



CITY OF INDIANOLA COUNCIL MEETING

April 6, 2026

6:15 PM

(or immediately following the property tax levy hearing meeting)

City Council Chambers

110 N 1st Street, Indianola, IA

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. Consent Agenda**
 - A. Approval of Agenda
 - B. Approval of Claims
 - C. Approval of Minutes of the prior meetings
 - D. Setting dates for future public hearings
 1. Resolution setting a public hearing on April 20, 2026, at 6 PM regarding the fiscal year 27 budget.
 2. Resolution setting a public hearing for complaints filed on tobacco sales permit violations (Casey's General Store #3512 (Trailridge)) for May 18, 2026, at 6:00 PM.
 3. Resolution setting a public hearing for complaints filed on tobacco sales permit violations (D & M Liquor) for May 18, 2026, at 6:00 PM.
 - E. Approval of Applications
 1. Consideration of the approval of a liquor license renewal for Walmart Inc.
 2. Consideration of the approval of a liquor license renewal for Ganesh Investments Inc., doing business as D & M Liquor.
 - F. Resolution accepting public improvements and a four-year maintenance bond for Kentucky Ridge ditch improvements — sanitary sewer and storm sewer installation.
 - G. Resolution determining Water Resource Recovery Department property as surplus and authorizing sale of said property.
 - H. Resolution approving an addendum to contract with Midwest Alarm Services.
 - I. Resolution authorizing the notification of violations of Chapter 96 of the Indianola, Iowa Code of Ordinances.

J. Resolution authorizing the City of Indianola, Iowa to enter into an engagement with MGT Impact Solutions, LLC (MGT) for Public Works Director recruitment services.

K. Resolution approving salaries.

5. Council Reports

A. Council Committee Reports

6. Mayor's Report

A. Rodney Prickett Proclamation

B. Local News Day Proclamation

C. Community Update

7. Public Consideration

A. Old Business

1. Discussion and direction regarding recycling and brush facility fees.

2. Fiscal Year 27 Borrowing

a. Public hearing regarding the proposition to authorize a loan agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$1,900,000 GO Capital loan notes).

b. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$1,900,000 general obligation capital loan notes (ECP-1).

c. Public hearing regarding the proposition to authorize a loan agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$3,300,000 GO Capital loan notes)

d. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$3,300,000 general obligation capital loan notes (ECP-2).

e. Public hearing regarding the proposition to authorize a loan agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$2,500,000 GO Capital loan notes)

f. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$2,500,000 general obligation urban renewal capital loan notes (ECP/UR).

g. Public hearing regarding the proposition to authorize a loan agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$300,000 GO Capital loan notes)

- h. Resolution instituting proceedings to take additional action for the issuance of not to exceed \$300,000 general obligation capital loan notes (GCP).
 - i. Resolution authorizing the issuance of \$7,810,000 general obligation capital loan notes, Series 2026, and levying a tax for the payment thereof.
 - 3. Resolution approving the final plat for Kentucky Ridge Commercial Plat 1.
- B. New Business
 - 1. Resolution approving a waiver of sidewalk requirement and installation covenant for natural/physical conditions or limitations at 815 West 1st Avenue.

8. Other Business

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

9. Adjourn



MEMORANDUM

To: Mayor and City Council

From:

Date: April 6, 2026

Subject: Approval of Claims

Introduction: The claims report for council approval totals \$113,095.02.

Recommendation: Staff recommends approval of all claims.

Attachments: 1. Expense Approval Report 20260406



APPROVAL OF BILLS - CITY

Josh Rabe, City Council

Ron Dalby, City Council

Steve Armstrong, City Council

Tiffany Davis, City Council

Mellisa Sones, City Council

Bob Lane, City Council

Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: ACCO UNLIMITED CORP.			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
ACCO UNLIMITED CORP.	POOL CHEMICALS AND TEST REAGENTS	03/05/2026	1,795.09
Department 8700 - Wellness Campus Total:			1,795.09
Fund 680 - Wellness Campus Fund Total:			1,795.09
Purchased From Vendor ACCO UNLIMITED CORP. Total:			1,795.09
Purchased From Vendor: ACE HARDWARE			
Fund: 001 - General			
Department: 1500 - Fire			
ACE HARDWARE	WIRE SRVCORD, CONNECTOR	03/06/2026	27.52
Department 1500 - Fire Total:			27.52
Department: 4200 - Park & Rec Administration			
ACE HARDWARE	RECREATION EQUIPMENT AIR COMPRESSOR	03/26/2026	109.99
Department 4200 - Park & Rec Administration Total:			109.99
Department: 4300 - Parks			
ACE HARDWARE	PARTS FOR YOUTH CONCESSION STAND BACKFLOW	03/19/2026	34.15
ACE HARDWARE	TUBE STRAP, BIBB HOSE, ELBOWS	03/23/2026	56.92
ACE HARDWARE	TORCH TRIGGER, WIRE SOLD, ELBOW	03/25/2026	88.54
ACE HARDWARE	ADAPTER, BALL VALVE, BUSHING	03/26/2026	20.35
Department 4300 - Parks Total:			199.96
Department: 6220 - Facilities			
ACE HARDWARE	MISC FASTNERS	03/02/2026	2.20
ACE HARDWARE	FLUX ACID BRUSH	03/11/2026	3.54

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
ACE HARDWARE	THREAD TAPE	03/23/2026	17.97
Department 6220 - Facilities Total:			23.71
Fund 001 - General Total:			361.18
Fund: 610 - Sewer Fund			
Department: 8325 - Sewer Collection/Distribution			
ACE HARDWARE	FASTNERS	02/23/2026	0.75
Department 8325 - Sewer Collection/Distribution Total:			0.75
Fund 610 - Sewer Fund Total:			0.75
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
ACE HARDWARE	VALVES, ETC	03/12/2026	33.56
Department 8700 - Wellness Campus Total:			33.56
Fund 680 - Wellness Campus Fund Total:			33.56
Purchased From Vendor ACE HARDWARE Total:			395.49
Purchased From Vendor: ACME TOOLS			
Fund: 001 - General			
Department: 6220 - Facilities			
ACME TOOLS	WRENCHES	03/23/2026	189.94
Department 6220 - Facilities Total:			189.94
Fund 001 - General Total:			189.94
Purchased From Vendor ACME TOOLS Total:			189.94
Purchased From Vendor: AGRILAND FS INC			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
AGRILAND FS INC	PREMIUM 93/7 MIX	03/30/2026	112.50
Department 4200 - Park & Rec Administration Total:			112.50
Department: 4300 - Parks			
AGRILAND FS INC	ICE MELT	03/24/2026	1,200.50
Department 4300 - Parks Total:			1,200.50
Fund 001 - General Total:			1,313.00
Purchased From Vendor AGRILAND FS INC Total:			1,313.00
Purchased From Vendor: AGSOURCE COOPERATIVE SERVICES			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
AGSOURCE COOPERATIVE SERVICES	POOL TESTING	02/17/2026	44.50
AGSOURCE COOPERATIVE SERVICES	POOL WATER TESTING	03/17/2026	44.50
Department 8700 - Wellness Campus Total:			89.00
Fund 680 - Wellness Campus Fund Total:			89.00
Purchased From Vendor AGSOURCE COOPERATIVE SERVICES Total:			89.00
Purchased From Vendor: AMAZON CAPITAL SERVICES			
Fund: 001 - General			
Department: 1500 - Fire			
AMAZON CAPITAL SERVICES	BADGE HOLDERS	03/30/2026	36.89
Department 1500 - Fire Total:			36.89
Department: 1600 - Ambulance			
AMAZON CAPITAL SERVICES	OXYGEN TANK CARRY PACK	03/30/2026	49.69
Department 1600 - Ambulance Total:			49.69
Department: 4200 - Park & Rec Administration			
AMAZON CAPITAL SERVICES	YOUTH SOFTBALL CATCHER'S EQUIPMENT	03/23/2026	321.10

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
AMAZON CAPITAL SERVICES	CLEANING SUPPLIES & DOUBLE BUBBLE - PICKARD CONCES	03/25/2026	70.27
Department 4200 - Park & Rec Administration Total:			391.37
Department: 6500 - General Govt and Buildings			
AMAZON CAPITAL SERVICES	FLAG POLE PARTS	03/06/2026	56.06
Department 6500 - General Govt and Buildings Total:			56.06
Fund 001 - General Total:			534.01
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
AMAZON CAPITAL SERVICES	SENSOR FOR WATER BOTTLE FILL STATION	03/11/2026	150.99
AMAZON CAPITAL SERVICES	SHIPPING CREDIT	03/17/2026	-6.99
AMAZON CAPITAL SERVICES	CAUTION WET FLOOR SIGN	03/21/2026	27.98
AMAZON CAPITAL SERVICES	SANITIZER	03/21/2026	94.99
Department 8700 - Wellness Campus Total:			266.97
Fund 680 - Wellness Campus Fund Total:			266.97
Purchased From Vendor AMAZON CAPITAL SERVICES Total:			800.98
Purchased From Vendor: AUBERT'S TOWING			
Fund: 001 - General			
Department: 1100 - Police			
AUBERT'S TOWING	TOWING (ABANDONE...	02/16/2026	165.00
Department 1100 - Police Total:			165.00
Fund 001 - General Total:			165.00
Purchased From Vendor AUBERT'S TOWING Total:			165.00
Purchased From Vendor: BEARING HEADQUARTERS CO			
Fund: 610 - Sewer Fund			
Department: 8325 - Sewer Collection/Distribution			
BEARING HEADQUARTERS CO	MATERIALS/SUPPLIES MAINTENANCE	03/12/2026	390.92
Department 8325 - Sewer Collection/Distribution Total:			390.92
Fund 610 - Sewer Fund Total:			390.92
Purchased From Vendor BEARING HEADQUARTERS CO Total:			390.92
Purchased From Vendor: BERNIE LOWE & ASSOCIATES INC			
Fund: 001 - General			
Department: 1100 - Police			
BERNIE LOWE & ASSOCIATES INC	411 MED CLAIM	03/30/2026	1,729.00
Department 1100 - Police Total:			1,729.00
Fund 001 - General Total:			1,729.00
Purchased From Vendor BERNIE LOWE & ASSOCIATES INC Total:			1,729.00
Purchased From Vendor: BIG STATE INDUSTRIAL SUPPLY INC			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
BIG STATE INDUSTRIAL SUPPLY INC	DRIVERS GLOVES	03/17/2026	323.64
Department 2100 - Streets and Debt Service Fund Total:			323.64
Fund 110 - Road Use Tax Fund Total:			323.64
Purchased From Vendor BIG STATE INDUSTRIAL SUPPLY INC Total:			323.64

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: BLUEMARK ENERGY LLC			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
BLUEMARK ENERGY LLC	UTILITIES	03/27/2026	2,989.06
Department 8700 - Wellness Campus Total:			2,989.06
Fund 680 - Wellness Campus Fund Total:			2,989.06
Purchased From Vendor BLUEMARK ENERGY LLC Total:			2,989.06
Purchased From Vendor: BOUND TREE MEDICAL LLC			
Fund: 001 - General			
Department: 1600 - Ambulance			
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES	03/20/2026	2,273.79
Department 1600 - Ambulance Total:			2,273.79
Fund 001 - General Total:			2,273.79
Purchased From Vendor BOUND TREE MEDICAL LLC Total:			2,273.79
Purchased From Vendor: BROWN EQUIPMENT			
Fund: 001 - General			
Department: 4300 - Parks			
BROWN EQUIPMENT	BLADE	03/19/2026	211.50
Department 4300 - Parks Total:			211.50
Fund 001 - General Total:			211.50
Purchased From Vendor BROWN EQUIPMENT Total:			211.50
Purchased From Vendor: BURKHART-PATRICK, MICHELE			
Fund: 001 - General			
Department: 4100 - Library			
BURKHART-PATRICK, MICHELE	MILEAGE - METRO LIBRARY DIRECTORS MTG	03/10/2026	33.35
BURKHART-PATRICK, MICHELE	MILEAGE - DE-ESCALATION TRAINING, POLK CO RIVER PL	03/11/2026	29.73
Department 4100 - Library Total:			63.08
Fund 001 - General Total:			63.08
Purchased From Vendor BURKHART-PATRICK, MICHELE Total:			63.08
Purchased From Vendor: CENTRAL IOWA FASTENERS			
Fund: 001 - General			
Department: 4300 - Parks			
CENTRAL IOWA FASTENERS	TOWELS & CAN LINERS	03/19/2026	168.49
Department 4300 - Parks Total:			168.49
Fund 001 - General Total:			168.49
Purchased From Vendor CENTRAL IOWA FASTENERS Total:			168.49
Purchased From Vendor: CENTURYLINK			
Fund: 001 - General			
Department: 6210 - Info & Tech			
CENTURYLINK	MONTHLY SERVICE	03/22/2026	76.03
CENTURYLINK	MONTHLY SERVICE	03/22/2026	74.59
Department 6210 - Info & Tech Total:			150.62
Fund 001 - General Total:			150.62
Purchased From Vendor CENTURYLINK Total:			150.62
Purchased From Vendor: CITY SUPPLY CORPORATION			
Fund: 001 - General			
Department: 4300 - Parks			
CITY SUPPLY CORPORATION	PVC PRESSURE/ADAPTER	03/23/2026	71.11
Department 4300 - Parks Total:			71.11
Fund 001 - General Total:			71.11
Purchased From Vendor CITY SUPPLY CORPORATION Total:			71.11

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: CLEANING CONNECTION, INC			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
CLEANING CONNECTION, INC	JANITORIAL SERVICES - MARCH 2026	03/02/2026	3,700.00
Department 8700 - Wellness Campus Total:			3,700.00
Fund 680 - Wellness Campus Fund Total:			3,700.00
Purchased From Vendor CLEANING CONNECTION, INC Total:			3,700.00
Purchased From Vendor: COMPLETE CARPET CARE INC			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
COMPLETE CARPET CARE INC	CARPET CLEANING LEARN & PLAY	03/21/2026	135.00
Department 8700 - Wellness Campus Total:			135.00
Fund 680 - Wellness Campus Fund Total:			135.00
Purchased From Vendor COMPLETE CARPET CARE INC Total:			135.00
Purchased From Vendor: CORE-MARK MIDCONTINENT INC			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
CORE-MARK MIDCONTINENT INC	RETURNED CONCESSION ITEMS - PICKARD	04/04/2024	-60.26
CORE-MARK MIDCONTINENT INC	RETURN CONCESSION ITEMS - PICKARD	09/09/2024	-54.85
CORE-MARK MIDCONTINENT INC	PICKARD CONCESSIONS	03/24/2026	2,769.29
Department 4200 - Park & Rec Administration Total:			2,654.18
Fund 001 - General Total:			2,654.18
Purchased From Vendor CORE-MARK MIDCONTINENT INC Total:			2,654.18
Purchased From Vendor: CROUSE TREE SERVICE LLC			
Fund: 710 - Sewer Capital Projects Fund			
Department: 8300 - Sewer			
CROUSE TREE SERVICE LLC	TREE REMOVAL FOR SOUTH C PROJECT	03/21/2026	4,000.00
Department 8300 - Sewer Total:			4,000.00
Fund 710 - Sewer Capital Projects Fund Total:			4,000.00
Purchased From Vendor CROUSE TREE SERVICE LLC Total:			4,000.00
Purchased From Vendor: DIGITECH COMPUTER LLC			
Fund: 001 - General			
Department: 1600 - Ambulance			
DIGITECH COMPUTER LLC	FINANCIAL MANAGEMENT FEB 2026	03/18/2026	7,805.98
Department 1600 - Ambulance Total:			7,805.98
Fund 001 - General Total:			7,805.98
Purchased From Vendor DIGITECH COMPUTER LLC Total:			7,805.98
Purchased From Vendor: DLH GRAFX			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
DLH GRAFX	PICKARD SPONSORSHIP BANNERS	03/24/2026	1,759.90
Department 4200 - Park & Rec Administration Total:			1,759.90
Fund 001 - General Total:			1,759.90
Purchased From Vendor DLH GRAFX Total:			1,759.90

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: DOGS FOR LAW ENFORCEMENT			
Fund: 001 - General			
Department: 1109 - Police			
DOGS FOR LAW ENFORCEMENT	K9 CERTIFICATION COURSE	02/22/2026	450.00
Department 1109 - Police Total:			450.00
Fund 001 - General Total:			450.00
Purchased From Vendor DOGS FOR LAW ENFORCEMENT Total:			450.00
Purchased From Vendor: DUST PROS JANITORIAL			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
DUST PROS JANITORIAL	ACTIVITY CENTER JANITORIAL SUPPLIES	03/31/2026	67.00
Department 4200 - Park & Rec Administration Total:			67.00
Department: 6210 - Info & Tech			
DUST PROS JANITORIAL	JANITORIAL SERVICES	03/15/2026	500.00
Department 6210 - Info & Tech Total:			500.00
Department: 6500 - General Govt and Buildings			
DUST PROS JANITORIAL	JANITORIAL SUPPLIES	03/31/2026	410.75
Department 6500 - General Govt and Buildings Total:			410.75
Fund 001 - General Total:			977.75
Purchased From Vendor DUST PROS JANITORIAL Total:			977.75
Purchased From Vendor: DUTCHER, DEAN			
Fund: 001 - General			
Department: 1600 - Ambulance			
DUTCHER, DEAN	REFUND - 10 YEAR STATUE OF LIMITATIONS SINCE SRVC	03/25/2026	774.00
Department 1600 - Ambulance Total:			774.00
Fund 001 - General Total:			774.00
Purchased From Vendor DUTCHER, DEAN Total:			774.00
Purchased From Vendor: GALLS LLC			
Fund: 001 - General			
Department: 1100 - Police			
GALLS LLC	RETURN HATS - GILDER	02/23/2026	-105.38
GALLS LLC	JACKET W/EMBLEM	03/10/2026	229.16
GALLS LLC	APPLICATION - GILDER		
GALLS LLC	ARMOR EXPRESS RAZOR LEVEL - BROWN	03/10/2026	1,060.58
GALLS LLC	SHOES, BELT, TIE, ETC - FOREMAN	03/24/2026	192.06
Department 1100 - Police Total:			1,376.42
Department: 1500 - Fire			
GALLS LLC	BELL CROWN - VAN WYK	03/20/2026	71.31
GALLS LLC	SHIRT - FROST	03/20/2026	56.52
GALLS LLC	DRESS COAT - VAN WYK	03/26/2026	465.96
GALLS LLC	DRESS COAT - BUTCHER	03/26/2026	438.56
Department 1500 - Fire Total:			1,032.35
Fund 001 - General Total:			2,408.77
Purchased From Vendor GALLS LLC Total:			2,408.77
Purchased From Vendor: GRAINGER INC			
Fund: 001 - General			
Department: 6500 - General Govt and Buildings			
GRAINGER INC	BOTTLE FILLER VALVE	03/30/2026	52.58
Department 6500 - General Govt and Buildings Total:			52.58
Fund 001 - General Total:			52.58

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
GRAINGER INC	STOCK - WEDGE V-BELT	03/25/2026	26.20
Department 8350 - Sewer Plant Total:			26.20
Fund 610 - Sewer Fund Total:			26.20
Purchased From Vendor GRAINGER INC Total:			78.78
Purchased From Vendor: GREATER DM CONVENTION & VISITORS BUREAU			
Fund: 001 - General			
Department: 5100 - Community Betterment			
GREATER DM CONVENTION & VISITORS BUREAU	MARCH 2026 CVB CONTRIBUTION	03/24/2026	3,104.03
Department 5100 - Community Betterment Total:			3,104.03
Fund 001 - General Total:			3,104.03
Purchased From Vendor GREATER DM CONVENTION & VISITORS BUREAU Total:			3,104.03
Purchased From Vendor: HACH COMPANY			
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
HACH COMPANY	AMMONIA	03/17/2026	205.83
Department 8350 - Sewer Plant Total:			205.83
Fund 610 - Sewer Fund Total:			205.83
Purchased From Vendor HACH COMPANY Total:			205.83
Purchased From Vendor: HEIMAN INC			
Fund: 001 - General			
Department: 1500 - Fire			
HEIMAN INC	PRACTICE FOAM	03/25/2026	810.33
Department 1500 - Fire Total:			810.33
Fund 001 - General Total:			810.33
Purchased From Vendor HEIMAN INC Total:			810.33
Purchased From Vendor: HOTSY CLEANING SYSTEMS			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
HOTSY CLEANING SYSTEMS	HOSE ASSY	03/20/2026	374.32
HOTSY CLEANING SYSTEMS	CLEANING SUPPLIES	03/27/2026	1,461.16
Department 2100 - Streets and Debt Service Fund Total:			1,835.48
Fund 110 - Road Use Tax Fund Total:			1,835.48
Purchased From Vendor HOTSY CLEANING SYSTEMS Total:			1,835.48
Purchased From Vendor: HR GREEN INC			
Fund: 650 - Stormwater Utility Fund			
Department: 9000 - Stormwater			
HR GREEN INC	STORMWATER	03/30/2026	410.00
Department 9000 - Stormwater Total:			410.00
Fund 650 - Stormwater Utility Fund Total:			410.00
Fund: 710 - Sewer Capital Projects Fund			
Department: 8300 - Sewer			
HR GREEN INC	SOUTH C ST SEWER IMPROVEMENTS	03/30/2026	10,596.00
HR GREEN INC	GENERAL WRRF SERVICES	03/30/2026	1,237.50
HR GREEN INC	SANITARY SEWER	03/30/2026	117.00
Department 8300 - Sewer Total:			11,950.50
Fund 710 - Sewer Capital Projects Fund Total:			11,950.50
Purchased From Vendor HR GREEN INC Total:			12,360.50

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: IDEMIA IDENTITY & SECURITY USA LLC			
Fund: 001 - General			
Department: 1100 - Police			
IDEMIA IDENTITY & SECURITY USA LLC	LIVESCAN MAINTENANCE CONTRACT	03/19/2026	2,776.00
Department 1100 - Police Total:			2,776.00
Fund 001 - General Total:			2,776.00
Purchased From Vendor IDEMIA IDENTITY & SECURITY USA LLC Total:			2,776.00
Purchased From Vendor: INFOMAX OFFICE SYSTEMS INC.			
Fund: 001 - General			
Department: 6210 - Info & Tech			
INFOMAX OFFICE SYSTEMS INC.	PRINTER CONTRACT	03/13/2026	4,920.05
Department 6210 - Info & Tech Total:			4,920.05
Fund 001 - General Total:			4,920.05
Purchased From Vendor INFOMAX OFFICE SYSTEMS INC. Total:			4,920.05
Purchased From Vendor: IOWA-DES MOINES SUPPLY INC.			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
IOWA-DES MOINES SUPPLY INC.	DISPENSER - TOWEL ROLL	03/18/2026	40.00
IOWA-DES MOINES SUPPLY INC.	MATERIALS/SUPPLIES MEMBERSHIP	03/18/2026	557.68
IOWA-DES MOINES SUPPLY INC.	DISPENSER - TOWEL ROLL	03/19/2026	-40.00
IOWA-DES MOINES SUPPLY INC.	PAPER TOWEL ROLLS	03/25/2026	60.00
Department 8700 - Wellness Campus Total:			617.68
Fund 680 - Wellness Campus Fund Total:			617.68
Purchased From Vendor IOWA-DES MOINES SUPPLY INC. Total:			617.68
Purchased From Vendor: IP PATHWAYS			
Fund: 001 - General			
Department: 6210 - Info & Tech			
IP PATHWAYS	VEEAM CLOUD - ANNUAL LICENSING/SUPPORT	02/28/2026	452.44
Department 6210 - Info & Tech Total:			452.44
Fund 001 - General Total:			452.44
Purchased From Vendor IP PATHWAYS Total:			452.44
Purchased From Vendor: ISOLVED TALENT ACQUISITION			
Fund: 001 - General			
Department: 6210 - Info & Tech			
ISOLVED TALENT ACQUISITION	APPLICANTPRO TRACKING ANNUAL FEE	03/16/2026	4,932.00
Department 6210 - Info & Tech Total:			4,932.00
Fund 001 - General Total:			4,932.00
Purchased From Vendor ISOLVED TALENT ACQUISITION Total:			4,932.00
Purchased From Vendor: JV TRUCKING LLC			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
JV TRUCKING LLC	ROADSTONE DELIVERED TO SHOP	03/18/2026	892.10
JV TRUCKING LLC	ROADSTONE DELIVERED TO SHOP	03/26/2026	403.92

Expense Approval Report

Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
JV TRUCKING LLC	ROADSTONE DELIVERED TO SHOP	03/26/2026	1,276.44
Department 2100 - Streets and Debt Service Fund Total:			2,572.46
Fund 110 - Road Use Tax Fund Total:			2,572.46
Purchased From Vendor JV TRUCKING LLC Total:			2,572.46
Purchased From Vendor: KEYSTONE LABORATORIES INC			
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
KEYSTONE LABORATORIES INC	KEYSTONE LABS	02/28/2026	2,354.00
Department 8350 - Sewer Plant Total:			2,354.00
Fund 610 - Sewer Fund Total:			2,354.00
Purchased From Vendor KEYSTONE LABORATORIES INC Total:			2,354.00
Purchased From Vendor: LINO H2O LLC			
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
LINO H2O LLC	PREVENTATIVE MAINTENANCE & CALIBRATION/VALIDATION	03/30/2026	1,288.00
Department 8350 - Sewer Plant Total:			1,288.00
Fund 610 - Sewer Fund Total:			1,288.00
Purchased From Vendor LINO H2O LLC Total:			1,288.00
Purchased From Vendor: LUETHJE, MICAH			
Fund: 001 - General			
Department: 1600 - Ambulance			
LUETHJE, MICAH	REFUND - INSURANCE PAID AFTER SENT TO COLLECTIONS	03/25/2026	888.00
Department 1600 - Ambulance Total:			888.00
Fund 001 - General Total:			888.00
Purchased From Vendor LUETHJE, MICAH Total:			888.00
Purchased From Vendor: MAJCO LLC			
Fund: 001 - General			
Department: 1500 - Fire			
MAJCO LLC	TIRE REPAIR - WATER TENDER 336	03/20/2026	49.34
Department 1500 - Fire Total:			49.34
Department: 1600 - Ambulance			
MAJCO LLC	TIRE REPAIR - AMBULANCE 245	03/18/2026	41.99
Department 1600 - Ambulance Total:			41.99
Fund 001 - General Total:			91.33
Purchased From Vendor MAJCO LLC Total:			91.33
Purchased From Vendor: MARTIN MARIETTA MATERIALS			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
MARTIN MARIETTA MATERIALS	ROAD STONE	03/12/2026	1,788.26
MARTIN MARIETTA MATERIALS	ROADSTONE	03/19/2026	809.67
MARTIN MARIETTA MATERIALS	ROADSTONE - SHOP	03/24/2026	2,558.68
Department 2100 - Streets and Debt Service Fund Total:			5,156.61
Fund 110 - Road Use Tax Fund Total:			5,156.61
Purchased From Vendor MARTIN MARIETTA MATERIALS Total:			5,156.61

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Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: MCKENZIE KIGER			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
MCKENZIE KIGER	LIFEGUARD RECERTIFICATION INSTRUCTION	03/13/2026	1,650.00
Department 8700 - Wellness Campus Total:			1,650.00
Fund 680 - Wellness Campus Fund Total:			1,650.00
Purchased From Vendor MCKENZIE KIGER Total:			1,650.00
Purchased From Vendor: MENARDS			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
MENARDS	Bathroom Faucet replacement	03/12/2026	98.00
Department 8700 - Wellness Campus Total:			98.00
Fund 680 - Wellness Campus Fund Total:			98.00
Purchased From Vendor MENARDS Total:			98.00
Purchased From Vendor: MID AMERICAN ENERGY CO.			
Fund: 001 - General			
Department: 1100 - Police			
MID AMERICAN ENERGY CO.	UTILITIES	03/23/2026	65.19
Department 1100 - Police Total:			65.19
Department: 1500 - Fire			
MID AMERICAN ENERGY CO.	UTILITIES	03/23/2026	108.66
Department 1500 - Fire Total:			108.66
Department: 4200 - Park & Rec Administration			
MID AMERICAN ENERGY CO.	UTILITIES ACTIVITY CENTER	03/23/2026	337.80
Department 4200 - Park & Rec Administration Total:			337.80
Department: 6500 - General Govt and Buildings			
MID AMERICAN ENERGY CO.	ENTRANCE SIGN LIGHTING	03/18/2026	11.55
MID AMERICAN ENERGY CO.	UTILITIES	03/23/2026	1,395.13
Department 6500 - General Govt and Buildings Total:			1,406.68
Fund 001 - General Total:			1,918.33
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
MID AMERICAN ENERGY CO.	NATURAL GAS - SHOP	03/23/2026	831.70
MID AMERICAN ENERGY CO.	UTILITIES - COUNTY YARD	03/23/2026	630.11
Department 2100 - Streets and Debt Service Fund Total:			1,461.81
Department: 2300 - Street Lighting			
MID AMERICAN ENERGY CO.	STREET LIGHTING	03/17/2026	472.73
Department 2300 - Street Lighting Total:			472.73
Fund 110 - Road Use Tax Fund Total:			1,934.54
Fund: 340 - City Hall Bldg Project			
Department: 7500 - Local Option Sales Tax & Capital Projects Revenues			
MID AMERICAN ENERGY CO.	UTILITIES 114 N HOWARD	03/26/2026	866.97
Department 7500 - Local Option Sales Tax & Capital Projects Revenues Total:			866.97
Fund 340 - City Hall Bldg Project Total:			866.97
Fund: 610 - Sewer Fund			
Department: 8325 - Sewer Collection/Distribution			
MID AMERICAN ENERGY CO.	65/69 ELECTRIC	03/20/2026	73.42
MID AMERICAN ENERGY CO.	WESLEY ELECTRIC	03/20/2026	51.26
MID AMERICAN ENERGY CO.	QUAIL ELECTRIC	03/23/2026	77.70
Department 8325 - Sewer Collection/Distribution Total:			202.38

