/14/2019 EXPIRED Abatement in Process	6/21/2019	
Parcel # 48870190655	Crestview Builders 800 S Jackson St Osceola, IA 50213	Tall Grass/ Weeds	50.02 (12)	Tall Grass, hasn't been mowing all year. Fred called into office regarding this property. Advised that he would have the property taken care of by Monday next week and would contact local mowers to take care of. Follow up on 6/27/19	Letter Sent Cert 6/7/2019 Deadline Set 6/14 Extension given until 6/24/19	6/24/2019	6/25/2019	
W Iowa Ave Parcel # 48105011000	Cavitt Creek 9500 University Ave, Ste 2112 West Des Moines, IA 50266	Tall Grass, Weeds	50.02 (12)	Gov QA Request - tall weeds on both vacant lots along N Kenwood Blvd and W Iowa Ave. Not mowing. Company owns these - Cavitt Creek - 3 separate parcels not being mowed 1 on N Kenwood Blvd Parcel #48105020170 Vacant Lot N Kenwood and one vacant lot Parcel# 48105020160 . As of follow up 6/18/19 only lot not mowed is Parcel # 48105011000. CD was able to contact owner. New owners are Accurate Development. Lisa- Controller - contacted. She advised this property would be taken care of by the weekend. Also was given local contacts options for regular maintenance to the property in the future. Follow up by 6/27/19	Letter Sent 6/10/19 Deadline 6/17/19 Extension given til 6/24/19	06/24/19	06/25/19	
207 S H Street	Linda Hernandez 131 E Cass Street Osceola, IA 50213	Tall Grass / Vacant	50.02 (12)	6/4/19 Nieghbor states home vacant and not mowing to the south of her. Sent Letter 6/10/19 deadline of 6/14/19 . As of 6/18 TL visit. Has not been mowed. ABATE	Letter Sent Cert 6/7/2019 Deadline Set 6/14 Bid for abate 6/18	6/14/2019 Abatement in Process	6/21/2019	
CLOSED THIS WEEK								
1007 North D Street ABATED 6/16/19	Rebel Julie Snodgrass	Tall Grass , Weeds	50.02 (12)	Caller reports no one has been mowing, weeds and grass over 12 inches 5/28/19 another caller on 5/31/19 reports tall grass, unsightly yard with grass to knees. Received another call today 6/4/19 regarding the grass on the property. Different caller each time! New caller 6/4/19 reports not mowing and tall grass. 6/5/19 received email regarding home, unkept and yard not being mowed. KB visited site took pics. Sent letter 6/5/19 TL giving until 6/12 to mow or property will be abated.	Letter Sent 6/5 Bid for Abate 6/13 ABATED 6/16/19	6/12/2019	ABATED	
Parcel # 49023180642	Kathleen Picken 8954 125th Ave Indianola, IA 50125-8955	Tall Grass, Weeds	50.02 (12)	Tall Grass, Entire Field not maintained. CD spoke to owner via email on 5/29/19 and they agreed to mow by 5/30 if not by 6/4 at the latest. As of 6/10 property is not mowed. Letter being sent by TL, will visit and get pics. 6/11 Caretaker came to office, discussed what was mowed and told what was left to mow. Clarified and caretaker agreed to mow it and maintain it 25ft back.	6/7/19 letter sent deadline given of 6/15/19	Completed prior to dealine	CLOSE	
Field Parcel 49024230841 & 49024340228	Lemar Koethe 6000 Douglas Ave Ste 210 Urbandale, IA 50322	Tall Grass , Weeds	50.02 (12)	Annual call. Not mowing. Over a foot tall weeds and grass. Letter sent 6/10 deadline 6/15. Lemar spoke with CD 6/13 regarding properties. Needs to know which parcels. KB spoke with Lemar on 6/14. He stated he would get them taken care of asap. 6/17 property was mowed parcel# 49024230841. Not sure on the other parcel by the golf course.	Letter Sent 6/10/19 deadline of 6/15/19	In compliance prior to abatement deadline	CLOSE	
1402 S G Street	Tonya Jolen Lee	Tall Grass / Weeds	50.02 (12)	Caller states the yard is full of thistle and needs to be mowed. TL visited site 6/10/2019 sent letter. 6/18 property has been mowed . Close	Letter Sent cert, 6/10/19 Deadline set for 6/17/19		Closed	

