



## **CITY OF INDIANOLA COUNCIL MEETING**

June 15, 2026

6:00 PM

City Council Chambers

110 N 1st Street, Indianola, IA

Agenda

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Comment**
- 5. Consent Agenda**
  - A. Approval of Agenda
  - B. Approval of Claims
  - C. Approval of Minutes of the prior meetings
  - D. Setting dates for future public hearings
    1. Resolution setting a public hearing for July 6, 2026 at 6 PM regarding an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the C-2 / PUD Highway Commercial / Planned Unit Development district to the C-2 Highway Commercial zoning district (Kentucky Ridge Commercial Plat 1).
  - E. Approval of Applications
    1. Approval of tobacco permits for Fiscal Year 27.
    2. Approval of device retailer permits for Fiscal Year 27.
    3. Consideration of the approval of a liquor license renewal for Deer Run Golf Club located at 2305 W 2nd Avenue.
    4. Consideration of the approval of a liquor license renewal for Casey's #2894 located at 1101 E 2nd. Avenue.
    5. Consideration of the approval of a liquor license renewal for Feed and Foster located at 103 N Buxton Street.
    6. Consideration of the approval of a liquor license renewal for Sodexo Management Inc., doing business as Simpson College at 701 North C Street.
    7. Consideration of the approval of a new liquor license for B.E.S.T Catering and Concessions Inc., located at 1400 W 2nd Avenue.

- F. Indianola Community Youth Foundation Back-to-School Bash
  - 1. Consideration of the issuance of a special event and noise permit to the Indianola Community Youth Foundation for the Back-to-School Bash event to be held on August 22, 2026.
  - 2. Resolution suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on the downtown square during the Back-to-School Bash event for Indianola Community Youth Foundation on August 22, 2026.
- G. Resolution suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on a portion of West Salem Avenue during West Hill Brewing Company's Oktoberfest Street Party on September 25, 2026.
- H. Third consideration and adoption of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the A-1 Agricultural/Open Space district to the R-1 Single-Family Residential Detached zoning district (Well Built Homes Property).
- I. Second consideration of an ordinance amendment to Chapter 122, Peddlers, Solicitors and Transient Merchants.
- J. Resolution authorizing Change Order 1 in the amount of \$1,100 for the McVay Trail repair project.
- K. Resolution to approve entering into a cost-sharing agreement with Indianola Municipal Utilities for removal of fuel tanks.
- L. Resolution setting Fiscal Year 27 Salaries.
- M. Resolution authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of nuisance abatement against properties.
- N. Resolution approving an agreement with the Iowa Department of Transportation for maintenance and repair of primary roads.
- O. Resolution accepting the Center for Public Safety Management's Police Operations and Data Report.
- P. Resolution setting the meeting schedule for the Indianola City Council.
- Q. Approval of the submission of first quarter 2026 utility write-offs to the State Setoff Program for collection.
- R. Resolution approving salaries.

**6. Council Reports**

- A. Council Committee Reports
- B. Receive and file the May 2026 Treasurer's Report.

**7. Mayor's Report**

- A. Community Update

**8. Public Consideration**

- A. Old Business

1. Resolution approving liability, auto, property, workers' compensation, cyber and equipment breakdown insurance for Fiscal Year 27.
2. Resolution approving a shared services agreement between the City of Indianola and Indianola Municipal Utilities.
3. Capital Improvement Plan
  - a. Public hearing regarding the proposed Capital Improvement Plan for Fiscal Years 2027-2036.
  - b. Resolution adopting the Capital Improvement Plan for Fiscal Years 2027-2036.
4. Discussion and direction regarding Multi-residential Property Classification for tax abatements.

**B. New Business**

1. Resolution approving site plan for Pickard Commerce Park Plat 1, Lot 7 (413 South 21st Street).
2. Resolution of intent to dispose of City-owned real property located at 110 North Howard Street and authorizing staff to proceed.
3. Discussion and direction regarding the donation policy.
4. Discussion and direction regarding the naming rights policy.
5. Discussion and direction regarding an amendment to Chapter 171, Parkland Dedication.
6. Discussion and possible action regarding the City Manager Goals.

**9. Other Business**

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

**10. Adjourn**

**11. Exempt Session**



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Approval of Claims

---

**Introduction:** The claims report for council approval totals \$434,575.31.

**Recommendation:** Staff recommends approval of all claims.

**Attachments:** 1. 20260615 Claims Report



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)	Account Number	Account Name	Amount
<b>Fund: 001 - General</b>				
<b>Vendor: 043018 - FERGUSON ENTERPRISES LLC #1657</b>				
<b>Department: 4300 - Parks</b>				
FERGUSON ENTERPRISES LLC ...	FPT REDUCED PRESSURE ZONE ASSY - BUXTON IRRIGATION	001-4300-63100	Repair/Maint	1,198.90
				<b>Department 4300 - Parks Total:</b>
				<b>1,198.90</b>
<b>Vendor 043018 - FERGUSON ENTERPRISES LLC #1657 Total:</b>				
<b>1,198.90</b>				
<b>Vendor: 002810 - ACCO UNLIMITED CORP.</b>				
<b>Department: 4500 - Pool (Memorial)</b>				
ACCO UNLIMITED CORP.	VMAC CHLORINE, CHEMS, REAGENTS, VACUUM PARTS	001-4500-65010	Chemicals	923.00
ACCO UNLIMITED CORP.	VMAC CHLORINE, CHEMS, REAGENTS, VACUUM PARTS	001-4500-65011	Chlorine	2,058.00
ACCO UNLIMITED CORP.	VMAC CHLORINE, CHEMS, REAGENTS, VACUUM PARTS	001-4500-65072	Materials/Supplies-Maintenan...	400.96
ACCO UNLIMITED CORP.	POOL CHLORINE & CHEMICALS- VMAC	001-4500-65010	Chemicals	203.98
ACCO UNLIMITED CORP.	POOL CHLORINE & CHEMICALS- VMAC	001-4500-65011	Chlorine	858.42
				<b>Department 4500 - Pool (Memorial) Total:</b>
				<b>4,444.36</b>
<b>Vendor 002810 - ACCO UNLIMITED CORP. Total:</b>				
<b>4,444.36</b>				
<b>Vendor: 103749 - ACE HARDWARE</b>				
<b>Department: 1100 - Police</b>				
ACE HARDWARE	NEW KEYS - POLICE CAPTAINS OFFICE	001-1100-65060	Office Supplies	9.98
				<b>Department 1100 - Police Total:</b>
				<b>9.98</b>
<b>Department: 1500 - Fire</b>				
ACE HARDWARE	25 FT FABRIC HOSE	001-1500-65070	Materials/Supplies	32.99
				<b>Department 1500 - Fire Total:</b>
				<b>32.99</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Department: 4100 - Library</b>				
ACE HARDWARE	ROLLER & PAINT LINER - LIBRARY	001-4100-63100	Repair/Maint	7.98
<b>Department 4100 - Library Total:</b>				<b>7.98</b>
<b>Department: 4500 - Pool (Memorial)</b>				
ACE HARDWARE	CLEANING SUPPLIES - VMAC	001-4500-65070	Materials/Supplies	26.58
ACE HARDWARE	VACUUM KEYS - VMAC	001-4500-65070	Materials/Supplies	29.94
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>56.52</b>
<b>Department: 6220 - Facilities</b>				
ACE HARDWARE	PIPE WRENCH - FACILITY	001-6220-63100	Repair/Maint	40.99
ACE HARDWARE	TUBE CUTTER SET - FACILITY	001-6220-65070	Materials/Supplies	59.99
ACE HARDWARE	COUPLING & BLACK MARKERS - FACILITY	001-6220-65070	Materials/Supplies	16.58
<b>Department 6220 - Facilities Total:</b>				<b>117.56</b>
<b>Vendor 103749 - ACE HARDWARE Total:</b>				<b>225.03</b>
<b>Vendor: 048228 - AGRILAND FS INC</b>				
<b>Department: 4300 - Parks</b>				
AGRILAND FS INC	FUEL - PARKS DEPT	001-4300-65050	Vehicle Operating Supplies	2,014.36
<b>Department 4300 - Parks Total:</b>				<b>2,014.36</b>
<b>Department: 6220 - Facilities</b>				
AGRILAND FS INC	FUEL - FACILITIES	001-6220-65050	Vehicle Operating Supplies	55.79
<b>Department 6220 - Facilities Total:</b>				<b>55.79</b>
<b>Vendor 048228 - AGRILAND FS INC Total:</b>				<b>2,070.15</b>
<b>Vendor: 104925 - ALCANTARA, KARLA</b>				
<b>Department: 4500 - Pool (Memorial)</b>				
ALCANTARA, KARLA	REFUND POOL PASSES	001-4500-66990	Refund/Reimbursement	180.00
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>180.00</b>
<b>Vendor 104925 - ALCANTARA, KARLA Total:</b>				<b>180.00</b>
<b>Vendor: 103081 - AMAZON CAPITAL SERVICES</b>				
<b>Department: 2900 - Brush Facility</b>				
AMAZON CAPITAL SERVICES	MONEY DROP BOX - BRUSH FACILITY	001-2900-65070	Materials/Supplies	80.45
AMAZON CAPITAL SERVICES	MONEY DROP BOX - BRUSH FACILITY (WILL RETURN)	001-2900-65070	Materials/Supplies	84.90
AMAZON CAPITAL SERVICES	RETURN MONEY DROP BOX - BRUSH FACILITY	001-2900-65070	Materials/Supplies	-84.90
<b>Department 2900 - Brush Facility Total:</b>				<b>80.45</b>
<b>Department: 4100 - Library</b>				
AMAZON CAPITAL SERVICES	RETURN STEP STOOL - LIBRARY	001-4100-63100	Repair/Maint	-16.19
AMAZON CAPITAL SERVICES	RETURN LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	-8.50
AMAZON CAPITAL SERVICES	RETURN SPECIAL COLLECTIONS - LIBRARY	001-4100-65022	Special Collections	-71.99
AMAZON CAPITAL SERVICES	Education and Training Materials	001-4100-62300	Education/Training	15.95
AMAZON CAPITAL SERVICES	Building Maintenance	001-4100-63100	Repair/Maint	56.12
AMAZON CAPITAL SERVICES	Marketing Materials	001-4100-64020	Advertising & Legal Notices	127.25
AMAZON CAPITAL SERVICES	Janitorial Supplies	001-4100-64090	Janitorial Services	51.97
AMAZON CAPITAL SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	3,724.97
AMAZON CAPITAL SERVICES	Special Collections Materials	001-4100-65022	Special Collections	1,280.05
AMAZON CAPITAL SERVICES	Office Supplies - LIBRARY	001-4100-65060	Office Supplies	110.62
AMAZON CAPITAL SERVICES	Programming Supplies - Lib	001-4100-65079	Materials/Supplies--Program	684.44
AMAZON CAPITAL SERVICES	RETURN LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	-17.60
AMAZON CAPITAL SERVICES	RETURN LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	-11.69
<b>Department 4100 - Library Total:</b>				<b>5,925.40</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Department: 4200 - Park &amp; Rec Administration</b>				
AMAZON CAPITAL SERVICES	FIELD MAINTENANCE DIG OUT TOOLS	001-4200-65072	Materials/Supplies-Maintenan...	79.90
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>79.90</b>
<b>Department: 4500 - Pool (Memorial)</b>				
AMAZON CAPITAL SERVICES	TWO-WAY RADIOS - VMAC	001-4500-65070	Materials/Supplies	166.54
AMAZON CAPITAL SERVICES	WALKIE TALKIE DOCKING STATION - VMAC	001-4500-65070	Materials/Supplies	72.15
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>238.69</b>
<b>Department: 6210 - Info &amp; Tech</b>				
AMAZON CAPITAL SERVICES	ETHERNET ADAPTER & PORTABLE DOCK - IT	001-6210-65070	Materials/Supplies	81.11
AMAZON CAPITAL SERVICES	BULK NETWORK CABLE - IT`	001-6210-65070	Materials/Supplies	119.90
AMAZON CAPITAL SERVICES	RETURN BULK NETWORK CABLE - IT	001-6210-65070	Materials/Supplies	-119.90
AMAZON CAPITAL SERVICES	USB CABLES - IT	001-6210-65070	Materials/Supplies	34.57
AMAZON CAPITAL SERVICES	IPHONE CASE & SCREEN PROTECTOR - IT	001-6210-63400	Repair/Maint--Office Equip	12.56
AMAZON CAPITAL SERVICES	STORAGE SHELVES & OFFICE CHAIR - IT	001-6210-63400	Repair/Maint--Office Equip	901.15
AMAZON CAPITAL SERVICES	STORAGE BINS - IT	001-6210-65070	Materials/Supplies	113.98
AMAZON CAPITAL SERVICES	2 MONITORS & MOUNT, KEYBOARD & MOUSE - IT	001-6210-67240	Computer Hardware/Software	657.80
AMAZON CAPITAL SERVICES	NETWORK TESTER	001-6210-67240	Computer Hardware/Software	4,225.20
AMAZON CAPITAL SERVICES	6 DOCKING STATIONS - IT	001-6210-67240	Computer Hardware/Software	2,115.31
AMAZON CAPITAL SERVICES	REMARKABLE TABLET 0 CITY MANAGER	001-6210-65070	Materials/Supplies	799.00
<b>Department 6210 - Info &amp; Tech Total:</b>				<b>8,940.68</b>
<b>Department: 6220 - Facilities</b>				
AMAZON CAPITAL SERVICES	FITTING SUPPLIES	001-6220-65070	Materials/Supplies	26.74
AMAZON CAPITAL SERVICES	BATHROOM HANDLE REPLACEMENTS - CH - FACILITY	001-6220-63100	Repair/Maint	194.94
AMAZON CAPITAL SERVICES	RETURN FITTING SUPPLIES	001-6220-65070	Materials/Supplies	-26.74
<b>Department 6220 - Facilities Total:</b>				<b>194.94</b>
<b>Vendor 103081 - AMAZON CAPITAL SERVICES Total:</b>				<b>15,460.06</b>
<b>Vendor: 004603 - AUBERT'S TOWING</b>				
<b>Department: 1100 - Police</b>				
AUBERT'S TOWING	TOWING (ABANDONE...	001-1100-64860	Towing (abandoned autos)	170.00
AUBERT'S TOWING	TOWING (ABANDONE...	001-1100-64860	Towing (abandoned autos)	165.00
<b>Department 1100 - Police Total:</b>				<b>335.00</b>
<b>Vendor 004603 - AUBERT'S TOWING Total:</b>				<b>335.00</b>
<b>Vendor: 006400 - BOB'S CUSTOM TROPHIES</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
BOB'S CUSTOM TROPHIES	ADULT SOFTBALL TROPHIES	001-4200-65070	Materials/Supplies	54.50
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>54.50</b>
<b>Department: 4300 - Parks</b>				
BOB'S CUSTOM TROPHIES	MEMORIAL PLAQUES - PARKS	001-4300-65070	Materials/Supplies	50.00
<b>Department 4300 - Parks Total:</b>				<b>50.00</b>
<b>Vendor 006400 - BOB'S CUSTOM TROPHIES Total:</b>				<b>104.50</b>
<b>Vendor: 006450 - BOLTON &amp; HAY INC.</b>				
<b>Department: 4500 - Pool (Memorial)</b>				
BOLTON & HAY INC.	CONCESSION SUPPLIES - VMAC	001-4500-65070	Materials/Supplies	29.05
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>29.05</b>
<b>Vendor 006450 - BOLTON &amp; HAY INC. Total:</b>				<b>29.05</b>

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 006550 - BONNIE'S BARRICADES</b>				
<b>Department: 4300 - Parks</b>				
BONNIE'S BARRICADES	PARKS TRAFFIC CONTROL - MEDIAN PLANTING	001-4300-65070	Materials/Supplies	376.30
<b>Department 4300 - Parks Total:</b>				<b>376.30</b>
<b>Vendor 006550 - BONNIE'S BARRICADES Total:</b>				<b>376.30</b>
<b>Vendor: 100097 - BOUND TREE MEDICAL LLC</b>				
<b>Department: 1600 - Ambulance</b>				
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES-GLOVES	001-1600-65070	Materials/Supplies	50.67
BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES - GASTRIC SUMP TUBES	001-1600-65070	Materials/Supplies	39.40
<b>Department 1600 - Ambulance Total:</b>				<b>90.07</b>
<b>Vendor 100097 - BOUND TREE MEDICAL LLC Total:</b>				<b>90.07</b>
<b>Vendor: 104909 - CAREWORX, LLC</b>				
<b>Department: 1500 - Fire</b>				
CAREWORX, LLC	FIT FOR DUTY & PCP TEST - WHITE - FIRE	001-1500-64120	Medical/Physicals/Immunizati...	350.00
CAREWORX, LLC	PHYSICAL CAPACITY PROFILE TEST - WHITE - FIRE	001-1500-64120	Medical/Physicals/Immunizati...	150.00
<b>Department 1500 - Fire Total:</b>				<b>500.00</b>
<b>Department: 1600 - Ambulance</b>				
CAREWORX, LLC	PRE EMPLOYMENT - HUTCHISON - PARAMEDIC	001-1600-64120	Medical/Physicals/Immunizati...	707.00
CAREWORX, LLC	DRUG SCREEN & BAT - KING - PARAMEDIC	001-1600-64120	Medical/Physicals/Immunizati...	80.00
<b>Department 1600 - Ambulance Total:</b>				<b>787.00</b>
<b>Department: 4100 - Library</b>				
CAREWORX, LLC	PRE EMPLOYMENT - HUMMEL - LIBRARY	001-4100-64990	Misc Contractual	50.00
<b>Department 4100 - Library Total:</b>				<b>50.00</b>
<b>Department: 4200 - Park &amp; Rec Administration</b>				
CAREWORX, LLC	PRE EMPLOYMENT - MEYER - PARKS HORT ASST	001-4200-64990	Misc Contractual	50.00
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>50.00</b>
<b>Department: 4500 - Pool (Memorial)</b>				
CAREWORX, LLC	PRE EMPLOYMENT - MADILYN DeWILD - POOL	001-4500-64990	Misc Contractual	50.00
CAREWORX, LLC	PRE EMPLOYMENT - GIANNA MARTINEZ - POOL	001-4500-64990	Misc Contractual	50.00
CAREWORX, LLC	PRE EMPLOYMENT - SEVERIDT - VMAC	001-4500-64990	Misc Contractual	50.00
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>150.00</b>
<b>Vendor 104909 - CAREWORX, LLC Total:</b>				<b>1,537.00</b>
<b>Vendor: 104837 - CENGAGE GROUP</b>				
<b>Department: 4100 - Library</b>				
CENGAGE GROUP	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	32.80
<b>Department 4100 - Library Total:</b>				<b>32.80</b>
<b>Vendor 104837 - CENGAGE GROUP Total:</b>				<b>32.80</b>
<b>Vendor: 103780 - CENTRAL IOWA FASTENERS</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
CENTRAL IOWA FASTENERS	JANITORIAL SUPPLIES - PICKARD RESTROOM	001-4200-65070	Materials/Supplies	323.97
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>323.97</b>
<b>Department: 4300 - Parks</b>				
CENTRAL IOWA FASTENERS	JANITORIAL SUPPLIES - PARKS	001-4300-65071	Materials/Supplies--Janitorial	127.95
<b>Department 4300 - Parks Total:</b>				<b>127.95</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Department: 4500 - Pool (Memorial)</b>				
CENTRAL IOWA FASTENERS	CLEANING SUPPLIES VMAC	001-4500-65070	Materials/Supplies	1,060.53
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>1,060.53</b>
<b>Vendor 103780 - CENTRAL IOWA FASTENERS Total:</b>				<b>1,512.45</b>
<b>Vendor: 055927 - CENTURYLINK</b>				
<b>Department: 6210 - Info &amp; Tech</b>				
CENTURYLINK	MONTHLY SERVICE - IT	001-6210-63730	Telephone/Cellphone	76.09
CENTURYLINK	MONTHLY SERVICE - IT	001-6210-63730	Telephone/Cellphone	74.67
<b>Department 6210 - Info &amp; Tech Total:</b>				<b>150.76</b>
<b>Vendor 055927 - CENTURYLINK Total:</b>				<b>150.76</b>
<b>Vendor: 101724 - CINTAS CORPORATION</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
CINTAS CORPORATION	FIRST AID SUPPLIES - ACTIVITY CENTER	001-4200-65070	Materials/Supplies	27.71
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>27.71</b>
<b>Department: 4300 - Parks</b>				
CINTAS CORPORATION	SUPPLIES FOR FIRST AID KIT - PARKS	001-4300-65500	Personal Protective Equipment	3.75
<b>Department 4300 - Parks Total:</b>				<b>3.75</b>
<b>Vendor 101724 - CINTAS CORPORATION Total:</b>				<b>31.46</b>
<b>Vendor: 008640 - CITY SUPPLY CORPORATION</b>				
<b>Department: 6220 - Facilities</b>				
CITY SUPPLY CORPORATION	BUTTERFLY VALVE & GASKET - FACILITY	001-6220-63100	Repair/Maint	1,107.10
<b>Department 6220 - Facilities Total:</b>				<b>1,107.10</b>
<b>Vendor 008640 - CITY SUPPLY CORPORATION Total:</b>				<b>1,107.10</b>
<b>Vendor: 009110 - CNM OUTDOOR EQUIPMENT</b>				
<b>Department: 4300 - Parks</b>				
CNM OUTDOOR EQUIPMENT	BG 86 BLOWER-FUEL & AIR FILTER, CARBURETOR - PARKS	001-4300-63320	Repair/Maint--Vehicle	154.47
CNM OUTDOOR EQUIPMENT	MOWER HEAD - PARKS	001-4300-63320	Repair/Maint--Vehicle	77.97
<b>Department 4300 - Parks Total:</b>				<b>232.44</b>
<b>Vendor 009110 - CNM OUTDOOR EQUIPMENT Total:</b>				<b>232.44</b>
<b>Vendor: 104264 - CORE-MARK MIDCONTINENT INC</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
CORE-MARK MIDCONTINENT ...	CONCESSIONS PICKARD	001-4200-65070	Materials/Supplies	539.31
CORE-MARK MIDCONTINENT ...	CONCESSION SUPPLIES - PICKARD	001-4200-65070	Materials/Supplies	903.63
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>1,442.94</b>
<b>Vendor 104264 - CORE-MARK MIDCONTINENT INC Total:</b>				<b>1,442.94</b>
<b>Vendor: 010382 - DASH MEDICAL GLOVES</b>				
<b>Department: 1600 - Ambulance</b>				
DASH MEDICAL GLOVES	EMS GLOVES	001-1600-65070	Materials/Supplies	235.20
DASH MEDICAL GLOVES	AMBULANCE SUPPLIES - GLOVES	001-1600-65070	Materials/Supplies	588.00
<b>Department 1600 - Ambulance Total:</b>				<b>823.20</b>
<b>Vendor 010382 - DASH MEDICAL GLOVES Total:</b>				<b>823.20</b>
<b>Vendor: 104911 - DASH SPORTS LLC</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
DASH SPORTS LLC	INSTRUCTOR (CONTRACTUAL) - DASH SPORTS	001-4200-64205	Instructor (Contractual)	3,290.40
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>3,290.40</b>
<b>Vendor 104911 - DASH SPORTS LLC Total:</b>				<b>3,290.40</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 010882 - DETAILS PLUS INC</b>				
<b>Department: 1100 - Police</b>				
DETAILS PLUS INC	REPAIR FRONT/RIGHT FRONT CORNER - #223K K9 UNIT	001-1100-63320	Repair/Maint--Vehicle	4,298.77
<b>Department 1100 - Police Total:</b>				<b>4,298.77</b>
<b>Vendor 010882 - DETAILS PLUS INC Total:</b>				<b>4,298.77</b>
<b>Vendor: 102092 - DUST PROS JANITORIAL</b>				
<b>Department: 1500 - Fire</b>				
DUST PROS JANITORIAL	Materials/Supplies Shop	001-1500-65076	Materials/Supplies--Shop	40.50
<b>Department 1500 - Fire Total:</b>				<b>40.50</b>
<b>Department: 4100 - Library</b>				
DUST PROS JANITORIAL	JANITORIAL SERVICES - LIBRARY	001-4100-64090	Janitorial Services	1,500.00
DUST PROS JANITORIAL	JANITORIAL SERVICES - LIBRARY	001-4100-64090	Janitorial Services	262.50
<b>Department 4100 - Library Total:</b>				<b>1,762.50</b>
<b>Department: 6500 - General Govt and Buildings</b>				
DUST PROS JANITORIAL	JANITORIAL SUPPLIES CITY HALL	001-6500-65071	Materials/Supplies--Janitorial	160.00
DUST PROS JANITORIAL	JANITORIAL SUPPLIES CITY HALL	001-6500-65071	Materials/Supplies--Janitorial	448.50
<b>Department 6500 - General Govt and Buildings Total:</b>				<b>608.50</b>
<b>Vendor 102092 - DUST PROS JANITORIAL Total:</b>				<b>2,411.50</b>
<b>Vendor: 018096 - GALLS LLC</b>				
<b>Department: 1500 - Fire</b>				
GALLS LLC	COTTON SHIRT - VAN WYK	001-1500-61810	Uniforms/Clothing Allowance	64.56
GALLS LLC	DOUBLE STRAND CORD - VAN WYK	001-1500-61810	Uniforms/Clothing Allowance	24.34
GALLS LLC	HIGH GLOSS DUTY OXFORDS - COLBY	001-1500-61810	Uniforms/Clothing Allowance	83.45
GALLS LLC	COTTON SHIRT - FOREMAN	001-1500-61810	Uniforms/Clothing Allowance	64.82
GALLS LLC	BREAST DRESS COAT - FOREMAN	001-1500-61810	Uniforms/Clothing Allowance	467.81
GALLS LLC	BOOTS - WALLACE	001-1500-61810	Uniforms/Clothing Allowance	199.95
<b>Department 1500 - Fire Total:</b>				<b>904.93</b>
<b>Vendor 018096 - GALLS LLC Total:</b>				<b>904.93</b>
<b>Vendor: 101369 - GREATER DM CONVENTION &amp; VISITORS BUREAU</b>				
<b>Department: 5100 - Community Betterment</b>				
GREATER DM CONVENTION &...	MAY 2026 CVB CONTRIBUTION	001-5100-64130	Payments to Other Agencies	3,862.25
<b>Department 5100 - Community Betterment Total:</b>				<b>3,862.25</b>
<b>Vendor 101369 - GREATER DM CONVENTION &amp; VISITORS BUREAU Total:</b>				<b>3,862.25</b>
<b>Vendor: 101632 - HR GREEN INC</b>				
<b>Department: 1700 - Community Development</b>				
HR GREEN INC	PICKARD LOT 7 REVIEW - CED	001-1700-64070	Engineering	292.50
<b>Department 1700 - Community Development Total:</b>				<b>292.50</b>
<b>Vendor 101632 - HR GREEN INC Total:</b>				<b>292.50</b>
<b>Vendor: 008629 - IMU - UTILITIES</b>				
<b>Department: 1100 - Police</b>				
IMU - UTILITIES	UTILITIES - POLICE - 410 N JEFFERSON	001-1100-63710	Utilities	133.56
<b>Department 1100 - Police Total:</b>				<b>133.56</b>
<b>Department: 1500 - Fire</b>				
IMU - UTILITIES	UTILITIES - FIRE - 206 N 1st	001-1500-63710	Utilities	50.78
IMU - UTILITIES	UTILITIES - RENEWABLE	001-1500-63710	Utilities	53.00
<b>Department 1500 - Fire Total:</b>				<b>103.78</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Department: 4100 - Library</b>				
IMU - UTILITIES	UTILITIES - LIBRARY	001-4100-63710	Utilities	1,336.67
<b>Department 4100 - Library Total:</b>				<b>1,336.67</b>
<b>Department: 4200 - Park &amp; Rec Administration</b>				
IMU - UTILITIES	UTILITIES - PICKARD YOUTH SOFTBALL	001-4200-63710	Utilities	258.36
IMU - UTILITIES	UTILITIES ADULT SOFTBALL - PICKARD	001-4200-63710	Utilities	926.87
IMU - UTILITIES	UTILITIES - ACTIVITY CENTER	001-4200-63710	Utilities	611.18
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>1,796.41</b>
<b>Department: 4300 - Parks</b>				
IMU - UTILITIES	UTILITIES - BARKER PARK	001-4300-63710	Utilities	45.51
IMU - UTILITIES	UTILITIES - IRRIGATION 65/69 MEDIAN	001-4300-63710	Utilities	103.54
IMU - UTILITIES	UTILITIES MEMORIAL PARK	001-4300-63710	Utilities	98.55
IMU - UTILITIES	UTILITIES - MCVAY TRAILHEAD	001-4300-63710	Utilities	91.91
IMU - UTILITIES	UTILITIES - PICKARD CAMPGROUND	001-4300-63710	Utilities	681.86
IMU - UTILITIES	UTILITIES - IRRIGATION SQUARE PITS	001-4300-63710	Utilities	20.46
IMU - UTILITIES	UTILITIES - BUXTON PARK	001-4300-63710	Utilities	470.83
IMU - UTILITIES	UTILITIES - DOWNEY (DOG) PARK	001-4300-63710	Utilities	123.49
IMU - UTILITIES	UTILITIES - MOATS PARK	001-4300-63710	Utilities	99.26
IMU - UTILITIES	UTILITIES - MCCORD PARK	001-4300-63710	Utilities	99.31
IMU - UTILITIES	UTILITIES - PARKS DEPT SHOP	001-4300-63710	Utilities	176.02
<b>Department 4300 - Parks Total:</b>				<b>2,010.74</b>
<b>Department: 4500 - Pool (Memorial)</b>				
IMU - UTILITIES	UTILITIES - MEMORIAL BUILDING VMAC	001-4500-63710	Utilities	6,289.99
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>6,289.99</b>
<b>Department: 6210 - Info &amp; Tech</b>				
IMU - UTILITIES	TELEPHONE/CELL - IT	001-6210-63730	Telephone/Cellphone	516.00
IMU - UTILITIES	FIBER - COMPUTER/TECHNOLOGY SERVICES	001-6210-64190	Computer/Technology Services	569.00
<b>Department 6210 - Info &amp; Tech Total:</b>				<b>1,085.00</b>
<b>Department: 6500 - General Govt and Buildings</b>				
IMU - UTILITIES	UTILITIES - CITY	001-6500-63710	Utilities	3,950.31
IMU - UTILITIES	UTILITIES - BUXTON OFFICE	001-6500-63710	Utilities	223.95
<b>Department 6500 - General Govt and Buildings Total:</b>				<b>4,174.26</b>
<b>Vendor 008629 - IMU - UTILITIES Total:</b>				<b>16,930.41</b>
<b>Vendor: 024727 - INDIANOLA MUNICIPAL UTILITIES</b>				
<b>Department: 6500 - General Govt and Buildings</b>				
INDIANOLA MUNICIPAL UTILIT...	GAS, TRASH, RECYCLING - BUXTON OFFICE	001-6500-63710	Utilities	117.62
<b>Department 6500 - General Govt and Buildings Total:</b>				<b>117.62</b>
<b>Vendor 024727 - INDIANOLA MUNICIPAL UTILITIES Total:</b>				<b>117.62</b>
<b>Vendor: 104863 - INGRAM LIBRARY SERVICES</b>				
<b>Department: 4100 - Library</b>				
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	20.40
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	22.78
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.99
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	14.37

**Publication Report**

**Post Dates: 6/15/2026 - 6/15/2026**

<b>Vendor Name</b>	<b>Description (Item)</b>	<b>Account Number</b>	<b>Account Name</b>	<b>Amount</b>
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	9.59
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	20.48
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	157.82
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.99
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.99
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	57.53
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	502.58
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.39
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	18.58
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	23.36
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	22.78
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.39
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	10.79
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.39
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.99
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	153.49
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	11.99
INGRAM LIBRARY SERVICES	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	12.57

**Department 4100 - Library Total: 1,141.24**

**Vendor 104863 - INGRAM LIBRARY SERVICES Total: 1,141.24**

**Vendor: 024846 - IOWA DEPT OF PUBLIC SAFETY**

**Department: 1100 - Police**

IOWA DEPT OF PUBLIC SAFETY	FY26 4TH QTR IOWA SYSTEM	001-1100-64190	Computer/Technology Services	861.00
----------------------------	--------------------------	----------------	------------------------------	--------

**Department 1100 - Police Total: 861.00**

**Vendor 024846 - IOWA DEPT OF PUBLIC SAFETY Total: 861.00**

**Vendor: 023665 - IOWA LEAGUE OF CITIES**

**Department: 6500 - General Govt and Buildings**

IOWA LEAGUE OF CITIES	GRANTFINDER SUBSCRIPTION 1 YR	001-6500-62100	Membership Dues/Subscripti...	100.00
-----------------------	----------------------------------	----------------	-------------------------------	--------

**Department 6500 - General Govt and Buildings Total: 100.00**

**Vendor 023665 - IOWA LEAGUE OF CITIES Total: 100.00**

**Vendor: 025020 - IOWA WATER MANAGEMENT CO.**

**Department: 4100 - Library**

IOWA WATER MANAGEMENT...	LIBRARY WATER MGMT	001-4100-63100	Repair/Maint	54.48
--------------------------	--------------------	----------------	--------------	-------

**Department 4100 - Library Total: 54.48**

**Department: 6500 - General Govt and Buildings**

IOWA WATER MANAGEMENT...	MUNICIPAL WATER MGMT	001-6500-63100	Repair/Maint	169.98
--------------------------	----------------------	----------------	--------------	--------

**Department 6500 - General Govt and Buildings Total: 169.98**

**Vendor 025020 - IOWA WATER MANAGEMENT CO. Total: 224.46**

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 104766 - JOHN DEERE FINANCIAL</b>				
<b>Department: 4300 - Parks</b>				
JOHN DEERE FINANCIAL	PLANTS-SQUARE, VEG PLANTS-CHILDREN'S GARDEN @ BUXT	001-4300-65200	Landscaping/Horticulture/Tre...	508.80
JOHN DEERE FINANCIAL	GLOVES - PARKS	001-4300-65070	Materials/Supplies	62.95
<b>Department 4300 - Parks Total:</b>				<b>571.75</b>
<b>Vendor 104766 - JOHN DEERE FINANCIAL Total:</b>				<b>571.75</b>
<b>Vendor: 104865 - KWIK TRIP INC</b>				
<b>Department: 1100 - Police</b>				
KWIK TRIP INC	FUEL - POLICE	001-1100-65050	Vehicle Operating Supplies	4,354.08
<b>Department 1100 - Police Total:</b>				<b>4,354.08</b>
<b>Department: 1500 - Fire</b>				
KWIK TRIP INC	FUEL - FIRE & AMBULANCE	001-1500-65050	Vehicle Operating Supplies	4,415.16
<b>Department 1500 - Fire Total:</b>				<b>4,415.16</b>
<b>Department: 1700 - Community Development</b>				
KWIK TRIP INC	FUEL - BUILDING & ZONING	001-1700-65050	Vehicle Operating Supplies	88.67
<b>Department 1700 - Community Development Total:</b>				<b>88.67</b>
<b>Vendor 104865 - KWIK TRIP INC Total:</b>				<b>8,857.91</b>
<b>Vendor: 104926 - LEITH, LACEY</b>				
<b>Department: 4500 - Pool (Memorial)</b>				
LEITH, LACEY	REFUND SWIM LESSONS	001-4500-66990	Refund/Reimbursement	156.00
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>156.00</b>
<b>Vendor 104926 - LEITH, LACEY Total:</b>				<b>156.00</b>
<b>Vendor: 103056 - MAPLE CREEK CONSTRUCTION</b>				
<b>Department: 1700 - Community Development</b>				
MAPLE CREEK CONSTRUCTION	PARTIAL COST SERVICE WINDOW INSTALL - COMM DEV	001-1700-64111	Property Maintenance Enforc...	1,028.00
<b>Department 1700 - Community Development Total:</b>				<b>1,028.00</b>
<b>Department: 6220 - Facilities</b>				
MAPLE CREEK CONSTRUCTION	PART COST COM DEV SERVICE WINDOW INSTALL-FACILITY	001-6220-63100	Repair/Maint	1,500.00
<b>Department 6220 - Facilities Total:</b>				<b>1,500.00</b>
<b>Vendor 103056 - MAPLE CREEK CONSTRUCTION Total:</b>				<b>2,528.00</b>
<b>Vendor: 104510 - MCFARLAND, KELSEY</b>				
<b>Department: 4100 - Library</b>				
MCFARLAND, KELSEY	MILEAGE TO CLIVE LIBRARY - KIDS LIBRARY	001-4100-62700	Mileage	39.48
MCFARLAND, KELSEY	MILEAGE TO JOHNSTON PUBLIC LIBRARY - KIDS LIBRARY	001-4100-62700	Mileage	51.10
MCFARLAND, KELSEY	MILEAGE TO JOHNSTON PUBLIC LIBRARY - WORKSHOP	001-4100-62700	Mileage	51.10
MCFARLAND, KELSEY	MILEAGE TO STATE LAW LIBRARY - KIDS LIBRARY	001-4100-62700	Mileage	24.78
MCFARLAND, KELSEY	MILEAGE TO MENARDS - LIBRARY	001-4100-62700	Mileage	18.85
<b>Department 4100 - Library Total:</b>				<b>185.31</b>
<b>Vendor 104510 - MCFARLAND, KELSEY Total:</b>				<b>185.31</b>
<b>Vendor: 101491 - MCINTYRE, CRAIG</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
MCINTYRE, CRAIG	OFFICIALS - COED ASB	001-4200-64250	Officials	72.00
MCINTYRE, CRAIG	OFFICIALS - CHURCH ASB	001-4200-64250	Officials	72.00
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>144.00</b>
<b>Vendor 101491 - MCINTYRE, CRAIG Total:</b>				<b>144.00</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 034173 - MENARDS</b>				
<b>Department: 6220 - Facilities</b>				
MENARDS	MAINTENANCE PARTS - FACILITY	001-6220-65070	Materials/Supplies	49.96
MENARDS	PROGRESS SUPPLIES - FACILITY	001-6220-65070	Materials/Supplies	154.58
<b>Department 6220 - Facilities Total:</b>				<b>204.54</b>
<b>Vendor 034173 - MENARDS Total:</b>				<b>204.54</b>
<b>Vendor: 104772 - MERCYONE CLIVE PHARMACY</b>				
<b>Department: 1600 - Ambulance</b>				
MERCYONE CLIVE PHARMACY	EMS MEDICATION SUPPLIES	001-1600-65070	Materials/Supplies	301.39
<b>Department 1600 - Ambulance Total:</b>				<b>301.39</b>
<b>Vendor 104772 - MERCYONE CLIVE PHARMACY Total:</b>				<b>301.39</b>
<b>Vendor: 104746 - MESHKE, JACOB</b>				
<b>Department: 6150 - City Manager</b>				
MESHKE, JACOB	LUNCH TRAINING SESSION W/COUNCIL MEMBER DAVIS	001-6150-62300	Education/Training	16.87
<b>Department 6150 - City Manager Total:</b>				<b>16.87</b>
<b>Vendor 104746 - MESHKE, JACOB Total:</b>				<b>16.87</b>
<b>Vendor: 034600 - MID AMERICAN ENERGY CO.</b>				
<b>Department: 1100 - Police</b>				
MID AMERICAN ENERGY CO.	UTILITIES - GAS - 410 N JEFFERSON - POLICE	001-1100-63710	Utilities	22.61
<b>Department 1100 - Police Total:</b>				<b>22.61</b>
<b>Department: 1500 - Fire</b>				
MID AMERICAN ENERGY CO.	UTILITIES - FIRE - 206 N 1ST ST	001-1500-63710	Utilities	14.58
<b>Department 1500 - Fire Total:</b>				<b>14.58</b>
<b>Department: 4100 - Library</b>				
MID AMERICAN ENERGY CO.	UTILITIES LIBRARY	001-4100-63710	Utilities	71.86
<b>Department 4100 - Library Total:</b>				<b>71.86</b>
<b>Department: 4200 - Park &amp; Rec Administration</b>				
MID AMERICAN ENERGY CO.	UTILITIES - ACTIVITY CENTER - GAS	001-4200-63710	Utilities	88.53
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>88.53</b>
<b>Department: 4500 - Pool (Memorial)</b>				
MID AMERICAN ENERGY CO.	UTILITIES - GAS - VMAC	001-4500-63710	Utilities	16.79
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>16.79</b>
<b>Department: 6500 - General Govt and Buildings</b>				
MID AMERICAN ENERGY CO.	UTILITIES - GAS - CITY HALL	001-6500-63710	Utilities	206.62
<b>Department 6500 - General Govt and Buildings Total:</b>				<b>206.62</b>
<b>Vendor 034600 - MID AMERICAN ENERGY CO. Total:</b>				<b>420.99</b>
<b>Vendor: 102901 - MUTUAL OF OMAHA</b>				
<b>Department: 0000 - Non-Departmental</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-0000-21206	LIFE INS PAYABLE	1,391.25
<b>Department 0000 - Non-Departmental Total:</b>				<b>1,391.25</b>
<b>Department: 1100 - Police</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-1100-61550	Life Insurance/ADD/LTD/STD	1,827.31
<b>Department 1100 - Police Total:</b>				<b>1,827.31</b>
<b>Department: 1500 - Fire</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-1500-61550	Life Insurance/ADD/LTD/STD	231.25
<b>Department 1500 - Fire Total:</b>				<b>231.25</b>
<b>Department: 1600 - Ambulance</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-1600-61550	Life Insurance/ADD/LTD/STD	1,310.41
<b>Department 1600 - Ambulance Total:</b>				<b>1,310.41</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Department: 1700 - Community Development</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-1700-61550	Life Insurance/ADD/LTD/STD	399.80
				<b>Department 1700 - Community Development Total:</b>
				<b>399.80</b>
<b>Department: 4100 - Library</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-4100-61550	Life Insurance/ADD/LTD/STD	380.89
				<b>Department 4100 - Library Total:</b>
				<b>380.89</b>
<b>Department: 4200 - Park &amp; Rec Administration</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-4200-61550	Life Insurance/ADD/LTD/STD	311.26
				<b>Department 4200 - Park &amp; Rec Administration Total:</b>
				<b>311.26</b>
<b>Department: 4300 - Parks</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-4300-61550	Life Insurance/ADD/LTD/STD	279.34
				<b>Department 4300 - Parks Total:</b>
				<b>279.34</b>
<b>Department: 6150 - City Manager</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-6150-61550	Life Insurance/ADD/LTD/STD	94.00
				<b>Department 6150 - City Manager Total:</b>
				<b>94.00</b>
<b>Department: 6200 - Clerk/Finance</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-6200-61550	Life Insurance/ADD/LTD/STD	238.30
				<b>Department 6200 - Clerk/Finance Total:</b>
				<b>238.30</b>
<b>Department: 6210 - Info &amp; Tech</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-6210-61550	Life Insurance/ADD/LTD/STD	406.02
				<b>Department 6210 - Info &amp; Tech Total:</b>
				<b>406.02</b>
<b>Department: 6250 - Human Resources</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	001-6250-61550	Life Insurance/ADD/LTD/STD	173.54
				<b>Department 6250 - Human Resources Total:</b>
				<b>173.54</b>
				<b>Vendor 102901 - MUTUAL OF OMAHA Total:</b>
				<b>7,043.37</b>
<b>Vendor: 101313 - NIPPON SANSO MATHESON, INC.</b>				
<b>Department: 1600 - Ambulance</b>				
NIPPON SANSO MATHESON, I...	AMBULANCE SUPPLIES - OXYGEN	001-1600-65070	Materials/Supplies	90.24
				<b>Department 1600 - Ambulance Total:</b>
				<b>90.24</b>
				<b>Vendor 101313 - NIPPON SANSO MATHESON, INC. Total:</b>
				<b>90.24</b>
<b>Vendor: 100620 - PARK, KRIS</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
PARK, KRIS	OFFICIALS - COED & CHURCH ASB	001-4200-64250	Officials	144.00
				<b>Department 4200 - Park &amp; Rec Administration Total:</b>
				<b>144.00</b>
				<b>Vendor 100620 - PARK, KRIS Total:</b>
				<b>144.00</b>
<b>Vendor: 104515 - PEPSICO BEVERAGE SALES LLC</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
PEPSICO BEVERAGE SALES LLC	CONCESSIONS - PICKARD	001-4200-65070	Materials/Supplies	538.62
PEPSICO BEVERAGE SALES LLC	CONCESSIONS - PICKARD	001-4200-65070	Materials/Supplies	660.33
				<b>Department 4200 - Park &amp; Rec Administration Total:</b>
				<b>1,198.95</b>
<b>Department: 4500 - Pool (Memorial)</b>				
PEPSICO BEVERAGE SALES LLC	CONCESSIONS - VMAC	001-4500-65070	Materials/Supplies	1,601.02
				<b>Department 4500 - Pool (Memorial) Total:</b>
				<b>1,601.02</b>
				<b>Vendor 104515 - PEPSICO BEVERAGE SALES LLC Total:</b>
				<b>2,799.97</b>
<b>Vendor: 103697 - PERFECTION PEST MANAGEMENT</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
PERFECTION PEST MANAGEM...	PEST CONTROL - PICKARD CONCESSION	001-4200-64090	Janitorial Services	70.00
				<b>Department 4200 - Park &amp; Rec Administration Total:</b>
				<b>70.00</b>
				<b>Vendor 103697 - PERFECTION PEST MANAGEMENT Total:</b>
				<b>70.00</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 104251 - PLAYAWAY PRODUCTS LLC</b>				
<b>Department: 4100 - Library</b>				
PLAYAWAY PRODUCTS LLC	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	249.96
PLAYAWAY PRODUCTS LLC	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	332.74
PLAYAWAY PRODUCTS LLC	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	323.37
PLAYAWAY PRODUCTS LLC	LIBRARY BOOKS & PERIODICALS	001-4100-65020	Library Books & Periodicals	49.98
<b>Department 4100 - Library Total:</b>				<b>956.05</b>
<b>Vendor 104251 - PLAYAWAY PRODUCTS LLC Total:</b>				<b>956.05</b>
<b>Vendor: 101452 - PROIMAGE SIGN &amp; LIGHTING</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
PROIMAGE SIGN & LIGHTING	"OUR OFFICE HAS MOVED" SIGNS - ACTIVITY CENTER	001-4200-65070	Materials/Supplies	72.50
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>72.50</b>
<b>Department: 4500 - Pool (Memorial)</b>				
PROIMAGE SIGN & LIGHTING	SIGNS - VMAC	001-4500-65090	Signs	303.75
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>303.75</b>
<b>Vendor 101452 - PROIMAGE SIGN &amp; LIGHTING Total:</b>				<b>376.25</b>
<b>Vendor: 101032 - PROTECT YOUTH SPORTS</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
PROTECT YOUTH SPORTS	BACKGROUND CHECKS - STAFF & COACHES	001-4200-64990	Misc Contractual	141.70
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>141.70</b>
<b>Vendor 101032 - PROTECT YOUTH SPORTS Total:</b>				<b>141.70</b>
<b>Vendor: 104269 - RELIANT FIRE APPARATUS</b>				
<b>Department: 1500 - Fire</b>				
RELIANT FIRE APPARATUS	REPLACE 4 BATTERIES - ENGINE #331 PUMPER	001-1500-65051	Equipment/Vehicle Parts	1,342.75
RELIANT FIRE APPARATUS	ELECTRICAL SYST-GENERATOR BACK LOGGED, #334 LADDER	001-1500-65051	Equipment/Vehicle Parts	643.13
<b>Department 1500 - Fire Total:</b>				<b>1,985.88</b>
<b>Vendor 104269 - RELIANT FIRE APPARATUS Total:</b>				<b>1,985.88</b>
<b>Vendor: 104927 - RIPPERGER, AMANDA</b>				
<b>Department: 4500 - Pool (Memorial)</b>				
RIPPERGER, AMANDA	REFUNDS SWIM LESSONS	001-4500-66990	Refund/Reimbursement	52.00
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>52.00</b>
<b>Vendor 104927 - RIPPERGER, AMANDA Total:</b>				<b>52.00</b>
<b>Vendor: 103982 - RT'S LAWN &amp; LANDSCAPE LLC</b>				
<b>Department: 1700 - Community Development</b>				
RT'S LAWN & LANDSCAPE LLC	MOWING - 1001 N L ST - ABATEMENT	001-1700-64111	Property Maintenance Enforc...	145.00
RT'S LAWN & LANDSCAPE LLC	MOWING - PARCEL #49024230841 - ABATEMENT	001-1700-64111	Property Maintenance Enforc...	217.50
RT'S LAWN & LANDSCAPE LLC	JUNK HAULING & FEES - 402 W ASHLAND - ABATEMENT	001-1700-64111	Property Maintenance Enforc...	252.50
RT'S LAWN & LANDSCAPE LLC	MOWING - 605 W 3RD AVE - ABATEMENT	001-1700-64111	Property Maintenance Enforc...	135.00
RT'S LAWN & LANDSCAPE LLC	MOWING - 501 W 17TH AVE - ABATEMENT	001-1700-64111	Property Maintenance Enforc...	135.00
<b>Department 1700 - Community Development Total:</b>				<b>885.00</b>
<b>Vendor 103982 - RT'S LAWN &amp; LANDSCAPE LLC Total:</b>				<b>885.00</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 103927 - SCHNEIDER GEOSPATIAL LLC</b>				
<b>Department: 1700 - Community Development</b>				
SCHNEIDER GEOSPATIAL LLC	FY27 GEOPERMITS	001-1700-64190	Computer/Technology Services	6,890.40
			<b>Department 1700 - Community Development Total:</b>	<b>6,890.40</b>
			<b>Vendor 103927 - SCHNEIDER GEOSPATIAL LLC Total:</b>	<b>6,890.40</b>
<b>Vendor: 102758 - SHI INTERNATIONAL CORP</b>				
<b>Department: 6210 - Info &amp; Tech</b>				
SHI INTERNATIONAL CORP	ADOBE ANNUAL LICENSING - IT	001-6210-67244	Annual Licensing/Support	8,235.90
			<b>Department 6210 - Info &amp; Tech Total:</b>	<b>8,235.90</b>
			<b>Vendor 102758 - SHI INTERNATIONAL CORP Total:</b>	<b>8,235.90</b>
<b>Vendor: 102561 - SITEONE LANDSCAPE SUPPLY LLC</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
SITEONE LANDSCAPE SUPPLY ...	SPRINKLER HEADS - PICKARD SB FIELDS - PARK ADMIN	001-4200-65072	Materials/Supplies-Maintenan...	644.97
SITEONE LANDSCAPE SUPPLY ...	IRRIGATION PUMP-PICKARD SB FIELDS 2&3-PARKS ADMIN	001-4200-63100	Repair/Maint	640.94
			<b>Department 4200 - Park &amp; Rec Administration Total:</b>	<b>1,285.91</b>
			<b>Vendor 102561 - SITEONE LANDSCAPE SUPPLY LLC Total:</b>	<b>1,285.91</b>
<b>Vendor: 103288 - SPRINGER PROFESSIONAL HOME SERVICES</b>				
<b>Department: 4100 - Library</b>				
SPRINGER PROFESSIONAL H...	PEST CONTROL - LIBRARY	001-4100-63100	Repair/Maint	91.30
			<b>Department 4100 - Library Total:</b>	<b>91.30</b>
			<b>Vendor 103288 - SPRINGER PROFESSIONAL HOME SERVICES Total:</b>	<b>91.30</b>
<b>Vendor: 104578 - STEGER CONSTRUCTION INC</b>				
<b>Department: 1700 - Community Development</b>				
STEGER CONSTRUCTION INC	REFUND - PAID ELECTRIC - NOT OURS	001-1700-66990	Refund/Reimbursement	100.00
			<b>Department 1700 - Community Development Total:</b>	<b>100.00</b>
			<b>Vendor 104578 - STEGER CONSTRUCTION INC Total:</b>	<b>100.00</b>
<b>Vendor: 051438 - SWANK MOTION PICTURES INC.</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
SWANK MOTION PICTURES IN...	OUTDOOR MOVIES - LICENSING JUNE 5	001-4200-64990	Misc Contractual	1,090.00
			<b>Department 4200 - Park &amp; Rec Administration Total:</b>	<b>1,090.00</b>
			<b>Vendor 051438 - SWANK MOTION PICTURES INC. Total:</b>	<b>1,090.00</b>
<b>Vendor: 101016 - T.R.M. DISPOSAL LLC</b>				
<b>Department: 1100 - Police</b>				
T.R.M. DISPOSAL LLC	TRASH REMOVAL - PD STORAGE	001-1100-63710	Utilities	25.00
			<b>Department 1100 - Police Total:</b>	<b>25.00</b>
<b>Department: 4100 - Library</b>				
T.R.M. DISPOSAL LLC	TRASH REMOVAL - LIBRARY	001-4100-64090	Janitorial Services	133.00
			<b>Department 4100 - Library Total:</b>	<b>133.00</b>
<b>Department: 6500 - General Govt and Buildings</b>				
T.R.M. DISPOSAL LLC	TRASH REMOVAL CITY HALL	001-6500-64090	Janitorial Services	133.00
			<b>Department 6500 - General Govt and Buildings Total:</b>	<b>133.00</b>
			<b>Vendor 101016 - T.R.M. DISPOSAL LLC Total:</b>	<b>291.00</b>
<b>Vendor: 104739 - TAYLOR, PERRIN</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
TAYLOR, PERRIN	OFFICIALS - COED ASB	001-4200-64250	Officials	72.00
TAYLOR, PERRIN	OFFICIALS - COED ASB	001-4200-64250	Officials	36.00
			<b>Department 4200 - Park &amp; Rec Administration Total:</b>	<b>108.00</b>
			<b>Vendor 104739 - TAYLOR, PERRIN Total:</b>	<b>108.00</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 103203 - TEXTCASTER</b>				
<b>Department: 4200 - Park &amp; Rec Administration</b>				
TEXTCASTER	TEXTING SERVICE - PARKS ADMIN	001-4200-64190	Computer/Technology Services	222.24
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>222.24</b>
<b>Vendor 103203 - TEXTCASTER Total:</b>				<b>222.24</b>
<b>Vendor: 039488 - TK ELEVATOR CORPORATION</b>				
<b>Department: 6500 - General Govt and Buildings</b>				
TK ELEVATOR CORPORATION	ELEVATOR MAINTENANCE - CITY HALL	001-6500-63100	Repair/Maint	384.49
<b>Department 6500 - General Govt and Buildings Total:</b>				<b>384.49</b>
<b>Vendor 039488 - TK ELEVATOR CORPORATION Total:</b>				<b>384.49</b>
<b>Vendor: 101914 - TRANSUNION RISK AND ALTERNATIVE</b>				
<b>Department: 1100 - Police</b>				
TRANSUNION RISK AND ALTE...	TRANSUNION CONTRACT	001-1100-64990	Misc Contractual	100.00
<b>Department 1100 - Police Total:</b>				<b>100.00</b>
<b>Vendor 101914 - TRANSUNION RISK AND ALTERNATIVE Total:</b>				<b>100.00</b>
<b>Vendor: 055924 - U.S. POSTMASTER</b>				
<b>Department: 6500 - General Govt and Buildings</b>				
U.S. POSTMASTER	PO BOX RENTAL 2026	001-6500-65080	Postage	450.00
<b>Department 6500 - General Govt and Buildings Total:</b>				<b>450.00</b>
<b>Vendor 055924 - U.S. POSTMASTER Total:</b>				<b>450.00</b>
<b>Vendor: 003535 - VERIZON WIRELESS</b>				
<b>Department: 1100 - Police</b>				
VERIZON WIRELESS	VERIZON CELL PHONE BILL	001-1100-63730	Telephone/Cellphone	1,318.20
<b>Department 1100 - Police Total:</b>				<b>1,318.20</b>
<b>Vendor 003535 - VERIZON WIRELESS Total:</b>				<b>1,318.20</b>
<b>Vendor: 009263 - WASTE MANAGEMENT OF IOWA</b>				
<b>Department: 2900 - Brush Facility</b>				
WASTE MANAGEMENT OF IO...	YARD WASTE - BRUSH FACILITY	001-2900-64990	Misc Contractual	1,177.60
WASTE MANAGEMENT OF IO...	SPRING CLEAN UP 2026 EXTRA PICK UP-BRUSH FACILITY	001-2900-64990	Misc Contractual	43,549.00
<b>Department 2900 - Brush Facility Total:</b>				<b>44,726.60</b>
<b>Vendor 009263 - WASTE MANAGEMENT OF IOWA Total:</b>				<b>44,726.60</b>
<b>Vendor: 060431 - WHITE, THAD</b>				
<b>Department: 1500 - Fire</b>				
WHITE, THAD	MILEAGE-PCP TESTING, ANKENY 330/340 NOT AVAILABLE	001-1500-62700	Mileage	43.50
<b>Department 1500 - Fire Total:</b>				<b>43.50</b>
<b>Vendor 060431 - WHITE, THAD Total:</b>				<b>43.50</b>
<b>Vendor: 060437 - WIEGERT DISPOSAL CO.</b>				
<b>Department: 2900 - Brush Facility</b>				
WIEGERT DISPOSAL CO.	KYBO - BRUSH FACILITY	001-2900-64990	Misc Contractual	65.00
<b>Department 2900 - Brush Facility Total:</b>				<b>65.00</b>
<b>Department: 4200 - Park &amp; Rec Administration</b>				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES PARK & REC	001-4200-64090	Janitorial Services	50.00
<b>Department 4200 - Park &amp; Rec Administration Total:</b>				<b>50.00</b>
<b>Department: 4300 - Parks</b>				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES PARKS	001-4300-64090	Janitorial Services	1,020.00
<b>Department 4300 - Parks Total:</b>				<b>1,020.00</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Department: 4500 - Pool (Memorial)</b>				
WIEGERT DISPOSAL CO.	JANITORIAL SERVICES VMAC	001-4500-64090	Janitorial Services	95.00
<b>Department 4500 - Pool (Memorial) Total:</b>				<b>95.00</b>
<b>Vendor 060437 - WIEGERT DISPOSAL CO. Total:</b>				<b>1,230.00</b>
<b>Fund 001 - General Total:</b>				<b>160,317.41</b>
<b>Fund: 110 - Road Use Tax Fund</b>				
<b>Vendor: 002840 - ACME TOOLS</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
ACME TOOLS	DEWALT POWER CLEANER - STREETS	110-2100-65076	Materials/Supplies--Shop	139.00
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>139.00</b>
<b>Vendor 002840 - ACME TOOLS Total:</b>				<b>139.00</b>
<b>Vendor: 048228 - AGRILAND FS INC</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
AGRILAND FS INC	FUEL - STREETS	110-2100-65050	Vehicle Operating Supplies	3,647.56
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>3,647.56</b>
<b>Vendor 048228 - AGRILAND FS INC Total:</b>				<b>3,647.56</b>
<b>Vendor: 103081 - AMAZON CAPITAL SERVICES</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
AMAZON CAPITAL SERVICES	BACKFLOW PARTS FOR STREETS - FACILITY	110-2100-63100	Repair/Maint	53.87
AMAZON CAPITAL SERVICES	BACKFLOW PARTS FOR STREETS - FACILITY	110-2100-63100	Repair/Maint	23.01
AMAZON CAPITAL SERVICES	9 PC PICK & HOOK SET, PAINT STRAINER & BAGS-STREET	110-2100-63451	Repair/Maint--Traffic Signals	278.18
AMAZON CAPITAL SERVICES	EAR PLUGS & DISPOSABLE GLOVES-STREETS	110-2100-65500	Personal Protective Equipment	102.62
AMAZON CAPITAL SERVICES	WATER TANK - SAW	110-2100-65076	Materials/Supplies--Shop	543.42
AMAZON CAPITAL SERVICES	SAFETY VEST & GLOVES -STREETS	110-2100-61810	Uniforms/Clothing Allowance	211.38
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>1,212.48</b>
<b>Vendor 103081 - AMAZON CAPITAL SERVICES Total:</b>				<b>1,212.48</b>
<b>Vendor: 104499 - BEEM'S TOWING &amp; RECOVERY</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
BEEM'S TOWING & RECOVERY	TOW FREIGHTLINER TO TRUCK CENTERS - STREET unit 7	110-2100-63320	Repair/Maint--Vehicle	600.00
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>600.00</b>
<b>Vendor 104499 - BEEM'S TOWING &amp; RECOVERY Total:</b>				<b>600.00</b>
<b>Vendor: 006550 - BONNIE'S BARRICADES</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
BONNIE'S BARRICADES	SIGNS FOR IOWA AVE CLOSURE	110-2100-64151	Equipment Rental	1,073.20
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>1,073.20</b>
<b>Vendor 006550 - BONNIE'S BARRICADES Total:</b>				<b>1,073.20</b>
<b>Vendor: 102819 - G &amp; G LAWN CARE AND LANDSCAPING INC</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
G & G LAWN CARE AND LAND...	SEWER MAINS REPAIR - HENDERSON AVE	110-2100-64990	Misc Contractual	4,630.98
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>4,630.98</b>
<b>Vendor 102819 - G &amp; G LAWN CARE AND LANDSCAPING INC Total:</b>				<b>4,630.98</b>
<b>Vendor: 101632 - HR GREEN INC</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
HR GREEN INC	WILLOWCREST DESIGN REVIEW - STREETS	110-2100-64070	Engineering	352.50
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>352.50</b>
<b>Vendor 101632 - HR GREEN INC Total:</b>				<b>352.50</b>