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Vendor Name	Description (Item)	Payable Date	Amount
Department: 8350 - Sewer Plant			
MID AMERICAN ENERGY CO.	WRRF ELECTRIC/GAS	03/18/2026	13,148.16
Department 8350 - Sewer Plant Total:			13,148.16
Fund 610 - Sewer Fund Total:			13,350.54
Purchased From Vendor MID AMERICAN ENERGY CO. Total:			18,070.38
Purchased From Vendor: MIDWEST ALARM SERVICES			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
MIDWEST ALARM SERVICES	ACTIVITY CENTER FIRE ALARM REPAIR	03/20/2026	45.00
Department 4200 - Park & Rec Administration Total:			45.00
Fund 001 - General Total:			45.00
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
MIDWEST ALARM SERVICES	SERVICE CALL WHEN PANEL WAS HAVING ISSUES	10/20/2025	432.50
Department 2100 - Streets and Debt Service Fund Total:			432.50
Fund 110 - Road Use Tax Fund Total:			432.50
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
MIDWEST ALARM SERVICES	IWC FIRE ALARM REPAIRS	10/20/2025	346.00
Department 8700 - Wellness Campus Total:			346.00
Fund 680 - Wellness Campus Fund Total:			346.00
Purchased From Vendor MIDWEST ALARM SERVICES Total:			823.50
Purchased From Vendor: MUNICIPAL SUPPLY INC			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
MUNICIPAL SUPPLY INC	RUBBER GASKET	03/25/2026	8.85
Department 2100 - Streets and Debt Service Fund Total:			8.85
Fund 110 - Road Use Tax Fund Total:			8.85
Purchased From Vendor MUNICIPAL SUPPLY INC Total:			8.85
Purchased From Vendor: NAPA AUTO PARTS			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
NAPA AUTO PARTS	DEF	03/25/2026	31.56
NAPA AUTO PARTS	DIESEL EXHAUST FLUID	03/26/2026	294.48
Department 2100 - Streets and Debt Service Fund Total:			326.04
Fund 110 - Road Use Tax Fund Total:			326.04
Purchased From Vendor NAPA AUTO PARTS Total:			326.04
Purchased From Vendor: NIPPON SANSO MATHESON, INC.			
Fund: 001 - General			
Department: 1600 - Ambulance			
NIPPON SANSO MATHESON, INC.	OXYGEN - AMBULANCE	03/21/2026	175.92
NIPPON SANSO MATHESON, INC.	OXYGEN - AMBULANCE	03/24/2026	90.24
NIPPON SANSO MATHESON, INC.	AMBULANCE SUPPLIES - OXYGEN	03/30/2026	222.15
Department 1600 - Ambulance Total:			488.31
Fund 001 - General Total:			488.31
Purchased From Vendor NIPPON SANSO MATHESON, INC. Total:			488.31

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Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: O'REILLY AUTO PARTS			
Fund: 001 - General			
Department: 4300 - Parks			
O'REILLY AUTO PARTS	BATTERY	03/25/2026	80.21
Department 4300 - Parks Total:			80.21
Fund 001 - General Total:			80.21
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
O'REILLY AUTO PARTS	MOTOROIL	03/18/2026	42.97
Department 2100 - Streets and Debt Service Fund Total:			42.97
Fund 110 - Road Use Tax Fund Total:			42.97
Purchased From Vendor O'REILLY AUTO PARTS Total:			123.18
Purchased From Vendor: PEPSICO BEVERAGE SALES LLC			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
PEPSICO BEVERAGE SALES LLC	PICKARD CONCESSIONS	03/25/2026	1,991.40
Department 4200 - Park & Rec Administration Total:			1,991.40
Fund 001 - General Total:			1,991.40
Purchased From Vendor PEPSICO BEVERAGE SALES LLC Total:			1,991.40
Purchased From Vendor: PERFECTION PEST MANAGEMENT			
Fund: 001 - General			
Department: 4200 - Park & Rec Administration			
PERFECTION PEST MANAGEMENT	PEST CONTROL - PICKARD CONCESSION	03/26/2026	70.00
Department 4200 - Park & Rec Administration Total:			70.00
Fund 001 - General Total:			70.00
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
PERFECTION PEST MANAGEMENT	PEST CONTROL	02/09/2026	53.50
PERFECTION PEST MANAGEMENT	PEST CONTROL	03/20/2026	53.50
Department 2100 - Streets and Debt Service Fund Total:			107.00
Fund 110 - Road Use Tax Fund Total:			107.00
Purchased From Vendor PERFECTION PEST MANAGEMENT Total:			177.00
Purchased From Vendor: PURCHASE POWER			
Fund: 001 - General			
Department: 6500 - General Govt and Buildings			
PURCHASE POWER	POSTAGE REFILL 3/23/26	03/26/2026	500.00
Department 6500 - General Govt and Buildings Total:			500.00
Fund 001 - General Total:			500.00
Purchased From Vendor PURCHASE POWER Total:			500.00
Purchased From Vendor: RENTERS WAREHOUSE			
Fund: 001 - General			
Department: 1700 - Community Development			
RENTERS WAREHOUSE	RENTAL INSPECTION REFUND	03/23/2026	75.00
Department 1700 - Community Development Total:			75.00
Fund 001 - General Total:			75.00
Purchased From Vendor RENTERS WAREHOUSE Total:			75.00

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Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: RT'S LAWN & LANDSCAPE LLC			
Fund: 001 - General			
Department: 1700 - Community Development			
RT'S LAWN & LANDSCAPE LLC	JUNK HAULING & FEES - 105 S E ST - ABATEMENT	03/23/2026	300.00
Department 1700 - Community Development Total:			300.00
Fund 001 - General Total:			300.00
Purchased From Vendor RT'S LAWN & LANDSCAPE LLC Total:			300.00
Purchased From Vendor: SECURE SHRED SOLUTIONS LLC			
Fund: 001 - General			
Department: 6500 - General Govt and Buildings			
SECURE SHRED SOLUTIONS LLC	SHREDDING SERVICE	03/25/2026	80.00
Department 6500 - General Govt and Buildings Total:			80.00
Fund 001 - General Total:			80.00
Purchased From Vendor SECURE SHRED SOLUTIONS LLC Total:			80.00
Purchased From Vendor: SHULL, DOUG			
Fund: 001 - General			
Department: 6500 - General Govt and Buildings			
SHULL, DOUG	MONTHLY CONTRACTED SERVICES	03/26/2026	83.33
Department 6500 - General Govt and Buildings Total:			83.33
Fund 001 - General Total:			83.33
Purchased From Vendor SHULL, DOUG Total:			83.33
Purchased From Vendor: SPURGEON, DRU			
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
SPURGEON, DRU	REIMBURSEMENT - LIFE GUARD RECERTIFICATION	03/25/2026	55.00
Department 8700 - Wellness Campus Total:			55.00
Fund 680 - Wellness Campus Fund Total:			55.00
Purchased From Vendor SPURGEON, DRU Total:			55.00
Purchased From Vendor: SUNDOWN EQUIPMENT			
Fund: 001 - General			
Department: 4300 - Parks			
CAPITAL CITY EQUIPMENT	STRAPS	03/19/2026	43.98
Department 4300 - Parks Total:			43.98
Fund 001 - General Total:			43.98
Purchased From Vendor SUNDOWN EQUIPMENT Total:			43.98
Purchased From Vendor: T.R.M. DISPOSAL LLC			
Fund: 001 - General			
Department: 1100 - Police			
T.R.M. DISPOSAL LLC	TRASH REMOVAL	03/24/2026	25.00
Department 1100 - Police Total:			25.00
Department: 6500 - General Govt and Buildings			
T.R.M. DISPOSAL LLC	TRASH REMOVAL	03/24/2026	133.00
Department 6500 - General Govt and Buildings Total:			133.00
Fund 001 - General Total:			158.00
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
T.R.M. DISPOSAL LLC	TRASH REMOVAL	03/24/2026	177.00
Department 8350 - Sewer Plant Total:			177.00
Fund 610 - Sewer Fund Total:			177.00

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Post Dates: 3/25/2026 - 4/6/2026

Vendor Name	Description (Item)	Payable Date	Amount
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
T.R.M. DISPOSAL LLC	TRASH REMOVAL	03/24/2026	132.00
Department 8700 - Wellness Campus Total:			132.00
Fund 680 - Wellness Campus Fund Total:			132.00
Purchased From Vendor T.R.M. DISPOSAL LLC Total:			467.00
Purchased From Vendor: THEISEN'S			
Fund: 001 - General			
Department: 6220 - Facilities			
JOHN DEERE FINANCIAL	SPACE HEATER	03/16/2026	419.94
JOHN DEERE FINANCIAL	CREDIT ON SPACE HEATER	03/18/2026	-69.99
Department 6220 - Facilities Total:			349.95
Fund 001 - General Total:			349.95
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
JOHN DEERE FINANCIAL	HOSE & NOZZLE	03/16/2026	37.98
Department 2100 - Streets and Debt Service Fund Total:			37.98
Fund 110 - Road Use Tax Fund Total:			37.98
Fund: 610 - Sewer Fund			
Department: 8300 - Sewer			
JOHN DEERE FINANCIAL	WINDSHIELD SOLVENT, GLASS CLEANER	03/26/2026	17.94
Department 8300 - Sewer Total:			17.94
Department: 8325 - Sewer Collection/Distribution			
JOHN DEERE FINANCIAL	BULK MIDWEST	02/23/2026	0.51
JOHN DEERE FINANCIAL	SEALANT	03/10/2026	15.98
JOHN DEERE FINANCIAL	BRASS BUSHING	03/16/2026	9.98
Department 8325 - Sewer Collection/Distribution Total:			26.47
Department: 8350 - Sewer Plant			
JOHN DEERE FINANCIAL	UTILITY KNIFE, STAPLE GUN, SHOP SHEAR	03/03/2026	51.76
JOHN DEERE FINANCIAL	MAGNET, HOSE WASHERS, SEA FOAM, OIL	03/04/2026	16.56
JOHN DEERE FINANCIAL	COUPLER, BUSHING, HOSE BIBB	03/11/2026	37.27
JOHN DEERE FINANCIAL	NUTS & BOLTS	03/11/2026	6.72
JOHN DEERE FINANCIAL	DRILL BIT, CONDUIT HANGER, ANCHOR	03/13/2026	38.21
JOHN DEERE FINANCIAL	DECK BRUSH	03/31/2026	74.97
Department 8350 - Sewer Plant Total:			225.49
Fund 610 - Sewer Fund Total:			269.90
Purchased From Vendor THEISEN'S Total:			657.83
Purchased From Vendor: TIM HILDRETH COMPANY			
Fund: 001 - General			
Department: 6500 - General Govt and Buildings			
TIM HILDRETH COMPANY	BOILER REPAIRS	03/17/2026	949.20
Department 6500 - General Govt and Buildings Total:			949.20
Fund 001 - General Total:			949.20
Purchased From Vendor TIM HILDRETH COMPANY Total:			949.20

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Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: TK ELEVATOR CORPORATION			
Fund: 001 - General			
Department: 6500 - General Govt and Buildings			
TK ELEVATOR CORPORATION	SERVICE ELEVATOR 3/1/26 - 5/31/26	03/01/2026	384.49
Department 6500 - General Govt and Buildings Total:			384.49
Fund 001 - General Total:			384.49
Purchased From Vendor TK ELEVATOR CORPORATION Total:			384.49
Purchased From Vendor: TOMPKINS INDUSTRIES INC.			
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
TOMPKINS INDUSTRIES INC.	COUPLER	03/17/2026	139.96
Department 2100 - Streets and Debt Service Fund Total:			139.96
Fund 110 - Road Use Tax Fund Total:			139.96
Purchased From Vendor TOMPKINS INDUSTRIES INC. Total:			139.96
Purchased From Vendor: TRUENORTH COMPANIES LC			
Fund: 001 - General			
Department: 1100 - Police			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 1100 - Police Total:			34.61
Department: 1500 - Fire			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 1500 - Fire Total:			34.61
Department: 1700 - Community Development			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 1700 - Community Development Total:			34.61
Department: 4100 - Library			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 4100 - Library Total:			34.61
Department: 4200 - Park & Rec Administration			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 4200 - Park & Rec Administration Total:			34.61
Department: 6500 - General Govt and Buildings			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.65
Department 6500 - General Govt and Buildings Total:			34.65
Fund 001 - General Total:			207.70
Fund: 110 - Road Use Tax Fund			
Department: 2100 - Streets and Debt Service Fund			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 2100 - Streets and Debt Service Fund Total:			34.61
Fund 110 - Road Use Tax Fund Total:			34.61
Fund: 610 - Sewer Fund			
Department: 8300 - Sewer			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 8300 - Sewer Total:			34.61
Fund 610 - Sewer Fund Total:			34.61
Fund: 680 - Wellness Campus Fund			
Department: 8700 - Wellness Campus			
TRUENORTH COMPANIES LC	MARCH 2026 SAFETY MEETING	03/20/2026	34.61
Department 8700 - Wellness Campus Total:			34.61
Fund 680 - Wellness Campus Fund Total:			34.61
Purchased From Vendor TRUENORTH COMPANIES LC Total:			311.53

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Vendor Name	Description (Item)	Payable Date	Amount
Purchased From Vendor: TYLER TECHNOLOGIES INC			
Fund: 001 - General			
Department: 6210 - Info & Tech			
TYLER TECHNOLOGIES INC	LAUREL - BENEFITS ENROLLMEN...	03/24/2026	181.25
Department 6210 - Info & Tech Total:			181.25
Fund 001 - General Total:			181.25
Purchased From Vendor TYLER TECHNOLOGIES INC Total:			181.25
Purchased From Vendor: VERIZON WIRELESS			
Fund: 001 - General			
Department: 1100 - Police			
VERIZON WIRELESS	VERIZON BILL	03/15/2026	1,318.45
Department 1100 - Police Total:			1,318.45
Fund 001 - General Total:			1,318.45
Purchased From Vendor VERIZON WIRELESS Total:			1,318.45
Purchased From Vendor: VISSER, MICHAEL			
Fund: 001 - General			
Department: 1700 - Community Development			
VISSER, MICHAEL	MARCH 2026 WELLNESS PROGRAM	03/24/2026	25.00
VISSER, MICHAEL	WELLNESS PROGRAM - FEB 2026	03/26/2026	25.00
Department 1700 - Community Development Total:			50.00
Fund 001 - General Total:			50.00
Purchased From Vendor VISSER, MICHAEL Total:			50.00
Purchased From Vendor: WALTERS GARDENS INC.			
Fund: 001 - General			
Department: 4300 - Parks			
WALTERS GARDENS INC.	PLANTS	03/17/2026	543.08
Department 4300 - Parks Total:			543.08
Fund 001 - General Total:			543.08
Purchased From Vendor WALTERS GARDENS INC. Total:			543.08
Purchased From Vendor: WARREN WATER DISTRICT			
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
WARREN WATER DISTRICT	WRRF WATER	03/23/2026	95.45
Department 8350 - Sewer Plant Total:			95.45
Fund 610 - Sewer Fund Total:			95.45
Purchased From Vendor WARREN WATER DISTRICT Total:			95.45
Purchased From Vendor: WILLIAMS MACHINE SHOP INC			
Fund: 610 - Sewer Fund			
Department: 8350 - Sewer Plant			
WILLIAMS MACHINE SHOP INC	BOLT SLOT MILLED DEEPER1	03/12/2026	874.00
Department 8350 - Sewer Plant Total:			874.00
Fund 610 - Sewer Fund Total:			874.00
Purchased From Vendor WILLIAMS MACHINE SHOP INC Total:			874.00
Grand Total:			113,095.02

Report Summary

Fund Summary

Fund	Expense Amount
001 - General	51,905.74
110 - Road Use Tax Fund	12,952.64
340 - City Hall Bldg Project	866.97
610 - Sewer Fund	19,067.20
650 - Stormwater Utility Fund	410.00
680 - Wellness Campus Fund	11,941.97
710 - Sewer Capital Projects Fund	15,950.50
Grand Total:	113,095.02

Account Summary

Account Number	Account Name	Expense Amount
001-1100-61810	Uniforms/Clothing Allow...	1,376.42
001-1100-63710	Utilities	90.19
001-1100-63730	Telephone/Cellphone	1,318.45
001-1100-64120	Medical/Physical/Immun...	1,729.00
001-1100-64860	Towing (abandoned aut...	165.00
001-1100-64990	Misc Contractual	2,810.61
001-1109-62300	Education/Training	450.00
001-1500-61810	Uniforms/Clothing Allow...	1,032.35
001-1500-62300	Education/Training	810.33
001-1500-63710	Utilities	108.66
001-1500-64990	Misc Contractual	34.61
001-1500-65050	Vehicle Operating Suppli...	49.34
001-1500-65060	Office Supplies	36.89
001-1500-65070	Materials/Supplies	27.52
001-1600-64500	Financial Management S...	7,805.98
001-1600-65051	Equipment/Vehicle Parts	41.99
001-1600-65070	Materials/Supplies	2,811.79
001-1600-66990	Refund/Reimbursement	1,662.00
001-1700-61440	Wellness Program	50.00
001-1700-64111	Property Maintenance E...	300.00
001-1700-64990	Misc Contractual	34.61
001-1700-66990	Refund/Reimbursement	75.00
001-4100-62700	Mileage	63.08
001-4100-64990	Misc Contractual	34.61
001-4200-63100	Repair/Maint	45.00
001-4200-63710	Utilities	337.80
001-4200-64020	Advertising & Legal Noti...	1,759.90
001-4200-64090	Janitorial Services	70.00
001-4200-64990	Misc Contractual	34.61
001-4200-65070	Materials/Supplies	5,103.95
001-4200-65072	Materials/Supplies-Main...	222.49
001-4300-63100	Repair/Maint	125.61
001-4300-63320	Repair/Maint--Vehicle	291.71
001-4300-65070	Materials/Supplies	1,558.43
001-4300-65200	Landscaping/Horticulur...	543.08
001-5100-64130	Payments to Other Agen...	3,104.03
001-6210-63730	Telephone/Cellphone	150.62
001-6210-64990	Misc Contractual	500.00
001-6210-67244	Annual Licensing/Support	5,565.69
001-6210-67250	Office Equipment	4,920.05
001-6220-63100	Repair/Maint	352.15
001-6220-65070	Materials/Supplies	211.45
001-6500-63100	Repair/Maint	1,442.33
001-6500-63710	Utilities	1,406.68
001-6500-64090	Janitorial Services	133.00
001-6500-64990	Misc Contractual	197.98

Account Summary

Account Number	Account Name	Expense Amount
001-6500-65071	Materials/Supplies--Jani...	410.75
001-6500-65080	Postage	500.00
110-2100-63100	Repair/Maint	548.35
110-2100-63320	Repair/Maint--Vehicle	1,644.09
110-2100-63710	Utilities	1,461.81
110-2100-64990	Misc Contractual	2,607.07
110-2100-65050	Vehicle Operating Suppli...	326.04
110-2100-65070	Materials/Supplies	5,156.61
110-2100-65076	Materials/Supplies--Shop	412.30
110-2100-65500	Personal Protective Equi...	323.64
110-2300-63780	Street Lighting	472.73
340-7500-63710	Utilities	866.97
610-8300-64990	Misc Contractual	34.61
610-8300-65070	Materials/Supplies	17.94
610-8325-63710	Utilities	202.38
610-8325-65072	Materials/Supplies-Main...	418.14
610-8350-63100	Repair/Maint	1,288.00
610-8350-63410	Repair/Maint--Equipment	874.00
610-8350-63710	Utilities	13,243.61
610-8350-64990	Misc Contractual	2,531.00
610-8350-65012	Lab Supplies/Reagents	205.83
610-8350-65072	Materials/Supplies-Main...	251.69
650-9000-64070	Engineering	410.00
680-8700-62300	Education/Training	1,705.00
680-8700-63100	Repair/Maint	628.55
680-8700-63710	Utilities	2,989.06
680-8700-64090	Janitorial Services	3,994.98
680-8700-64200	Inspections/Testing	89.00
680-8700-64990	Misc Contractual	34.61
680-8700-65060	Office Supplies	-6.99
680-8700-65072	Materials/Supplies-Main...	0.00
680-8700-65073	Materials/Supplies--Pool	1,795.09
680-8700-65074	Materials/Supplies--Me...	617.68
680-8700-65075	Materials/Supplies--Prog...	94.99
710-8300-64070	Engineering	1,354.50
710-8300-67501	Sewer Mains	14,596.00
Grand Total:		113,095.02

Project Account Summary

Project Account Key	Expense Amount
None	113,095.02
Grand Total:	113,095.02



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: April 6, 2026
Subject: Approval of Minutes of the prior meetings

Introduction: Attached are the minutes of the March 23, 2026, council meetings for review and approval.

Recommendation: Staff recommends approval of the March 23, 2026, council meeting minutes.

Attachments: 1. 20260323 CC Minutes



CITY OF INDIANOLA COUNCIL MEETING

March 23, 2026

6:00 PM

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

Call to Order

The Indianola City Council met in regular session at 6:00 PM on March 23, 2026, in the City Hall Council Chambers. Mayor Pro Tem Ron Dalby called the meeting to order and on roll call the following members were present: Ron Dalby, Steve Armstrong, Tiffany Davis, Mellisa Sones, Bob Lane. Absent: Josh Rabe, Mayor Steve Richardson.

Public Comment

No public comments were offered.

Consent Agenda

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

- Approval of Agenda
- Approval of Claims
- Approval of Minutes of the prior meetings
- Resolution 2026-041 setting a public hearing for April 6, 2026 at 6:00 PM regarding the maximum property tax levy for Fiscal Year 27.
- Resolution 2026-042 setting a public hearing on May 4 2026, at 6:00 PM regarding the second amendment to the Fiscal Year 26 budget.
- Resolution 2026-043 fixing date for a meeting on April 6, 2026, at 6:15 PM on the proposition to authorize a Loan Agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$1,900,000 General Obligation Capital Loan Notes)
- Resolution 2026-044 fixing date for a meeting on April 6, 2026, at 6:15 PM on the proposition to authorize a Loan Agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$3,300,000 General Obligation Capital Loan Notes)
- Resolution 2026-045 fixing date for a meeting on April 6, 2026, at 6:15 PM on the proposition to authorize a Loan Agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$2,500,000 General Obligation Urban Renewal Capital Loan Notes)
- Resolution 2026-046 fixing date for a meeting on April 6, 2026, at 6:15 PM on the proposition to authorize a Loan Agreement and the issuance of Notes to evidence the obligations of the City thereunder. (Not to exceed \$300,000 General Obligation Capital Loan Notes)
- Consideration of the issuance of a refuse hauling permit renewal to Waste Management of Iowa, Inc.
- Consideration of the issuance of a new tobacco license for Indianola Liquor LLC.
- Consideration of the approval of a device retailer permit for Indianola Liquor LLC.
- Consideration of the approval of a liquor license amendment for Walmart Inc.
- Consideration of the approval of a liquor license amendment for The Sports Page Grill Inc., doing business as Brickhouse Tavern.

- Consideration of the approval of a liquor license renewal for Casey's Marketing Company doing business as Casey's #2097.
- Consideration of the issuance of a special event permit for Undone Strength and Fitness's Community Murph Workout event to be held on May 25, 2026.
- Consideration of the issuance of a special event and noise permit for Indianola Main Street's Food Truck Festival event to be held on June 5, 2026 contingent upon staff approval.
- Resolution 2026-047 suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on city streets during The Food Truck Festival, as requested by Indianola Main Street.
- Resolution 2026-048 suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on a portion of West Salem Avenue during the Suds on Salem event on May 29, 2026.
- Resolution 2026-049 suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol during the Indianola Chamber of Commerce's Concert Event to be held on June 12, 2026.
- Resolution 2026-050 authorizing the submission of a grant application to Warren County Philanthropic Partnership to upfit the Wildland UTV Equipment for the Indianola Fire Department.
- Resolution 2026-051 appointing the Public Works Director as the City of Indianola representative to the North and Middle Rivers Watershed Management Authority.
- Approval of the submission of fourth quarter utility write-offs to the State Setoff Program for collection.
- Receive and file the Civil Service Commission's list of certified candidates for the position of Police Lieutenant.
- Consideration of the approval of Home Base Iowa Initiative Application from Ashton Shuff-Worrall and authorization of a handwritten warrant in the amount of
- \$1,500.00.
- Resolution 2026-052 approving salaries.

Council Reports

Council Member Sones reported on the South-Central Iowa Landfill Committee and CIRTPA meetings.

Council Member Lane reported on the MPO Committee and IMU BOT meetings.

Council Member Lane moved to receive and file the February 2026 Treasurer's Report and Armstrong seconded it. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Sally Dix, Bravo president, presented the Bravo annual report.

Courtney Silliman, Human Resources Director, discussed the process for the annual evaluation of the city manager. Council directed staff to work with Council Members Davis and Lane on the annual evaluation.

Mayor Pro Tem's Report

Mayor Pro Tem Ron Dalby reported community news.

Mayor Pro Tem Ron Dalby announced that Mayor Richardson had proclaimed March 25, 2026, as Medal of Honor Day and presented the proclamation to the Indianola American Legion.

Mayor Pro Tem Ron Dalby announced that Mayor Richardson had proclaimed March 22-28, 2026, as severe weather week in Indianola.

Old Business

Council Member Sones moved to approve Resolution 2026-053 authorizing execution of a Termination Agreement by and between the City of Indianola and Inception Group, LLC, terminating the Agreement for Private Development and Minimum Assessment Agreement by and between the City of Indianola and Inception Group, LLC. Davis seconded it. Bryce Johnson, Community and Economic Development (CED) Director, discussed the termination agreement. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Lane moved to approve Resolution 2026-054 approving final plat for Spruce Street Townhomes Plat 1 and Davis seconded it. Bill Mettee, Senior Planner, discussed the final plat. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

New Business

Council Member Armstrong moved to open the public hearing regarding Amendment No. 1 to the Emerald Bay Urban Renewal Plan and Lane seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

CED Director Johnson discussed the amendment to the Emerald Bay Urban Renewal Plan. No other public comments were offered.

Council Member Lane moved to close the public hearing and Sones seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Sones moved to approve Resolution 2026-055 approving Amendment No. 1 to the Emerald Bay Urban Renewal Plan. Davis seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Davis moved to open the public hearing regarding the proposal to enter into a First Amendment with Sunstone Investments, LLC. Lane seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

CED Director Johnson reviewed the amendment. No other public comments were offered.

Council Member Lane moved to close the public hearing and Sones seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Davis moved to approve Resolution 2026-056 approving entering into a First Amendment with Sunstone Investments, LLC. Sones seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Lane moved to open the public hearing regarding the proposed Amendment No. 9 to the Hillcrest/Downtown Unified Urban Renewal Plan. Davis seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

CED Director Johnson discussed the amendment to the Hillcrest/Downtown Unified Urban Renewal Plan. No other public comments were offered.

Council Member Lane moved to close the public hearing and Davis seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Council Member Sones moved to approve Resolution 2026-057 authorizing the proposed Amendment No. 9 to the Hillcrest/Downtown Unified Urban Renewal Plan. Davis seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

City Manager Jacob Meshke explained the cancellation of the public hearing for the South C Street Sanitary Sewer Improvement Project. Council Member Sones moved to reject the bid from Rognes Corporation on the South C Street Sanitary Sewer Improvement Project and Lane seconded it. On roll call, the vote was AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

Culture and Recreation Director Doug Bylund proposed the City post for the solicitation of bids for the McVay Trail Repair Project. Council directed staff to solicit for bids.