July 1, 2019
Draft Council Agenda

- Minutes
- Claims
- City Manager's Report
- Salaries
- UR Apps
- 2nd consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Second consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- Final consideration of an alley vacation
- Resolution of the Indianola City Council providing for a regular meeting date and time
- Resolution renewing the worker's compensation, life and accident and equipment insurance for FY 19/20
- Resolution approving the update Employee Handbook
- I&I Reimbursement
- Motion to receive file letter from Johansen Enterprises, LLC and setting a hearing on the request for July 15, 2019 at 6:00 p.m.
- Receive Civil Service List
- Maintenance Bonds for Heritage Hills Plat 9
- WCEDC appointments for the revolving loan fund committee
- Greater Des Moines Report – John Parker
- Hillcrest/Downtown Unified Urban Renewal Plan – resolution setting dates of a consultation and a public hearing on a proposed amendment no. 2 to the Hillcrest/downtown Unified Urban Renewal Plan in the City of Indianola, State of Iowa
- Receive and file the letter from Kiya Koda regarding fee changes

July 15, 2019
Draft Council Agenda

- Minutes
- Claims
- Applications
- City Manager's Report
- Salaries
- Consider request from Cooper Crawford & Associates, LLC, on behalf of Diligent Glynn, LLC for Preliminary Plat approval of Prairie Glynn Plat 2
- Resolution setting a public hearing (August 5) amending Chapter 165 (Zoning Regulations) regarding fence regulations
- Public hearing to amend the FY 2020 budget
- West 3rd Avenue Project – public hearing, resolution approving plans, specs, form of contract, resolution awarding contract
- Final consideration for an amendment to Chapter 165 regarding notification procedures and timelines
- Final consideration for an amendment to Chapter 165 regarding Bed and Breakfasts
- East Hillcrest Avenue Trail – public hearing, resolution approving plans, specs, form of contract, resolution awarding contract
- Hearing regarding determination of a nuisance (weeds, grass or brush) for property owned by Johansen Enterprises, LLC and described as Outlot Z in Fox Run Plat 1

July 15, 2019
Draft Council Study Agenda

- Square Streetscape Plan Presentation
- Presentation from representatives of the Capital Crossroads Group regarding Storm Water



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Indianola City Council Meeting