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 008629 - IMU - UTILITIES</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
IMU - UTILITIES	UTILITIES - STREET SHOP	110-2100-63710	Utilities	1,170.35
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>1,170.35</b>
<b>Department: 2300 - Street Lighting</b>				
IMU - UTILITIES	UTILITIES - STREETLIGHTS	110-2300-63780	Street Lighting	11,575.33
<b>Department 2300 - Street Lighting Total:</b>				<b>11,575.33</b>
<b>Vendor 008629 - IMU - UTILITIES Total:</b>				
<b>12,745.68</b>				
<b>Vendor: 104766 - JOHN DEERE FINANCIAL</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
JOHN DEERE FINANCIAL	RUBBER BOOTS - STREETS	110-2100-65500	Personal Protective Equipment	67.45
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>67.45</b>
<b>Vendor 104766 - JOHN DEERE FINANCIAL Total:</b>				
<b>67.45</b>				
<b>Vendor: 102429 - JV TRUCKING LLC</b>				
<b>Department: 2500 - Snow Removal</b>				
JV TRUCKING LLC	ICE CONTROL SAND TO SHOP	110-2500-65070	Materials/Supplies	563.16
<b>Department 2500 - Snow Removal Total:</b>				<b>563.16</b>
<b>Vendor 102429 - JV TRUCKING LLC Total:</b>				
<b>563.16</b>				
<b>Vendor: 032620 - LOGAN CONTRACTORS SUPPLY INC.</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
LOGAN CONTRACTORS SUPPLY..1010 KEY 30" O/C - STREETS		110-2100-65083	Materials/Supplies- Storm Wa...	292.00
LOGAN CONTRACTORS SUPPLY..AIRPLANE GR - STREETS		110-2100-65083	Materials/Supplies- Storm Wa...	189.99
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>481.99</b>
<b>Vendor 032620 - LOGAN CONTRACTORS SUPPLY INC. Total:</b>				
<b>481.99</b>				
<b>Vendor: 033854 - MARTIN MARIETTA MATERIALS</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
MARTIN MARIETTA MATERIALS ROADSTONE - KENNEDY STREET		110-2100-65083	Materials/Supplies- Storm Wa...	814.08
MARTIN MARIETTA MATERIALS ROADSTONE - PLAINVIEW		110-2100-65083	Materials/Supplies- Storm Wa...	1,701.16
MARTIN MARIETTA MATERIALS ROADSTONE - IOWA STREET		110-2100-65083	Materials/Supplies- Storm Wa...	2,305.98
MARTIN MARIETTA MATERIALS ROADSTONE - KENNEDY STREET		110-2100-65083	Materials/Supplies- Storm Wa...	2,369.27
MARTIN MARIETTA MATERIALS ROADSTONE IOWA ST		110-2100-65083	Materials/Supplies- Storm Wa...	813.86
MARTIN MARIETTA MATERIALS ROADSTONE WEST 17THAVE		110-2100-65083	Materials/Supplies- Storm Wa...	4,030.09
MARTIN MARIETTA MATERIALS ROADSTONE - S 1ST STREET		110-2100-65083	Materials/Supplies- Storm Wa...	850.03
MARTIN MARIETTA MATERIALS ROADSTONE S G STREET		110-2100-65083	Materials/Supplies- Storm Wa...	862.59
MARTIN MARIETTA MATERIALS ROADSTONE S Y STREET		110-2100-65083	Materials/Supplies- Storm Wa...	820.92
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>14,567.98</b>
<b>Vendor 033854 - MARTIN MARIETTA MATERIALS Total:</b>				
<b>14,567.98</b>				
<b>Vendor: 034600 - MID AMERICAN ENERGY CO.</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
MID AMERICAN ENERGY CO.	UTILITIES - GAS - COUNT...	110-2100-63710	Utilities	53.96
MID AMERICAN ENERGY CO.	UTILITIES - GAS - STREETS - 706 N 6TH ST	110-2100-63710	Utilities	58.18
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>112.14</b>
<b>Vendor 034600 - MID AMERICAN ENERGY CO. Total:</b>				
<b>112.14</b>				
<b>Vendor: 102901 - MUTUAL OF OMAHA</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	110-2100-61550	Life Insurance/ADD/LTD/STD	562.41
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>562.41</b>
<b>Vendor 102901 - MUTUAL OF OMAHA Total:</b>				
<b>562.41</b>				
<b>Vendor: 024738 - NORWALK READY-MIXED CONCRETE INC</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
NORWALK READY-MIXED CO...	LIMESTONE - 408 W MADISON	110-2100-65083	Materials/Supplies- Storm Wa...	1,890.00
NORWALK READY-MIXED CO...	LIMESTONE - 408 W MADISON	110-2100-65083	Materials/Supplies- Storm Wa...	2,730.00

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
NORWALK READY-MIXED CO...	LIMESTONE - 408 W MADISON	110-2100-65083	Materials/Supplies- Storm Wa...	1,440.00
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>6,060.00</b>
<b>Vendor 024738 - NORWALK READY-MIXED CONCRETE INC Total:</b>				<b>6,060.00</b>
<b>Vendor: 050360 - STERNQUIST CONST. INC.</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
STERNQUIST CONST. INC.	CRUSHED CONCRETE - STOCKPILE	110-2100-65083	Materials/Supplies- Storm Wa...	788.16
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>788.16</b>
<b>Vendor 050360 - STERNQUIST CONST. INC. Total:</b>				<b>788.16</b>
<b>Vendor: 101880 - SUNDOWN EQUIPMENT</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
SUNDOWN EQUIPMENT	RENT KUB TRACKLOADE - STREETS	110-2100-64151	Equipment Rental	165.00
SUNDOWN EQUIPMENT	REPAIR 2018 KUB TRACKLOADE UNIT #44 - STREETS	110-2100-63320	Repair/Maint--Vehicle	237.80
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>402.80</b>
<b>Vendor 101880 - SUNDOWN EQUIPMENT Total:</b>				<b>402.80</b>
<b>Vendor: 092085 - TRUCK CENTER COMPANIES - DES MOINES</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
TRUCK CENTER COMPANIES - ...	CLEAN SOOT BUILD UP IN EXHAUST-2018 FRTLNR-STREETS	110-2100-63320	Repair/Maint--Vehicle	336.38
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>336.38</b>
<b>Vendor 092085 - TRUCK CENTER COMPANIES - DES MOINES Total:</b>				<b>336.38</b>
<b>Vendor: 009263 - WASTE MANAGEMENT OF IOWA</b>				
<b>Department: 2100 - Streets and Debt Service Fund</b>				
WASTE MANAGEMENT OF IO...	706 N 6TH DUMPSTER - STREETS	110-2100-63710	Utilities	52.56
<b>Department 2100 - Streets and Debt Service Fund Total:</b>				<b>52.56</b>
<b>Vendor 009263 - WASTE MANAGEMENT OF IOWA Total:</b>				<b>52.56</b>
<b>Fund 110 - Road Use Tax Fund Total:</b>				<b>48,396.43</b>
<b>Fund: 125 - TIF Downtown Fund</b>				
<b>Vendor: 102543 - DEYARMAN FORD OF INDIANOLA</b>				
<b>Department: 5200 - Economic Development</b>				
DEYARMAN FORD OF INDIAN...	TIF OBLIGATIONS - TIF REBATE	125-5200-64840	TIF Obligations	62,500.00
<b>Department 5200 - Economic Development Total:</b>				<b>62,500.00</b>
<b>Vendor 102543 - DEYARMAN FORD OF INDIANOLA Total:</b>				<b>62,500.00</b>
<b>Fund 125 - TIF Downtown Fund Total:</b>				<b>62,500.00</b>
<b>Fund: 141 - Library Special Revenue</b>				
<b>Vendor: 103081 - AMAZON CAPITAL SERVICES</b>				
<b>Department: 4100 - Library</b>				
AMAZON CAPITAL SERVICES	LIBRARY BOOKS & PERIODICALS	141-4100-65020	Library Books & Periodicals	221.43
AMAZON CAPITAL SERVICES	Friends- Summer Reading Program	141-4100-65023	Summer Reading Program Ex...	2,004.94
AMAZON CAPITAL SERVICES	Enrich Iowa Purchases	141-4100-65025	Enrich Iowa Expenses	2,599.98
<b>Department 4100 - Library Total:</b>				<b>4,826.35</b>
<b>Vendor 103081 - AMAZON CAPITAL SERVICES Total:</b>				<b>4,826.35</b>
<b>Vendor: 104837 - CENGAGE GROUP</b>				
<b>Department: 4100 - Library</b>				
CENGAGE GROUP	LIBRARY BOOKS & PERIODICALS - MEMORIALS	141-4100-65020	Library Books & Periodicals	30.40
<b>Department 4100 - Library Total:</b>				<b>30.40</b>
<b>Vendor 104837 - CENGAGE GROUP Total:</b>				<b>30.40</b>
<b>Fund 141 - Library Special Revenue Total:</b>				<b>4,856.75</b>

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Fund: 161 - Downtown Biz Incentive Program</b>				
<b>Vendor: 104928 - CORNERSTONE COMMERCIAL CONTRACTORS INC</b>				
<b>Department: 5200 - Economic Development</b>				
CORNERSTONE COMMERCIAL...	FACADE IMPROVEMENTS - APP #1	161-5200-64153	Grant	44,726.01
<b>Department 5200 - Economic Development Total:</b>				<b>44,726.01</b>
<b>Vendor 104928 - CORNERSTONE COMMERCIAL CONTRACTORS INC Total:</b>				<b>44,726.01</b>
<b>Fund 161 - Downtown Biz Incentive Program Total:</b>				<b>44,726.01</b>
<b>Fund: 301 - Capital Projects Fund</b>				
<b>Vendor: 100711 - OPN ARCHITECTS INC</b>				
<b>Department: 4100 - Library</b>				
OPN ARCHITECTS INC	CONCEPT DESIGN - LIBRARY	301-4100-67900	Capital Project Expense	725.00
<b>Department 4100 - Library Total:</b>				<b>725.00</b>
<b>Vendor 100711 - OPN ARCHITECTS INC Total:</b>				<b>725.00</b>
<b>Fund 301 - Capital Projects Fund Total:</b>				<b>725.00</b>
<b>Fund: 340 - City Hall Bldg Project</b>				
<b>Vendor: 008629 - IMU - UTILITIES</b>				
<b>Department: 7500 - Local Option Sales Tax &amp; Capital Projects Revenues</b>				
IMU - UTILITIES	FIBER - N HOWARD	340-7500-63100	Repair/Maint	53.39
IMU - UTILITIES	UTILITIES - 114 N HOWARD	340-7500-63710	Utilities	259.67
IMU - UTILITIES	UTILITIES - 110 N HOWARD	340-7500-63710	Utilities	86.61
<b>Department 7500 - Local Option Sales Tax &amp; Capital Projects Revenues Total:</b>				<b>399.67</b>
<b>Vendor 008629 - IMU - UTILITIES Total:</b>				<b>399.67</b>
<b>Fund 340 - City Hall Bldg Project Total:</b>				<b>399.67</b>
<b>Fund: 610 - Sewer Fund</b>				
<b>Vendor: 048228 - AGRILAND FS INC</b>				
<b>Department: 8300 - Sewer</b>				
AGRILAND FS INC	FUEL - SEWER	610-8300-65050	Vehicle Operating Supplies	1,597.31
<b>Department 8300 - Sewer Total:</b>				<b>1,597.31</b>
<b>Vendor 048228 - AGRILAND FS INC Total:</b>				<b>1,597.31</b>
<b>Vendor: 103081 - AMAZON CAPITAL SERVICES</b>				
<b>Department: 8300 - Sewer</b>				
AMAZON CAPITAL SERVICES	PLIERS & SCISSORS - WRRF	610-8300-65070	Materials/Supplies	156.84
<b>Department 8300 - Sewer Total:</b>				<b>156.84</b>
<b>Department: 8350 - Sewer Plant</b>				
AMAZON CAPITAL SERVICES	WIRE ROPE & CRIMPING TOOL	610-8350-65070	Materials/Supplies	56.53
AMAZON CAPITAL SERVICES	RETURN CABLE WIRE ROPE	610-8350-65070	Materials/Supplies	-56.53
<b>Department 8350 - Sewer Plant Total:</b>				<b>0.00</b>
<b>Vendor 103081 - AMAZON CAPITAL SERVICES Total:</b>				<b>156.84</b>
<b>Vendor: 104909 - CAREWORX, LLC</b>				
<b>Department: 8300 - Sewer</b>				
CAREWORX, LLC	PRE EMPLOYMENT - COLTON FURNAL - WRRD	610-8300-64120	Medical/Physicals/Immunizati...	65.00
CAREWORX, LLC	PRE EMPLOYMENT - COLTON FURNAL - WRRD	610-8300-64120	Medical/Physicals/Immunizati...	385.00
<b>Department 8300 - Sewer Total:</b>				<b>450.00</b>
<b>Vendor 104909 - CAREWORX, LLC Total:</b>				<b>450.00</b>
<b>Vendor: 103678 - CERRIS SYSTEMS IOWA INC</b>				
<b>Department: 8325 - Sewer Collection/Distribution</b>				
CERRIS SYSTEMS IOWA INC	GENERATOR MAINTENANCE AGREEMENT - WRRF	610-8325-63410	Repair/Maint--Equipment	8,881.25
<b>Department 8325 - Sewer Collection/Distribution Total:</b>				<b>8,881.25</b>
<b>Vendor 103678 - CERRIS SYSTEMS IOWA INC Total:</b>				<b>8,881.25</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 101724 - CINTAS CORPORATION</b>				
<b>Department: 8300 - Sewer</b>				
CINTAS CORPORATION	1st AID SUPPLIES - WRRF	610-8300-64990	Misc Contractual	118.64
CINTAS CORPORATION	1st AID SUPPLIES - WRRF	610-8300-64990	Misc Contractual	234.00
<b>Department 8300 - Sewer Total:</b>				<b>352.64</b>
<b>Vendor 101724 - CINTAS CORPORATION Total:</b>				<b>352.64</b>
<b>Vendor: 019885 - GRAINGER INC</b>				
<b>Department: 8350 - Sewer Plant</b>				
GRAINGER INC	WIRE ROPE WRRF	610-8350-65070	Materials/Supplies	24.19
<b>Department 8350 - Sewer Plant Total:</b>				<b>24.19</b>
<b>Vendor 019885 - GRAINGER INC Total:</b>				<b>24.19</b>
<b>Vendor: 022300 - HOTSY CLEANING SYSTEMS</b>				
<b>Department: 8350 - Sewer Plant</b>				
HOTSY CLEANING SYSTEMS	CLEANING SUPPLIES - WRRF	610-8350-65072	Materials/Supplies-Maintenan...	754.40
<b>Department 8350 - Sewer Plant Total:</b>				<b>754.40</b>
<b>Vendor 022300 - HOTSY CLEANING SYSTEMS Total:</b>				<b>754.40</b>
<b>Vendor: 104929 - I-80 TRAILERS</b>				
<b>Department: 8300 - Sewer</b>				
I-80 TRAILERS	INDUSTRIAL DUMP TRAILER - WRRF	610-8300-65051	Equipment/Vehicle Parts	12,650.00
<b>Department 8300 - Sewer Total:</b>				<b>12,650.00</b>
<b>Vendor 104929 - I-80 TRAILERS Total:</b>				<b>12,650.00</b>
<b>Vendor: 008629 - IMU - UTILITIES</b>				
<b>Department: 8325 - Sewer Collection/Distribution</b>				
IMU - UTILITIES	UTILITIES - ELECTRIC WRRF	610-8325-63710	Utilities	9,260.27
<b>Department 8325 - Sewer Collection/Distribution Total:</b>				<b>9,260.27</b>
<b>Vendor 008629 - IMU - UTILITIES Total:</b>				<b>9,260.27</b>
<b>Vendor: 024727 - INDIANOLA MUNICIPAL UTILITIES</b>				
<b>Department: 8300 - Sewer</b>				
INDIANOLA MUNICIPAL UTILIT...SEWER UTILITY SERVICES- BILLING		610-8300-64905	Professional Services US	13,836.67
<b>Department 8300 - Sewer Total:</b>				<b>13,836.67</b>
<b>Vendor 024727 - INDIANOLA MUNICIPAL UTILITIES Total:</b>				<b>13,836.67</b>
<b>Vendor: 024829 - IOWA DEPT OF NATURAL RESOURCES</b>				
<b>Department: 8300 - Sewer</b>				
IOWA DEPT OF NATURAL RES... TITLE V ANNUAL BASE FEE - WRRF		610-8300-64900	Misc Consulting Services	1,666.67
<b>Department 8300 - Sewer Total:</b>				<b>1,666.67</b>
<b>Vendor 024829 - IOWA DEPT OF NATURAL RESOURCES Total:</b>				<b>1,666.67</b>
<b>Vendor: 024851 - IOWA ONE CALL</b>				
<b>Department: 8300 - Sewer</b>				
IOWA ONE CALL	WRRF LOCATES	610-8300-64990	Misc Contractual	210.90
<b>Department 8300 - Sewer Total:</b>				<b>210.90</b>
<b>Vendor 024851 - IOWA ONE CALL Total:</b>				<b>210.90</b>
<b>Vendor: 026351 - JETCO INC</b>				
<b>Department: 8325 - Sewer Collection/Distribution</b>				
JETCO INC	CALIBRATE FLOW METERS - WRRF	610-8325-63410	Repair/Maint--Equipment	1,259.50
JETCO INC	DELIVERED FLOATS - WRRF	610-8325-63410	Repair/Maint--Equipment	1,198.60
JETCO INC	REPAIR - PLAINVIEW FLOATS - WRRF	610-8325-63410	Repair/Maint--Equipment	600.00
<b>Department 8325 - Sewer Collection/Distribution Total:</b>				<b>3,058.10</b>
<b>Vendor 026351 - JETCO INC Total:</b>				<b>3,058.10</b>
<b>Vendor: 104766 - JOHN DEERE FINANCIAL</b>				
<b>Department: 8325 - Sewer Collection/Distribution</b>				
JOHN DEERE FINANCIAL	CABLE TIES - WRRF	610-8325-65072	Materials/Supplies-Maintenan...	35.98

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
JOHN DEERE FINANCIAL	WIRE ROPE CLIP - WRRF	610-8325-65072	Materials/Supplies-Maintenan...	11.37
<b>Department 8325 - Sewer Collection/Distribution Total:</b>				<b>47.35</b>
<b>Department: 8350 - Sewer Plant</b>				
JOHN DEERE FINANCIAL	TUBE, STEEL WHEEL, FLAP DIS WHEEL - WRRF	610-8350-65072	Materials/Supplies-Maintenan...	55.94
<b>Department 8350 - Sewer Plant Total:</b>				<b>55.94</b>
<b>Vendor 104766 - JOHN DEERE FINANCIAL Total:</b>				<b>103.29</b>
<b>Vendor: 029056 - KEYSTONE LABORATORIES INC</b>				
<b>Department: 8350 - Sewer Plant</b>				
KEYSTONE LABORATORIES INC	KEYSTONE LABS - TESTING	610-8350-64990	Misc Contractual	2,386.50
<b>Department 8350 - Sewer Plant Total:</b>				<b>2,386.50</b>
<b>Vendor 029056 - KEYSTONE LABORATORIES INC Total:</b>				<b>2,386.50</b>
<b>Vendor: 104865 - KWIK TRIP INC</b>				
<b>Department: 8300 - Sewer</b>				
KWIK TRIP INC	FUEL - SEWER	610-8300-65050	Vehicle Operating Supplies	575.02
<b>Department 8300 - Sewer Total:</b>				<b>575.02</b>
<b>Vendor 104865 - KWIK TRIP INC Total:</b>				<b>575.02</b>
<b>Vendor: 034600 - MID AMERICAN ENERGY CO.</b>				
<b>Department: 8325 - Sewer Collection/Distribution</b>				
MID AMERICAN ENERGY CO.	65/69 ELECTRIC	610-8325-63710	Utilities	52.64
MID AMERICAN ENERGY CO.	WESLEY ELECTRIC	610-8325-63710	Utilities	37.54
MID AMERICAN ENERGY CO.	QUAIL ELECTRIC - WRRF	610-8325-63710	Utilities	62.74
<b>Department 8325 - Sewer Collection/Distribution Total:</b>				<b>152.92</b>
<b>Vendor 034600 - MID AMERICAN ENERGY CO. Total:</b>				<b>152.92</b>
<b>Vendor: 102901 - MUTUAL OF OMAHA</b>				
<b>Department: 8300 - Sewer</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	610-8300-61550	Life Insurance/ADD/LTD/STD	377.67
<b>Department 8300 - Sewer Total:</b>				<b>377.67</b>
<b>Vendor 102901 - MUTUAL OF OMAHA Total:</b>				<b>377.67</b>
<b>Vendor: 040157 - O'REILLY AUTO PARTS</b>				
<b>Department: 8300 - Sewer</b>				
O'REILLY AUTO PARTS	2.5 GAL DEF	610-8300-65050	Vehicle Operating Supplies	12.40
<b>Department 8300 - Sewer Total:</b>				<b>12.40</b>
<b>Vendor 040157 - O'REILLY AUTO PARTS Total:</b>				<b>12.40</b>
<b>Vendor: 042410 - PIERCE BROTHERS REPAIR</b>				
<b>Department: 8350 - Sewer Plant</b>				
PIERCE BROTHERS REPAIR	PORTABLE WELDING ON TUBE - WRRF	610-8350-65072	Materials/Supplies-Maintenan...	358.00
<b>Department 8350 - Sewer Plant Total:</b>				<b>358.00</b>
<b>Vendor 042410 - PIERCE BROTHERS REPAIR Total:</b>				<b>358.00</b>
<b>Vendor: 101016 - T.R.M. DISPOSAL LLC</b>				
<b>Department: 8350 - Sewer Plant</b>				
T.R.M. DISPOSAL LLC	TRASH REMOVEL WRRF	610-8350-64990	Misc Contractual	148.00
<b>Department 8350 - Sewer Plant Total:</b>				<b>148.00</b>
<b>Vendor 101016 - T.R.M. DISPOSAL LLC Total:</b>				<b>148.00</b>
<b>Vendor: 003535 - VERIZON WIRELESS</b>				
<b>Department: 8300 - Sewer</b>				
VERIZON WIRELESS	LOCATE LAPTOP - WRRF	610-8300-63730	Telephone/Cellphone	40.01
<b>Department 8300 - Sewer Total:</b>				<b>40.01</b>
<b>Vendor 003535 - VERIZON WIRELESS Total:</b>				<b>40.01</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 057620 - VESSCO INC</b>				
<b>Department: 8300 - Sewer</b>				
VESSCO INC	BLOWER MOTOR	610-8300-63320	Repair/Maint--Vehicle	9,698.24
				<b>Department 8300 - Sewer Total:</b>
				<b>9,698.24</b>
				<b>Vendor 057620 - VESSCO INC Total:</b>
				<b>9,698.24</b>
<b>Vendor: 103412 - WARREN WATER DISTRICT</b>				
<b>Department: 8350 - Sewer Plant</b>				
WARREN WATER DISTRICT	WRRF WATER	610-8350-63710	Utilities	95.45
				<b>Department 8350 - Sewer Plant Total:</b>
				<b>95.45</b>
				<b>Vendor 103412 - WARREN WATER DISTRICT Total:</b>
				<b>95.45</b>
<b>Vendor: 061992 - WOOSLEY LANDSCAPING &amp; MOWING LLC</b>				
<b>Department: 8300 - Sewer</b>				
WOOSLEY LANDSCAPING & ...	MOWING PLANTS - WRRF	610-8300-64990	Misc Contractual	2,380.00
				<b>Department 8300 - Sewer Total:</b>
				<b>2,380.00</b>
				<b>Vendor 061992 - WOOSLEY LANDSCAPING &amp; MOWING LLC Total:</b>
				<b>2,380.00</b>
				<b>Fund 610 - Sewer Fund Total:</b>
				<b>69,226.74</b>
<b>Fund: 650 - Stormwater Utility Fund</b>				
<b>Vendor: 024727 - INDIANOLA MUNICIPAL UTILITIES</b>				
<b>Department: 9000 - Stormwater</b>				
INDIANOLA MUNICIPAL UTILIT...	STORM WATER UTILITY SERVICES - BILLING	650-9000-64905	Professional Services US	4,348.63
				<b>Department 9000 - Stormwater Total:</b>
				<b>4,348.63</b>
				<b>Vendor 024727 - INDIANOLA MUNICIPAL UTILITIES Total:</b>
				<b>4,348.63</b>
<b>Vendor: 024738 - NORWALK READY-MIXED CONCRETE INC</b>				
<b>Department: 9000 - Stormwater</b>				
NORWALK READY-MIXED CO...	LIMESTONE - 608 S G STREET	650-9000-63452	Repair/Maint Storm Sewer	551.25
				<b>Department 9000 - Stormwater Total:</b>
				<b>551.25</b>
				<b>Vendor 024738 - NORWALK READY-MIXED CONCRETE INC Total:</b>
				<b>551.25</b>
				<b>Fund 650 - Stormwater Utility Fund Total:</b>
				<b>4,899.88</b>
<b>Fund: 670 - Recycling Fund</b>				
<b>Vendor: 024727 - INDIANOLA MUNICIPAL UTILITIES</b>				
<b>Department: 8400 - Recycling</b>				
INDIANOLA MUNICIPAL UTILIT...	RECYCLING UTILITY SERVICES BILLING	670-8400-64905	Professional Services US	1,581.37
				<b>Department 8400 - Recycling Total:</b>
				<b>1,581.37</b>
				<b>Vendor 024727 - INDIANOLA MUNICIPAL UTILITIES Total:</b>
				<b>1,581.37</b>
<b>Vendor: 009263 - WASTE MANAGEMENT OF IOWA</b>				
<b>Department: 8400 - Recycling</b>				
WASTE MANAGEMENT OF IO...	RECYCLING APARTMENTS	670-8400-64701	Recycling--Apartments	4,679.92
WASTE MANAGEMENT OF IO...	RECYCLING - APARTMENTS - SUNRISE	670-8400-64701	Recycling--Apartments	80.37
				<b>Department 8400 - Recycling Total:</b>
				<b>4,760.29</b>
				<b>Vendor 009263 - WASTE MANAGEMENT OF IOWA Total:</b>
				<b>4,760.29</b>
				<b>Fund 670 - Recycling Fund Total:</b>
				<b>6,341.66</b>
<b>Fund: 680 - Wellness Campus Fund</b>				
<b>Vendor: 003875 - AMERICAN RED CROSS</b>				
<b>Department: 8700 - Wellness Campus</b>				
AMERICAN RED CROSS	LIFEGUARDING COURSE - IWC	680-8700-62300	Education/Training	288.00
				<b>Department 8700 - Wellness Campus Total:</b>
				<b>288.00</b>
				<b>Vendor 003875 - AMERICAN RED CROSS Total:</b>
				<b>288.00</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 104836 - BEEBE'S CAMERA AND CLEAN LLC</b>				
<b>Department: 8700 - Wellness Campus</b>				
BEEBE'S CAMERA AND CLEAN ...	IWC SEWER INSPECTION, TOILET PULL, SNAKE 3 SINKS	680-8700-63100	Repair/Maint	650.00
<b>Department 8700 - Wellness Campus Total:</b>				<b>650.00</b>
<b>Vendor 104836 - BEEBE'S CAMERA AND CLEAN LLC Total:</b>				<b>650.00</b>
<b>Vendor: 104367 - BLUEMARK ENERGY LLC</b>				
<b>Department: 8700 - Wellness Campus</b>				
BLUEMARK ENERGY LLC	UTILITIES - IWC	680-8700-63710	Utilities	1,729.06
<b>Department 8700 - Wellness Campus Total:</b>				<b>1,729.06</b>
<b>Vendor 104367 - BLUEMARK ENERGY LLC Total:</b>				<b>1,729.06</b>
<b>Vendor: 104909 - CAREWORX, LLC</b>				
<b>Department: 8700 - Wellness Campus</b>				
CAREWORX, LLC	PRE EMPLOYMENT COLE MEYER - IWC	680-8700-64990	Misc Contractual	50.00
CAREWORX, LLC	PRE EMPLOYMENT - OTTO - IWC	680-8700-64990	Misc Contractual	50.00
CAREWORX, LLC	PRE EMPLOYMENT - WEBSTER - IWC	680-8700-64990	Misc Contractual	50.00
CAREWORX, LLC	PRE EMPLOYMENT - BARTH - IWC	680-8700-64990	Misc Contractual	50.00
<b>Department 8700 - Wellness Campus Total:</b>				<b>200.00</b>
<b>Vendor 104909 - CAREWORX, LLC Total:</b>				<b>200.00</b>
<b>Vendor: 104885 - CLEANING CONNECTION, INC</b>				
<b>Department: 8700 - Wellness Campus</b>				
CLEANING CONNECTION, INC	JANITORIAL SERVICES - IWC	680-8700-64090	Janitorial Services	3,700.00
<b>Department 8700 - Wellness Campus Total:</b>				<b>3,700.00</b>
<b>Vendor 104885 - CLEANING CONNECTION, INC Total:</b>				<b>3,700.00</b>
<b>Vendor: 104923 - FRIENDS OF IWC</b>				
<b>Department: 8700 - Wellness Campus</b>				
FRIENDS OF IWC	BALANCE OF ZUMBA FUNDRAISER	680-8700-66990	Refund/Reimbursement	20.32
<b>Department 8700 - Wellness Campus Total:</b>				<b>20.32</b>
<b>Vendor 104923 - FRIENDS OF IWC Total:</b>				<b>20.32</b>
<b>Vendor: 008629 - IMU - UTILITIES</b>				
<b>Department: 8700 - Wellness Campus</b>				
IMU - UTILITIES	UTILITIES - IWC	680-8700-63710	Utilities	9,213.96
<b>Department 8700 - Wellness Campus Total:</b>				<b>9,213.96</b>
<b>Vendor 008629 - IMU - UTILITIES Total:</b>				<b>9,213.96</b>
<b>Vendor: 080252 - IOWA-DES MOINES SUPPLY INC.</b>				
<b>Department: 8700 - Wellness Campus</b>				
IOWA-DES MOINES SUPPLY IN...	IWC MATERIALS/SUPPLIES MEMBERSHIP	680-8700-65074	Materials/Supplies--Members...	548.14
<b>Department 8700 - Wellness Campus Total:</b>				<b>548.14</b>
<b>Vendor 080252 - IOWA-DES MOINES SUPPLY INC. Total:</b>				<b>548.14</b>
<b>Vendor: 034173 - MENARDS</b>				
<b>Department: 8700 - Wellness Campus</b>				
MENARDS	2 REFRIGERATORS - IWC	680-8700-63100	Repair/Maint	479.46
<b>Department 8700 - Wellness Campus Total:</b>				<b>479.46</b>
<b>Vendor 034173 - MENARDS Total:</b>				<b>479.46</b>
<b>Vendor: 102901 - MUTUAL OF OMAHA</b>				
<b>Department: 8700 - Wellness Campus</b>				
MUTUAL OF OMAHA	LIFE, AD&D,LTD, STD	680-8700-61550	Life Insurance/ADD/LTD/STD	104.68
<b>Department 8700 - Wellness Campus Total:</b>				<b>104.68</b>
<b>Vendor 102901 - MUTUAL OF OMAHA Total:</b>				<b>104.68</b>

Publication Report

Post Dates: 6/15/2026 - 6/15/2026

Vendor Name	Description (Item)	Account Number	Account Name	Amount
<b>Vendor: 101016 - T.R.M. DISPOSAL LLC</b>				
<b>Department: 8700 - Wellness Campus</b>				
T.R.M. DISPOSAL LLC	TRASH REMOVAL IWC	680-8700-64090	Janitorial Services	132.00
			<b>Department 8700 - Wellness Campus Total:</b>	<b>132.00</b>
			<b>Vendor 101016 - T.R.M. DISPOSAL LLC Total:</b>	<b>132.00</b>
<b>Vendor: 104438 - TRANE</b>				
<b>Department: 8700 - Wellness Campus</b>				
TRANE	IWC GYM HVAC REPAIRS	680-8700-63100	Repair/Maint	2,129.77
			<b>Department 8700 - Wellness Campus Total:</b>	<b>2,129.77</b>
			<b>Vendor 104438 - TRANE Total:</b>	<b>2,129.77</b>
			<b>Fund 680 - Wellness Campus Fund Total:</b>	<b>19,195.39</b>
<b>Fund: 710 - Sewer Capital Projects Fund</b>				
<b>Vendor: 102819 - G &amp; G LAWN CARE AND LANDSCAPING INC</b>				
<b>Department: 8300 - Sewer</b>				
G & G LAWN CARE AND LAND...	SEWER MAINS REPAIR - HENDERSON AVE	710-8300-67501	Sewer Mains	5,436.36
			<b>Department 8300 - Sewer Total:</b>	<b>5,436.36</b>
			<b>Vendor 102819 - G &amp; G LAWN CARE AND LANDSCAPING INC Total:</b>	<b>5,436.36</b>
<b>Vendor: 101632 - HR GREEN INC</b>				
<b>Department: 8300 - Sewer</b>				
HR GREEN INC	WRRF GENERAL	710-8300-64070	Engineering	225.00
			<b>Department 8300 - Sewer Total:</b>	<b>225.00</b>
			<b>Vendor 101632 - HR GREEN INC Total:</b>	<b>225.00</b>
			<b>Fund 710 - Sewer Capital Projects Fund Total:</b>	<b>5,661.36</b>
<b>Fund: 890 - Vehicle and Equipment</b>				
<b>Vendor: 103081 - AMAZON CAPITAL SERVICES</b>				
<b>Department: 9300 - Vehicle Reserve and Internal Service</b>				
AMAZON CAPITAL SERVICES	4 LAPTOPS & DOCKING STATIONS - IT	890-9300-67102	V&E-GENERAL	6,062.80
AMAZON CAPITAL SERVICES	LAPTOP - IT	890-9300-67102	V&E-GENERAL	1,266.21
			<b>Department 9300 - Vehicle Reserve and Internal Service Total:</b>	<b>7,329.01</b>
			<b>Vendor 103081 - AMAZON CAPITAL SERVICES Total:</b>	<b>7,329.01</b>
			<b>Fund 890 - Vehicle and Equipment Total:</b>	<b>7,329.01</b>
			<b>Grand Total:</b>	<b>434,575.31</b>

# Report Summary

## Fund Summary

Fund	Expense Amount
001 - General	160,317.41
110 - Road Use Tax Fund	48,396.43
125 - TIF Downtown Fund	62,500.00
141 - Library Special Revenue	4,856.75
161 - Downtown Biz Incentive Program	44,726.01
301 - Capital Projects Fund	725.00
340 - City Hall Bldg Project	399.67
610 - Sewer Fund	69,226.74
650 - Stormwater Utility Fund	4,899.88
670 - Recycling Fund	6,341.66
680 - Wellness Campus Fund	19,195.39
710 - Sewer Capital Projects Fund	5,661.36
890 - Vehicle and Equipment	7,329.01
<b>Grand Total:</b>	<b>434,575.31</b>

## Account Summary

Account Number	Account Name	Expense Amount
001-0000-21206	LIFE INS PAYABLE	1,391.25
001-1100-61550	Life Insurance/ADD/LTD...	1,827.31
001-1100-63320	Repair/Maint--Vehicle	4,298.77
001-1100-63710	Utilities	181.17
001-1100-63730	Telephone/Cellphone	1,318.20
001-1100-64190	Computer/Technology S...	861.00
001-1100-64860	Towing (abandoned aut...	335.00
001-1100-64990	Misc Contractual	100.00
001-1100-65050	Vehicle Operating Suppli...	4,354.08
001-1100-65060	Office Supplies	9.98
001-1500-61550	Life Insurance/ADD/LTD...	231.25
001-1500-61810	Uniforms/Clothing Allow...	904.93
001-1500-62700	Mileage	43.50
001-1500-63710	Utilities	118.36
001-1500-64120	Medical/Physicals/Immu...	500.00
001-1500-65050	Vehicle Operating Suppli...	4,415.16
001-1500-65051	Equipment/Vehicle Parts	1,985.88
001-1500-65070	Materials/Supplies	32.99
001-1500-65076	Materials/Supplies--Shop	40.50
001-1600-61550	Life Insurance/ADD/LTD...	1,310.41
001-1600-64120	Medical/Physicals/Immu...	787.00
001-1600-65070	Materials/Supplies	1,304.90
001-1700-61550	Life Insurance/ADD/LTD...	399.80
001-1700-64070	Engineering	292.50
001-1700-64111	Property Maintenance E...	1,913.00
001-1700-64190	Computer/Technology S...	6,890.40
001-1700-65050	Vehicle Operating Suppli...	88.67
001-1700-66990	Refund/Reimbursement	100.00
001-2900-64990	Misc Contractual	44,791.60
001-2900-65070	Materials/Supplies	80.45
001-4100-61550	Life Insurance/ADD/LTD...	380.89
001-4100-62300	Education/Training	15.95
001-4100-62700	Mileage	185.31
001-4100-63100	Repair/Maint	193.69
001-4100-63710	Utilities	1,408.53
001-4100-64020	Advertising & Legal Noti...	127.25
001-4100-64090	Janitorial Services	1,947.47
001-4100-64990	Misc Contractual	50.00
001-4100-65020	Library Books & Periodic...	5,817.27
001-4100-65022	Special Collections	1,208.06

## Account Summary

Account Number	Account Name	Expense Amount
001-4100-65060	Office Supplies	110.62
001-4100-65079	Materials/Supplies--Prog...	684.44
001-4200-61550	Life Insurance/ADD/LTD...	311.26
001-4200-63100	Repair/Maint	640.94
001-4200-63710	Utilities	1,884.94
001-4200-64090	Janitorial Services	120.00
001-4200-64190	Computer/Technology S...	222.24
001-4200-64205	Instructor (Contractual)	3,290.40
001-4200-64250	Officials	396.00
001-4200-64990	Misc Contractual	1,281.70
001-4200-65070	Materials/Supplies	3,120.57
001-4200-65072	Materials/Supplies-Main...	724.87
001-4300-61550	Life Insurance/ADD/LTD...	279.34
001-4300-63100	Repair/Maint	1,198.90
001-4300-63320	Repair/Maint--Vehicle	232.44
001-4300-63710	Utilities	2,010.74
001-4300-64090	Janitorial Services	1,020.00
001-4300-65050	Vehicle Operating Suppli...	2,014.36
001-4300-65070	Materials/Supplies	489.25
001-4300-65071	Materials/Supplies--Jani...	127.95
001-4300-65200	Landscaping/Horticultur...	508.80
001-4300-65500	Personal Protective Equi...	3.75
001-4500-63710	Utilities	6,306.78
001-4500-64090	Janitorial Services	95.00
001-4500-64990	Misc Contractual	150.00
001-4500-65010	Chemicals	1,126.98
001-4500-65011	Chlorine	2,916.42
001-4500-65070	Materials/Supplies	2,985.81
001-4500-65072	Materials/Supplies-Main...	400.96
001-4500-65090	Signs	303.75
001-4500-66990	Refund/Reimbursement	388.00
001-5100-64130	Payments to Other Agen...	3,862.25
001-6150-61550	Life Insurance/ADD/LTD...	94.00
001-6150-62300	Education/Training	16.87
001-6200-61550	Life Insurance/ADD/LTD...	238.30
001-6210-61550	Life Insurance/ADD/LTD...	406.02
001-6210-63400	Repair/Maint--Office Equ...	913.71
001-6210-63730	Telephone/Cellphone	666.76
001-6210-64190	Computer/Technology S...	569.00
001-6210-65070	Materials/Supplies	1,028.66
001-6210-67240	Computer Hardware/Sof...	6,998.31
001-6210-67244	Annual Licensing/Support	8,235.90
001-6220-63100	Repair/Maint	2,843.03
001-6220-65050	Vehicle Operating Suppli...	55.79
001-6220-65070	Materials/Supplies	281.11
001-6250-61550	Life Insurance/ADD/LTD...	173.54
001-6500-62100	Membership Dues/Subsc...	100.00
001-6500-63100	Repair/Maint	554.47
001-6500-63710	Utilities	4,498.50
001-6500-64090	Janitorial Services	133.00
001-6500-65071	Materials/Supplies--Jani...	608.50
001-6500-65080	Postage	450.00
110-2100-61550	Life Insurance/ADD/LTD...	562.41
110-2100-61810	Uniforms/Clothing Allow...	211.38
110-2100-63100	Repair/Maint	76.88
110-2100-63320	Repair/Maint--Vehicle	1,174.18
110-2100-63451	Repair/Maint--Traffic Sig...	278.18
110-2100-63710	Utilities	1,335.05

**Account Summary**

Account Number	Account Name	Expense Amount
110-2100-64070	Engineering	352.50
110-2100-64151	Equipment Rental	1,238.20
110-2100-64990	Misc Contractual	4,630.98
110-2100-65050	Vehicle Operating Suppli...	3,647.56
110-2100-65076	Materials/Supplies--Shop	682.42
110-2100-65083	Materials/Supplies- Sto...	21,898.13
110-2100-65500	Personal Protective Equi...	170.07
110-2300-63780	Street Lighting	11,575.33
110-2500-65070	Materials/Supplies	563.16
125-5200-64840	TIF Obligations	62,500.00
141-4100-65020	Library Books & Periodic...	251.83
141-4100-65023	Summer Reading Progr...	2,004.94
141-4100-65025	Enrich Iowa Expenses	2,599.98
161-5200-64153	Grant	44,726.01
301-4100-67900	Capital Project Expense	725.00
340-7500-63100	Repair/Maint	53.39
340-7500-63710	Utilities	346.28
610-8300-61550	Life Insurance/ADD/LTD...	377.67
610-8300-63320	Repair/Maint--Vehicle	9,698.24
610-8300-63730	Telephone/Cellphone	40.01
610-8300-64120	Medical/Physicals/Immu...	450.00
610-8300-64900	Misc Consulting Services	1,666.67
610-8300-64905	Professional Services US	13,836.67
610-8300-64990	Misc Contractual	2,943.54
610-8300-65050	Vehicle Operating Suppli...	2,184.73
610-8300-65051	Equipment/Vehicle Parts	12,650.00
610-8300-65070	Materials/Supplies	156.84
610-8325-63410	Repair/Maint--Equipment	11,939.35
610-8325-63710	Utilities	9,413.19
610-8325-65072	Materials/Supplies-Main...	47.35
610-8350-63710	Utilities	95.45
610-8350-64990	Misc Contractual	2,534.50
610-8350-65070	Materials/Supplies	24.19
610-8350-65072	Materials/Supplies-Main...	1,168.34
650-9000-63452	Repair/Maint Storm Sew...	551.25
650-9000-64905	Professional Services US	4,348.63
670-8400-64701	Recycling--Apartments	4,760.29
670-8400-64905	Professional Services US	1,581.37
680-8700-61550	Life Insurance/ADD/LTD...	104.68
680-8700-62300	Education/Training	288.00
680-8700-63100	Repair/Maint	3,259.23
680-8700-63710	Utilities	10,943.02
680-8700-64090	Janitorial Services	3,832.00
680-8700-64990	Misc Contractual	200.00
680-8700-65074	Materials/Supplies--Me...	548.14
680-8700-66990	Refund/Reimbursement	20.32
710-8300-64070	Engineering	225.00
710-8300-67501	Sewer Mains	5,436.36
890-9300-67102	V&E-GENERAL	7,329.01
	<b>Grand Total:</b>	<b>434,575.31</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	389,849.30
CDBG 01	44,726.01
<b>Grand Total:</b>	<b>434,575.31</b>



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Approval of Minutes of the prior meetings

---

**Introduction:** Attached are the minutes of the June 1, 2026 council meeting for review and approval.

**Recommendation:** Staff recommends approval of the June 1, 2026 council meeting minutes.

**Attachments:** 1. 20260601 CC Minutes



## CITY OF INDIANOLA COUNCIL MEETING

June 1, 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 June 1, 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: Josh Rabe, Ron Dalby, Steve Armstrong, Tiffany Davis, Mellisa Sones, Bob Lane. Absent: Mayor Steve Richardson.

### **Public Comment**

Anthony Alexander, 106 E Boston #4; Lois Taber, 2510 W 10th Ave.; and Pam Peterson, 2003 E 1st Ave, spoke in support of City funding for HIRTA.

Sue Wilson, 114 W Hillcrest Dr., spoke about HIRTA.

Holly Zajicek, 2612 Lexington Dr., Norwalk, spoke regarding her candidacy for state senate.

### **Consent Agenda**

An ordinance amending Chapter 99 and a resolution in support of a workforce housing tax credit application were pulled from the consent agenda. Council Member Rabe moved to approve the Consent Agenda and Lane seconded it. On roll call, the vote was AYES: Rabe, 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 2026-088 setting a public hearing for June 15, 2026 at 6 PM on the City of Indianola Capital Improvement Plan, Fiscal Years 2027 through 2036.
- Consideration of the issuance of a new liquor license for the Des Moines Metro Opera doing business as Blank Performing Arts Center.
- Consideration of the approval of a liquor license renewal for Casey's #1908 located at 507 S Jefferson Way.
- Consideration of the approval of a liquor license renewal for Casey's #1623 located at 607 N Jefferson Way, contingent upon staff approval.
- Consideration of the approval of a liquor license amendment for Sodexo Management Inc.
- Second consideration of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the A-1 Agricultural/Open

Space district to the R-1 Single-Family Residential Detached zoning district (Well Built Homes Property).

- First consideration of an ordinance amendment to Chapter 122, Peddlers, Solicitors and Transient Merchants.
- Resolution 2026-089 authorizing an agreement between Vector Solutions and the Indianola Fire Department.
- Resolution 2026-090 approving a Traffic Impact Study Policy.
- Resolution 2026-092 approving salaries.

Council Member Sones moved to approve the third consideration and adoption of an ordinance (1794) amending Chapter 99, sewer service charges. Rabe seconded it. On roll call, the vote was AYES: Rabe, Dalby, Davis, Lane. NAYS: Armstrong, Sones. Whereas the Mayor Pro Tem declared the motion passed.

Council Member Lane moved to approve Resolution 2026-091 in support of a workforce housing tax credit benefit application to be submitted to the Iowa Economic Development Authority by Hubbell Homes for a Housing Project located near the south-east corner of E. Iowa Avenue and N. 15th Street, Indianola, Iowa. Sones seconded it. On roll call, the vote was AYES: Rabe, Dalby, Armstrong, Davis, Sones, Lane. NAYS: None. Whereas the Mayor Pro Tem declared the motion carried unanimously.

### **Council Reports**

Council Member Lane reported on the MPO meeting.

Council Member Sones reported on Main Street events and the South-Central Iowa Landfill and CIRTPA meetings.

Council Member Rabe reported on the Community and Economic Development Subcommittee meeting.

Jarrold Burguan, CPSM, presented the findings of the comprehensive study of the Police Department. Council Member Rabe left the meeting. Police Chief Hawkins spoke about the recommendations in the report.

Chief Hawkins presented the Police Department 2025 Annual Report.

Council Member Sones moved to approve the appointment of Thomas Selgrade II to the Planning and Zoning Commission for a term beginning July 1, 2026, and ending July 1, 2031. 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.

### **Mayor Pro Tem's Report**

Mayor Pro Tem Dalby provided a community update.

### **Old Business**

The public hearing regarding a rezoning application for Kentucky Ridge Commercial Plat 1 was cancelled.

Council Member Lane moved to approve Resolution 2026-093 approving an amendment to the Board and Commission Policy of the City of Indianola. 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.

**Other Business**

City Manager Jacob Meshke reported on City departments.

Council directed staff to hold a special meeting on June 25 at 12:00 PM for end-of-year claims.

Council Member Sones moved to have a joint meeting with the school board regarding future growth plans on a future agenda 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 enter into closed session at 8:14 PM 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. 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.

Mayor Steve Richardson joined the meeting via phone.

Council Member Lane moved to exit the closed session at 8:52 PM 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.

There was no action taken on items discussed in the closed session.

**Adjourn**

The meeting was adjourned at 8:52 PM on a motion by Davis and seconded by Sones. 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:** Bill Mettee, Senior Planner

**Date:** June 15, 2026

**Subject:** Resolution setting a public hearing for July 6, 2026 at 6 PM regarding an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the C-2 / PUD Highway Commercial / Planned Unit Development district to the C-2 Highway Commercial zoning district (Kentucky Ridge Commercial Plat 1).

---

**Introduction:** Inception Group, LLC is requesting a rezoning for the Kentucky Ridge Development that reverts the zoning from PUD Planned Unit Development district back to the original C-2 Highway Commercial district to facilitate commercial development.

**Background:** The subject property underwent the full rezoning process from November 2023 to January 2024 to rezone the area known as Kentucky Ridge from C-2 Highway Commercial to PUD Planned Unit Development. This rezoning was to facilitate the development of townhomes on the property while keeping the North Jefferson Way frontage underlying C-2 to allow for commercial development.

**Discussion:** The developer is requesting the rezoning back to its original C-2 Highway Commercial designation to facilitate commercial development for the entire lot. A full report on the rezoning request will be provided at the July 6, 2026 public hearing.

The Planning and Zoning Commission met on June 9, 2026, to consider this request and voted unanimously in favor of recommending City Council approve the rezoning.

**Budget Impact:** None.

**Recommendation:** Staff recommends the City Council set the public hearing for July 6 for the rezoning for Kentucky Ridge Commercial.

**Attachments:** 1. RES\_Set PH\_Kentucky Ridge Commercial

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION SETTING A PUBLIC HEARING FOR A REZONING FOR KENTUCKY  
RIDGE COMMERCIAL PLAT 1**

WHEREAS, on April 28, 2026, an application to amend the Official Zoning Map of the City of Indianola, Iowa (rezoning) was received by the Community & Economic Development Department; and

WHEREAS, this application was for the existing parcels, legally described as:

LOT 1 AND OUTLOT X OF KENTUCKY RIDGE COMMERCIAL PLAT 1,  
INDIANOLA, WARREN COUNTY, IOWA

property collectively known as Kentucky Ridge Commercial Plat 1, which is currently zoned PUD; and

WHEREAS, Inception Group, LLC. wishes to rezone the properties from PUD Planned Unit Development District to C-2 Highway Commercial District; and

WHEREAS, a public hearing upon the proposed rezoning should be held and a time and place for hearing thereon should be fixed.

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

1. That a public hearing be held by the Indianola City Council on the proposed rezoning from the PUD Planned Unit Development District to the C-2 Highway Commercial District at the Indianola City Hall, 110 N 1<sup>st</sup> St, Indianola, Iowa at 6 PM on July 6, 2026, at which time the City Council will consider any objections to the rezoning and will hear all interested persons.
2. That the Mayor and City Clerk be and hereby are authorized and instructed to give Notice of said public hearing, as required by law.

Passed and approved this 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Approval of tobacco permits for Fiscal Year 27.

---

**Introduction:** Applicants complete a permit application through the State of Iowa. All permits expire June 30 annually.

**Background:** This is an annual procedure requiring Council approval.

**Discussion:**

Fiscal Year 27 Tobacco Permit Applicants		
Name	Owner	Address
ABC Smoke	Jay Ambika	501 N Jefferson Way, Suite 300
Brew Oil #94	Brew Oil LLC	311 N Jefferson Way
Brew Oil #97	Brew Oil LLC	2001 W 2nd Avenue
Brew Oil #98	Brew Oil LLC	1201 N Jefferson Way
Casey's #1623	Casey's Marketing Company	607 N Jefferson Way
Casey's #1908	Casey's Marketing Company	507 S Jefferson Way
Casey's #2097	Casey's Marketing Company	1006 W 2nd Avenue
Casey's #2894	Casey's Marketing Company	1101 E 2nd Avenue
Casey's #3512	Casey's Marketing Company	301 E Trailridge Avenue
D and M Liquor	Ganesh Investments	1709 N Jefferson Way

Dollar General #22960	Dolgen Corporation	201 N Jefferson Way
Dollar General #6777	Dolgen Corporation	1803 W 2nd Avenue
Fareway #657	Fareway Store Inc.	1309 W 2nd Avenue
Hy-Vee Fast & Fresh	Hy-Vee Inc.	912 N Jefferson Way
Hy-Vee Food Store	Hy-Vee Inc.	910 N Jefferson Way
Indianola Liquor Store	Richard Petty	403 W 2nd Avenue
Kwik Star #1742	Kwik Trip Inc.	101 E Trailridge Avenue
Murphy USA #5806	Murphy Oil USA Inc.	1502 N Jefferson Way
Spirits World	Desi Liquor	410 S Jefferson Way
Taste the Vape LLC, dba Route 69 Vapor	Jason Glenn	407 N Jefferson Way
Walgreens #5943	Walgreen Co.	1000 N Jefferson Way
Walmart Store #1491	Walmart Inc.	1500 N Jefferson Way

**Budget Impact:** Each applicant pays a fee of \$100.00. The State of Iowa sets the fee based on our population and disperses funds to the City after permit approval by both the local authority and the State.