Council directed staff to not implement their cost-of-living increases for 2026.

Other Business

City Manager Meshke and Clerk/Finance Director Jackie Raffety led a discussion on borrowing in Fiscal Year 27.

City Manager Meshke reported on city departments.

The Council requested a splash pad presentation during a future study session, discussion and direction on a 3-year property tax abatement model and on the transient merchant ordinance.

Adjourn

The meeting was adjourned at 7:58 PM on a motion by Sones and seconded by Davis. Question was called for and on voice vote the Mayor Pro Tem declared the motion carried unanimously.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: April 6, 2026
Subject: Resolution setting a public hearing on April 20, 2026, at 6 PM regarding the fiscal year 27 budget.

Introduction: Following the maximum property tax public hearing, the Council shall set a public hearing regarding the adoption of the Fiscal Year 27 budget. The public hearing is proposed for April 20, 2026, at 6:00 PM.

Recommendation: Approval of the resolution setting the public hearing.

Attachments: 1. Res 2026- Set PH for Annual Budget

CITY OF INDIANOLA
RESOLUTION NO. 2026-

**RESOLUTION SETTING A PUBLIC HEARING REGARDING
THE FISCAL YEAR 27 BUDGET**

WHEREAS, under state law, the City of Indianola must hold a public hearing on the annual fiscal budget; and

WHEREAS, under state law, the hearing date must be set by resolution of the Council; and

WHEREAS, a notice concerning the proposed annual fiscal budget must be published between 4 and 20 days prior to the date of the said hearing.

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

- (1) The date and time for the public hearing for the City of Indianola Fiscal Year 2027 Annual Budget is set for 6:00 PM on April 20, 2026, at Indianola City Hall, 110 N 1st Street, Indianola, Iowa.
- (2) The City Clerk is directed to publish the notice between 4 and 20 days prior to the date of said hearing.

Passed and adopted this 6th day of April 2026.

Steve Richardson, Mayor

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: April 6, 2026
Subject: Resolution setting a public hearing for complaints filed on tobacco sales permit violations (Casey's General Store #3512 (Trailridge)) for May 18, 2026, at 6:00 PM.

Introduction: On February 12, 2026, the Indianola Police Department conducted a compliance check at Casey's #3512, 301 East Trailridge Avenue.

Background: Iowa Code Section 453A.22(2)(a) states that if a permit holder or an employee of a permit holder has violated Iowa Code Section 453A.2(1), the permit holder shall be assessed a civil penalty of \$300.00 for a first violation of Iowa Code Section 453A.2(1).

Discussion: Once the public hearing date is set, a letter will be sent to each permit holder informing them of the public hearing. If they wish to settle this case in lieu of a public hearing, they must complete the acknowledgment/settlement agreement, along with a check in the amount of \$300.00 no later than 10 business days prior to the hearing date.

Budget Impact: If the civil proceeding is carried out locally, the local authority receives any civil penalties paid by the retailer.

Recommendation: Staff recommends approval of the resolution setting the public hearing.

Attachments:

1. Casey's 3512 Violation
2. Res 2026 -Setting PH Tobacco violations Casey's - Trailridge

BRENNA BIRD
ATTORNEY GENERAL

JOB MUKKADA
ASSISTANT ATTORNEY GENERAL



1305 East Walnut Street
Des Moines, IA 50319
Direct: 515-281-5846
job.mukkada@iowa.gov
www.iowaattorneygeneral.gov

IOWA DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL
REVENUE SECTION

March 18, 2026

CITY OF INDIANOLA
PO BOX 299
INDIANOLA, IA 50125-0299

Dear City/County Clerk:

This letter is to inform you of a recent sale-to-minor violations by a retailer in your community. This violation was discovered during a routine compliance check. Under Iowa Code chapter 453A, a local jurisdiction wishing to pursue the civil administrative sanction of tobacco retailer violations must do so within 60 days of the date of adjudication of the underlying criminal offense. After 60 days, jurisdiction for the civil administrative proceeding transfers to the State.

The purpose of this letter is to outline the process set out in the Iowa Code, provide information about the State's online licensing and enforcement portal, and offer resources that may assist your community with determining whether it would like to handle the administrative sanction directly.

THE I-PLEDGE PROGRAM

The Alcohol and Tax Compliance Division of the Iowa Department of Revenue (Department), through the I-PLEDGE program, works with local law enforcement and the Iowa State Patrol to conduct compliance checks at all Iowa tobacco retailers. The program also offers education and certification opportunities to increase voluntary compliance with the state's laws.

The I-PLEDGE Retailer Training is offered online at no cost to further this goal. After successfully passing the final test, participants receive a printable certificate that is valid for a period of two years. Establishments that participate in I-PLEDGE Retailer Training are then afforded an affirmative defense for a future instance of non-compliance, but the defense may only be used once in a four-year period.

ENFORCEMENT OF IOWA'S LAWS

By law, employees of establishments who sell tobacco products to minors during these compliance checks are issued a criminal citation, and those cases are prosecuted by the local authorities as simple misdemeanors.

Iowa law also provides for a civil administrative sanction against the retail permit holder if the permit holder, or an employee of the permit holder, is cited for selling tobacco products to a minor. Civil penalties are mandatory and are set out in Iowa Code chapter 453A. If the civil proceeding is carried out locally, the local authority receives any civil penalties paid by the retailer. If the State handles the civil matter, any civil penalties

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assessed are directed to the tobacco retailer training fund.

In certain instances, a business may be able to avoid the civil sanction if a tobacco, alternative nicotine or vapor product sale-to-minor violation occurs in its establishment. In order for the business to be eligible for the affirmative defense, the employee cited for the violation must have been certified by I-PLEDGE at the time of the offense and the business may not have asserted the affirmative defense in the previous four-year period.

NEXT STEPS

Your local jurisdiction has 60 days from the date of the criminal adjudication of the simple misdemeanor to initiate the civil administrative sanction before the local licensing body. After 60 days, or earlier if your local authority elects to transfer it sooner, jurisdiction for the civil administrative sanction is transferred to the State and is handled by the Iowa Attorney General's office.

Your community will coordinate with the State on the civil administrative sanction using the Iowa Department of Revenue's Tobacco Licensing e-Services portal, which enables you to respond to this letter and view related information in one convenient location.

If your local community chooses to handle the civil matter, the Tobacco Licensing e-Services portal will also allow clerks to upload documents confirming that the licensing authority acted on the matter.

ADDITIONAL RESOURCES

Information about the violations in your jurisdiction may be viewed in the Tobacco Licensing Portal. Additionally, should your community wish to handle the civil matter, the Attorney General's office maintains a tobacco enforcement manual that offers legal resources and sample forms that can be downloaded for use by local prosecutors. This manual is available on the Attorney General's website, as well as in the "Resources" menu of the Tobacco Licensing Portal.

Please contact me with any questions regarding this letter.

Sincerely,

/s/ JOB MUKKADA

JOB MUKKADA
ASSISTANT ATTORNEY GENERAL

STATE OF IOWA

Retail Cigarette / Tobacco / Nicotine / Vapor Permit

Iowa Department of Revenue Permit Number: 8-71-046019

In accordance with laws of the state of Iowa, and the action of the of CITY OF INDIANOLA, IOWA.

CASEY'S #3512
301 E TRAILRIDGE AVE
INDIANOLA, IA 50125-0000

CORPORATION
CASEYS MARKETING COMPANY
1 SE CONVENIENCE BLVD
ANKENY, IA 50021-9672

Types of Sales: Over-the-counter

Is hereby authorized to sell cigarettes, tobacco, alternative nicotine, and vapor products at the business location address above in the City of INDIANOLA, County of , Iowa.

This permit is non-transferable and is effective from July 01, 2025, and automatically expires on June 30, 2026, unless suspended or revoked.

In Testimony Whereof, I have caused the seal of the said City to be hereunto affixed. Done at CITY OF INDIANOLA in the State of Iowa, this 16th day of June, 2025.

Issued By Iowa Department of Revenue on behalf of: CITY OF INDIANOLA.

This copy to be posted by the retailer where the sale is to be made in plain view of the public.



Compliance Check Information

Retailer: CASEY'S #3512
301 E TRAILRIDGE AVE
INDIANOLA, IA 50125-0000

Synar Check: No

Contractor: INDIANOLA POLICE DEPARTMENT

Adjudication Date: February 12, 2026

Results

Not Compliant

Date Checked: February 10, 2026
Time (24:00) Military Time: 12:14

Officer

First Name: TANNER
Middle Initial: J
Last Name: ORTLUND

Badge Number: 134
Case Number: 2026-04145
Department: INDIANOLA POLICE
DEPARTMENT

Clerk

First Name: NATHAN
Middle Initial: R
Last Name: ZIINO

Clerk Gender: Male

Confidential Informant

Age: 19 Gender: Male

CI Number (must be last 4 digits): 5082

CI Race: White

Ethnicity: Not of Hispanic Origin

Attempted Purchase Item: Alternative Nicotine Product

Age Requested No

ID Requested: No

Comments:

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION SETTING HEARING FOR COMPALINTS FILED ON
TOBACCO SALES PERMIT VIOLATIONS (Casey's #3512 (Trailridge))**

WHEREAS, on February 12, 2026, Indianola tobacco permit holder, Casey's #3512, 301 E Trailridge Avenue, Indianola, IA 50125, sold cigarettes or tobacco products to a person under twenty-one years of age, as shown by the Compliance Check attached to the Complaint filed with the City Clerk; and

WHEREAS, Iowa Code Section 453A.2(1) provides that a person shall not "sell, give, or otherwise supply any tobacco, tobacco products, or cigarettes to any person under twenty-one years of age"; and

WHEREAS, Iowa Code Section 453A.22(2)(a) provides that if a Permit Holder or an employee of a Permit Holder has violated Iowa Code Section 453A.2(1), the Permit Holder shall be assessed a civil penalty of Three Hundred Dollars (\$300.00) for a first violation of Iowa Code Section 453A.2(1); and

WHEREAS, a public hearing is proper prior to consideration of said penalty enforcement.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the violations is hereby set for May 18, 2026, at Six o'Clock p.m. (6:00 p.m.) in the Council Chambers in Indianola, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the City Clerk is hereby directed to publish notice in compliance with Iowa Code section 372.2.

APPROVED this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: April 6, 2026
Subject: Resolution setting a public hearing for complaints filed on tobacco sales permit violations (D & M Liquor) for May 18, 2026, at 6:00 PM.

Introduction: On February 10, 2026, the Indianola Police Department conducted a compliance check at D & M Liquor, 1709 North Jefferson Way.

Background: Iowa Code Section 453A.22(2)(a) states that if a permit holder or an employee of a permit holder has violated Iowa Code Section 453A.2(1), the permit holder shall be assessed a civil penalty of \$300.00 for a first violation of Iowa Code Section 453A.2(1).

Discussion: Once the public hearing date is set, a letter will be sent to each permit holder informing them of the public hearing. If they wish to settle this case in lieu of a public hearing, they must complete the acknowledgment/settlement agreement, along with a check in the amount of \$300.00 no later than 10 business days prior to the hearing date.

Budget Impact: If the civil proceeding is carried out locally, the local authority receives any civil penalties paid by the retailer.

Recommendation: Staff recommends approval of the resolution setting the public hearing.

Attachments:

1. D & M Liquor Violation
2. Res 2026 -Setting PH Tobacco violations D & M

BRENNA BIRD
ATTORNEY GENERAL

JOB MUKKADA
ASSISTANT ATTORNEY GENERAL



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IOWA DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL
REVENUE SECTION

March 18, 2026

CITY OF INDIANOLA
PO BOX 299
INDIANOLA, IA 50125-0299

Dear City/County Clerk:

This letter is to inform you of a recent sale-to-minor violations by a retailer in your community. This violation was discovered during a routine compliance check. Under Iowa Code chapter 453A, a local jurisdiction wishing to pursue the civil administrative sanction of tobacco retailer violations must do so within 60 days of the date of adjudication of the underlying criminal offense. After 60 days, jurisdiction for the civil administrative proceeding transfers to the State.

The purpose of this letter is to outline the process set out in the Iowa Code, provide information about the State's online licensing and enforcement portal, and offer resources that may assist your community with determining whether it would like to handle the administrative sanction directly.

THE I-PLEDGE PROGRAM

The Alcohol and Tax Compliance Division of the Iowa Department of Revenue (Department), through the I-PLEDGE program, works with local law enforcement and the Iowa State Patrol to conduct compliance checks at all Iowa tobacco retailers. The program also offers education and certification opportunities to increase voluntary compliance with the state's laws.

The I-PLEDGE Retailer Training is offered online at no cost to further this goal. After successfully passing the final test, participants receive a printable certificate that is valid for a period of two years. Establishments that participate in I-PLEDGE Retailer Training are then afforded an affirmative defense for a future instance of non-compliance, but the defense may only be used once in a four-year period.

ENFORCEMENT OF IOWA'S LAWS

By law, employees of establishments who sell tobacco products to minors during these compliance checks are issued a criminal citation, and those cases are prosecuted by the local authorities as simple misdemeanors.

Iowa law also provides for a civil administrative sanction against the retail permit holder if the permit holder, or an employee of the permit holder, is cited for selling tobacco products to a minor. Civil penalties are mandatory and are set out in Iowa Code chapter 453A. If the civil proceeding is carried out locally, the local authority receives any civil penalties paid by the retailer. If the State handles the civil matter, any civil penalties

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assessed are directed to the tobacco retailer training fund.

In certain instances, a business may be able to avoid the civil sanction if a tobacco, alternative nicotine or vapor product sale-to-minor violation occurs in its establishment. In order for the business to be eligible for the affirmative defense, the employee cited for the violation must have been certified by I-PLEDGE at the time of the offense and the business may not have asserted the affirmative defense in the previous four-year period.

NEXT STEPS

Your local jurisdiction has 60 days from the date of the criminal adjudication of the simple misdemeanor to initiate the civil administrative sanction before the local licensing body. After 60 days, or earlier if your local authority elects to transfer it sooner, jurisdiction for the civil administrative sanction is transferred to the State and is handled by the Iowa Attorney General's office.

Your community will coordinate with the State on the civil administrative sanction using the Iowa Department of Revenue's Tobacco Licensing e-Services portal, which enables you to respond to this letter and view related information in one convenient location.

If your local community chooses to handle the civil matter, the Tobacco Licensing e-Services portal will also allow clerks to upload documents confirming that the licensing authority acted on the matter.

ADDITIONAL RESOURCES

Information about the violations in your jurisdiction may be viewed in the Tobacco Licensing Portal. Additionally, should your community wish to handle the civil matter, the Attorney General's office maintains a tobacco enforcement manual that offers legal resources and sample forms that can be downloaded for use by local prosecutors. This manual is available on the Attorney General's website, as well as in the "Resources" menu of the Tobacco Licensing Portal.

Please contact me with any questions regarding this letter.

Sincerely,

/s/ JOB MUKKADA

JOB MUKKADA
ASSISTANT ATTORNEY GENERAL

STATE OF IOWA

Retail Cigarette / Tobacco / Nicotine / Vapor Permit

Iowa Department of Revenue Permit Number: 8-71-076031

In accordance with laws of the state of Iowa, and the action of the of CITY OF INDIANOLA, IOWA.

D AND M LIQUOR
1709 N JEFFERSON WAY
INDIANOLA, IA 50125-1459

LIMITED LIABILITY COMPANY
GANESH INVESTMENT
1709 N JEFFERSON WAY
INDIANOLA, IA 50125-1459

Types of Sales: Over-the-counter

Is hereby authorized to sell cigarettes, tobacco, alternative nicotine, and vapor products at the business location address above in the City of INDIANOLA, County of WARREN, Iowa.

This permit is non-transferable and is effective from July 01, 2025, and automatically expires on June 30, 2026, unless suspended or revoked.

In Testimony Whereof, I have caused the seal of the said City to be hereunto affixed. Done at CITY OF INDIANOLA in the State of Iowa, this 16th day of June, 2025.

Issued By Iowa Department of Revenue on behalf of: CITY OF INDIANOLA.

This copy to be posted by the retailer where the sale is to be made in plain view of the public.



Compliance Check Information

Retailer: D AND M LIQUOR
1709 N JEFFERSON WAY
INDIANOLA, IA 50125-1459

Synar Check: No

Contractor: INDIANOLA POLICE DEPARTMENT

Adjudication Date: February 14, 2026

Results

Not Compliant

Date Checked: February 10, 2026
Time (24:00) Military Time: 11:58

Officer

First Name: TANNER
Middle Initial: J
Last Name: ORTLUND

Badge Number: 134
Case Number: 2026-04143
Department: INDIANOLA POLICE
DEPARTMENT

Clerk

First Name: PRIYANKA
Middle Initial:
Last Name: SAPKOTA

Clerk Gender: Female

Confidential Informant

Age: 19 Gender: Male

CI Race: White
Attempted Purchase Item: Smokeless Tobacco

Age Requested No
ID Requested: Yes

CI Number (must be last 4 digits): 5082

Ethnicity: Not of Hispanic Origin

Comments:

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION SETTING HEARING FOR COMPALINTS FILED ON
TOBACCO SALES PERMIT VIOLATIONS (D & M LIQUOR)**

WHEREAS, on February 10, 2026, Indianola tobacco permit holder, D & M Liquor, 1709 N Jefferson Way, Indianola, IA 50125, sold cigarettes or tobacco products to a person under twenty-one years of age, as shown by the Compliance Check attached to the Complaint filed with the City Clerk; and

WHEREAS, Iowa Code Section 453A.2(1) provides that a person shall not “sell, give, or otherwise supply any tobacco, tobacco products, or cigarettes to any person under twenty-one years of age”; and

WHEREAS, Iowa Code Section 453A.22(2)(a) provides that if a Permit Holder or an employee of a Permit Holder has violated Iowa Code Section 453A.2(1), the Permit Holder shall be assessed a civil penalty of Three Hundred Dollars (\$300.00) for a first violation of Iowa Code Section 453A.2(1); and

WHEREAS, a public hearing is proper prior to consideration of said penalty enforcement.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that a public hearing on the violations is hereby set for May 18, 2026, at Six o’Clock p.m. (6:00 p.m.) in the Council Chambers in Indianola, Iowa.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council of the City of Indianola, Iowa, that the City Clerk is hereby directed to publish notice in compliance with Iowa Code section 372.2.

APPROVED this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: April 6, 2026
Subject: Consideration of the approval of a liquor license renewal for Walmart Inc.

Introduction: This is a renewal of Walmart Inc. #51094 Class E Retail Alcohol License.

Background: Their current permit expires on May 14, 2026

Discussion: Walmart Inc. is a corporation located at 1500 North Jefferson Way. The owners listed on the application are Matthew Allen, Sarah Little, Brandon Vick, Carey Fenton and John Furner. Staff has reviewed the application and inspected the premises.

Budget Impact: The State of Iowa sets the fee and disperses funds to the City after permit approval by both the local authority and the State.

Recommendation: Staff recommends approval.

Attachments: 1. Walmart Liq Lisc App 2026

CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: WALMART INC

FEIN: XX-XXX5188

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 51094

Premises Information

Premises DBA: WAL-MART SUPERCENTER #1491

Premises Address: 1500 N JEFFERSON WAY INDIANOLA IA 50125-1465

Premises Type: Grocery Store

Number of Floors: 1

Control of Premises: Own

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.
188504

Does your premises conform to all local and state health, fire and building laws and regulations?
Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?
No

Has the number of floors of the premises changed?
No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.
No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.
No

Has the square footage of the premises changed?
No

License Information

Effective Date: 15-May-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of Indianola

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	ALLEN, MATTHEW	SSN			(479) 360-3604	3 S BEAU CHENE LN ROGERS AR 72758-9624	0.00
Individual	LITTLE, SARAH	SSN			(479) 360-3604	605 MAPLE DR SPRINGDAL E AR 72764-5342	0.00
Individual	VICK, BRANDON	SSN			(479) 371-8476	16330 GRACKLE DR ROGERS AR 72756-7742	0.00
Individual	FENTON, CAREY	SSN			(479) 371-8476	4302 NE BLUE SPRUCE AVE BENTONVILL E AR 72712-4966	0.00
Individual	FURNER, JOHN	SSN			(479) 371-8476	9 S NEWHAVEN CT ROGERS AR 72758-9537	0.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: WALMART LICENSING

Phone Number: (479) 317-2991

Email Address: complic@wal-mart.com

Address: 1 CUSTOMER DR MS 0500 BENTONVILLE AR 72716-0500

Bond

Do you want to add a bond for this permit?

No

Bond Policy Number: 700 81 22416

Issued Date: 15-May-2020

Premises Hours

Is the premises open 24/7?

No

Store Hours Description:

Deliveries Hours

Are deliveries able to be received 24/7?

No

Delivery Hours Description:

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?

No

Attestation Information

Attestation Name: SARAH LITTLE

Attestation Date: 05-Mar-2026



MEMORANDUM

To: Mayor and City Council
From: Cassandra Hofer, Deputy City Clerk
Date: April 6, 2026
Subject: Consideration of the approval of a liquor license renewal for Ganesh Investments Inc., doing business as D & M Liquor.

Introduction: This is a renewal of Ganesh Investment, doing business as D and M Liquor Class E Retail Alcohol License.

Background: Their current permit expires on April 20, 2026.

Discussion: Ganesh Investment is a limited liability company located at 1709 North Jefferson Way. The owner listed on the application is Deven Sapkota. Staff has reviewed the application and inspected the premises.

Budget Impact: The State of Iowa sets the fee and disperses funds to the City after permit approval by both the local authority and the State.

Recommendation: Staff recommends approval.

Attachments: 1. D & M Liquor Lisc App 2026

CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

Business Information

Name of Legal Entity: GANESH INVESTMENT

FEIN: XX-XXX1251

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 819003

Premises Information

Premises DBA: D AND M LIQUOR

Premises Address: 1709 N JEFFERSON WAY STE 300 INDIANOLA IA 50125-1459

Premises Type: Liquor Store

Number of Floors: 1

Control of Premises: Lease

The total square footage of the entire retail sales area plus any alcoholic beverage storage areas of the business. This includes areas of walk-in alcoholic beverage coolers that are accessible to the public.

950

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Does or will your licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees?

No

Has the number of floors of the premises changed?

No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas.

No

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed.

No

Has the square footage of the premises changed?

No

License Information

Effective Date: 21-Apr-2026

Length of License Requested: 12MONTH

Endorsements

Local Authority: City of Indianola

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	SAPKOTA, DEVEN	SSN			(515) 771-2590	2460 SAYLOR RD DES MOINES IA 50313-5037	100.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: DEVEN SAPKOTA

Phone Number: (380) 900-2618

Email Address: dandm5220@gmail.com

Address: 1709 N JEFFERSON WAY STE 300 INDIANOLA IA 50125-1459

Bond

Do you want to add a bond for this permit?

Yes

Bond Policy Number: 7901246353

Remitted Value (Value of this Bond): 10,000.00

Issued Date: 28-Feb-2026

Expiration Date: 27-Feb-2027

Select the Bond Company you are using. If you do not see your company, check the 'The bond company I'm using is not listed' box and you will be prompted to enter the company information in the next step.

NATIONWIDE

Premises Hours

Is the premises open 24/7?

No

Store Hours Description:

Deliveries Hours

Are deliveries able to be received 24/7?

No

Delivery Hours Description:

Automatic Renewal Enrollment

Do you wish to enroll in the Automatic Renewal Program at this time?

Yes

Attestation Information

Attestation Name: DEVEN SAPKOTA

Attestation Date: 11-Mar-2026



MEMORANDUM

To: Mayor and City Council
From: Bryce Johnson, Community and Economic Development Director
Date: April 6, 2026
Subject: Resolution accepting public improvements and a four-year maintenance bond for Kentucky Ridge ditch improvements — sanitary sewer and storm sewer installation.

Introduction: The city is considering accepting the public improvements installed by the developer within the Kentucky Ridge Commercial Plat 1 Final Plat.

Background: The developer, Inception Group LLC, has completed the necessary public improvements within the Kentucky Ridge Commercial Plat 1 Final Plat located near the southeast corner of Kentucky Avenue and Jefferson Way.

Discussion: City staff and the contracted city engineer conducted a final inspection onsite to confirm the public improvements were properly constructed. The inspection found the following:

- A concrete footing left at the bottom of the basin; and,
- The removal of a concrete obstruction at the end of the 30" storm sewer pipe.

The contracted city engineer will draft a punch list form containing these items for the Contractor.

The outstanding items should not impact the City's ability to accept the project. The infrastructure has been in the ground for over a year and has operated with no issues. As required with all public improvement projects, the contractor has submitted a four-year maintenance bond that could be used to rectify any issues that may occur in the future.

Accepting the public improvements will also allow the final plat to be considered by City Council. If the final plat is approved, the property will be able to be sold to the future grocery store developer.

Budget Impact: None

Recommendation: Staff recommends to the City Council approve by resolution acceptance of the Kentucky Ridge Commercial Plat 1 Final Plat public improvements.

Attachments:

1. Res 2026- Kentucky Ridge Improvements
2. CertofCompletion_2026-04-03

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS AND A FOUR-YEAR MAINTENANCE
BOND FOR KENTUCKY RIDGE DITCH IMPROVEMENT –
SANITARY SEWER AND STORM SEWER INSTALLATION**

WHEREAS, a final plat for Kentucky Ridge Commercial Plat 1 has been submitted with a four-year maintenance bond to the City of Indianola; and,

WHEREAS, the final plat improved the sanitary sewer and storm sewer utilities; and

WHEREAS, the City has conducted a final inspection on the improvements; and

WHEREAS, pursuant to the Code of Ordinances, Indianola, Iowa, Section 170.05(2)(B), the Council must pass a resolution accepting the improvements.

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

1. All public improvements for the sanitary sewer and storm sewer installed as part of the approved construction documents for Kentucky Ridge are hereby approved and accepted.
2. All applicable maintenance bonds have been received and are hereby accepted.

APPROVED this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

CERTIFICATE OF COMPLETION

KENTUCKY RIDGE COMMERCIAL PLAT 1

Indianola, Iowa

April 3, 2026

This is to certify that the construction improvements for storm sewer, water main and sanitary on the Kentucky Ridge Commercial Plat 1 have been completed in substantial compliance with the plans and specifications for the project. I hereby recommend acceptance of the underground infrastructure portion of the project.

Respectfully submitted,



Eric D. Cannon, P.E.

18954
Iowa Reg. No.

SNYDER & ASSOCIATES, INC.



MEMORANDUM

To: Mayor and City Council
From: Ty Herrick, Interim WRRD Superintendent
Date: April 6, 2026
Subject: Resolution determining Water Resource Recovery Department property as surplus and authorizing sale of said property.

Introduction: The Water Resource Recovery Department has decommissioned the old wastewater facility and is requesting authorization to dispose of surplus and scrap material. We recommend that we sell the scrap material to a reputable scrap processing facility.

Background: The old wastewater facility has been taken offline and has many materials that are no longer needed for operational purposes. We have taken other material from previous upgrades to the system in for scrap processing and were able to bring money back into the budget.

Discussion: During the process of decommissioning the old plant, IMU removed the transformer and the backup generator has been sold. The facility has many materials that can be removed and sold as they are no longer used in the operations of the city or the department.

Budget Impact: The money coming in from the sale of these materials will add money to the Water Resource Recovery Department's revenue and allow the department to purchase needed equipment and supplies.

Recommendation: Staff recommends the approval of the resolution.

Attachments: 1. Res 2026- Delcaring Surplus WRRD_Scrap Metal

City of Indianola
RESOLUTION NO. 2026-

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

WHEREAS, the City of Indianola Water Resource Recovery Department owns the following property which was purchased with sewer funds: scrap metal from the old Sewer Plant, lift stations, and manholes; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa, that scrap metal is determined to be surplus property.

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

PASSED AND APPROVED this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



MEMORANDUM

To: Mayor and City Council
From: Jason Holder, Chief of Innovation and Internal Services
Date: April 6, 2026
Subject: Resolution approving an addendum to contract with Midwest Alarm Services.

Introduction: This resolution approves addendums to the existing contract with Midwest Alarm Services. The addendums add annual portable fire extinguisher inspections for Pickard Park, Parks and Recreation, and the Street Department.

Background: The City of Indianola currently uses Midwest Alarm Services for facility life safety services. We must maintain compliance with NFPA 72 codes for our fire extinguishers. Historically, different departments managed these inspections on separate timelines.