June 3rd, 2019

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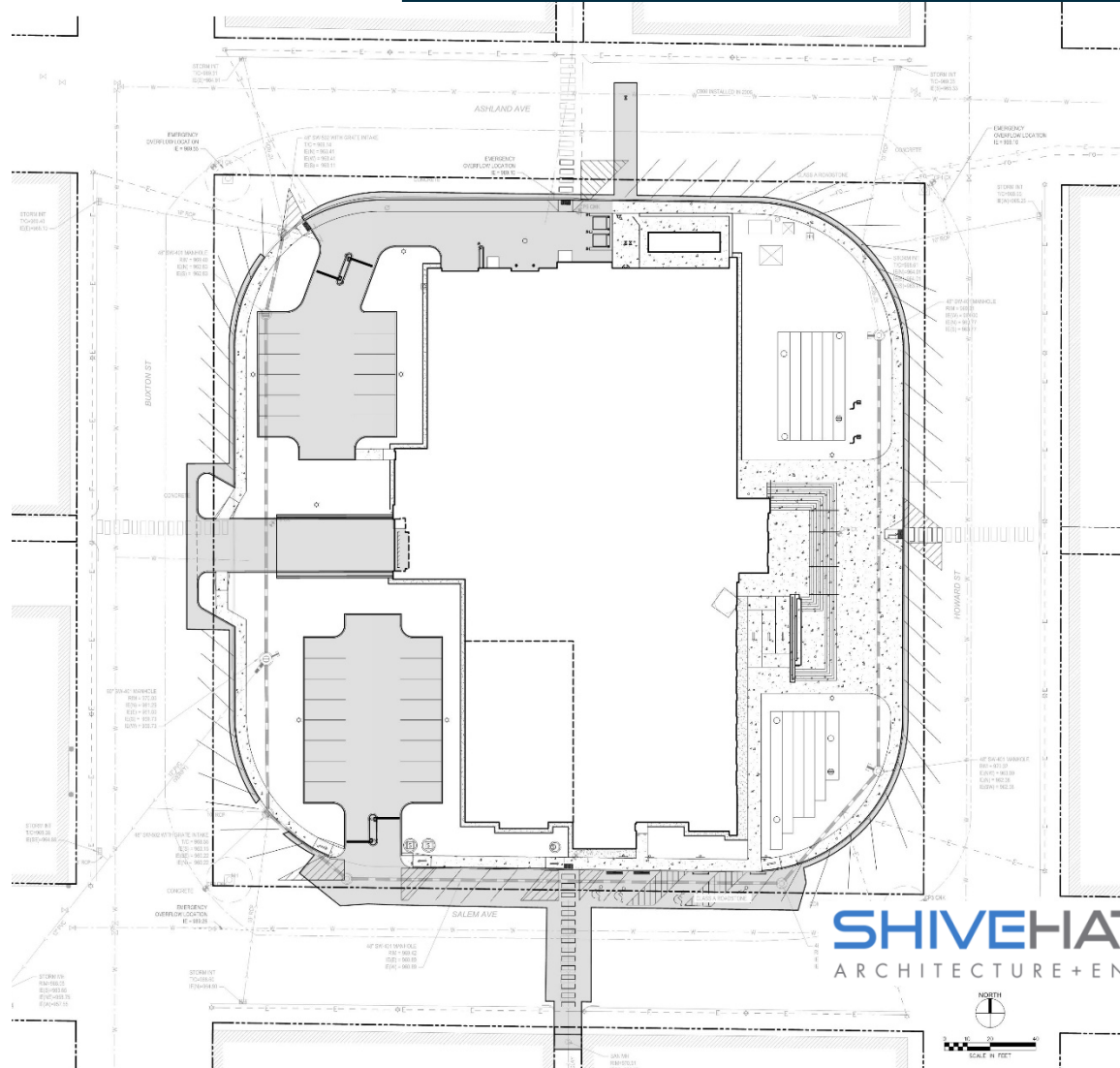
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Questions?

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Ryan Waller

From: Ryan Waller
Sent: Friday, June 21, 2019 6:05 AM
To: Lindsey Offenburger
Cc: Charlie Dissell; John Parker; Shirley Clark; Greg Marchant
Subject: Re: Lincoln Ridge

Good morning, Lindsey.

Thank you for the email. The City understands and appreciates the concerns of the neighborhood regarding Kadeing Properties' purchase and possible development of the ground west of N 9th Street.

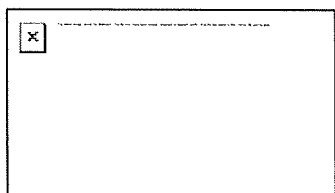
During the council meeting, we shared with those in attendance that staff are currently conducting a comprehensive review of the materials submitted to ensure compliance with all applicable code sections and guiding policies (ie Com Plan), including many you have listed below. Only after this review is completed will the petitioner be allowed to proceed with the review and consideration process spelled out by code (ie PZ > Council).

Also, please know that while there is a notification process spelled out in code, we have asked some of the neighbors in attendance to share emails so that we may relay timeframes on this proposal once the comprehensive review has been completed.