**Recommendation:** Staff recommends approval.

- Attachments:**
1. ABC Smoke
  2. Brew Oil #94
  3. Brew Oil #97
  4. Brew Oil #98
  5. Casey's #1623
  6. Casey's #1908
  7. Casey's #2097
  8. Casey's #2894
  9. Casey's #3512
  10. D & M Liquor
  11. Desi Liquor - Spirits World
  12. Dollar General #6777
  13. Dollar General #22960
  14. Fareway #657
  15. Hy-Vee Fast & Fresh
  16. Hy-Vee Food Store

17. Indianola Liquor
18. Kwik Trip #1742
19. Murphy Oil USA
20. Taste the Vape - Route 69
21. Walgreens
22. Walmart



< CITY OF INDIANOLA

# Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

## Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : JAY AMBIKA INC

Type of ownership : Corporation

Primary office address : 1325 SW ORALABOR RD STE 204  
ANKENY IA 50023-8049

Legal Ownership Phone : 515-305-5783

Legal Ownership Email : ankit.retail2021@gmail.com

## Application Information

City/County Permit Number : Indianola 25-01

Sales and Use Permit Number : 306103510

Location Name : ABC SMOKE

Location Phone Number : 515-305-5783

Location Address : 501 N JEFFERSON WAY STE 300 INDIANOLA IA 50125-1762

Location Mailing Address : 1325 SW ORALABOR RD STE 204 ANKENY IA 50023-8049

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Alternative nicotine/vapor store, Tobacco store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

## Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
ACHARYA, PRAJWOL	Officer	2925 REGENTS PARK LN GARLAND TX 75043-11
KHADKA, ANKIT	Officer	1325 SW ORALABOR RD STE 204 ANKENY IA 50

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Attached with app

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : BREW OIL LLC

Type of ownership : Limited Liability Company

Primary office address : 217 W MILWAUKEE AVE STORM LAKE IA 50588-1865

Legal Ownership Phone : 712-262-2921

Legal Ownership Fax : 712-262-6235

Legal Ownership Email : accounting@brewoil.co

### Application Information

City/County Permit Number : Indianola 25-24

Sales and Use Permit Number : 308301028

Location Name : BREW #94

Location Phone Number : 515-961-9031

Location Address : 311 N JEFFERSON WAY INDIANOLA IA 50125-1711

Location Mailing Address : 217 W MILWAUKEE AVE STORM LAKE IA 50588-1865

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details



Owner	Position	Single Line Address
SINGH, INDER	Officer	217 W MILWAUKEE AVE STORM LAKE IA 50588-
KAUR, RUPINDER	Owner	217 W MILWAUKEE AVE STORM LAKE IA 50588-

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Coremark  
Iowa Imports  
Maverick

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

Cancel



< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : BREW OIL LLC

Type of ownership : Limited Liability Company

Primary office address : 217 W MILWAUKEE AVE STORM LAKE IA 50588-1865

Legal Ownership Phone : 712-262-2921

Legal Ownership Fax : 712-262-6235

Legal Ownership Email : accounting@brewoil.co

### Application Information

City/County Permit Number : Indianola 25-26

Sales and Use Permit Number : 308301328

Location Name : BREW #97

Location Phone Number : 515-961-5000

Location Address : 2001 W 2ND AVE INDIANOLA IA 50125-2165

Location Mailing Address : 217 W MILWAUKEE AVE STORM LAKE IA 50588-1865

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details



Owner	Position	Single Line Address
SINGH, INDER	Officer	217 W MILWAUKEE AVE STORM LAKE IA 50588-
KAUR, RUPINDER	Owner	217 W MILWAUKEE AVE STORM LAKE IA 50588-

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Coremark  
Iowa Imports  
Maverick

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

Cancel



< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : BREW OIL LLC

Type of ownership : Limited Liability Company

Primary office address : 217 W MILWAUKEE AVE STORM LAKE IA 50588-1865

Legal Ownership Phone : 712-262-2921

Legal Ownership Fax : 712-262-6235

Legal Ownership Email : accounting@brewoil.co

### Application Information

City/County Permit Number : Indianola 25-25

Sales and Use Permit Number : 308301428

Location Name : BREW #98

Location Phone Number : 515-961-6730

Location Address : 1201 N JEFFERSON WAY INDIANOLA IA 50125-1455

Location Mailing Address : 217 W MILWAUKEE AVE STORM LAKE IA 50588-1865

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details



Owner	Position	Single Line Address
SINGH, INDER	Officer	217 W MILWAUKEE AVE STORM LAKE IA 50588-
KAUR, RUPINDER	Owner	217 W MILWAUKEE AVE STORM LAKE IA 50588-

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Coremark  
Iowa Imports  
Maverick

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

Cancel



< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : 515-381-4090

Legal Ownership Email : licensingteam@caseys.com

### Application Information

City/County Permit Number : Indianola 25-03

Sales and Use Permit Number : 191008049

Location Name : CASEY'S #1623

Location Phone Number : 515-961-5730

Location Address : 607 N JEFFERSON ST INDIANOLA IA 50125-1417

Location Mailing Address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
FABER, SCOTT	Officer	6749 CARDIFF CT JOHNSTON IA 50131-2783
LARSEN, ERIC	Owner	4407 NW 5TH ST ANKENY IA 50023-8841
BEECH, DOUGLAS	Owner	729 NE BROOK HAVEN DR ANKENY IA 50021-4!
CASEY'S GENERAL STORES, INC.	Company	1 SE CONVENIENCE BLVD ANKENY IA 50021-96
JOHNSON, BRIAN	Officer	9129 NW 73RD CIR JOHNSTON IA 50131-4836
JAMES, SAMUEL	Owner	3204 NE AVERY DR ANKENY IA 50021-6301

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	<a href="#">View File</a>

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

⏪


⏩

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

- Resources**
- Frequently Asked Questions
  - Contact Us
  - Subscribe to Updates
- Other Links**
- State of Iowa Directory
  - Website Policies



< CITY OF INDIANOLA

# Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

## Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : 515-381-4090

Legal Ownership Email : licensingteam@caseys.com

## Application Information

City/County Permit Number : Indianola 25-04

Sales and Use Permit Number : 191008288

Location Name : CASEY'S #1908

Location Phone Number : 515-207-7137

Location Address : 507 S JEFFERSON ST INDIANOLA IA 50125-3211

Location Mailing Address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

## Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
FABER, SCOTT	Officer	6749 CARDIFF CT JOHNSTON IA 50131-2783
LARSEN, ERIC	Owner	4407 NW 5TH ST ANKENY IA 50023-8841
BEECH, DOUGLAS	Owner	729 NE BROOK HAVEN DR ANKENY IA 50021-4!
CASEY'S GENERAL STORES, INC.	Company	1 SE CONVENIENCE BLVD ANKENY IA 50021-96
JOHNSON, BRIAN	Officer	9129 NW 73RD CIR JOHNSTON IA 50131-4836
JAMES, SAMUEL	Owner	3204 NE AVERY DR ANKENY IA 50021-6301

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	<a href="#">View File</a>

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

↓

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

- Resources**
- Frequently Asked Questions
  - Contact Us
  - Subscribe to Updates
- Other Links**
- State of Iowa Directory
  - Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : 515-381-4090

Legal Ownership Email : licensingteam@caseys.com

### Application Information

City/County Permit Number : Indianola 25-05

Sales and Use Permit Number : 191008577

Location Name : CASEY'S #2097

Location Phone Number : 515-207-6971

Location Address : 1006 W 2ND AVE INDIANOLA IA 50125-2232

Location Mailing Address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
		

Owner	Position	Single Line Address
FABER, SCOTT	Officer	6749 CARDIFF CT JOHNSTON IA 50131-2783
LARSEN, ERIC	Owner	4407 NW 5TH ST ANKENY IA 50023-8841
BEECH, DOUGLAS	Owner	729 NE BROOK HAVEN DR ANKENY IA 50021-4!
CASEY'S GENERAL STORES, INC.	Company	1 SE CONVENIENCE BLVD ANKENY IA 50021-96
JOHNSON, BRIAN	Officer	9129 NW 73RD CIR JOHNSTON IA 50131-4836
JAMES, SAMUEL	Owner	3204 NE AVERY DR ANKENY IA 50021-6301

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	<a href="#">View File</a>

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

Cancel
⌵
< Previous
Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : 515-381-4090

Legal Ownership Email : licensingteam@caseys.com

### Application Information

City/County Permit Number : Indianola 25-06

Sales and Use Permit Number : 191008048

Location Name : CASEY'S #2894

Location Phone Number : 515-207-7416

Location Address : 1101 E 2ND AVE INDIANOLA IA 50125-2805

Location Mailing Address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
FABER, SCOTT	Officer	6749 CARDIFF CT JOHNSTON IA 50131-2783
LARSEN, ERIC	Owner	4407 NW 5TH ST ANKENY IA 50023-8841
BEECH, DOUGLAS	Owner	729 NE BROOK HAVEN DR ANKENY IA 50021-4!
CASEY'S GENERAL STORES, INC.	Company	1 SE CONVENIENCE BLVD ANKENY IA 50021-96
JOHNSON, BRIAN	Officer	9129 NW 73RD CIR JOHNSTON IA 50131-4836
JAMES, SAMUEL	Owner	3204 NE AVERY DR ANKENY IA 50021-6301

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	<a href="#">View File</a>

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

↓

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

- Resources**
- Frequently Asked Questions
  - Contact Us
  - Subscribe to Updates
- Other Links**
- State of Iowa Directory
  - Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : CASEYS MARKETING COMPANY

Type of ownership : Corporation

Primary office address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Legal Ownership Phone : 515-381-4090

Legal Ownership Email : licensingteam@caseys.com

### Application Information

City/County Permit Number : Indianola 25-02

Sales and Use Permit Number : 191011540

Location Name : CASEY'S #3512

Location Phone Number : 515-961-4965

Location Address : 301 E TRAILRIDGE AVE INDIANOLA IA 50125

Location Mailing Address : 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
FABER, SCOTT	Officer	6749 CARDIFF CT JOHNSTON IA 50131-2783
LARSEN, ERIC	Owner	4407 NW 5TH ST ANKENY IA 50023-8841
BEECH, DOUGLAS	Owner	729 NE BROOK HAVEN DR ANKENY IA 50021-4!
CASEY'S GENERAL STORES, INC.	Company	1 SE CONVENIENCE BLVD ANKENY IA 50021-96
JOHNSON, BRIAN	Officer	9129 NW 73RD CIR JOHNSTON IA 50131-4836
JAMES, SAMUEL	Owner	3204 NE AVERY DR ANKENY IA 50021-6301

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
2026 TOBACCO SUPPLIERS.pdf	<a href="#">View File</a>

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

Cancel
⌵
< Previous
Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

- Resources**
- Frequently Asked Questions
  - Contact Us
  - Subscribe to Updates
- Other Links**
- State of Iowa Directory
  - Website Policies



< CITY OF INDIANOLA

# Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

## Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : GANESH INVESTMENT LLC

Type of ownership : Limited Liability Company

Primary office address : 1709 N JEFFERSON WAY STE 300  
INDIANOLA IA 50125-1459

Legal Ownership Phone : 515-771-2593

Legal Ownership Email : dandm5220@gmail.com

## Application Information

City/County Permit Number : Indianola 25-07

Sales and Use Permit Number : 306507120

Location Name : D AND M LIQUOR

Location Phone Number : 515-771-2593

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

Location Mailing Address : 2460 SAYLOR RD DES MOINES IA 50313-5037

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Liquor store, Tobacco store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

## Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
SAPKOTA, DEVEN	Owner	2460 SAYLOR RD DES MOINES IA 50313-5037

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Mavrick Distribution 6210 Abbott Dr, Omaha, NE 68110 Phone number: 4029919739  
Farner-Bocken 1751 US-30, caroll, IA 51401. Phone number: 7127923503

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

# Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

## Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : DESI LIQUOR

Type of ownership : Limited Liability Company

Primary office address : 8500 CHAMBERY BLVD JOHNSTON IA 50131-8804

Legal Ownership Phone : 515-217-1683

Legal Ownership Email : bhajanaulakh@gmail.com

## Application Information

City/County Permit Number : Indianola 25-08

Sales and Use Permit Number : 301706323

Location Name : SPIRITS WORLD

Location Phone Number : 515-217-1683

Location Address : 410 S JEFFERSON WAY INDIANOLA IA 50125-2921

Location Mailing Address : 8500 CHAMBERY BLVD JOHNSTON IA 50131-8804

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Alternative nicotine/vapor store, Grocery store, Liquor store, Tobacco store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

## Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
AULAKH, MANJEET	owner	8500 CHAMBERY BLVD JOHNSTON IA 50131
AULAKH, BHAJAN	owner	8500 CHAMBERY BLVD JOHNSTON IA 50131

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Farner Brocken, Cigar Source

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies

< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901

>

[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : DOLGENCORP LLC

Type of ownership : Limited Liability Company

Primary office address : 100 MISSION RDG GOODLETTSVILLE TN 37072-2171

Legal Ownership Phone : 615-855-4000

Legal Ownership Email : tax-beerandwinelicense@dollargeneral.com

### Application Information

City/County Permit Number : Indianola 25-10

Sales and Use Permit Number : 191009597

Location Name : DOLLAR GENERAL STORE 6777

Location Phone Number : 615-855-4000

Location Address : 1803 W 2ND AVE INDIANOLA IA 50125-2145

Location Mailing Address : 100 MISSION RDG GOODLETTSVILLE TN 37072-2171

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
-------	----------	---------------------



Owner	Position	Single Line Address
TAYLOR, EMILY	Officer	100 MISSION RDG DEPT TAXLICENSING GOODL
BRINING, ZACHARY	Owner	100 MISSION RIDGE DR GOODLETTSVILLE TN 3

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

- ITG Brands
- RJ Reynolds
- Liggett Vector Brands
- Altria- Phillip Morris
- Xcaliber Internation / Edgefield
- Futura

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies

< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901

>

[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : DOLGENCORP LLC

Type of ownership : Limited Liability Company

Primary office address : 100 MISSION RDG GOODLETTSVILLE TN 37072-2171

Legal Ownership Phone : 615-855-4000

Legal Ownership Email : tax-beerandwinelicense@dollargeneral.com

### Application Information

City/County Permit Number : Indianola 25-09

Sales and Use Permit Number : 191012329

Location Name : DOLLAR GENERAL STORE #22960

Location Phone Number : 615-855-4000

Location Address : 201 N JEFFERSON WAY INDIANOLA IA 50125-2617

Location Mailing Address : 100 MISSION RDG GOODLETTSVILLE TN 37072-2171

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
-------	----------	---------------------



Owner	Position	Single Line Address
TAYLOR, EMILY	Officer	100 MISSION RDG DEPT TAXLICENSING GOODL
BRINING, ZACHARY	Owner	100 MISSION RIDGE DR GOODLETTSVILLE TN 3

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

- ITG Brands
- RJ Reynolds
- Liggett Vector Brands
- Altria- Phillip Morris
- Xcaliber Internation / Edgefield
- Futura

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------

Cancel



< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901

>

[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : FAREWAY STORES INC

Type of ownership : Corporation

Primary office address : 8800 NW 62ND AVE JOHNSTON IA 50131-2849

Legal Ownership Phone : 515-432-2623

Legal Ownership Email : storelicenses@farewaystores.com

### Application Information

City/County Permit Number : Indianola 25-11

Sales and Use Permit Number : 191003212

Location Name : FAREWAY #657

Location Phone Number : 515-961-5643

Location Address : 1309 W 2ND AVE INDIANOLA IA 50125-2132

Location Mailing Address : 8800 NW 62ND AVE JOHNSTON IA 50131-2849

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Grocery store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
-------	----------	---------------------



Owner	Position	Single Line Address
MORAN, JAKE	Officer	PO BOX 70 715 8TH STREET BOONE IA 50036-0
PIKLAPP, GARRETT S	Owner	105 IRON DRIVE HUXLEY IA 50124
DIGHTON, JEFF	Owner	1204 NIGHTINGALE PLACE BOONE IA 50036
FREDERICK J VITT, TRUSTEE, FRED E VITT CONTF	Owner	P.O. BOX 246 BOONE IA 50036
EACH HOLDING LESS THAN FIVE PERCENT OF S	Owner	715 8TH STREET PO BOX 70 BOONE IA 50036
SCOTT H BECKWITH, TRUSTEE, THE FAREWAY C	Owner	715 8TH STREET BOONE IA 50036

## Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Midwest Quality Wholesale

## Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

### Other Links

- State of Iowa Directory
- Website Policies

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901

>

[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : HY-VEE INC

Type of ownership : Corporation

Primary office address : 5820 WESTOWN PKWY WEST DES MOINES IA 50266-8223

Legal Ownership Phone : 515-695-3540

Legal Ownership Email : knylen@hy-vee.com

### Application Information

City/County Permit Number : INDIANOLA 25-12

Sales and Use Permit Number : 191009610

Location Name : HY-VEE FAST & FRESH

Location Phone Number : 515-961-0726

Location Address : 912 N JEFFERSON WAY INDIANOLA IA 50125-1450

Location Mailing Address : 5820 WESTOWN PKWY WEST DES MOINES IA 50266-8223

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
-------	----------	---------------------



Owner	Position	Single Line Address
WIESE, AARON	Owner	4840 159TH STREET URBANDALE IA 50323
SCHROEDER, ANDREW	Owner	5764 CHATHAM CIRCLE JOHNSTON IA 50131
ALLEN, NATHAN	Owner	809 SUMMIT PLACE INDIANOLA IA 50125

## Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
Hy-Vee Tobacco Vendors.pdf	<a href="#">View File</a>

## Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



[Cancel](#)

[< Previous](#)

[Next >](#)

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

### Resources

- [Frequently Asked Questions](#)
- [Contact Us](#)
- [Subscribe to Updates](#)

### Other Links

- [State of Iowa Directory](#)
- [Website Policies](#)

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901

>

[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : HY-VEE INC

Type of ownership : Corporation

Primary office address : 5820 WESTOWN PKWY WEST DES MOINES IA 50266-8223

Legal Ownership Phone : 515-695-3540

Legal Ownership Email : knylen@hy-vee.com

### Application Information

City/County Permit Number : INDIANOLA 25-13

Sales and Use Permit Number : 191001076

Location Name : HY-VEE FOOD STORE

Location Phone Number : 515-961-5329

Location Address : 910 N JEFFERSON ST INDIANOLA IA 50125-1450

Location Mailing Address : 5820 WESTOWN PKWY WEST DES MOINES IA 50266-8223

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Grocery store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
-------	----------	---------------------



Can I help?

Owner	Position	Single Line Address
WIESE, AARON	Owner	4840 159TH STREET URBANDALE IA 50323
SCHROEDER, ANDREW	Owner	5764 CHATHAM CIRCLE JOHNSTON IA 50131
ALLEN, NATHAN	Owner	809 SUMMIT PLACE INDIANOLA IA 50125

## Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
Hy-Vee Tobacco Vendors.pdf	<a href="#">View File</a>

## Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



[Cancel](#)

[< Previous](#)

[Next >](#)

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

### Resources

- [Frequently Asked Questions](#)
- [Contact Us](#)
- [Subscribe to Updates](#)

### Other Links

- [State of Iowa Directory](#)
- [Website Policies](#)



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : INDIANOLA LIQUOR LLC

Type of ownership : Limited Liability Company

Primary office address : 403 W 2ND AVE INDIANOLA IA 50125-2407

Legal Ownership Phone : 318-341-3420

Legal Ownership Email : indianolaliquorllc@gmail.com

### Application Information

City/County Permit Number : Indianola 25-27

Sales and Use Permit Number : 308802623

Location Name : INDIANOLA LIQUOR LLC

Location Phone Number : 515-962-5501

Location Address : 403 W 2ND AVE INDIANOLA IA 50125-2407

Location Mailing Address : 403 W 2ND AVE INDIANOLA IA 50125-2407

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Liquor store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address
		

Owner	Position	Single Line Address
PETTY, RICHARD	Member/Manager	403 W 2ND AVE INDIANOLA IA 50125-2407

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Core-Mark Carroll IA And Maverick Distribution Omaha NE

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : KWIK TRIP INC

Type of ownership : Corporation

Primary office address : PO BOX 2107 1626 OAK ST LA CROSSE WI 54602-2107

Legal Ownership Phone : 608-791-7385

Legal Ownership Fax : 608-793-6120

Legal Ownership Email : licensingdept@kwiktrip.com

### Application Information

City/County Permit Number : Indianola 25-23

Sales and Use Permit Number : 306003122

Location Name : KWIK STAR 1742

Location Phone Number : 515-552-7016

Location Address : 101 E TRAIL RIDGE AVE INDIANOLA IA 50125

Location Mailing Address : PO BOX 2107 LA CROSSE WI 54602-2107

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details



Owner	Position	Single Line Address
ZIETLOW, SCOTT	Owner	1301 7TH ST SW ROCHESTER MN 55902-2045
REINHART, THOMAS	Officer	504 COUNTRY CLUB LN ONALASKA WI 54650-8
WAGNER, DAVID	Officer	W4460 OBER RD STODDARD WI 54658-9757

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Kwik Trip, Inc. Distribution Center - License Number 862100090 & 862600091

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : MURPHY OIL USA INC

Type of ownership : Corporation

Primary office address : 200 E PEACH ST EL DORADO AR 71730-5836

Legal Ownership Phone : 870-814-3572

Legal Ownership Email : permits\_licensing@murphyusa.com

### Application Information

City/County Permit Number : Indianola 25-19

Sales and Use Permit Number : 191008874

Location Name : MURPHY USA #5806

Location Phone Number : 515-961-3630

Location Address : 1502 N JEFFERSON ST INDIANOLA IA 50125-1465

Location Mailing Address : PO BOX 7300 EL DORADO AR 71731-7300

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Convenience store/gas station

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details

Owner	Position	Single Line Address



Owner	Position	Single Line Address
ECKART, JOHN W	Officer	
COSSE, STEVEN	Officer	
WILIAMSON, GORDON	Officer	
BAIN, HARRY T	Officer	
FOX, H A	Officer	
SMITH, GREG	VP, GENERAL COUNSEL & CORP SECRETARY	247 FAWNWOOD CIR EL DORADO AR 71730-86
MCPHAIL, JIM	SVP STORE DEV. & ASSET MGMNT.	7142 WILDGROVE AVE DALLAS TX 75214-3840
SMITH, GREGORY	VP & General Counsel	247 FAWNWOOD CIR EL DORADO AR 71730-86
CLYDE, ANDREW	PRESIDENT	520 EAST 8TH STREET EL DORADO AR 71730
SMITH, GREGORY LYNN	GENERAL COUNSEL, SEC	247 FAWNWOOD CIRCLE EL DORADO AR 71730
MURPHY OIL USA,INC.	Company	200 EAST PEACH STREET EL DORADO AR 71730

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

Core-Mark  
1751 Hwy. 30 East  
Carroll, IA 51401  
(800) 274-8692

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

Can I help?



< CITY OF INDIANOLA

# Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

## Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : TASTE THE VAPE LLC

Type of ownership : Limited Liability Company

Primary office address : 5914 SE 14TH ST DES MOINES IA 50320-1701

Legal Ownership Phone : 515-556-6955

Legal Ownership Email : jasang@route69vapor.com

## Application Information

City/County Permit Number : Indianola 25-20

Sales and Use Permit Number : 307106620

Location Name : ROUTE 69 VAPOR

Location Phone Number : 515-285-5872

Location Address : 407 N JEFFERSON WAY OFC 1 INDIANOLA IA 50125-1713

Location Mailing Address : 5914 SE 14TH ST OFC 1 DES MOINES IA 50320-1701

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Alternative nicotine/vapor store

Types of Products Sold : Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

## Ownership Details

Owner	Position	Single Line Address
-------	----------	---------------------



Owner	Position	Single Line Address
GLENN, JASON E	Officer	
GLENN, JASON	Owner	14588 SUMMERSET RD INDIANOLA IA 50125-8

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

File Name	View File
TTV_Vapor Suppliers List_2026.pdf	<a href="#">View File</a>

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : WALGREEN CO

Type of ownership : Corporation

Primary office address : 300 WILMOT RD MS 3301 DEERFIELD IL 60015-4614

Legal Ownership Phone : 847-527-4612

Legal Ownership Fax : 847-368-6525

Legal Ownership Email : taxlicenser renewals@walgreens.com

### Application Information

City/County Permit Number : Indianola 25-21

Sales and Use Permit Number : 191008975

Location Name : WALGREENS #5943

Location Phone Number : 515-961-4867

Location Address : 1000 N JEFFERSON WAY INDIANOLA IA 50125-1452

Location Mailing Address : PO BOX 901 DEERFIELD IL 60015-0901

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Drug store

Types of Products Sold : Cigarettes, Tobacco, Vapor Products, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details



Owner	Position	Single Line Address
GATES, RICHARD	Owner	17 N LOOMIS ST CHICAGO IL 60607-1914
LIM, PAUL	Officer	1560 MAUREEN DR HOFFMAN ESTATES IL 6019
MOTZ, MICHAEL	Officer	4194 SAUNDERS CRES BURLINGTON ON L7M 0
HANDAL, MICHAEL	Officer	6610 ROSEHEDGE DR LONG GROVE IL 60047-51
WALGREENS HOLDING CO	Company	108 WILMOT RD DEERFIELD IL 60015-5145

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

McLane Co.

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



< CITY OF INDIANOLA

## Retail Tobacco License Review

CITY OF INDIANOLA  
1900374901



[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : WALMART INC

Type of ownership : Corporation

Primary office address : 1 CUSTOMER DRIVE MS# 0500  
BENTONVILLE AR 72716-0500

Legal Ownership Phone : 479-420-7869

Legal Ownership Email : Complic@wal-mart.com

### Application Information

City/County Permit Number : INDIANOLA 25-22

Sales and Use Permit Number : 191007092

Location Name : WALMART STORE #1491

Location Phone Number : 515-961-8955

Location Address : 1500 N JEFFERSON ST INDIANOLA IA 50125-1489

Location Mailing Address : 702 SW 8TH ST BENTONVILLE AR 72712-6209

Renewal : Yes

Start Date : 01-Jul-2026

End Date : 30-Jun-2027

License Fee : 100.00

Types of Sales : Over the Counter

Type of Establishment : Other

If Other, Explain : DISCOUNT RETAIL MERCHANDISER WITH FULL LINE GROCERY

Types of Products Sold : Cigarettes, Tobacco, Alternative Nicotine Products

Do you intend to make retail sales to ultimate consumers? : Yes

Do you have other permits issued under Iowa Code chapter 453A at this retail location? If yes, provide permit number(s) in the next step: : No

### Ownership Details



Owner	Position	Single Line Address
ALLEN, MATTHEW	Owner	3 S BEAU CHENE LN ROGERS AR 72758-9624
LITTLE, SARAH	Owner	605 MAPLE DR SPRINGDALE AR 72764-5342
VICK, BRANDON	Officer	16330 GRACKLE DR ROGERS AR 72756-7742
FENTON, CAREY	Officer	4302 NE BLUE SPRUCE AVE BENTONVILLE AR 72
FURNER, JOHN	Officer	9 S NEWHAVEN CT ROGERS AR 72758-9537

### Suppliers List

A list of suppliers for cigarettes, tobacco, alternative nicotine, and vapor products must be included with all retail tobacco permit applications. Applicants may submit this information in text form or as a PDF upload. Local authorities may review this information during the application review process.

MCLANE COMPANY, INC

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Select a Decision \*

Approve	Deny
---------	------



Cancel

< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Approval of device retailer permits for Fiscal Year 27.

---

**Introduction:** Device Retailer applicants must complete a permit application through the State of Iowa. This is an annual procedure requiring Council approval. One device retailer permit application was submitted by Indianola Liquor located at 403 W 2nd Avenue.

**Background:** A device retailer permit is required for businesses wishing to sell devices made in whole or in part of glass or metal that are designed for use in inhaling through combustion tobacco, hemp, other plant materials, or controlled substances. The retailer must have a permit issued prior to selling the devices. Purchases of the devices can only be made by individuals at least 21 years of age and the seller must document the purchase.

**Discussion:** In order to be approved for a device retailer permit, the business must also have a valid retail tobacco permit and sales and use tax permit. All device retailer permits expire June 30 each year.

**Budget Impact:** The fee for the device retailer permit is \$1,500.00 annually. 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. Indianola Liquor Device Application



< CITY OF INDIANOLA

## Device Retailer License Review

CITY OF INDIANOLA  
1900374901

>

[Application Information](#)

### Legal Ownership Information

Name of sole proprietor, partnership, corporation, LLC, or LLP : INDIANOLA LIQUOR LLC  
Type of ownership : Limited Liability Company  
Primary office address : 403 W 2ND AVE INDIANOLA IA 50125-2407  
Legal Ownership Phone : 318-341-3420  
Legal Ownership Email : indianolaliquorllc@gmail.com

### Application Information

Sales Permit Number: : 308802623  
Location Name : INDIANOLA LIQUOR LLC  
Location Phone Number : 515-962-5501  
Location Address : 403 W 2ND AVE INDIANOLA IA 50125-2407  
Location Mailing Address : 403 W 2ND AVE INDIANOLA IA 50125-2407  
Renewal : Yes  
Start Date : 01-Jul-2026  
End Date : 30-Jun-2027  
License Fee : 1,500.00  
Types of Sales : Over the Counter  
Type of Establishment : Liquor store  
Does this retail location ensure that no person younger than 21 years of age is present or permitted to enter at any time? : Yes

### Ownership Details

Owner	Position	Single Line Address
PETTY, RICHARD	Member/Manager	403 W 2ND AVE INDIANOLA IA 50125-2407

To be eligible to apply for a device retailer permit, your business must have a valid retail tobacco permit and a sales and use tax permit for the location. The annual permit fee is \$1,500. The annual permit fee is not prorated, and there is no proration for new permit applications that are effective for less than the 12-month permit year. All permits expire on June 30 each year. **The Department cannot refund your \$1,500 annual**



**permit fee, and the fee is non-refundable if your application is denied for any reason.**

It is recommended that you contact the local jurisdiction (city or county) where the retail establishment is located to confirm any additional local requirements.

I acknowledge that I have read and understand these requirements and am responsible for complying with all state and local regulations.

### Decision

Select the decision of whether you approve or deny this permit application.

Iowa Department of Revenue will be issuing a permit number if this application is approved. However, the local authority has the option to also issue a permit number. If the local authority decides to issue a local permit number, it can be entered in the "Local Permit Number" field. Otherwise, only the state-issued permit number will appear on the permit.

Does this retailer hold a valid retail tobacco permit at this location? \*

Yes	No
-----	----

Select a Decision \*

Approve	Deny
---------	------



**Cancel**

**Save Draft**

< **Previous**

**Next** >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

#### Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

#### Other Links

- State of Iowa Directory
- Website Policies



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Consideration of the approval of a liquor license renewal for Deer Run Golf Club located at 2305 W 2nd Avenue.

---

**Introduction:** This is a renewal for Deer Run Golf Club's Class C Retail Alcohol License with outdoor privileges.

**Background:** Their current license expires July 1, 2026.

**Discussion:** Deer Run Golf Club is a limited liability company located at 2305 W 2nd Avenue. The owners listed on the application are Sunstone Investments LLC, Brothers Holdings LLC, Allison George and Timber Rock Development, LLC. 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 license approval by both the local authority and the State.

**Recommendation:** Staff recommends approval.

**Attachments:** 1. Deer Run

**CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL**

**Business Information**

Name of Legal Entity: DEER RUN PARTNERS LLC

FEIN: XX-XXX8560

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 707810

**Premises Information**

Premises DBA: DEER RUN GOLF CLUB

Premises Address: 2305 W 2ND AVE INDIANOLA IA 50125-4754

Premises Type: Golf Course

Number of Floors: 1

Control of Premises: Own

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

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

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

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

**License Information**

Effective Date: 02-Jul-2026

Length of License Requested: 12MONTH

Privilege(s) Requested

---

Outdoor Service - Allows the selling/serving of alcoholic beverages by the license/permit in a designated, adjacent outdoor area.

Provided description of the Outdoor Service Area:

Deer Run Golf Course 2305 W 2nd Ave, Indianola, IA

## Endorsements

Local Authority: City of Indianola

Dramshop Company: SECURA INSURANCE COMPANY

## Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Company	SUNSTONE INVESTMENTS, LLC					2305 WEST 2ND AVENUE INDIANOLA IA 50125	33.33
Company	BROTHERS HOLDINGS, LLC					2305 WEST 2ND AVENUE INDIANOLA IA 50125	33.33
Individual	GEORGE, ALLISON					91 NORTHEAST 80TH STREET PLEASANT HILL IA 50327	0.00
Company	TIMBER ROCK DEVELOPMENT, LLC					2305 WEST 2ND AVENUE INDIANOLA IA 50125	33.33

## 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: ALLISON GEORGE

Phone Number: (515) 559-3998

Email Address: allison@toadvalley.com

Address: 91 NE 80TH ST PLEASANT HILL IA 50327-8034

**Attestation Information**

Attestation Name: ALLISON GEORGE

Attestation Date: 02-May-2026



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Consideration of the approval of a liquor license renewal for Casey's #2894 located at 1101 E 2nd. Avenue.

---

**Introduction:** This is a renewal of Casey's #2894 Class E Retail Alcohol License.

**Background:** Their current license expires on July 31, 2026.

**Discussion:** Casey's Marketing Company is a corporation located at 1101 E 2nd Avenue. The owners listed on the application are Scott Faber, Eric Larsen, Douglas Beech, Casey's General Stores Inc., Brian Johnson and Samuel James. 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 license approval by both the local authority and the State

**Recommendation:** Staff recommends approval.

**Attachments:** 1. Casey's #2894

# CLASS "E" RETAIL ALCOHOL LICENSE RENEWAL

## Business Information

Name of Legal Entity: CASEYS MARKETING COMPANY

FEIN: XX-XXX5913

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 184278

## Premises Information

Premises DBA: CASEY'S #2894

Premises Address: 1101 E 2ND AVE INDIANOLA IA 50125-2805

Premises Type: Convenience 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.

1827

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: 01-Jul-2026

Length of License Requested: 12MONTH

## Endorsements

Local Authority: City of Indianola

## Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	FABER, SCOTT	SSN			(515) 963-3802	6749 CARDIFF CT JOHNSTON IA 50131-2783	0.00
Individual	LARSEN, ERIC	SSN			(515) 446-6803	4407 NW 5TH ST ANKENY IA 50023-8841	0.00
Individual	BEECH, DOUGLAS	SSN			(515) 446-6284	729 NE BROOK HAVEN DR ANKENY IA 50021-4529	0.00
Company	CASEY'S GENERAL STORES, INC.	FEIN			(515) 965-6100	1 SE CONVENIEN CE BLVD ANKENY IA 50021-9672	100.00
Individual	JOHNSON, BRIAN	SSN			(515) 446-6587	9129 NW 73RD CIR JOHNSTON IA 50131-4836	0.00
Individual	JAMES, SAMUEL	SSN			(515) 446-6506	3204 NE AVERY DR ANKENY IA 50021-6301	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: LICENSING TEAM

Phone Number: (515) 381-4120

Email Address: [licensingteam@caseys.com](mailto:licensingteam@caseys.com)

Address: 1 SE CONVENIENCE BLVD ANKENY IA 50021-9672

### **Bond**

Do you want to add a bond for this permit?

No

Bond Policy Number: IA 656260

Issued Date: 01-Jul-2020

### **Premises Hours**

Is the premises open 24/7?

No

Store Hours Description:

OPEN 4AM-11PM ALL DAYS

### **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: SCOTT FABER

Attestation Date: 05-Jun-2026



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Consideration of the approval of a liquor license renewal for Feed and Foster located at 103 N Buxton Street.

---

**Introduction:** This is a renewal for Feed & Foster's Class B Retail Alcohol License.

**Background:** Their current license expires on July 7, 2026.

**Discussion:** Feed & Foster is a limited liability company located at 103 N Buxton Street. The owners listed on the application are Jane Whalen and Erin Freeberg. 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. Feed & Foster

## CLASS "B" RETAIL ALCOHOL LICENSE RENEWAL

### Business Information

Name of Legal Entity: FEED & FOSTER

FEIN: XX-XXX1018

Business Type: Limited Liability Company

This business is registered with the Secretary of State.

Business Number of Secretary of State: 621609

### Premises Information

Premises DBA: FEED & FOSTER

Premises Address: 103 N BUXTON ST INDIANOLA IA 50125-2412

Premises Type: Specialty Shop

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.

800

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: 08-Jul-2026

Length of License Requested: 12MONTH

Would you like to add or remove any privileges on your license?:

No

## Endorsements

Local Authority: City of Indianola

## Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	WHALEN, JANE					511 SOUTH WESLEY STREET INDIANOLA IA 50125	20.00
Individual	FREEBERG, ERIN					409 SOUTH WESLEY STREET INDIANOLA IA 50125	80.00

## 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: ERIN FREEBERG

Phone Number: 5159882956

Email Address: erin@adorngiftandhome.com

Address: 103 N BUXTON ST INDIANOLA IA 50125-2412

## Attestation Information

Attestation Name: ERIN FREEBERG

Attestation Date: 28-Apr-2026



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Consideration of the approval of a liquor license renewal for Sodexo Management Inc., doing business as Simpson College at 701 North C Street.

---

**Introduction:** This is a renewal for Simpson College's Class C Retail Alcohol License with catering privileges.

**Background:** Their current license expires on June 19, 2026.

**Discussion:** Sodexo Management is a corporation located inside the Kent Campus Center at 701 North C Street. Owners listed on the application are Katherine McCaffrey, Robyn Welter and Sodexo Operations LLC. 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 license approval by both the local authority and the State.

**Recommendation:** Staff recommends approval.

**Attachments:** 1. Sodexo

**CLASS "C" RETAIL ALCOHOL LICENSE RENEWAL**

**Business Information**

Name of Legal Entity: SODEXO MANAGEMENT INC

FEIN: XX-XXX2661

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 110125

**Premises Information**

Premises DBA: SIMPSON COLLEGE

Premises Address: 701 NORTH C STREET KENT CAMPUS CENTER-HUBELL HALL INDIANOLA IA 50125

Premises Type: Convention Center/Hall

Number of Floors: 1

Control of Premises: Other

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

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

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

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

**License Information**

Effective Date: 20-Jun-2026

Length of License Requested: 12MONTH

Privilege(s) Requested

---

Catering - Allows catering of alcoholic liquor, wine, beer, and wine coolers. Alcohol must be catered with food. Food and alcohol must be served without cost to the guests. No sales on- or off-premises sales. Only available for 12 month terms.

## Endorsements

Local Authority: City of Indianola

Dramshop Company: ACE AMERICAN INSURANCE COMPANY

## Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	MCCAFFREY , KATHERINE	SSN				14 FOREST AVE ROCKVILLE MD 20850-1816	0.00
Individual	WELTER, ROBYN	SSN				91 SYCAMORE LN IRVINGTON NY 10533-1933	0.00
Company	SODEXO OPERATION S LLC	FEIN			(301) 987-4504	915 MEETING ST STE 1500 NORTH BETHESDA MD 20852-2375	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: DEBORAH ROWLES

Phone Number: (301) 987-4504

Email Address: liquorlicense.usa@sodexo.com

Address: 915 MEETING ST STE 1500 NORTH BETHESDA MD 20852-2375

## Attestation Information

Attestation Name: ROBYN WELTER

Attestation Date: 27-May-2026



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Consideration of the approval of a new liquor license for B.E.S.T Catering and Concessions Inc., located at 1400 W 2nd Avenue.

---

**Introduction:** B.E.S.T Catering & Concessions Inc. is applying for a Class C Retail Alcohol License for the Warren County Fairgrounds Grandstand located at 1400 W 2nd Avenue.

**Background:** The license is valid for five days July 21 - 25, 2026.

**Discussion:** B.E.S.T Catering & Concessions Inc. is a corporation. Owners listed on the application are Kevin Smith, Mandi Graham and Janey Smith. Staff has reviewed the application and will conduct an inspection of the premises once setup is complete at the Fairgrounds. Staff has reviewed the application.

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

**Recommendation:** Staff recommends approval.

**Attachments:** 1. B.E.S.T Catering 2026 - County Fair-

**SPECIAL CLASS "C" RETAIL ALCOHOL LICENSE APPLICATION**

**Business Information**

Name of Legal Entity: B.E.S.T. CATERING & CONCESSIONS, INC

FEIN: XX-XXX4317

Business Type: Corporation

This business is registered with the Secretary of State.

Business Number of Secretary of State: 436089

**Premises Information**

Premises DBA: BEST CATERING CONCESSIONS, INC.

Premises Address: 203 SE 34TH ST DES MOINES IA 50317-7322

Premises Type: Fairgrounds

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

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

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

**License Information**

Effective Date: 21-Jul-2026

Length of License Requested: 5DAY

**Endorsements**

Local Authority: City of Indianola

Dramshop Company: FOUNDERS INSURANCE COMPANY

**Ownership Information**

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	SMITH, KEVIN	SSN				203 SE 34TH STREET DES MOINES IA 50317	40.00
Individual	GRAHAM, MANDI	SSN				11576 HOOVER ST. INDIANOLA IA 50125	20.00
Individual	SMITH, JANEY	SSN				203 SE 34TH STREET DES MOINES IA 50317	40.00

**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: MANDI GRAHAM

Phone Number: 5157456601

Email Address: mrustad@turkeytimecons.com

Address: 203 SE 34TH ST DES MOINES IA 50317-7322

**Attestation Information**

Attestation Name: MANDI GRAHAM

Attestation Date: 20-May-2026



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Consideration of the issuance of a special event and noise permit to the Indianola Community Youth Foundation for the Back-to-School Bash event to be held on August 22, 2026.

---

**Introduction:** The Indianola Community Youth Foundation (ICYF) is hosting a Back-to-School Bash event on August 22, 2026.

**Background:** This is the second time ICYF has hosted this event. For the August 23, 2025 event, the applicant submitted a noise permit and a special event permit that included the same road closure.

**Discussion:** The event is scheduled for August 22, 2026, starting at 6:00 PM and ending at 9:00 PM. The applicant has requested that North Howard Street between West Ashland and West Salem be closed for this event. The noise permit is for a band during the event. Staff has reviewed the application.

**Budget Impact:** None.

**Recommendation:** Staff recommends approval.

**Attachments:** 1. ICYF 2026 Event Application

---

## Online Form Submittal: Event Application

---

**From** noreply@civicplus.com <noreply@civicplus.com>

**Date** Tue 5/12/2026 9:43 AM

**To** City Clerk <cityclerk@indianolaiowa.gov>

### Event Application

I have read the General information Rules	Yes - I agree and will abide by the rules
I have read the noise permit rules	Yes - I agree and will abide by the rules
Event Name	ICYF Back to School Bash
Event Sponsor	ICYF
Organization	ICYF
Contact Name	Taylor Litchkey
Contact Phone Number	515-681-5726
Contact Email Address	Taylorl@icyf.org
Event Type	Other - please describe
Other Event Type	A free community event to end the summer and kick off a new school year. We will have live music, activities for kids, and lots of fun!
Event Set Up Date and Time	8/22/2026 3:00 PM
Event Date and Time	8/22/2026 6:00 PM
Event Ends Date and Time	8/22/2026 9:00 PM
Event Tear Down Date and Time	8/22/2026 10:30 PM
Event Location	Howard Street on the square, from Holiday House down to the old Harrisons building.
Will trails/sidewalks be utilized?	Yes
Anticipated Attendance - Per Day	500

Anticipated Event Attendance	500
Please describe your request and event	We will close off only Howard Street on the square from Holiday House down to the old Harrisons building. We will use barricades from Main Street to block the roads. At each barricade, we will also have a set of porta potties and trash cans. We will utilize the court house steps for our stage (will be attending a supervisors meeting to get their permission). We will have live music, activities and do a presentation of Meet the Indians, where we announce the IHS fall athletes.
Please describe what streets, trails or parks you are planning to close or use.	We will only close off a small section of Howard Street.
<p><b>Safety Plan</b></p> <p>The Police Chief and Fire Chief will review your safety plans to determine if safety is adequate for the planned event.</p> <p>In reviewing the application, they will review the anticipated crowd size, demographics, entertainment, alcohol, prior history with this event or similar events and other criteria.</p>	
Please describe your safety plan including crowd control.	We hope by having tables and chairs, along with activities throughout, we will keep the crowd engaged and spread out. We will have a first aid kit and sign for first aid under the icyf tent.
Please describe your emergency/medical plan, including your communication procedures.	<p>We take safety and emergency preparedness seriously. In the event of a medical emergency, 911 will be contacted immediately and staff will assist emergency responders in accessing the location quickly and safely. A stocked first aid kit will be kept on-site and staff will know its location and basic procedures for responding to injuries or emergencies.</p> <p>Communication procedures include notifying emergency services first, then communicating with staff, participants, guests, or guardians as appropriate. If needed, designated emergency contacts will be notified promptly. Staff will remain calm, document incidents when necessary, and follow any instructions provided by emergency personnel.</p> <p>We will maintain clear access points for emergency vehicles and ensure all staff understand evacuation procedures and emergency response expectations.</p>
Suspension of Indianola Code 47.01(11) Sale and Consumption of Alcohol upon City Property	Yes (please state location below)

Please state location.	We would like the entire square so that people can support local by grabbing their favorite food/drinks at West Hill or Brick House then walk over to enjoy our event.
Map A	<a href="#">inbound5530726669277191565.jpg</a>
Map B	<a href="#">inbound4397718750874647177.jpg</a>
Insurance Certificate	<a href="#">inbound7622124785330376880.jpg</a>
Are you submitting a noise permit application?	Yes - please continue with the following questions
Map C	<a href="#">inbound2295359406782510903.jpg</a>
Noise Permit Start Date and Time	8/22/2026 4:00 PM
Noise Permit End Date and Time	8/22/2026 10:00 PM
Event Type	Band
Describe Event	Music will be setup around 4pm so it might be loud depending on sound check. Music will begin at 6pm and go until 9pm. Everyone should be packed up by 10pm
Anticipated Attendance	500
Anticipated Event Attendance	500
Indianola Code of Ordinances Chapter 48	I Agree
Restroom Rental	I am not requesting to rent the restrooms
Electronic Signature Agreement	I agree.
Electronic Signature	Taylor Litchkey
Submission Date and Time	5/12/2026 9:45 AM

Email not displaying correctly? [View it in your browser.](#)

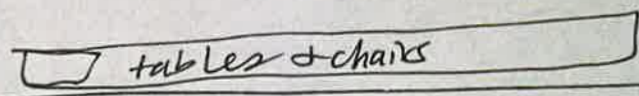


# MAP A

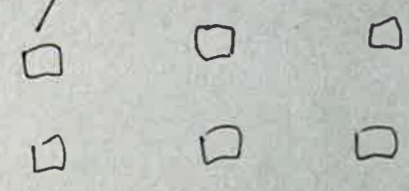
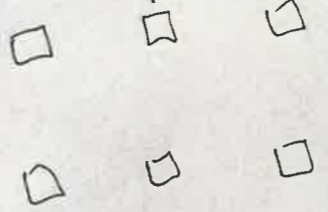
will be off street. We place trash throughout trash pickup as well. have barricades on end, along with porta potties.

small yard games

small activities hosted by athletes



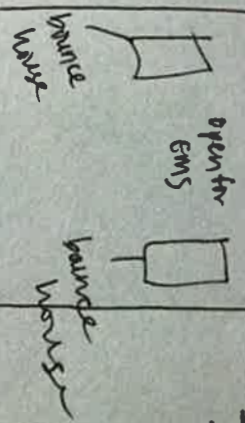
restaurant



barricade



HOWARD

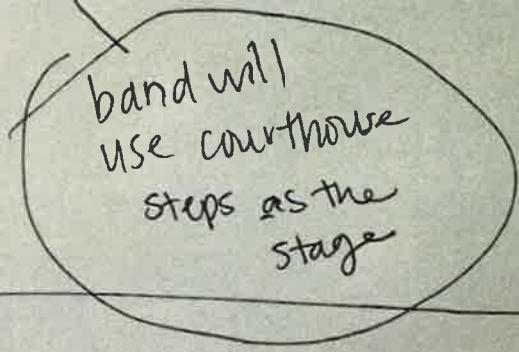
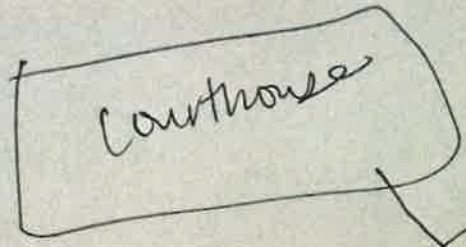


Holiday House

Old Hamise build

We will encourage  
Attendees to park  
in the public lots  
off of the square  
or on the square  
where we are not  
blocking roads.

Vendors will park  
in the lot behind  
Petes pizza



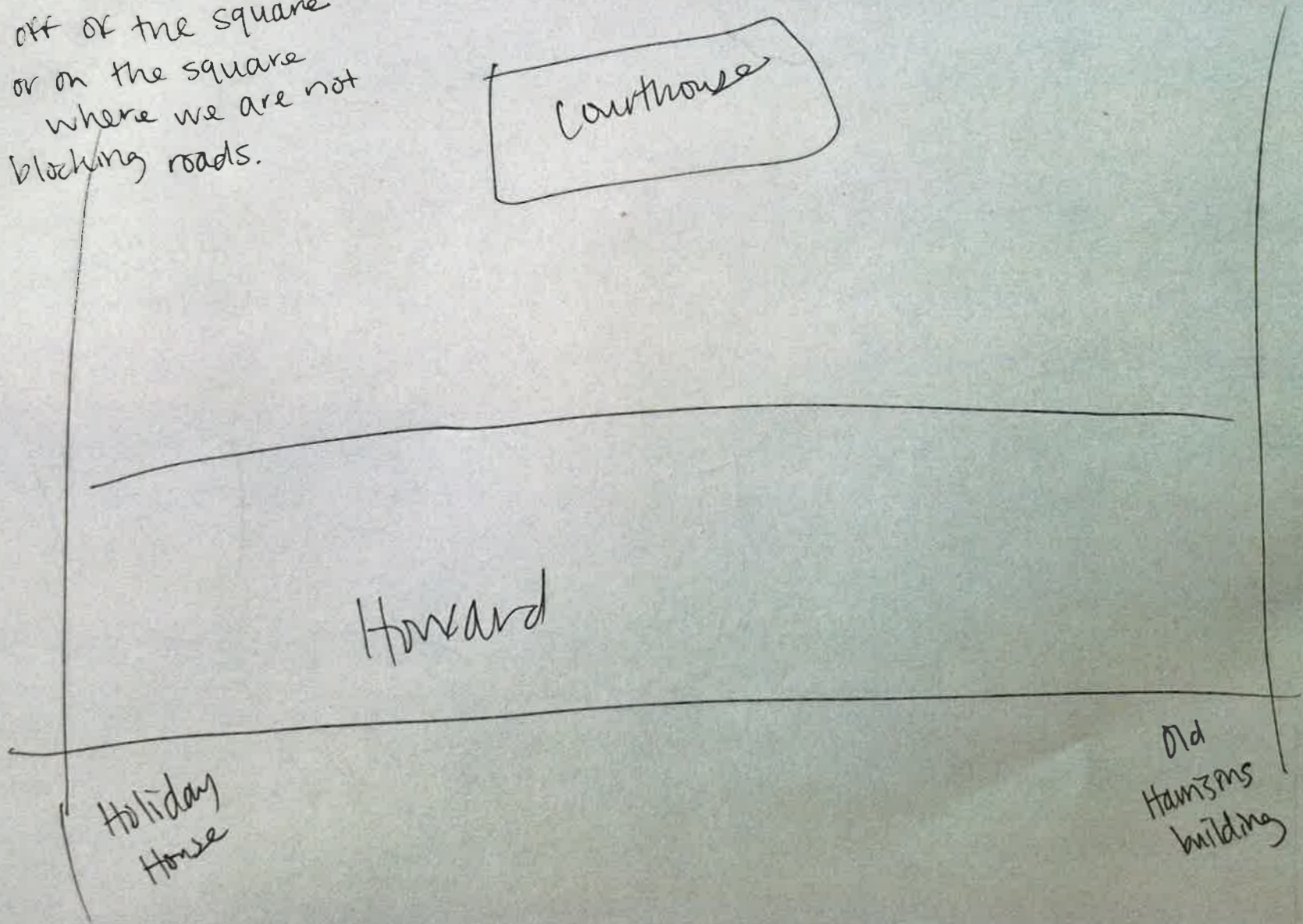
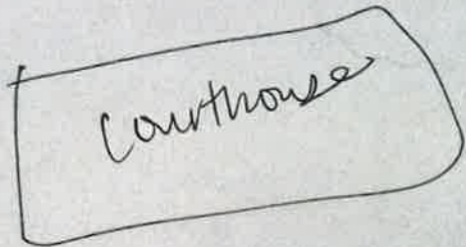
Howard

Holiday  
House

Old  
Hamsons  
building

We will encourage  
Attendees to park  
in the public lots  
off of the square  
or on the square  
where we are not  
blocking roads.

Vendors will park  
in the lot behind  
petes pizza





# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Resolution suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on the downtown square during the Back-to-School Bash event for Indianola Community Youth Foundation on August 22, 2026.

---

**Introduction:** The Indianola Community Youth Foundation (ICYF) has applied for a special event and noise permit as part of their Back-to-School-Bash event. In the application, the applicant requested the suspension of Indianola Code 45.02(2).

**Recommendation:** Staff recommends approval of suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on city streets during the Indianola Community Youth Foundation's Back-to-School-Bash event.

**Attachments:** 1. Res 2026- suspending alcohol enforcement - ICYF

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION SUSPENDING ENFORCEMENT OF INDIANOLA CODE § 45.02(2)  
REGARDING THE CONSUMPTION OF ALCOHOL ON CITY STREETS  
DURING THE BACK TO SCHOOL BASH AS REQUESTED BY THE INDIANOLA  
COMMUNITY YOUTH FOUNDATION**

**WHEREAS**, the Indianola Community Youth Foundation intends to host a back-to-school bash and a live band at 115 N Howard Street, on August 22, 2026; and

**WHEREAS**, the event organizers plan to close North Howard Street from West Ashland to West Salem for the event; and

**WHEREAS**, the organizer has requested that alcohol consumption be permitted on the Downtown Square for the duration of said event; and

**WHEREAS**, alcoholic beverages for the event will be served in accordance with the authorization by the State of Iowa; and

**WHEREAS**, Indianola Code Section 45.02(2) governing alcoholic beverages on City streets reads: "A person shall not use or consume alcoholic liquor, wine or beer upon the public streets or highways. A person shall not use or consume alcoholic liquor in any public place, except premises covered by a liquor control license;" and

**WHEREAS**, the sales and consumption of alcohol will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the liquor license held by the vendors.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the City of Indianola hereby confirms that enforcement of Indianola Code Section 45.02(2) will be temporarily suspended on the Downtown Square from 6:00 p.m. – 9:00 p.m. for the back to school bash on August 22, 2026.

**BE IT FURTHER RESOLVED** that all participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but that enforcement of the prohibition of the consumption of alcohol upon certain public streets is hereby waived.

APPROVED this 15<sup>th</sup> day of June 2026.

---

Steve Richardson, Mayor

ATTEST:

---

Jackie Raffety, City Clerk



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Cassandra Hofer, Deputy City Clerk  
**Date:** June 15, 2026  
**Subject:** Resolution suspending enforcement of Indianola Code 45.02(2) regarding the consumption of alcohol on a portion of West Salem Avenue during West Hill Brewing Company's Oktoberfest Street Party on September 25, 2026.

---

**Introduction:** Oktoberfest is a Council-approved annual event. The applicant has requested the suspension of Indianola Code 45.02(2) regarding the consumption of alcohol on a portion of West Salem Avenue during the event.

**Background:** Event applications that request suspension of enforcement of Indianola Code 45.02(2) regarding the sale and consumption of alcohol upon City streets are required to have City Council approve their request by passing a resolution each year.

**Discussion:** Oktoberfest is scheduled for September 25, 2026, from 3:00-10:30 PM. Salem Avenue from South B Street to Buxton is closed for this event.

**Budget Impact:** None.

**Recommendation:** Staff recommends approval.

**Attachments:** 1. Res 2026- suspending enforcement- alcohol on Square Oktoberfest

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION SUSPENDING ENFORCEMENT OF INDIANOLA CODE 45.02(2)  
REGARDING THE CONSUMPTION OF ALCOHOL ON A PORTION OF WEST SALEM  
AVENUE DURING WEST HILL BREWING COMPANY'S OKTOBERFEST STREET PARTY  
ON SEPTEMBER 25, 2026**

**WHEREAS**, West Hill Brewing Company intends to hold an Oktoberfest Street Party on a portion of West Salem Avenue on Friday, September 25, 2026, from 3:00 p.m. – 10:30 p.m.; and

**WHEREAS**, the event organizers plan to close to vehicular traffic West Salem between South B Street and Buxton Street beginning at 10:00 a.m.; and

**WHEREAS**, the organizer has requested that alcohol consumption be permitted on said portion of West Salem Avenue for the duration of said events; and

**WHEREAS**, alcoholic beverages for the event will be served in accordance with the authorization by the State of Iowa; and

**WHEREAS**, Indianola Code Section 45.02(2) governing alcoholic beverages on City streets reads: "A person shall not use or consume alcoholic liquor, wine or beer upon the public streets or highways. A person shall not use or consume alcoholic liquor in any public place, except premises covered by a liquor control license;" and

**WHEREAS**, the sales and consumption of alcohol will be required to comply with all other requirements of the Municipal Code of the City for the event along with the terms of the liquor license held by the vendors.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa, that the City of Indianola hereby confirms that enforcement of Indianola Code Section 45.02(2) will be suspended on West Salem Avenue between SoB Street and Buxton Street from 3:00 p.m. – 10:30 p.m. for the Oktoberfest Street Party September 25, 2026.

**BE IT FURTHER RESOLVED** that all participants and sponsors of said event shall be required to comply with all other requirements of the Municipal Code of the City, but that enforcement of the prohibition of the consumption of alcohol upon certain public streets is hereby waived.

APPROVED this 15<sup>th</sup> day of June 2026.

---

Steve Richardson, Mayor

ATTEST:

---

Jackie Raffety, City Clerk



# MEMORANDUM

**To:** Mayor and City Council

**From:** Bill Mettee, Senior Planner

**Date:** June 15, 2026

**Subject:** Third consideration and adoption of an ordinance amending the municipal code of the City of Indianola, Iowa for change of zoning district boundaries from the A-1 Agricultural/Open Space district to the R-1 Single-Family Residential Detached zoning district (Well Built Homes Property).

---

**Introduction:** City Council is being asked to consider a rezoning request for two parcels currently zoned A-1 [Agricultural / Open Space] that are proposed to be rezoned to R-1 [Single-Family Residential Detached] to accommodate for the construction of a single-family dwelling.

**Background:** The subject properties are located at the northeast corner of the intersection of South K Street and West 12<sup>th</sup> Avenue. The north parcel is approximately 5.61-acres, and the south parcel is 4.63-acres, totaling 10.24-acres. The applicant requests to rezone the properties from A-1 (Agricultural / Open Space) to R-1 (Single-Family Residential Detached District) to permit the construction of a single-family residence.

The minimum acreage in the A-1 district to permit single-family dwellings is 15-acres, and both of these parcels, even combined, fall below that threshold.

The north parcel was originally platted in 1979 as Lot 4 of Freeman Subdivision and the south parcel remains unplatted. Neither of the parcels underwent any subsequent platting and it does not appear that any plats of survey have been recorded for the two parcels.

Ordinance Approval:

First Reading: May 18, 2026 - AYES: Dalby, Armstrong, Davis, Sones, Lane. NAYS: None

Second Reading: June 1, 2026 - AYES: Rabe, Dalby, Armstrong, Davis, Sones, Lane. NAYS: None.

**Discussion:** The current zoning ordinance requires that for a single-family dwelling to be built on land that is zoned A-1, the parcel must be 15-acres or more. These two parcels do not meet that threshold, even if combined. The surrounding parcels are a mix of undeveloped A-1 zoned properties and R-1 developed properties. The rezoning signs were placed on the properties by the required deadline and notification was mailed to surrounding property owners within 200-feet.

The Future Land Use Map identifies this area as Low Density Residential. As seen below, the designation of Low Density Residential supports what the applicant is proposing.

Low Density Residential is identified as:

- 2-5 dwelling units per gross acre
- Single-Family detached dwellings

- Accessory dwelling units

**Budget Impact:** None.

**Recommendation:** Staff recommends approval of the rezoning for Well Built Homes Property.

At their May 12, 2026 meeting, Planning Commission recommended approval of the rezoning to the City Council with a 5-0 vote.