Discussion: Consolidating these inspections makes operational sense. The vendor will inspect extinguishers at the Library, Buxton Office, City Hall, Fire Department, Parks and Recreation, Pickard Park, and the Street Department during a single scheduled period. And this approach reduces vendor trips and staff coordination time. The new addendums for Parks and Pickard Park establish a 36-month term starting March 23, 2026. The Street Department addendum establishes a 36-month term starting March 31, 2026. Pickard Park requires the inspection of 6 portable extinguishers. Parks and Recreation requires the inspection of 10 portable extinguishers. The Street Department requires the inspection of 38 portable extinguishers. Street and Parks staff must remove extinguishers from vehicles prior to the inspections.

Budget Impact: The Pickard Park addendum costs \$84.00 annually. The Parks and Recreation addendum costs \$96.00 annually. The Street Department addendum costs \$90.00 annually. This brings the total additional annual cost to \$270.00. The vendor may increase the service charges one time annually after the initial term to recover service cost increases.

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- authorizing 3 addendums to agreement with Midwest Alarm Services
2. Parks and Rec - Extinguisher Inspections
3. Pickard Park Extinguisher Inspections
4. Streets Dept Fire Extinguisher Inspections

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING ADDENDUMS TO THE SERVICE AGREEMENT
WITH MIDWEST ALARM SERVICES**

WHEREAS, annual inspections on fire alarms, fire extinguishers and automatic sprinklers are required by law and must be performed by a licensed professional; and

WHEREAS, working systems will reliably provide early warning in a fire, protecting lives and property; and

WHEREAS, the Indianola City Council approved through Resolution 2025-193 an agreement with Midwest Alarm Services to perform said services at all City facilities and an addendum through Resolution 2026-036 to add portable public safety fire extinguishers for a total contract amount of \$7,626.12; and

WHEREAS, three addendums to the agreement are needed to add annual inspections for portable fire extinguisher for Parks and Recreation and the Street Departments for an additional \$270.00 per year.

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Indianola, Iowa, that the addendums to the agreement from Midwest Alarm Services are hereby approved and the Mayor or City Manager is authorized and directed to execute on behalf of the City the documents required to amend the agreement.

Approved this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk

Addendum to Basic Agreement

INFORMATION	
Billing Name ("CUSTOMER"): Indianola City Hall Customer Number: 60151 Contact Name:	Site Name ("Premises"): Indianola City Hall - Parks and Rec Site Address: 810 N 6th St Site City, State, ZIP: Indianola, IA 50125 Salesperson: Zach Morrison
Email Address: jthompson@indianolaiowa.gov	

MIDWEST ALARM SERVICES. ("Midwest") and CUSTOMER agree that the Midwest Alarm Services Basic Agreement or Contract/Agreement of a company acquired by Midwest referred to as "Agreement" executed on or around Nov 20, 2025 is hereby amended this Mar 23, 2026. This Addendum is subject to the terms and conditions of the Agreement.

The term stated in the Agreement is hereby replaced by the term of this Addendum. The term of this Addendum is 36 months and starts on Mar 23, 2026 ("initial addendum term"). After the initial addendum term, this addendum shall automatically renew for successive one-month terms, unless terminated by either party with thirty (30) days written notice. Midwest may increase the monthly service charges after the initial addendum term one time annually to recover increases in service costs. CUSTOMER agrees the billing invoice setting forth the new charge will be sufficient notice of the increase.

The following additional equipment and/or services shall be added to the CUSTOMER's Agreement:

Additional Services Provided	
The following Services to be provided under this Agreement:	
Portable Fire Extinguisher Inspection	Annually

INSTALLATION PRICE AND PAYMENT SUMMARY	
Total Installation Price: (Plus applicable taxes)	Additional Annual Service Charge: (Plus applicable taxes)
\$ 0.00	\$ 96.00
Deposit Due at Signing:	
\$ 0.00	
Balance Due Upon Completion:	Billing Cycle:
\$ 0.00	Annually
MIDWEST ALARM SERVICES reserves the right to progressively bill based on a percentage of completion method for any installations that take longer than ninety (90) days.	Additional annual/monthly Service/charge above is in addition to previous annual/monthly service charges already in place. Monthly service charge is due in advance of each billing cycle.

SCOPE OF WORK

Midwest Alarm Services to provide inspection of 10 portable fire extinguishers per NFPA 72 code. Please ensure that the extinguishers are out of vehicles prior to the inspection.

Except as expressly set forth in this Addendum, all of the terms and conditions of the previously mentioned Agreement remain in full force and effect. Defined terms in the Agreement have the same meaning in this Addendum. MIDWEST ALARM SERVICES is not obligated under this Addendum until MIDWEST ALARM SERVICES approves and accepts by signing below.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed and delivered as of the date first written above and represent that the person whose signatures appear below are duly authorized to execute this Addendum

CUSTOMER

MIDWEST ALARM SERVICES

Authorized Signature

Authorized Signature

Printed Name, Title

Printed Name, Title

Date

Date

Addendum to Basic Agreement

INFORMATION	
Billing Name ("CUSTOMER"): Indianola City Hall Customer Number: 60151 Contact Name:	Site Name ("Premises"): Indianola City Hall - Pickard Park Site Address: 2205 E 2nd Ave Site City, State, ZIP: Indianola, IA 50125 Salesperson: Zach Morrison
Email Address: jthompson@indianolaiowa.gov	

MIDWEST ALARM SERVICES. ("Midwest") and CUSTOMER agree that the Midwest Alarm Services Basic Agreement or Contract/Agreement of a company acquired by Midwest referred to as "Agreement" executed on or around Nov 20, 2025 is hereby amended this Mar 23, 2026. This Addendum is subject to the terms and conditions of the Agreement.

The term stated in the Agreement is hereby replaced by the term of this Addendum. The term of this Addendum is 36 months and starts on Mar 23, 2026 ("initial addendum term"). After the initial addendum term, this addendum shall automatically renew for successive one-month terms, unless terminated by either party with thirty (30) days written notice. Midwest may increase the monthly service charges after the initial addendum term one time annually to recover increases in service costs. CUSTOMER agrees the billing invoice setting forth the new charge will be sufficient notice of the increase.

The following additional equipment and/or services shall be added to the CUSTOMER's Agreement:

Additional Services Provided	
The following Services to be provided under this Agreement:	
Portable Fire Extinguisher Inspection	Annually

INSTALLATION PRICE AND PAYMENT SUMMARY	
Total Installation Price: (Plus applicable taxes)	Additional Annual Service Charge: (Plus applicable taxes)
\$ 0.00	\$ 84.00
Deposit Due at Signing:	
\$ 0.00	
Balance Due Upon Completion:	Billing Cycle:
\$ 0.00	Annually
MIDWEST ALARM SERVICES reserves the right to progressively bill based on a percentage of completion method for any installations that take longer than ninety (90) days.	Additional annual/monthly Service/charge above is in addition to previous annual/monthly service charges already in place. Monthly service charge is due in advance of each billing cycle.

SCOPE OF WORK

Midwest Alarm Services to provide inspection of 6 portable fire extinguishers per NFPA 72 code.

Except as expressly set forth in this Addendum, all of the terms and conditions of the previously mentioned Agreement remain in full force and effect. Defined terms in the Agreement have the same meaning in this Addendum. MIDWEST ALARM SERVICES is not obligated under this Addendum until MIDWEST ALARM SERVICES approves and accepts by signing below.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed and delivered as of the date first written above and represent that the person whose signatures appear below are duly authorized to execute this Addendum

CUSTOMER

MIDWEST ALARM SERVICES

Authorized Signature

Authorized Signature

Printed Name, Title

Printed Name, Title

Date

Date

Addendum to Basic Agreement

INFORMATION	
Billing Name ("CUSTOMER"): Indianola City Hall Customer Number: 60151 Contact Name:	Site Name ("Premises"): Indianola City Hall - Street Department Site Address: 706 N 6th St Site City, State, ZIP: Indianola, IA 50125 Salesperson: Zach Morrison
Email Address: jthompson@indianolaiowa.gov	

MIDWEST ALARM SERVICES. ("Midwest") and CUSTOMER agree that the Midwest Alarm Services Basic Agreement or Contract/Agreement of a company acquired by Midwest referred to as "Agreement" executed on or around Nov 20, 2025 is hereby amended this Mar 31, 2026. This Addendum is subject to the terms and conditions of the Agreement.

The term stated in the Agreement is hereby replaced by the term of this Addendum. The term of this Addendum is 36 months and starts on Mar 31, 2026 ("initial addendum term"). After the initial addendum term, this addendum shall automatically renew for successive one-month terms, unless terminated by either party with thirty (30) days written notice. Midwest may increase the monthly service charges after the initial addendum term one time annually to recover increases in service costs. CUSTOMER agrees the billing invoice setting forth the new charge will be sufficient notice of the increase.

The following additional equipment and/or services shall be added to the CUSTOMER's Agreement:

Additional Services Provided	
The following Services to be provided under this Agreement:	
Portable Fire Extinguisher Inspection	Annually

INSTALLATION PRICE AND PAYMENT SUMMARY	
Total Installation Price: (Plus applicable taxes)	Additional Annual Service Charge: (Plus applicable taxes)
\$ 0.00	\$ 90.00
Deposit Due at Signing:	
\$ 0.00	
Balance Due Upon Completion:	Billing Cycle:
\$ 0.00	Annually
MIDWEST ALARM SERVICES reserves the right to progressively bill based on a percentage of completion method for any installations that take longer than ninety (90) days.	Additional annual/monthly Service/charge above is in addition to previous annual/monthly service charges already in place. Monthly service charge is due in advance of each billing cycle.

SCOPE OF WORK

This agreement is to add extinguishers to the current extinguisher inspections completed by Midwest Alarm Services per NFPA 72 code. There are 38 total extinguishers to be inspected upon the approval of this agreement.

**** Extinguishers need to be removed from each vehicle prior to inspection****

Additional yearly cost - \$90

Except as expressly set forth in this Addendum, all of the terms and conditions of the previously mentioned Agreement remain in full force and effect. Defined terms in the Agreement have the same meaning in this Addendum. MIDWEST ALARM SERVICES is not obligated under this Addendum until MIDWEST ALARM SERVICES approves and accepts by signing below.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed and delivered as of the date first written above and represent that the person whose signatures appear below are duly authorized to execute this Addendum

CUSTOMER

MIDWEST ALARM SERVICES

Authorized Signature

Authorized Signature

Printed Name, Title

Printed Name, Title

Date

Date



MEMORANDUM

To: Mayor and City Council
From: Ty Herrick, Interim WRRD Superintendent
Date: April 6, 2026
Subject: Resolution authorizing the notification of violations of Chapter 96 of the Indianola, Iowa Code of Ordinances.

Introduction: The City of Indianola Water Resource Recovery Department (WRRD) recommends approving a resolution authorizing the notification of violations of Chapter 96 in the Code of Ordinances.

Background: The Indianola WRRD was called to investigate a hole next to the curb by a resident. The department investigated the cause and found that a sewer lateral is broken. The broken lateral is allowing material into the sewer, causing the hole to form under the street and in the right of way.

Discussion: This resolution will align these notifications with other violation notifications for the City of Indianola.

Budget Impact: None

Recommendation: Staff recommends approval.

Attachments:

1. Res 2026- Authorizing notification of sewer repairs
2. 510 N K ST broken service

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING THE NOTIFICATION OF VIOLATION OF CHAPTER 96 OF
THE INDIANOLA, IOWA CODE OF ORDINANCES**

WHEREAS, Chapter 96 of the Indianola Iowa Code of Ordinances sets forth the requirements of sewer connections within the city; and

WHEREAS, all costs and expenses incident to the installation, connection and maintenance of the building sewer shall be borne by the homeowner; and

WHEREAS, 510 North K Street has a broken sewer service which needs to be repaired; and

WHEREAS, Section 96.08 states the repair must be made within 30 days of notice of violation from the Indianola City Council.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City of Indianola hereby authorizes the notification of violation of Chapter 96 to the property owner at 510 North K Street.

Approved this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



— WATER RESOURCE RECOVERY DIVISION —

April 1, 2026

To: Joyce Brennan

From: Tyrel Herrick, Water Resource Recovery Department Interim Superintendent

Re: 510 N K Street Sanitary Sewer Lateral – Notice of Violation and Necessary Repair

Joyce Brennan,

This letter is to inform you that the property at 510 N K St has a broken sewer service and needs to be repaired. The repair is the homeowner's responsibility per Section 96.07 of Indianola IA Code of Ordinances and must be performed and completed pursuant to the requirements of Chapter 96 any applicable Building Code. Please note that the sanitary sewer service does go under the curb and street, which can lead to additional infrastructure failures.

Per Section 96.08 of the City Code, the repair must be made within 30 days of this Notice of violation. Failure to complete such repair within this time frame may result in penalties including, without limitation, municipal infraction fines, as well as the City fixing the broken sewer service and assessing the cost to you.

If you have questions, please contact the Water Resource Recovery Department at 515-961-9416.

Thank you,

Tyrel Herrick





MEMORANDUM

To: Mayor and City Council
From: Jacob Meshke, City Manager
Date: April 6, 2026
Subject: Resolution authorizing the City of Indianola, Iowa to enter into an engagement with MGT Impact Solutions, LLC (MGT) for Public Works Director recruitment services.

Introduction: Staff recommends engaging with MGT for Public Works Director recruitment services.

Background: The Public Works Director serves in a critical leadership role responsible for overseeing departmental operations, personnel, and project management, while ensuring high-quality customer service to residents and the development community. The position oversees key service areas including streets, sanitary and storm sewer systems, traffic control, sidewalks, snow and ice removal, and management of the Brush Facility. Public Works Director Eric Stevens submitted his resignation effective March 25, 2026, resulting in a vacancy in this essential role.

Discussion: The Public Works Director position continues to be one of the most challenging roles to fill within local government, due to significant workforce turnover and a limited pipeline of qualified candidates. Partnering with MGT will enhance the City's ability to attract a strong candidate pool by leveraging their broad reach, specialized expertise, and proven recruitment strategies. As reflected in their client portfolio, MGT has an extensive history of successfully recruiting for comparable positions, including many within our region, further demonstrating their understanding of the unique demands and expectations associated with this role.

MGT's proposed approach also aligns with the goal of conducting a thorough, timely, and well-coordinated selection process. MGT's support will help ensure that recruitment efforts are effectively targeted, professionally-managed, and positioned to identify candidates with the technical competence and leadership qualities needed to advance the City's priorities.

Budget Impact: The total cost of the proposal is \$26,000, which includes a \$2,000 allocation for position advertising to be billed at actual cost. Any consultant travel expenses would also be billed at actual cost; however, such expenses are not anticipated due to virtual meetings. The expense will be funded through salary savings associated with the vacancy in the Public Works Director position. MGT does offer a limited scope recruitment for a \$4,000 savings. Staff does recommend the full scope recruitment for the MGT guarantee, full brochure, background investigations, and assistance in developing interview questions and negotiations with the successful candidate.

Recommendation: Staff recommends approval of the full scope recruitment.

Attachments:

1. Res 2026- Approve Engagement - MGT - PW Director
2. Public Works Director Recruitment Proposal 3-25-26

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION AUTHORIZING THE CITY OF INDIANOLA, IOWA, TO ENTER
INTO AN ENGAGEMENT WITH MGT IMPACT SOLUTIONS, LLC (MGT)
FOR PUBLIC WORKS DIRECTOR RECRUITMENT SERVICES**

WHEREAS, with the recent resignation of the Public Works Director, the City of Indianola, Iowa, (the “City”) needs to move forward with recruitment and selection of a successor for the Public Works Director; and

WHEREAS, MGT has submitted a proposal dated March 25, 2026, outlining a comprehensive recruitment plan, including advertising, candidate recruitment, interviews, background screening and outreach; and

WHEREAS, MGT has demonstrated extensive experience in public sector consulting and has previously worked with the City of Indianola; and

WHEREAS, the proposed scope of work includes project initiation and interviews and brochure development; advertising, candidate recruitment and outreach; candidate evaluation and background screening; presentation of recommended candidates; interview process; and appointment, all to be completed remotely within approximately fourteen (14) weeks; and

WHEREAS, the total cost for the foundational staffing assessment shall not exceed \$26,000 (not including travel expenses), and payment structured in three installments upon contract award, presentation of candidates and final completion of recruitment; and

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

1. The City Manager is hereby authorized to execute an agreement with MGT for the provision of Public Works Director recruitment services in accordance with the proposal dated March 25, 2026.
2. The City shall designate a project coordinator to serve as the primary point of contact and facilitate communication and scheduling throughout the engagement.
3. The City shall provide all necessary documentation and support to enable MGT to complete the assessment as outlined in the proposal.
4. Payment for services shall be made in accordance with the terms specified in the proposal, with the total cost not to exceed \$26,000, plus MGT travel costs.

Passed and approved this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



Proposal

MAR 25, 2026

Public Works Director

City of Indianola, Iowa

Submitted by:

MICHELE MORAWSKI
CLIENT SERVICES MANAGER

224.415.3791
MMORAWSKI@MGT.US

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Cover Letter

Mar 25, 2026

Courtney Silliman, Director of Human Resources
City of Indianola
110 North 1st Street
Indianola, IA 50125



Dear Ms. Silliman:

As the nation's leading provider of executive recruitment and selection solutions, MGT Impact Solutions, LLC (MGT) is uniquely well qualified to partner with the City of Indianola ("City") to exceed all your expectations on this Public Works Director Recruitment project.

HOW CAN WE SUPPORT YOU?

Following are the keys to our successful methodology:

- **Industry Leadership:** With over 1,500 completed executive recruitment engagements in 46 states and a diverse range of communities, we're a proven leader in local government recruitment. Over 40% of our clients are repeat customers, and 94% rate our performance as **Outstanding**.
- **Subject Matter Expertise:** Our team includes former local government leaders, human resources experts, and industry veterans, ensuring that we understand the specific challenges and opportunities in government, education, and nonprofit sectors. We leverage our deep understanding of organizational culture and sector-specific needs to identify top-tier candidates who align with our clients' goals.
- **Top Talent, Guaranteed:** We use advanced recruitment strategies, including social media outreach and video interviews, to thoroughly vet candidates. Our Recruitment Brochures showcase in-depth knowledge of your community, and we conduct extensive reference checks and background searches to ensure we recommend the best fit.
- **True Partnership:** From start to finish, we collaborate closely with you. You'll have full access to candidate resumes, and we'll offer honest assessments to ensure the perfect match. Whether evaluating internal candidates or exploring non-traditional talent, we're committed to your complete satisfaction.
- **Flexible Solutions:** We offer customizable recruitment services to suit any budget, from Full Executive Searches to Limited Scope and Virtual Recruitments. Our proposal outlines the service scope that best meets your needs.

Our comprehensive and tailored executive recruitment services are designed to meet the unique needs of your organization. With a proven track record, a focus on quality, and a commitment to partnership, we ensure that every step of the process is handled with expertise and care. Whether you're seeking top-tier talent, exploring non-traditional candidates, or working within a specific budget, we are here to deliver the best fit for your organization. We look forward to working with you to find the ideal candidate who will drive success and elevate your community's leadership.



MGT CONTACT INFORMATION

MGT HEADQUARTERS	MGT Impact Solutions, LLC 4320 West Kennedy Boulevard Tampa, Florida 33609 FEIN: 81-0890071 www.mgt.us
PROPOSAL CONTACT	Michele Morawski, Client Services Manager 224.415.3791 mmorawski@mgt.us

The following proposal has been tailored to your specifications and provides a detailed plan of how we will partner with you to meet your objectives. Thank you for the opportunity to present our qualifications to the City of Indianola. Should you have questions on any aspect of this proposal, please contact **Michele Morawski** at **224.415.3791** or **mmorawski@mgt.us**.

Regards,



Lawrence Cowan, Chief Operations Officer for Revenue Operations
Authorized to bind the firm



Firm Profile

Impacting communities for good.

MGT brings **50 years** of experience driving positive social change and performance in education, government, nonprofits, and critical infrastructure/private industries through **assisting clients to strengthen their foundation, change systematically, and enable resiliencies for long-lasting change**. Since inception, MGT has significantly grown in size and capacity – working with state and local governments and education partners. Today, we bring a team of over **1,200 professionals** who offer in-depth market knowledge and understanding so we can hit the ground running.

MGT is a privately held, employee-owned and financially stable limited liability company with a deep roster of staff and a commitment to serving the public. Our clients care about addressing the world's most-pressing problems, and so do we. Their "why" is our why.

What sets us apart is our ability to customize and offer individualized support but also the resources of a larger infrastructure to enable flexibility in impacting to-scale. Throughout our history, MGT has successfully delivered more than **30,000 projects** through a thoughtful balance of balancing the "immediate" needs while changing systems to plan for future resilience and success.



MGT | FIRST LOOK

Name: MGT Impact Solutions, LLC (MGT)

Locations: Headquarters in Tampa, FL; branch offices nationwide.

Cooperative Contracts:

ASC 20-7359, 24-7484

OMNIA LS4612

Sourcewell 060624MGT

TIPS 220601, 220802, 230105

TXShare 2024-019

Structure: Privately held, employee-owned, client-driven Limited Liability Company.

Lines of Business: Strategy and Implementation, Performance and Operations, IT Infrastructure, and Cyber Security and Resilience for public sector and commercial companies.

Markets we serve:

- Higher Education
- Prek-12
- Government
- Nonprofits
- Commercial Industries

 **50**
years

 **1,200**
consultants

 **30,000**
projects

Specialized technology and advisory solutions for society's most mission-critical challenges.

Our Commitment

MGT embraces the most complex challenges on the leadership agenda, with deep commitment, agility, and local expertise to make a measurable and profound impact. Simply stated, **we are impacting communities for good.**

DEFINED BY IMPACT

Making a profound impact on society is at the heart of who we are and what we do. City of Indianola should be proud to make a difference in the lives of the citizens in your community, and we are proud to work with you toward this goal. Our team empowers organizations through innovations in people, processes, and technology to lift and strengthen your solutions.

People



We believe in the power of connecting people and ideas to solve mission-critical, complex challenges to foster trusted partnerships with clients, for life.

Purpose



We are led by a singular purpose—to offer partnerships and design solutions that provide enduring opportunities for individual prosperity and community well-being.

Performance



We partner with our clients to advance learning outcomes, manage technology networks, reduce operational costs, improve workflows, and engineer resilient IT infrastructure.

Education State & Local Government Enterprise & Critical Industries

Technology Solutions

We provide engineering expertise to modernize and manage IT infrastructure and ensure technology implementation is properly designed, integrated, optimized, and maintained. MGT delivers end-to-end solutions tailored to your unique needs, spanning managed services, cybersecurity, physical security, network infrastructure, cloud and data, SaaS offerings, and communications.

As your trusted advisors, we partner with you to develop strategic technology architectures and/or assist you in quickly procuring and installing equipment for immediate needs or to resolve an IT issue.

Advisory Solutions

We empower organizations to make data-informed decisions by unlocking and organizing critical information—financial and operational—to support strategic, evidence-based planning.

With that insight, we partner with clients to develop tailored strategies and actionable road maps that drive meaningful outcomes.

Our expertise spans data, talent, processes, and technology—optimizing each to achieve measurable impact with efficiency. From PMO support to workforce placement and development, we work alongside our clients to implement solutions and deliver results that matter.

Beyond the Project: Comprehensive People Solutions

We support clients in addressing their most mission-critical human capital needs, with specialized expertise in executive recruitment, staffing solutions, and human resources consulting. With over 1,250 clients, 3,100 completed projects, and a 93% client satisfaction rate, MGT delivers tailored solutions to help organizations attract top talent, meet urgent short- or long-term staffing demands, support critical IT project staffing needs, and strengthen their workforce strategies.

To schedule a complimentary consultation, contact:
Senior Vice President Joellen Cademartori, MGT's head of Human Capital, at jcademartori@mgt.us.



Project Team

The success of a consulting engagement is founded on the qualifications of the project team and the way in which it is structured and managed.

MGT employs a team of professionals with backgrounds in local government and the not-for-profit sector. With the City's staffing needs in mind and due to the significance of this recruitment, we have assigned our highly knowledgeable and experienced consultant, Ashley Eccles. She will act as your Recruitment Lead and the primary point of contact for this project. All Recruitment Leads are supported by the Vice President of Human Capital Solutions, a Recruitment Coordinator, and Reference Specialist. Depending on availability at the time a contract is awarded, MGT reserves the right to assign another Recruitment Lead to ensure the recruitment is completed within an appropriate time frame. Staff biographies are located in **Appendix A**.

Recruitment Lead & Main Point of Contact



ASHLEY ECCLES

Senior Consultant
847-380-3240
AEccles@mgt.us

Ashley Eccles is a Senior Consultant who leads executive and specialized municipal recruitments, leveraging nine years of hands-on local government administration and HR/operations leadership to deliver high-retention placements across senior leadership roles.

Director | Recruitment Support



YOLANDA HOWZE

Director – Executive
Recruitment
314.304.2889
YHowze@mgt.us

Yolanda Howze is a well-regarded human resources professional with more than 25 years of leadership experience in public sector human resources, primarily in municipal government.

Project Executive



CHARLENE STEVENS

Vice President –
Human Capital
Solutions
320.262.0303
CStevens@mgt.us

Charlene leads MGT's Executive Recruitment practice and has over 25 years of leadership and recruitment experience in public sector management.



Project Approach & Methodology

A detailed plan specifically designed for you.

Project Understanding

A typical recruitment and selection process requires a significant investment of time and effort. A substantial portion of this involves administrative tasks such as advertisement placement, reference checks, and candidate due diligence.

We believe our experience and ability to professionally administer your recruitment will provide you with a diverse pool of highly qualified candidates for your position search.

Our clients are informed of the progress of their recruitment throughout the entire process. We are always available by mobile phone or email should you have a question or need information about the recruitment.



Success Stories

"The coordination by the consultant helped to alleviate the workload of internal staff. Consultant was willing to customize the process based on the City's needs."

Proposed Work Plan

PHASE 1 – POSITION ASSESSMENT, ANNOUNCEMENT, & BROCHURE

MGT treats each executive recruitment as a transparent partnership with our client. We believe in engaging with stakeholders early in each recruitment process to fully understand the challenges and opportunities inherent in the position. Understanding the organizational culture is critical to successful recruitment. We gain this insight and information through meetings (one on one and in small groups), surveys, and a review of relevant information. This information is reflected in a polished marketing piece that showcases the organization and the area it serves.

INFORMATION GATHERING

- One-on-one or group interviews with stakeholders identified by the City.
- Surveys can be used for department personnel and/or the community to gather feedback.
- Conversations/interviews with department heads.

A combination of the items listed above can be used to fully understand community and organizational needs and expectations for the position.

Development of a **POSITION ANNOUNCEMENT** to be placed on websites and social media.

Development of a thorough **RECRUITMENT BROCHURE** for City review and approval.

Agreement on a detailed **RECRUITMENT TIMETABLE** – a typical recruitment takes between 90 to 120 days from the time you sign the contract to the appointment of the finalist candidate.

PHASE 2 – ADVERTISING, CANDIDATE RECRUITMENT, & OUTREACH

We make extensive use of social media as well as traditional outreach methods to ensure a diverse and highly qualified pool of candidates. Our website is well known in the local government industry – we typically have 17,000+ visits monthly to our website and career center. Additionally, our weekly jobs listings are sent to over 8,000 subscribers.

Phase 2 will include the following:

- MGT consultants will personally identify and contact potential candidates.
- Develop a database of potential candidates from across the country unique to the position and to the City, focusing on:
 - Leadership and management skills.
 - Size of organization.
 - Experience in addressing challenges and opportunities also outlined in Phase 1.
 - The database will range from several hundred to thousands of names. An email campaign will be sent to each potential candidate.
- Placement of the Position Announcement:
 - Public sector online Career Centers.
 - **Social media:** LinkedIn (posted on MGT Executives LinkedIn news feeds to reach over 50,000 connections), Facebook, and Instagram.
 - MGT will provide the City with a list of advertising options for approval.

PHASE 3 – CANDIDATE EVALUATION & SCREENING

Phase 3 will include the following steps:

- Review and evaluation of candidates' credentials with consideration to the criteria outlined in the Recruitment Brochure.
- Candidates will be narrowed down to those that meet the qualification criteria.
- Candidate evaluation process:
 - Completion of a questionnaire explaining prior work experience.
 - Live Video Interview (45 minutes to 1 hour) conducted by consultant with each finalist candidate.
 - References provided by the candidate are contacted.
 - Internet/Social Media search conducted on each finalist candidate.

All resumes will be acknowledged and inquiries from candidates will be personally handled by MGT, ensuring the City's process is professional and well regarded by all who participate.