Lastly, regarding the rental housing comment, that review and possible adoption will likely take place once the census confirms the required population.

Thanks again for the comments. Staff will be in touch. It is great to hear from you!

Ryan



Ryan J. Waller
City Manager
rwaller@indianolaiowa.gov
p: 515.962.5274
110 N. 1st Street – Indianola, Iowa 50125

On Jun 20, 2019 at 11:47 PM, <Lindsey.Offenburger@indianolaiowa.gov> wrote:

Ryan, John and Council Members:

As you are aware, Kading Properties is planning to build more units along the east and west sides of North 9th Street in the Lincoln Ridge area. I am aware that some homeowners were at the meeting on June 17th to express their concerns. I was unable to attend that meeting so would like you to consider my concerns.

I would like to start off by saying that I understand the land is zoned mixed residential which allows a mix of low, medium and high density residential uses. Therefore, I also understand that as long as their plans meet these zoning requirements and regulations, it will be hard to not allow this type of construction.

I do however, have some concerns with the zoning code, comprehensive plan and a rental housing code.

Chapter 165, Zoning Regulations states (in part) the purpose of the chapter is prevent and to lessen congestion in the streets and highways; to protect the public health and general welfare; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of schools, parks and other public requirements; to conserve the value of buildings and encourage the most appropriate use of land throughout the City, all in accordance with a comprehensive plan. I don't believe that adding more rental properties from Kading Properties meets this purpose in regards to congestion, public hearing and welfare, overcrowding of land and adequate provision of schools, parks and other public requirements. i.e. public safety.

Also in Chapter 165 are required front, side and rear yard set backs which are 25 feet for the front, 30 for the rear and 8 feet for the side for 1 and 2 family units. It is 10 feet for multi-family, 3-12 units (which I believe there are housing in the plan which would need to meet this requirement). When measuring the front, rear and side yard setbacks from Beacon, the current Kading Property setbacks do not meet these minimum requirements. It appears the side yards are about 6.5 ft, the front about 20 ft. and the rear about 15 ft. I would like to know why, and if this will be allowed in their new construction plans.

Section 165.11.5 states minimum yards and lot areas may not be reduced. No yard or lot existing at the time of passage of the Zoning Ordinance shall be reduced in dimension or area below the minimum requirements set forth herein. Yards or lots created after the effective date of the Zoning Ordinance shall meet at least the minimum requirements established by this chapter.

Section 165.12 Nonconforming Uses states within the districts established by this chapter or amendments that may later be adopted, there exist lots, structures and uses of land and structures which were lawful before the Zoning Ordinance was passed or amended, but which would be prohibited, regulated or restricted under the terms of this chapter or future amendment. Subject to Section 165.09, it is the intent of this chapter to permit these nonconformities to continue until they are removed, but not to encourage their survival. Such uses are declared by this chapter to be incompatible with permitted uses in the districts involved. It is further the intent of this chapter that nonconformities shall not be enlarged upon, expanded or extended, or be used as grounds for adding other structures or uses prohibited elsewhere in the same district. A nonconforming use of a structure, a nonconforming use of land, or a nonconforming use of a structure and land shall not be extended or enlarged by attachment on a building or premises of additional signs intended to be seen from off the premises, or by the addition of other uses of a nature which would be prohibited generally in the district involved. To avoid undue hardship, nothing in this chapter shall be deemed to require a change in the plans, construction or designated use of any building on which active construction was lawfully begun prior to the effective date of adoption or amendment of this chapter and upon which actual building construction has been diligently carried on. Actual construction is hereby defined to include the placing of construction materials in permanent position and fastened in a permanent manner.

Section 165.39 Application for change of zoning district boundaries. Any person may submit to the Council an application requesting a change in the zoning district boundaries as shown on the official zoning district map. Such application shall be filed with the Administrative Officer accompanied by a fee of \$200.00 and

contain certain information. (It was my understanding from watching the 6/17 meeting that ONLY the property owner could request a rezoning, but this section does not state that).