**Attachments:**

1. ORD\_Well Built Homes Property\_Rezoning
2. CC\_Staff Report\_Well Built Homes RZ\_051826
3. Rezoning Map

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF INDIANOLA, IOWA, FOR CHANGE OF ZONING DISTRICT BOUNDARIES FROM THE A-1 AGRICULTURAL / OPEN SPACE ZONING DISTRICT TO THE R-1 SINGLE-FAMILY RESIDENTIAL DETACHED ZONING DISTRICT (WELL BUILT HOMES PROPERTY)**

**WHEREAS**, the City Council of the City of Indianola, Iowa, deems it necessary and proper to amend the zoning from the A-1 Agricultural / Open Space Zoning District to the R-1 Single-Family Residential Detached Zoning District for real property legally described as

LOT 4 EXCEPT THE EAST 17.05 FEET OF THE NORTH 211 FEET OF FREEMAN SUBDIVISION, INDIANOLA, WARREN COUNTY, IOWA,

AND

BEGINNING ON THE SECTION LINE 640 FEET SOUTH OF THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 NW 1/4) OF SECTION 36, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5<sup>TH</sup> P.M. OF IOWA, THENCE EAST 80 RODS, THENCE SOUTH 20 RODS TO THE CENTER OF THE COUNTY ROAD, THENCE WEST ALONG THE CENTER OF SAID ROAD 80 RODS TO THE SECTION LINE, THENCE NORTH 20 RODS TO THE PLACE OF BEGINNING, EXCEPT THE EAST 725 FEET THEREOF,

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

**Section 1:** That the zoning is amended from the A-1 Agricultural / Open Space Zoning District to the R-1 Single-Family Residential Detached Zoning District for real property legally described as:

LOT 4 EXCEPT THE EAST 17.05 FEET OF THE NORTH 211 FEET OF FREEMAN SUBDIVISION, INDIANOLA, WARREN COUNTY, IOWA,

AND

BEGINNING ON THE SECTION LINE 640 FEET SOUTH OF THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 NW 1/4) OF SECTION 36, TOWNSHIP 76 NORTH, RANGE 24 WEST OF THE 5<sup>TH</sup> P.M. OF IOWA, THENCE EAST 80 RODS, THENCE SOUTH 20 RODS TO THE CENTER OF THE COUNTY ROAD, THENCE WEST ALONG THE CENTER OF SAID ROAD 80 RODS TO THE SECTION LINE, THENCE NORTH 20 RODS TO THE PLACE OF BEGINNING, EXCEPT THE EAST 725 FEET THEREOF,

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

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

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

---

Steve Richardson, Mayor

ATTEST:

---

Jackie Raffety, City Clerk

First reading:

Second reading:

Third reading:

Publication Date:



### CITY COUNCIL STAFF REPORT

**PROJECT:** Well Built Homes Property - Rezoning

**PREPARED BY:** Bill Mettee – Senior Planner

**REPORT DATE:** May 13, 2026

**MEETING DATE:** May 18, 2026

### GENERAL INFORMATION

**Applicant / Owner:**

Well Built Homes, Inc. (Owner)

**Owner's Representative:**

Devin Prendergast (Applicant)

**Request:**

The applicant is requesting approval of a rezoning to permit single-family residential development.

**Location and Size:**

Properties are located at the northeast corner of the intersection of South K Street and West 12<sup>th</sup> Avenue, containing approximately 10.24-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	Low-Density Residential	A-1 (Agricultural / Open Space)
North	Single-Family Residential / Church	Low-Density Residential / Neighborhood Mixed Use	A-1 (Agricultural / Open Space)
South	Vacant / Undeveloped	Low-Density Residential	A-1 (Agricultural / Open Space)
East	Single-Family Residential	Low-Density Residential	R-1 (Single-Family Residential Detached District)
West	Single-Family Residential	Low-Density Residential	R-1 (Single-Family Residential Detached District)

**BACKGROUND AND PROJECT INFORMATION**

The subject properties are located at the northeast corner of the intersection of South K Street and West 12<sup>th</sup> Avenue. The north parcel is approximately 5.61-acres, and the south parcel is 4.63-acres, totaling 10.24-acres. The applicant requests to rezone the properties from A-1 (Agricultural / Open Space) to R-1 (Single-Family Residential Detached District) to permit the construction of a single-family residence.

The minimum acreage in the A-1 district to permit single-family dwellings is 15-acres, and both of these parcels, even combined, fall below that threshold.

The north parcel was originally platted in 1979 as Lot 4 of Freeman Subdivision and the south parcel remains unplatted. Neither of the parcels underwent any subsequent platting and it does not appear that any plats of survey have been recorded for the two parcels.

Notification was mailed to adjacent property owners on April 22, 2026. The rezoning signs were placed on the property by the deadline. At the time this report was written, staff has received no correspondence for or against the request.

**COMPREHENSIVE PLAN**

The Future Land Use Map identifies this area as Low Density Residential. As seen below, the designation of Low Density Residential supports what the applicant is proposing.

**Low Density Residential is identified as:**

- 2-5 dwelling units per gross acre
- Single-Family detached dwellings
- Accessory dwelling units
- Innovative / non-traditional single-family forms may be allowed if compatibility standards are met
- Civic uses and places of worship may be allowed if compatibility standards are met through a special exception review
- Parks, open space, and trails

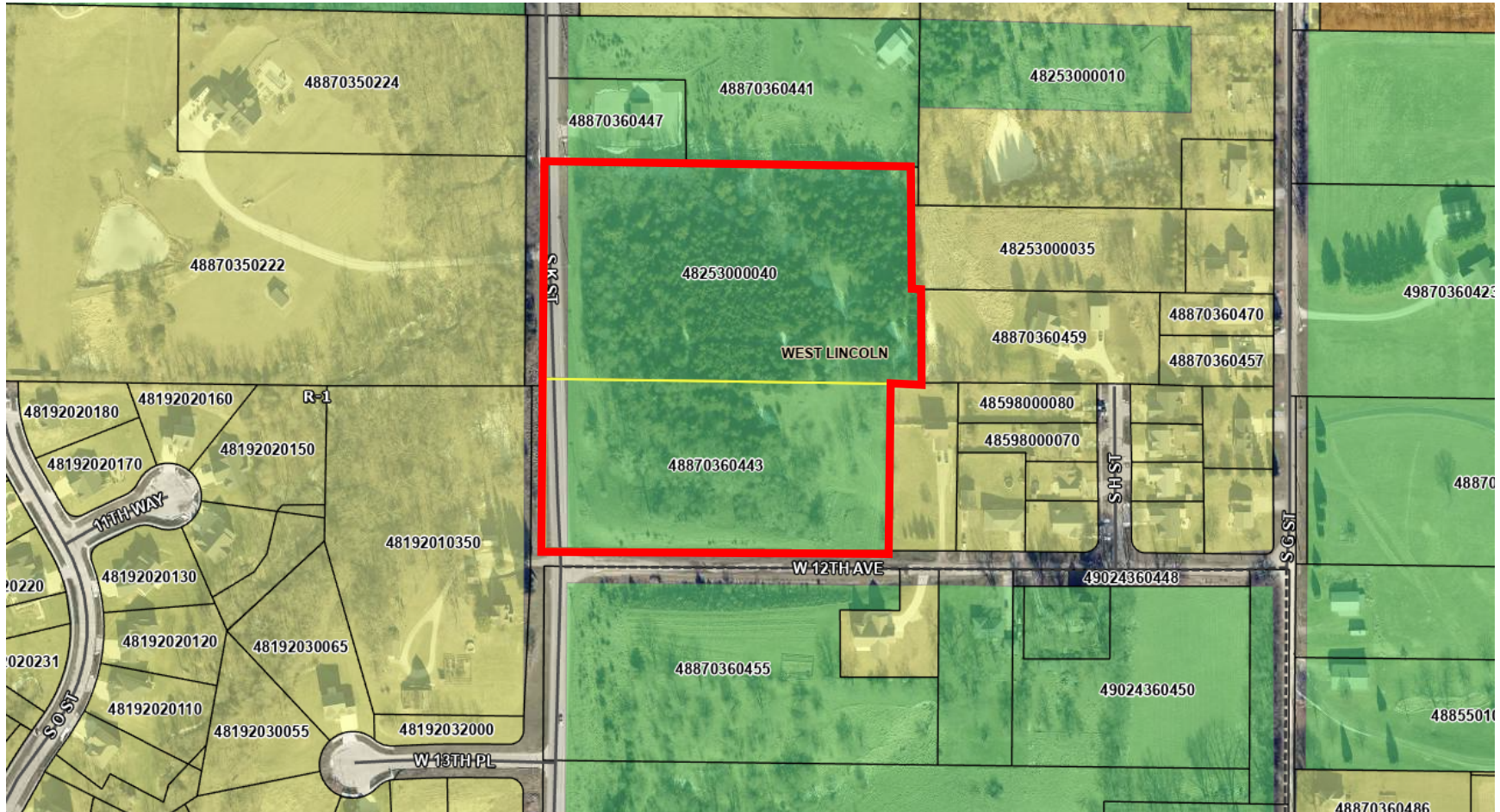
**STAFF RECOMMENDATION**

The proposed rezoning is generally consistent with the land uses identified in the Comprehensive Plan. Staff recommends approval of the rezoning for Well Built Homes Property.

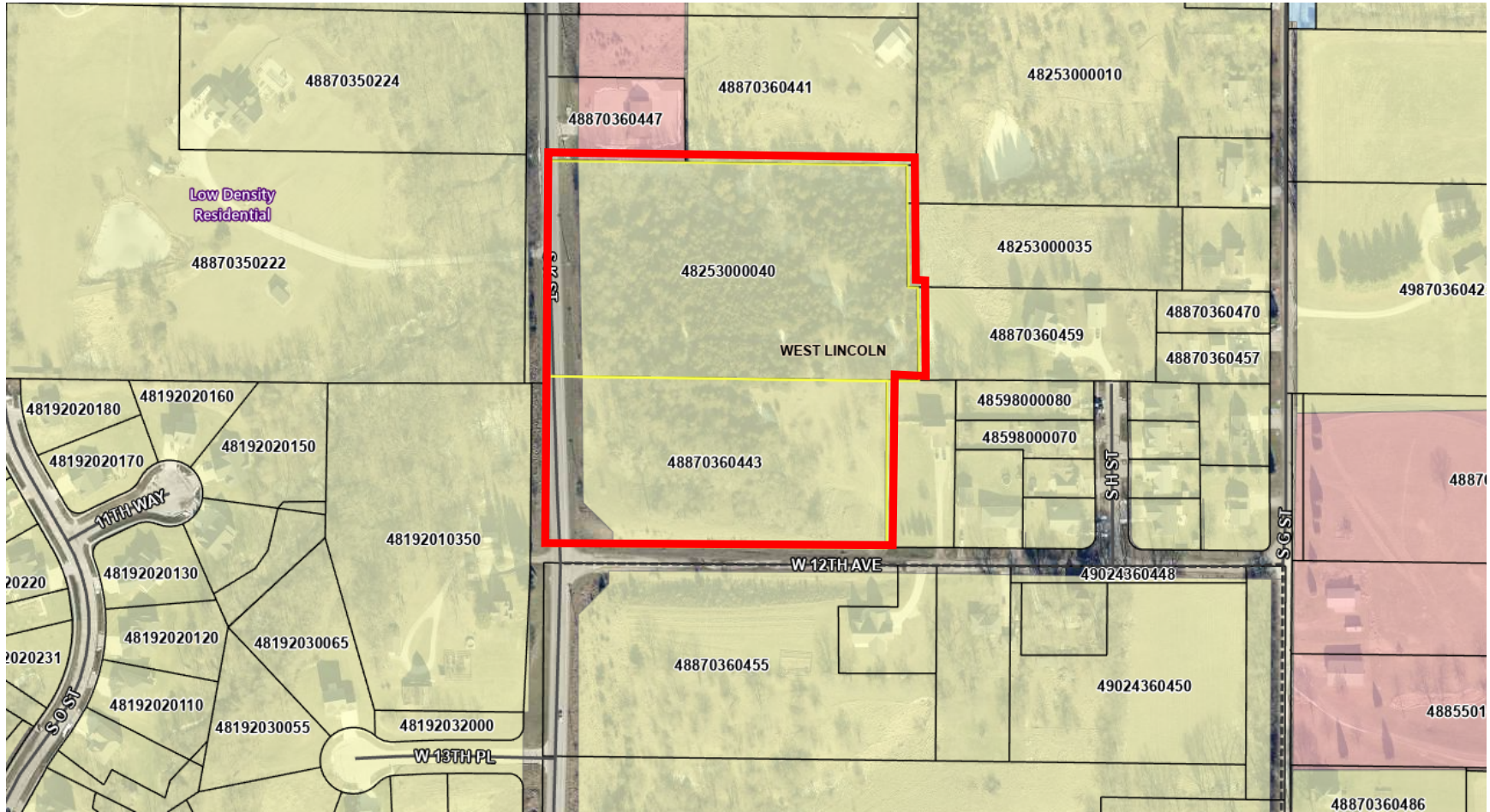
**PLANNING COMMISSION RECOMMENDATION**

At their May 12, 2026 meeting, the Planning Commission voted 5-0 in favor of the rezoning and recommend the City Council approve the rezoning for Well Built Homes Property.





**ABOVE:** Aerial of subject property (outlined in **RED**) in relation to the surrounding area. Zoning Map identifies the properties as A-1 Agricultural / Open Space.



**ABOVE:** Aerial of subject property (outlined in **RED**) in relation to the surrounding area. Future Land Use Map identifies properties as Low-Density Residential.





## MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Second consideration of an ordinance amendment to Chapter 122, Peddlers, Solicitors and Transient Merchants.

---

**Introduction:** Council is asked to approve amendments to the City's ordinance on peddlers, solicitors and transient merchants.

**Background:** The current ordinance allows a business to license multiple employees under one license, sets the fees, allows work until 8 PM seven days a week and does not define how a license can be denied.

Council reviewed the proposed changes at the May 18, 2026, meeting and directed staff to proceed with adoption of the ordinance amendments.

Ordinance Approval:

First Reading: June 1, 2026 - AYES: Rabe, Dalby, Armstrong, Davis, Sones, Lane. NAYS: None.

**Discussion:** The proposed changes are listed below.

1. Each person is licensed separately. This will ease the administrative burden of evaluating multiple individuals under one application.
2. The license application fee, license duration fee, and surety or cash bond amount are set by resolution in the fee schedule and not included in the ordinance. This will make updating the fees much easier and won't require that the changes be published in the newspaper like ordinances.
3. Adds a 90-day license for those working only over the summer.
4. Requires a copy of a photo driver's license or other photo ID. This allows staff to verify the person is who is listed on the application and that they have a valid license to drive in our city.
5. Lists requirements to obtain the license. These requirements prohibit someone from obtaining a license for certain criminal convictions.
6. Institutes a waiting period and a database. This allows staff time to review the application instead of being expected to issue a permit the same day the application is received. It also requires that staff maintain a list of active licenses on the City's website for the public.
7. Reasons to deny the license. Allows staff to deny the issuance of a license for specific reasons.
8. Time restrictions. Changes the hours the license is in effect to 10 AM - 7 PM Monday through Saturday, excluding national holidays. This addresses concerns from the community of people coming to their door later in the evening, on Sundays, and holidays.

**Budget Impact:** After looking at comparable city fees, staff is proposing an increase in the application fee and bond amount and changing the duration fees.

**Application Fee:** \$25.00 (Standard administrative fee; must be paid at time of application and is non-refundable) (Currently \$15.00)

**Permit Duration Options:** (Payable upon issuance of permit)

- **One Day:** \$20.00 (Currently \$50)
- **One Full Week:** \$75.00 (7 consecutive days) (Currently \$100)
- **90 Days:** \$150.00 (Not currently available)
- **Six Months:** \$200.00 (Up to 180 consecutive days)
- **One Year:** \$300.00

**Surety Bond:** All applicants must provide a **\$1,000.00 Surety Bond** (or cash bond) in favor of the City. This ensures protection for residents and compliance with city ordinances. Must be received prior to issuance of permit. (Currently \$200)

**Recommendation:** Staff recommends approval.

**Attachments:** 1. Ord\_Chapter 122 Amendments

City of Indianola  
**ORDINANCE NO**

**ORDINANCE AMENDING CHAPTER 122, PEDDLERS, SOLICITORS,  
AND TRANSIENT MERCHANTS**

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF INDIANOLA IOWA:

**SECTION 1.** Section 122.03 is hereby amended by deleting the stricken language and inserting the underlined language as follows:

2. ~~No license shall be issued until the applicant has delivered to the City Clerk a cash bond for no less than \$200.00 per license or \$1,000.00 for an employer employing a group of five or more license applicants.~~ No license shall be issued until the applicant has delivered to the City Clerk a surety or cash bond in the amount set in the fee schedule.

3. Peddlers, Solicitors, and Transient Merchants License shall be issued for the following duration of time:

A. One day

B. One week (6 consecutive days)

C. 90 days

D. Up to six consecutive months

E. Up to one year.

4. The amount of the license shall be determined in accordance with an established fee schedule, which fee schedule may be modified from time to time with approval of the council.

**Section 2.** Section 122.04 is hereby amended by deleting the stricken language and inserting the underlined language as follows:

1. An application in writing shall be filed with the Clerk for a license under this chapter. Such application shall be accompanied by ~~a \$15.00 application fee~~ an application fee established in the fee schedule and set forth the following information:
  - a. Applicant's name, e-mail address, ~~if any,~~ permanent and local address, and local phone number or cell phone number.
  - b. Business address, business e-mail address, ~~if any,~~ and business phone number; ~~if any.~~
  - d. The last three places of such business municipalities where the applicant carried on business as a peddler, solicitor, or transient merchant.
  - n. Copy of current photo driver's license or other photo ID if applicant will not be operating a vehicle.
3. F. The following are requirements for obtaining a peddlers, solicitors or transient merchant license:

1. Applicant must possess a valid driver's license, unless the applicant will not be utilizing a motor vehicle during the license period for any purpose.

2. The applicant has not been convicted of, pled guilty to or stipulated to the facts of any forcible felony, including any felony of child endangerment, assault, murder, sexual abuse, kidnapping, robbery, arson in the first degree or burglary in the first degree, or any sexually motivated crime in the past ten (10) years.

**Section 3.** Section 122.05, License Fees, is stricken in its entirety.

**Section 4.** Section 122.07 is hereby amended by deleting the stricken language and inserting the underlined language as follows:

122.07 License Issued or Denied

If the Clerk finds the application is completed in conformance with the requirements of this chapter, the facts stated therein are found to be correct and the license fee paid, a license shall be issued immediately. A waiting period of not less than five (5) business days from the date the application is received shall be in effect to provide sufficient time for the City Clerk's decision making process.

The City Clerk's office shall maintain a database of active licenses on the City's website.

The license shall be denied if the Clerk finds any of the following:

1. Applicant does not meet the requirements pursuant to Section 122.04.
2. Applicant falsified information on the application.
3. Applicant has been denied a license or has had a license revoked under this chapter within the last year, unless the applicant can show that the reasons for denial or revocation no longer exist.

**Section 5.** Section 122.10 is hereby amended by deleting the stricken language and inserting the underlined language as follows:

All peddler's and solicitor's licenses shall provide that said licenses are in force and effect only between the hours of 10:00 a.m. and ~~8:00 p.m.~~ 7:00 p.m., Monday through Saturday, excluding national holidays.

**Section 6.** Section 122.20 is hereby amended by deleting the stricken language and inserting the underlined language as follows:

4. No peddler shall conduct peddling between the hours of ~~9:00 p.m.~~ sunset and ~~9:00 a.m.~~ 10:00 a.m.
5. No peddler or solicitor shall do business or attempt to do business upon any property on which a notice is posted prohibiting peddling or soliciting.
6. No peddler, solicitor or transient merchant shall harass, intimidate, coerce, annoy, disrespect, alarm, or threaten any individual to induce a sale.

7. No peddler, solicitor or transient merchant shall falsely or fraudulently misrepresent the quality, character or quantity of any article, item or commodity offered for sale or sell any unwholesome or tainted food or foodstuffs.

8. No peddler, solicitor or transient merchant shall conduct business in such a manner as to endanger the public health, welfare, or safety.

9. No peddler, solicitor or transient merchant shall conduct business while under the influence of alcohol or any illegal narcotic or controlled substance.

**Section 7.** Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

**Section 8.** If any section, provision or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudicated invalid or unconstitutional.

**Section 9.** This ordinance shall be in effect after is final passage, approval, and publication as provided by law.

Passed and approved by the Indianola City Council this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk



# MEMORANDUM

**To:** Mayor and City Council

**From:** Doug Bylund, Chief of Culture and Recreation

**Date:** June 15, 2026

**Subject:** Resolution authorizing Change Order 1 in the amount of \$1,100 for the McVay Trail repair project.

---

**Introduction:**

**Background:** Change Order 1 for the McVay Trail Culvert Repair includes work associated with reattaching the upstream (south) end section of the existing culvert. This would be an addition of \$1,100 to the cost of this project.

**Discussion:** During construction on Wednesday, June 10, the contractor discovered the upstream end section of the culvert had become separated and settled. This condition will restrict flow and reduce the capacity to move water through the area and cause water to pond at the inlet. This culvert was buried under several feet of accumulated silt and the existing condition was not discovered until the north section of the culvert was uncovered and removed. Reattaching and resetting the south end section is necessary to have the culvert function properly and move water through the storm water system. This approval will allow the construction work to continue as planned this week and keep the project on schedule to be completed before the end of June - weather permitting.

**Budget Impact:** The contractor is willing to use the established unit price of \$1,100 to reattach the inlet end section. This project's initial estimate was \$36,000 and the current bid cost is \$29,513.08. The new revised cost will be \$30,613.08 and the \$1,100 additional amount is proposed to be funded with storm water funds that were originally allocated for this project at the March 23 City Council meeting.

**Recommendation:** Staff recommends approval.

- Attachments:**
1. Res 2026- CO1 McVay Trail Project
  2. McVayTrailChangeOrderLetter\_2026-06-11

City of Indianola  
**RESOLUTION NO 2024-171**

**RESOLUTION APPROVING CHANGE ORDER NUMBER 1  
FOR THE MCVAY TRAIL REPAIR PROJECT**

**WHEREAS**, the City of Indianola is currently under obligation of a construction contract with Krichau Land Improvement, LLC for the McVay Trail Repair Project; and

**WHEREAS**, Krichau Land Improvement, LLC has submitted Change Order Number 1 in the amount of \$1,110 to reattach the inlet end section; and

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

1. Change Order Number 1, in the amount of \$1,110, is hereby approved.
2. The Mayor or City Manager is hereby authorized to sign the change order documents on behalf of the City of Indianola.

PASSED AND APPROVED this 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk

June 11, 2026

Jacob Meshke  
City Manager  
City of Indianola  
110 North 1<sup>st</sup> Street  
Indianola, IA 50125

RE: MCVAY TRAIL CULVERT REPAIR  
CHANGE ORDER 1  
S&A PROJECT NO. 125.0039

Dear Mr. Meshke,

Change Order No. 01 for the McVay Trail Culvert Repair Project includes work associated with reattaching the upstream end section of the existing culvert. During construction, the contractor, Krichau Land Improvement, LLC, discovered that the upstream end section had become separated from the culvert and had settled. This condition would restrict flow, reduce the culvert's hydraulic capacity, and cause water to pond at the inlet.

During the initial field investigation, the culvert inlet was buried beneath several feet of accumulated silt and soil, preventing a complete inspection of its condition. As a result, the separated and settled end section was not identified prior to construction. Reattaching and resetting the end section is necessary to restore the culvert's intended function and maintain proper drainage through the structure.

The Contractor is willing to use the established unit price of \$1,100 to reattach the inlet side end section. This price is reasonable, and Snyder and Associates recommends approval of the change order.

Please contact me should you have any questions on this payment application. We are available to attend the June 15, 2026, council meeting to answer any questions regarding this partial payment application.

Sincerely,

SNYDER & ASSOCIATES, INC.



Travis Warnke, P.E.  
Project Manager

Enclosures

cc: David Moeller, P.E., Snyder & Associates, Inc.



# MEMORANDUM

**To:** Mayor and City Council

**From:** Jacob Meshke, City Manager

**Date:** June 15, 2026

**Subject:** Resolution to approve entering into a cost-sharing agreement with Indianola Municipal Utilities for removal of fuel tanks.

---

**Introduction:** Indianola Municipal Utilities (IMU) has agreed to provide up to 6.5% of the actual bill costs, less any grants received, capped at \$2,600 for removal of the tanks at the joint fuel facility.

**Background:** This item pertains to the removal of the tanks at the joint fuel facility, which was previously operated by Warren County in partnership with the City of Indianola and Indianola School District. City Council approved an agreement with Unified Contracting Services to remove the fuel tanks. Unified Contracting Services anticipates removing the tanks in June 2026.

The Indianola School District previously committed to one-quarter of the actual billed costs, less any grants received, up to \$10,000. Warren County committed to one-quarter of the actual billed costs, less any grants received, up to \$8,500. The City has received a \$15,000 reimbursable grant from the Iowa Department of Natural Resources to assist in the costs associated with removing the fuel tanks.

**Discussion:** Within thirty (30) days of the City providing appropriate documentation, Indianola Municipal Utilities (IMU) will reimburse the City for 6.5% of the actual bill costs, less any grants received, up to \$2,600.

**Budget Impact:** The City will be reimbursed for 6.5% of actual project costs, less any grants received, up to \$2,600.

**Recommendation:** Staff recommends approval.

- Attachments:**
1. Res 2026- Cost Share agreement fuel facility demolition IMU
  2. Fuel Tank Removal Cost Sharing Signed IMU

City of Indianola  
**RESOLUTION 2026-**

**RESOLUTION TO APPROVE ENTERING INTO COST SHARING  
AGREEMENT WITH INDIANOLA MUNICIPAL UTILITIES FOR  
REMOVAL OF FUEL TANKS**

**WHEREAS**, the City of Indianola, Iowa and Indianola Municipal Utilities continue to share a joint vehicle fueling station on property owned by the City of Indianola, Iowa and continue to be bound by the 28E Agreement for purposes of exercising their respective powers to finance, develop, construct, own, operate, and manage the vehicle fueling facility for all vehicles owned and operated by the respective parties; and

**WHEREAS**, the Iowa DNR is requiring removal of the fuel tanks; and

**WHEREAS**, the parties wish to share the costs associated with the removal of the tanks.

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

1. The fuel tanks should be removed and cost of same shared pursuant to the attached cost sharing agreement.
2. The City Council approves the attached cost sharing agreement between City of Indianola, Iowa and Indianola Municipal Utilities.
3. The City Manager and City Clerk are authorized to sign any documentation necessary to effectuate the cost sharing agreement.

**PASSED AND APPROVED** this 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk

## FUEL TANK REMOVAL COST SHARING AGREEMENT

**THIS AGREEMENT** is entered into on the 11 day of May, 2026, by and between the City of Indianola, Iowa, hereinafter designated as “Indianola” and Indianola Municipal Utilities, hereinafter designated as “IMU”, collectively referred to as “Parties.”

**WHEREAS**, Indianola and IMU are parties to the “28E Agreement Regarding Warren County, City of Indianola, and Indianola Community School District” of which Warren County, Iowa is no longer a party;

**WHEREAS**, Indianola and IMU continue to share a joint vehicle fueling station on real property owned by Indianola and continue to be bound by the 28E Agreement for purposes of exercising their respective powers to finance, develop, construct, own, operate, and manage the vehicle fueling facility for all vehicles owned and operated by the respective parties; and

**WHEREAS**, the Iowa DNR is requiring removal of the fuel tanks and Parties agree it is in the best interest of the parties that such fuel tanks be removed;

**WHEREAS**, the Parties wish to share the costs associated with the removal of the tanks as set forth herein;

**NOW, THEREFORE** Indianola and IMU agree as follows:

1. Purpose. The purpose of this Agreement is to fund removal of the fuel tanks that are the subject of the 28E Agreement entitled “28E Agreement Regarding Warren County, City of Indianola, and Indianola Community School District”.

2. Ordinary Administration. Except for certain matters specified herein, this Agreement shall be administered by the City Manager for Indianola and the Board Chair for IMU.

3. Removal. Indianola shall undertake, oversee, direct and contract for the removal of the fuel tanks subject only to applicable DNR, State and Federal laws, conditions, requirements, regulations, and rules. All approvals, including final acceptance of the removal project, shall be the right and obligation of Indianola. Indianola shall have the right, but not the obligation to apply for any applicable grants to cover all or part of the cost of the removal project. The fuel tanks shall be removed no later than July 1, 2027.

4. Initial Payment. Indianola shall be responsible for timely payment of the costs associated with removal of the fuel tanks including any contractor invoices, less any grants obtained for payment of the fuel tank removal. Indianola shall provide Supporting Documentation including, where applicable, work invoices and proof of payment for all invoiced amounts, to IMU within thirty (30) days of completion of the removal project.

5. Reimbursement by IMU. Within thirty (30) days of provision of the Supporting Documents, IMU shall reimburse Indianola for six and one-half percent (6.5%) of the actual, out-

of-pocket, reasonable and substantiated net costs of the removal, less any amounts paid or received by Indianola from any applicable grant, reimbursement, or other funding source ("Net Costs"). Such reimbursement payment shall be capped at Two Thousand Six Hundred Dollars (\$2,600.00), and in no event shall IMU be required to pay reimbursement greater than \$2,600.00 or 6.5% of the Net Costs, whichever is less, unless this Agreement is amended in writing by the Parties. So long as Supporting Documents are provided demonstrating the actual, out-of-pocket, reasonable and substantiated costs incurred by Indianola, IMU shall have the obligation to reimburse pursuant to this Section 5, subject to the limitations set forth herein.

6. Indianola's Sole Responsibility. Indianola acknowledges and agrees that it shall be solely responsible for: (a) the selection, engagement, direction, and oversight of all contractors, subcontractors, consultants, and other parties involved in the removal of the fuel tanks; (b) compliance with all applicable federal, state, and local laws, regulations, ordinances, permits, and requirements, including but not limited to those of the Iowa Department of Natural Resources and the Environmental Protection Agency; (c) the proper removal, transportation, handling, treatment, storage, and disposal of the fuel tanks and any and all associated materials, including but not limited to any contaminated soil, groundwater, or hazardous materials; (d) any and all remediation, corrective action, or cleanup required in connection with the fuel tanks or the removal project; and (e) any and all claims, damages, losses, liabilities, costs, and expenses arising from or related to the foregoing. IMU's sole obligation under this Agreement is the limited reimbursement set forth in Section 5, and IMU shall have no other responsibility, liability, or obligation whatsoever with respect to the removal project, the fuel tanks, or any environmental conditions or contamination related thereto.

7. Environmental Liability. Notwithstanding any other provision of this Agreement, the 28E Agreement, or any other agreement between the Parties, Indianola shall be solely responsible for any and all environmental liabilities, obligations, costs, claims, damages, penalties, fines, remediation expenses, and corrective action costs arising from, related to, or in connection with: (a) the fuel tanks; (b) the removal of the fuel tanks; (c) any contamination, pollution, or release of hazardous substances, petroleum products, or other materials at, on, under, or migrating from the property on which the fuel tanks are or were located; and (d) any violation of environmental laws, regulations, permits, or orders. IMU expressly disclaims and shall have no environmental liability whatsoever, and Indianola agrees to hold IMU harmless from any such environmental liability.

8. Release by Indianola. Indianola, on behalf of itself and its successors, assigns, officers, employees, agents, and representatives, hereby releases, waives, and forever discharges IMU, and its officers, directors, employees, agents, representatives, successors, and assigns (collectively, "IMU Released Parties"), from any and all claims, demands, damages, actions, causes of action, suits, costs, expenses, attorneys' fees, and liabilities of any kind or nature whatsoever, whether known or unknown, suspected or unsuspected, fixed or contingent, arising from, related to, or in connection with: (a) the fuel tanks; (b) the removal of the fuel tanks; (c) any environmental contamination, pollution, or hazardous conditions at, on, under, or emanating from the property; (d) any breach or alleged breach of the 28E Agreement relating to the fuel tanks or the removal

thereof; and (e) any other matter relating to the fuel tanks or the removal project. This release shall be binding upon Indianola and its successors and assigns and shall inure to the benefit of the IMU Released Parties.

9. Waiver by Indianola. Indianola hereby waives any and all rights, claims, or remedies it may have against IMU, whether arising under this Agreement, the 28E Agreement, at law, in equity, or otherwise, with respect to: (a) any liability, cost, expense, damage, or claim arising from or related to the fuel tanks or the removal thereof; (b) any environmental liability, contamination, remediation, or corrective action; (c) any claim for contribution, indemnification, or cost recovery under any environmental law, including but not limited to CERCLA, RCRA, or any state equivalents; and (d) any other claim or remedy relating to the fuel tanks, the removal project, or any environmental conditions. This waiver shall survive the termination or expiration of this Agreement.

10. Indemnification of IMU. Indianola shall defend, indemnify, and hold harmless IMU and its officers, directors, employees, agents, representatives, successors, and assigns (collectively, the "IMU Indemnified Parties") from and against any and all claims, demands, damages, losses, liabilities, judgments, penalties, fines, costs, and expenses (including reasonable attorneys' fees and costs of litigation) arising from, related to, or in connection with: (a) the fuel tanks or the removal thereof; (b) any environmental contamination, pollution, release, or threatened release of hazardous substances at, on, under, or migrating from the property; (c) any violation of environmental laws, regulations, permits, or orders; (d) any personal injury, death, or property damage arising from the removal project; (e) any claim by any contractor, subcontractor, or third party related to the removal project; (f) any claim for contribution, indemnification, or cost recovery asserted against any IMU Indemnified Party under any environmental law; and (g) any breach by Indianola of its obligations, representations, or warranties under this Agreement. This indemnification shall survive the termination or expiration of this Agreement and shall apply regardless of any negligence or strict liability of IMU or any IMU Indemnified Party.

11. No IMU Liability. Notwithstanding any other provision of this Agreement, the 28E Agreement, or any other agreement, understanding, or arrangement between the Parties, IMU shall have no liability, responsibility, or obligation of any kind with respect to: (a) the fuel tanks; (b) the removal of the fuel tanks; (c) any environmental contamination, remediation, or corrective action; (d) any contractor, subcontractor, or third-party claims; (e) any regulatory enforcement action, penalty, or fine; or (f) any other matter arising from or related to the fuel tanks or the removal project, except solely for IMU's limited reimbursement obligation set forth in Section 5. IMU's payment of the reimbursement amount shall constitute full and complete satisfaction of all of IMU's obligations under this Agreement and with respect to the fuel tanks.

12. No Amendment of 2010 28E Agreement. Nothing herein shall act to amend, change, increase, reduce, or revise any of the terms, rights or liabilities of the Parties under the certain 28E Agreement entitled "28E Agreement Regarding Warren County, City of Indianola, and Indianola Community School District" nor the ownership of the real property on which the fuel tanks are

located to and until such 28E Agreement termination is effectuated and/or the purpose of such 28E Agreement has become null and void.

13. Effective Date. This Agreement shall be in full force and effect upon: a) the approval of the governing bodies of the Parties, b) execution by the parties to this Agreement.

14. Non-Assignment of Interest under This Agreement. Neither party may assign its right or responsibilities under this Agreement without prior written consent of the other party in each instance, which consent may be withheld or conditioned in the sole discretion of the consenting party.

15. Termination. This Agreement may be terminated by joint agreement of the Parties, at any time, by written termination executed by Indianola and IMU. In the event of termination, both parties shall be relieved of all further obligations or duties beyond the date of termination, but neither party shall be relieved of its duties and obligations under this Agreement through the date of termination, including expenses incurred prior to termination.

16. Notice. All notices, requests, claims, demands and other communications between the parties shall be in writing, and shall be given by delivery in person or by regular mail or email. All notices shall be effective upon receipt, if notice is given by delivery in person or email, or on the fifth day following mailing to the other party at its respective address listed below:

City of Indianola, Iowa  
Attn: City Manager  
[jmeshke@indianolaiowa.gov](mailto:jmeshke@indianolaiowa.gov)

Indianola Municipal Utilities  
Attn: General Manager  
[cdesplanques@indianola.com](mailto:cdesplanques@indianola.com)

17. Entire Agreement - Amendment. This Agreement contains the entire understanding between the parties and cannot be changed or terminated orally but only by an agreement in writing signed by both parties.

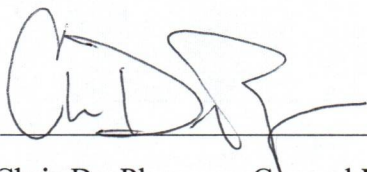
18. Severability. If any provisions of this Agreement are declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect.

19. Attorneys' Fees. In the event of any action, suit, or proceeding arising out of or relating to this Agreement or the enforcement thereof, the prevailing party shall be entitled to recover from the non-prevailing party its reasonable attorneys' fees, costs, and expenses incurred in connection therewith, including any fees, costs, and expenses incurred on appeal or in connection with the collection or enforcement of any judgment.

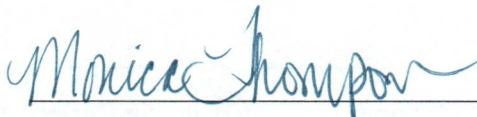
**IN WITNESS WHEREOF**, the parties have executed this Agreement on the 11<sup>th</sup> day of May, 2026.

**INDIANOLA MUNICIPAL UTILITIES**

**ATTEST:**



Chris DesPlanques, General Manager



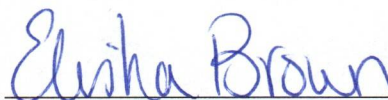
Monica Thompson, Board Secretary

STATE OF IOWA )

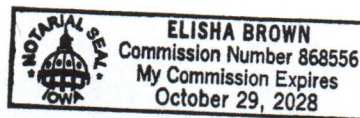
) ss:

COUNTY OF WARREN )

On this 11<sup>th</sup> day of May, 2026, before me, the undersigned, a Notary Public in the State of Iowa, personally appeared Chris DesPlanques and Monica Thompson to me personally known, and who, being by me duly sworn did state that they are the General Manager and Secretary, respectively, of the Indianola Municipal Utilities, that the instrument was signed on behalf of Indianola Municipal Utilities, by authority of its Board, as contained in Resolution adopted by the Board and that Chris DesPlanques and Monica Thompson acknowledge the execution of the instrument to be the voluntary act and deed of Indianola Municipal Utilities, by it and by them voluntarily executed.



Notary Public in and for the State of Iowa



**CITY OF INDIANOLA, IOWA**

**Attest:**

\_\_\_\_\_  
Jake Meshke, City Manager

\_\_\_\_\_  
Jackie Rafferty, City Clerk

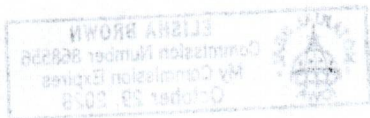
STATE OF IOWA            )

) ss:

COUNTY OF WARREN    )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned, a Notary Public in the State of Iowa, personally appeared Jake Meshke and Jackie Rafferty to me personally known, and who, being by me duly sworn did state that they are the Mayor and the City Clerk, respectively, of the City of Indianola, Iowa, a municipal corporation, that the instrument was signed on behalf of City of Indianola, Iowa by authority of City Council as contained in Resolution adopted by the City Council and that Jake Meshke and Jackie Rafferty acknowledge the execution of the instrument to be the voluntary act and deed of City of Indianola, Iowa, by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa





# MEMORANDUM

**To:** Mayor and City Council  
**From:** Courtney Silliman, Human Resources and Risk Management Director  
**Date:** June 15, 2026  
**Subject:** Resolution setting Fiscal Year 27 Salaries.

---

**Introduction:** The City of Indianola’s compensation plan covers city positions not represented by a bargaining group.

**Background:** A compensation range shall be at the fiftieth percentile based on data from comparable communities, with a defined ten-step increment plan based on the level pay grade structure, as approved by the City Council on February 6, 2023, with Resolution 2023-025 approving the recommendations in the compensation study.

**Discussion:** Pay ranges for employees not represented by a bargaining unit are established annually for approval by the City Council. The pay ranges for employees not represented by a bargaining unit need a market adjustment of two-point eight percent (2.8%) to remain at the fiftieth percentile, as directed by the City Council with the adoption of the Fiscal Year 27 budget.

Employees represented by the LiUNA bargaining group shall also be granted a three percent (3%) cost-of-living adjustment as defined in their respective bargaining contracts.

Employees represented by the Teamsters bargaining group shall also be granted a four-point five percent (4.5%) cost-of-living adjustment as defined in their respective bargaining contracts.

Employees represented by the AFSCME bargaining group shall also be granted a two-point eight percent (2.8%) cost-of-living adjustment as defined in their respective bargaining contracts.

**Budget Impact:** Cost-of-living increase of 2.8% for employees not represented by a bargaining unit that City Council approved with the adoption of the Fiscal Year 27 budget.

**Recommendation:** Staff recommends approval.

**Attachments:**

1. FY27 Salary Resolution
2. FY27 Salaries

City of Indianola  
**RESOLUTION NO 2026-**

**RESOLUTION SETTING FISCAL YEAR 27 SALARIES**

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

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

**WHEREAS**, the pay ranges for employees not represented by a bargaining unit need a market adjustment of two-point eight percent (2.8%) to remain at the fiftieth percentile, as directed by the Indianola City Council with the adoption of the Fiscal Year 27 budget; and

**WHEREAS**, employees represented by the LiUNA bargaining group shall also be granted a three percent (3%) cost-of-living adjustment as defined in their respective bargaining contracts; and

**WHEREAS**, employees represented by the Teamsters bargaining group shall also be granted a four-point five percent (4.5%) cost-of-living adjustment as defined in their respective bargaining contracts; and

**WHEREAS**, employees represented by the AFSCME bargaining group shall also be granted a two-point eight percent (2.8%) cost-of-living adjustment as defined in their respective bargaining contracts; and

**WHEREAS**, the updated pay rates for individuals, effective July 1, 2026, is on the attached page.

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

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

1. Update the pay ranges in the compensation plan for non-union employees by 2.8%.
2. Issue payroll checks and make all required supporting payroll payments as required per the personnel manual or required by law.

Passed and approved this 15<sup>th</sup> day of June 2026.

---

Steve Richardson, Mayor

ATTEST:

---

Jackie Raffety, City Clerk

**A RESOLUTION SETTING THE SALARIES FOR APPOINTED OFFICERS AND EMPLOYEES  
OF THE CITY OF INDIANOLA FOR THE PERIOD BEGINNING JUNE 28, 2026.**

**Section 1.** The following persons and positions named shall be paid the salaries or wages indicated, and the City Clerk is authorized to issue warrants, less legally required or authorized deductions from the amounts set out below, on a biweekly basis, and make such contributions to MFPRSI, I.P.E.R.S. and Social Security or other purposes as required by law or authorization of the Council, all subject to audit and review by the Council:

<b>Name</b>	<b>Position</b>	<b>Salary/Hourly +Longevity</b>
Caleb Adams-Brown	7C	\$ 94,651.95
Jasmin Alexander	2C	\$ 27.30
Matthew Anders	R23+4	\$ 80,385.43
Jadyn Arnold	3C	\$ 30.03
Michael Babcock	PO2	\$ 84,905.48
Nyan Baker	PO2	\$ 84,905.48
Roger Berry	3C	\$ 30.03
Tara Bosteder	2B	\$ 54,921.31
Afton Bradley	4E	\$ 73,466.25
Annabel Brenizer	2C	\$ 27.30
Alison Brown	4E	\$ 73,716.25
Nicole Brown	PO5	\$ 99,347.26
Tammy Bruce	R14-5	\$ 53,907.89
Angela Buchanan	6D	\$ 88,075.89
Michele Burkhart-Patrick	9F	\$ 142,117.92
Douglas Bylund	10E	\$ 144,317.04
Michael Chia	PO5	\$ 99,347.26
Marty Chittenden	6D	\$ 88,175.89
Robert Collier	3C	\$ 30.03
Janis Comer	4E	\$ 73,766.25
Candace Cronbaugh	1E	\$ 20.85
Garry Cunningham	R24+2	\$ 78,917.23
Clayton Dale	PO2	\$ 84,905.48
Marlene Davis	R12	\$ 18.08
Brandon De Cook	4E	\$ 73,466.25
Rachelle Denning	R14-5	\$ 53,807.89
Benjamin Dressler	R21-4	\$ 72,017.78
Mitchell Duver	3C	\$ 30.03
Erik Elwell	R21-4	\$ 72,267.78
Taylor Engelmann	2C	\$ 27.30
Kevin Fallis	3C	\$ 30.03
Caleb Fullerton	PO3	\$ 89,435.03
Colton Furnal	R19+2	\$ 60,506.57
Luke Gilder	PO Hire	\$ 76,680.14
Robert Greener	2C	\$ 27.30
Jay Hackett	PO5	\$ 99,397.26
Anthony Hair	R21-4	\$ 72,017.78
Michael Hamner	R21-4	\$ 72,017.78

Name	Position	Salary/Hourly	
			+Longevity
Anna Harms	1C	\$	19.50
Robert Hawkins	11G	\$	162,012.30
Kelly Heinkel	R19-4	\$	65,546.38
Blake Henry	R22+2	\$	71,743.85
Tyrel Herrick	R25+4	\$	91,080.81
Cassandra Hofer	3D	\$	64,841.39
Jason Holder	10F	\$	149,223.82
Arin Hummel	1A	\$	18.24
Robert Hurley	PO3	\$	89,435.03
Aaron Hurt	11A	\$	132,563.74
China Johnson	1B	\$	18.86
Allyson Karsjens	3C	\$	30.03
Cody Kent	R21-3	\$	68,587.90
Jadra King	2C	\$	27.30
Jacob Kotlarski	1B	\$	18.86
Rolland Largesse	8I	\$	129,381.58
Rose Ligas	1C	\$	19.50
Timothy Little	7E	\$	101,197.70
Noel Fulton	2C	\$	27.30
Sean Lunde	3C	\$	30.03
Ross Marshall	PO5	\$	99,347.26
David McCurdy	3C	\$	30.03
Kelsey McFarland	2C	\$	27.30
Christopher McIntyre	3C	\$	30.03
Bradley Metcalf	7G	\$	108,596.13
William Mettee	7C.5	\$	96,261.04
Kevin Michels	4D	\$	71,050.53
Jamie Michelsen	4A	\$	64,269.62
Paige Miller	5A	\$	71,209.64
Timothy Myers	R25+3	\$	86,427.88
Treyton Nixon	PO5	\$	99,347.26
Tanner Ortlund	PO5	\$	99,347.26
Matthew Palen	2C	\$	27.30
Nico Pelkey	PO2	\$	84,905.48
Jacqueline Raffety	9A	\$	120,239.22
Lillian Robinette Ruiz	3C	\$	30.03
Jody Ross	2E	\$	60,715.91
Sean-Michael Royer	2C	\$	27.30
John Schumacher	7D	\$	94,651.95
Courtney Silliman	9C	\$	128,554.49
Connor Skultety	R19-4	\$	65,246.38
Tye Sparks	8E	\$	112,835.44
Joseph Tegels	PO2	\$	84,905.48
Joshua Temple	PO5	\$	99,347.26
Devin Thomas	7F	\$	108,446.13

<b>Name</b>	<b>Position</b>	<b>Salary/Hourly +Longevity</b>
Diane Thomas	4A	\$ 64,269.62
Jason Thompson	5D	\$ 78,722.77
MyLisa Thompson	4D	\$ 71,350.53
Kimberly Ubben	4A	\$ 64,269.62
Stacey Vannoni	5D	\$ 78,722.77
Michael Visser	4C	\$ 68,714.25
Sandra Wadle	R15	\$ 20.92
Ryan Waldkirch	3C	\$ 30.03
Rebekah Ward	1D	\$ 20.17
Wyatt Watkins	R21-4	\$ 72,017.78
Jacynthia West	4D	\$ 71,050.53
Lisa Wilson	3I	\$ 76,344.43
Trinton Wirth	R23-4	\$ 80,235.43
Tiegen Wood	R22+3	\$ 74,862.45
Aaron Young	6E	\$ 90,760.27

<b>Name</b>	<b>Position</b>	<b>Hourly Rate</b>
Noa Arnold	WC LIFEGUARD	\$ 11.57
Kristin Bailey	Certified Exercise Instructor	\$ 21.18
Shannon Banks	WC LIFEGUARD	\$ 18.00
Jana Barnard	Certified Exercise Instructor	\$ 13.34
	MEMBER SERVICES	\$ 15.01
Kyle Barth	WC LIFEGUARD	\$ 11.31
Annette Bierkamp	NonCertified Exercise Instructor	\$ 12.04
Paige Bisgard	WC LIFEGUARD	\$ 11.82
Donna Bura	Certified Exercise Instructor	\$ 28.07
Addison Busch	WC LIFEGUARD	\$ 11.57
Lindsay Capps	PERSONAL TRAINER	\$ 22.62
Rebecca Carlstrom	PERSONAL TRAINER	\$ 23.29
Jonah Cawthorn	WC LIFEGUARD	\$ 11.57
Tramelle Chandler - Height	Certified Exercise Instructor	\$ 14.50
Norah Chaplin	WC LIFEGUARD	\$ 11.31
Kally Chilton	Certified Exercise Instructor	\$ 14.40
Amanda Cowan	LEARN & PLAY CENTER STAFF	\$ 13.34
Gracie Cutts	LEARN & PLAY CENTER STAFF	\$ 13.34
Grace Dooley	LEARN & PLAY CENTER STAFF	\$ 11.31
Gavin Doss	WC LIFEGUARD	\$ 11.31
Laura Dostal	Learn and Play	\$ 14.39
Aubrey Edgington	WC LIFEGUARD	\$ 13.34
	WC SWIM INSTRUCTOR CERTIFIED	\$ 13.90
Addyson Eginore	LEARN & PLAY CENTER STAFF	\$ 12.23
Erica Enderson	MEMBER SERVICES	\$ 11.31
Kimberly Erickson	Certified Exercise Instructor	\$ 14.77
Lisa Etnyre	MEMBER SERVICES	\$ 11.31
Lillian Ewing	WC LIFEGUARD	\$ 11.57
Kimberly Friest	Certified Exercise Instructor	\$ 24.39
	PERSONAL TRAINER	\$ 24.97
Tricia Goode	MEMBER SERVICES	\$ 12.79
Angela Gorsh	LEARN & PLAY CENTER STAFF	\$ 13.34
Chloey Hart	WC LIFEGUARD	\$ 12.23
	WC SWIM INSTRUCTOR CERTIFIED	\$ 14.03
Lilly Hoger	WC LIFEGUARD	\$ 11.91
Paige Hoger	WC LIFEGUARD	\$ 11.91
Taylor Hoger	WC LIFEGUARD	\$ 12.71
Audrey Ide	Learn and Play	\$ 11.31
Evan Immel	WC LIFEGUARD	\$ 12.23
Justin Jenkins	Non Certified Exercise Instructor	\$ 16.13
Debra Johnson	Certified Exercise Instructor	\$ 23.07
	MEMBER SERVICE SPECIALIST	\$ 14.18
	WC SWIM INSTRUCTORNON CERTIFIED	\$ 13.76
Isaac Johnson	WC LIFEGUARD	\$ 12.23
	WC SWIM INSTRUCTORNON CERTIFIED	\$ 12.18

<b>Name</b>	<b>Position</b>	<b>Hourly Rate</b>
Samuel Johnson	LEARN & PLAY CENTER STAFF	\$ 11.31
	MEMBER SERVICES	\$ 11.31
Kaden Johnston	WC LIFEGUARD	\$ 11.65
Aidan Jones	WC LIFEGUARD	\$ 11.91
	WC SWIM INSTRUCTORNON CERTIFIED	\$ 12.18
Beth Jordan	Certified Exercise Instructor	\$ 24.46
Lindsay Kappelman	LEARN & PLAY CENTER STAFF	\$ 13.34
	MEMBER SERVICES	\$ 13.34
Lyssa Kuhl	Non Certified Exercise Instructor	\$ 13.90
	MEMBER SERVICES	\$ 13.07
Larissa Kurtz	Certified Exercise Instructor	\$ 14.40
Denise Marean	LEARN & PLAY CENTER STAFF	\$ 13.07
Katie McIntyre	Certified Exercise Instructor	\$ 13.90
Erica McKasson	Non Certified Exercise Instructor	\$ 13.34
Cole Meyer	WC LIFEGUARD	\$ 11.31
Christina Miller	LEARN & PLAY CENTER STAFF	\$ 14.45
Leora Moen	NonCertified Exercise Instructor	\$ 12.23
Joyce Nehring	Certified Exercise Instructor	\$ 23.35
Natasha Otto	LEARN & PLAY CENTER STAFF	\$ 12.59
Ryan Owens	LEARN & PLAY CENTER STAFF	\$ 12.71
DyAnn Oxford	MEMBER SERVICES	\$ 16.39
Brooks Paugh	WC LIFEGUARD	\$ 12.23
Holly Pfeifer	Certified Exercise Instructor	\$ 13.34
Thomas Phillips	WC LIFEGUARD	\$ 11.65
Bradyn Prall	WC LIFEGUARD	\$ 11.65
	CERTIFIED SWIM INSTRUCTOR	\$ 13.24
Kennedie Rumley	LEARN & PLAY CENTER STAFF	\$ 11.31
Sharon Sallee	Certified Exercise Instructor	\$ 27.16
Tracee Saltz	Certified Exercise Instructor	\$ 15.35
	MEMBER SERVICES	\$ 15.84
Jan Sarlat-Aldridge	Certified Exercise Instructor	\$ 13.24
Ann Schimmels	MEMBER SERVICES	\$ 11.31
Gabriel Sinclair	WC LIFEGUARD	\$ 12.23
	WC SWIM INSTRUCTORNON CERTIFIED	\$ 11.65
Lester Smith	Certified Exercise Instructor	\$ 23.07
Stacy Soethout	Certified Exercise Instructor	\$ 14.61
Haylea Spencer	WC SWIM INSTRUCTORNON CERTIFIED	\$ 11.82
Dru Spurgeon	WC LIFEGUARD	\$ 12.23
	WC SWIM INSTRUCTORNON CERTIFIED	\$ 11.65
Kaisen Storm	WC LIFEGUARD	\$ 12.79
Hannah Swigart	Member Services	\$ 11.31
Julie Thompson	Non Cert exercise instructor	\$ 14.42
Lillian Thompson	LEARN & PLAY CENTER STAFF	\$ 12.71
Melissa Thompson	LEARN & PLAY CENTER STAFF	\$ 13.34
Mary Topf Timm	Certified Exercise Instructor	\$ 13.36
Ryan Torrence	WC LIFEGUARD	\$ 12.23

<b>Name</b>	<b>Position</b>	<b>Hourly Rate</b>
Misty Turner	Member services	\$ 11.65
Jennifer Voss	Certified exercise instructor	\$ 22.24
Kristy Warren	Certified Exercise Instructor	\$ 21.97
Natalie Webster	NonCertified Exercise Instructor	\$ 14.39
Hayden Werling	NonCertified Exercise Instructor	\$ 13.90
Wyatt WestCott	WC LIFEGUARD	\$ 11.57
	MEMBER SERVICES	\$ 11.31
Jaclyn Wetzler	MEMBER SERVICES	\$ 12.23
Peyton Wilbur	WC LIFEGUARD	\$ 11.57
Madelyn Williamson	PERSONAL TRAINER	\$ 21.59



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Resolution authorizing the certification of liens to the Warren County Treasurer for purposes of assessing the cost of nuisance abatement against properties.

---

**Introduction:** Council approval of the certification of liens against properties that have not paid their nuisance abatements is requested.

**Background:** Per Iowa Code, property owners have the option to pay nuisance abatement costs (or any portion) within 30 days after the first publication of this list on June 23, 2026, at City Hall at 110 N 1st St.

**Discussion:** The assessment term is for 10 years. The resolution authorizes publication of the list twice in the newspaper, mailing it to property owners and the submission to the county.

**Budget Impact:** The costs will be paid through property taxes, generally received in October and April.

**Recommendation:** Staff recommends approval of the certification of liens to the Warren County Treasurer.

**Attachments:**

1. Res 2026- Authorizing nuisance abatements to county
2. Nuisance Abatement List

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION AUTHORIZING THE CERTIFICATION OF LIENS TO THE WARREN COUNTY  
TREASURER FOR PURPOSES OF ASSESSING THE COST  
OF NUISANCE ABATEMENTS AGAINST PROPERTIES**

**WHEREAS**, the properties listed on the attached exhibit have unpaid nuisance abatement costs with the City of Indianola; and

**WHEREAS**, in the event that a property owner fails to make payment within the required notice period the Iowa law allows for a lien to be placed upon that property; and

**WHEREAS**, the City now wishes to authorize assessment of a lien against the properties for the cost of nuisance abatements.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the City of Indianola hereby authorizes the assessment of a lien against the properties listed on the attached exhibit.

**BE IT FURTHER RESOLVED** that the City Clerk is authorized to certify said list to the Warren County Treasurer and to publish.

**BE IT FURTHER RESOLVED** that all assessments exceeding \$500.00 may be paid up to ten (10) annual installments, to be paid in the same manner and with the same interest rate provided for assessments against benefited property under state law.

Adopted this 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk

Notice of Filing of Assessments for Nuisance Abatement									
To the person(s) owning land located with the City of Indianola, Warren County, Iowa, particularly described as follows:									
Parcel #	Legal Description	Property Address	Deed Holder	Reason	Fee	Admin Fee	Amount Paid	Amount Due	Invoice #
48200020075	30-76-23 EAST INDIANOLA S 80' LOT 7 & S 80' W 1/2 LOT 8 BLK 2	400 E Boston Ave	Connie Ervin, 400 E Boston Ave, Indianola, IA 50125	Mowing, 5/14/26	\$ 290.00	\$ 125.00	\$ -	\$ 415.00	INV00230
48390110020	25-76-24 JONES & WINDLES ADD N 90' LOT 2 BLK 11	403 W Clinton Ave	Linda D Hernandez, 313 South Adams, PO Box 6, Osceola, IA 50213	Mowing, 5/14/26	\$ 145.00	\$ 125.00	\$ -	\$ 270.00	INV00231
48390110020	25-76-24 JONES & WINDLES ADD N 90' LOT 2 BLK 11	403 W Clinton Ave	Linda D Hernandez, 313 South Adams, PO Box 6, Osceola, IA 50213	Mowing, 4/23/26	\$ 135.00	\$ 125.00	\$ -	\$ 260.00	INV00218
48120280040	25-76-24 CHESHIRE ADD E 1/2 LOT 4 BLK 28	710 W 1st Ave	Denita L Hoffman, 710 W 1st Ave, Indianola, IA 50125	Mowing, 5/14/26	\$ 290.00	\$ 125.00	\$ -	\$ 415.00	INV00232
48860001345	25-76-24 AUDITORS OUT LOTS OL 134 & S 19' OL 135	310 S Freeman St	Kailye Hromatko, 310 S Freeman St, Indianola, IA 50125	Mowing, 5/7/26	\$ 290.00	\$ 125.00	\$ -	\$ 415.00	INV00227
48680000030	30-76-23 SUB DIV OL 103 LOT C	507 E Euclid Ave	Brandon R Anderson, 507 E Euclid Ave, Indianola, IA 50125	Junk Hauling/Landfill, 5/7/26	\$ 277.50	\$ 125.00	\$ -	\$ 402.50	INV00226
48860001060	30-76-23 AUDITORS OUT LOTS OL 106	503 N 5th St	Shawn P/Bobbie S Young, 503 N 5th St, Indianola, IA 50125	Junk Hauling/Landfill, 5/7/26	\$ 350.00	\$ 125.00	\$ -	\$ 475.00	INV00225
48775011000	23-76-24 AMENDED PLAT OF WESTERN HILLS PLAT 1 OUT LOT A	1001 N L St	TF32, PO Box 12131, Des Moines, IA 50312	Mowing, 4/30/26	\$ 135.00	\$ 125.00	\$ -	\$ 260.00	INV00221
48120290040	25-76-24 CHESHIRE ADD N 1/2 LOT 4 & E 45' N 1/2 LOT 3 BLK 29	105 S E St	Scott D Wubben, 14190 Kennedy St, Indianola, IA 50125	Mowing, 4/30/26	\$ 202.50	\$ 125.00	\$ -	\$ 327.50	INV00223
48120290040	25-76-24 CHESHIRE ADD N 1/2 LOT 4 & E 45' N 1/2 LOT 3 BLK 29	105 S E St	Scott D Wubben, 14190 Kennedy St, Indianola, IA 50125	Junk Hauling/Landfill, 3/23/26	\$ 300.00	\$ 125.00	\$ -	\$ 425.00	INV00194
48020020070	25-76-24 INDIANOLA OTP S 42' N 102' LOTS 6-7- 8-9 & S 15' LOT 10 & N 27' LOT 11 BLK 2	308 N Howard St	Hiedi Boden, 308 N Howard St, Indianola, IA 50125	Junk Hauling/Landfill, 2/24/26	\$ 222.50	\$ 125.00	\$ -	\$ 347.50	INV00161



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Resolution approving an agreement with the Iowa Department of Transportation for maintenance and repair of primary roads.