PHASE 4 – PRESENTATION OF RECOMMENDED CANDIDATES

Phase 4 will include the following steps:

- MGT will prepare a Recruitment Report presenting the credentials of those candidates most qualified for the position.
- MGT will provide an electronic recruitment portfolio which contains the candidates' materials along with a "mini" resume for each candidate so that credentials are presented in a uniform way.
- The City will receive a log of all applicants and may review resumes if requested.
- Report will arrive in advance of the Recruitment Report Presentation.

MGT will meet with the City to review the recruitment report and provide additional information on the candidates.

PHASE 5 – INTERVIEWING PROCESS & BACKGROUND SCREENING

Phase 5 will include MGT completing the following steps:

- Develop the first and second round interview questions for City review and comment.
- Coordinate candidate travel and accommodations.
- Provide City with an electronic file that includes:
 - Candidates' credentials.
 - Set of questions with room for interviewers to make notes.
 - Evaluation sheets to assist interviewers in assessing the candidate's skills and abilities.

Background screening will be conducted along with additional references contacted:

MGT BACKGROUND SCREENING

- | | |
|---|--|
| <ul style="list-style-type: none"> ✓ Social Security Trace & Verification ✓ US Federal Criminal Search ✓ Verified Enhanced National Criminal Search <ul style="list-style-type: none"> – National Sex Offender Registry – Most Wanted Lists: Federal Bureau of Investigation (FBI), Drug Enforcement Agency (DEA), Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF), Interpol – Office of Foreign Assets Control (OFAC) Terrorist Database Search – Office of the Inspector General (OIG), General Services Administration (GSA), System for Award Management (SAM), Food and Drug Administration (FDA) – All felonies and misdemeanors reported to the National Database | <ul style="list-style-type: none"> ✓ County/Statewide Criminal Search ✓ Civil Search ✓ Bankruptcy, Liens, and Judgements ✓ Motor Vehicle Record ✓ Education Verification – All Degrees Earned Optional: Credit Report – Transunion with score (based on position and state laws) Optional: <ul style="list-style-type: none"> – Professional License Verification – Drug Screen – Employment Verification |
|---|--|

PROJECT APPROACH & METHODOLOGY

MGT will work with you to develop an interview schedule for the candidates and coordinate travel and accommodations. MGT consultants will be present for all the interviews, serving as a resource and facilitator.

MGT will coordinate a 2-Step Interview process. The first-round interviews will include four to five candidates. The second-round interviews will include two or three candidates. MGT will supply interview questions and an evaluation form.

In addition to a structured interview, the schedule can incorporate:

- Tour of City facilities.
- Interviews with senior staff.

PHASE 6 – APPOINTMENT OF CANDIDATE

Activities

- MGT will assist you as much as requested with the salary and benefit negotiations and drafting of an employment agreement, if appropriate.
- MGT will notify all applicants of the final appointment, providing professional background information on the successful candidate.

Project Timeline

Based on our experience in conducting similar projects, we anticipate the proposed project can be completed within 14 weeks of project initiation as illustrated in **Exhibit 1**.

Exhibit 1. Proposed Schedule

WORK PLAN TASKS	WEEK													
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Phase 1: Position Assessment, Position Announcement, & Brochure														
Phase 2: Advertising, Candidate Recruitment, & Outreach														
Phase 3: Candidate Evaluation & Screening														
Phase 4: Presentation of Recommended Candidates														
Phase 5: Interviewing Process & Background Screening														
Phase 6: Appointment of Candidate														



Cost Proposal

*Defined by Impact. Driven by People.
Dedicated to the Community.*

We take pride in customizing our client's needs — and we will work with you to ensure our fees are aligned with your expectations and budget.

Full Scope Recruitment

Summary of Costs	Price
Recruitment Fee	\$22,000
Recruitment Expenses (not to exceed) Expenses include candidate due diligence efforts on presented candidates and background screenings for up to four finalists.	\$2,000
Advertising <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, client is only billed for actual cost.</i>	\$2,000*
TOTAL:	\$26,000**

***Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the City for reimbursement.*

Possible in-person meetings could include:

- Recruitment brochure interview process
- Presentation of recommended candidates
- Interview Process

Any additional consultant visits requested by the City (beyond the three visits listed above) will be billed at \$225/hour. The additional visits may also result in an increase in the travel expenses billed.

*This fee does not include travel and accommodation for candidates interviewed.

RECOMMENDED OPTIONAL SERVICE

Our Classification and Compensation team can conduct a review and analysis of the job description, qualifications, and classification, and provide comparable insights using reliable compensation and job data sources. This analysis helps ensure the position's skill requirements and salary range are aligned with the broader market. **Cost: \$900**

Payment for Fees & Services

- **1st Invoice:** Contract Award (40% of the Recruitment Fee).
- **2nd Invoice:** Presentation of Candidates (40% of the Recruitment Fee & expenses incurred to date).
- **Final Invoice:** Completion of Recruitment (20% of the Recruitment Fee plus all remaining expenses).

Proposal pricing is valid for 90 days. Payment of invoices is due within 30 days of receipt.

Our Guarantee – Full Scope Recruitment

MGT will present well-qualified candidates and support the client through selection and appointment. Because top candidates move quickly, the client agrees to provide timely direction and decisions. If the client does not respond to multiple written requests for decisions and/or guidance within six weeks of (i) delivery of the candidate slate for interviews or (ii) completion of finalist interviews, MGT may, at its discretion, terminate the engagement and invoice for services performed and expenses incurred to date.

If the client rejects a slate of qualified candidates and/or does not negotiate in good faith to finalize an offer, and instead elects to re-advertise the position, MGT reserves the right to assess additional consulting fees commensurate with the incremental scope and work requested.

Upon appointment of a candidate, MGT provides the following guarantee: should the selected and appointed candidate, at the request of the City or the employee's own determination, leave the employ of the City within the first 12 months of appointment, we will, if desired, conduct one additional recruitment for the cost of expenses, including advertising and consultant travel. To enact the guarantee, the City:

1. Must request the replacement search within 30 days of the candidate's departure.
2. Must provide documentation of a performance review conducted within the 12-month period.

HIRING OF ADDITIONAL CANDIDATES

If the City hires more than one candidate introduced by MGT as a result of this recruitment process during the subsequent twelve-month period, an additional placement fee equivalent to 50% of the recruitment fee will apply for each additional hire. The guarantee stated above will only apply to the initial candidate hired by the City.

Limited Scope Recruitment Scope of Services

MGT offers the option of a "Limited Scope" recruitment process, designed for clients who require only partial assistance with recruitment. The first several components of a Limited Scope Recruitment Process and a Full Recruitment and Selection Process are similar.

The consultant will:

- Meet with employees and other stakeholders.
- Develop a Recruitment Flyer for the position.
- Develop and place position announcements on websites and on social media outlets.
- Conduct outreach for candidates via personal and electronic contacts.
- Review all resumes.
- Conduct live two-way video interviews.
- Complete references for select candidates.
- Prepare an electronic Recruitment Portfolio that includes the information on the recommended candidates. This will be provided to the City a few days in advance of a candidate presentation meeting.

At this point in the Limited Scope Recruitment process, MGT involvement will be complete.

The key differences between the Limited Scope Recruitment Process and the Full Recruitment and Selection Process are:

- A Recruitment Flyer, instead of a full Brochure, will be prepared for the Limited Scope Recruitment.
- MGT will not conduct background investigations (court, credit, motor vehicle records checks, etc.).
- MGT will not offer any guarantee regarding the selection and tenure of the candidates. MGT will bill the City immediately after presentation of candidates and will not redo the recruitment and selection process if the City is unsuccessful in hiring someone from the group of recommended candidates.
- Development of interview questions, second interview questions, and assistance with contract negotiations will be the responsibility of the City.

Limited Scope Recruitment Price Proposal

Summary of Costs	Price
Recruitment Fee	\$20,000
Advertising <i>*Advertising costs over \$2,000 will be placed only with client approval. If less than \$2,000, client is only billed for actual cost.</i>	\$2,000*
TOTAL:	\$22,000**

****Consultant travel expenses are not included in the price proposal. If the consultant is requested to travel to the client, travel costs will be estimated at time of request. Only actual expenses will be billed to the City for reimbursement.**

Possible in-person meetings could include:

- Recruitment brochure interview process
- Presentation of recommended candidates

Any additional consultant visits requested by the City (beyond the two visits listed above) will be billed at \$225/hour. The additional visits may also result in an increase in the travel expenses billed.

*This fee does not include travel and accommodation for candidates interviewed.

RECOMMENDED OPTIONAL SERVICE

Our Classification and Compensation team can conduct a review and analysis of the job description, qualifications, and classification, and provide comparable insights using reliable compensation and job data sources. This analysis helps ensure the position's skill requirements and salary range are aligned with the broader market. **Cost: \$900**

HIRING OF ADDITIONAL CANDIDATES

If the City hires more than one candidate introduced by MGT as a result of this recruitment process during the subsequent twelve-month period, an additional placement fee equivalent to 50% of the recruitment fee will apply for each additional hire. The guarantee stated above will only apply to the initial candidate hired by the City.

Payment for Fees & Services

- **1st Invoice:** Contract Award (50% of the Recruitment Fee).
- **Final Invoice:** Completion of Recruitment (50% of the Recruitment Fee plus all expenses).

Proposal pricing is valid for 90 days. Payment of invoices is due within 30 days of receipt.



Optional Recruitment Services

The Nation's Recruitment Leader.

Having a solid plan in place is the only way to reach your long-term vision and goals, and we want to see you thrive. Our variety of services can be personalized to make the most of your strengths and give you an extra layer of support where you need it. We offer the following additional service offerings:

FACILITATED PERFORMANCE EVALUATION

As a service to the City, we offer the option of providing you with a proposal for a 360° performance evaluation for the appointed position at six months and one year into their employment. This evaluation will include seeking feedback from both elected officials and department directors, along with any other stakeholder the City feels would be relevant and beneficial. This input will be obtained on a confidential basis with comments known only to the consultant. If you are interested in this option, MGT will prepare a proposal for this service.

LEADERSHIP/PERSONALITY TESTING

MGT has experience working with a wide variety of leadership and personality assessment tools, depending on the qualities and experiences the City is seeking in their candidates. These include but are not limited to Luminaspark, Caliper, DISC, and others. Depending on the evaluation type, selected fees will vary.

RECORDED ONE-WAY VIDEO INTERVIEW OF CANDIDATES

Candidates we recommend for your consideration can complete a one-way video interview with three to five questions that will be recorded and which you can review electronically at your convenience. This can occur prior to making your decision on which candidates to invite for an interview at an additional cost.



Human Capital Consulting

MGT partners with public sector and nonprofit clients to address mission-critical human capital challenges through integrated staffing solutions and HR consulting. Our tailored approach helps organizations attract top talent, respond to urgent staffing needs, support complex IT initiatives, and strengthen long-term workforce strategy.

To schedule a complimentary consultation, contact MGT's head of Human Capital:
Joellen Cademartori, Senior Vice President | jcademartori@mgt.us

MGT STAFFING SOLUTIONS

Flexible staffing support to bridge workforce gaps and sustain operations. We serve cities, counties, school districts, and nonprofits with professionals across management, finance, IT, public safety, education, and more. We connect clients to skilled talent quickly through short-term assignments, longer-term placements, and outsourced arrangements to maintain continuity and stability.

CLASSIFICATION & COMPENSATION STUDIES

Classification and compensation expertise supported by current market salary and benefits data. We provide practical recommendations to guide workforce decisions and keep compensation competitive and equitable.

ORGANIZATIONAL & STAFFING REVIEWS

Assessment of organizational structure, workforce allocation, and operating dynamics to identify improvement opportunities. Data-driven insights help streamline processes, optimize and forecast staffing levels, and improve productivity.

LEADERSHIP DEVELOPMENT TRAINING

Leadership development for public sector supervisors, including an 8-week online supervisory course. We also offer tailored trainings and assessments to strengthen core leadership capabilities at every level.

HUMAN RESOURCES AUDITS AND ASSESSMENTS

Support that blends strategy and implementation, including strategic planning, change management, HR audits, staffing analysis, and policy review and development. This work strengthens compliance, aligns resources, and builds long-term organizational capacity.

EMPLOYEE ENGAGEMENT SURVEYS

Engagement surveys and workplace climate assessments, delivered with our University of North Carolina–Chapel Hill partner, to measure morale and identify actionable improvements.

SUCCESSION PLANNING

Succession strategies that build leadership continuity by aligning competencies with development opportunities and strengthening talent pipelines for near-term stability and long-term adaptability.



Appendix A. Consultant Biographies

The biographies of our proposed consultants are provided on the following pages.



Ashley Eccles

Senior Consultant

Ashley Eccles joined MGT in 2024 as a Senior Consultant, where she leads executive recruitments and provides general consulting services. She has partnered with local government agencies primarily in Illinois and Wisconsin to recruit and place senior leaders, resulting in high-retention placements and strengthening organizational leadership including: City Managers, Deputy/Assistant City Managers, Finance Directors, Community Development Directors, Village Engineers, Public Works Directors, Human Resources Directors, and Public Health Directors.

With nine years of public sector experience, Ashley has a robust background in complex municipal environments. She has served as an Assistant Village Administrator in two suburban municipalities in Chicagoland, where she organized and directed day-to-day operations and projects across the HR Division, IT Division, and Communications Divisions. Ashley has successfully handled recruitment, collective bargaining, benefits administration, and transitions to new benefit cooperatives. Additionally, she has led strategic IT reviews, managed insurance claims, and negotiated contracts for better service delivery. Her leadership roles have included chairing the Executive Safety and Sustainability Committees and serving as a liaison to local chambers of commerce.

Areas of Expertise

- Recruitment & Selection for Executive and Specialized Municipal Positions
- Human Resources Management in Local Government
- Human Capital Strategy
- Strategic Leadership & Administrative Operations
- Crisis Communications
- Community Engagement

Education

- M.P.A., Pennsylvania State University, World Campus
- B.A., Communications & Public Relations, Carthage College

Certification

- Graduate Certificate in Public Sector Human Resources Management, Pennsylvania State University

Recognition

- Lake Zurich Area Chamber of Commerce Young Professional of the Year Nominee (2016)

Memberships & Affiliations

International City and County Management Association (ICMA), Current Member

Illinois City/County Management Association (ILCMA), Current Member

Member of Legacy Project: Advancing Women in Local Government, 2015-2017, 2024-Present

Illinois Public Employer Labor Relations Association (IPELRA), Former Member

Former Member of the McHenry County PIO Network, 2018-2022

Former Member of the NE-IL PIO Network, 2018-2022

Former Member of the National Information Officers Association (NIOA), 2018-2022

Professional Experience

MGT Impact Solutions, LLC, Senior Consultant, 2024-Present

Village of Antioch, IL, Assistant Village Administrator, 2023-2024

Village of Lake in the Hills, IL, Assistant Village Administrator, 2022-2023; Communications Coordinator/PIO, 2018-2022

Village of Hawthorn Woods, IL, Management Analyst/Public Information Specialist, 2016-2017; Administrative Intern, 2015



Yolanda Howze, MPA

Director

Yolanda Howze is a well-regarded human resources professional with more than 20 years of leadership experience in public sector human resources, primarily in municipal government. At MGT, Yolanda serves as a Director with the firm's public sector executive recruitment team, leading projects across local government, nonprofit, K-12, and higher education clients. She brings deep expertise in executive search, classification and compensation systems, and human capital strategy, providing clients with comprehensive, tailored recruitment and HR solutions.

Prior to joining MGT, Yolanda held senior leadership roles in local government including Assistant to the City Manager/Director of Human Resources in Missouri and Director of Human Resources in Texas. She also served as a Director of Executive Search and Senior Consultant with national consulting firms, managing large-scale executive recruitment projects and advising clients on HR operations and organizational design and classification and compensation strategies. A recognized thought leader, Yolanda is a frequent speaker and author on HR topics and was honored by the Texas Municipal Human Resources Association (TMHRA) as Human Resources Professional of the Year.

Areas of Expertise

- Executive Recruitment & Human Capital Strategy
- Classification, Compensation & Total Rewards
- Organizational Development, Training & Performance Management
- HRIS, Process Improvement & Change Management
- Employee Relations, Risk & Emergency Management

Education

- M.A., Public Administration & Policy Analysis, Southern Illinois University Edwardsville
- B.A., Psychology and Organizational Leadership, Maryville University

Training & Instruction

- Senior Certified Professional, PSHRA-SCP, SPHR, SHRM-SCP
- Extensive Public Sector HR Leadership Training, PSHRA and SHRM
- Continuing Education & Professional Development Programs, Human Resources Certification Institute (HRCI), International City/County Management Association (ICMA)
- Conference Presenter and Workshop Facilitator, PSHRA

Memberships & Affiliations

International City/County Management Association (ICMA), Current Member

Public Sector Human Resources Association (PSHRA), Current Member

PSHRA Greater St. Louis Chapter, Current Member & Past President
Society for Human Resource Management (SHRM), Current Member

Texas Municipal Human Resources Association (TMHRA), Former Member

PSHRA Texas Chapter, Former Member

PSHRA Central Region, Former Member & Past Vice President

Professional Experience

MGT Impact Solutions, Director, Executive Recruitment, 2025-Present

National Executive Search Firms, Director of Executive Search & Senior Consultant II, 2020-2025

City of University City, Missouri, Assistant to the City Manager/Director of Human Resources, 2018-2020; Director of Human Resources, 2005-2010; HR Coordinator/Specialist, 2002-2005; City Manager's Executive Assistant, 1996-2002; Planning and Development Administrative Assistant, 1994-1996

City of Bellaire, Texas, Director of Human Resources, 2012-2018
Independent/Contract Consulting, 2011-2012



Charlene Stevens

Vice President

Charlene Stevens brings over 25 years of municipal management and 7 years of public sector recruitment experience to her role as Vice President at MGT. Charlene leads MGT's Executive Recruitment practice and provides consulting support for the Human Capital Consulting practice. Her career spans rural, suburban, and urban communities across Minnesota, Kansas, and Pennsylvania, giving her a strong ability to work effectively with diverse individuals and groups.

Her public sector background includes leadership in civic engagement, community visioning, workforce development, and downtown revitalization. Known for her professionalism and dedication to public service, Charlene is widely recognized for her leadership within the profession. She is a committed mentor and advocate for inclusive workplaces, with a strong track record in community engagement and project management.

Charlene is a frequent presenter at state and national conferences.

Areas of Expertise

- Executive Recruitment
- Human Resources
- Staff Development
- Strategic Planning
- Civic Engagement
- Community Visioning
- Parks and Greenspace Preservation
- Workforce Training Initiatives
- Municipal Management

Education

- M.P.A., University of Kansas
- B.A., International Relations, Pomona College

Training & Instruction

- Instructor, International City and County Management Association (ICMA), Emerging Leaders Development Program and Mid-Career Institute
- Presenter and Speaker for ICMA, MCMA, and State Association and Affiliate Groups

Memberships & Affiliations

International City/County Manager Association (ICMA), Current Member, Past Regional Vice President, Past Committee and Task Force Chair

Minnesota City/County Managers Association (MCMA), Current Member

League of Minnesota Cities, Past Board Member

Coalition of Greater Minnesota Cities, Past Board Member

Women in Public Service Wichita/Sedgwick County, Kansas, Founding Member

Professional Experience

MGT Impact Solutions, LLC, Vice President, 2019-Present

City of Cottage Grove, MN, City Administrator, 2015-2018

City of Willmar, MN, City Administrator, 2011-2015

Sedgwick County, KS, Assistant County Manager, 2006-2011

Township of Lower Gwynedd, PA, Assistant Township Manager, 1999-2006

Township of Buckingham, PA, Assistant Township Manager, 1997-1999

City of Wichita, KS, Neighborhood Assistant, 1995-1996



Appendix B. Client List

A list of the clients we have had the pleasure of partnering with that complements the City's recruitment request is provided on the following page.

Engineering/Public Works/Utility/Water Recruitment Client List 2022 to Present

State	Client	Position Title	Population	Year
Arizona	Scottsdale	Senior Director - Water Resources	246,170	2025
Arkansas	Bella Vista	Assistant Street Superintendent (Professional Outreach)	29,475	2022
Colorado	Fort Collins	Civil Engineer I/II (Professional Outreach)	165,080	2023
		Deputy Director - Light & Power Operations (Professional Outreach)	165,080	2022
		Project Manager - Halligan Water Supply (Professional Outreach)	165,080	2022
		Senior Specialist, Floodplain Management (Professional Outreach)	165,080	2023
	Longmont	Electrical Engineer/Senior Electrical Engineer (Professional Outreach)	100,758	2023
		Safety and Training Manager (Professional Outreach)	100,758	2023
Delaware	Kent County	Director of Public Works	187,954	2024
Florida	Apopka	Public Services Deputy Director	55,496	2024
	Miami Beach	Assistant Director/City Engineer for Public Works	88,000	2025
		Public Works Director	88,000	2025
	Orlando	Capital Improvements Plan Division Manager	307,573	2025
		Public Works Director	307,573	2022
		Water Reclamation Division Manager	307,573	2024
	Riviera Beach	Utility Special District Executive Director	38,663	2025
	Solid Waste Disposal and Recycling Authority of Broward County	Executive Director	1,944,375	2024
	St. Johns County	Facilities Management Director (Professional Outreach)	292,466	2023
		Traffic Engineer (Professional Outreach)	292,466	2023
	Tampa Bay Water	Project Management Manager (Professional Outreach)	Multi	2024
Illinois	Barrington	Director of Public Works	10,455	2022
	Cary	Director of Public Works and Engineering	17,840	2023
	Charleston	Assistant Public Works Director (Professional Outreach)	20,141	2023
	Clinton	Assistant Director of Public Works (Professional Outreach)	6,982	2023
	Crest Hill	Director of Public Works (Professional Outreach)	21,169	2024
	Danville Sanitary District	District Engineer	Multi	2024
	Fox River Water Reclamation District	Executive Director	Multi	2022
		Technical Services Director (Limited)	Multi	2023
	Galesburg	Director of Public Works (Professional Outreach)	33,706	2023
	Glen Ellyn	Assistant Village Engineer	27,000	2022
	Glencoe	Public Works Director	8,900	2023
	Grayslake	Public Works Director/Village Engineer	20,831	2024
	Kewanee	Public Works Director	12,509	2025
	La Grange	Public Works Director	15,610	2025
	Lake County	Director of Public Works	703,462	2023
	Lincolnwood	Director of Public Works	12,590	2023
	Moline	Director of Utilities	43,100	2025
	Morton Grove	Director of Public Works	23,500	2023
	Niles	Director of Public Works	30,001	2024
	Norridge	Director of Public Works (Virtual)	15,251	2024
	Northwest Suburban Municipal Joint Action Water Agency	Executive Director	Multi	2022
	Northwest Water Commission	Executive Director (Virtual)	Multi	2022
	Olympia Fields	Director of Public Works (Professional Outreach)	4,821	2022
		Public Works Director (Professional Outreach)	4,821	2024
	Oregon	Public Works Director (Professional Outreach)	3,660	2022
	Oswego	Project Engineer (Professional Outreach)	33,324	2024
	Pace Suburban Bus	Chief Mechanical Officer	Multi	2022
		Civil Engineer Project Manager (Limited)	Multi	2024
	Plainfield	Director of Public Works	41,734	2022
	Vernon Hills	Director of Public Works/Engineer	25,911	2022
	Westmont	Public Works Director	24,767	2022
	Winnetka	Director of Public Works (Limited)	12,417	2023
Iowa	Central Iowa Water Works	Executive Director	Multi	2024
	Dubuque	Industrial Pretreatment Coordinator (Professional Outreach)	59,700	2023
		Water and Resource Recovery Center Director (Professional Outreach)	59,700	2023
Kentucky	Paducah	City Engineer	24,850	2024
Maryland	Hagerstown	Water and Wastewater Engineer (Professional Outreach)	40,612	2023
	Westminster	Director of Public Works	18,522	2025
Michigan	Battle Creek	Public Works Director	52,721	2022
	Pontiac	City Engineer (Virtual)	60,984	2024

	Saginaw	Assistant City Engineer (Professional Outreach)	44,202	2023
Minnesota	Blaine	Deputy Director of Public Works	67,939	2023
		Director of Public Works	67,939	2022
	Burnsville	Public Works Director	60,000	2023
	Hibbing Public Utilities	Electrical Engineer	Multi	2025
	New Ulm	Public Utilities Director	13,970	2025
	Vadnais Heights	Public Works Director/City Engineer (Professional Outreach)	13,080	2023
Missouri	Metropolitan St. Louis Sewer District	Executive Director/CEO	Multi	2023
	University City	Director of Public Works	35,172	2022
		Director of Sanitation (Limited)	35,172	2025
Nebraska	Nebraska City Utilities	Operations Superintendent	7,200	2023
	Omaha	Streetcar Operations Manager	479,529	2025
North Carolina	Cumberland County	Engineering Director	336,000	2025
	Fayetteville	Assistant Public Services Director - Transportation (Professional Outreach)	210,000	2023
		Capital Projects Program Manager (Limited)	210,000	2023
		Fleet Manager	210,000	2022
		Solid Waste Manager (Professional Outreach)	210,000	2023
		Stormwater Manager (Limited)	210,000	2023
		Water Resources Engineer (Professional Outreach)	210,000	2023
	North Topsail Beach	Public Works Superintendent	1,100	2025
Ohio	Cleveland	Bridge Section Chief	381,009	2025
		Design Section Chief	381,009	2025
		North Coast Connector Project Manager	381,009	2025
Pennsylvania	Cranberry Township	Utilities Director	33,955	2024
	State College	Borough Engineer	43,270	2025
South Carolina	Fountain Inn	Director of Public Works	13,864	2024
Tennessee	Germantown	Director of Public Works	41,333	2024
Toronto	Recycle Coach	Customer Success Manager - Midwest (Professional Outreach)	Multi	2024
Virginia	Hopewell	Water Renewal Director	23,000	2025
	Roanoke	Director of Public Works	100,220	2023
		Traffic Engineer	100,220	2025
Wisconsin	Burlington	Director of Public Works	10,511	2024
	Cottage Grove	Deputy Director of Public Works & Utilities (Professional Outreach)	9,740	2022
		Public Works and Utilities Director (Virtual)	9,740	2023
	Hartford	City Engineer (Professional Outreach)	14,251	2024
	Lisbon	Public Works Director (Virtual)	10,734	2024
	Port Washington	Water Utility Superintendent	11,250	2022
	Ripon	Assistant Director of Public Works (Professional Outreach)	7,833	2023
	South Milwaukee	City Engineer	21,239	2024
	Tomah	Director of Public Works & Utilities	9,389	2025
	Waukesha	Director of Public Works	71,158	2023



MEMORANDUM

To: Mayor and City Council
From:
Date: April 6, 2026
Subject: Resolution approving salaries.

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

Recommendation: Staff recommends approval.

Attachments: 1. Res 2026- Approving salaries 20260406

City of Indianola
RESOLUTION NO. 2026-

RESOLUTION APPROVING SALARIES

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

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

Lillian Ewing, adding second position Certified Swim-Lesson Instructor, Part-time Non-benefitted, \$13.00/hour, effective March 22, 2026; and

Caleb Fullerton, Full-time Police Officer to PO-3, \$85,583.76/year, effective March 22, 2026; and

Thomas Phillips, adding second position Certified Swim-Lesson Instructor, Part-time Non-benefitted, \$13.00/hour, effective March 22, 2026; and

Josie Paugh, to Sports Complex Concession Worker, Seasonal, \$11.25/hour, effective March 25, 2026; and

Arya Reinert, to Sports Complex Concession Worker, Seasonal, \$11.25/hour, effective March 25, 2026.

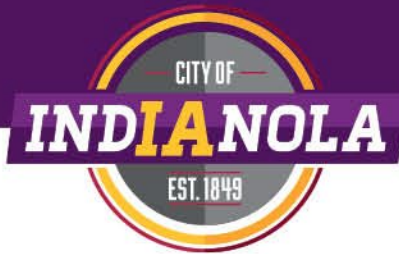
BE IT FURTHER RESOLVED that the city staff is hereby authorized to execute the resolution to issue payroll checks and make all required supporting payroll payments as required per the personnel manual or required by law.