Section 156.41 Residential Energy Code states that in accordance with Iowa law, the Indianola Building Code shall include the International Energy Conservation Code - Residential Provisions with amendments as set out in Iowa Administrative Code Section 661---303.2(103A). Will it be made sure of that this happens with their new construction?

The Comprehensive Plan adopted in 2011 also has some things in it that I have a concern with in regards to Kading Properties building again in Indianola. It states anticipation of growth to the north and northwest as larger homes and lots while anticipating growth to the south as more affordable housing. It states Indianola needs more buffering and more green space.

The Kading project does not match the land use goals in the comp plan which states: In the context of this comp plan, crafting a sustainable vision means the City is encouraged to manage the land in a cost-effective manner while protecting natural resources and the environment, in addition to maintaining and increasing land values. A Land Use Plan and Growth Management Plan that guides Indianola's future growth and development efficiently will continue to maintain and improve the quality of life for the residents of Indianola.

The comp plan also states that Indianola residents enjoy excellent access to a wide variety of parks and these parks are an important component of life in this community. In 2008, the City Council adopted a Trails Master Plan which includes a CIP for future trails and trail extensions as well as identifying general locations for future parks in growth areas. There is no park in the general vicinity to our homes. There was one in the Trails Master Plan that pointed out a park near Hillcrest Drive, but that has yet to happen. When considering adding many more families to the area, where does the city plan to have a park and/or green space? According to the comp plan, a major goal for Indianola's Parks and Trails System is: Create new neighborhood and community parks in growth areas. As Indianola continues to grow, it will be critically important to set aside quality park land during the early planning stages of new residential developments. Future parks should have safe, convenient, and desirable pedestrian access from neighborhoods to parks and should fit within the framework of the comp plan.

The last concern I have is the adoption of a rental housing code. Indianola's population appears to be 15,990 according to documents listed on the City's website as well as a quick google search. I understand the next census isn't until 2020 but even the 2010 census had Indianola's population at 14,782. Has a rental housing code been adopted? If not, I have a real concern with this. It only seems natural that as of almost 10 years ago, our population was only 218 people short of 15,000 (when the state requires a city to implement a housing code). I have to wonder if Kading Properties would not like to build in a city that has this code.

Please contact with if you have questions, and I look forward to hearing from you regarding my questions.

Thank you,

Lindsey Offenburger
1003 E Madison Ave.

Ryan Waller

From: Melissa McCoy
Sent: Thursday, June 20, 2019 4:24 PM
Subject: Shout out to the Street Department!

Hello!

As part of employee engagement and our new recognition program, as recognition is received, I will be sending out “shout out” emails and Facebook posts to recognize an individual and or department. So to kick us off, I’d like to recognize the Street department for a compliment they received today!

Fresh paint at all of the cross walks and no parking zones really sharpens things up, but probably doesn't get a lot of comments. Hey - they did a nice job - please let them know the community notices and appreciates it!

Great job Street department! Keep it up!



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Melissa McCoy
Director of Human Resources
City of Indianola
110 North 1st Street
Indianola, IA 50125