---

**Introduction:** Council is asked to approve a resolution that defines the responsibilities of the City and State for the primary roads in Indianola.

**Background:** Every five years, the City must enter into an agreement with the Iowa Department of Transportation (IDOT) for the maintenance and repair of primary roads. The last agreement was approved in 2021. Currently, 2nd Avenue (Highway 92) and Jefferson Way (Highway 65/69) are considered primary roads by the IDOT.

**Discussion:** The proposed Primary Road Maintenance and Repair Agreement would begin on July 1, 2026 and terminate on June 30, 2031. The new agreement would not change the City's maintenance responsibilities on the primary roads.

Under this agreement, the State would be responsible for pavement and bridge maintenance, signing and traffic markings, surface drainage and snow removal on 2nd Avenue and Jefferson Way. In turn, the City would be required to maintain the pavement outside the traffic lanes; paint stop bars and crosswalks on intersecting streets; maintain, repair and provide energy to traffic signals and street lighting; maintain storm sewer structures; remove snow from all areas outside the traffic lanes; clean and sweep the roadway surface; mow all medians; and maintain sidewalks and all areas between the curb and right-of-way line on 2nd Avenue and Jefferson Way.

**Budget Impact:** This agreement does not change the budgeted work for the Street Department.

**Recommendation:** Staff recommends approval.

**Attachments:**

1. Res 2026- DOT Agreement
2. Indianola 2026-2031

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION APPROVING AN AGREEMENT WITH THE IOWA DEPARTMENT OF  
TRANSPORTATION FOR MAINTENANCE AND REPAIR OF PRIMARY ROADS**

**WHEREAS**, the Iowa Department of Transportation has submitted an agreement for the maintenance and repair of state routes within the corporate limits of Indianola; and

**WHEREAS**, this agreement will be in effect from July 1, 2026 through June 30, 2031. The City Council believes it to be in the best interest of the City to enter into an agreement setting out the understanding between the Iowa Department of Transportation, and the City of Indianola, Iowa.

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

1. That the attached Agreement for Maintenance and Repair of Primary Roads in Municipalities with the Iowa Department of Transportation is hereby approved.
2. The contract is for a period from July 1, 2026 through June 30, 2031.
3. That the Mayor is hereby authorized and directed to execute said agreement on behalf of the City of Indianola, Iowa.

PASSED AND APPROVED this 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk



## Agreement for Maintenance and Repair of Primary Roads in Municipalities

This Agreement made and entered into by and between the Municipality of Indianola, Warren County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

### AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-.23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

#### I. The Department shall maintain and repair the following (as referenced in IAR 761 Chapter 150):

- A. Freeways (functionally classified and constructed) (See 150.2(2)a.b. 150.2(3))
  - 1. Maintain highway features including ramps and repairs to bridges.
  - 2. Provide bridge inspection.
  - 3. Highway lighting.
- B. Primary Highways – Urban Cross-Section (curbed) (See 150.3(2)a)
  - 1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
  - 2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
  - 3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
  - 4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
  - 5. Vehicular Bridges: Structural maintenance and painting as necessary.
  - 6. Provide bridge inspection.
- C. Primary Highways – Rural Cross-Section (uncurbed) (See 150.3(2)b)
  - 1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.
- D. City Streets Crossing Freeway Rights of Way (See II.C)150.2(2)b)
  - 1. Roadsides within the limits of the freeway fence.
  - 2. Surface drainage of right of way.
  - 3. Traffic signs and pavement markings required for freeway operation.
  - 4. Guardrail at piers and bridge approaches.
  - 5. Bridges including deck repair, structural repair, berm slope protection and painting.
  - 6. Pavement expansion relief joints and leveling and maintenance of bridge approach panels.

#### II. The Municipality shall maintain and repair:

- A. Primary Highways – Urban Cross-Section (curbed) (See 150.3(2)c)
  - 1. Pavement: Maintain and repair pavement in parking and bicycle lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
  - 2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
  - 3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.
  - 4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.
  - 5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of

trees as necessary and the trimming of tree branches as necessary.

- 6. Clean, sweep and wash streets when considered necessary by the Municipality.
  - 7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.
  - 8. Roundabout center islands.
- B. Primary Highways – Rural Cross-Section (uncurbed) (See 150.3(2)b))
- 1. Maintain and repair highway facilities due to utility construction and maintenance.
  - 2. Removal of trees as necessary and the trimming of tree branches as necessary.
  - 3. Maintain sidewalks.
- C. City Streets Crossing Freeway Rights of Way (See 150.2(2)c and d))
- 1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
  - 2. Mark traffic lanes on the cross street.
  - 3. Remove snow on the cross street, including bridges over the freeway and through ramp terminals.
  - 4. Clean and sweep bridge decks on streets crossing over freeway.
  - 5. Maintain all roadside areas outside the freeway fence.
  - 6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways."
  - B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
  - C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
  - D. To comply with the current Utility Accommodation Policy of the Department.
  - E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.
- IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.
- V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.
- VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.
- VII. This Agreement shall be in effect for a five year period from July 1, 2026 to June 30, 2031

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

City of Indianola  
\_\_\_\_\_ MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By \_\_\_\_\_

BY \_\_\_\_\_  
District Engineer

Date \_\_\_\_\_

Date \_\_\_\_\_



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jacob Meshke, City Manager  
**Date:** June 15, 2026  
**Subject:** Resolution accepting the Center for Public Safety Management's Police Operations and Data Report.

---

**Introduction:** Acceptance of the Center for Public Safety Management (CPSM) Police Operations and Data Report.

**Background:** On September 2, 2025, the Council passed Resolution No 2025-152, to enter into a contract with CPSM for a comprehensive organizational staffing assessment for dispatch, police, fire, and EMS services, including data-driven analysis to identify workload of stations, equipment and personnel; identifying staffing and deployment levels; examining organizational structures and culture; and recommendations for management framework.

CPSM completed their report in the spring of 2026 and presented their findings and recommendation to the City Council on June 1, 2026.

**Discussion:** This item will accept the CPSM Police Operations and Data Report

**Budget Impact:** City Council approved the fee of \$101,361 to complete the comprehensive analysis of police, fire, and EMS services in September 2025.

**Recommendation:** Staff recommends approval.

**Attachments:**

1. Res 2026- Accept CPSM Report\_PD
2. Indianola\_PD\_Final\_Report\_13Apr2026

City of Indianola  
**RESOLUTION NO 2026-**

**RESOLUTION ACCEPTING THE CENTER FOR PUBLIC SAFETY MANAGEMENT'S  
POLICE OPERATIONS AND DATA REPORT**

**WHEREAS**, the City Council determined it was in the best interest of the City to engage the Center for Public Safety Management ("CPSM") to conduct a comprehensive organizational staffing assessment of the Indianola Police Department under Resolution No 2025-152; and

**WHEREAS**, the assessment included data-driven analysis to identify workload of stations, equipment and personnel; identify staffing and deployment levels; examine organizational structures and culture; and recommendations for management framework; and

**WHEREAS**, CPSM has completed the assessment and provided the Police Operations and Data Report, attached hereto, and presented their findings and recommendations to the City Council on June 1, 2026; and

**WHEREAS**, the City Council of the City of Indianola, Iowa finds acceptance of the Police Operations and Data Report to be in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Police Operations and Data Report prepared by the Center for Public Safety Management is hereby accepted.

Passed and approved this 15<sup>th</sup> day of June 2026.

---

Steve Richardson, Mayor

ATTEST:

---

Jackie Raffety, City Clerk

# POLICE OPERATIONS AND DATA REPORT

---

**INDIANOLA POLICE DEPARTMENT  
INDIANOLA, IOWA**

**FINAL REPORT**



## CPSM<sup>®</sup>

---

CENTER FOR PUBLIC SAFETY MANAGEMENT, LLC  
475 K STREET NW STE 702 • WASHINGTON, DC 20001  
WWW.CPSM.US • 716-969-1360

**ICMA**

Exclusive Provider of Public Safety Technical Services for  
International City/County Management Association

# THE ASSOCIATION & THE COMPANY

---

## INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION (ICMA)

---

The International City/County Management Association (ICMA) is a 109-year-old, non-profit professional association of local government administrators and managers, with approximately 13,000 members located in 32 countries.

Since its inception in 1914, ICMA has been dedicated to assisting local governments and their managers in providing services to their citizens in an efficient and effective manner. ICMA advances the knowledge of local government best practices with its website, [www.icma.org](http://www.icma.org), publications, research, professional development, and membership.

## CENTER FOR PUBLIC SAFETY MANAGEMENT (CPSM)

---

The ICMA Center for Public Safety Management (ICMA/CPSM) was launched by ICMA to provide support to local governments in the areas of police, fire, and Emergency Medical Services.

The Center also represents local governments at the federal level and has been involved in numerous projects with the Department of Justice and the Department of Homeland Security. In 2014, as part of a restructuring at ICMA, the Center for Public Safety Management (CPSM) spun out as a separate company and is now the exclusive provider of public safety technical assistance for ICMA. CPSM provides training and research for the Association's members and represents ICMA in its dealings with the federal government and other public safety professional associations such as CALEA, PERF, IACP, IFCA, IPMA-HR, DOJ, BJA, COPS, NFPA, etc.

The Center for Public Safety Management, LLC, maintains the same team of individuals performing the same level of service that it had for ICMA. CPSM's local government technical assistance experience includes workload and deployment analysis using our unique methodology and subject matter experts to examine department organizational structure and culture, identify workload and staffing needs, and identify industry best practices.

We have conducted more than 400 such studies in 46 states and provinces and more than 275 communities ranging in population size 3,300 (Lewes, DE) to 800,000 (Indianapolis, IN).

**Thomas Wieczorek** is the Director of the Center for Public Safety Management.  
**Dr. Dov Chelst** is the Director of Quantitative Analysis.

# CENTER FOR PUBLIC SAFETY MANAGEMENT PROJECT CONTRIBUTORS

---

**Thomas J. Wieczorek**, Director

**Dov Chelst**, Ph.D. Director of Quantitative Analysis

**Shan Zhou**, Data Analyst

**Jarrod Burguan**, Public Safety Consultant – Team Leader

**Gene Ellis**, Public Safety Consultant

**Dennis Kouba**, Senior Editor

# CONTENTS

---

- Tables ..... v**
- Figures ..... vii**
- Section 1. Executive Summary ..... 1**
  - General Observations ..... 2
  - Key Recommendations..... 3
- Section 2. Methodology ..... 6**
- Section 3. Community Overview..... 7**
  - Uniform Crime Reports..... 7
- Section 4. Indianola Police Department Overview ..... 11**
  - Mission Statement ..... 12
  - Budget and Staffing..... 13
  - Policy ..... 14
  - Succession Planning ..... 15
  - Accreditation ..... 16
  - Professional Standards (Internal Affairs) ..... 17
  - Training, Recruitment, and Retention ..... 18
  - Records / Administrative / Clerical ..... 20
  - Police Facility ..... 22
  - Fleet ..... 24
  - Dispatch Services (Warren County) ..... 24
  - Radio and CAD System..... 25
  - Off-Duty Employment ..... 25
- Section 5. Patrol Operations ..... 27**
  - Calls for Service Analysis..... 28
    - Event and Call Data ..... 28
    - Time on Calls Data ..... 33
    - Number of Responding Units Data ..... 36
    - Calls and Work Hours Per Zone ..... 39
    - Out-of-Service Activities ..... 40
    - Response Times..... 41
    - Rule of 60..... 45
  - Patrol Staffing Summary ..... 56
    - Traffic Enforcement..... 57

**Section 6. Operations Division ..... 59**

- School Resource Officers ..... 59
- Criminal Investigations (Detectives)..... 60
- Property and Evidence Management ..... 62
- Quartermaster (Equipment & Supplies) ..... 63
- Special Response Team ..... 64
- Community Involvement..... 65

**Section 7. Summary ..... 67**

**Section 8. Data Analysis ..... 68**

- Workload Analysis ..... 68
- Out-of-Service Activities ..... 89
- Deployment ..... 94
- Response Times ..... 104
  - All Calls ..... 105
  - High-Priority Calls ..... 110
- Appendix A: Call Type Classification ..... 112
- Appendix B: Uniform Crime Report Information ..... 116

# # #

# TABLES

---

TABLE 3-1: Reported Crime Rates in 2023 and 2024, by Municipality .....	8
TABLE 3-2: Reported Indianola, State, and National Crime Clearance Rates, 2023 .....	10
TABLE 3-3: Reported Indianola, State, and National Crime Clearance Rates, 2024 .....	10
TABLE 4-1: IPD Budget, Fiscal years 2024–2026.....	13
TABLE 4-2: Indianola Police Department Staffing.....	13
TABLE 5-1: Authorized Patrol Operations Staffing .....	27
TABLE 5-2: Events per Day, by Initiator .....	30
TABLE 5-3: Events per Day, by Category .....	31
TABLE 5-4: Calls per Day, by Category .....	31
TABLE 5-5: Calls per Day, by Initiator and Month .....	32
TABLE 5-6: Primary Unit's Average Occupied Times, by Category and Initiator .....	35
TABLE 5-7: Average Number of Responding Units, by Initiator and Category.....	37
TABLE 5-8: Calls and Work Hours by Zone, per Day.....	40
TABLE 5-9: Activities and Occupied Times by Description.....	40
TABLE 5-10: Average Response Time Components, by Zone .....	44
TABLE 5-11: Average and 90th Percentile Response Times, Injury Accidents .....	45
TABLE 5-12: Summary of Deployment and Workload .....	55
TABLE 6-1: Case Assignment Data, 2022–2024.....	62
TABLE 7-1: Events per Day, by Initiator .....	70
TABLE 7-2: Events per Day, by Category .....	72
TABLE 7-3: Calls per Day, by Category .....	74
TABLE 7-4: Calls per Day, by Initiator and Month .....	75
TABLE 7-5: Calls per Day, by Category and Month.....	77
TABLE 7-6: Primary Unit's Average Occupied Times, by Category and Initiator .....	79
TABLE 7-7: Average Number of Responding Units, by Initiator and Category.....	81
TABLE 7-8: Number of Responding Units, by Category, Community-initiated Calls.....	83
TABLE 7-9: Calls and Work Hours by Zone, per Day.....	84
TABLE 7-10: Calls and Work Hours per Day, by Category, Winter.....	86
TABLE 7-11: Calls and Work Hours per Day, by Category, Summer .....	88
TABLE 7-12: Activities and Occupied Times by Description .....	89
TABLE 7-13: Activities per Day, by Month .....	90
TABLE 7-14: Activities per Day, by Day of Week .....	91
TABLE 7-15: Activities per Hour, by Hour of Day .....	93
TABLE 7-16: Average Response Time Components, by Category .....	107
TABLE 7-17: 90th Percentiles for Response Time Components, by Category.....	108
TABLE 7-18: Average Response Time Components, by Zone .....	109
TABLE 7-19: Average and 90th Percentile Response Times, by Priority .....	110
TABLE 7-20: Call Descriptions by Category .....	112
TABLE 7-21: Reported Crime Rates in 2023 and 2024, by Municipality .....	116

TABLE 7-22: Reported Indianola, Iowa, and National Crime Rates, by Year ..... 118  
TABLE 7-23: Reported Indianola, Iowa, and National Crime Clearance Rates, 2023..... 119  
TABLE 7-24: Reported Indianola, Iowa, and National Crime Clearance Rates, 2024..... 119

# # #

# FIGURES

FIGURE 3-1: Reported Indianola Violent and Property Crime Rates, by Year.....	9
FIGURE 3-2: Reported Indianola and State Crime Rates, by Year .....	9
FIGURE 4-1: Indianola Police Department Organizational Chart .....	11
FIGURE 4-2: Indianola Boundary Map.....	14
FIGURE 5-1: Percentage Events per Day, by Initiator.....	29
FIGURE 5-2: Calls per Day, by Initiator and Month .....	32
FIGURE 5-3: Calls per Day, by Category and Month .....	33
FIGURE 5-4: Primary Unit's Average Occupied Times, by Category and Initiator .....	34
FIGURE 5-5: Number of Responding Units, by Initiator and Category.....	36
FIGURE 5-6: Number of Responding Units, by Category, Community-initiated Calls.....	38
FIGURE 5-7: Percentage Calls and Work Hours, by Zone .....	39
FIGURE 5-8: Average Response Time by Time of Day, Winter and Summer.....	42
FIGURE 5-9: Average Response Time by Category, Winter.....	43
FIGURE 5-10: Average Response Time by Category, Summer.....	43
FIGURE 5-11: Average Response Time Components, by Zone .....	44
FIGURE 5-12: Deployed Units, Weekdays, Winter.....	48
FIGURE 5-13: Deployment and All Workload, Weekdays, Winter .....	48
FIGURE 5-14: Percentage of Workload, Weekdays, Winter.....	49
FIGURE 5-15: Deployed Units, Weekends, Winter .....	50
FIGURE 5-16: Deployment and All Workload, Weekends, Winter .....	50
FIGURE 5-17: Percentage of Workload, Weekends, Winter .....	51
FIGURE 5-18: Deployed Units, Weekdays, Summer .....	52
FIGURE 5-19: Deployment and All Workload, Weekdays, Summer.....	52
FIGURE 5-20: Percentage of Workload, Weekdays, Summer .....	53
FIGURE 5-21: Deployed Units, Weekends, Summer .....	54
FIGURE 5-22: Deployment and All Workload, Weekends, Summer.....	54
FIGURE 5-23: Percentage of Workload, Weekends, Summer .....	55
FIGURE 7-1: Percentage Events per Day, by Initiator.....	70
FIGURE 7-2: Percentage Events per Day, by Category .....	71
FIGURE 7-3: Percentage Calls per Day, by Category.....	73
FIGURE 7-4: Calls per Day, by Initiator and Month .....	75
FIGURE 7-5: Calls per Day, by Category and Month .....	76
FIGURE 7-6: Primary Unit's Average Occupied Times, by Category and Initiator .....	78
FIGURE 7-7: Number of Responding Units, by Initiator and Category.....	80
FIGURE 7-8: Number of Responding Units, by Category, Community-initiated Calls.....	82
FIGURE 7-9: Percentage Calls and Work Hours, by Zone .....	84
FIGURE 7-10: Percentage Calls and Work Hours, by Category, Winter .....	85
FIGURE 7-11: Percentage Calls and Work Hours, by Category, Summer .....	87
FIGURE 7-12: Activities per Day, by Month .....	90

FIGURE 7-13: Activities per Day, by Day of Week.....	91
FIGURE 7-14: Activities per Day, by Hour of Day.....	92
FIGURE 7-15: Deployed Units, Weekdays, Winter.....	95
FIGURE 7-16: Deployed Units, Weekends, Winter .....	95
FIGURE 7-17: Deployed Units, Weekdays, Summer .....	96
FIGURE 7-18: Deployed Units, Weekends, Summer .....	96
FIGURE 7-19: Deployment and All Workload, Weekdays, Winter .....	98
FIGURE 7-20: Deployment and All Workload, Weekends, Winter .....	98
FIGURE 7-21: Deployment and All Workload, Weekdays, Summer .....	99
FIGURE 7-22: Deployment and All Workload, Weekends, Summer.....	99
FIGURE 7-23: Percentage of Workload, Weekdays, Winter.....	101
FIGURE 7-24: Percentage of Workload, Weekends, Winter .....	101
FIGURE 7-25: Percentage of Workload, Weekdays, Summer .....	102
FIGURE 7-26: Percentage of Workload, Weekends, Summer .....	102
FIGURE 7-27: Average Response Time by Time of Day, Winter and Summer.....	105
FIGURE 7-28: Average Response Time by Category, Winter.....	106
FIGURE 7-29: Average Response Time by Category, Summer.....	106
FIGURE 7-30: Average Response Time Components, by Zone .....	109
FIGURE 7-31: Average Response Times and Dispatch Processing for High-priority Calls, by Hour	110
FIGURE 7-32: Reported Indianola Violent and Property Crime Rates, by Year.....	117
FIGURE 7-33: Reported Indianola and State Crime Rates, by Year .....	117

# SECTION 1. EXECUTIVE SUMMARY

---

The Center for Public Safety Management, LLC (CPSM) was commissioned to review the operations of the Indianola Police Department (IPD). While our analysis covered all aspects of the department's operations, particular areas of focus of this study included identifying appropriate staffing of the department given the workload, community demographics, and crime levels; the effectiveness of the organizational structure; and efficiency and effectiveness of department processes.

We analyzed the department workload using operations research methodology and compared that workload to staffing and deployment levels. We reviewed other performance indicators that enabled us to understand the implications of the service demands on current staffing. Our study involved data collection, interviews with key operational and administrative personnel, focus groups with line-level department personnel, on-site observations of the job environment, data analysis, comparative analysis, the development of alternatives and recommendations, and engagement with key city stakeholders.

Based upon CPSM's detailed assessment of the Indianola Police Department, we conclude that the department is doing a very good job—considering the challenges of policing in today's environment—with a staff dedicated to the department's mission of providing quality police service. Throughout this report, we will strive to allow the reader to look inside the department to understand its strengths and challenges. We sincerely hope that all parties utilize the information and recommendations contained herein to improve the operations of the Indianola Police Department to provide an even higher level of service to the community.

As part of this Executive Summary, we offer general observations identifying some of the department's more significant issues. We also list key recommendations for consideration; we believe these recommendations will enhance organizational effectiveness. Often, these types of recommendations require a substantial financial commitment. It is important to note that this report will examine specific sections of the department and offer a discussion of our observations and recommendations for each.

Should the Indianola Police Department choose to implement any or all recommendations, it must be recognized that this process will not take just weeks or even months to complete but perhaps years. The recommendations are intended to form the basis of a long-term improvement plan for the city and department. Though lengthy, this list of recommendations is standard in our operational assessments of agencies nationwide and should not be interpreted as an indictment of the department. While all the recommendations are important, we suggest that the police department leadership, in conjunction with the city manager and community members, decide which recommendations should be prioritized for implementation.

# # #

## GENERAL OBSERVATIONS

---

- The Indianola Police Department is a professional organization with personnel dedicated to serving the Indianola community. Officer morale appears good, and community support for the department was evident to our consultants during our site visit.
- Indianola is a safe community with relatively low crime. This results in a manageable workload for most officers in the organization. As such, we make minimal staffing recommendations in this report.
- IPD is a smaller agency that is still expected to be contemporary in all relevant aspects of policing. This requires the agency's limited staff to manage multiple areas of responsibility. This is normal in an agency the size of Indianola PD, but this model also increases the likelihood that certain parts of the agency's needs and responsibilities do not receive the appropriate attention. This is evident in areas such as professional standards and policy management. Recommendations to close these gaps are included in this report.
- The primary areas of concern noted by our consultants are facility and infrastructure-related. We are aware that Indianola is seeking space solutions to meet all city government needs, particularly for police and fire. Many of the issues noted in this report relate to the proper storage of evidence and equipment. We believe these concerns should be prioritized.
- Civilianization is an important aspect of modern police agencies, and IPD utilizes civilians in various administrative capacities. However, we observed inefficiencies in the use of civilians. This report recommends changes to the civilian workforce structure, including reclassifications and the elimination of certain positions.

# # #

## KEY RECOMMENDATIONS

---

### Section 4. IPD General Recommendations

(See pp. 11-25.)

1. Convert the existing captain position to an administrative sergeant position.
2. We recommend that IPD invest in a policy subscription service to replace its existing policy manual.
3. CPSM recommends that IPD develop a master training matrix or succession plan for key positions in the agency.
4. The Indianola Police Department (IPD) should explore pursuing accreditation through the Iowa Law Enforcement Accreditation Program (ILEAP). It is further recommended that the proposed Administrative sergeant position serve as the program manager for IPD's accreditation efforts to ensure effective coordination, compliance, and long-term sustainability of the program.
5. Develop a standardized citizen complaint form and make it available on the department's website, along with information on how to submit compliments for officers. Providing both complaint and commendation options in a clear, accessible format can improve public trust and transparency.
6. The proposed Administrative sergeant position should report directly to the Chief of Police and should assume responsibility for managing Professional Standards (Internal Affairs) investigations, conducting background investigations, and serving as the program manager should the department pursue accreditation through the Iowa Police Chiefs Association (IPCA).
7. Assign the Administrative sergeant responsibility for implementing and managing an electronic policy review and acknowledgment system to ensure consistent policy awareness and compliance.
8. The Administrative sergeant should attend formal Internal Affairs training to ensure investigative practices align with legal requirements and best practices.
9. Explore the implementation of a recruitment bonus or similar incentive to attract already-certified officers from other regions of the state.
10. Expand recruitment efforts statewide, emphasizing Indianola's high quality of life, community atmosphere, and proximity to the Des Moines metropolitan area as key selling points.
11. Enhance the formal partnership/internship program with Simpson College to create a pipeline for future officer recruitment while providing some special project or administrative assistance from the participating students at the same time.
12. Invest in professional development and leadership training for supervisors, command staff, and the Chief of Police. This should include regular participation in regional and statewide meetings for police leaders, attendance at state and national conferences, and enrollment in nationally recognized leadership programs such as FBI-LEEDA, the Northwestern School of Police Staff and Command, and the FBI National Academy.
13. Eliminate 24-hour clerical staffing and rely on the existing call box system to serve citizens after normal business hours.
14. Reclassify two clerical positions as Records Clerk positions to better align job titles with primary responsibilities.

15. Retain the Office Manager/Administrative Assistant position to continue supervising records clerks and providing administrative support to the chief of police and command-level personnel.
16. Eliminate three clerical positions and reclassify one of these full-time equivalent (FTE) positions to a Community Service Officer role to assume evidence and quartermaster duties, as discussed in the Property and Evidence and Quartermaster sections.
17. Identify and designate an alternative room within the building for evidence storage and which does not have plumbing running through it and that can be properly secured and ventilated. The new evidence room should include clearly separated areas for different types of evidence, particularly a dedicated, properly ventilated space for drug evidence.
18. Reimagine and reconfigure the existing police department space to maximize efficiency and functionality until such time that a new public safety facility can be constructed or the current building can be expanded. Priority areas for redesign should include evidence processing, briefing and training space, report writing areas, secure storage, and soundproof interview rooms.
19. We recommend that IPD involve “end users” (specifically, patrol officers and records staff) in the CAD-RMS Central Square transition.
20. It is recommended that IPD develop a formal off-duty employment policy in coordination with City management and in consultation with the City’s liability and workers’ compensation insurance carrier.

## **Section 5. Patrol Recommendations**

*(See pp. 26-55.)*

21. CPSM recommends that IPD direct patrol officers to accurately capture all work time associated with calls handled in the CAD system to eliminate “zero-on-scene” calls to the greatest extent possible.
22. CPSM recommends that IPD institute practices that encourage an officer to capture all administrative work being performed (briefings, meal breaks, report writing, etc.).
23. CPSM recommends that IPD work with Warren County Communications to establish a call priority matrix for call responses.
24. CPSM recommends that IPD develop traffic enforcement strategies that are data driven.

## **Section 6. Operations Division Recommendations**

*(See pp. 56-63.)*

25. Assign detectives primary responsibility for follow-up investigations involving subpoenas, search warrants, preservation letters, and other complex investigative tasks. Patrol officers should generally limit follow-up to lower-level misdemeanor cases. The current detective staffing level has sufficient capacity to absorb additional investigative workload.
26. Due to the size of IPD, transition toward a more generalized detective model in which all three detectives handle a broad range of case types and cases are more evenly distributed. Limited specialization in complex areas such as crimes against children, narcotics, and financial crimes is appropriate, provided that all detectives are cross-trained and capable of handling general investigative assignments.
27. Provide Cellebrite training to all detectives and the supervising lieutenant, as cellular phone data is a critical and increasingly common source of evidence in criminal investigations.

28. Conduct a complete and comprehensive inventory of the evidence room. If possible, IPD should utilize an independent outside group to ensure objectivity and accuracy. The International Association for Property and Evidence (IAPE) may be a valuable resource for identifying qualified individuals or organizations capable of assisting with this process.
29. Implement evidence cataloging and storage practices that align with IAPE best practices, including the use of standardized property numbers and designated shelf or location identifiers tied to each evidence item.
30. Require evidence custodians to attend formal property and evidence management training through IAPE or another recognized professional training organization to ensure consistency, accountability, and compliance with best practices.
31. As mentioned in the Evidence section of this report, establish a Community Service Officer (CSO) position—utilizing one of the clerical FTE positions—and assign this individual responsibility for quartermaster duties along with evidence custodian duties.
32. Centralize all department equipment and supplies into one or two designated storage rooms, implementing a formal inventory control system and securing these areas appropriately.
33. Ensure that equipment routinely needed by patrol personnel is stored in a secured supply room or closet near the patrol workspace. Supervisors should oversee equipment issuance, with regular audits conducted by the quartermaster.
34. The department should explore establishing a volunteer program using the development of a Citizens Police Academy program as a springboard.

# # #

# SECTION 2. METHODOLOGY

---

## Data Analysis

CPSM used numerous sources of data to support our conclusions and recommendations for the Indianola Police Department. Information was obtained from the FBI Uniform Crime Reporting (UCR) Program, Part I offenses, along with numerous internal information sources. UCR Part I crimes are defined as murder, rape, robbery, aggravated assault, burglary, larceny-theft, and larceny of a motor vehicle. Internal sources included data from the computer-aided dispatch (CAD) system for information on calls for service (CFS).

All data, analysis, and recommendations, especially for patrol operations, are based upon CPSM's examination of 13,101 CAD events during the period of October 1, 2024, to September 30, 2025, which are those calls handled by the department's patrol officers. Of those 13,101 calls noted, 5,764 were community-initiated calls requiring service, and 6,802 were calls initiated by Indianola police officers. There were an additional 535 events that we classified as "zero-on-scene." Zero-on-scene is a CPSM designation for CAD events that lasted fewer than thirty seconds. We will cover this in greater detail in this report

Additionally, CPSM provided a closer inspection on seasonal policing challenges during an eight-week period in Winter and an eight-week period in Summer. This is to account for potential variances in workload that occur seasonally.

## Interviews

This study relied extensively on intensive interviews with personnel. Remote (Zoom meetings), on-site, and in-person interviews were conducted with people throughout the organization and the town.

## Document Review

CPSM consultants were furnished with numerous reports and summary documents by the Indianola Police Department. Information on planning, personnel staffing, deployment, monthly reports, annual reports, operations manuals, evaluations, training records, and performance statistics were all reviewed by project team staff. Follow-up emails and phone calls were used to clarify information as needed.

## Operational/Administrative Observations

Numerous observations were conducted over the course of the evaluation period. These included observations of general patrol operations, investigations, and administrative services. CPSM representatives engaged in all facets of department operations from a "participant observation" perspective.

## Staffing Analysis

In virtually all CPSM studies, we are asked to identify appropriate staffing levels. That is the case in this study as well. This report will discuss workload, operational and safety conditions, and other factors to be considered in establishing appropriate staffing levels. Staffing recommendations are based on our comprehensive evaluation of all relevant factors.

## SECTION 3. COMMUNITY OVERVIEW

---

Indianola, Iowa, is located just south of Des Moines and within the greater Des Moines metro area; the city blends small-town charm with easy access to larger city amenities. As the county seat of Warren County, Indianola serves as a regional hub for government, education, and local commerce. Tree-lined streets, historic homes, and a lively town square give the city a classic Midwestern feel, while steady growth has brought new neighborhoods, shops, and restaurants.

The city is best known as the home of Simpson College, a private liberal arts college that adds youthful energy and cultural life to the community. Simpson's presence supports arts performances, athletics, and public lectures that are open to residents, strengthening the town-gown connection. Indianola also hosts the National Balloon Classic each summer, a signature event that fills the skies with hot air balloons and draws visitors from across the region.

Outdoor recreation and quality of life are central to Indianola's identity. Residents enjoy an extensive park system, trails, and nearby Lake Ahquabi State Park for hiking, fishing, and camping. With strong schools, active civic organizations, and a friendly atmosphere, Indianola offers a balanced lifestyle that combines community pride, natural beauty, and convenient proximity to Iowa's capital city.

According to the 2020 United States Census, Indianola had a population of 15,833. The 2024 estimate has risen to 16,297 people. The community is predominantly white (approximately 93 percent), with a median household income of \$78,125 (above the Iowa median). Homeownership rate in the community sits at 69.5 percent.

As noted, Indianola is located in Warren County and is adjacent to the communities of Carlisle, Norwalk, and Des Moines. For law enforcement purposes, it receives regional support from each of those communities listed as well as the Iowa State Police and Warren County Sheriff's Office.

Located in Indianola are the Warren County Jail (Sheriff's headquarters) and the Courthouse. Dispatch services for IPD are provided on a regional level by Warren County. The region also uses a shared CAD system (Tac10) and is currently transitioning to a new vendor (Central Square), a project being managed by the county.

### UNIFORM CRIME REPORTS

---

While communities differ in population, demographics, geography, and socioeconomic characteristics, comparisons with other jurisdictions can help illustrate how crime rates in Indianola compare with those of other Iowa communities and the nation overall.

The FBI's Uniform Crime Reporting (UCR) Program assembles data on crime from police departments across the United States; the reports are utilized to measure the extent, fluctuation, and distribution of crime. For reporting purposes, criminal offenses are divided into two categories: Part 1 offenses and Part 2 offenses. For Part 1 offenses, the most serious crimes, the UCR index is divided into two categories: violent and property crimes. Violent crimes include murder, rape, robbery, and aggravated assault. Property crimes include burglary, larceny, and motor vehicle theft. **Crime rates are expressed (indexed) as the number of incidents per 100,000 population to allow for comparison.**

The following tables and figures include the most recent information that is publicly available at the national level. This includes crime reports for 2015 through 2024 and clearance rates for 2023 and 2024.

It is important to note that crime rates may go up and down each year and can be influenced by several factors. They are not necessarily indicative of a police department's performance, nor are they always indicative of people's perception of safety on their community. The presentation of this data is offered as a backdrop of the community and not as a critique of department strategy or capabilities. We should also point out in community comparative data that the numbers presented are what is reported to the FBI annually. Although the majority of all departments report accurate data in accordance with FBI reporting requirements, we have not analyzed these communities and their reporting processes to guarantee accuracy within their processes.

In the following table we compare Indianola data with other Iowa jurisdictions. One can see that IPD reports a violent crime rate that was lower than the state and national rates in 2023, was slightly higher than the state rate in 2024 (still below the national average), and lower than many of the peer cities with similar populations on this list. Indianola's property crime rate for both years was slightly higher than the state rates but lower than the national rates.

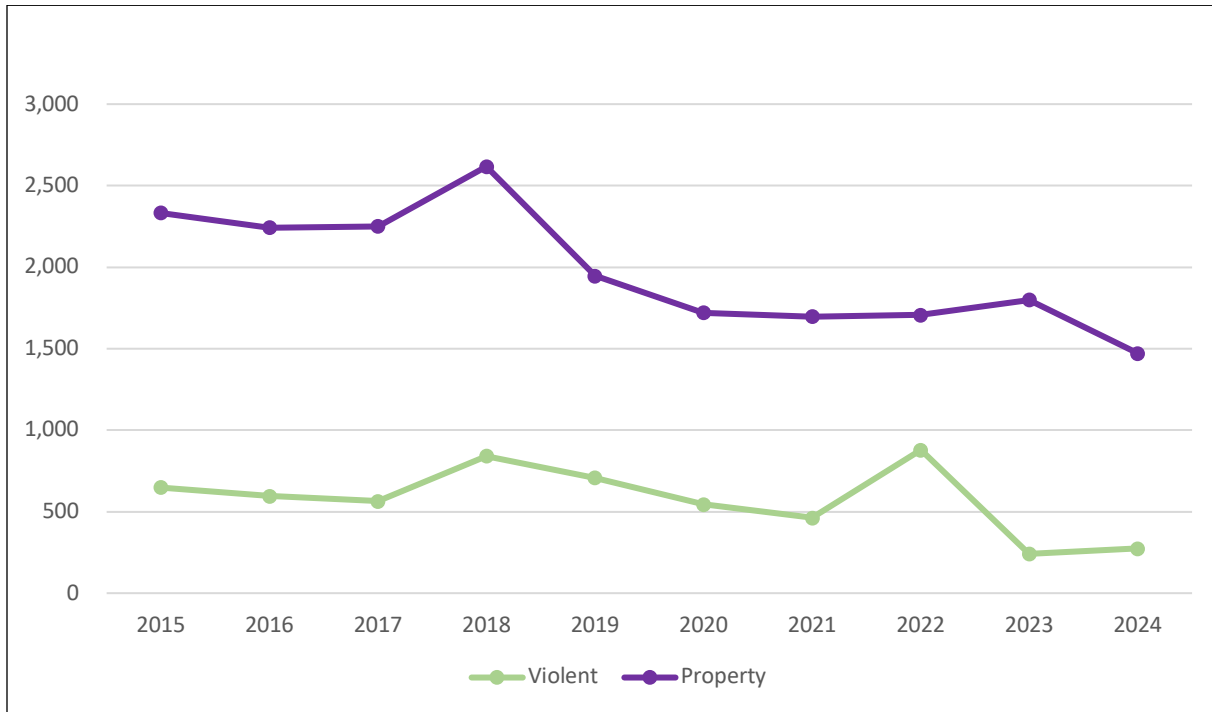
**TABLE 3-1: Reported Crime Rates in 2023 and 2024, by Municipality**

Municipality	State	2023				2024			
		Population	Crime Rates			Population	Crime Rates		
			Violent	Property	Total		Violent	Property	Total
Altoona	IA	22,492	151	1,916	2,067	22,422	143	2,011	2,154
Clinton	IA	24,366	788	2,606	3,394	24,171	360	2,726	3,086
Clive	IA	19,038	252	1,282	1,534	19,124	209	1,166	1,375
Coralville	IA	23,534	140	2,307	2,448	24,033	133	2,064	2,197
Fort Madison	IA	10,043	339	2,191	2,529	9,964	281	1,706	1,987
Muscatine	IA	23,250	314	1,174	1,488	23,208	246	1,228	1,474
Newton	IA	15,659	326	1,296	1,622	15,611	384	1,390	1,774
Oskaloosa	IA	11,454	253	1,083	1,336	11,419	140	902	1,042
Spencer	IA	11,468	96	1,151	1,247	11,501	52	991	1,043
<b>Indianola</b>	<b>IA</b>	<b>16,175</b>	<b>241</b>	<b>1,799</b>	<b>2,040</b>	<b>16,104</b>	<b>273</b>	<b>1,472</b>	<b>1,745</b>
<b>Iowa</b>		<b>3,207,004</b>	<b>280</b>	<b>1,441</b>	<b>1,721</b>	<b>3,241,488</b>	<b>238</b>	<b>1,277</b>	<b>1,515</b>
<b>National</b>		<b>336,806,231</b>	<b>380</b>	<b>1,934</b>	<b>2,314</b>	<b>340,110,988</b>	<b>359</b>	<b>1,760</b>	<b>2,119</b>

The following figure offers a 10-year trendline of the violent and property crime rates in Indianola. With the exception of a couple of years, both crime categories have trended downward and were lower in 2024 than in 2015.

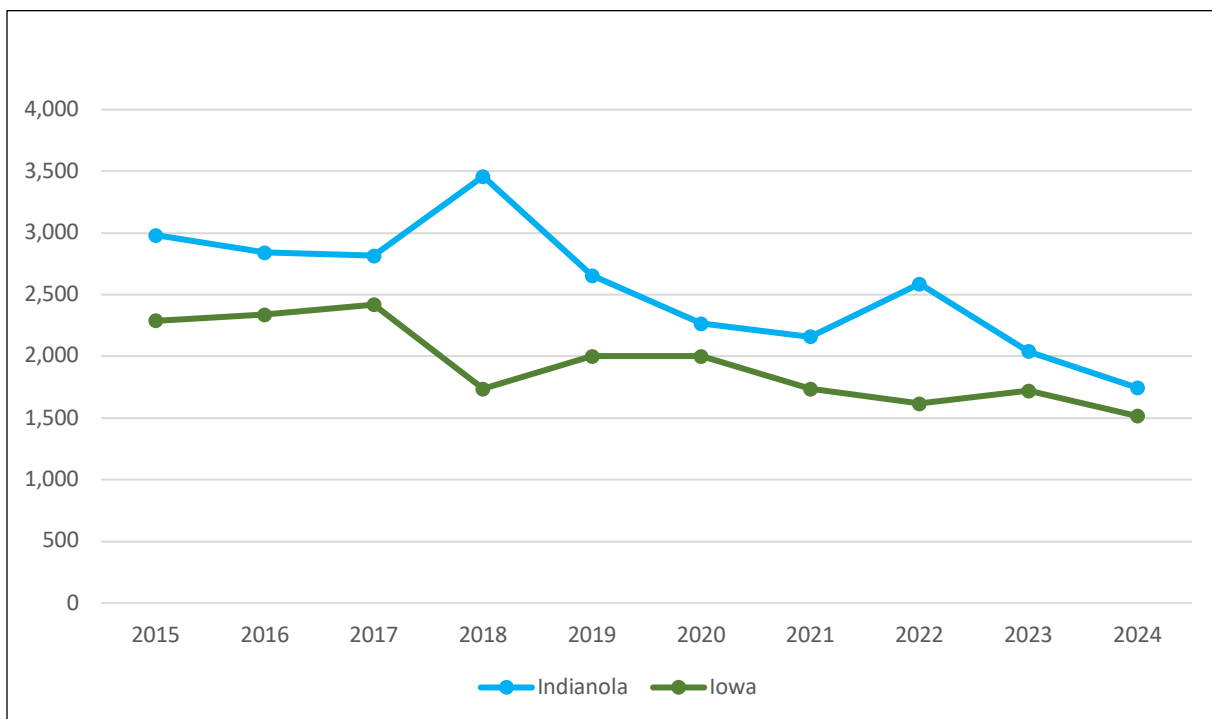
###

**FIGURE 3-1: Reported Indianola Violent and Property Crime Rates, by Year**



The next figure displays the trend in the overall crime rate in Indianola measured against the overall crime rate in Iowa. Although the trendline deviates in some years, both are lower today than in 2015.

**FIGURE 3-2: Reported Indianola and State Crime Rates, by Year**



The Data Analysis Report (Section 7) of this report will have the year-over-year data for all categories of crime for the 2015 through 2024 period for Indianola, the State of Iowa, and the United States (Table 7-22).

The final two tables shown here list the reported clearance rates of the Indianola Police Department measured against the state and national averages. The Criminal Investigations section of this report will offer more information on overall clearance rates and investigative processes.

**TABLE 3-2: Reported Indianola, State, and National Crime Clearance Rates, 2023**

Crime	Indianola			Iowa			National		
	Crimes	Clearances	Rate	Crimes	Clearances	Rate	Crimes	Clearances	Rate
Murder Manslaughter	1	1	100%	77	73	95%	19,677	11,227	57%
Rape	21	5	24%	1,332	361	27%	131,033	35,147	27%
Robbery	1	0	0%	709	219	31%	220,158	61,660	28%
Aggravated Assault	18	10	56%	6,414	3,621	56%	873,773	405,532	46%
Burglary	27	7	26%	6,809	1,138	17%	819,784	119,125	15%
Larceny	249	77	31%	33,052	7,588	23%	4,394,394	661,446	15%
Vehicle Theft	17	5	29%	5,183	889	17%	1,055,283	88,502	8%

**Note:** Crime and clearance data are sourced from the FBI Crime Data Explorer (version last updated on October 15, 2025).

**TABLE 3-3: Reported Indianola, State, and National Crime Clearance Rates, 2024**

Crime	Indianola			Iowa			National		
	Crimes	Clearances	Rate	Crimes	Clearances	Rate	Crimes	Clearances	Rate
Murder Manslaughter	0	0	NA	73	64	88%	16,924	10,061	59%
Rape	10	4	40%	1,175	396	34%	125,354	33,690	27%
Robbery	0	0	NA	600	215	36%	201,294	61,373	30%
Aggravated Assault	27	14	52%	5,874	3,440	59%	842,290	413,538	49%
Burglary	33	8	24%	6,347	1,166	18%	759,043	115,617	15%
Larceny	191	60	31%	30,764	8,047	26%	4,146,760	713,595	17%
Vehicle Theft	13	4	31%	4,290	861	20%	846,233	78,384	9%

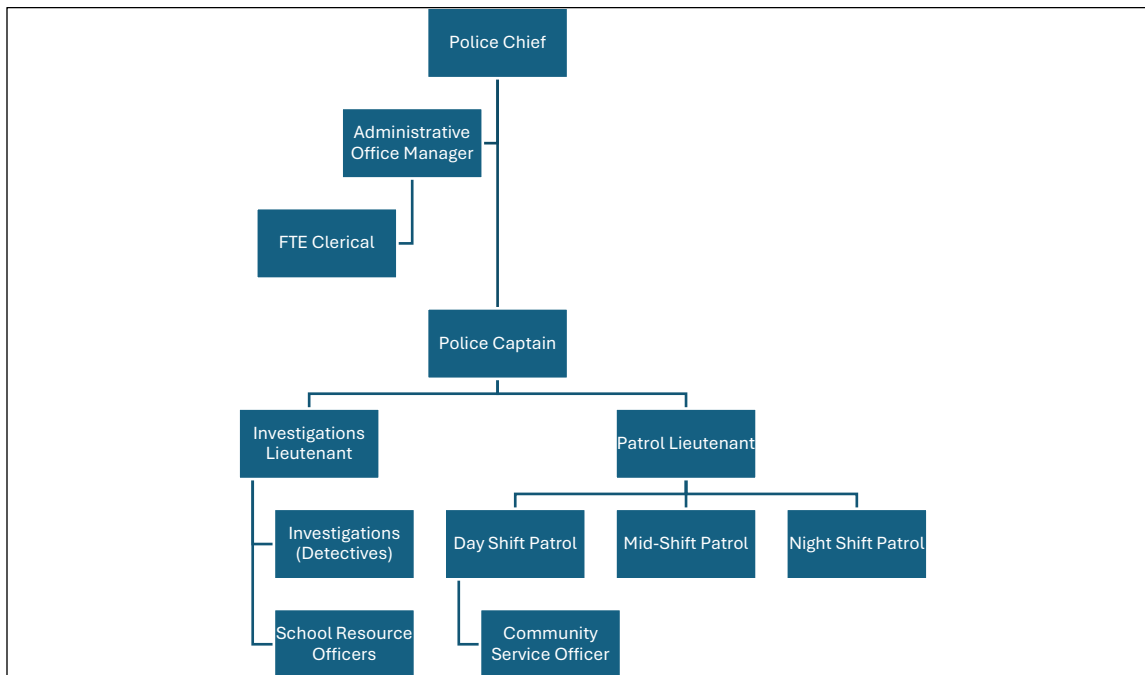
**Note:** Crime and clearance data are sourced from the FBI Crime Data Explorer (version last updated on October 15, 2025).

# SECTION 4. INDIANOLA POLICE DEPARTMENT OVERVIEW

The Indianola Police Department is the primary law enforcement organization providing service to the City of Indianola, Iowa. The department is authorized for 31 FTE positions (24 sworn and 7 professional staff positions). At the time of this assessment, IPD had 28 of its 31 positions filled. A majority of police agencies within the United States fall into the category of being a small agency, IPD falls into this category. However, apart from some regional partnerships and the occasional mutual aid with neighboring agencies, IPD handles almost all the policing needs in the Indianola community.

The organizational make-up of IPD is shown in the following figure. The department is led by Police Chief Rob Hawkins. Chief Hawkins recently took over command of the agency following the recent retirement of the previous chief. Chief Hawkins had previously occupied the police captain position on the organizational chart; a position remains vacant as of the time of this report.

**FIGURE 4-1: Indianola Police Department Organizational Chart**



The organizational chart depicts an accurate representation of the IPD chain of command. It does not denote all the functions that exist within the department. IPD is in a size category where personnel from throughout the department will have a primary duty responsibility (such as patrol lieutenant) noted on the organizational chart, but the reality is that most of the positions listed have multiple areas of responsibility. Critical agency functions such as training, professional standards, and policy management are examples of duties not listed because these functions fall under the responsibility of another position on the chart. This is normal in an agency such as IPD. We highlight this to help the reader understand that what appears to be a simple

organizational structure actually has layers of complexity beneath the surface. Many of these additional responsibilities will be highlighted in this report.

One area that we will address in the police captain position. The captain position is an authorized position within the agency and currently sits vacant due to the promotion of the current police chief. We discussed the position with Chief Hawkins and learned that he was intentionally holding the position as he evaluated what he felt would be a prudent move for the agency moving forward. Chief Hawkins described his management style more “hands on” with the daily operations of the department than previous chiefs have been. As such, the captain position would take on less importance than its previous role of managing the day-to-day operation of the agency. There are select functions that we highlight in this report that require more direct attention such as professional standards and policy management. We believe it would be in the best interest of IPD to hold the current captain’s positions and create a new “administrative sergeant” role to manage many of the gaps identified in this report.

We make this recommendation with some caution. IPD recently promoted from within for the police chief’s position. It was likely a positive that the person promoted into the role also had the title of captain and agency second in command when he was being considered. This report will make recommendations concerning succession planning that are intended to form a basis for developing internal talent for agency leadership in the future. The skills required are not attached to a captain’s title but rather the development of people through training, education, and exposure to the future of policing. If IPD enacts this recommendation, it is important that it works diligently to develop internal talent. It may choose to bring the captain’s position back in the future. In the meantime, the creation of an administrative sergeant will assist in that succession planning while filling identified gaps in IPD operations.

### Recommendation:

- Convert the existing captain position to an administrative sergeant position. (Recommendation No. 1.)

## MISSION STATEMENT

---

The Mission Statement of the Indianola Police Department is as follows:

*The Mission of the Indianola Police Department is to work in partnership with our community to protect life and property, and enhance the quality of life in our city through excellence in policing.*

# # #

## BUDGET AND STAFFING

The following table provides an overview of IPD's budget over the last three budget cycles:

**TABLE 4-1: IPD Budget, Fiscal years 2024–2026**

	FY 2026	FY 2025	FY 2024
Original Approved Budget	\$4,145,762	\$4,011,200	\$3,887,298
Amended Budget	In Progress	\$3,887,298	\$3,926,800
Actual Year-End Usage	In Progress	\$3,881,395	\$3,994,983
Sworn Salaries	\$2,532,103	\$2,364,571	\$2,207,686
Civilian Salaries	\$349,533	\$335,655	\$333,996

CPSM frequently reviews departmental budgets during agency evaluations to assess fiscal responsibility. We specifically look for the department's approved overtime budget and expenditures. In Indianola's case, there is no specific line item in the budget for overtime usage. The department advised that all overtime is included in the budget's salaries and wages line item, but overtime is not separately tracked or reported as a line item.

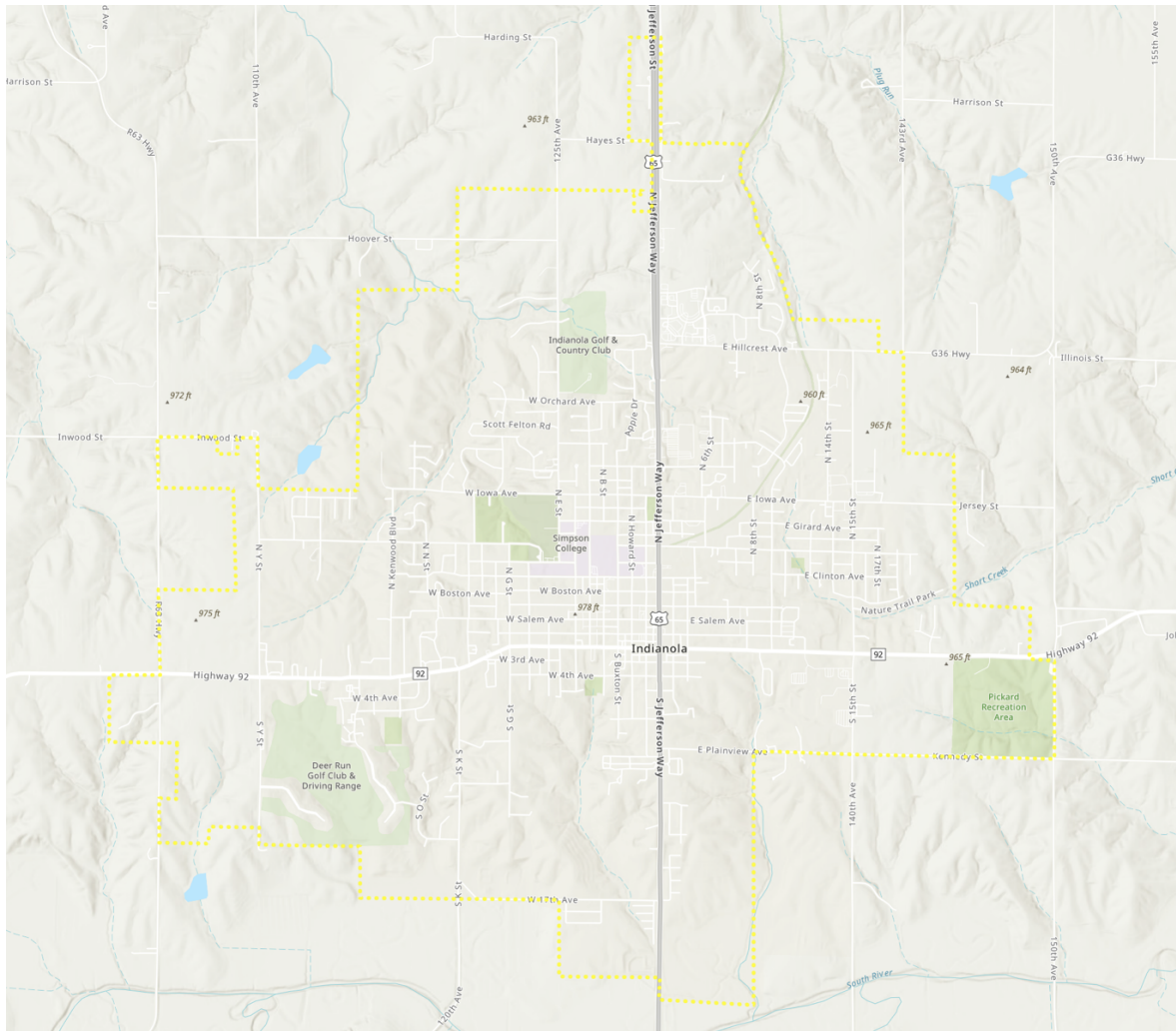
We will discuss succession planning in this report. Succession planning is a tool to ensure that the department has practices in place to prepare the next generation of leaders to lead the agency. The skill set in budget management is often overlooked, yet it is a very important element of leadership development. Ideally, overtime should be included as a line item and is generally broken down by division/unit, thereby giving various supervisors and managers a share of discretionary budget responsibility. Most of the agencies we assess include an overtime line item in their budgets. We will refrain from recommending that Indianola amend its citywide budget practice. However, we encourage the agency and the city to recognize the value of separating the overtime line item in the budget.

**TABLE 4-2: Indianola Police Department Staffing**

Position	Authorized	Actual
Chief of Police	1	1
Captain	1	0
Lieutenant	2	2
Sergeant	3	3
Detective	3	3
Police Officer	14	13
<b>Sworn Totals</b>	<b>24</b>	<b>22</b>
Community Service Officer	1	1
Office Manager	1	1
Clerical	5	5
<b>Civilian Totals</b>	<b>7</b>	<b>7</b>
<b>Totals</b>	<b>31</b>	<b>28</b>

**Note:** Effective December 2025

**FIGURE 4-2: Indianola Boundary Map**



## POLICY

The IPD has an internally developed and managed policy manual. CPSM reviewed the manual and in general found important sections to be contemporary and likely meeting minimum standards for a police policy manual. IPD does regularly review policies for accuracy and timeliness. However, we made several observations summarized as follows:

- The current manual has many sections that are not necessarily found in most police policy manuals. Examples include but are not limited to the following. (These are just a few observations in the portions of the manual reviewed by the CPSM team.)
  - Positions/rank descriptions and job duties. These are typically HR documents.
  - “Troubleshooting” for computer problems.
  - Step-by-step instructions for using computers.
  - Internal pricing for public counter services.

- Some policies listed consequences/specific discipline while most did not.
- Only one specific, branded authorized ammunition (what if that brand is unavailable or out of stock?).
- Most policies are not dated. There is no way to determine when a policy was drafted and/or amended.
- Attestation is not properly recorded that all employees have received all policies, including any updates (not dated again).
- Policies appeared jumbled together and in no methodical order. For instance, there is a policy that contains use of force rules (B2 – “Response to Resistance”) but an entirely different policy that outlines ECD (E2 Electronic Control Device) use, which is also a use of force item.
- No indication that existing policies have been legally reviewed. Ultimately, legal professionals who may have to defend the agency and its policies should be involved in the policy approval process. This does not occur in Indianola.
- Processes to ensure the Police Chief has approved a policy are not clear.

The IPD policy manual is one area that we believe IPD should focus on improvement. Policy manuals should contain department policies that are properly organized and contain best practices. There should be a system whereby policies are legally vetted as defensible and are dated to ensure that the department knows what policy is relevant when a certain occurrence or violation occurs. There should be an attestation process that documents that an employee has received a policy and ideally demonstrates they understand the policy and its application to real-world examples.