Passed and approved this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



—Office of the Mayor—

**PROCLAMATION
RECOGNITION OF RODNEY PRICKETT**

WHEREAS, Rodney Prickett began his service with Indianola Municipal Utilities in 1969 as a summer help employee in the Water Department; and

WHEREAS, following his graduation, he committed himself to full-time employment, beginning a career marked by dedication, professionalism, and steadfast commitment to the citizens of Indianola; and

WHEREAS, over the course of forty-five (45) years, Rodney faithfully served the community by helping to ensure safe, reliable, and high-quality water service for generations of residents and businesses; and

WHEREAS, his service was characterized by integrity, a strong work ethic, institutional knowledge, and a deep sense of responsibility to the community; and

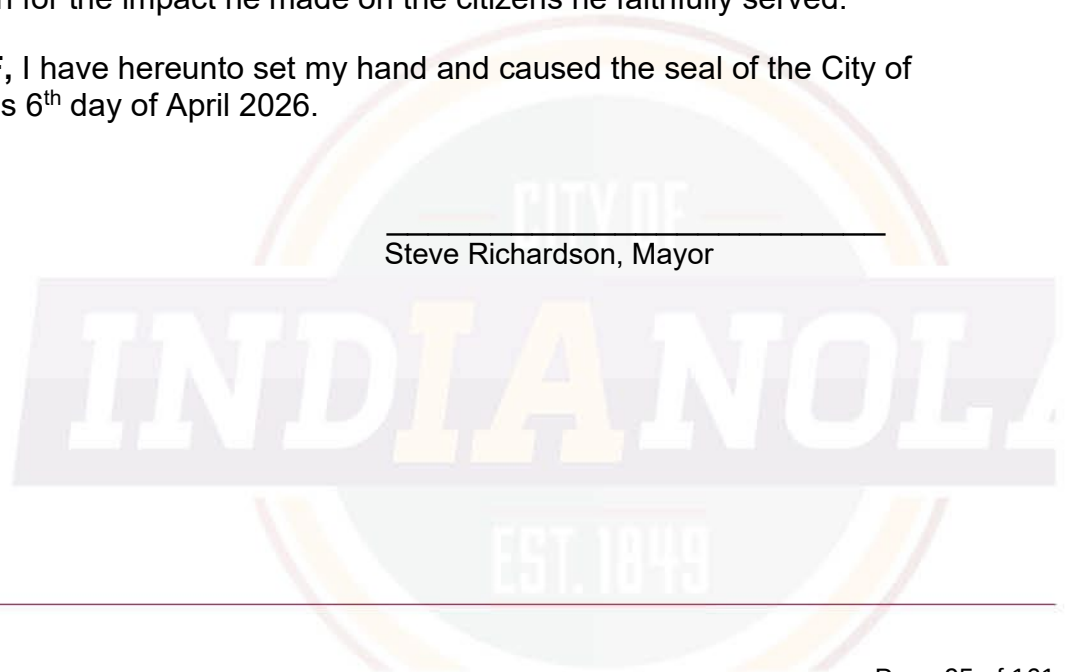
WHEREAS, Rodney retired in December 2014 after forty-five (45) years of exemplary public service; and

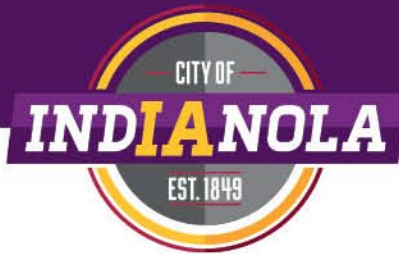
WHEREAS, Rodney Prickett passed away on Wednesday, February 25, 2026, leaving behind a legacy of dedication, service, and commitment to the City of Indianola.

NOW, THEREFORE, BE IT PROCLAIMED that the City of Indianola and Indianola Municipal Utilities do hereby express their sincere gratitude for Rodney Prickett's forty-five years of dedicated service, honor his lasting contributions to the community, and extend their deepest appreciation for the impact he made on the citizens he faithfully served.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Indianola to be affixed this 6th day of April 2026.

Steve Richardson, Mayor





—Office of the Mayor —

**PROCLAMATION
LOCAL NEWS DAY**

WHEREAS, strong communities depend on strong local news and information to keep residents informed, connected, and prepared; and

WHEREAS, local news organizations provide verified, independent reporting that helps residents make everyday decisions about schools, public safety, health care, small businesses, elections, and community events; and

WHEREAS, access to trusted local news and information strengthens civic participation, supports transparency and accountability in government, and fosters a culture of informed citizenship; and

WHEREAS, local journalists serve as essential members of our community—attending public meetings, covering emergencies, highlighting community achievements, and telling the stories that reflect who we are; and

WHEREAS, Local News Day is a national day of action connecting people with local, independent, and trusted news sources in their own communities, and encouraging residents to learn about, engage with, and support the newsrooms that serve them; and

WHEREAS, participation in Local News Day provides an opportunity for residents, institutions, and local governments to celebrate the value of local news and information through community events, public recognitions, and visible acts of support;

NOW, THEREFORE, I, Steve Richardson, Mayor of Indianola, do hereby proclaim April 9, 2026, as

LOCAL NEWS DAY

in the City of Indianola and encourage all residents to recognize the importance of trusted local news and information and to engage with the local news organizations that serve our community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Indianola to be affixed this 6th day of April 2026.

Steve Richardson, Mayor



MEMORANDUM

To: Mayor and City Council
From: Jacob Meshke, City Manager
Date: April 6, 2026
Subject: Discussion and direction regarding recycling and brush facility fees.

Introduction: Staff will provide a presentation on the brush facility operations, revenues, and expenses.

Background: City Council requested a review and discussion of brush facility operations, including associated revenues and expenses, with particular interest in evaluating an increase to the recycling fee to offset brush facility fees.

Discussion: The FY27 Brush Facility Proposed Budget anticipates \$109,400 in revenue and \$107,915 in expenses. Of the projected revenues, \$73,400 is generated from the recycling fee and \$36,000 from brush facility user fees. Estimated brush facility operating expenses total \$47,915. Additionally, spring and fall cleanup expenses are projected at \$60,000, which would be funded through the \$73,400 in recycling fee revenue. After covering cleanup expenses, \$11,915 of recycling fee revenue remains available to support brush facility operations. This amount represents a 24.9% subsidy of the brush facility's operating costs.

There are 6,188 customer accounts contributing to the recycling fee. An annual increase of \$0.81 per customer (approximately \$0.07 per month) would generate an estimated \$5,000 in additional recycling fee revenue. To fully eliminate brush facility user fees while maintaining a balanced budget, an increase of \$5.66 annually per customer (approximately \$0.47 per month) would be required.

City Council may also consider establishing a target subsidy level from recycling fees for the brush facility that exceeds the 24.9% projected in the FY27 budget. It is important to note that brush facility fees are user-based charges, meaning customers pay directly for the services they receive, while the recycling fee is assessed to all recycling customers. Recycling customers may not use the brush facility for a variety of reasons.

Budget Impact: The budget impact is neutral as the brush facility budget is balanced between brush facility and recycling fees. Any increase in recycling fee could offset lowering brush facility user fees.

Recommendation: Staff recommends City Council discussion and direction.

Attachments: None



MEMORANDUM

To: Mayor and City Council
From: Jackie Raffety, City Clerk/Finance Director
Date: April 6, 2026
Subject: Fiscal Year 27 Borrowing

Introduction: Four public hearings are required before Council can consider resolutions authorizing the loan agreement, proceedings to take additional action, and the issuance and levying a tax for payment for the three-year capital items for public safety, public works, parks and recreation, and the Wellness Campus.

Background: Staff has identified the highest priority capital needs over the next three years to continue providing core public safety, street, and culture and recreation services efficiently and effectively.

The Council must hold a public hearing for each of the borrowing categories — general corporate purpose, essential corporate purpose, and urban renewal general obligation bonds. The not-to-exceed limits are conservative estimates of high-end interest costs to avoid having to come back for additional authority later.

Purchases of snow plows, ambulances, fire trucks, police vehicles, trucks, and other items will be made over a three-year period. As noted in the chart below, the vehicles and equipment have exceeded their useful life and must be replaced to continue meeting the essential needs of our community.

3-Year Capital Improvement Plan

Department	Type	Project	Total	Useful Life	Replaces
Street	Vehicle	2029 International HV-507 tandem	\$ 345,000	10 years	2016 Freightliner 114SD
Street	Vehicle	2026 International HV-507 single	\$ 285,000	10 years	2013 International 7300
Street	Vehicle	2027 International HV-507 single	\$ 290,000	10 years	2013 International 7300
Street	Vehicle	2025 Dodge Ram 3500 4x4	\$ 70,000	10 years	2019 Dodge Ram 2-wheel drive
Street	Vehicle	2026 Dodge Ram 3500 4x4	\$ 75,000	10 years	2019 Ford F450 2-wheel drive
Street	Equipment	2029 & 2034 Elgin Whirlwind	\$ 400,000	5 years	2024 Elgin Whirlwind
Street	Equipment	John Deere 333P trackloader	\$ 140,000	8 years	2017 Kubota 95-2sv Trackloader
VMAC	Equipment	VMAC Yellow Slide Pump	\$ 16,800	7-12 years	Rebuilding pump installed in 2012
VMAC	Equipment	VMAC Shallow Water Features Restoration	\$ 32,600	8-10 years	Restoration of features installed in 2007
VMAC	Equipment	VMAC Gutter Replacement	\$ 59,000	15-25 years	Original installation
VMAC	Equipment	VMAC Slide Refurbishment	\$ 15,000	10 years	Maintenance to interior of 3 slides last performed in 2016
P&R	Vehicle	Van	\$ 60,000	10 years	2005
Fire	Vehicle	2027 Command Vehicle Replacement	\$ 82,000	10 years	2015 Tahoe
Fire	Vehicle	2028 Ambulance 245 Replacement	\$ 360,400	6 years	2016 Ford 450
Fire	Vehicle	2029 Ambulance Replacement	\$ 378,000	6 years	2018 Ford 450
Fire	Vehicle	2027 331 Pumper Engine Replacement	\$ 832,500	20 years	2001 HME Pumper
Fire	Vehicle	2029 335 Water Tender Replacement	\$ 540,225	20 years	2002 Water Tender
Fire	Equipment	Performance Load Cot System Replacement x2	\$ 125,798	8 years	2015
Fire	Equipment	2017 Lucas Chest Compressor Replacement	\$ 23,622	8 years	2017
Police	Vehicle	SUV 261 2026 Chevrolet Tahoe	\$ 73,800	4 years	2022 Ford
Police	Vehicle	SUV 262 2026 Chevrolet Tahoe	\$ 73,800	4 years	2022 Ford
Police	Vehicle	SUV 271 2027 Chevrolet Tahoe	\$ 78,800	4 years	2023 Chevy Tahoe
Police	Vehicle	SUV 272 2027 Chevrolet Tahoe	\$ 78,800	4 years	2023 Chevy Tahoe
Police	Vehicle	SUV 281 2028 Chevrolet Tahoe	\$ 81,500	4 years	2024 Chevy Tahoe
Police	Vehicle	SUV 282 2028 Chevrolet Tahoe	\$ 81,500	4 years	2024 Chevy Silverado
Police	Equipment	Motorola radio replacement	\$ 200,000	10 years	2017
Police	Equipment	Axon in car dash cameras	\$ 60,000		Data911 Cameras
General Fund Bonds Total			\$ 4,859,145		
Informational Street	Improvements	Phase I Street Plan	\$ 8,250,000	20 years	

Fire Apparatus — The National Fire Protection Association (NFPA) is a trusted resource in the fire safety space and their standards are a strong basis for best practice. NFPA 1901 recommends retiring frontline fire apparatus after 15 years, moving them to reserve status, and full retirement by 20-25 years. Extending frontline status to 20 years is fairly common as a measure to balance the cost of the equipment with reliability concerns. The two apparatus being recommended for replacement are 24 and 25 years old.

Police Squads — There is some variation, but the most common range is between 3–5 years for frontline status and then move to a reserve role (e.g. SRO vehicle). Other nearby communities are replacing squad cars approximately every four years. The Indianola squad cars will be five (5) years old at the time of the proposed replacement.

Snowplows — Snow plows will typically range from 10–15 years for replacement. The Iowa DOT conducted a study and found that 12 years was an optimized replacement schedule for snowplows. The snowplows being recommended for replacement will be between 13 and 14 years old at proposed time of replacement.

Ambulance — The life span of an ambulance is not as well prescribed. Cleveland EMS put an article (attached) together with a recommendation of replacing ambulances at the five (5) year / 200,000 mile mark. Charlotte (VT) put an article together stating that the average ambulance is 5–7 years old. Frazer, a manufacturer, notes the 5–7 year mark as the most common benchmark for front-line service (or 250,000 miles) with replacement trends going closer to 150,000 miles. For Indianola, a 6 - 8-year (or 200,000 mile) replacement benchmark is reasonable and balances extending life given the cost of the asset with the reliability and failures that are prone to higher mileage and use vehicles. The two ambulances recommended for replacement are 8 to 10 years old, and both pushing 200,000 miles.

The importance of routine and preventative maintenance also cannot be overstated to reach the useful life benchmarks and potentially beyond as a non-front-line vehicle. Keeping equipment as a

front-line vehicle beyond its useful life often means a transition from routine and preventative maintenance to unpredictable and high-cost repairs. This increases the risks regarding safety, reliability and predictable maintenance costs. When there are unpredictable repairs, crucial equipment spends weeks in the shop instead of on the road performing public safety duties. The cost of repairs outside of routine and preventative maintenance is not budgeted. The limited amount of reserves on hand will need to be used to pay for these repairs.

Discussion: Purchases will be made over three years. Some of the equipment, like the engine, water tender, and ambulances, require payment for a portion of the vehicle before the rest of the vehicle is built. The City will need to borrow the full amount up-front so that orders can be placed for vehicles with long lead times that require multiple payments.

Borrowing and purchasing within three years greatly reduces the risk of having to pay arbitrage fees. The interest on the bonds is projected to be similar to the interest rates realized on investments.

As previously discussed, the Council can set the amortization schedule. Under a 10-year structure, with only a 1% taxable valuation growth, the debt levy will increase \$0.43/\$1,000 for FY28. The debt levy amount will gradually decrease the following years, assuming no other changes. Under a 20-year structure where the amortization is based on the useful life of the equipment, with only 1% taxable valuation growth, the debt levy will increase \$0.50/\$1,000 for FY28-FY31. The debt levy amount will decrease in FY32 because of other outstanding debt maturing. Both of these approaches work to align amortization with the useful life of the vehicles.

Depending on state legislation and the growth ratcheting formulas, the general fund levy rate may increase or decrease in such a way that taxes will NOT increase by the amount the debt levy increases. This scenario also assumes that only the debt levy is used to pay for the bonds and not other sources of revenue, like the Road Use Tax Fund.

The bond for the Wellness Campus will be paid entirely by TIF revenue and can be paid back within five years.

The Council can choose the following options:

- Borrow for all equipment as recommended. This will impact the debt levy. Depending on legislation and growth, the overall levy may or may not be impacted. This option ensures that front-line vehicles are operational and replaced on-schedule.
- Borrow for some equipment, but not all. This will impact the debt levy. Depending on legislation and growth, the overall levy may or may not be impacted. This option ensures that some front-line vehicles are operational and increases the risk of costly repairs for others, also leaving them out-of-service for an indefinite period of time. If borrowing is not done for capital repairs, it increases the risk of costly repairs and the closure of the facilities.
- Do not borrow funds. This will have no impact on the debt levy and overall levy. This option increases the risk of unbudgeted, costly repairs, leaving vehicles out-of-service for an indefinite period of time and facilities at risk of being closed.

Council should consider the pros and cons of increasing the debt levy for these capital items versus essential vehicles and equipment being unable to respond to calls for service. While the Council may consider borrowing for buildings in the future, the funding of operational and capital equipment should take priority before facilities. This approach ensures that staff can continue to meet the essential, daily needs of our community.

If the Council proceeds with borrowing, the amortization schedule can be discussed prior to making the actual borrowing.

Budget Impact: The debt levy and TIF will cover the payments for the bonds. Other sources, such as Road Use Tax Fund, can also be used to pay the bonds.

In a comparison to the metro communities, Indianola has the next-to-lowest debt service levy and the lowest debt service revenue. Indianola's total debt obligation for FY26 is \$7,518,526, but only \$1,011,451 will be paid from the debt levy (~13.5%). The remaining amount is paid from LOST, user fees, and TIF. The chart below compares Indianola's population, valuation, debt levy rate and debt levy revenue to other metro communities.

Des Moines Metro Cities					
2026 Comparison					
	City	Population	Valuation (100%)	D/S Levy (FY 26)	D/S Levy Rev
1	Bondurant	10,533	1,369,063,049	\$2.20	\$1,482,277
2	Indianola	16,514	1,699,453,838	\$1.34	\$1,011,451
3	Clive	19,926	4,026,011,247	\$1.58	\$3,236,243
4	Norwalk	16,635	2,216,891,073	\$3.40	\$3,194,454
5	Altoona	24,021	3,783,278,006	\$0.88	\$1,709,250
6	Grimes	18,040	3,156,555,447	\$2.65	\$4,389,035
7	Johnston	25,537	4,419,635,721	\$2.68	\$5,764,315
8	Urbandale	48,850	8,975,147,013	\$1.44	\$6,454,775
9	Waukee	39,446	5,409,695,943	\$3.17	\$8,487,271
10	Ankeny	80,809	12,373,851,297	\$3.00	\$18,140,237
11	West Des Moines	76,036	14,383,023,195	\$1.91	\$15,284,079
	Indianola Rank	10	10	10	11
	Below	Bondurant	Bondurant	Altoona	n/a
	Above	Norwalk	Norwalk	Urbandale	Bondurant

Recommendation: Staff recommends approval of the three-year capital borrowing as presented.

Attachments: 1. IPD Fleet vehicle lifecycle PPT

Indianola Police Department Patrol Vehicle Lifecycle

Fleet Vehicle Presentation
Focus: 4-Year Rotation &
Fleet Sustainability

3/24/2026

Chief Rob Hawkins



IPD 4-Year Patrol Vehicle Rotation

Indianola PD utilizes
a 4-year frontline
patrol rotation

Ensures reliability
and officer safety

Controls
maintenance costs

Aligns with industry
best practices

Frontline Patrol Vehicle Use

High-demand, 24/7
operations

Heavy idling and stop-and-go driving

Rapid wear compared to civilian vehicles

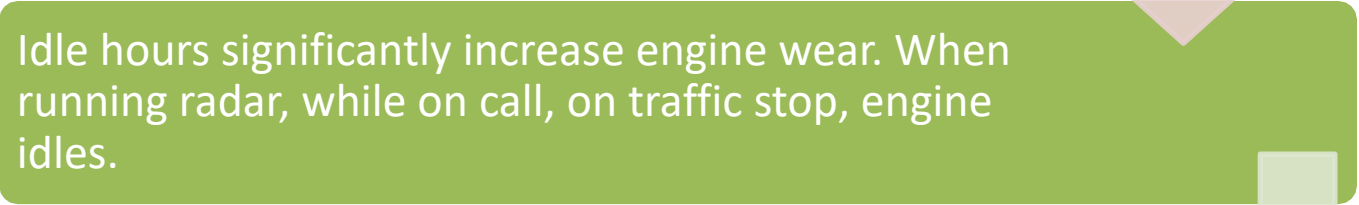
Typically rotated out of frontline service at 4 years

Mileage vs Engine Hours

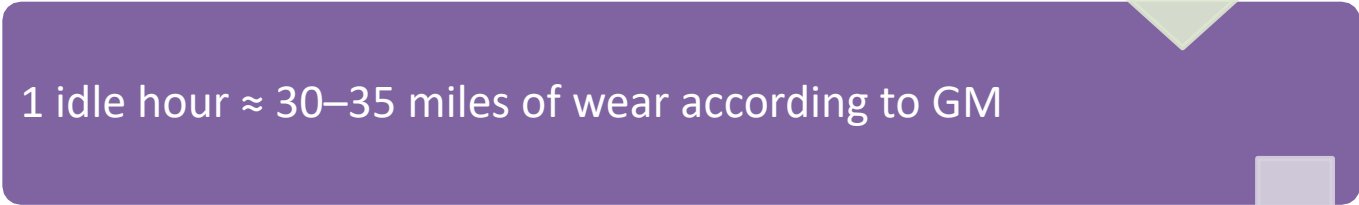
Typical mileage: 80,000–100,000 miles in 4 years depending on usage. Factors vary on actual mileage.



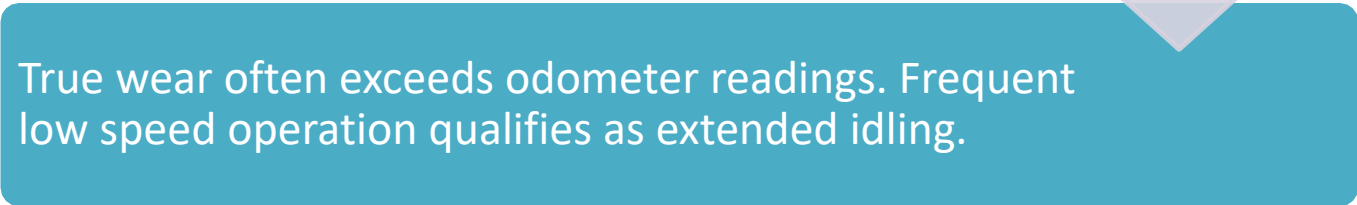
Idle hours significantly increase engine wear. When running radar, while on call, on traffic stop, engine idles.



1 idle hour $\approx$ 30–35 miles of wear according to GM



True wear often exceeds odometer readings. Frequent low speed operation qualifies as extended idling.



High End mileage for IPD Fleet



Conversion example

Car 211 has 75,511
odometer miles and
11,494 engine idle hours.

$11,494 \times 30 = 344,820$
idle mileage add

$75,511 + 344,820 =$
420,331

Secondary / Reserve Use

Vehicles reassigned after 4 years

Used as reserve, backup, or specialty units

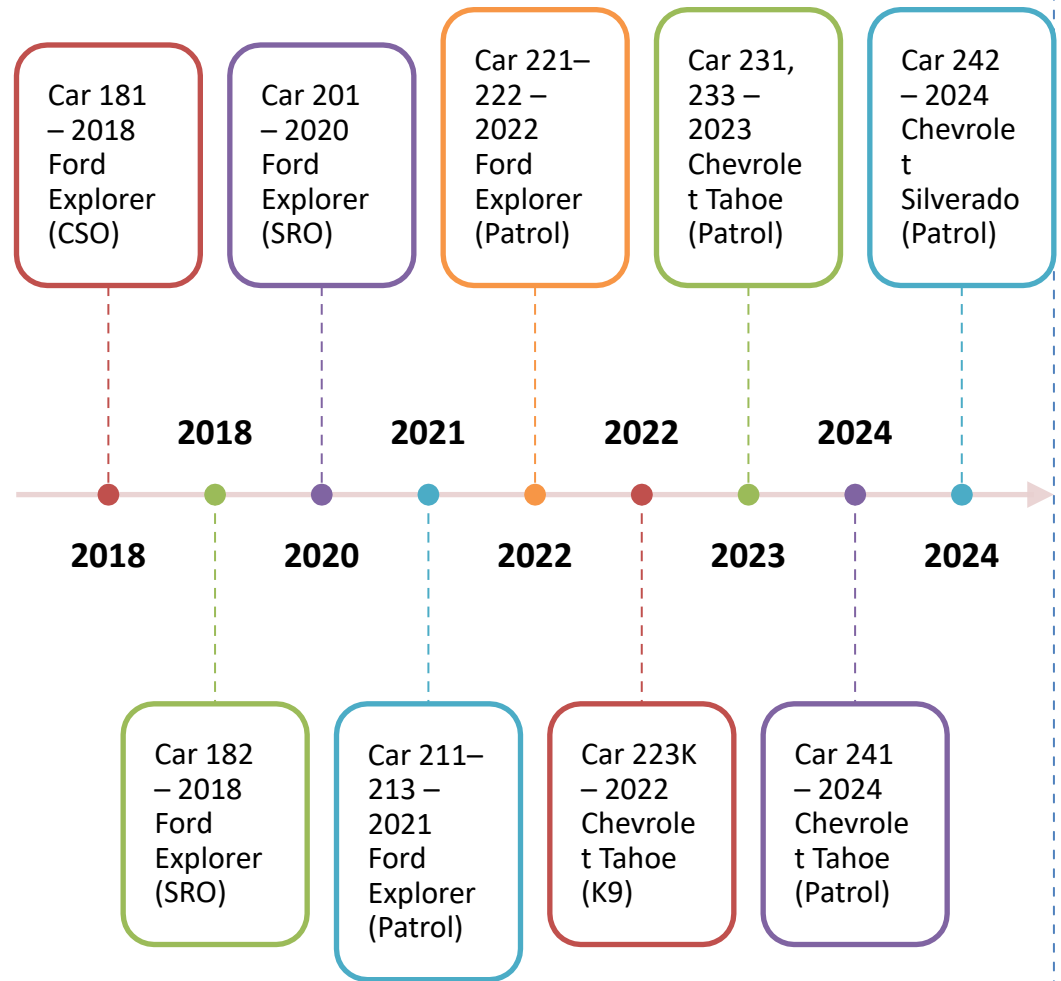
Reduced operational demand

Extends total service life to 8–10 years

SRO Vehicles: 1 is 8 years old, 1 is 6+ years old

CSO Vehicle: 8 years old

Current Fleet Overview



Replacement Strategy

Year 0–4: Frontline Patrol

Year 4–7: Reserve/Backup Units

Year 7–10: Administrative Use, if possible

End of Life: Auction/Trade-In

Goal: Maximize value while maintaining reliability/structured financial picture

Risks of Delayed Replacement

Increased maintenance costs

Vehicle downtime impacting service

- K9 Vehicle had to get new transmission, out for 7 weeks. K9 Kilo not used as there was no safe way to transport/deploy

Safety concerns for officers

- Vehicle not safe for high-risk operations. Interior breaks down, particularly seats.

Reduced operational efficiency

- Wear and tear spreads, causing other issues. AC and heat system often lose ability to keep up, despite constant fixing

Metro Agencies Fleet rotations

Norwalk PD – 4 year rotation

Carlisle PD – 100K miles

- Smaller fleet, 1 officer per vehicle

Windsor Heights PD – 4-5 years

- Depends on mileage and idling hours.

Waukee PD – 100K miles

- Based on miles, get two new per year, rotate based on condition, ability to reallocate to speciality assignment

Key Takeaways

- 4-year rotation ensures dependable fleet
- Lifecycle extension maximizes taxpayer investment
- Proactive replacement provides scheduled cost and reduces long-term costs
- Supports consistent, professional policing services. Cars are officer's workspace. Interior condition matters too. Seats break due to all the equipment officer's wear.

ITEMS TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

Not to exceed \$1,900,000 General Obligation Capital Loan Notes (ECP-1)

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

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

April 6, 2026

The City Council of the City of Indianola, State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:15 P.M., on the above date. There were present Mayor Steve Richardson, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$1,900,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of equipping of the street department, including acquisitions of various vehicles and vehicle equipment, for essential corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 384.24A and 384.25 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$1,900,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (ECP-1)", and moved:

- ☐ that the Resolution be adopted.
- ☐ to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2026, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$1,900,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES (ECP-1)

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$1,900,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of equipping of the street department, including acquisitions of various vehicles and vehicle equipment, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$1,900,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 6th day of April, 2026.

Mayor

ATTEST:

City Clerk

STATE OF IOWA)
) SS
COUNTY OF WARREN)

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

(SEAL)

ITEMS TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

Not to exceed \$3,300,000 General Obligation Capital Loan Notes (ECP-2)

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

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

April 6, 2026

The City Council of the City of Indianola, State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor Steve Richardson, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$3,300,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of equipping of the fire and police departments, including acquisitions of various vehicles, vehicle equipment, ambulances, and ambulance equipment, for essential corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes had been published as provided by Sections 384.24A and 384.25 of the Code of Iowa.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$3,300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (ECP-2)", and moved:

- ☐ that the Resolution be adopted.
- ☐ to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2026, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$3,300,000 GENERAL OBLIGATION CAPITAL
LOAN NOTES (ECP-2)

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$3,300,000 General Obligation Capital Loan Notes, for the essential corporate purposes, in order to provide funds to pay the costs of equipping of the fire and police departments, including acquisitions of various vehicles, vehicle equipment, ambulances, and ambulance equipment, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$3,300,000 General Obligation Capital Loan Notes, for the foregoing essential corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 6th day of April, 2026.