Office: (515) 962-5272
Fax: (515) 962-5273
mmccoy@indianolaiowa.gov



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

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



FY2021 CITY OF INDIANOLA BUDGET PROCESSES

Date	Action Item	City Manager	Finance	Staff	Council
June 17, 2019	Budget Calendar Presented to Council		X		X
August 1-15, 2019	Prepare Environmental Scan for FY21 budget	X	x		
August 19, 2019	Environmental scan presented to Council	X	X		X
August 27, 2019	Initial Budget kickoff with department heads-distribute CIP Request Sheets	X	X	X	
September 15, 2019	Five year projections complete; Review CIP	X	X	X	
September 16, 2019	Finance Policy Amendments Presented to Council	X	X		X
September 30, 2019	Capital Improvement Plan Requests Due		X	X	
October 21, 2019	Council Study Session: Discuss 5 year CIP	X	X	X	X
November 1, 2019	Letter to Agencies that received previous year funding due		X		
November 15, 2019	Salary and Benefit Spreadsheet Completed		X	X	
November 18, 2019	Council Study Session: budget update, revenues, operating impacts of capital projects, and related topics	X	X	X	X
December 1, 2018	Budget Request from Other Agencies Due to Finance	X	X		
December 1, 2018	TIF debt certifications due to County Auditor		X	X	
December 1, 2019	Draft Budget due from department heads			X	
December 1-15, 2019	Discussions with Department Heads on Proposed Budgets	X	X	X	
December 16, 2019	Determine Total Maximum Property Tax Dollars requested and Whether Additional Hearing Needed		X		
December 16, 2019	Council Sets Hearing on Exceeding 102 percent of Current FY Actual Property Tax Dollars certified, if Needed		X		X
December 18, 2019	Notice Published and Placed on Social Media, if Needed		X		
January 1, 2020	Valuation Data from County		X		
January 6, 2020	Public Hearing/Resolution for Exceeding 102 Percent of Current FY Actual Property Tax Dollars certified, if Needed		X		X
January 20, 2020	Budget Workshop		X		X
January 24, 2020	Draft FY21 budgets to department heads & Council	X	X		
February 3-7, 2020	Individual Council budget discussions	X	X		X
February 10, 2020	Deadline to receive feedback regarding FY21 budget	X	X		X
February 17, 2020	Council Meeting and Budget Workshop: Set public hearing for FY21 budget for March 16, 2020	X	X	X	X
February 26, 2020	Publication of budget public hearing notice		X		
March 16, 2020	Council Meeting: Hold public hearing for FY21 budget & Adoption of budget	X	X	X	X
March 31, 2020	DEADLINE to file budget with the State/County	X	X	X	

Note: Highlighted items are changes mandated by recent property tax transparency law
Resolution to Exceed 102 Percent will require a 2/3rd affirmative vote

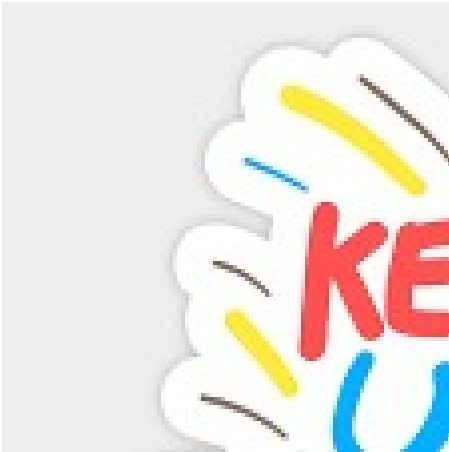
Ryan Waller

From: Melissa McCoy
Sent: Friday, June 21, 2019 12:01 PM
Subject: Shout Out to Parks!

From a camper at Pickard Park:

Love this campground! Quiet, peaceful and beautiful!

Great job Parks! Thanks for all you do!



Melissa McCoy
Director of Human Resources
City of Indianola
110 North 1st Street
Indianola, IA 50125

Office: (515) 962-5272
Fax: (515) 962-5273
mmccoy@indianolaiowa.gov



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Indianola City Council Meeting