All of these concerns could be mitigated if IPD were to transition to a policy subscription service such as Lexipol. These services offer state specific policies that are legally vetted and updated to reflect industry changes and legislative actions. These services also offer an attestation and testing process to ensure all employees have signed for and understand all policies and their subsequent updates.

### Recommendation:

- CPSM recommends that IPD invest in a policy subscription service to replace its existing policy manual. (Recommendation No. 2.)

## SUCCESSION PLANNING

---

For many smaller police departments such as Indianola PD, succession planning is difficult and often informal. Oftentimes, resources can be scarce, and it can be difficult to have key management personnel away for any length of time for professional development. Additionally, many smaller agencies find it difficult to outline specific and desired training and remain on task simply due to the dynamics of a smaller agency. In discussions with IPD we learned that no document currently exists that outlines all necessary and desired training for employees who reach certain milestones in their career. Additionally, the State of Iowa does not mandate that certified officers in management positions attend and complete certain courses for professional development.

Succession planning should not be confused with developing certain individuals for future leadership roles in the agency. Rather, it should be a process that develops all personnel within

the organization to succeed in their current roles and prepare them for future leadership roles. Many departments, either by policy or by state mandate, require supervisors to complete a specific police supervision course within one year of promotion to that position. Similar mandates exist for officers in certain specialized positions, such as investigators as well as managers.

IPD lacks an established succession-planning document outlining mandatory and desired professional development. Additionally, key management personnel have traditionally been limited to attending local training. We argue that exposure to ideas being discussed at the state and national levels regarding the future of policing is valuable for professional development and networking. We would encourage the agency and the city to commit to this process and to establish a succession plan (or a master training matrix) for all departmental positions.

### Recommendation:

- CPSM recommends that IPD develop a master training matrix or succession plan for key positions in the agency. (Recommendation No. 3.)

## ACCREDITATION

---

Accreditation is widely recognized as an effective approach for professional policing; achieving accreditation is a hallmark of a modern, well-managed police department. Accreditation programs are built on best practices and provide agencies with a structured framework for policy development, accountability, and continuous improvement. Many professions, including health care, accounting, and education, use accreditation processes to promote consistency, professionalism, and public confidence.

At the national level, the Commission on Accreditation for Law Enforcement Agencies (CALEA) serves as a recognized accrediting body for police agencies. CALEA accreditation can be a significant undertaking for many agencies due to the associated costs, extensive documentation requirements, and ongoing management demands. In response to these challenges, many states have established their own law enforcement accreditation programs, most commonly administered through state police chiefs' associations, to provide a more accessible and state-focused alternative.

Accreditation can assist law enforcement agencies in establishing and maintaining standards grounded in current professional best practices that are relevant to the state. Accreditation promotes increased effectiveness and efficiency in the delivery of law enforcement services while also reducing liability by ensuring that policies, procedures, and operations are aligned with recognized standards designed to minimize risk and exposure.

The Iowa Police Chiefs Association (IPCA), in partnership with the Iowa Sheriffs' and Deputies Association, has established the Iowa Law Enforcement Accreditation Program (ILEAP). The goals of ILEAP include recognizing professional excellence, formalizing essential management processes, improving service delivery, strengthening staff confidence, and building trust within the community. The IPCA received a Department of Justice grant to establish ILEAP and currently offers Iowa law enforcement agencies limited grant funding to assist in achieving accreditation.

Accreditation confirms that an agency operates under a comprehensive and standardized set of directives, has submitted to an external review and critique, has met professional development benchmarks, and is committed to ongoing evaluation and continuous

improvement of its policies and procedures. Participation in accreditation is voluntary, but it reflects an agency's commitment to professionalism, transparency, and accountability.

### Recommendation:

- The Indianola Police Department (IPD) should explore pursuing accreditation through the Iowa Law Enforcement Accreditation Program (ILEAP). It is further recommended that the proposed administrative sergeant position serve as the program manager for IPD's accreditation efforts to ensure effective coordination, compliance, and long-term sustainability of the program. (Recommendation No. 4.)

## PROFESSIONAL STANDARDS (INTERNAL AFFAIRS)

---

The Professional Standards (Internal Affairs) function at the Indianola Police Department (IPD) is structured to provide oversight and accountability for complaints and allegations of employee misconduct. The process is managed at the command level, with responsibility shared among the Chief of Police, captain, lieutenants, and sergeants, depending on the seriousness and complexity of the allegation.

When a complaint is received, the captain (currently a vacant position with the recent promotion of the previous Captain to Chief of Police) assigns an internal affairs control number and determines the appropriate level of investigation. Most internal investigations are assigned to a sergeant for completion. Complaints involving more serious allegations are handled by a lieutenant or by the captain. Several members of IPD's supervisory staff have attended internal affairs investigation training at the Iowa Law Enforcement Academy.

IPD does not currently utilize an internal investigation tracking software program. Instead, cases are tracked using an Excel spreadsheet. While this method provides basic tracking functionality, it lacks automated reminders, audit trails, and analytical capabilities commonly found in specialized IA software systems.

The department does not use a standardized citizen complaint form. Complainants are asked to complete a sworn statement form similar to those used in criminal investigations. While this approach ensures that complaints are formally documented, it may be perceived as intimidating or burdensome to members of the public. IPD does accept oral complaints and conducts at least a cursory review of anonymous complaints to determine whether further inquiry is warranted.

Any internal investigation that results in disciplinary action, regardless of severity, is forwarded to the city's Human Resources Department for review and inclusion in the employee's official personnel file. This process ensures consistency with city employment policies and provides an additional layer of administrative oversight.

Professional standards documents are stored securely in a locked file cabinet accessible only to the Chief of Police. Digital evidence and documentation related to IA investigations, including materials stored on USB drives, are also secured in the same locked cabinet under restricted access. This controlled access helps maintain confidentiality and protects sensitive personnel information.

Internal investigations processes are conducted in accordance with Iowa's Peace Officer Bill of Rights, which governs certain aspects of the complaint and investigative process, including employee rights, procedural safeguards, and timelines.

Complaint data from recent years indicates a relatively stable volume of internal affairs activity. In 2023, the department received 13 complaints, of which 8 were formally investigated. Two complaints were sustained and resulted in corrective actions in the form of counseling and training. In 2024, 16 complaints were received, with 8 investigated; four were sustained and resulted in corrective actions. In 2025, 16 complaints were filed, and 11 were investigated. None of the 2025 investigations resulted in discipline, with most complaints determined to be unfounded or resulting in officer exoneration.

## Recommendations:

*To enhance transparency, efficiency, and accountability in the Internal Affairs process, the following recommendations are offered:*

- Develop a standardized citizen complaint form and make it available on the department's website, along with information on how to submit compliments for officers. Providing both complaint and commendation options in a clear, accessible format can improve public trust and transparency. (Recommendation No. 5.)
- The proposed administrative sergeant position. This position should report directly to the Chief of Police and assume responsibility for managing Professional Standards (Internal Affairs) investigations, conducting background investigations, and serving as the program manager should the department pursue accreditation through the Iowa Police Chiefs Association (IPCA). (Recommendation No. 6.)
- Assign the administrative sergeant responsibility for implementing and managing an electronic policy review and acknowledgment system to ensure consistent policy awareness and compliance. (Recommendation No. 7.)
- The administrative sergeant should attend formal Internal Affairs training to ensure investigative practices align with legal requirements and best practices. (Recommendation No. 8.)

## TRAINING, RECRUITMENT, AND RETENTION

---

The Indianola Police Department (IPD) places a strong emphasis on training and professional readiness, with training responsibilities managed by the Patrol lieutenant. This approach allows for consistency in training standards, scheduling, and compliance with state-mandated requirements while also supporting the operational needs of the department.

All newly hired officers who are not already certified attend the Iowa Law Enforcement Academy (ILEA) basic police academy, a comprehensive 16-week program that provides foundational training for police officers. Upon completion of the academy, new officers participate in IPD's Field Training Officer (FTO) program, which also spans sixteen weeks. The department currently has four trained FTOs who guide recruits through structured, on-the-job training designed to reinforce academy instruction and ensure readiness for solo patrol.

The State of Iowa requires sworn officers to complete a minimum of twelve hours of continuing education annually, in addition to specific mandated training topics, including mental health response, de-escalation, firearms, cardiopulmonary resuscitation (CPR), bloodborne pathogens, and mandatory reporting of child abuse. IPD consistently exceeds these minimum requirements.

Firearms training and qualifications are conducted twice per year, with at least one session incorporating low-light conditions. The department primarily utilizes a state-operated outdoor

range located just north of the city limits, and occasionally supplements this training with indoor ranges operated by the Des Moines or Altoona Police Departments.

IPD conducts two department-wide in-service training sessions each year, typically lasting between five and eight hours depending on the topics in each. In addition to these sessions, the department benefits from an extensive cadre of trained in-house instructors. IPD personnel are certified to provide instruction in a wide array of specialized disciplines, including Taser, standardized field sobriety testing (SFST), riot control, patrol rifle, radar and LIDAR, less-lethal systems, firearms, active threat response, ALICE training, defensive tactics, chemical munitions, close combat, and other critical skills. This depth of internal expertise allows IPD to deliver high-quality training efficiently and cost-effectively.

Most continuing education for IPD officers is delivered either through the department's semi-annual in-service training or through courses offered by the Midwest Counterdrug Training Center (MCTC) at Camp Dodge in Johnston, Iowa. MCTC courses are typically provided at no cost but are primarily focused on drug interdiction and narcotics enforcement.

IPD is commended for the volume and quality of training it provides. The department consistently averages a high number of annual training hours per officer and demonstrates flexibility in accommodating training requests. However, scheduling training remains challenging due to the current patrol shift structure.

Training data from recent years illustrates the department's strong commitment to officer development:

- 2022: 1,581 total training hours; average of 72 hours per officer.
- 2023: 2,407 total training hours; average of 105 hours per officer.
- 2024: 2,322 total training hours; average of 97 hours per officer.

While IPD excels in technical and tactical training, there is comparatively little emphasis on professional development and leadership training for supervisors and command-level staff. In discussing this with IPD, they are confident that the workforce is well positioned for officer readiness, there is room for improvement with leadership development. Expanding leadership development opportunities would benefit the department and the city by introducing new ideas and best practices, strengthening organizational effectiveness, and supporting long-term succession planning.

IPD had three sworn officer vacancies while CPSM was onsite. Recruitment efforts are typically focused on a regional level. Despite offering a competitive salary, the department faces challenges in attracting qualified applicants due to its proximity to the Des Moines metropolitan area, where larger agencies often offer higher pay scales and more opportunities for specialized assignments. IPD does not currently offer recruitment bonuses or financial incentives for already-certified officers. However, the department has experienced success recruiting officers who are graduates of Simpson College.

Retention within IPD is generally strong. The department maintains a stable workforce and has relatively low turnover compared to many agencies. When officers do leave, it is most often to accept positions with the Des Moines Police Department or other metro-area agencies offering higher compensation or broader career opportunities.

## Recommendations:

- Explore the implementation of a recruitment bonus or similar incentive to attract already-certified officers from other regions of the state. (Recommendation No. 9.)
- Expand recruitment efforts statewide, emphasizing Indianola's high quality of life, community atmosphere, and proximity to the Des Moines metropolitan area as key selling points. (Recommendation No. 10.)
- Enhance the internship and formal partnership program with Simpson College to create a pipeline for future officer recruitment while providing some special project or administrative assistance from the participating students at the same time. (Recommendation No. 11.)
- Invest in professional development and leadership training for supervisors, command staff, and the Chief of Police. This should include regular participation in regional and statewide meetings for police leaders, attendance at state and national conferences, and enrollment in nationally recognized leadership programs such as FBI-LEEDA, the Northwestern School of Police Staff and Command, and the FBI National Academy. (Recommendation No. 12.)

## RECORDS / ADMINISTRATIVE / CLERICAL

---

The Indianola Police Department refers to its records and communications personnel collectively as "clerical staff." These civilian employees perform a broad range of administrative, records management, and limited communications-related functions that support patrol operations, investigations, and public service delivery. In addition to traditional police records responsibilities, clerical staff also provide non-emergency call-taking and front-desk customer service functions.

IPD does not operate its own primary public safety answering point (PSAP). Emergency communications services, including all 911 calls, are provided by the Warren County Sheriff's Office (Warren County Communications), which serves as the PSAP for most public safety agencies within the county. Warren County Communications is responsible for dispatching IPD officers. However, IPD clerical staff handle non-emergency calls that come directly to the department and are able to enter call information into the county computer-aided dispatch (CAD) system so that Warren County Communications can dispatch an officer.

The clerical unit currently consists of six civilian employees, including an office manager who serves as the supervisor. The office manager is scheduled to retire in January 2026. One of the existing clerical employees may transition into the office manager role in the future, which will result in one clerical position becoming vacant. Clerical coverage is provided 24 hours per day, seven days per week, which is not typical for a law enforcement agency of IPD's size. IPD appears to maintain a higher number of civilian clerical employees than most similarly sized agencies.

Clerical staff duties are extensive and include both customer-facing and internal support functions. Clerical team members handle walk-in complaints and citizen service requests, though they do not take formal police reports from the public. When a citizen arrives to file a report, an officer is dispatched to the police department to complete the report. In addition, clerical employees conduct research for officers, including accessing criminal history information, validating National Crime Information Center (NCIC) stolen articles and warrants, and entering case dispositions. Entries of wanted persons and stolen property into NCIC and the Iowa System are handled by Warren County rather than IPD clerical staff.

A significant portion of the clerical workload involves records management and quality control. Clerical staff review officer reports for grammar, punctuation, accuracy, and National Incident-Based Reporting System (NIBRS) compliance. Patrol supervisors are responsible for reviewing correct charge information and the narrative portions of reports. Clerical employees also prepare case files for submission to the County Attorney's Office and provide supplemental information needed for prosecution. Additionally, clerical staff handle public information and open records requests, manage vehicle impound logs, and report unclaimed impounded vehicles to the State.

Digital evidence management is another major responsibility. Clerical staff download, review, and redact digital evidence, including body-worn camera footage, in-car camera video, and still photographs. Due to this responsibility, clerical employees are routinely exposed to disturbing material. IPD provides clerical staff with access to the same peer support resources available to sworn officers to help deal with the impact of this exposure.

Other duties performed by clerical staff include fingerprinting members of the public for a fee, providing notary public services for the department, digitizing older records, and monitoring detained individuals in the holding cell. The clerical unit has only recently begun tracking the volume of citizen calls, walk-in requests, and other service activities. As a result, no historical data exists to evaluate workload trends over time.

Clerical staff members are not issued traditional uniforms. Instead, they wear polo-style shirts bearing the IPD logo. The clerical work area is secured behind a locked door requiring a numerical access code. Public interaction occurs through a customer service window with a thin glass barrier separating clerical employees from members of the public.

IPD has a call box located outside the police department for use during times when no clerical staff are on duty. The call box connects directly to the county PSAP, allowing a complainant to speak with Warren County Communications and request that an officer be dispatched to the police department.

Clerical staff have access to the county CAD system and, on occasion, make corrections to dispatch notes. While these edits are typically limited to spelling, grammar, or typographical errors, altering CAD entries is unusual, as it constitutes a change to an official police record.

Training for clerical staff includes instruction in the Iowa System, Criminal Justice Information Services (CJIS) requirements, and NIBRS reporting standards. Some clerical employees have also attended leadership training courses. IPD does not currently offer an online police reporting system.

The office manager position encompasses a wide range of responsibilities beyond direct supervision of clerical staff. The office manager handles onboarding and separation processes for police employees, provides administrative support to the Chief of Police and command staff, assists clerical personnel with daily operations, and orders and maintains some departmental supplies and equipment.

It is notable that several duties currently performed by clerical staff—particularly report review and approval functions—are commonly assigned to patrol supervisors in many agencies. This overlap suggests that IPD's clerical unit is performing functions beyond those typically expected for civilian records personnel.

## Recommendations:

- Eliminate 24-hour clerical staffing and rely on the existing call box system to serve citizens after normal business hours. (Recommendation No. 13.)
- Reclassify two clerical positions as Records Clerk positions to better align job titles with primary responsibilities. (Recommendation No. 14.)
- Retain the Office Manager/Administrative Assistant position to continue supervising records clerks and providing administrative support to the Chief of Police and command-level personnel. (Recommendation No. 15.)
- Eliminate three clerical positions and reclassify one of these full-time equivalent (FTE) positions to a Community Service Officer role to assume evidence and quartermaster duties, as discussed in the Property and Evidence and Quartermaster sections. (Recommendation No. 16.)

## POLICE FACILITY

---

The current police facility was originally constructed in 1986, with an addition completed in 1989. The building is a shared municipal facility that houses police, fire, and city hall functions. While the three entities occupy the same overall structure, each has its own designated entrance. The public entrance for the police department is located on the south side of the building, with a separate staff entrance for police personnel located on the west side. The west-side entrance also provides access to a single-car, climate-controlled garage bay.

Police vehicle operations are not fully integrated into the main police facility. Patrol vehicles are stored in a separate building located approximately one-half mile from the police station. Officers are required to report to this off-site location at the start of their shifts to retrieve their assigned patrol vehicles and then drive to the police station for roll call and shift briefing. This configuration is operationally inefficient and results in unnecessary travel time and logistical complexity at the beginning and end of shifts.

The interior of the police portion of the building is visibly dated and shows significant wear consistent with its age. Finishes, fixtures, and overall layout reflect design standards from the late 1980s and do not align with the needs of a modern police agency. There is evidence of ongoing water intrusion, including water leaks and visible water damage. In its current configuration, the police station is wholly inadequate for an agency the size and operational demands of IPD.



The evidence room presents the most significant concern within the facility. It is located in the basement along a corridor that is accessible to non-police personnel, which creates security and chain-of-custody vulnerabilities. The room does not provide separation between different types of evidence, as drugs and firearms are stored in the same area as general evidence. This practice does not align with best practices for evidence management or safety.

Additionally, the evidence room lacks proper ventilation, which is particularly problematic for the storage of controlled substances that may emit odors or hazardous fumes. Compounding this issue, plumbing pipes run across the ceiling of the evidence room, introducing a risk of water leaks that could damage or contaminate evidence. The combination of poor location, inadequate security controls, insufficient ventilation, and exposure to plumbing infrastructure represents a substantial operational and liability risk for the department.

### Recommendations:

- Identify and designate an alternative room within the building for evidence storage and which does not have plumbing running through it and that can be properly secured and ventilated. The new evidence room should include clearly separated areas for different types of evidence, particularly a dedicated, properly ventilated space for drug evidence. (Recommendation No. 17.)
- Reimagine and reconfigure the existing police department space to maximize efficiency and functionality until such time that a new public safety facility can be constructed or the current building can be expanded. Priority areas for redesign should include evidence processing, briefing and training space, report writing areas, secure storage, and soundproof interview rooms. (Recommendation No. 18.)

Engaging an architect with specialized experience in police facility design is strongly recommended. Such expertise would assist the city and IPD in developing a layout that makes the best possible use of the existing square footage while addressing critical operational, safety, and compliance concerns.

## FLEET

---

The Indianola Police Department has fifteen active police vehicles in their fleet. Thirteen of the vehicles are marked police cars with one having “ghost graphics,” meaning the police graphics are muted to make the vehicle less obvious as a police car. Eight of the vehicles are 2018-2022 Ford Explorers, four are 2022-2024 Chevrolet Tahoes, one is a marked Chevrolet truck, and two are unmarked vehicles (a Ram truck and a Chevrolet Traverse).

IPD has limited parking available at its main police facility. To alleviate the lack of parking, IPD utilizes an indoor storage building located a few blocks away to park most of its fleet when not in use in the city. This model is beneficial in that police vehicles are protected from the elements thereby extending the potential service life and maintenance costs, but it is not ideal operationally. Employees park their personal vehicles at this offsite location, retrieve a patrol car and report to the station, and reverse this process at the end of their shift. Ideally, a police fleet would be available at the station and ready for immediate deployment. Although this is working for the agency, we believe it would benefit the department if future facility plans included on-site “secure” parking for the fleet. We will stop short of making this recommendation for the report as facility planning has been a challenge for city leadership, and it is well known that improvements need to be made.

Vehicle maintenance is a shared responsibility between the two lieutenants. The vehicles we observed and rode in during our time in the city appeared well-maintained and in good operational shape.

We made inquiries into the daily management of the fleet and how the agency ensures accountability for excessive wear and tear, and unreported damage found in the fleet. IPD uses an “assigned vehicle” model, meaning officers are assigned a shared unit with another officer on the opposing shift. Outside of the assigned unit being removed from service, those officers are supposed to use that car daily. The officers are responsible for ensuring maintenance issues are reported and they are responsible for the care of that car. IPD has logs where officers are required to report any excessive wear or damage and whenever new damage is noted it must be reported to a supervisor for documentation and if necessary an investigation.

IPD inquired through this study if we felt that the current police fleet was adequate to meet the department’s needs. In our opinion, with the shared fleet model (cars shared among patrol members) then the current fleet is adequate. If IPD were to adopt a deployment model where permanently assigned take-home vehicles were to be implemented, then the current fleet would not meet those needs.

## DISPATCH SERVICES (WARREN COUNTY)

---

IPD does not operate its own dispatch center. We believe this is appropriate given the size and workload associated with Indianola. The department utilizes the services of the Warren County Sheriff’s Office Communications Center for police dispatching. The Warren County Sheriff’s Office manages this service for all agencies in Warren County, which provides all agencies a more cost-effective arrangement. We note that we have observed agencies similar in size to IPD operate their own dispatch center and in almost all cases the challenges and expenses associated are rarely worth the operational benefits of being independent. In most of those cases the barriers to regionalizing the service are typically interagency friction/relationships and technology. We applaud IPD and Warren County for working within the confines of a regionalized partnership.

## RADIO AND CAD SYSTEM

---

Being on a regionalized dispatch platform allows all agencies within Warren County to operate on a common set of radio channels. This enables all law enforcement around the county to hear critical radio traffic and the ability to communicate with one another when needed. Again, this is a benefit that comes with regionalization.

CAD systems are a major hinderance to regionalization in many areas. Different agencies on different technology/CAD platforms and often at different renewal/contract periods often cause agencies to say “no” to the concept of shared services. However, in Warren County the agencies all share the same systems. At the time of this report, all agencies are in the process of transitioning from the current TAC10 platform to new Central Square for CAD-RMS services. IPD advised that it is starting to engage in the transition process. Details of the transition process were unclear during our discussions with staff. In our experience, CAD-RMS transitions can be a period of high stress for agencies. Although new systems may have significantly greater capabilities, the change and unfamiliar processes can cause internal problems. One solution to these hurdles is to have end users involved in the system customization/build process and offer input to end-user interfaces. Most agencies have patrol officers that are exceptionally adept at technology use and can be a great benefit in these processes. We encourage IPD to inquire with Warren County where IPD’s end users may be involved in this transition process. This will give IPD a voice in simplifying the system for staff use, thereby minimizing some organizational stress.

### Recommendation:

- We recommend that IPD involve “end users” (Specifically, patrol officers and records staff) in the CAD-RMS Central Square transition. (Recommendation No. 19.)

## OFF-DUTY EMPLOYMENT

---

The IPD regularly receives requests for officers to provide security at a wide range of events and venues, both within and outside city limits. Some of these requests occur within the metropolitan Des Moines area, and for a large annual music festival located about 20 miles outside the city limits.

Many law enforcement agencies that previously permitted officers to accept secondary employment where the requesting organization (such as businesses, concerts, sporting events, or other venues) paid the officer directly have moved away from this practice. This shift is largely driven by concerns related to liability exposure, the use of city-owned assets, and compensation practices.

A widely recognized best practice is for the requesting organization to contract directly with the city, rather than with the individual officer. Under this model, the organization pays the city a flat fee established by the city that reflects the full cost of providing police services—typically covering the officer’s overtime rate (or actual rate), as well as associated benefits and administrative costs. If a city police vehicle is used, the city should establish a separate rate and policy governing its use. The city then compensates the officer who works the assignment.

This structure helps ensure officers remain covered under the city’s insurance in the event of injury and reinforces that officers working off-duty assignments must comply with all departmental policies, procedures, and professional standards, just as they would during regular

duty. It also addresses concerns related to private compensation being earned through the use of city-owned vehicles, equipment, and resources.

### Recommendation:

- It is recommended that IPD develop a formal off-duty employment policy in coordination with city management and in consultation with the city's liability and workers' compensation insurance carrier. (Recommendation No. 20.)

# # #

# SECTION 5. PATROL OPERATIONS

Uniformed patrol is considered the backbone of American policing. Nearly every police department in the United States has a uniformed patrol function and most agencies are structured to support the patrol function to the greatest extent possible. This critically important function is usually the highest visibility component of any police department and typically commands the largest share of resources within any department (labor and budget).

The Indianola Police Department has a uniformed patrol component led by a police lieutenant and staffed with patrol sergeants and patrol officers. Staffing for Patrol Operations is shown in the following table.

**TABLE 5-1: Authorized Patrol Operations Staffing**

Position	Authorized
Police Lieutenant	1
Sergeant	3
Police Officer	12
<b>Total Sworn</b>	<b>16</b>

In addition to the above patrol staffing levels, IPD also has two school resource officers who will occasionally assist in patrol and there is one community service officer assigned to the patrol function.

Included in the patrol deployment positions is one FTE K-9 officer. That officer works basic patrol duties with his K-9 partner and is currently to an overnight shift.

## Patrol Schedule

The Patrol Operations component of the department works 10-hour shifts with the following schedules:

- 6:00 a.m. to 4:00 p.m.
- 3:00 p.m. to 1:00 a.m.
- 9:00 p.m. to 7:00 a.m.

IPD has set minimum staffing level for patrol operations at two police officers, meaning that the department expects that at least two officers will be on duty at all times. This number has been established primarily as an officer safety component to ensure that uniformed officers always have a partner on calls for service when needed. Additionally, there are neighboring jurisdictions, including the Warren County Sheriff's Office, that also have limited officers/deputies on duty for mutual aid assistance in the event more resources are needed.

Shifts lengths in policing varies throughout the nation. Most modern police agencies are on some variation of 10 or 12-hour shifts, with just a small percentage still working 8-hour shifts. In this discussion, there is debate over the pros and cons of 10-hour shifts vs. 12-hour shifts.

Research on police shift length—especially the well-known **Shift Length Experiment conducted by the National Policing Institute**—consistently finds that **10-hour shifts strike the best balance**

**between officer performance, wellness, and organizational efficiency.** Officers working 10-hour schedules tend to get more sleep, experience less fatigue, and report higher levels of alertness while on duty compared to those working 12-hour shifts. The structure of a 4/10 schedule also allows for three days off per week, which appears to support better recovery without the extended fatigue associated with longer daily shifts.

In contrast, **12-hour shifts are associated with increased fatigue and lower alertness**, particularly toward the latter part of the shift. While officers on 12-hour schedules often appreciate having more full days off, research shows that the longer work periods can negatively affect cognitive functioning, decision-making, and overall well-being. Although studies have not found major differences in critical safety outcomes (such as reaction time or driving performance), the accumulated fatigue presents a higher risk for errors, burnout, and long-term health concerns.

From an organizational perspective, **10-hour shifts are also linked to greater efficiency**, including significantly lower use of overtime and improved job satisfaction among officers. While 12-hour shifts can offer scheduling simplicity and fewer shift transitions, these advantages are often offset by fatigue-related drawbacks and potential hidden costs. Overall, the research suggests that agencies seeking to optimize both officer wellness and operational effectiveness are generally better served by adopting 10-hour shift models rather than 12-hour schedules.

## CALLS FOR SERVICE ANALYSIS

---

This report will outline the Patrol Operations workload as measured as a percentage of officers' on-duty time. However, before we report on those metrics, it is appropriate to understand the current calls for service experienced by the Indianola Police Department.

CPSM worked with IPD to obtain computer-aided dispatch (CAD) data to best understand what is occurring in the patrol environment. We divided these data sets up into separate categories. We analyzed a full twelve months of call data to determine how many calls for service IPD officers handled, the origin of those calls, and the type of those calls. We also used that full year of data to see how long those calls take to handle on average as well as how long IPD takes to respond to those calls. The twelve months of call data used was from the period of October 1, 2024, to September 30, 2025.

Later in this section we will then break down that data even further to explore seasonal variations in workload. Oftentimes, the patrol workload can vary between summer and winter as well as weekdays versus weekends. The seasonal periods examined were:

- Winter: January 4 – February 28, 2024.
- Summer: July 7 – August 28, 2025.

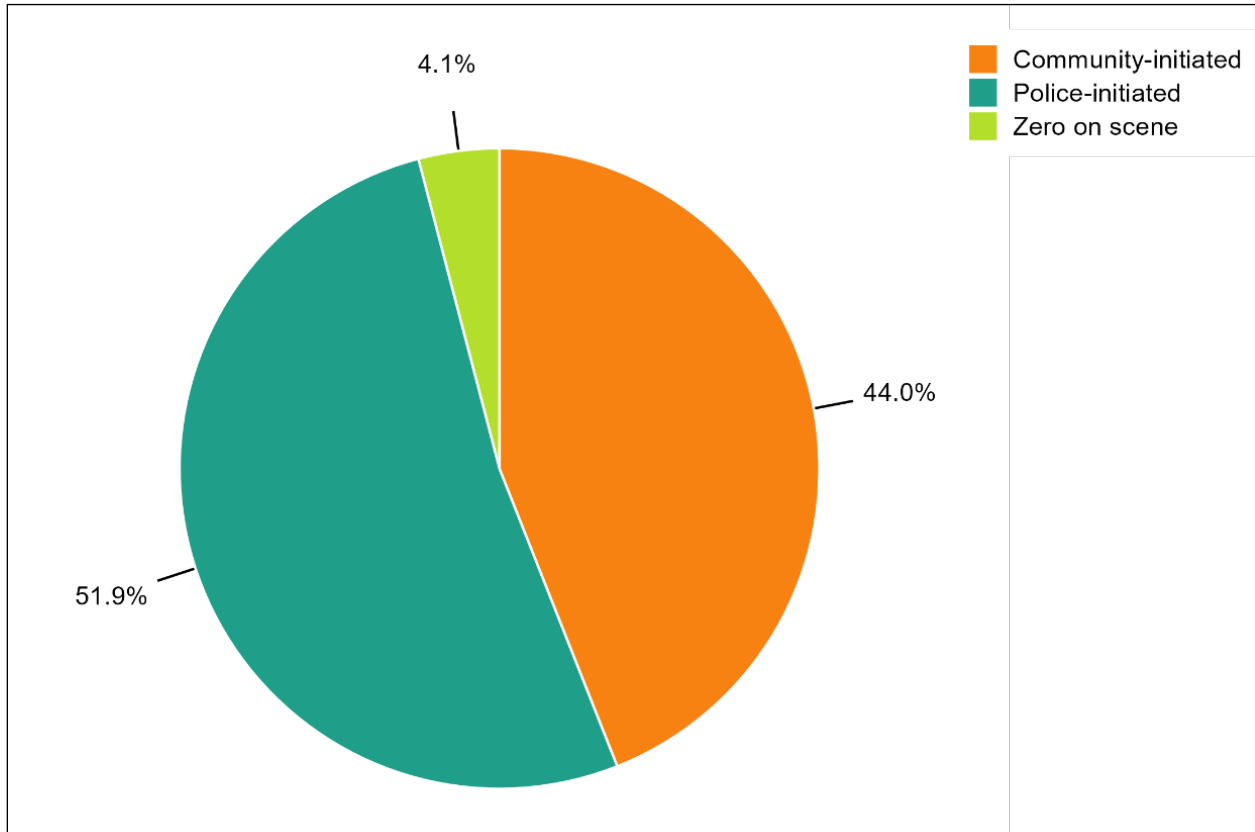
Both winter and summer periods are further separated by weekends and weekdays to determine actual officer workload.

The "Rule of 60" will be used to measure patrol workload later in this section of the report.

### Event and Call Data

The following figure and table outline the total number of events that occurred and who initiated those events during the study period. We intentionally use events in this first set of figures as total events illustrates the volume of activity recorded in the CAD system.

**FIGURE 5-1: Percentage Events per Day, by Initiator**



**Note:** Percentages are based on a total of 13,101 events.

**TABLE 5-2: Events per Day, by Initiator**

<b>Initiator</b>	<b>No. of Events</b>	<b>Events per Day</b>
Community-initiated	5,764	15.8
Police-initiated	6,802	18.6
Zero on scene	535	1.5
<b>Total</b>	<b>13,101</b>	<b>35.9</b>

In total, there were 13,101 CAD events that were used in this analysis. Of that total, 5,764 were initiated by a member of the community that called IPD for a police-related matter; this represented 44 percent of all CAD events. IPD officers initiated 6,802 events. These are calls such as traffic stops, pedestrian stops, and proactive documented patrols, and represent almost 52 percent of all CAD events. Additionally, there were 535 events that were classified by CPSM as “zero-on-scene” events. These are CAD events that showed less than thirty seconds on scene before a call was closed. Although these zero-on-scene events do represent work we will intentionally omit them for the calls analysis as they may inaccurately impact actual worktime.

Zero-on-scene calls usually occur when an officer performs a type of work, be it self-initiated contacts, directed patrols, or even regular community-initiated calls, but fails to notify dispatch. In those cases, an officer could have invested several minutes doing the work but did not notify dispatch until they were finished. In that case a dispatcher will quickly record the officer being on scene and immediately clearing the call as there is no way to make a CAD system work in reverse to capture time that has already elapsed. Although this is found in every CFS analysis and is a normal observance in police work we encourage agencies to minimize this practice to the greatest extent possible.

### Recommendation:

- CPSM recommends that IPD direct patrol officers to accurately capture all work time associated with calls handled in the CAD system to eliminate “zero-on-scene” calls to the greatest extent possible. (Recommendation No. 21.)

The following tables show the transition from events to calls. This is where we eliminate zero-on-scene events due to lack of time data for greater analysis of the work being performed by IPD officers. The reader will see that we also eliminated directed patrols as most of those calls appeared as zero-on-scene. The reader can also see the number of call totals that changed in each call category.

**TABLE 5-3: Events per Day, by Category**

Category	Total Events	Events per Day
Accident	388	1.1
Alarm	209	0.6
Animal call	237	0.6
Assist – medical & fire	234	0.6
Assist – other	831	2.3
Check	633	1.7
Civil problem	263	0.7
Crime against persons	421	1.2
Crime against property	880	2.4
Crime against society	266	0.7
Directed patrol	65	0.2
Disturbance	315	0.9
Investigation	1,104	3
Juvenile call	383	1
Mental health	193	0.5
Miscellaneous	452	1.2
Suspicious incident	392	1.1
Traffic enforcement	975	2.7
Traffic stop	4,767	13.1
Violation	93	0.3
<b>Total</b>	<b>13,101</b>	<b>35.9</b>

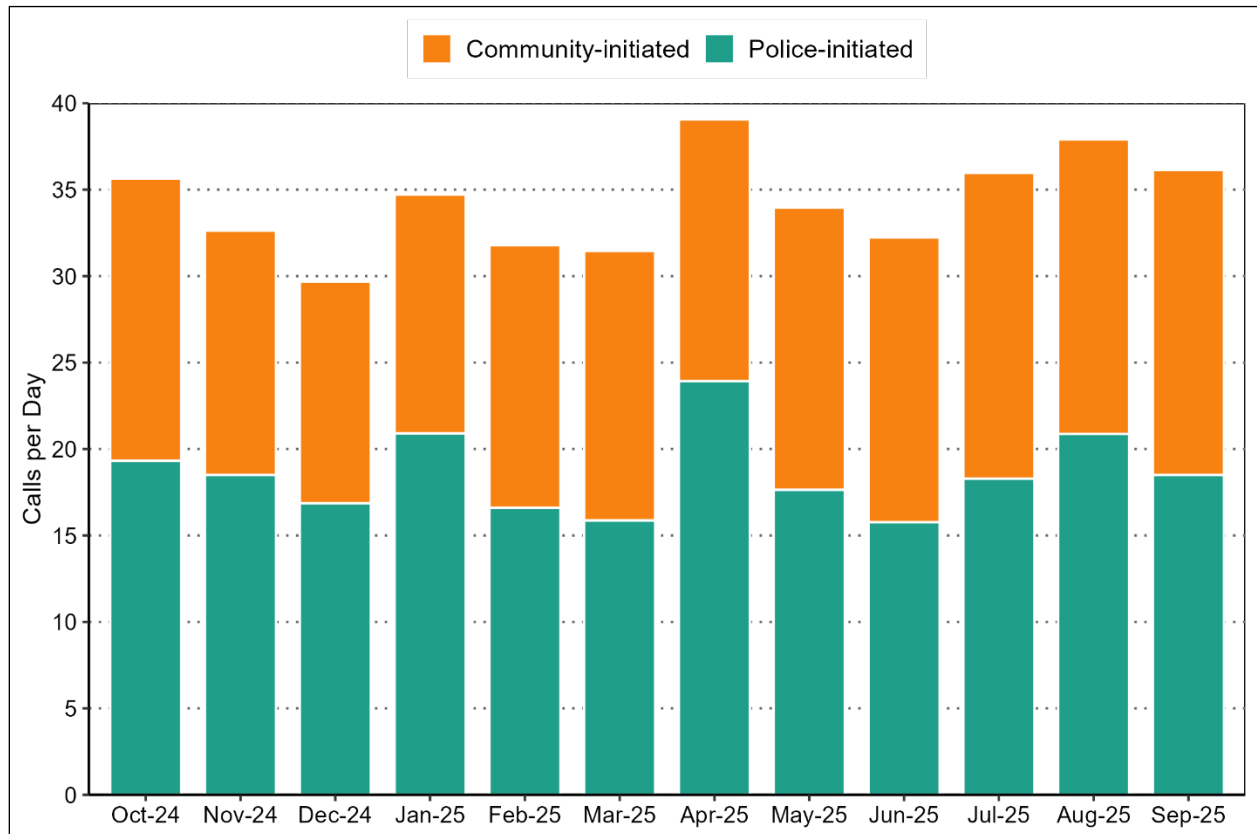
**TABLE 5-4: Calls per Day, by Category**

Category	Total Calls	Calls per Day
Accident	380	1
Alarm	201	0.6
Animal call	234	0.6
Assist – medical & fire	196	0.5
Assist – other	800	2.2
Check	568	1.6
Civil problem	260	0.7
Crime against persons	416	1.1
Crime against property	773	2.1
Crime against society	262	0.7
Disturbance	310	0.8
Investigation	1,037	2.8
Juvenile call	381	1
Mental health	187	0.5
Miscellaneous	338	0.9
Suspicious incident	385	1.1
Traffic enforcement	947	2.6
Traffic stop	4,744	13
Violation	92	0.3
<b>Total</b>	<b>12,511</b>	<b>34.3</b>

There is additional value in this data as we see the number of calls in each call type category that IPD officers are handling. Much of the work being done is traffic-related (accidents, traffic stops and enforcement). The next busiest category is crime-related (investigations, crimes against persons/property/society). The category of assist is prevalent in the data; these are cases where IPD assisted the fire department or another agency on a call.

The next figure and table shows the average calls per day, broken down by initiator and by month. Although the graph shows what appears to be a disparity, the reality is that average daily calls only vary by less than ten per day when comparing the busiest months to the least busy months. This demonstrates that the workload in Indianola is reasonably consistent throughout the year when considering that there are at least six to eight officers working each day.

**FIGURE 5-2: Calls per Day, by Initiator and Month**



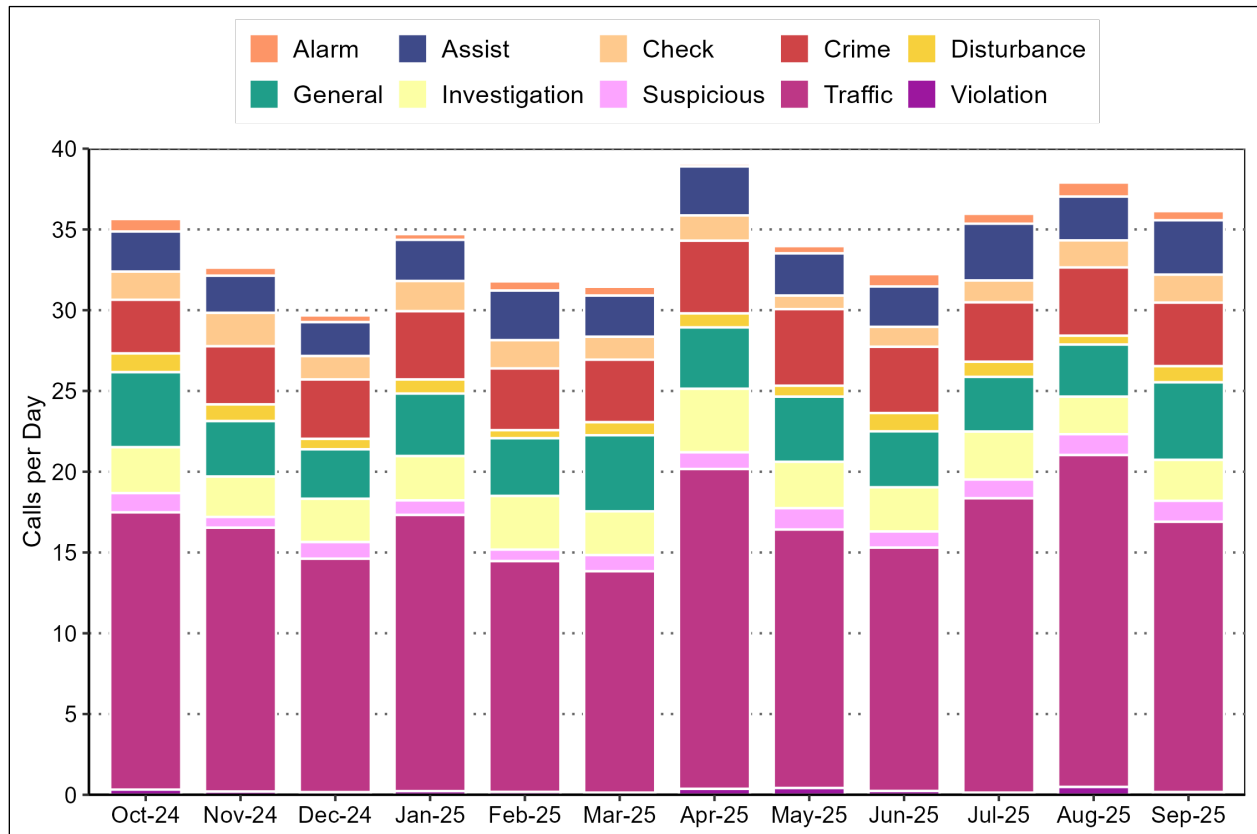
**TABLE 5-5: Calls per Day, by Initiator and Month**

Initiator	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Community	16.3	14.1	12.8	13.8	15.2	15.6	15.1	16.3	16.5	17.7	17.0	17.6
Police	19.3	18.5	16.9	20.9	16.6	15.9	23.9	17.6	15.8	18.3	20.9	18.5
<b>Total</b>	<b>35.6</b>	<b>32.6</b>	<b>29.7</b>	<b>34.7</b>	<b>31.8</b>	<b>31.5</b>	<b>39.1</b>	<b>34.0</b>	<b>32.2</b>	<b>36.0</b>	<b>37.9</b>	<b>36.1</b>

Another area of note is the balance between community-initiated calls and police-initiated calls for service. In most agencies we analyze, the community-initiated calls outweigh the police-initiated calls, often by a factor of two-to-one or three-to-one. In the case of IPD, there are more police-initiated calls than calls originating through 911. This indicates that IPD officers keep themselves active between calls from the public.

The next figure again demonstrates that the majority of work performed in the patrol setting is traffic-related. This visual shows that the traffic workload is nearly the same as, if not greater than, all the other workload categories combined.

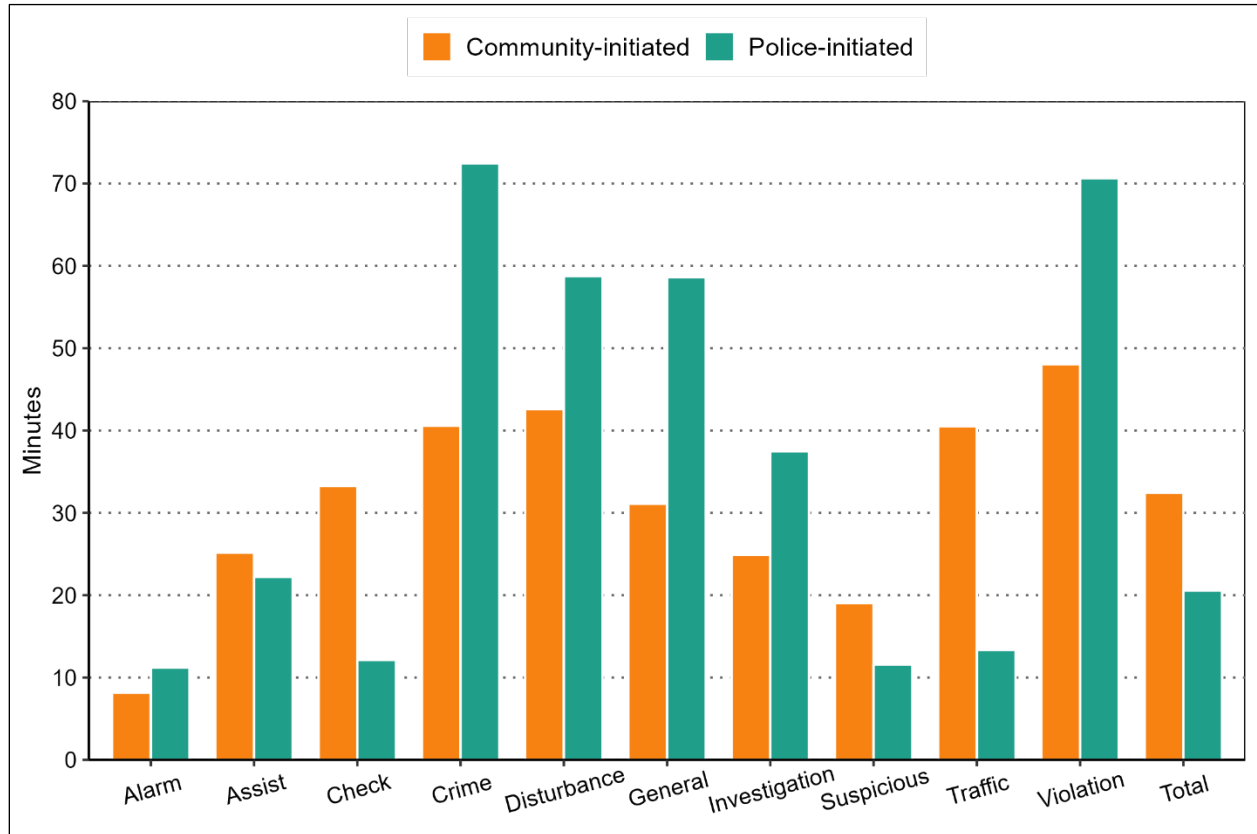
**FIGURE 5-3: Calls per Day, by Category and Month**



### Time on Calls Data

The following data sets will transition to the number of calls in each category to the how long those calls take for IPD officers to manage. The following figure is a visual of how long on average each call type takes to handle, separated by initiator. Whereas traffic-related calls were the driver of workload in sheer numbers we now see that police-initiated traffic calls (i.e., traffic stops) take a minimal amount of time. Yet community-initiated traffic calls (i.e., accidents) take nearly forty minutes per incident on average. Crime calls take approximately forty minutes per incident when community-initiated while police-initiated calls in the crime category take more than seventy minutes per incident. Note: The time on calls data is measuring only the primary unit assigned to a call, it is not a culmination of all officer time on a call.

**FIGURE 5-4: Primary Unit's Average Occupied Times, by Category and Initiator**



The following table is the line-by-line data that was used to assemble the figure above. As well, this table also provides the additional data of how many calls were in each category. Again, police-initiated traffic calls make up the overwhelming single line category of calls at 4,737 separate incidents, but the average time on those calls (11.3 minutes) is among the lowest amount of time officers spend on any specific category.

The average time of all community-initiated calls was forty-one minutes while the average time for all police-initiated calls was seventy-two minutes (non-weighted). The weighted average is thirty-two minutes for community-initiated calls and twenty minutes for police-initiated calls, demonstrating how much the low-time calls (traffic stops) can reduce the overall number. This is the reason zero-on-scene calls are eliminated from this data.

###

**TABLE 5-6: Primary Unit's Average Occupied Times, by Category and Initiator**

Category	Community-Initiated		Police-Initiated	
	Minutes	Calls	Minutes	Calls
Accident	59.9	356	41.0	24
Alarm	8.2	198	11.2	3
Animal call	24.8	210	13.3	24
Assist – medical & fire	30.3	193	16.1	3
Assist – other	23.8	718	22.4	82
Check	33.3	301	12.1	267
Civil problem	27.4	243	67.2	17
Crime against persons	47.6	364	121.1	52
Crime against property	34.2	609	34.0	164
Crime against society	50.1	138	102.9	124
Disturbance	42.6	291	58.8	19
Investigation	24.9	578	37.5	459
Juvenile call	32.3	164	64.5	217
Mental health	46.9	181	75.4	6
Miscellaneous	28.0	260	53.2	78
Suspicious incident	19.0	273	11.6	112
Traffic enforcement	28.7	567	37.3	380
Traffic stop	13.0	7	11.3	4,737
Violation	48.1	71	70.7	21
<b>Weighted Average/Total Calls</b>	<b>32.4</b>	<b>5,722</b>	<b>20.6</b>	<b>6,789</b>

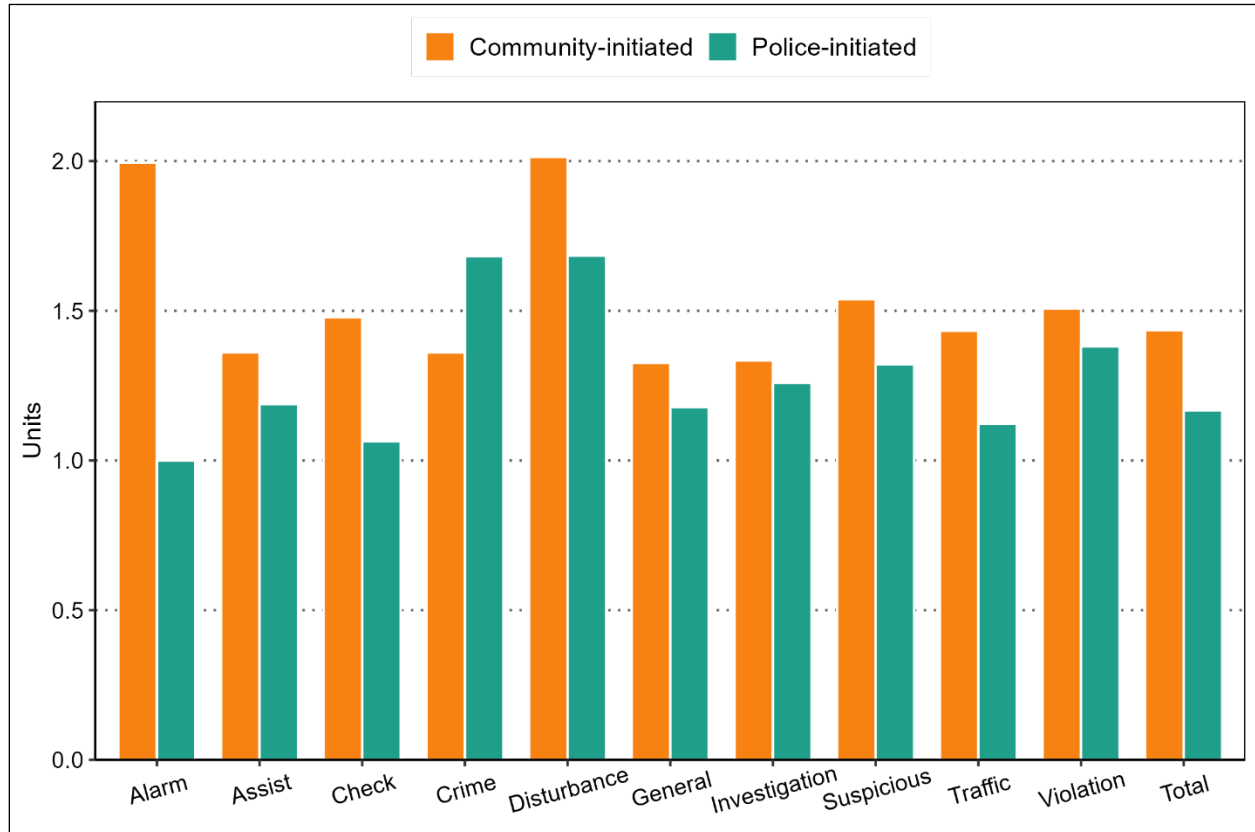
**Note:** The information in Figure 5-4 and Table 5-6 is limited to calls and excludes all events that show zero time on scene. A unit's occupied time is measured as the time from when the unit was dispatched until the unit becomes available again. The times shown are the average occupied minutes per call for the primary unit, rather than the total occupied minutes for all units assigned to a call.

# # #

## Number of Responding Units Data

We have seen the number of calls in each call category, and we have seen the average time IPD spends on each call type. We will now transition to how many units on average IPD uses per call.

**FIGURE 5-5: Number of Responding Units, by Initiator and Category**



The figure above and the table below show the data on how many units on average IPD assigns to each call type. Obviously, there are certain call types, depending on the circumstances or known risk, when IPD will send a heavier than average response and there are many times that a call type is managed by only one officer.

In general, we see that IPD uses fewer resources per call than most agencies with more patrol resources. There is a general guideline in law enforcement that most community-initiated calls have at least two officers dispatched for officer safety reasons. In IPD, with the exception of disturbances and alarms calls originating through 911, most calls are handled with fewer than two officers. This means that IPD handles a large percentage of its overall calls with just one officer.

It is important to note that there are some factors that may influence the data we are presenting here. IPD had a significant number of overall calls that were listed as "assists." The calls on which a single IPD officer assisted another law enforcement agency (such as Warren County deputies) on a call there would only be one IPD officer listed, yet there were other deputies on that call with the IPD officer. The same circumstances may apply in reverse. If an IPD officer is dispatched to a 911 call in Indianola and he/she is backed by a Warren County deputy, the WCSO unit

would not appear in the Indianola data presented here. Nonetheless, overall averages for the number of IPD officers on a call is less than we see across the industry.

When accounting for all weighted averages in each call origination category, IPD uses an average of 1.4 units on community-initiated calls and 1.2 units on police-initiated calls.

**TABLE 5-7: Average Number of Responding Units, by Initiator and Category**

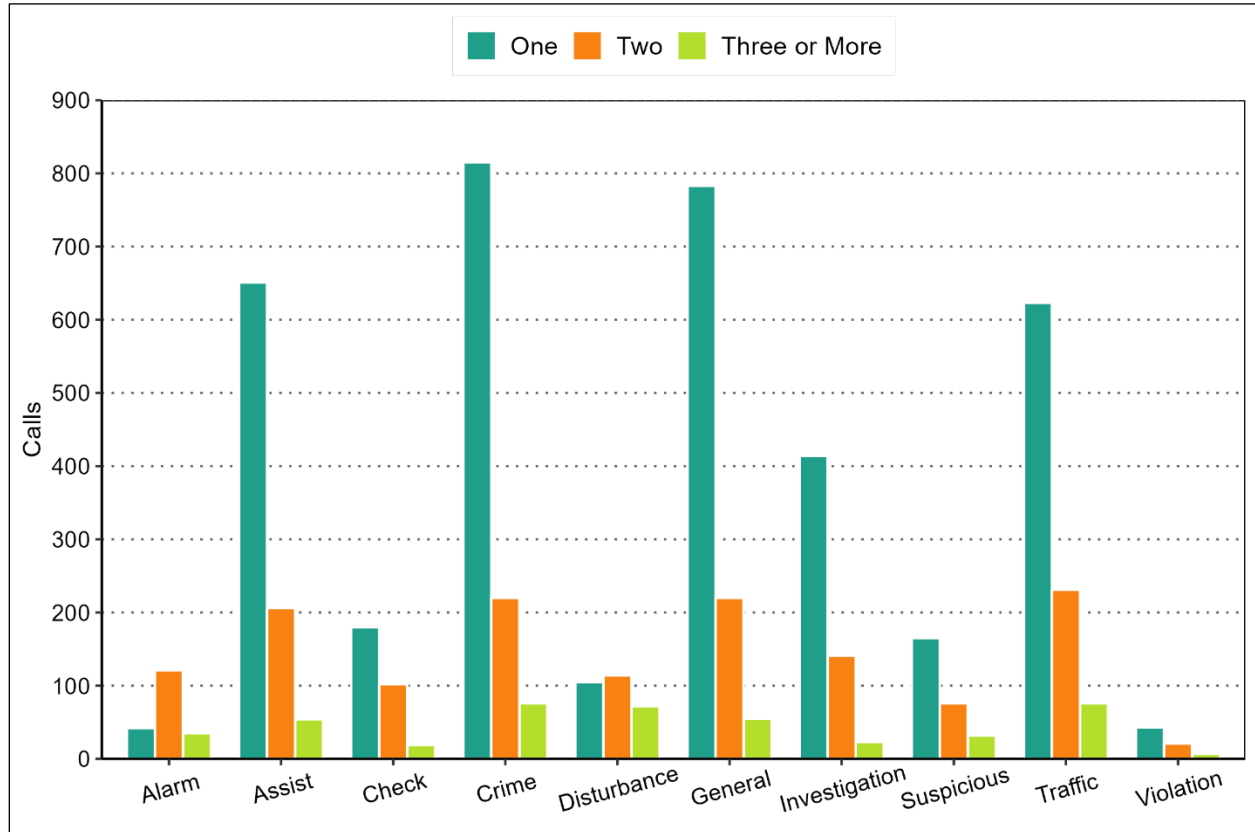
Category	Community-Initiated		Police-Initiated	
	No. of Units	Calls	No. of Units	Calls
Accident	1.5	356	1.5	24
Alarm	2.0	198	1.0	3
Animal call	1.2	210	1.2	24
Assist – medical & fire	1.9	193	1.0	3
Assist – other	1.2	718	1.2	82
Check	1.5	301	1.1	267
Civil problem	1.2	243	1.5	17
Crime against persons	1.3	364	1.3	52
Crime against property	1.3	609	1.4	164
Crime against society	1.6	138	2.3	124
Disturbance	2.0	291	1.7	19
Investigation	1.3	578	1.3	459
Juvenile call	1.4	164	1.1	217
Mental health	1.8	181	1.3	6
Miscellaneous	1.2	260	1.3	78
Suspicious incident	1.5	273	1.3	112
Traffic enforcement	1.4	567	1.3	380
Traffic stop	1.1	7	1.1	4,737
Violation	1.5	71	1.4	21
<b>Weighted Average/Total Calls</b>	<b>1.4</b>	<b>5,722</b>	<b>1.2</b>	<b>6,789</b>

###

In this final figure on responding units, we see the disparity of how often IPD used one officer versus two units or three or more units.