Mayor

ATTEST:

City Clerk

STATE OF IOWA)
) SS
COUNTY OF WARREN)

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

(SEAL)

ITEMS TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

Not to exceed \$2,500,000 General Obligation Urban Renewal Capital Loan Notes (ECP/UR)

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

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

April 6, 2026

The City Council of the City of Indianola, State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor Steve Richardson, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$2,500,000 General Obligation Urban Renewal Capital Loan Notes, of the City of Indianola, State of Iowa, in order to provide funds to pay the costs of aiding in the planning, undertaking and carrying out of urban renewal projects under the authority of Iowa Code chapter 403 and the Urban Renewal Plan for the Hillcrest/Downtown Unified Urban Renewal Area, as amended, including the improving and equipping of the Wellness Center, for essential corporate urban renewal purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes and the right to petition for an election had been published as provided by Sections 384.24(3)(q), 384.24A, 384.25 and 403.12 of the Code of Iowa, and the Mayor then asked the City Clerk whether any petition had been filed in the Clerk's Office, as contemplated in Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed, requesting that the question of issuing the Notes be submitted to the qualified electors of the City.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$2,500,000 GENERAL OBLIGATION URBAN RENEWAL CAPITAL LOAN NOTES (ECP/UR)", and moved:

- ☐ that the Resolution be adopted.
- ☐ to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2026, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$2,500,000 GENERAL OBLIGATION URBAN
RENEWAL CAPITAL LOAN NOTES (ECP/UR)

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$2,500,000 General Obligation Urban Renewal Capital Loan Notes, for the essential corporate urban renewal purposes, in order to provide funds to pay the costs of aiding in the planning, undertaking and carrying out of urban renewal projects under the authority of Iowa Code chapter 403 and the Urban Renewal Plan for the Hillcrest/Downtown Unified Urban Renewal Area, as amended, including the improving and equipping of the Wellness Center, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$2,500,000 General Obligation Urban Renewal Capital Loan Notes, for the foregoing essential corporate urban renewal purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 6th day of April, 2026.

Mayor

ATTEST:

City Clerk

STATE OF IOWA)
) SS
COUNTY OF WARREN)

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

(SEAL)

ITEMS TO INCLUDE ON AGENDA

CITY OF INDIANOLA, IOWA

Not to exceed \$300,000 General Obligation Capital Loan Notes (GCP)

- Public hearing on the authorization of a Loan Agreement and the issuance of Notes to evidence the obligation of the City thereunder.
- Resolution instituting proceedings to take additional action.

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

April 6, 2026

The City Council of the City of Indianola, State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor Steve Richardson, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

The Mayor announced that this was the time and place for the public hearing and meeting on the matter of the authorization of a Loan Agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes, in order to provide funds to pay the costs of acquisition, construction, reconstruction, enlargement, improvement, and equipping of parks, recreational grounds, and swimming pools, including acquisition of a vehicle for the parks department and equipping of the Veteran's Memorial Aquatic Center, for general corporate purposes, and that notice of the proposed action by the Council to institute proceedings for the authorization of the Loan Agreement and the issuance of the Notes and the right to petition for an election had been published as provided by Sections 384.24A and 384.26 of the Code of Iowa, and the Mayor then asked the City Clerk whether any petition had been filed in the Clerk's Office, in the manner provided by Section 362.4 of the Code of Iowa, and the Clerk reported that no such petition had been filed, requesting that the question of issuing the Notes be submitted to the qualified electors of the City.

The Mayor then asked the Clerk whether any written objections had been filed by any resident or property owner of the City to the issuance of the Notes. The Clerk advised the Mayor and the Council that _____ written objections had been filed. The Mayor then called for oral objections to the issuance of the Notes and _____ were made. Whereupon, the Mayor declared the time for receiving oral and written objections to be closed.

(Attach here a summary of objections received or made, if any)

Whereupon, the Mayor declared the hearing on the authorization of entering into a Loan Agreement and the issuance of the Notes to be closed.

The Council then considered the proposed action and the extent of objections thereto.

Whereupon, Council Member _____ introduced and delivered to the Clerk the Resolution hereinafter set out entitled "RESOLUTION INSTITUTING PROCEEDINGS TO TAKE ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN NOTES (GCP)", and moved:

- ☐ that the Resolution be adopted.
- ☐ to ADJOURN and defer action on the Resolution and the proposal to institute proceedings for the issuance of notes to the meeting to be held at _____ .M. on the _____ day of _____, 2026, at this place.

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

AYES: _____

NAYS: _____

Whereupon, the Mayor declared the measure duly adopted.

RESOLUTION INSTITUTING PROCEEDINGS TO TAKE
ADDITIONAL ACTION FOR THE ISSUANCE OF NOT TO
EXCEED \$300,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES (GCP)

WHEREAS, pursuant to notice published as required by law, the City Council has held a public meeting and hearing upon the proposal to institute proceedings for the authorization of a Loan Agreement and the issuance of not to exceed \$300,000 General Obligation Capital Loan Notes, for the general corporate purposes, in order to provide funds to pay the costs of acquisition, construction, reconstruction, enlargement, improvement, and equipping of parks, recreational grounds, and swimming pools, including acquisition of a vehicle for the parks department and equipping of the Veteran's Memorial Aquatic Center, and has considered the extent of objections received from residents or property owners as to the proposed issuance of Notes; and no petition was filed calling for a referendum thereon. The following action is now considered to be in the best interests of the City and residents thereof.

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

Section 1. That this Council does hereby institute proceedings and take additional action for the authorization and issuance in the manner required by law of not to exceed \$300,000 General Obligation Capital Loan Notes, for the foregoing general corporate purposes.

Section 2. This Resolution shall serve as a declaration of official intent under Treasury Regulation 1.150-2 and shall be maintained on file as a public record of such intent. It is reasonably expected that the general fund moneys may be advanced from time to time for capital expenditures which are to be paid from the proceeds of the above Notes. The amounts so advanced shall be reimbursed from the proceeds of the Notes not later than eighteen months after the initial payment of the capital expenditures or eighteen months after the property is placed in service. Such advancements shall not exceed the amount authorized in this Resolution unless the same are for preliminary expenditures or unless another declaration of intention is adopted.

PASSED AND APPROVED this 6th day of April, 2026.

Mayor

ATTEST:

City Clerk

STATE OF IOWA)
) SS
COUNTY OF WARREN)

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

(SEAL)

ITEMS TO INCLUDE ON AGENDA
CITY OF INDIANOLA, IOWA

\$7,810,000 General Obligation Capital Loan Notes, Series 2026

- Resolution authorizing the issuance and levying a tax for the payment thereof.

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

April 6, 2026

The City Council of the City of Indianola, State of Iowa, met in regular session, in the Council Chambers, City Hall, 110 N. 1st Street, Indianola, Iowa, at 6:00 P.M., on the above date. There were present Mayor Steve Richardson, in the chair, and the following named Council Members:

Absent: _____

Vacant: _____

* * * * *

Council Member _____ introduced the following Resolution entitled "RESOLUTION AUTHORIZING THE ISSUANCE OF \$7,810,000 GENERAL OBLIGATION CAPITAL LOAN NOTES, SERIES 2026, AND LEVYING A TAX FOR THE PAYMENT THEREOF", and moved that the same be adopted. Council Member _____ seconded the motion to adopt. The roll was called and the vote was,

AYES: _____

NAYS: _____

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

RESOLUTION AUTHORIZING THE ISSUANCE OF
\$7,810,000 GENERAL OBLIGATION CAPITAL LOAN
NOTES, SERIES 2026, AND LEVYING A TAX FOR THE
PAYMENT THEREOF

WHEREAS, the City of Indianola, State of Iowa ("Issuer"), is a municipal corporation, organized and existing under the Constitution and laws of the State of Iowa, and is not affected by any special legislation; and

WHEREAS, the Issuer is in need of funds to pay costs of equipping of the street department, including acquisitions of various vehicles and vehicle equipment; equipping of the fire and police departments, including acquisitions of various vehicles, vehicle equipment, ambulances, and ambulance equipment; acquisition, construction, reconstruction, enlargement, improvement, and equipping of parks, recreational grounds, and swimming pools, including acquisition of a vehicle for the parks department and equipping of the Veteran's Memorial Aquatic Center; and aiding in the planning, undertaking and carrying out of urban renewal projects under the authority of Iowa Code chapter 403 and the Urban Renewal Plan for the Hillcrest/Downtown Unified Urban Renewal Area, as amended, including the improving and equipping of the Wellness Center (the "Project"), and it is deemed necessary and advisable that General Obligation Urban Renewal Capital Loan Notes, Series 2026, in the amount of \$7,810,000 be issued; and

WHEREAS, the City Council has taken such acts as are necessary to authorize issuance of the Notes.

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

Section 1. Authorization of the Issuance. General Obligation Urban Renewal Capital Loan Notes, Series 2026, in the amount of \$7,810,000 shall be issued pursuant to the provisions of Iowa Code Sections 384.24A, 384.25, 384.26, 384.28 and 403.12 for the purposes covered by the hearing.

Section 2. Levy of Annual Tax. For the purpose of providing funds to pay the principal and interest as required under Chapter 76.2, there is levied for each future year the following direct annual tax upon all the taxable property in the City of Indianola, State of Iowa, to wit:

AMOUNT	FISCAL YEAR (JULY 1 TO JUNE 30) YEAR OF COLLECTION
\$ 829,950	2026/2027
\$1,008,850	2027/2028
\$1,003,700	2028/2029
\$1,002,425	2029/2030
\$1,004,800	2030/2031
\$ 435,600	2031/2032
\$ 435,475	2032/2033
\$ 434,900	2033/2034
\$ 438,875	2034/2035
\$ 437,175	2035/2036
\$ 435,025	2036/2037
\$ 432,425	2037/2038
\$ 434,375	2038/2039
\$ 435,650	2039/2040
\$ 436,250	2040/2041
\$ 436,175	2041/2042
\$ 435,425	2042/2043
\$ 434,000	2043/2044
\$ 436,900	2044/2045
\$ 438,900	2045/2046

Principal and interest coming due at any time when the proceeds of the tax on hand are insufficient to pay the amount due shall be promptly paid when due from current funds available for that purpose and reimbursement must be made.

Section 3. Amendment of Levy of Annual Tax. Based upon the terms of the future sale of the Notes to be issued, this Council will file an amendment to this Resolution ("Amended Resolution") with the County Auditor.

Section 4. Filing. A certified copy of this Resolution shall be filed with the County Auditor of County of Warren, State of Iowa, who shall, pursuant to Iowa Code Section 76.2, levy, assess and collect the tax in the same manner as other taxes and, when collected, these taxes shall be used only for the purpose of paying principal and interest on the Notes.

PASSED AND APPROVED this 6th day of April, 2026.

Mayor

ATTEST:

City Clerk

STATE OF IOWA)
) SS
COUNTY OF WARREN)

WITNESS my hand and the seal of the Council hereto affixed this _____ day of _____, 2026.

(SEAL)

COUNTY AUDITOR'S CERTIFICATE

I, _____, County Auditor of Warren County, State of Iowa, hereby certify that on the _____ day of _____, 2026 there was filed in my office the Resolution of the City Council of the City of Indianola, State of Iowa, adopted on the 6th day of April, 2026, the Resolution authorizing execution of a Loan Agreement and authorizing the issuance of \$7,810,000 of General Obligation Capital Loan Notes, Series 2026.

(COUNTY SEAL)

County Auditor of Warren County, State of
Iowa

4918-3689-4361-1\13538-196



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: April 6, 2026
Subject: Resolution approving the final plat for Kentucky Ridge Commercial Plat 1.

Introduction: Inception Group, LLC is requesting approval of a final plat for Kentucky Ridge Commercial Plat 1 for a commercial development.

Background: The final plat identifies a total of one (1) lot for commercial development and one outlot for future development. Both lots are zoned Planned Unit Development with underlying C-2 Highway Commercial designations. The lots range in size from 2.86 acres to 3.93 acres. Outlot X will be replatted in the future to accommodate any proposed uses. All lots meet or exceed the minimum requirements of the C-2 / PUD zoning district.

The Planning Commission and City Council previously approved the final plat for Kentucky Ridge Townhomes Plat 1 on October 22, 2024, and March 24, 2025, respectively. The developer is now phasing the project with the intent of this final plat to create one legal buildable lot for purchase for commercial development.

Any proposed developments will be required to go through the site plan approval process with consideration and approval from the Planning and Zoning Commission and City Council.

Discussion: Street Lot A will be deeded to the City for public right-of-way purposes. A 5-foot-wide sidewalk will be constructed by the developer on the south side of East Kentucky Avenue, adjacent to the development, as each individual lot is developed.

The site will be serviced with all public utilities, which are installed in the immediate vicinity of East Kentucky Avenue and North Jefferson Way. Utilities will be extended as needed to service the plat. The developer of Lot 1 will be responsible for stormwater detention. All easements have been shown on the final plat, including Public Utility, Sanitary Sewer, Storm Sewer, Water Main and Ingress-Egress easements.

Budget Impact: None.

Recommendation: Staff recommends approval.

Attachments:

1. RES_Kentucky Ridge Commercial Plat 1_Final Plat
2. CC_Staff Report_Kentucky Ridge Comm Plat 1_FP_040126
3. KentuckyRidgeCommercialPlat1_FPLT_2026-02-20

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION APPROVING THE FINAL PLAT
FOR KENTUCKY RIDGE COMMERCIAL PLAT 1**

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

WHEREAS, Inception Group, LLC, has requested final plat approval of Kentucky Ridge Commercial Plat 1 (the "Plat"); and,

WHEREAS, the City of Indianola Planning and Zoning Commission recommended approval of the Plat on March 24, 2026; and,

WHEREAS, the Final Plat for Kentucky Ridge Commercial Plat 1 and the documents relating thereto will comply with section §170 – *Subdivision Regulations* of the Code of Ordinances

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa on this 6th day of April, 2026, that the Final Plat for Kentucky Ridge Commercial Plat 1 is hereby accepted and approved subject to the City's receipt of a signed and sealed completion certificate from the developer's engineer, and confirmation by City staff through inspection that all new public infrastructure complies with the approved subdivision plans and specifications.

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

1. Warranty Deed (Street Lot A);
2. Public Utility Easement;
3. Public Ingress-Egress Easement;
4. Public Ingress-Egress, Water Main and Sanitary Sewer Easement;
5. Public Sanitary Sewer Easement; and
6. Public Storm Sewer Easement

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



CITY COUNCIL STAFF REPORT

PROJECT: Kentucky Ridge Commercial Plat 1 – Final Plat **PREPARED BY:** Bill Mettee – Senior Planner

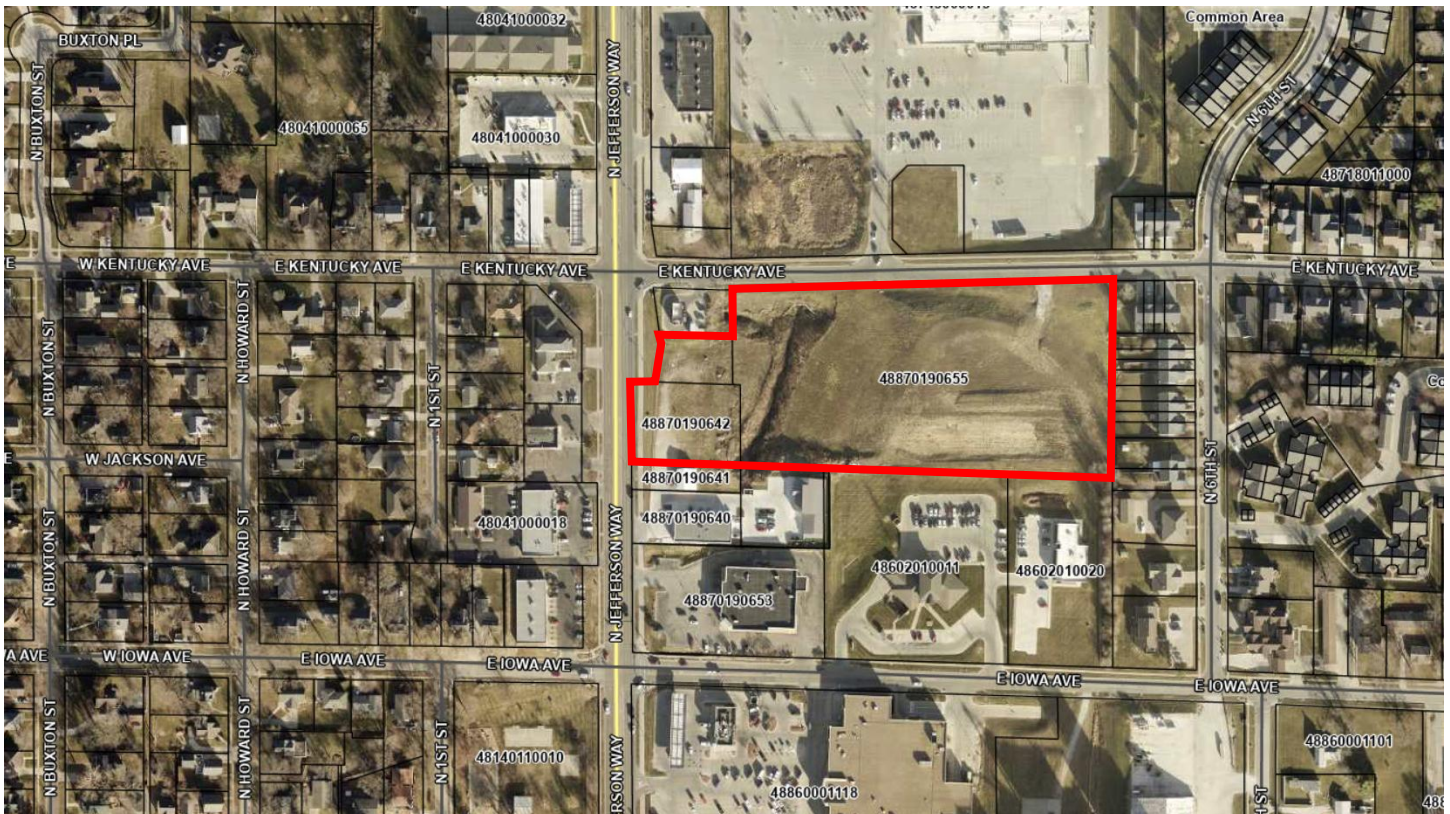
REPORT DATE: March 30, 2026

MEETING DATE: April 6, 2026

GENERAL INFORMATION

Applicant / Owner:	Inception Group, LLC
Owner's Representative:	Jason Ledden, P.E., Snyder & Associates
Request:	The applicant is requesting approval of a final plat for a commercial development.
Location and Size:	Property is located south of East Kentucky Avenue and east of North Jefferson Way, containing approximately 6.94-acres.

AREA MAP



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

LAND USES AND ZONING

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Community Mixed Use	PUD (Planned Unit Development)
North	Wal-Mart	Community Mixed Use	C-2 (Highway Commercial District)
South	Peoples Savings Bank / Daycare	Community Mixed Use	C-2 (Highway Commercial District)
East	Townhome Residential	Neighborhood Mixed Use	PUD (Planned Unit Development)
West	Scooters / Vacant and Undeveloped	Community Mixed Use	PUD (Planned Unit Development) / C-2 (Highway Commercial)

PROJECT DESCRIPTION

The final plat identifies a total of one (1) lot for commercial development and one outlot for future development. Both lots are zoned Planned Unit Development with underlying C-2 Highway Commercial designations. The lots range in size from 2.86 acres to 3.93 acres. Outlot X will be replatted in the future to accommodate any proposed uses. All lots meet or exceed the minimum requirements of the C-2 / PUD zoning district.

The Planning Commission and City Council previously approved the final plat for Kentucky Ridge Townhomes Plat I on October 22, 2024, and March 24, 2025, respectively. The developer is now phasing the project with the intent of this final plat to create one legal buildable lot for purchase for commercial development.

Any proposed developments will be required to go through the site plan approval process with consideration and approval from the Planning and Zoning Commission and City Council.

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

Table I: Bulk Regulations for the C-2 District

Category	C-2 (minimum)
Front Yard Setback	40 feet
Rear Yard Setback	10 feet
Side Yard Setback	10 feet
Maximum Height Stories	50 feet

STREETS / TRAILS

Street Lot A will be deeded to the city for public right-of-way purposes. A 5-foot-wide sidewalk will be constructed by the developer on the south side of East Kentucky Avenue, adjacent to the development, as each individual lot is developed.

UTILITIES

The site will be serviced with all public utilities, which are installed in the immediate vicinity of East Kentucky Avenue and North Jefferson Way. Utilities will be extended as needed to service the plat. The developer of

Lot I will be responsible for stormwater detention. All easements have been shown on the final plat, including Public Utility, Sanitary Sewer, Storm Sewer, Water Main and Ingress-Egress easements.

STAFF RECOMMENDATION

The final plat is in general conformance with the Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan. Staff recommends approval of the final plat for Kentucky Ridge Commercial Plat I subject to acceptance of the public improvements.

PLANNING COMMISSION RECOMMENDATION

At their March 24, 2026 meeting, the Planning Commission voted 5-0 in favor of the final plat and recommend the City Council approve the final plat for Kentucky Ridge Commercial Plat I.

KENTUCKY RIDGE COMMERCIAL PLAT 1

FINAL PLAT

AREA ABOVE RESERVED FOR RECORDER

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:
ERIN D. GRIFFIN
SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD
AMKENY, IOWA 50023
515-964-2020
EGRIFFIN@SNYDER-ASSOCIATES.COM

SERVICE PROVIDED BY:
SNYDER & ASSOCIATES, INC.

SURVEY LOCATED:
PARCEL AA SEC. 19-73-23 &
LOT 1, WOODWARD'S SUBDIVISION
PT. NW1/4 - SW1/4 SEC. 19-73-23

REQUESTED BY:
(INCEPTION GROUP LLC)

PROPERTY DESCRIPTION

FROM WARRANTY DEED NUMBER 2023-00191, OF THE WARREN COUNTY
RECORDER'S OFFICE.

THE NORTH ½ OF THE FOLLOWING DESCRIBED REAL ESTATE: BEGINNING AT A POINT 33 FEET EAST AND 238 ½ FEET NORTH OF THE SW CORNER OF THE NW ¼ SW ¼ OF SECTION 19, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., WARREN COUNTY, 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, WARREN COUNTY, IOWA, AND PARCEL 'AA' AS DESCRIBED IN THE IRREGULAR PLAT OF SURVEY FILED IN THE OFFICE OF THE RECORDER IN AND FOR WARREN COUNTY, IOWA ON MARCH 1, 2000 IN BOOK 13, PAGE 3 OF 76-23 BEING A PART OF THE NW ¼ SW ¼ OF SECTION 19, TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., WARREN COUNTY, IOWA, SUBJECT TO ALL ZONING, COVENANTS AND EASEMENTS OF RECORD, IF ANY.

ALSO DESCRIBED AS:

A PART OF THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 19,
TOWNSHIP 76 NORTH, RANGE 23 WEST OF THE 5TH P.M., CITY OF INDIANOLA
WARREN COUNTY IOWA DESCRIBED FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 19; THENCE NORTH 00°30'26" WEST ALONG THE WEST LINE OF SAID NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 19, A DISTANCE OF 390.61 FEET; THENCE NORTH 89°29'34" EAST, 33.00 FEET TO THE EAST RIGHT-OF-WAY LINE OF NORTH JEFFERSON WAY AND TO THE POINT OF BEGINNING; THENCE NORTH 00°30'26" WEST ALONG SAID EAST RIGHT-OF-WAY LINE, 152.40 FEET; THENCE SOUTH 88°01'03" EAST CONTINUING ALONG SAID EAST RIGHT-OF-WAY LINE, 49.61 FEET TO THE SOUTHWEST CORNER OF LOT 9, OF WOODWARD'S SUBDIVISION, AN OFFICIAL PLAT; THENCE NORTH 03°43'34" EAST ALONG THE WEST LINE OF SAID LOT 9, A DISTANCE OF 91.00 FEET TO THE NORTHWEST CORNER OF SAID LOT 9; THENCE SOUTH 88°01'03" EAST ALONG THE NORTH LINE OF SAID LOT 9, A DISTANCE OF 120.84 FEET TO THE NORTHEAST CORNER OF SAID LOT 9, ALSO BEING THE SOUTHEAST CORNER OF LOT 8, OF SAID WOODWARD'S SUBDIVISION; THENCE NORTH 00°30'51" WEST ALONG THE EAST LINE OF SAID LOT 8, A DISTANCE OF 91.02 FEET TO THE NORTHEAST CORNER OF SAID LOT 8, ALSO BEING THE NORTHWEST CORNER OF PARCEL 'AA' AS RECORDED IN PLAT BOOK 13, PAGE 3 OF 76-23 OF THE WARREN COUNTY RECORDER'S OFFICE; THENCE NORTH 88°42'27" EAST ALONG THE NORTH LINE OF SAID PARCEL 'AA', 742.99 FEET TO THE NORTHEAST CORNER OF SAID PARCEL 'AA'; THENCE SOUTH 00°15'23" EAST ALONG THE EAST LINE OF SAID PARCEL 'AA', 377.07 FEET TO THE SOUTHEAST CORNER OF SAID PARCEL 'AA'; THENCE NORTH 88°00'22" WEST ALONG THE SOUTH LINE OF SAID PARCEL 'AA' AND ALONG THE SOUTH LINE OF THE NORTH 1/2 OF THE NORTH 306 FEET OF THE EAST 208.5 FEET OF SAID NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 19, A DISTANCE OF 919.14 FEET TO THE POINT OF BEGINNING AND CONTAINING 6.94 ACRES (302.306 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD

LEGEND

FEATURES

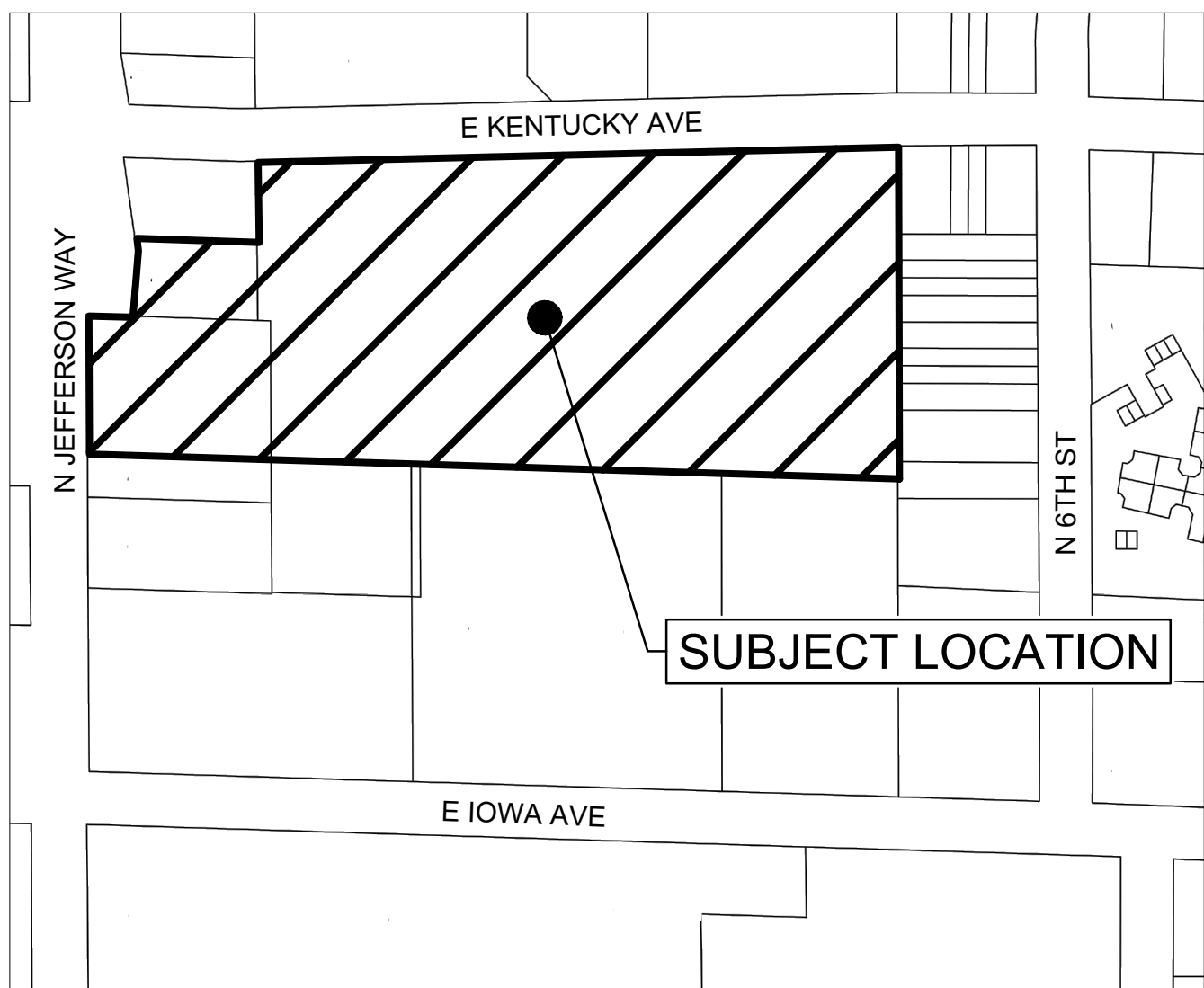
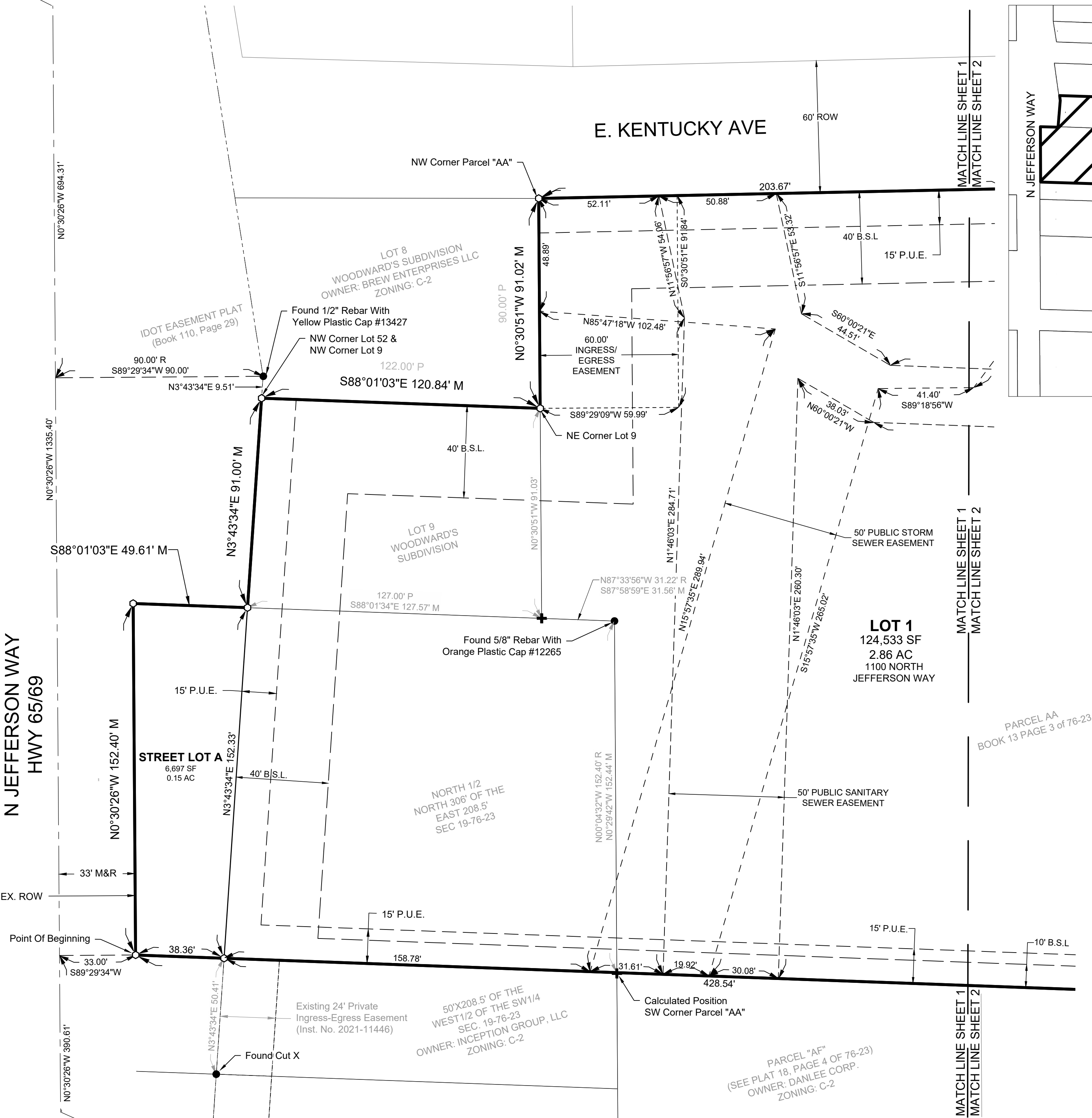
- Section Corner
- 1/2" Rebar, Yellow Plastic Cap # 19710
(Unless Otherwise Noted)
- ROW Marker
- ROW Rail
- Control Point
- Bench Mark
- Platted Distance
- Measured Bearing & Distance
- Recorded As
- Deed Distance
- Calculated Distance
- Yellow Plastic Cap
- Centerline
- Section Line
- 1/4 Section Line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

<u>FOUND</u>	<u>SET</u>
	
	
	
	
	
	
P	
M	
R	
D	
C	
YPC	

N JEFFERSON WAY
HWY 65/69

SW Corner NW1/4 - SW1/4
Section 19-76-23
Found Cut "X"

W1/4 Corner
Section 19-76-23
Found Nail



VICINITY MAP

INDIANOLA, IOWA
(NOT TO SCALE)

BULK REGULATIONS

LOT 1
FRONT YARD = 40'
REAR YARD = 10'
SIDE YARD = 10'
MIN. SEPERATION = 20'
MAX BUILDING HEIGHT = 50'
MIN. OPEN SPACE = 20%

OWNER/APPLICANT

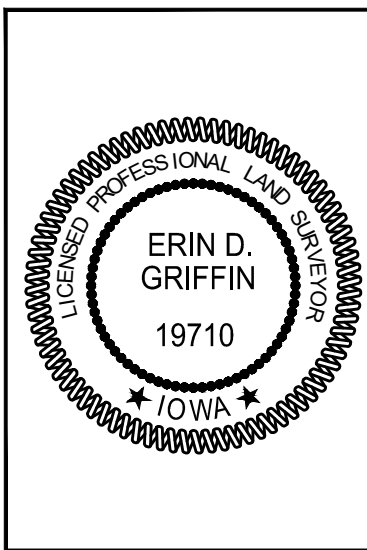
INCEPTION GROUP LLC
209 E SALEM AVE
INDIANOLA, IA, 50125
CONTACT: CODY SINCLAIR
PHONE: (515-238-2877)
C.JS.NEWERAHOMES@HOTMAIL.COM

ZONING DISTRICT

KENTUCKY RIDGE PUD
LOT 1 IS UNDERLYING C-2
HIGHWAY COMMERCIAL ZONING

NOTES:

1. NO LANDSCAPE BUFFER SHALL BE PROVIDED BETWEEN OUTLOT "X" AND LOT 1.
2. STREET LOT A TO BE DEDED TO THE CITY OF INDIANOLA FOR PUBLIC RIGHT-OF-WAY PURPOSES.
3. LOTS SHALL HAVE A 1/2" REBAR WITH YELLOW PLASTIC CAP #19710 PLACED AT ALL LOT CORNERS.
4. 5' SIDEWALK SHALL BE INSTALLED ALONG EAST KENTUCKY AVENUE WITH INDIVIDUAL LOT DEVELOPMENT.



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

Erin D. Griffin, PLS	Date
License Number 19710	
My License Renewal Date is December 31, 2027	
Pages or sheets covered by this seal:	
Sheets 1 and 2, of 2	

06/20-26 A/JD	REVISED PER CITY COMMENTS	3	4	REVISED PER OWNER COMMENTS	01-28-26 A/JD
01-28-26 A/JD	REVISED PER OWNER COMMENTS	3	4	REVISED PER OWNER COMMENTS	01-28-26 A/JD
11-05-24 A/JD	REVISED PER CITY COMMENTS	2	2	REVISED PER CITY COMMENTS	11-05-24 A/JD
10-22-24 A/JD	REVISED PER CITY COMMENTS	1	1	REVISED PER CITY COMMENTS	10-22-24 A/JD
MARK	REVISION	ENGINEER: EDC	CHECKED BY: EDG	DATE: 11-30'	BY
		TECHNICIAN: A/JD	DATE: 10-06-24	T-R-S: 76N-23W-19	
Project No: 123.0685.01				Sheet 1 OF 2	

INDIANOLA, IA

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

KENTUCKY RIDGE COMMERCIAL PLAT 1

FINAL PLAT

SNYDER & ASSOCIATES, INC.

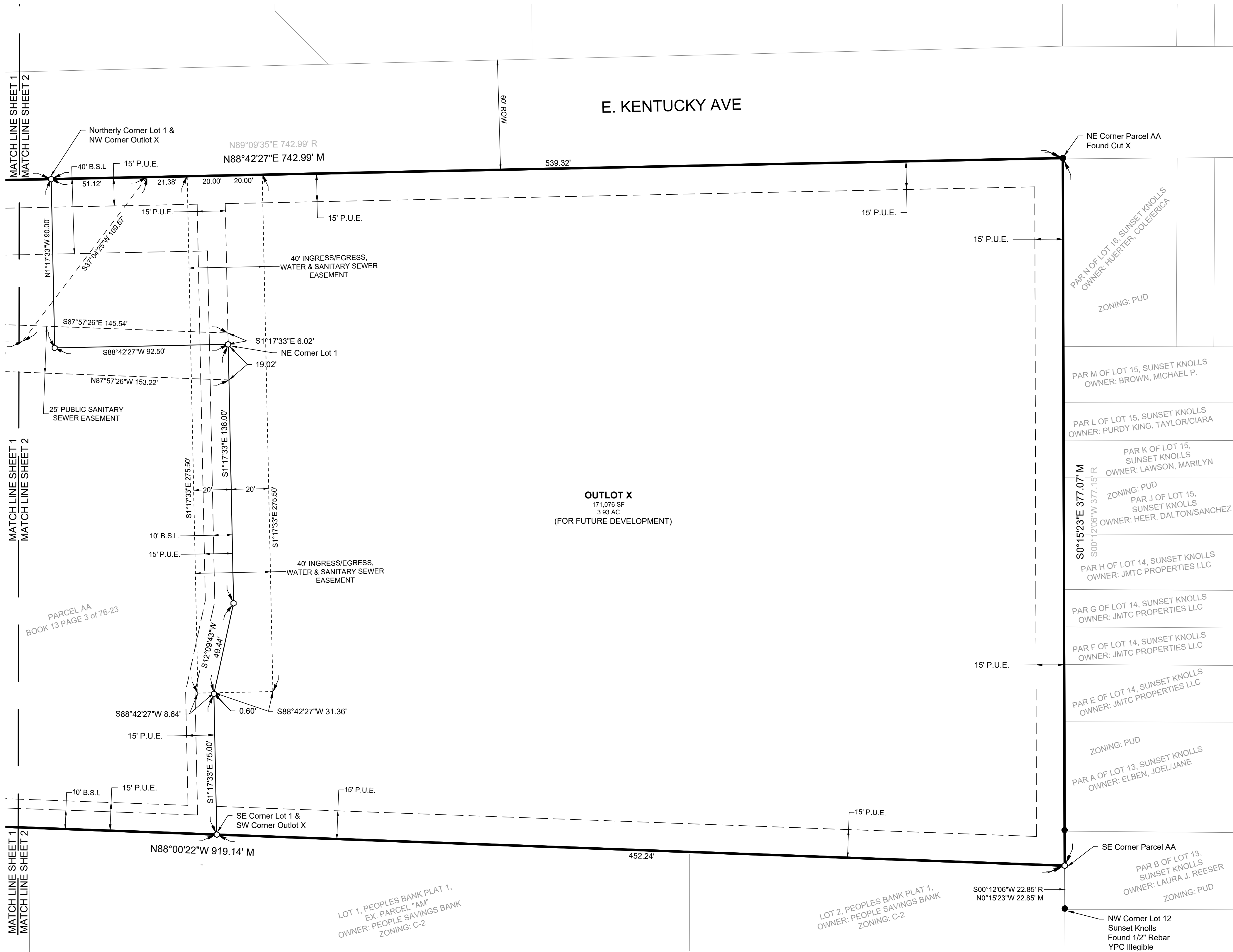


Project No: 123.0685.01

Sheet 1 OF 2

KENTUCKY RIDGE COMMERCIAL PLAT 1

FINAL PLAT



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

4	REVISED PER CITY COMMENTS	02-20-26	AJD
3	REVISED PER OWNER COMMENTS	01-28-26	AJD
2	REVISED PER CITY COMMENTS	11-05-24	AJD
1	REVISED PER CITY COMMENTS	10-22-24	AJD
MARK	REVISION	DATE	BY
Engineer: EDC	Checked By: EDG	Scale: 1" = 30'	
Technician: TECH	Date: 10-08-24	T-R-S: 76N-23W-19	
Project No: 123.0685.01			Sheet 2 OF 2

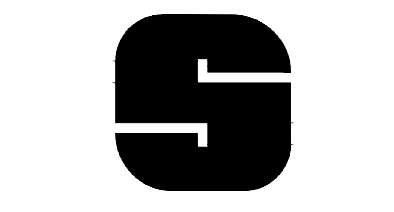
KENTUCKY RIDGE COMMERCIAL PLAT 1

FINAL PLAT

INDIANOLA, IA

SNYDER & ASSOCIATES, INC. |

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

**SNYDER & ASSOCIATES**

Project No: 123.0685.01

Sheet 2 OF 2



MEMORANDUM

To: Mayor and City Council
From: Bill Mettee, Senior Planner
Date: April 6, 2026
Subject: Resolution approving a waiver of sidewalk requirement and installation covenant for natural/physical conditions or limitations at 815 West 1st Avenue.

Introduction: The applicant is requesting a sidewalk waiver at 815 West 1st Avenue for the construction of a single-family residence.

Background: The property owner of 815 West 1st Avenue wishes to construct a single-family home on a vacant lot at the intersection of West 1st Avenue and South G Street. The property does not have a sidewalk installed along West 1st Avenue but does have a sidewalk along South G Street. When a developer wishes to construct any residential, commercial or industrial project, 5' sidewalks are required to be installed for the entire length of the lot. The existing 4' sidewalk along South G Street is legally non-conforming and does not comply with ADA requirements. Additionally, there are a number of utilities underground along South G Street. If Council denies the sidewalk waiver request, a sidewalk along West 1st Avenue would be required and would then intersect with the existing sidewalk running along South G Street. This connection would then require the existing sidewalk to be reconstructed in compliance with ADA standards. The reconstruction of the South G Street sidewalk would then require relocation of several underground utilities that would result in a significant financial burden to the builder. If the existing sidewalk along South G Street is destroyed by more than 50% during construction it would have to be reconstructed in compliance with current city codes.

The sidewalk waiver ordinance states that when the strict standards or requirements would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer, the Council may grant such waivers and/or variances from these standards until such time when the conditions or limitations are eliminated.

The property owner met with utility companies and Indianola Public Works to discuss the issues involved with installing a sidewalk. The property would need a substantial retaining wall to help stabilize the ground to allow for the construction of a sidewalk, as well as the steep grade of the lot causing hardship. If the owner were required to install the sidewalk along West 1st Avenue, at the moment they tied into the existing sidewalk, the owner would then be required to bring the existing sidewalk up to ADA compliant standards in terms of slope and grade and width. Making these improvements would then trigger the need to relocate all the underground utilities at a total cost of more than \$60,000. Mike with IMU Electric estimated utilities would cost approximately \$48,000-50,000 to relocate while IMU Fiber would be approximately \$10,000-12,000 to relocate. Mid-American also has a gas line that would need to be relocated, incurring additional costs.

Extreme grade and financial burdens, both not caused by the applicant, provide sufficient findings to grant the sidewalk waiver.

Discussion: At their March 24, 2026 meeting, the Planning Commission voted 6-0 to recommend approval of the sidewalk waiver to the City Council.

Budget Impact: None.

Recommendation: Staff recommends approval of the sidewalk waiver as requested.

Attachments:

1. Res 2026- Sidewalk Waiver - 815 W 1st Ave.
2. CC_StaffReport_815 West 1st Avenue_SWV_040626
3. Application
4. Narrative
5. 815 West 1st Street to City

City of Indianola
RESOLUTION NO. 2026-

**RESOLUTION APPROVING A WAIVER OF SIDEWALK REQUIREMENT AND
INSTALLATION COVENANT FOR NATURAL/PHYSICAL CONDITIONS OR LIMITATIONS
AT 815 WEST 1ST AVENUE**

WHEREAS, Justin Robinson own property at 815 West 1st Avenue; and

WHEREAS, the property at 815 West 1st Avenue is a corner lot that is also adjacent to South G Street on its west side; and

WHEREAS, Section 136.06 paragraph 1 of the Indianola Code of Ordinances require that all structures within the city be serviced with a sidewalk before occupancy; and

WHEREAS, on March 24, 2026, the City of Indianola Planning & Zoning Commission recommended approval of a sidewalk waiver with a 6-0 vote; and

WHEREAS, when the strict application of standards or requirements established by Section 136.06 would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer, the Council may grant waivers and/or variances from the standards or requirements as may be necessary. At such time when the conditions or limitations are eliminated, the owner or developer will be required to install such sidewalk within 120 days after notification by the City; and

WHEREAS, the strict application of standards or requirements established by Section 136.06 will cause substantial hardship or impose unreasonable restrictions on the undersigned owner because of the there is no other sidewalk along the south side of West 1st Avenue adjacent to 809, 811 or 815 West 1st Avenue and there is no sidewalk installed anywhere in the 900 Block of West 1st Avenue; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Indianola, Iowa that said Waiver of Sidewalk Requirement and Installation Covenant is hereby approved and accepted with the following agreement:

1. This waiver and covenant relate to real estate locally known as: 815 West 1st Avenue, and legally described as: Block 35 of Lot 2 of Cheshires Addition, an Official Plat now included in and forming a part of the City of Indianola, Warren County, Iowa.
2. The agreement shall be verified and placed on record in the office of the Warren County Recorder and shall be binding on the undersigned real estate's owner, the real estate owner's heirs and assigns and shall be considered a covenant running with the land.
3. In the event the City of Indianola shall at any time in the future, but before the installation of the above described sidewalk adopt a resolution of necessity (including, but not limited to a resolution of necessity in conjunction with street replacement projects) requiring the installation of sidewalks of which the above is one or a part, the real estate owners hereby

consents to the installation of the sidewalk, waives any right of objection thereto and agrees to pay any deficiency that might result as the result of the construction ordered.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized and directed to execute said Agreement on behalf of the City of Indianola, Iowa.

PASSED AND APPROVED this 6th day of April 2026.

Steve Richardson, Mayor

ATTEST:

Jackie Raffety, City Clerk



**COMMUNITY & ECONOMIC DEVELOPMENT
DEPARTMENT**

110 North 1st Street
Indianola, IA 50125

STAFF REPORT

TO: City Council	PREPARED BY: Bill Mettee, Senior Planner
RE: 815 West 1 st Avenue Sidewalk Waiver	DATE: April 6, 2026

GENERAL INFORMATION:

Applicant / Owner: Justin and Ryan Robinson

Requested Action(s) Waiver / Variance from §136.06 of the Indianola Municipal Code which states that "Before any new dwelling, business building or commercial building is occupied or put into its ultimate use.....a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street." The applicant is requesting a sidewalk waiver

Location and Size: Addressed as 815 West 1st Avenue, property legally described as Lot 2 of Block 35 of Cheshires Addition, which is located at the southeast corner of West 1st Avenue and South G Street, containing 0.41-acres.

Land Uses and Zoning:

Location	Existing Land Use	Comprehensive Plan	Current Zoning
Property in Question	Vacant / Undeveloped	Low-Density Residential	R-2
North	Single Family Residential	Low-Density Residential	R-2
South	Commercial Use	Low-Density Residential	C-2
East	Single-Family Residential	Low-Density Residential	R-2
West	Single Family Residential	Low-Density Residential	R-2

BACKGROUND:

The subject property is located at the southeast corner of the intersection of West 1st Avenue and South G Street. The property is approximately 120' x 150' and 0.41-acres in area. The owners of the property wish to subdivide the parcel into two parcels for the construction of one single-family dwelling and a future two-family dwelling. An existing 4' sidewalk was previously installed along the east side of South G Street and there is no sidewalk installed along the south side of West 1st Avenue, adjacent to the subject parcel. Additionally, the two adjoining parcels to the east also do not have sidewalks. Those houses were constructed in 1960 and 1930, prior to sidewalk construction requirements. No sidewalk waivers exist for those two properties. The existing sidewalk along the south side of West 1st Avenue ends at the alley between 805 and 809 West 1st Avenue. The sidewalk and ramp along South G Street are not compliant with current ADA or City regulations in relation to width and slope.

The developer is requesting the waiver for the required 5' sidewalk for the 120-foot length of the property along West 1st Avenue due to extreme grading concerns that would require a retaining wall for stabilization

If the developer were required to install the 120' sidewalk along West 1st Avenue, at the point where it meets the sidewalk at South G Street, the developer would then be required to bring the ramp and turning spaces up to ADA compliant facilities. Additional information regarding these issues can be found later in this report. ADA compliant facilities include ramps not exceeding 8.33% slope, the installation of truncated domes and 5' x 5' turning spaces. The connection would trigger these ADA requirements, which then trigger additional grading and relocation of existing utilities.

CODE SECTIONS RELATED TO THE REQUESTED WAIVER:

§136.06 Sidewalk Regulations. “Before any new dwelling, business building or commercial building is occupied or put into its ultimate use.....a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street.”



ABOVE: Site plan of the property showing the requested sidewalk waiver. The **RED** square shows the location of the proposed property.

ANALYSIS:

The intent of the Sidewalk Regulations ordinance is to require the installation of permanent 5' sidewalks adjacent to all new residential, commercial and industrial development after beginning in 1999 to the present.

The ordinance states in Subsection 4 that when the strict standards or requirements would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer, the Council may grant such waivers and/or variances from these standards until such time when the conditions or limitations are eliminated. At that time, the developer would have 120 days after notification from the City to make the improvements.

Hardship

The applicants have met with both Public Works and IMU staff to discuss the issues, physical limitations and financial burdens in installing the sidewalk and replacing the existing sidewalk.

Though the grade has been set and there is curb and gutter along the south side of West 1st Avenue, a sidewalk has never been installed along this property. The property has been vacant since at least 2019. The neighboring properties to the east, 811 and 809 West 1st Avenue do not have sidewalks, though single-family dwellings exist on the property. The homes were built in 1960 and 1930, prior to the ordinance requiring sidewalks. The nearest sidewalk exists on the east side of the alley over to South F Street. There is existing sidewalk along the entirety of West 1st Avenue along the north side of the road.

The issue along West 1st Avenue is the grade change and the amount of grading work that would be required to level the ground enough to install a sidewalk. Additionally, a retaining wall would be required to stabilize the yard.

The existing sidewalk along South G Street provides another set of challenges. The sidewalk, as constructed, does not meet the city ordinances for width. Five foot sidewalks are required, where the existing sidewalk is four feet. Additionally, the ramp at the intersection does not meet ADA standards for slope. The maximum allowable slope is 8.33% and the current slope exceeds the maximum allowable.

Furthermore, the amount of utilities that are in the ground and the cost to relocate those are burdensome. Mike Metcalf, IMU Electric Superintendent, estimates the cost to relocate his overhead and underground electric to be approximately \$48,000-\$50,000. Kurt Ripperger, IMU Fiber Superintendent, estimates the cost to relocate his fiber to be approximately \$10,000-\$12,000. Mid-American also has a gas line that would need to be relocated at the developer's expense.

City Findings of Fact:

- The owner of the property, Justin Robinson, wishes to construct a single-family home at 815 West 1st Avenue, at the intersection of West 1st Avenue and South G Street.
- The property does not have sidewalk installed along West 1st Avenue but does have an existing nonconforming sidewalk along South G Street.
- Chapter 136.06(1) of the Indianola City Code states that "Before any new dwelling, business building or commercial building is occupied or put into its ultimate use, or when any existing dwelling, business building or commercial building, including the real estate on which the dwelling or building is located, is improved, reconstructed or replaced by \$7,500.00 or more as determined by the Building Official's most current valuation data, a permanent sidewalk shall be built in front of the building for the entire width of the lot and where the lot in question is a corner lot, the sidewalk shall be built for the entire length of the lot along the side which abuts the street."
- Sidewalk waivers can be granted when the strict application of standards or requirements established in Chapter 136 would cause substantial hardship or impose unreasonable restrictions regarding the installation of a sidewalk because of natural or physical conditions or limitations not created by the owner or developer.

March 31, 2026

- Applicant has cited natural limitations (extreme grade) and financial burdens (excessive utility relocation costs) as reasons the waiver should be granted

Staff Recommendation

Staff recommends approval of the sidewalk waiver request as presented.

Planning Commission Recommendation

At their March 24, 2026 meeting, the Planning Commission voted 6-0 to recommend approval of the sidewalk waiver to the City Council.

CITY OF INDIANOLA

Bill Mettee

Senior Planner

Sidewalk Waiver Request

BOARD OF ADJUSTMENT APPLICATION		Community Development 110 North 1 st Street, Indianola, Iowa 50125-0299 (515) 961-9430 • comdev@indianolaiowa.gov		
PROPERTY OWNER (Last Name) <u>Robinson</u> (First Name) <u>Justin</u> (Address) <u>13830 Kennedy Street</u> (City) <u>Indianola</u> (State) <u>IA</u> (Zip) <u>50125</u> (Phone) <u>515-729-6995</u> (Email) <u>jrmowing2019@gmail.com</u>		APPLICANT (if not Property Owner) (Last Name) _____ (First Name) _____ (Address) _____ (City) _____ (State) _____ (Zip) _____ (Phone) _____ (Email) _____		
☐ APPEAL Submittal Requirements: <i>All submittal requirements must be completed. Incomplete applications will not be considered</i> ☐ Completed Application ☐ Filing Fee: <u>\$300 per request</u> ☐ Written narrative indicating where it is alleged there is error in any order, requirement, decision, or determination made by the Administrative Officer in the enforcement of this Code of Ordinances of Indianola, Iowa. ☐ Other Information as required by Director	☐ SPECIAL USE PERMIT Submittal Requirements: <i>All submittal requirements must be completed. Incomplete applications will not be considered</i> ☐ Property Address: _____ ☐ Completed Application ☐ Filing Fee: <u>\$300 per request</u> ☐ Site Plan and Elevations as outlined in 165.06 ☐ Written narrative indicating the special use permit sought and response to the criteria outlined in Section 165.02(3)(B)(3)(c)(v) of the Code of Ordinances of Indianola, Iowa ☐ Other Information as required by Director	☒ VARIANCE Submittal Requirements: <i>All submittal requirements must be completed. Incomplete applications will not be considered</i> ☒ Property Address: <u>815 W 1st Ave Indianola IA</u> ☒ Completed Application <u>50125</u> ☒ Filing Fee: <u>\$300 per request</u> ☒ Site Plan and Elevations ☒ Written narrative indicating justification for proposed variance and response to the criteria outlined in Section 165.02(3)(B)(3)(b) of the Code of Ordinances of Indianola, Iowa ☐ Other Information as required by Director		
I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that in filing this application I am acting with the knowledge, consent and authority of the owner(s) of the property. Pursuant to said authority, I hereby permit City officials to enter upon the property for the purpose of inspection related to this application. Signature <u>Justin Robinson</u> Name (printed) <u>Justin Robinson</u> Date <u>3/5/2026</u>		FOR OFFICE USE ONLY: Code to 45180 Date Received: <u>March 6, 2026</u> Receipt No: _____ Receipt Amount: <u>\$300</u> BOA Agenda Date: <u>March 24, 2026</u> <u>Pzc</u>		

815 West 1st Avenue
Board of Adjustment Application

I am submitting this formal request for a waiver regarding the requirement to construct/replace a sidewalk at the property address 815 West 1st Avenue, Indianola.

I am requesting this waiver based on the following justifications:

Utility/Physical Limitations: The utilities are currently located underground and overhead along South G Street on the West right-of-way of this property. There is also fiber buried in the West 1st Avenue right-of-way. The property also has a lot of elevation challenges that would require excessive grade changes that would then require the utilities to be relocated in order to construct an ADA sidewalk. This property does have an existing sidewalk along South G Street, although the ramp does not meet ADA standards. In order to meet those standards, it would require the utilities to be relocated. Furthermore, the two properties neighboring to the East on 1st Avenue do not currently have sidewalks, so there would be no gain for sidewalk access to the East beyond the property line.

Financial Hardship: When meeting with Eric and Mike, Mike estimated \$48,000 to relocate his underground and overhead utilities along South G Street. This number does not include the MidAmerican Energy gas line or the IMU fiber. I talked with Kurt on the phone and he estimated \$10,000-\$12,000 to relocate the fiber line on West 1st Avenue only. I do not have an estimate for the South G Street fiber relocation cost. As a first-time property owner trying to build a new single-family home, this financial burden would negatively impact my ability to build my home on this property. The estimated cost of relocating the utilities would exceed the value of the property.

Based on the City Code of Ordinance 136.06 #5, I respectfully request a sidewalk waiver.

Thank you for your consideration.

Justin Robinson