June 3rd, 2019

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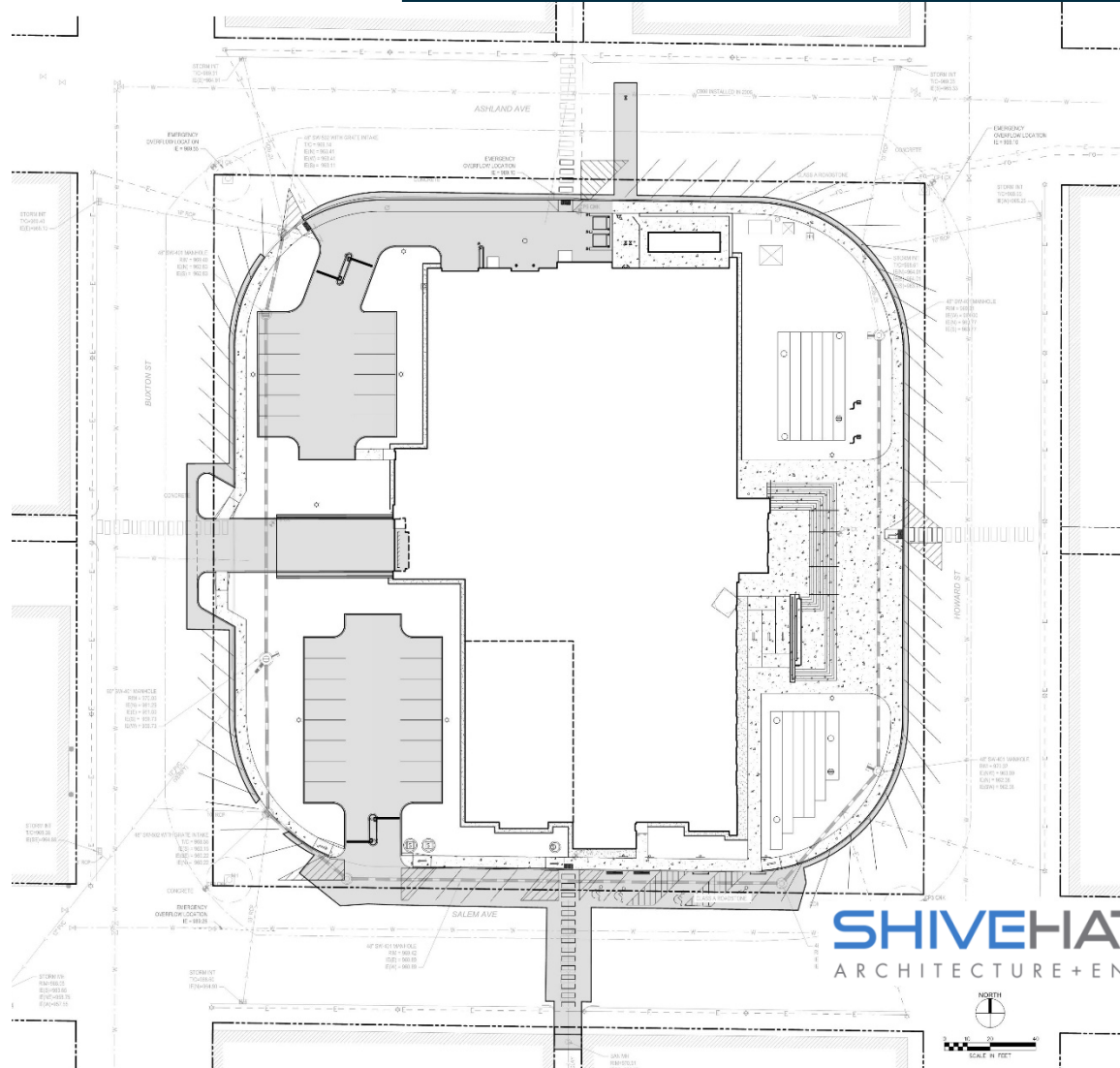
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Questions?

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Meeting Date: 07/01/2019

Subject

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

Information

Roll call to enter into closed session is in order.

Fiscal Impact

Attachments

No file(s) attached.

Meeting Date: 07/01/2019

Subject

Enter into closed session in accordance with Iowa Code Section 21.5(1)(i) to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session

Information

Roll call is in order to go into closed session.

Fiscal Impact

Attachments

No file(s) attached.