IPD used one unit in 3,821 calls out of a total of 5,742 community-initiated calls.

**FIGURE 5-6: Number of Responding Units, by Category, Community-initiated Calls**



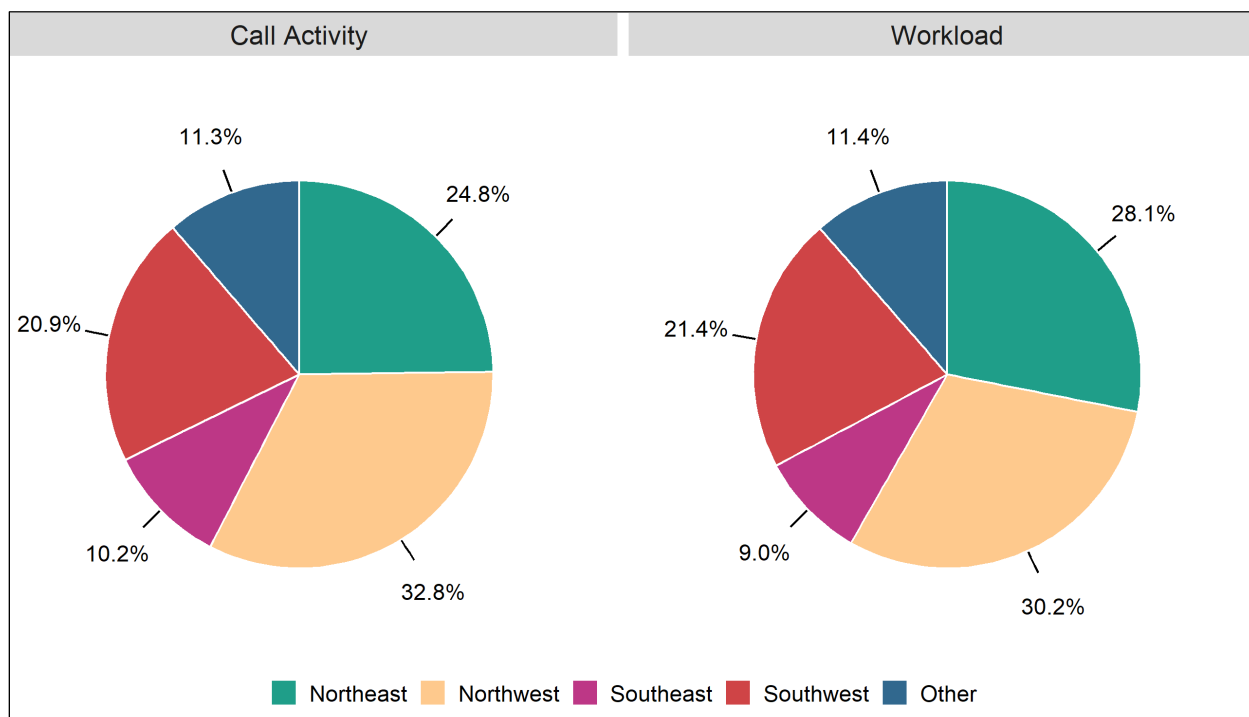
###

## Calls and Work Hours Per Zone

Indianola PD divides the community into four zones (or beats) for reporting coverage (Northwest, Northeast, Southwest, and Southeast).

The following figure and table break down the division of workload in each sector of the community.

**FIGURE 5-7: Percentage Calls and Work Hours, by Zone**



**Note:** The 'Other' category includes calls at headquarters and calls without recorded zones (inside and outside of Indianola and unknown).

The Northwest sector is the busiest area overall with 32 percent of all calls, occupying an average of 5.9 hours of officer labor each day (11.2 calls per day). This represents 30 percent of all IPD workload. The Northeast sector is the second busiest area with nearly 25 percent of all calls (8.5 per day) and 28 percent of all workload (5.5 hours).

The category of "other" is a culmination of calls outside the city and calls at police headquarters.

###

**TABLE 5-8: Calls and Work Hours by Zone, per Day**

Zone	Per Day	
	Calls	Work Hours
Northeast	8.5	5.5
Northwest	11.2	5.9
Southeast	3.5	1.8
Southwest	7.2	4.2
<b>Zone Subtotal</b>	<b>30.4</b>	<b>17.3</b>
Headquarters	2.1	1.1
Indianola	0.3	0.2
Out of the city	0.8	0.5
Unknown	0.7	0.4
<b>Other Subtotal</b>	<b>3.9</b>	<b>2.2</b>
<b>Total</b>	<b>34.3</b>	<b>19.6</b>

### Out-of-Service Activities

Up to this point in the report, we have evaluated the types of calls handled by IPD officers in the categories of community-initiated calls and police-initiated calls. In general, police agencies are good at capturing this type of field-related activity associated with providing police service. A third category that must be examined is all of the other work that is performed that does not fit into the community- or police-initiated categories. We often call this the administrative work that should be captured or in this case we title it “out-of-service” activities. The following table shows five categories of out-of-service activity captured in the IPD CAD data,

**TABLE 5-9: Activities and Occupied Times by Description**

Description	Occupied Time	Count
Busy	80.8	244
Court related	57.1	21
At jail	19.0	41
Out at office	33.8	102
Vehicle maintenance	30.2	31
<b>Administrative – Weighted Average/Total Activities</b>	<b>59.4</b>	<b>439</b>
<b>Personal – Break (meal)</b>	<b>27.9</b>	<b>148</b>
<b>Weighted Average/Total Activities</b>	<b>51.4</b>	<b>587</b>

This is an area that we believe is problematic for Indianola PD. It is common in law enforcement to see administrative tasks associated with performing their duties make up thirty percent of officers’ work time. Everything from attending briefing, to report writing, to contractually given break times should be captured in CAD to gain an accurate perspective of IPD workload. The table above, showing what work is captured in CAD, is minimal at best and likely incomplete in showing all workload.

- IPD officers pick up a police car prior at the beginning of their shift and report to the police station for briefing. Briefings should be captured as an activity but are not listed. Multiplied by

every officer that works every day in patrol this is 2,500 to 3,500 incidents at twenty to thirty minutes per incident.

- By law, IPD officers are allotted meal breaks. Regardless of an officer using that meal break period to eat a sack lunch from home in their patrol car, go home for lunch, or go to a restaurant, the time should be captured in CAD. The above data only shows 148 meal breaks captured all year for all officers and patrol sergeants. The total should be closer to 2,000 to 3,000 incidents at thirty minutes per incident.
- Every police report or arrest requires report writing time. Report writing is not listed anywhere in the IPD CAD system. It is true that some of the activity above such as “busy” or “at the station” could include report writing and some report writing is captured in the calls themselves. However, based upon discussions with IPD personnel we believe this is underreported.

We discussed this with IPD officers and specifically asked if they called out all of the activities listed. The general consensus was that most of those activities occur while an officer remains in-service and available for a call, meaning the work is not captured.

Historically, this is a common practice in policing. The legacy of the profession trains officers to be available for a call as much as possible and to handle most administrative tasks during times they are waiting for a call. Although this promotes a good work ethic it works against agencies as the industry moves to data-driven deployment models. These practices will not work in IPDs favor when we discuss the Rule of 60 in the next few pages.

It will be our recommendation that IPD reset its cultural work patterns and begin capturing as much administrative work as possible in their CAD system. This can be done while still promoting the proper work ethic and can be done while having officers available for calls when needed. For instance, many agencies use a code for “writing reports but available for a call.” This captures the work time but allows the dispatcher to know that the officer can be pulled if needed for a call.

### Recommendation:

- CPSM recommends that IPD institute practices that encourage an officer to capture all administrative work being performed (briefings, meal breaks, report writing, etc.). (Recommendation No. 22.)

This recommendation is especially relevant to field supervisors. Administrative workload for field sergeants is ever increasing with technology in police agencies and legislative mandates designed to increase officer accountability. We are finding sergeants are spending more time in the police station doing these tasks but failing to record their activity in CAD.

### Response Times

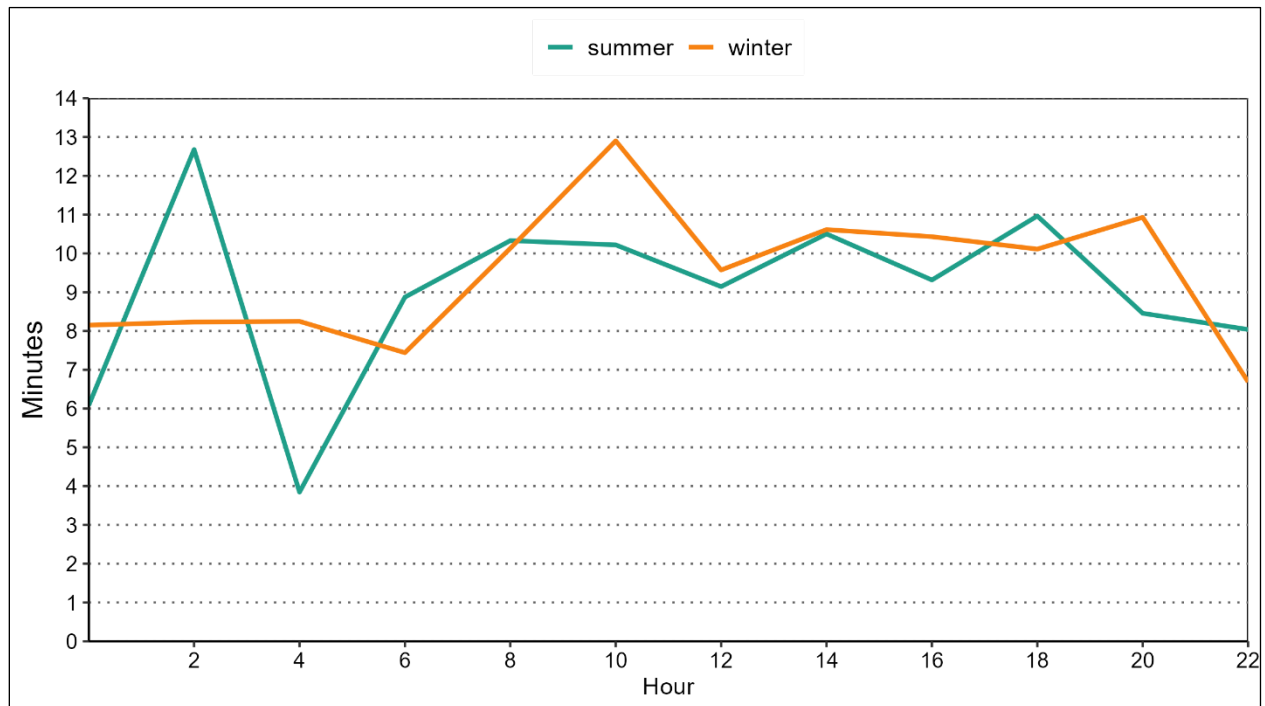
We will now move our attention to the response times for calls for service by the IPD. The ability of an agency to answer service calls in a quick and efficient manner is often the measuring stick that citizens will judge their police force. Slow response times will cause members of the public to complain about waiting too long. Even if officers do outstanding work on a call once on scene, if they take too long to arrive some citizens will simply not be happy.

Larger police agencies with high call loads have needed to create call prioritization matrixes to place calls into a queue for response. This ensures that the more urgent calls always get the faster response while routine-type calls can take a back seat. This enables police agencies to

ensure that critical calls such as threat to life or in-progress crime gets an immediate response. It becomes the high-priority calls that get measured in those cases.

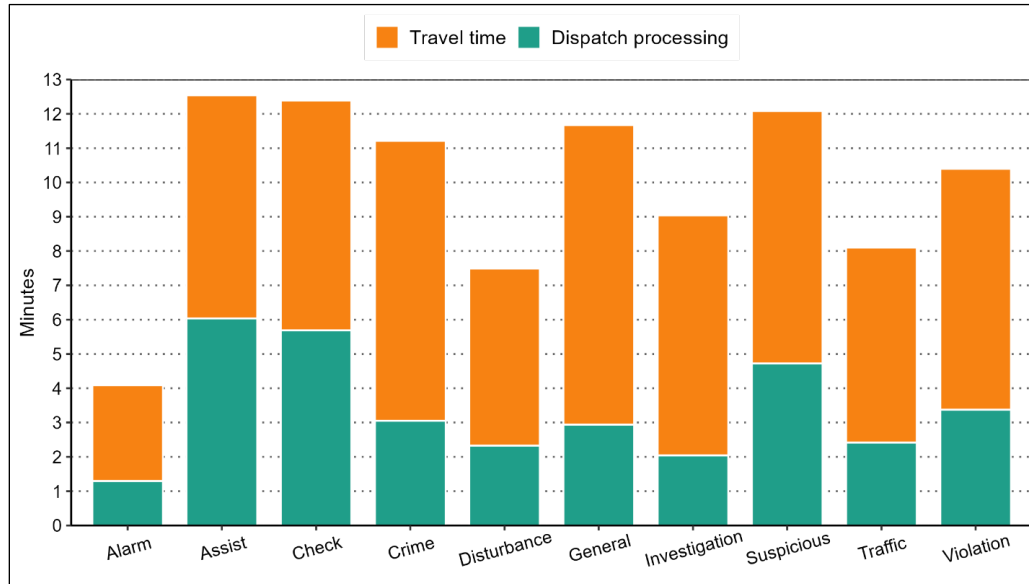
Indianola has not established a call priority matrix. The call load is generally light enough that all calls get an immediate response when received by dispatch. The following data sets, for both workload and response times, will be isolated to the summer and winter eight-week periods discussed earlier. The first figure shows the average response times in both winter and summer throughout the day. The reader can see that both seasons have reasonably similar average response times, meaning that police response is similar throughout the year.

**FIGURE 5-8: Average Response Time by Time of Day, Winter and Summer**

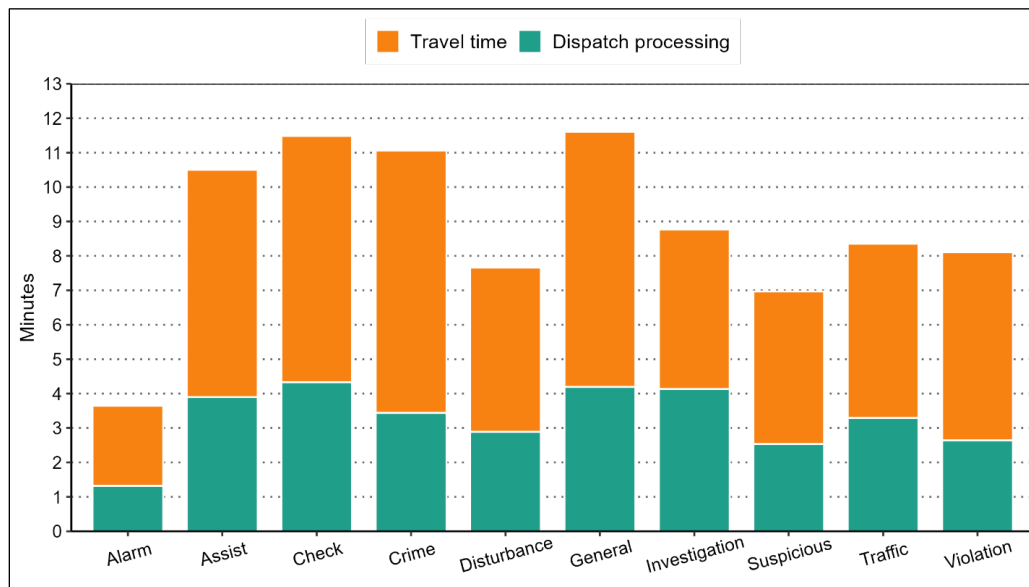


###

**FIGURE 5-9: Average Response Time by Category, Winter**



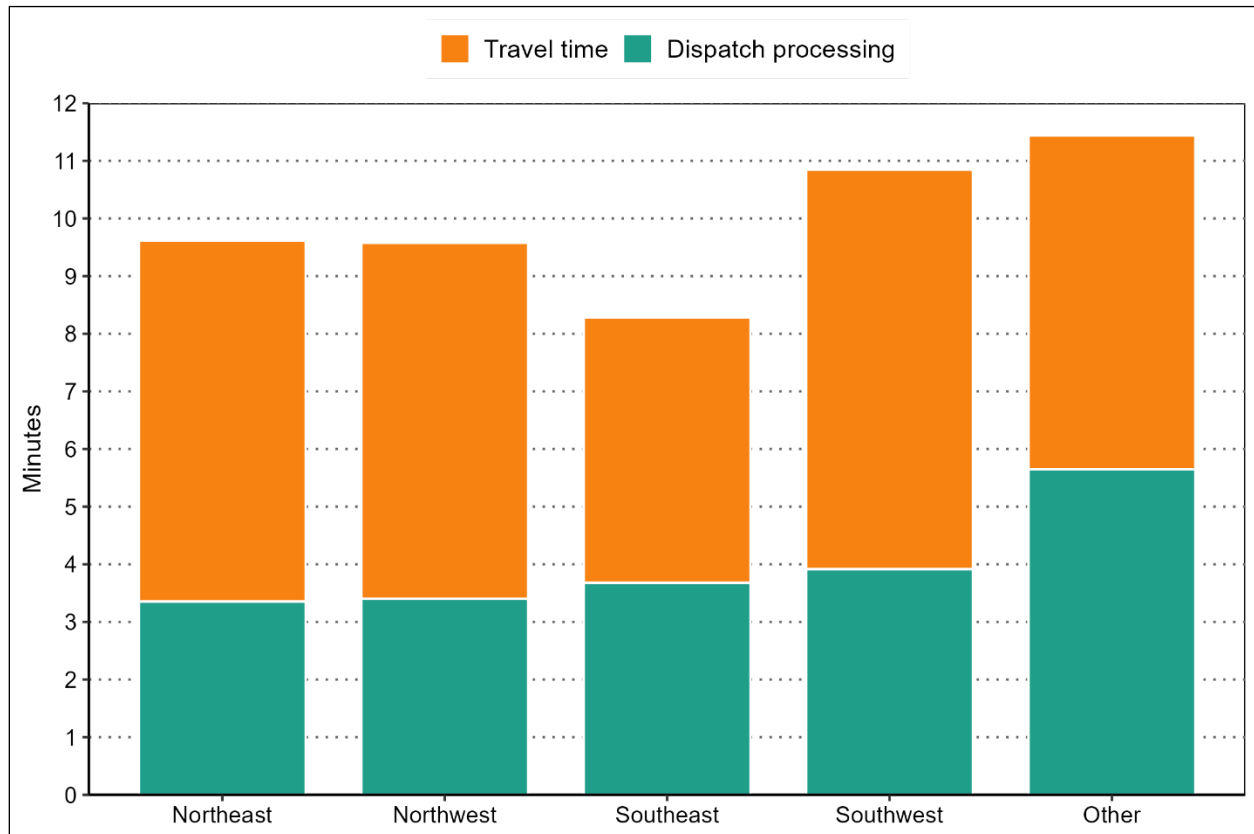
**FIGURE 5-10: Average Response Time by Category, Summer**



The preceding figures show average response times for select call categories in both winter and summer. Calls such as alarm responses are the fastest response in both seasons. Disturbance calls tend to be prioritized as well. The fact that we see some of these disparities suggests that although IPD does not have a formal prioritization system, there is an informal system in place as officers know when to “rush” their response versus when a response can be more routine.

The following figure and table shows the average response times in each zone in the city. Although there are differences that can be seen in the figure, the actual difference is just a couple of minutes, well within reason for a potentially longer travel time to the call.

**FIGURE 5-11: Average Response Time Components, by Zone**



**TABLE 5-10: Average Response Time Components, by Zone**

Zone	Dispatch	Travel	Response	Calls
Northeast	3.4	6.3	9.6	707
Northwest	3.4	6.2	9.6	821
Southeast	3.7	4.6	8.3	135
Southwest	3.9	6.9	10.8	614
Indianola	6.3	7.4	13.6	19
Unknown	5.3	5.0	10.4	39
<b>Total</b>	<b>3.6</b>	<b>6.3</b>	<b>9.9</b>	<b>2,335</b>

An area of note in the table above is the separation of time categories. Dispatch time is calculated as the time that begins when a phone call is received, continues as the call details are entered into CAD, and ends with the dispatching of an available unit. Travel time is the time that officer takes to arrive at the call once dispatched. The overall response time is the aggregate of the two times.

In general, the overall response time for the IPD is reasonable for an agency that is not capturing this data by priority. The dispatch processing time is good across the spectrum of calls analyzed in this section of the report.

One area from which CPSM did attempt to pull priority response times was in injury accident response times. In virtually all departments, even those that regularly deal with violent crime as a routine matter, will prioritize the response to traffic accidents when people are reported to be injured. This category becomes a large enough sample size across all agencies to measure higher priority responses.

Ideally, agencies strive for an overall response time of around five minutes for high-priority/emergency responses. As the data in the following table shows, IPD response to injury accidents is about six minutes, which is well within the goal of most agencies.

**TABLE 5-11: Average and 90th Percentile Response Times, Injury Accidents**

Category	Minutes			Calls	90th Percentile Response Time, Minutes
	Dispatch	Travel	Response		
Injury Accident	2.9	3.3	6.2	23	10.1
Overall	3.6	6.3	9.9	2,335	18.9

CPSM has no concerns over IPD documented response times. We would encourage the agency to begin discussions with Warren County to start assigning priority levels to call types. If the region starts to become busier from a policing standpoint, having that data separated and reported to the community will be appreciated.

### Recommendation:

- CPSM recommends that IPD work with Warren County Communications to establish a call priority matrix for call responses. (Recommendation No. 23.)

### Rule of 60

Uniformed patrol is the most visible component of American policing. The Bureau of Justice Statistics indicates that nearly all police departments in the U.S. in the same size category as the Indianola Police Department provide uniformed patrol. Officers assigned to this critical function are the most visible members of the department and command the largest share of resources committed by the department. Proper allocation of these resources is critical to have officers available to respond to calls for service and provide law enforcement services to the public.

Staffing decisions, particularly for patrol, must be based on actual workload. Once the actual workload is determined, the amount of discretionary time is determined, and then staffing decisions can be made consistent with the department's policing philosophy and the community's ability to fund it. The IPD is a police department whose philosophy is to address essentially all requests for service in a community policing style. With this in mind, it is necessary to look at workload to understand the impact of this style of policing in the context of community demand.

In general, a "Rule of 60" can be applied to evaluate patrol staffing. This rule has two parts. The first part states that 60 percent of the sworn officers in a department should be dedicated to the patrol function (patrol staffing) and the second part states that no more than 60 percent of their time should be committed to calls for service, which includes all activities that occupy officers' time, including calls from the public, self-initiated work, and administrative tasks. This commitment of 60 percent of their time is referred to as the *Patrol Saturation Index*.

The Rule of 60 is not a hard-and-fast rule, but rather a starting point for discussion on patrol deployment. Resource allocation decisions must be made from a policy and/or managerial perspective through which costs and benefits of competing demands are considered. The patrol saturation index indicates the percentage of time police officers dedicate to public demands for service and administrative duties related to their jobs. Effective patrol deployment would exist at amounts where the saturation index is less than 60 percent.

This Rule of 60 for patrol deployment does not mean the remaining 40 percent of time is downtime or break time. It reflects the extent to which patrol officer time is saturated by calls for service. The time when police personnel are not responding to calls should be committed to management-directed operations. This is a more focused use of time and can include supervised allocation of patrol officer activities toward proactive enforcement, crime prevention, community policing, and citizen safety initiatives. It will also provide ready and available resources in the event of an emergency.

From an organizational standpoint, it is important to have uniformed patrol resources available to undertake activities such as proactive enforcement, community policing, and emergency response. Patrol is generally the most visible and available resource in policing, and the ability to harness this resource is critical for successful operations.

From an officer's standpoint, once a certain level of CFS activity is reached, the officer's focus shifts to a CFS-based reactionary mode. The patrol officer's mindset begins to shift from one that looks for ways to deal with crime and quality-of-life conditions in the community to one that continually prepares for the next call. After saturation is reached, officers cease proactive policing and engage in a reactionary style of policing. The outlook becomes "Why act proactively when my actions are only going to be interrupted by a call?" Any uncommitted time is spent waiting for the next call.

### **Rule of 60 – Part 1**

According to the IPD's personnel data, patrol is authorized for 16 full-time sworn officers. These 16 of the 24 full-time sworn officers represent **67 percent** of the sworn officers in the Indianola Police Department.

This part of the "rule" is not hard-and-fast. Taken on its face, however, this part of the "rule" must be considered when examining the operational elements of the department when staffing recommendations are taken into consideration. The current staffing is meeting the guidelines set forth in the Rule of 60, Part 1.

We will note here that when this data assessment was done, IPD was operating with two vacancies that were carried at the patrol level.

### **Rule of 60 – Part 2**

The second part of the "Rule of 60" examines workload and discretionary time and suggests that no more than 60 percent of deployed patrol time should be committed to calls for service and officer-initiated activity. In other words, CPSM suggests that no more than 60 percent of available patrol officers' time should be spent responding to the community's service demands. The remaining 40 percent of the time is the "discretionary time" for officers to address community problems and be available for serious emergencies.

CPSM contends that patrol staffing is optimally deployed when the saturation index (SI) is just below the 60 percent range. An SI greater than 60 percent indicates that the patrol manpower is largely reactive, and thus overburdened with CFS and workload demands. An SI of slightly less

than 60 percent indicates that patrol manpower is optimally staffed. However, SI levels much lower than 60 percent indicate underutilized patrol resources.

Departments must be cautious in interpreting the SI too narrowly. One should not conclude that SI can never exceed 60 percent at any time during the day, or that in any given hour no more than 60 percent of any officer's time be committed to CFS. The SI at 60 percent is intended to be a benchmark to evaluate overall service demands on patrol staffing. When SI levels exceed 60 percent for substantial periods of a given shift, or at specific times during the day, then decisions should be made to reallocate or realign personnel to reduce the SI to levels below 60 percent.

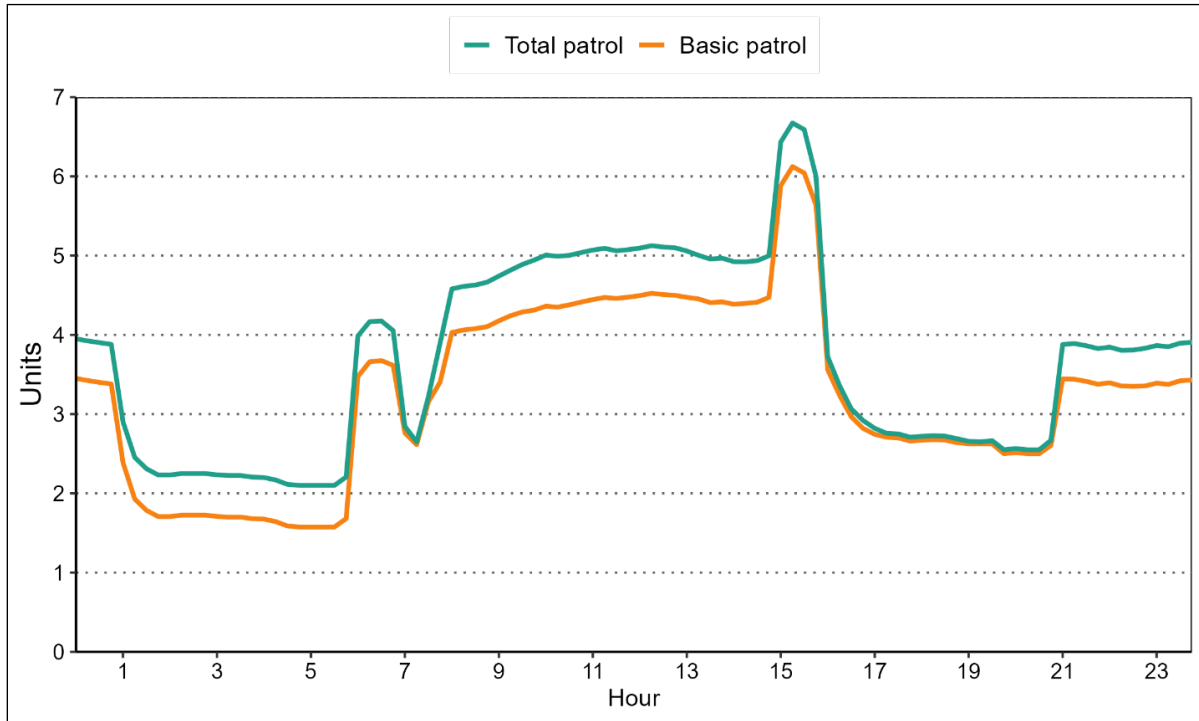
Resource allocation decisions must be made from a policy and/or managerial perspective through which costs and benefits of competing demands are considered. The patrol saturation index indicates the percentage of time police officers dedicate to public demands for service and administrative duties related to their jobs. Effective patrol deployment would exist at amounts where the saturation index was less than 60.

The earlier examination of calls and workload provided a rich overview of CFS. The analysis here looks specifically at patrol deployment and how to maximize the department's personnel resources to meet the demands of calls for service while also engaging in proactive policing to combat crime, disorder, and traffic issues in the community.

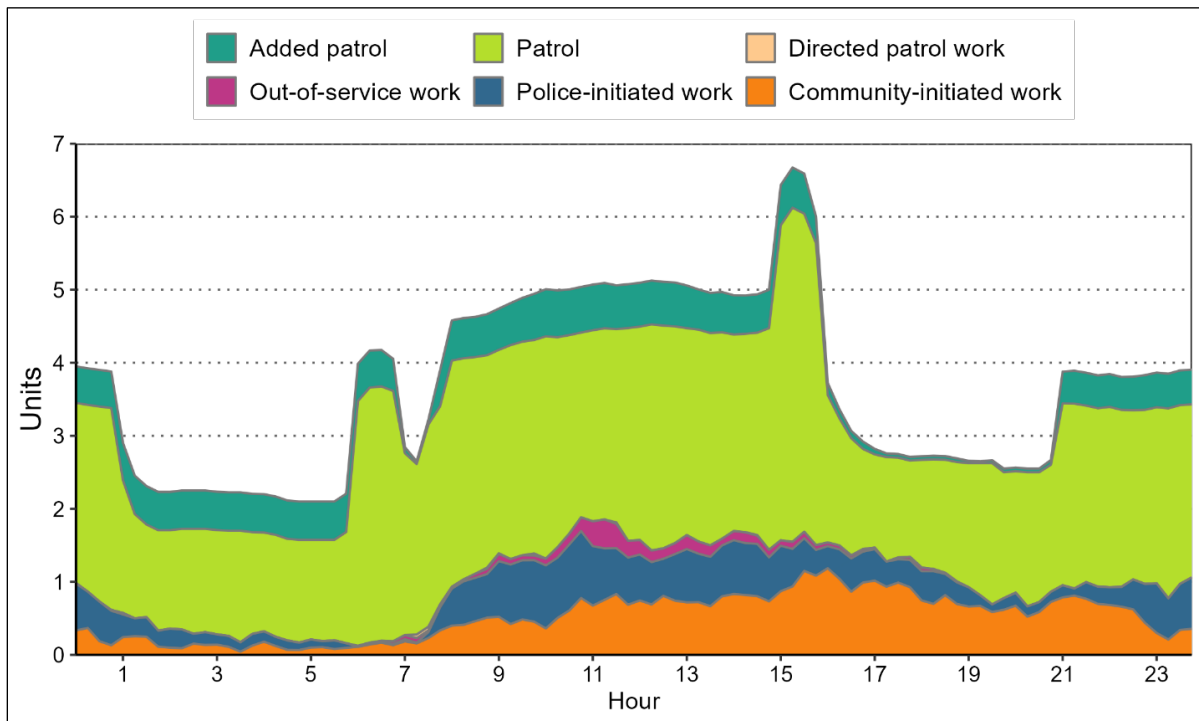
The following sets of figures depict staffing, workload, and the "saturation" of patrol resources in the Indianola Police Department during the two periods (seasons) on which we focused our workload analysis. The figures represent the manpower, service demands, and workload saturation during weekdays and weekends during the periods of Winter and Summer of 2025. Examination of these figures permits exploration of the second part of the Rule of 60.

# # #

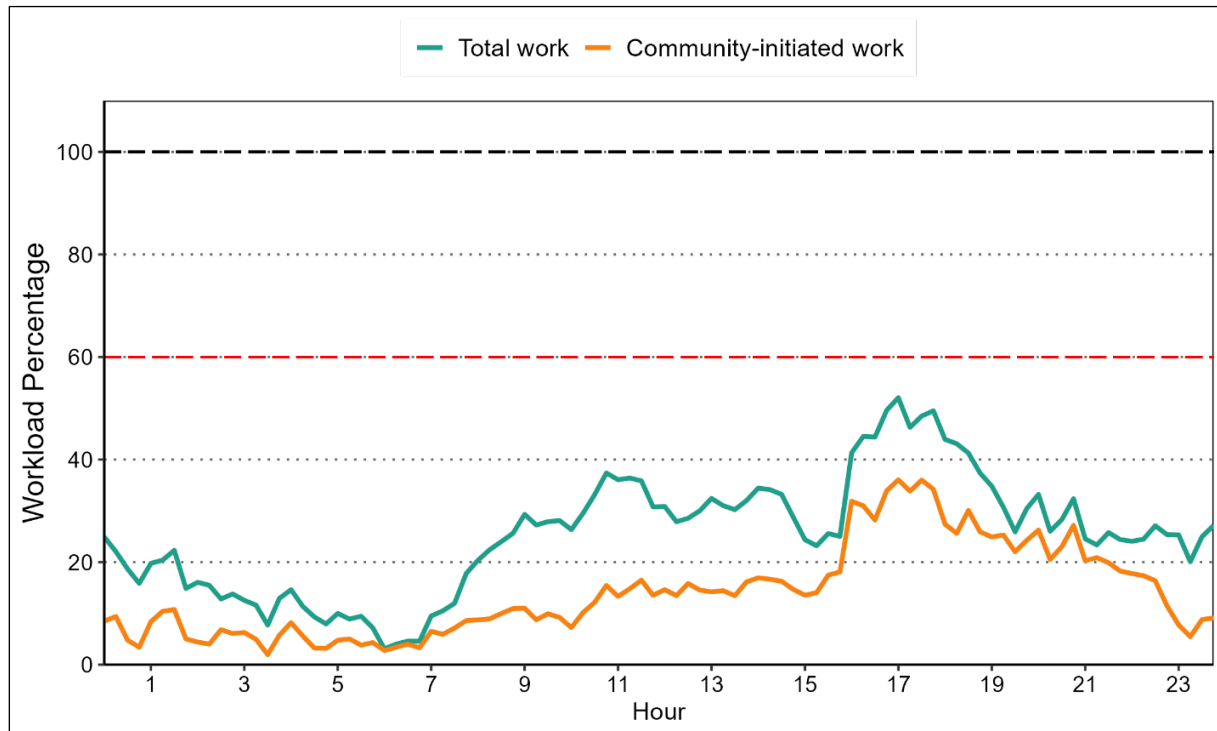
**FIGURE 5-12: Deployed Units, Weekdays, Winter**



**FIGURE 5-13: Deployment and All Workload, Weekdays, Winter**



**FIGURE 5-14: Percentage of Workload, Weekdays, Winter**



The preceding three figures provide insight into the deployment and workload of IPD patrol officers and sergeants on weekdays in the winter period we examined. The first figure shows the average number of officers deployed (logged into the CAD system) throughout the day. The two lines are separated as basic patrol and total patrol. Basic patrol is only patrol officers and patrol sergeants. Total patrol adds K-9 officers and the SRO/DARE officers when on duty. For instance, at 11:00 a.m., there was an average of five officers, sergeants, and K-9/SRO officers on duty (on average).

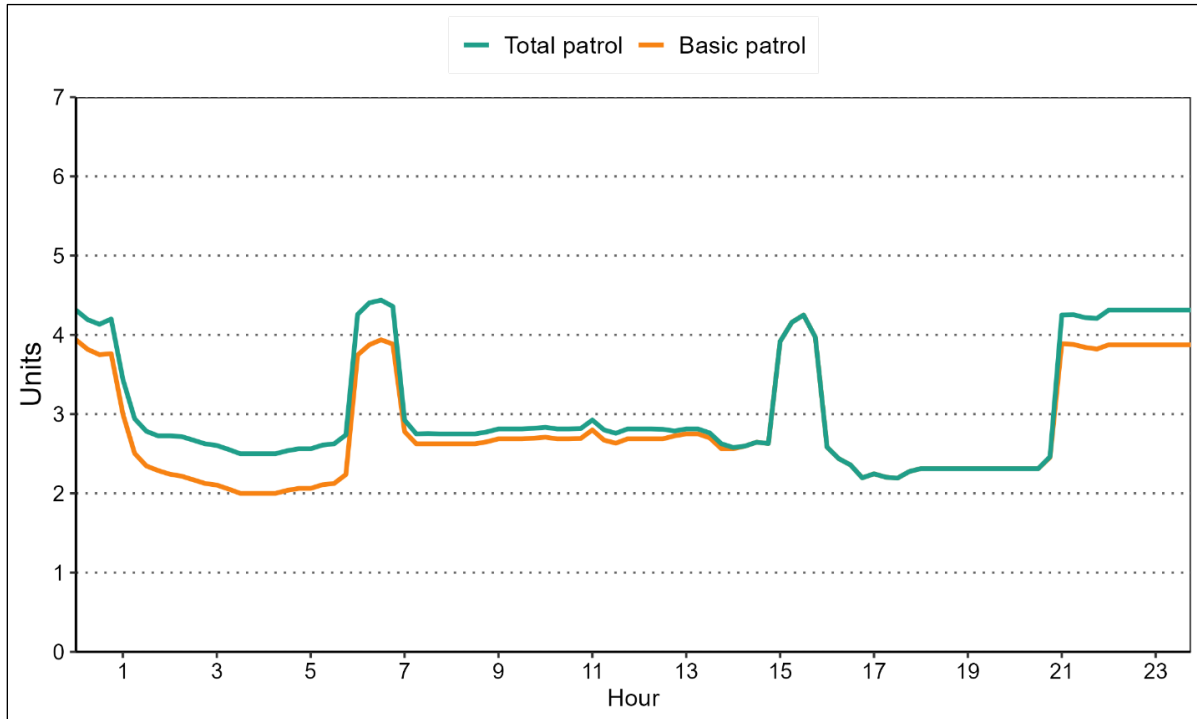
The second figure, titled “Deployment and All Workload,” indicates the distribution of those officers to select categories of work. For instance, at 11:00 a.m., there was, on average, about two officers who showed occupied with either police-initiated work, a community-initiated call for service or out-of-service time. The remaining three positions reported being on patrol and available for a service call. To a small degree, directed patrols and out-of-service work are also captured.

The final figure shows the percentage of workload experienced by IPD officers; this is where workload against the rule of 60 is shown. Again, at 11:00 a.m., as shown by the orange line, community-initiated work (calls for service) occupied about 18 percent of all available labor or 18 percent of officers' time. All work totaled about 38 percent of all available labor (green line) at 11:00 a.m.

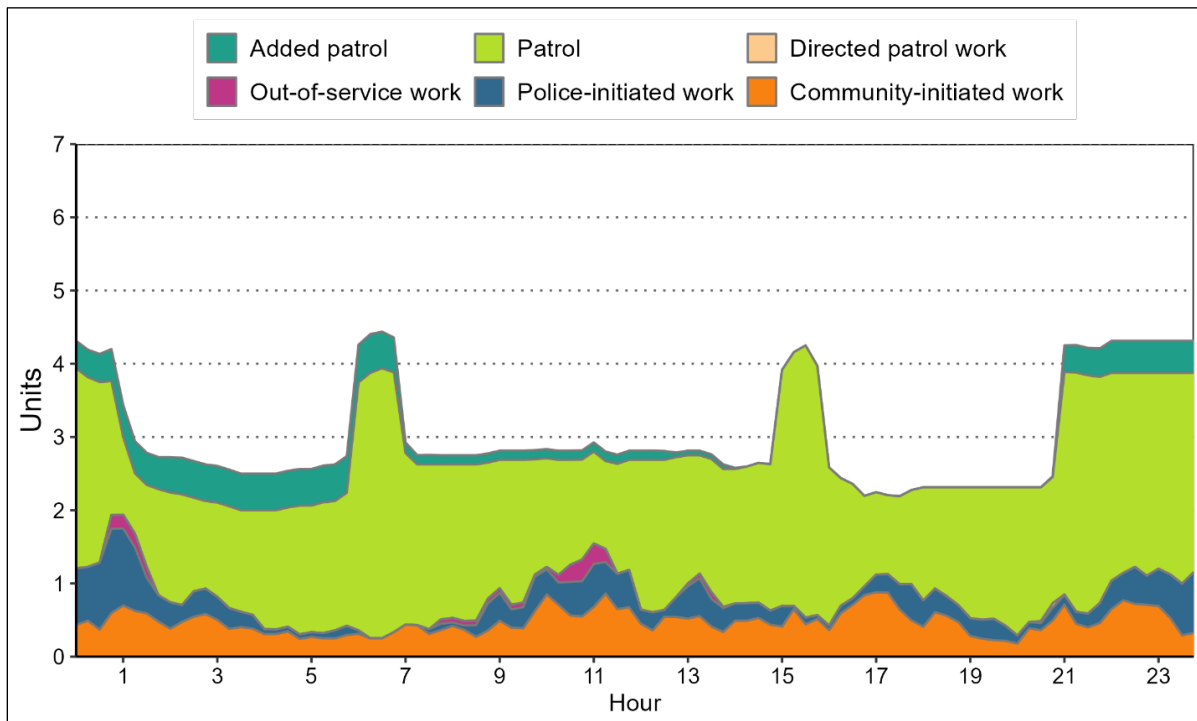
For the period of winter weekdays, the average deployment was 3.7 officers, average workload was approximately or unit or 26 percent of hourly deployment, with maximum workload (saturation index) reaching 52 percent around 5:00 p.m.

Following is an examination of the other three periods.

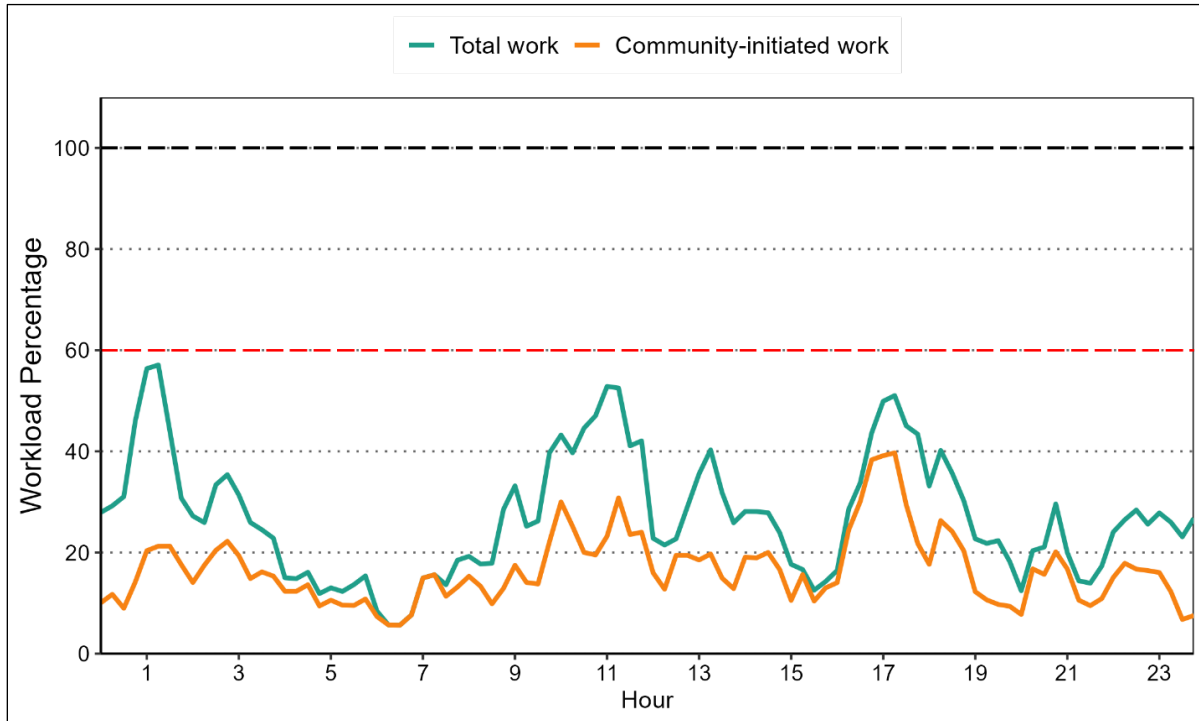
**FIGURE 5-15: Deployed Units, Weekends, Winter**



**FIGURE 5-16: Deployment and All Workload, Weekends, Winter**



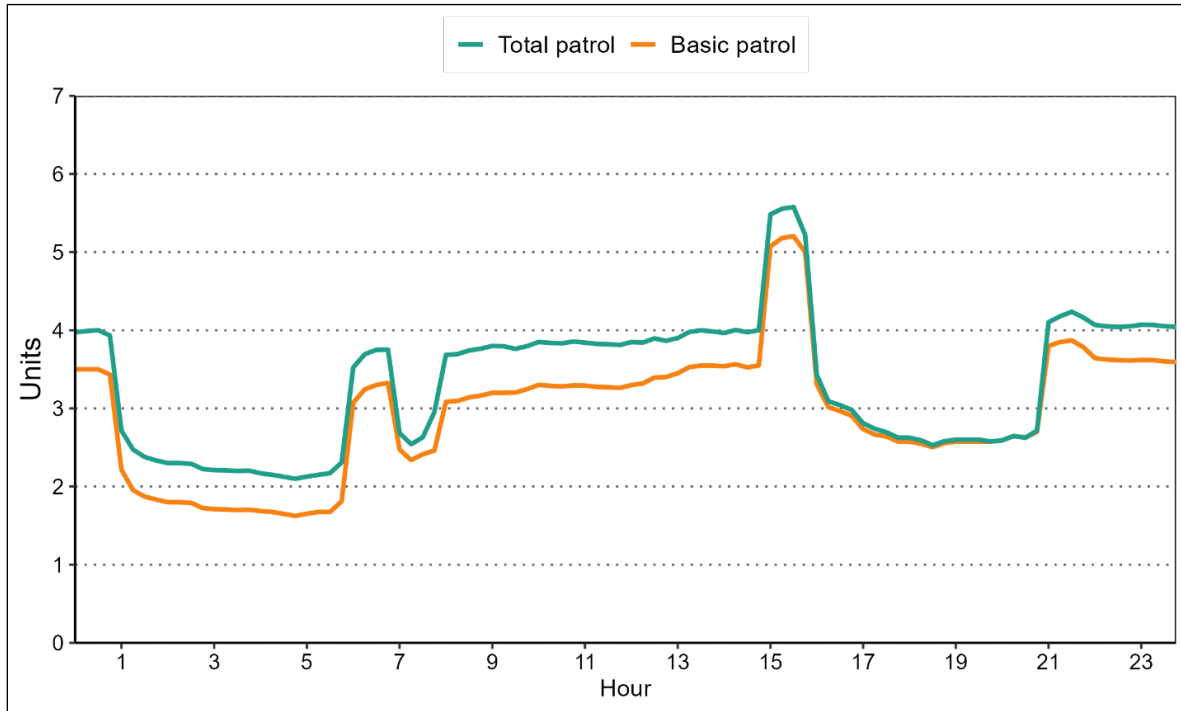
**FIGURE 5-17: Percentage of Workload, Weekends, Winter**



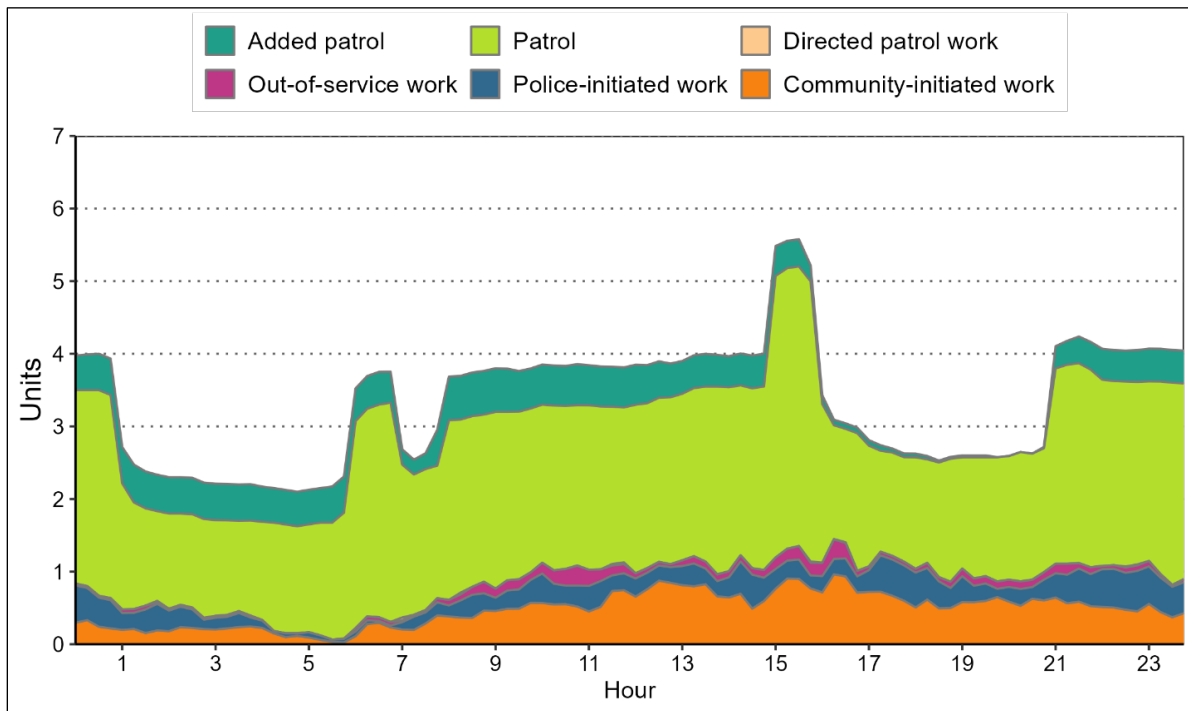
For winter weekends, the average deployment was 3.0 officers, average workload was approximately one unit or 26 percent of hourly deployment, with maximum workload (saturation index) reaching 57 percent around 1:15 a.m.

###

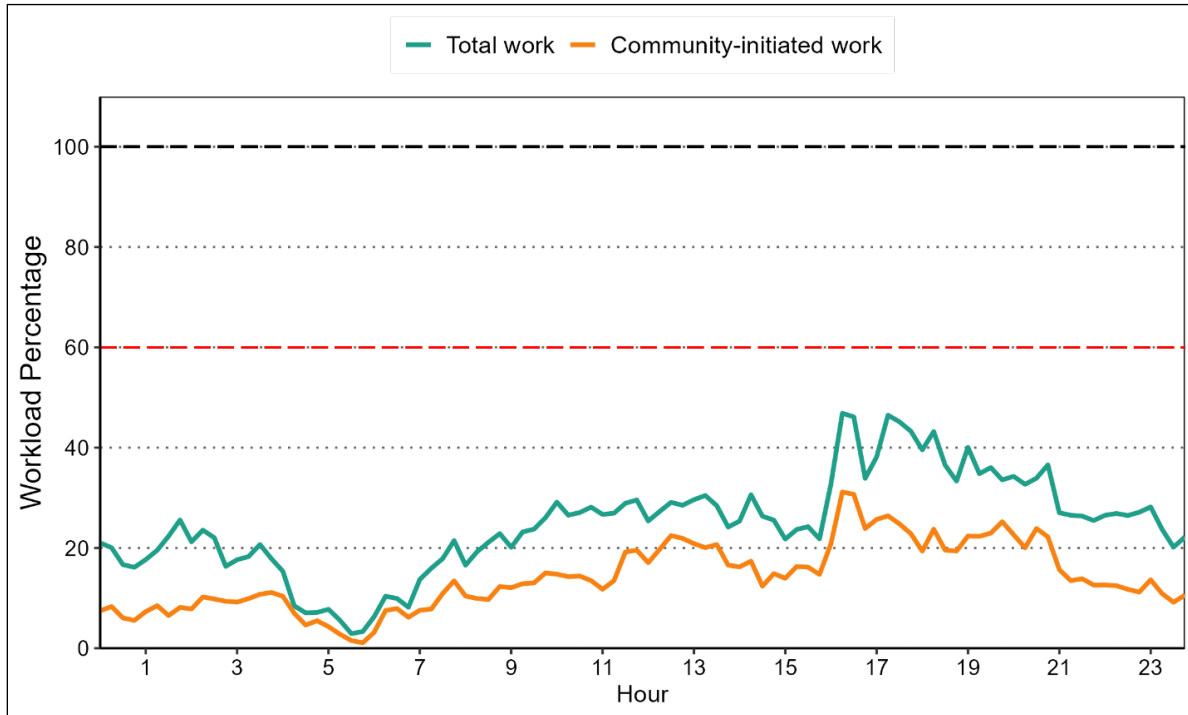
**FIGURE 5-18: Deployed Units, Weekdays, Summer**



**FIGURE 5-19: Deployment and All Workload, Weekdays, Summer**



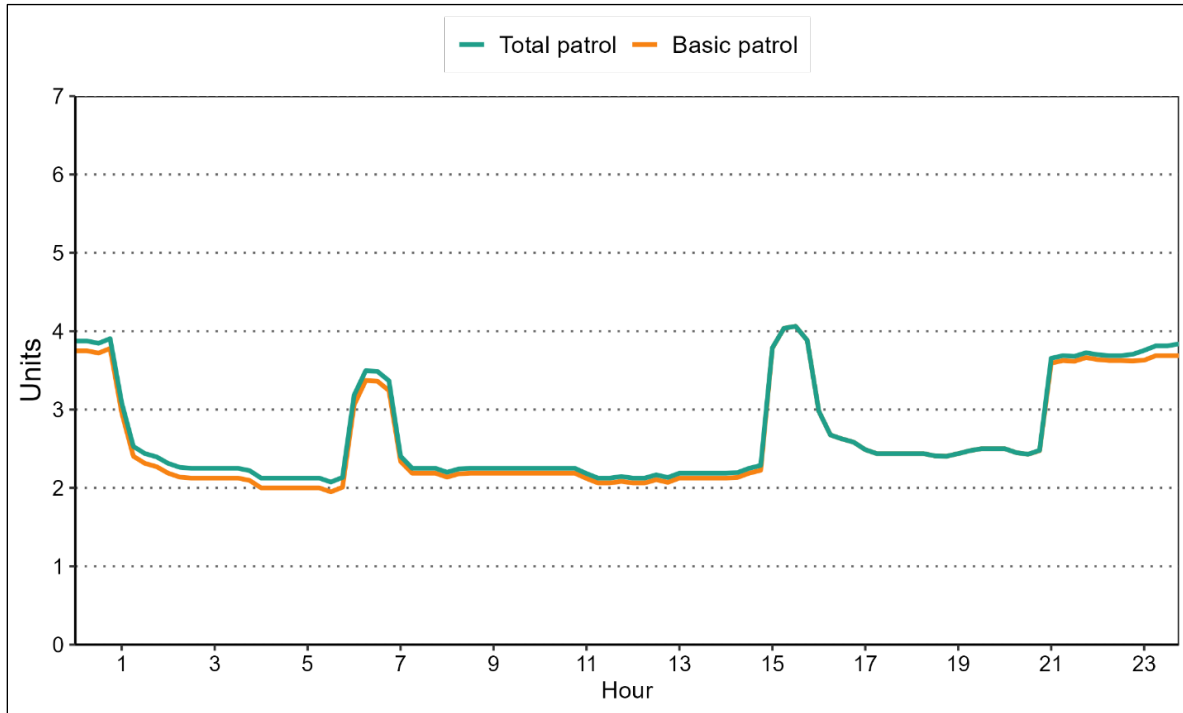
**FIGURE 5-20: Percentage of Workload, Weekdays, Summer**



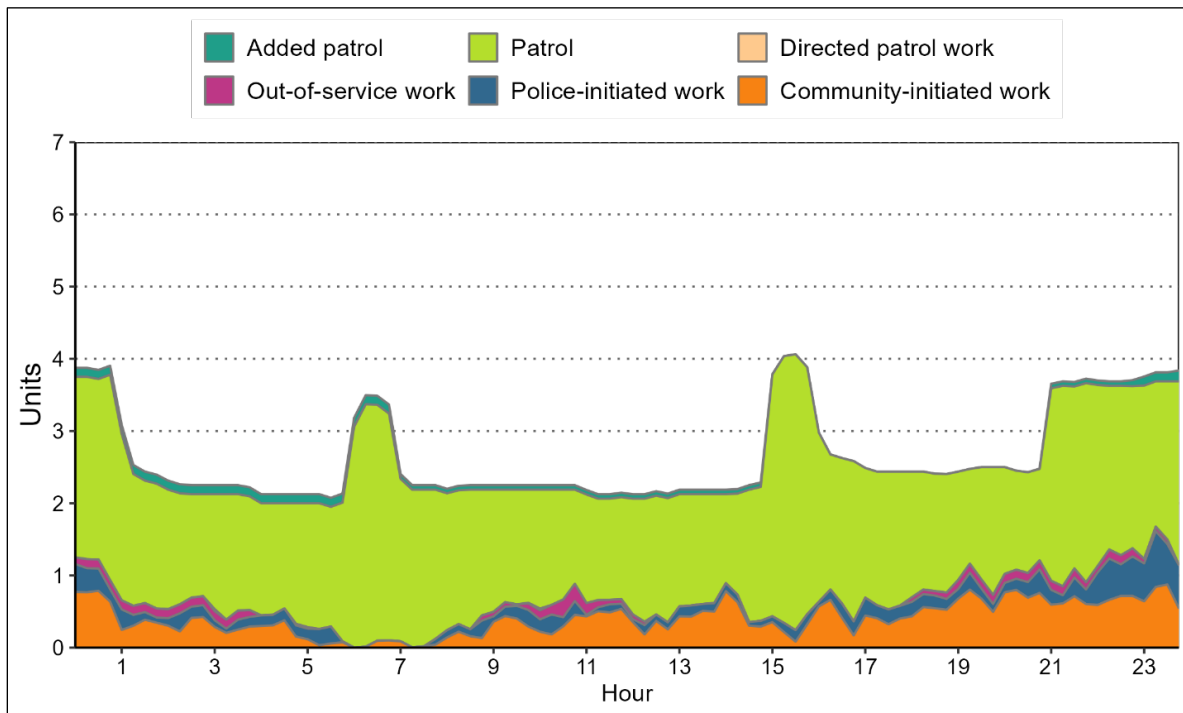
For summer weekdays, the average deployment was 3.3 officers per hour, average workload was approximately 0.8 units or 25 percent of hourly deployment, with maximum workload (saturation index) reaching 54 percent around 4:15 p.m.

###

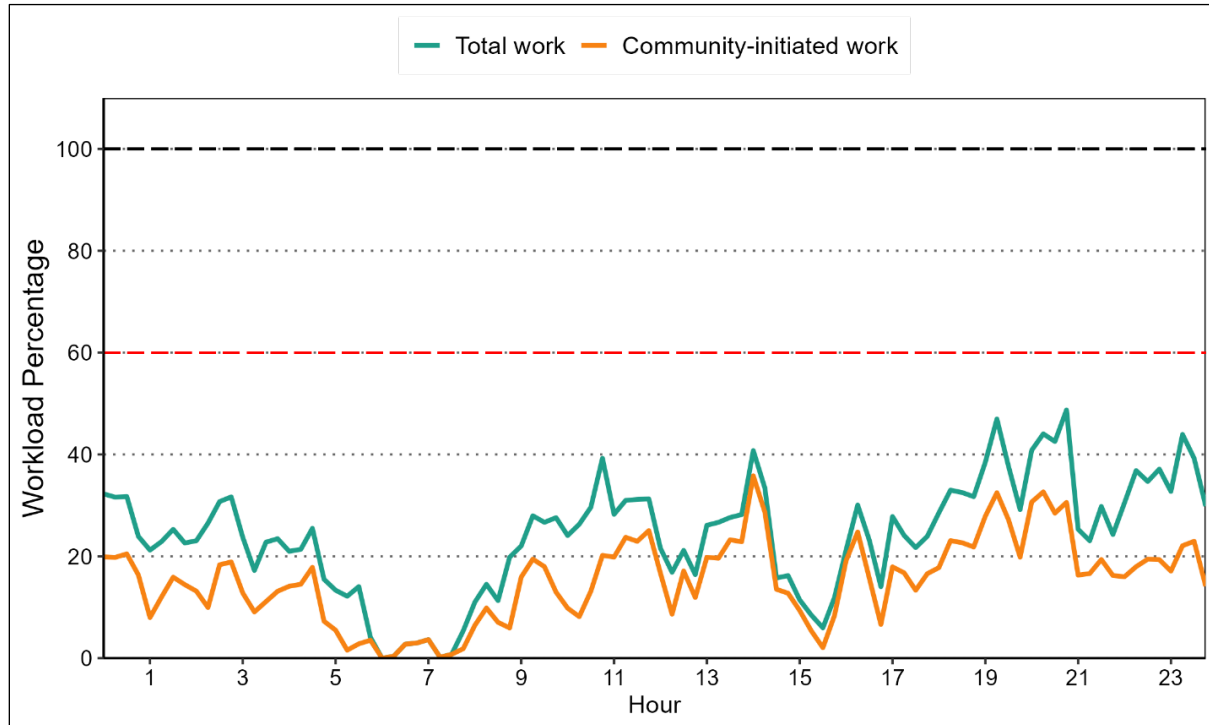
**FIGURE 5-21: Deployed Units, Weekends, Summer**



**FIGURE 5-22: Deployment and All Workload, Weekends, Summer**



**FIGURE 5-23: Percentage of Workload, Weekends, Summer**



For the period of summer weekends, the average deployment was 2.7 officers per hour, average workload was approximately 0.6 units or 24 percent of hourly deployment, with maximum workload (saturation index) reaching 49 percent around 8:45 p.m.

**TABLE 5-12: Summary of Deployment and Workload<sup>1</sup>**

Measure	Winter 2025		Summer 2025	
	Weekdays	Weekends	Weekdays	Weekends
Average Hourly Deployment	3.7	3.0	3.3	2.7
Avg. Community-Initiated Work	14%	16%	14%	15%
Avg. All Work	26%	26%	25%	24%
Peak Saturation Index	52%	57%	47%	49%
Peak Saturation Index Time	5:00 p.m.	1:15 a.m.	4:15 p.m.	8:45 p.m.

###

<sup>1</sup> At the time of this assessment, IPD was operating with two vacancies in the patrol force.

## PATROL STAFFING SUMMARY

---

The driving force behind many of the studies we conduct for agencies around the country is the agency's desire to determine appropriate patrol staffing. As such, CPSM has a well-developed data analytics approach to determine workload in patrol. Patrol is where most personnel are assigned within municipal police departments across the U.S., and this is the case in Indianola as well. The data as presented and available through IPD shows that patrol staffing is at the appropriate level. There are times when IPD drops to two officers on duty and existing workload may suggest that at times a full two officers may not be necessary for workload management. However, the need for officer safety would dictate that at least two officers need to be on duty at all times. Although IPD sets minimum staffing at two officers at all times we see that oftentimes there are additional resources available. It should be noted again that when this data was assembled, IPD was operating patrol staffing with two vacancies, and the workload still remained below the 60 percent threshold. As noted earlier in this report, IPD is meeting the first rule in the Rule of 60 with patrol staffing at 67%. The data presented above indicates that IPD is also well below the 60 percent threshold outlined in the second rule. In short, patrol staffing is adequate to meet the community's current workload needs.

Two primary issues should be managed in the future concerning patrol workload. One concern is that all work should be captured in CAD. We were asked if we thought the existing staffing may be inadequate if all of the work was accurately recorded. In our opinion, we do not believe that IPD would be understaffed even if the existing, true workload were captured. We have recommended some changes to assist the department in capturing all workload in the future. It would benefit IPD to closely monitor any shifts in workload to ensure that officer time and activity are necessary and meet the needs of the community. It is also necessary that IPD manage the use of CAD to capture workload. We have observed some agencies try to manipulate CAD data by spending excessive amounts of time on calls and administrative duties to make them appear busier than they actually are. CPSM has a database of average times across the nation and as they stand at this moment, IPD is not abusing any time concerns on calls.

The second concern is supervision related. It is common for IPD to not have a supervisor working in the field. Although there are sergeants assigned to patrol, the number of sergeants is minimal. Therefore, when sergeants are off-duty or busy with other assignments, patrol will only have officers in the field. IPD manages this by assuring that patrol officers always have a supervisor or manager available by phone even after hours. If something critical were to happen, there are management level personnel that could respond from home if necessary.

One question that arose from Indianola was if the corporal rank would help the organization manage supervision in a better way. The use of corporals as field supervisors is mixed among agencies across the country. Ultimately, the authority bestowed upon a position comes from the agency, not necessarily the rank. There is some truth that a sergeant is recognized across the industry as a supervisor level position more than a corporal; this can be beneficial in the event of a litigated incident and beneficial when managing on-scene incidents that involve officers from other agencies. But we would not object to IPD creating this position as an additional layer of authority within the patrol setting. It would not appear prudent to replace a sergeant rank on the organizational chart with corporal but adding them and strategically scheduling them to ensure either a sergeant or corporal were always on duty could be a solution for the agency. We have observed both models and both can work when managed appropriately and efficiently.

Another area in which IPD should stay alert for is what moves the agency should make if and when workload increases. Before adding additional sworn positions there should always be a

discussion about efficiency. Efficiency measures that are in place in agencies around the country include the following:

- Alarm Call Mitigation – Alarm calls can be a significant driver for calls for service in communities throughout the country. Data shows that most alarm calls are false activations, often through user error. Because of this, many agencies have moved the alarm response down the priority scale for response and have instituted alarm ordinances in their communities. Alarm ordinances often require homeowners to secure a permit for an alarm; agencies will limit a response or not respond at all to a permitted alarm once a certain number of false activations occur.
- Reconsideration of what calls to respond to – Many police calls can be considered matters that do not require police attention. For instance, some minor traffic collisions may not require a police investigation. In these cases (and others) police agencies have minimized their response.
- Alternative labor sources – This goes hand-in-hand with the decision to not respond to all calls. Many “legitimate” police calls do not require the response of a sworn officer. Simple reports where reporting parties just need or desire documentation or calls such as the need for traffic control can be handled by civilian employees who work hand-in-hand with the sworn workforce. IPD does have a community service officer assigned to the patrol function. The expanded use of these positions or the addition of CSOs can offset both the need and the cost of sworn officers.

We don't believe IPD is at a workload threshold where significant changes are necessary to how it accomplishes its work. Nor are we implying that all the above points are a good fit for IPD. Indianola PD has the enviable position of providing a “high touch” level of service. This means that the agency has the capacity to put in the extra work to satisfy its community. We use the word “enviable” because many agencies across the country have been forced into a position of demanding more efficiency which often means a reduced level of service from what residents may be used to.

## K-9 Unit

As noted previously, the Indianola Police Department currently has one K-9 officer assigned to patrol operations. The department's canine is a 4.5-year-old Belgian Malinois that has been in service since 2023. The use and deployment of the K-9 unit are governed by IPD Policy G4.6.

Since being placed into service, the K-9's deployment activity has been as follows: 29 deployments from April through December 2023, 47 deployments in 2024, and 29 deployments in 2025. These figures reflect consistent utilization of the unit as a patrol support resource.

The canine was acquired through a local Iowa-based working dog provider. The handler and canine team completed an initial basic K-9 training program with the vendor, along with a narcotics certification. In total, the team received approximately 200 hours of initial training. Since deployment, the team has maintained ongoing professional development and currently completes eight hours of training per month to ensure continued proficiency and operational readiness.

K-9 programs in local police departments can be incredibly beneficial. They are considered a vital tool for officer safety, as dogs can help make certain situations safe for police officers. K-9s are significantly better at performing searches than human officers, and they are a great public

relations tool. However, there are some drawbacks to a K-9 program. The K-9s themselves are a significant investment; they require specialized equipment (vehicle outfitting), significantly more training time, resulting in lost on-duty patrol time, and a high level of liability exposure. Agencies need to balance these drawbacks against the need. Based upon our assessment of IPD's K-9 deployment, we believe the current program is appropriately staffed with one K-9.

## Traffic Enforcement

Indianola PD data shows that traffic matters are the largest driver of work being performed by IPD officers. Traffic stops is the single highest call type observed in the department data. Traffic accidents are reported about one time per day while traffic stops/enforcement happen about sixteen times per day. On the surface, this is not problematic as long as the motivation behind the traffic stops is traffic safety and education and not just an activity to keep officers busy.

To the greatest extent possible, IPD should be providing its officers data on where traffic accidents are occurring and what is causing those accidents and whether the department is receiving community complaints about traffic. Those metrics should be driving enforcement activity. This does not mean that random traffic enforcement work should not happen and officers should always address dangerous activity when observed. But to the extent possible that the agency can show that most enforcement work is strategy-driven the better; it is also a more defensible position for the department.

## Recommendation:

- CPSM recommends that IPD develop traffic enforcement strategies that are data driven. (Recommendation No. 24.)

## SECTION 6. OPERATIONS DIVISION

---

The Operations Division consists of School Resource Officers, Criminal Investigations, training, and the Special Response Team (SRT). It is under the command of an Operations lieutenant. The placement of Criminal Investigations and School Resource Officers under the Operations lieutenant represents a recent organizational change implemented by the newly appointed Chief of Police. Prior to this change, the lieutenant had no direct reports and was primarily responsible for fleet management, training, and IPD's participation in the regional Special Response Team (SRT). Assigning Criminal Investigations and School Resource Officers to this command role reflects a sound organizational decision and aligns with best practices for agencies of IPD's size.

### SCHOOL RESOURCE OFFICERS

---

The Indianola Police Department assigns two sworn police officers to serve as School Resource Officers (SROs) within the City of Indianola. These two officers are responsible for providing safety, security, and law enforcement services to a total of six school campuses. There are also two private schools located within the city limits. The SRO program is funded through a cost-sharing agreement in which the school district pays 50 percent of the cost and the City of Indianola pays the remaining 50 percent. This is actually lower than the national trends for cost-sharing between police departments and school systems. Many SRO agreements are funded at 75-100% by the school district.

Both officers assigned to the SRO role have completed formal SRO training. Each has attended the National Association of School Resource Officers (NASRO) Basic SRO course, and one officer has completed Advanced NASRO training. Both officers have also received ALICE (Alert, Lockdown, Inform, Counter, Evacuate) active shooter response training, ensuring they are prepared to respond to critical incidents in a school environment.

In terms of assignment, one SRO is primarily stationed at the high school, while the other is assigned to the middle school. The two officers share responsibility for coverage at the elementary school with assistance from patrol officers. While the majority of their work hours are spent within the school buildings, the SROs occasionally assist with patrol-related calls for service and may fill in when patrol staffing levels are short. Regardless of assignment, SROs respond to all police incidents occurring on school campuses. Juvenile investigations, however, are handled by the department's detectives.

Both SROs have access to patrol rifles, which are secured in their assigned police vehicles. They wear standard police uniforms while working in the schools. The Operations lieutenant supervises the SROs.

The officers have participated in some collaborative training efforts with school staff, including tabletop exercises designed to review emergency response scenarios and coordination. However, there is currently no organized or regularly scheduled joint training program between SROs and school staff. All patrol officers within the department, including the SROs, have access to a grand-master key that allows entry into Indianola school buildings when needed for emergency purposes.

When an SRO is not on duty, the remaining on-duty SRO may also divide their time between multiple school buildings to ensure continued coverage. There are also four elementary schools in the community. Patrol officers are assigned to those schools.

In addition to their enforcement and safety responsibilities, the SROs are actively involved in prevention and education efforts. One of the SROs teaches the D.A.R.E. program using the revamped curriculum, which emphasizes risk reduction and focuses on helping students understand choices, consequences, and decision-making skills. The SROs also work athletic events held at the schools and adjust their schedules accordingly by flexing their work hours, often coming in later on days when they are assigned to evening games.

Overall, the SRO program in Indianola reflects a cooperative partnership between the school district and the city, with trained officers dedicated to maintaining school safety, fostering positive relationships with students and staff, and supporting both law enforcement and educational goals.

## **CRIMINAL INVESTIGATIONS (DETECTIVES)**

---

The Criminal Investigations unit of the Indianola Police Department (IPD) consists of three detectives and operates under the command of the Operations lieutenant.

Detectives work a standard weekday schedule of Monday through Friday, from 8:00 a.m. to 4:00 p.m. They rotate on-call responsibilities on a weekly basis, with each detective serving as the on-call investigator every third week. In addition to their investigative duties, detectives periodically fill patrol shifts when patrol staffing levels are insufficient, which can temporarily reduce investigative capacity.

The detectives handle juvenile cases, with the exception of minor incidents occurring on school campuses that are managed by School Resource Officers. IPD detectives also participate in several multi-agency task forces and information-sharing partnerships. The department is an active participant in the Warren County Drug Task Force and the State of Iowa Internet Crimes Against Children (ICAC) Task Force. They are also members of the Mid-States Organized Crime Information Center (MOCIC). IPD provides one of the two full-time detectives assigned to the Warren County Drug Task Force, with the Warren County Sheriff's Office providing the second full-time position. Other county agencies contribute personnel on a part-time or as-needed basis. IPD also participates in the Law Enforcement Intelligence Network (LEIN).

Methamphetamine investigations comprise a significant portion of the task force's work. Task force operations include the use of confidential informants for controlled drug purchases and surveillance activities, with additional IPD personnel assisting as needed. Members of the regional Special Response Team are utilized to support the execution of search warrants. One IPD detective has primary responsibility for narcotics task force work, while also assisting with retail theft cases, which represent one of the department's highest-volume case types due to two large retailers located in the city.

The detectives have access to a wide range of investigative tools and resources, including LeadsOnline, Cellebrite for cellular device analysis, TLO (TruLookup), RISS (Regional Information Sharing System), and other commonly used investigative databases. The department also maintains several drones and has six trained drone pilots available to support investigative and operational needs.

Detectives are assigned to a small suite of offices located in the administrative wing of the police department. Two detectives share a single office, while the third detective occupies an office used primarily for ICAC investigations and cellular phone data extractions using the

Cellebrite system. Currently, only one detective is trained to operate the Cellebrite equipment, creating a potential bottleneck in investigations where digital evidence is critical.

The department has access to two interview rooms equipped with audio and video recording capabilities. However, as noted in the Facilities section of this report, these rooms are not soundproof. Noise from adjacent offices and common areas frequently bleeds into interviews, which can compromise interview quality and create challenges for evidentiary use in court.

Case assignment within the Criminal Investigations unit is not evenly distributed. One detective functions as a general assignment investigator, one is dedicated full time to the Warren County Drug Task Force, and one primarily handles sexual assault cases and ICAC investigations. This structure has created specialization, but it has also resulted in uneven caseloads and limited cross-training among detectives. Clerical staff assist detectives by adding photographs to case files and downloading video evidence. Department policy restricts the addition of photos to case files exclusively to clerical staff.

IPD has a newer four-year rotation policy for detectives, under which investigators return to patrol assignments after completing a four-year term in Criminal Investigations. While CPSM was onsite, one current detective was in the process of returning to patrol due to promotion to sergeant, which will create an opportunity for a patrol officer to be assigned to the division. We applaud IPD for making this change. Rotational policies are a best practice for agencies to ensure experience is spread throughout the department. Additionally, in our experience, four years is an adequate time period for the assignment as it allows for good experience to be gained that can be returned to patrol with the rotation. In fact, most specialized assignments in policing benefit from rotational policies designed to enhance the availability of opportunities to a workforce. For most assignments, 4 years is a good benchmark. One notable exception is the K-9 program in Indianola, where keeping a K-9 with an established handler for the dog's service life is preferable to establishing a new relationship between K-9 and handler.

Patrol officers initially recommend which cases should be assigned to detectives, with the Operations Lieutenant making the final determination as to whether a case remains with patrol for follow-up or is assigned to Criminal Investigations. CPSM team members were advised of an unwritten "one or two subpoena" rule, meaning cases requiring more than one or two subpoenas are typically assigned to detectives, while patrol officers handle all other cases requiring follow-up. This includes patrol officers sending preservation letters to social media companies, cellular providers, and other digital evidence custodians. The Investigations lieutenant reviews and approves detective reports.

Detectives are authorized to close cases independently, although there is an informal process for keeping their supervisor informed of case progress and status. IPD utilizes the TAC10 records management system, which includes a case management module for detectives. However, the system does not currently impose time limits or automated reminders for case review or closure, allowing investigations to remain open indefinitely without supervisory prompts.

The Iowa Division of Criminal Investigation (DCI) aids IPD in homicide investigations and other major or complex incidents, ensuring access to specialized expertise and resources when required.

Overall, the current detective caseload is moderate and well within acceptable standards. A caseload of 25 to 30 cases per month, per detective, is generally considered heavy. IPD detectives average well below this threshold, indicating adequate staffing and available capacity for growth with current staff. Case assignment data for recent years are as follows:

**TABLE 6-1: Case Assignment Data, 2022–2024**

	<b>2022</b>	<b>2023</b>	<b>2024</b>
Annual	122	73	143
Per Month Average	10	6	12
% Cleared by Arrest	47%	33%	34%

While these numbers reflect manageable workloads, detective caseloads may increase if additional follow-up responsibilities are shifted from patrol to Criminal Investigations, as recommended below.

### Recommendations:

- Assign detectives primary responsibility for follow-up investigations involving subpoenas, search warrants, preservation letters, and other complex investigative tasks. Patrol officers should generally limit follow-up to lower-level misdemeanor cases. The current detective staffing level has sufficient capacity to absorb additional investigative workload. (Recommendation No. 25.)
- Due to the size of IPD, transition toward a more generalized detective model in which all three detectives handle a broad range of case types and cases are more evenly distributed. Limited specialization in complex areas such as crimes against children, narcotics, and financial crimes is appropriate, provided that all detectives are cross-trained and capable of handling general investigative assignments. (Recommendation No. 26.)
- Provide Cellebrite training to all detectives and the supervising lieutenant, as cellular phone data is a critical and increasingly common source of evidence in criminal investigations. (Recommendation No. 27.)

## PROPERTY AND EVIDENCE MANAGEMENT

Property and evidence management within the Indianola Police Department (IPD) is significantly constrained by facility limitations and space deficiencies, as noted in the Facilities section of this report. The current evidence room is inadequate to meet the operational, security and compliance needs of the department; it presents ongoing challenges for maintaining proper chain of custody and adherence to best practices.

IPD utilizes temporary evidence lockers located in three separate areas on the main floor of the police building. These lockers are equipped with locking mechanisms; however, their dispersed locations do not provide a comprehensive or ideal solution for secure evidence storage.

Despite these limitations, IPD personnel demonstrate a clear effort to manage property and evidence functions to the best of their ability given the resources available. The evidence room, however, is cluttered and lacks an organized, standardized layout. Evidence that fits within plastic storage bins is generally cataloged and stored by the submitting officer and year, rather than by a consistent evidence control numbering system. Sexual assault kits are stored by case number, while firearms are stored in a variety of methods without a uniform approach. This inconsistent cataloging and storage methodology deviates from widely accepted best



practices, which typically require evidence to be logged using a standardized system that includes a unique property or evidence number tied to a specific shelf, bin, or location, and cross-referenced to the associated case number.

During the on-site assessment, a sexual assault report was taken, and it was noted during briefing that bedding collected as evidence was placed in the garage bay area rather than being secured in an evidence locker or properly controlled evidence storage location. This practice poses a significant risk to maintaining an unbroken chain of custody and increases the potential for contamination, loss, or challenges to evidence integrity.

According to IPD leadership and evidence room custodians, a complete inventory of the evidence room has not been conducted in recent history. The absence of a comprehensive, documented inventory increases the risk of misplaced, unaccounted-for, or improperly retained evidence.

The department also lacks adequate space for proper evidence processing. There is no dedicated area for the bagging, tagging, and initial processing of evidence. As a result, a workbench located in the garage bay is used for some evidence processing activities. This same workbench is also used for cleaning firearms and conducting other maintenance tasks. The shared use of this space creates a substantial risk of cross-contamination and is inconsistent with accepted evidence-handling standards.

Evidence custodians currently receive on-the-job training only and have not attended formal property and evidence management courses. While on-the-job training provides practical experience, the lack of standardized, formal instruction increases the likelihood of inconsistent practices and limits the department's ability to fully align with recognized professional standards.

## Recommendations:

- Conduct a complete and comprehensive inventory of the evidence room. If possible, IPD should utilize an independent outside group to ensure objectivity and accuracy. The International Association for Property and Evidence (IAPE) may be a valuable resource for identifying qualified individuals or organizations capable of assisting with this process. (Recommendation No. 28.)
- Implement evidence cataloging and storage practices that align with IAPE best practices, including the use of standardized property numbers and designated shelf or location identifiers tied to each evidence item. (Recommendation No. 29.)
- Require evidence custodians to attend formal property and evidence management training through IAPE or another recognized professional training organization to ensure consistency, accountability, and compliance with best practices. (Recommendation No. 30.)

## QUARTERMASTER (EQUIPMENT & SUPPLIES)

---

IPD currently faces significant challenges in managing and storing equipment and supplies due to limited and inefficient use of space. CPSM team members observed ammunition stored openly in multiple areas throughout the building, and patrol long guns were found in an unsecured closet with no locking mechanism. Additional department equipment and supplies were dispersed across various rooms, closets, common areas, and storage spaces.

There is no formal cataloging or inventory system for ammunition, firearms, less-lethal weapons, or other police equipment. Inventory control is effectively nonexistent. While the office manager

performs many tasks typically associated with a quartermaster, most equipment remains accessible to anyone with general access to police department work areas.

A large storage room located in the administrative office area was identified as a possible centralized storage location. With proper modular shelving and structured organization, this space could likely accommodate the department's full inventory.

## Recommendations

- As mentioned in the Property & Evidence section of this report, establish a Community Service Officer (CSO) position—utilizing one of the clerical FTE positions—and assign this individual responsibility for quartermaster duties along with evidence custodian duties. (Recommendation No. 31.)
  - The CSO assigned to property and evidence should be the primary custodian of the evidence room. No more than two individuals should have access to the evidence room. A supervisor or other designated employee should serve as a backup evidence custodian to ensure continuity when the primary custodian is on leave or otherwise unavailable.
- Centralize all department equipment and supplies into one or two designated storage rooms, implementing a formal inventory control system and securing these areas appropriately. (Recommendation No. 32.)
- Ensure that equipment routinely needed by patrol personnel is stored in a secured supply room or closet near the patrol workspace. Supervisors should oversee equipment issuance, with regular audits conducted by the quartermaster. (Recommendation No. 33.)



## SPECIAL RESPONSE TEAM

The IPD participates in a regional Special Response Team (SRT) which is a multi-agency tactical response unit serving jurisdictions throughout the Des Moines metropolitan area. IPD contributes 5 members to this 11 person team. The Warren County Sheriff's office and Carlisle Police

Department round out the remaining members of the team. IPD also receives services from Metro Star (The Des Moines PD managed tactical team with advanced capabilities).

According to the Metro Star mutual aid agreement, tactical response is a small portion of the vast capabilities of the unit. The agreement spells out that Metro STAR (Special Tactics and Response) Unit provides a Type II Weapons of Mass Destruction (WMD) and Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) tactical response capability, while the Des Moines Bomb Squad provides a Type I bomb mitigation response. In addition, the Des Moines Police Department supplies full-time personnel trained in evidence collection and preservation within hazardous (CBRNE) environments for contaminated crime scene processing. Beyond these guaranteed resources, the Des Moines Police Department may also provide additional specialized capabilities—such as incident command support, high-risk warrant service, crisis negotiation, dive team operations, tactical surveillance, polygraph examinations, and intelligence and investigative support—when requested, subject to personnel availability and departmental discretion.

IPD contributes one sworn officers to Metro STAR for tactical response. Officers are selected, trained, and equipped to respond to high-risk incidents that exceed the capabilities of routine patrol operations, such as high-risk warrant service, and other critical incidents. The team conducts training once per month to maintain tactical proficiency, ensure interoperability among participating agencies, and reinforce standardized response protocols.

IPD oversight of SRT participation is assigned to the Operations lieutenant, who is responsible for coordinating team assignments, monitoring training participation, and serving as the liaison between IPD and Metro STAR leadership. This structure ensures consistent communication, accountability, and alignment between IPD's operational priorities and regional tactical response capabilities.

Based on the description of what IPD officers provide to Metro Star, they operate within a larger Tier 2 team as defined by the National Tactical Officers Association (NTOA) but have more limited roles. The Warren County SRT team that IPD also participates in is a smaller Tier 3 team (tactical response only) per NTOA guidelines. Once-a-month training may fall short of the recommended fourteen to sixteen hours of training per month recommended by NTOA. However, IPD is following best practices by being part of a regional approach for tactical and special response capabilities.

## COMMUNITY INVOLVEMENT

---

IPD actively engages in various community-oriented activities aimed at fostering positive relationships with residents. This includes Coffee with a Cop, outreach in the schools, and presence at community events. One of the key initiatives is the annual "Elves in Blue" event, a Christmas outreach program for children. This event not only provides holiday cheer but also strengthens the bond between IPD officers and community members. Additionally, the department plays a vital role in addressing basic needs by assisting in the distribution of Thanksgiving and Christmas meals to individuals and families facing hardship. There is also a partnership with the Indianola Ministerial Organization, and the department manages a voucher program to assist persons in need under certain circumstances.

IPD has a distinctive symbol of community engagement through the use of themed shoulder patches. These patches serve as visual representations of the department's involvement in various community events and seasonal celebrations. The department regularly updates its shoulder patches to reflect different occasions, such as the "Elves in Blue" initiative, the annual

balloon festival, and other significant community gatherings. This approach not only fosters a sense of unity and pride within the department but also enhances public relations by visibly demonstrating their active participation in community life. One of the key advantages of this initiative is its cost-effectiveness. Instead of sewing patches onto uniforms, IPD utilizes Velcro patches, allowing for quick and easy attachment and removal. This strategy of themed shoulder patches is an innovative way to strengthen community ties that is a great model for other departments to consider.

Despite their outstanding community outreach efforts, the department currently does not leverage volunteers to assist with police services. Across the nation, many police departments have recognized the value of volunteer programs in enhancing service delivery and operational efficiency. These programs typically involve community members volunteering in various capacities, such as administrative support within police stations, traffic management during public events, patrols in parks, and participation in community outreach initiatives. Implementing a volunteer program can help free officers from routine tasks, allowing them to focus on core policing responsibilities and emergency response.

Furthermore, establishing a Citizens Police Academy (CPA) can serve as an effective tool for community engagement and transparency. A CPA provides an educational platform wherein residents gain insight into police operations, fostering mutual understanding and trust. It offers a two-way learning experience: the police department demystifies its work by sharing operational insights, and community members communicate their concerns and expectations. Typically lasting from eight to twelve weeks, these programs meet once a week and include classroom instruction as well as hands-on experiences on various police functions. Many programs also feature ride-alongs, where participants accompany officers on patrol, gaining firsthand experience of law enforcement duties.

### Recommendation:

- The department should explore establishing a volunteer program using the development of a Citizens Police Academy program as a springboard. (Recommendation No. 34.)

# # #

## SECTION 7. SUMMARY

---

Overall, our assessment team had a very favorable opinion of the Indianola community and the Indianola Police Department. We believe it is a police department striving to be contemporary and to provide a high level of service that suits the needs of the community it serves.

We have made several recommendations in this report that we believe will enhance the operational effectiveness of the IPD. Some recommendations can be implemented with minimal effort, while others may require significant effort and investment. The fact that there are several recommendations is in no way an indictment of the department, as this is normal in all of our assessment reports. As noted, we have a high opinion of IPD; our general approach is to report on the “as-is” status of an agency and make recommendations that we believe will improve the department overall.

These reports are always intended to identify proper staffing. Although this report makes a few recommendations regarding staffing and positions, in general, we believe the department is appropriately staffed. At minimum, the workload and policing dynamics are manageable with the current staffing.

We further recognize that implementing many of the recommendations in this report, should the Indianola Police Department choose to do so, will take weeks, months, and in some cases years. We would encourage the city and department leadership to work together on identifying those recommendations that are most critical. Also, we would make ourselves available to consult as necessary and appropriate.

Additionally, a comprehensive data analysis report follows. While the more pertinent aspects of that analysis are embedded in the preceding Operational Assessment, readers are encouraged to review the data analysis report in its entirety as it does provide additional data points and context not included in the general assessment above.

# # #

# SECTION 8. DATA ANALYSIS

---

This data analysis on the police patrol operations for the Indianola Police Department focuses on three main areas: workload, deployment, and response times. These three areas are related almost exclusively to the patrol division, which constitutes a significant portion of the police department's personnel and financial commitment.

All information in this analysis was developed using data extracted by the Indianola Police Department through its connection to the Warren County Communications Center's computer-aided dispatch (CAD) system.

CPSM collected data for a one-year period of October 1, 2024, to September 30, 2025. The majority of the first section of the report, concluding with Table 7-9, uses call data for one year. For the detailed workload analysis, we use two eight-week sample periods. The first period is from January 4 through February 28, 2025, or winter, and the second period is from July 7 through August 28, 2025, or summer.

## WORKLOAD ANALYSIS

---

When CPSM analyzes a set of dispatch records, we go through a series of steps:

- We first process the data to improve accuracy. For example, we remove duplicate patrol units recorded on a single event, as well as records that do not indicate an actual activity. We also remove incomplete data, as found in situations where there is not enough time information to evaluate the record.
- At this point, we have a series of records that we call "events." We identify these events in three ways:
  - We distinguish between patrol and nonpatrol units.
  - We assign a category to each event based on its description.
  - We indicate whether the call is "zero time on scene" (i.e., patrol units spent less than thirty seconds on scene), "police-initiated," or "community-initiated."
- We then remove all records that do not involve a patrol unit to get the total number of patrol-related events.
- At important points during our analysis, we focus on a smaller group of events designed to represent actual calls for service. This excludes events with no unit time spent on scene and directed patrol activities.

In this way, we first identify a total number of records, then limit ourselves to patrol events, and finally focus on calls for service.

As with similar cases around the country, we encountered several issues when analyzing Indianola's dispatch data. We made assumptions and decisions to address these issues.

- 942 events (about 7 percent) involved patrol units spending zero time on scene.
- The computer-aided dispatch (CAD) system used approximately 155 different event descriptions, which we condensed into 20 categories for our tables and 11 categories for our

figures (shown in Chart 1). Table 7-20 in the appendix shows how each call description was categorized.

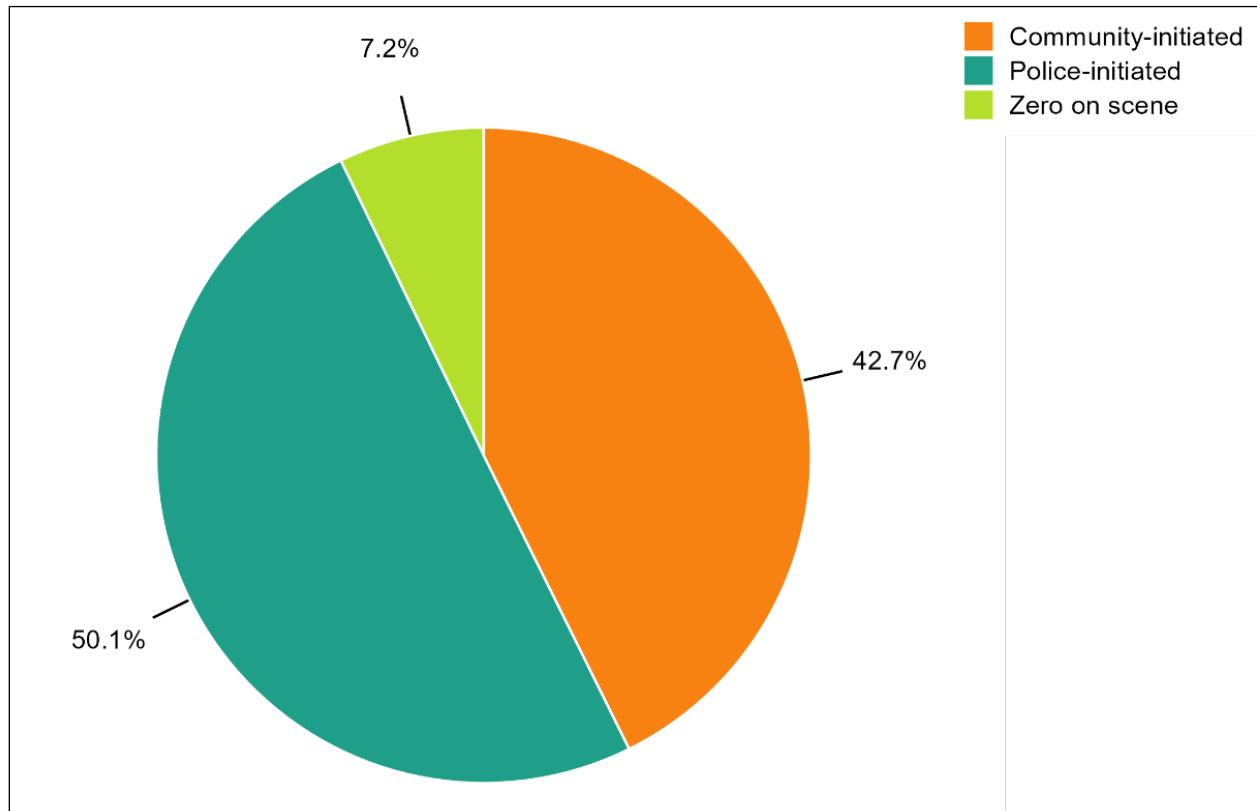
From October 1, 2024, to September 30, 2025, the Communications Center recorded 13,103 calls that were assigned call numbers with a responding patrol unit. When measured daily, the department was dispatched to an average of 36 patrol-related events per day, approximately 7 percent of which (three per day) had fewer than thirty seconds spent on the call.

In the following pages, we show two types of data: activity and workload. The activity levels are measured by the average number of calls per day, broken down by the type and origin of the calls, and categorized by the nature of the calls (crime, traffic, etc.). Workloads are measured in average work hours per day.

### CHART 7-1: Event Descriptions for Tables and Figures

Table Category	Figure Category
Alarm	Alarm
Assist – medical & fire	Assist
Assist – other	
Check	Check
Crime against persons	Crime
Crime against property	
Crime against society	
Directed patrol	Directed patrol
Disturbance	Disturbance
Animal call	General noncriminal
Civil problem	
Juvenile call	
Mental health	
Miscellaneous	
Investigation	Investigation
Suspicious incident	Suspicious incident
Accident	Traffic
Traffic enforcement	
Traffic stop	
Violation	Violation

**FIGURE 7-1: Percentage Events per Day, by Initiator**



**Note:** Percentages are based on a total of 13,103 events.

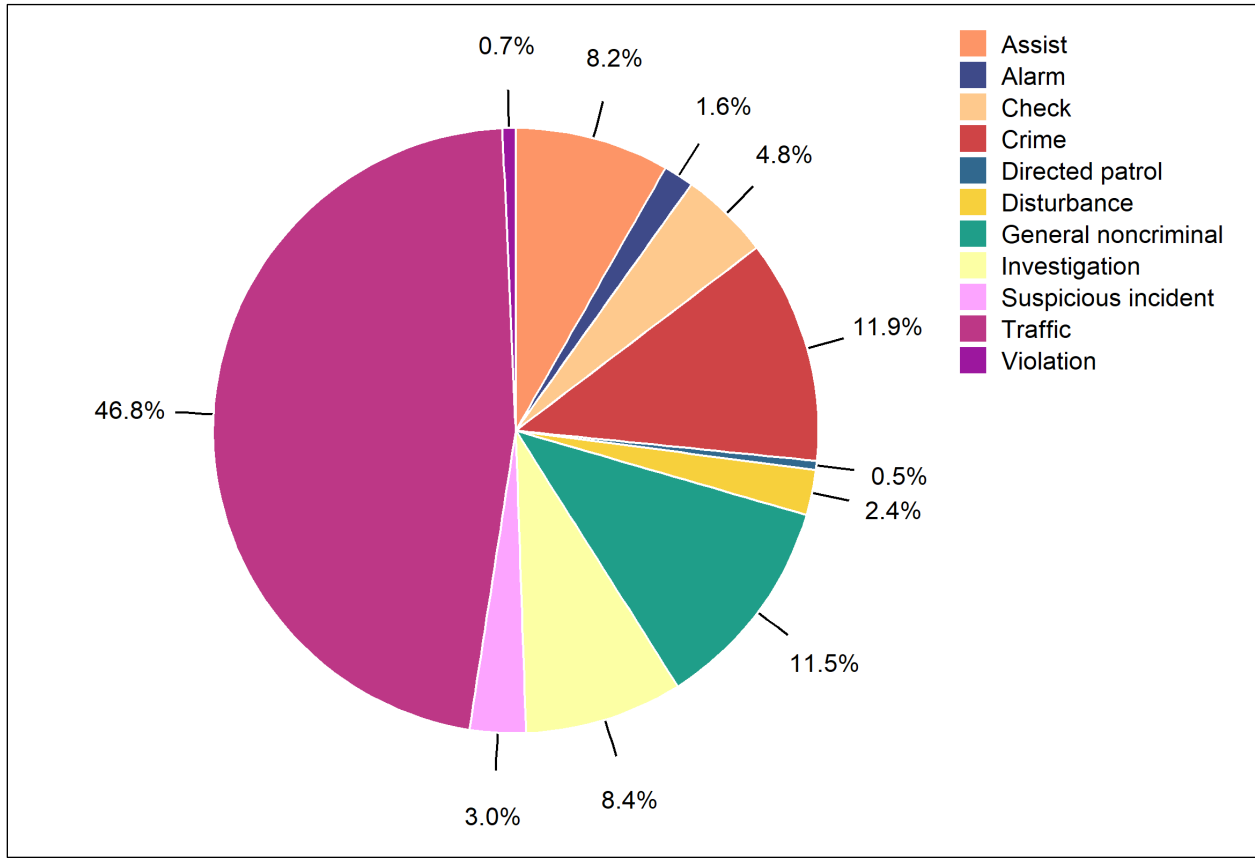
**TABLE 7-1: Events per Day, by Initiator**

Initiator	No. of Events	Events per Day
Community-initiated	5,591	15.3
Police-initiated	6,570	18.0
Zero on scene	942	2.6
<b>Total</b>	<b>13,103</b>	<b>35.9</b>

**Observations:**

- 7 percent of the events had zero time on scene.
  - The top three descriptions were “theft report,” “assistance of any kind,” and “traffic stop.” These accounted for 37 percent of zero-on-scene events.
  - On average, the patrol units spent 0.2 minutes per zero-on-scene event. This means that these events accounted for 0.01 work hours per day.
- 50 percent of all events were police-initiated.
- 43 percent of all events were community-initiated.
- There was an average of 36 events per day, or 1.5 per hour.

**FIGURE 7-2: Percentage Events per Day, by Category**



**Note:** The figure combines categories in the following table according to the description in Chart 7-1.

**TABLE 7-2: Events per Day, by Category**

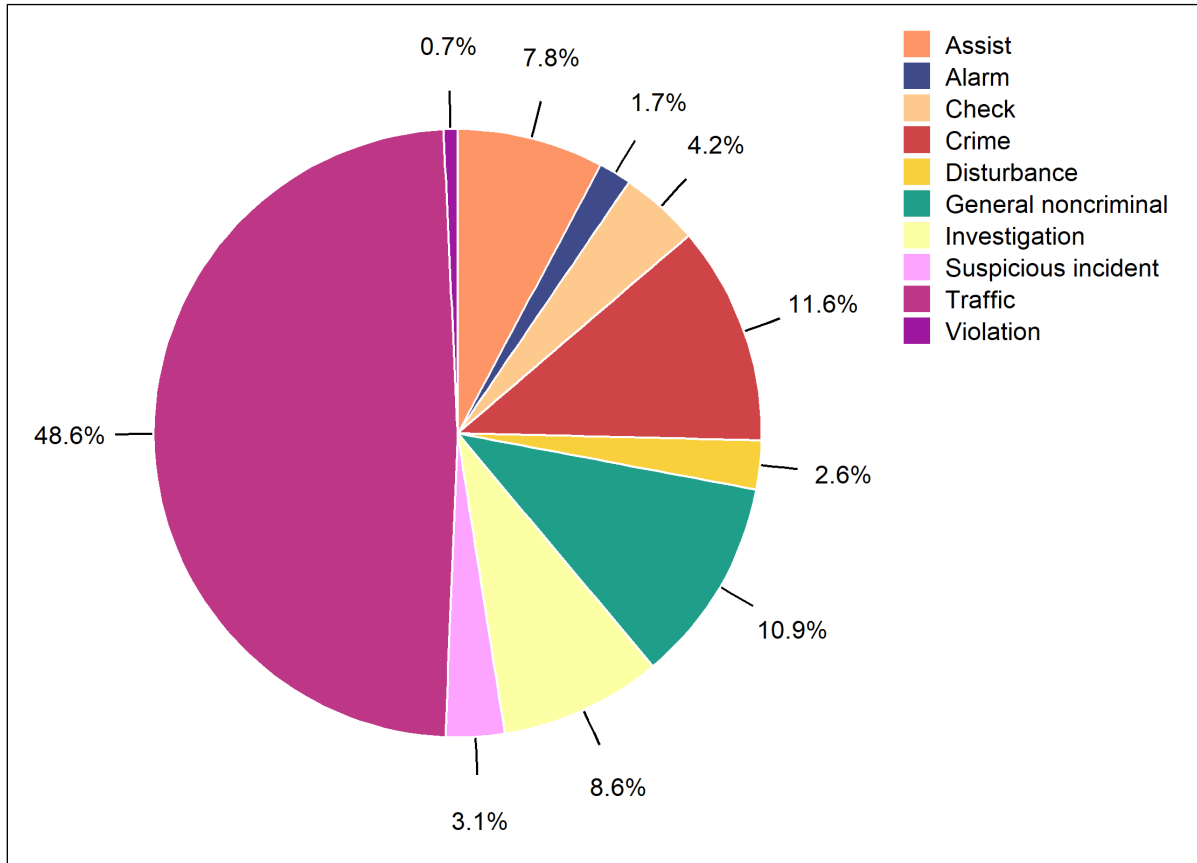
Category	Total Events	Events per Day
Accident	394	1.1
Alarm	212	0.6
Animal call	237	0.6
Assist – medical & fire	248	0.7
Assist – other	831	2.3
Check	630	1.7
Civil problem	269	0.7
Crime against persons	421	1.2
Crime against property	879	2.4
Crime against society	264	0.7
Directed patrol	64	0.2
Disturbance	316	0.9
Investigation	1,106	3.0
Juvenile call	383	1.0
Mental health	195	0.5
Miscellaneous	425	1.2
Suspicious incident	392	1.1
Traffic enforcement	975	2.7
Traffic stop	4,769	13.1
Violation	93	0.3
<b>Total</b>	<b>13,103</b>	<b>35.9</b>

**Note:** Observations below refer to events shown within the figure rather than the table.

### Observations:

- The top three categories accounted for 70 percent of events:
  - 47 percent of events were traffic-related.
  - 12 percent of events were crimes.
  - 12 percent of events were general noncriminal incidents.

**FIGURE 7-3: Percentage Calls per Day, by Category**



**Note:** The figure combines categories in the following table according to the description in Chart 7-1.

**TABLE 7-3: Calls per Day, by Category**

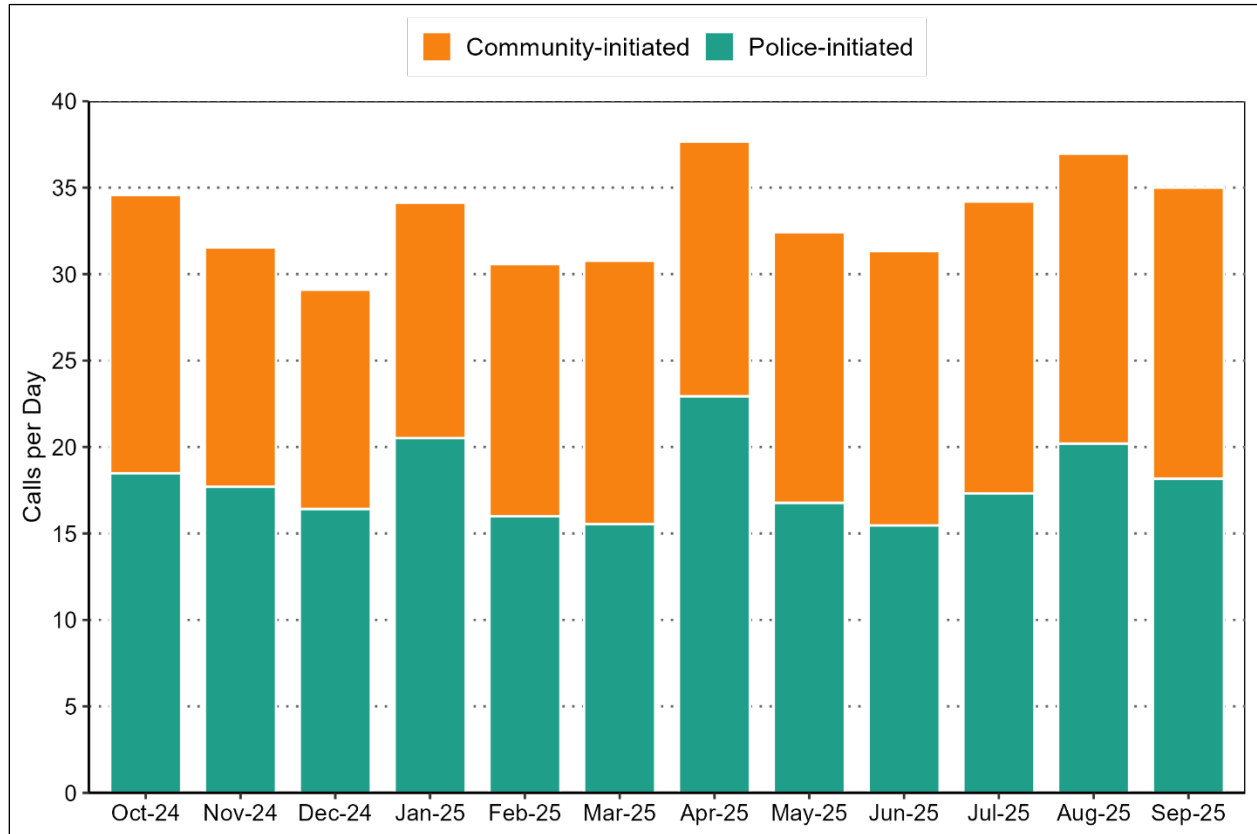
Category	Total Calls	Calls per Day
Accident	391	1.1
Alarm	209	0.6
Animal call	209	0.6
Assist – medical & fire	245	0.7
Assist – other	701	1.9
Check	510	1.4
Civil problem	263	0.7
Crime against persons	409	1.1
Crime against property	742	2.0
Crime against society	259	0.7
Disturbance	314	0.9
Investigation	1,045	2.9
Juvenile call	347	1.0
Mental health	190	0.5
Miscellaneous	315	0.9
Suspicious incident	379	1.0
Traffic enforcement	834	2.3
Traffic stop	4,667	12.8
Violation	90	0.2
<b>Total</b>	<b>12,119</b>	<b>33.2</b>

**Note:** The focus here is on recorded calls rather than recorded events. We removed 942 events with zero time on scene and another 42 directed patrol activities.

### Observations:

- There was an average of 33.2 calls per day, or 1.4 per hour.
- The top three categories accounted for 71 percent of calls:
  - 49 percent of calls were traffic-related.
  - 12 percent of calls were crimes.
  - 11 percent of calls were general noncriminal incidents.

**FIGURE 7-4: Calls per Day, by Initiator and Month**



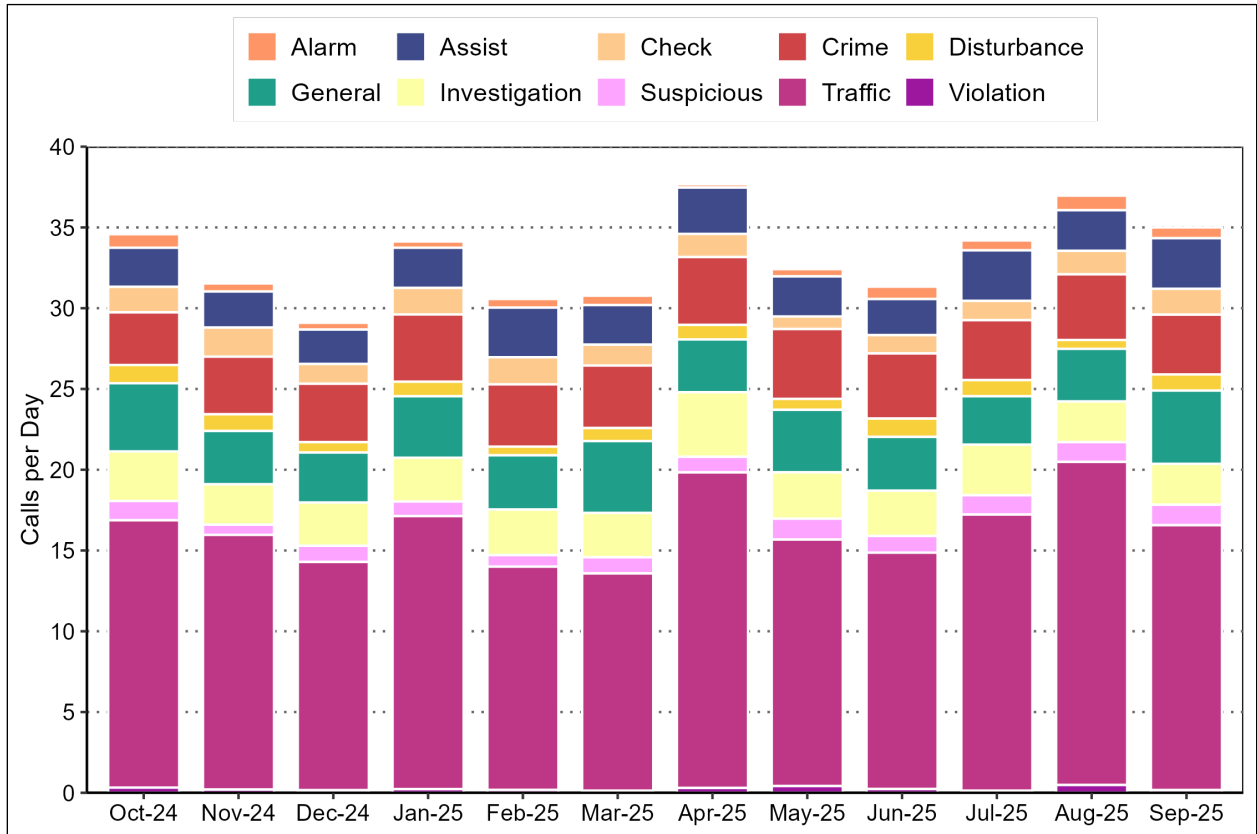
**TABLE 7-4: Calls per Day, by Initiator and Month**

Initiator	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Community	16.1	13.8	12.7	13.6	14.6	15.2	14.7	15.6	15.9	16.9	16.8	16.8
Police	18.5	17.7	16.4	20.5	16.0	15.5	22.9	16.8	15.5	17.3	20.2	18.2
<b>Total</b>	<b>34.6</b>	<b>31.5</b>	<b>29.1</b>	<b>34.1</b>	<b>30.6</b>	<b>30.8</b>	<b>37.7</b>	<b>32.4</b>	<b>31.3</b>	<b>34.2</b>	<b>37.0</b>	<b>35.0</b>

**Observations:**

- The number of calls per day was lowest in December.
- The number of calls per day was highest in April.
- The month with the most calls had 29 percent more calls than the month with the fewest calls.
- April had the most police-initiated calls, with 48 percent more than March and June, which had the fewest.
- July, August, and September had the most community-initiated calls, with 33 percent more than December, which had the fewest.

**FIGURE 7-5: Calls per Day, by Category and Month**



**Note:** The figure combines categories in the following table according to the description in Chart 7-1.

**TABLE 7-5: Calls per Day, by Category and Month**

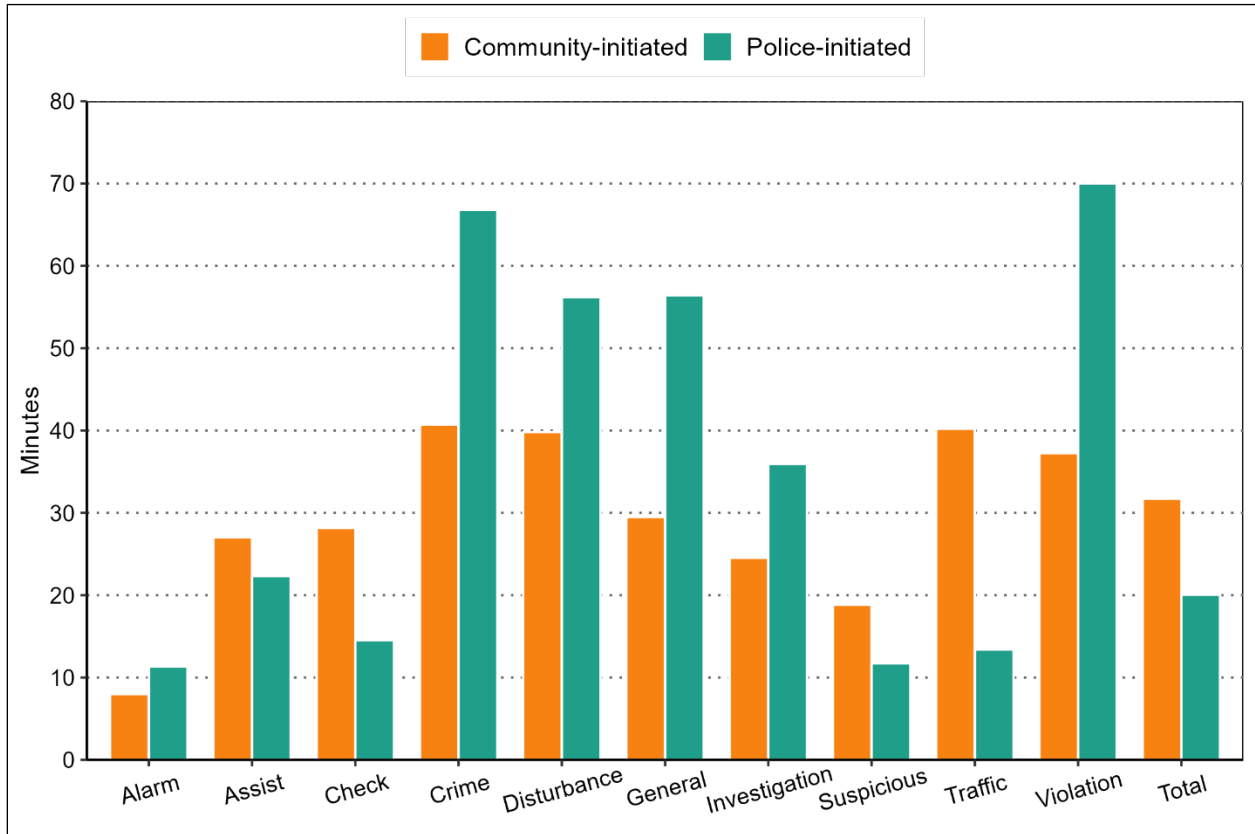
Category	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Accident	1.5	1.2	1.0	0.8	1.1	1.1	1.1	0.9	0.9	1.3	1.0	1.0
Alarm	0.8	0.5	0.4	0.4	0.5	0.6	0.2	0.5	0.8	0.6	0.9	0.7
Animal call	0.7	0.6	0.5	0.6	0.4	0.5	0.4	0.8	0.8	0.4	0.5	0.6
Assist – medical & fire	0.5	0.5	0.4	0.5	1.0	0.8	0.7	0.6	0.6	0.9	0.7	0.8
Assist – other	1.9	1.8	1.7	2.0	2.0	1.7	2.2	1.8	1.7	2.2	1.8	2.3
Check	1.6	1.8	1.2	1.6	1.7	1.3	1.4	0.8	1.1	1.2	1.5	1.6
Civil problem	0.6	0.4	0.5	0.8	0.6	0.9	0.6	0.9	0.7	0.8	0.8	1.0
Crime against persons	1.2	0.9	0.8	1.5	1.2	1.2	1.0	1.1	1.0	0.8	1.2	1.5
Crime against property	1.5	1.9	1.7	1.8	1.8	2.2	2.4	2.5	2.5	2.3	2.4	1.4
Crime against society	0.5	0.8	1.1	0.9	0.9	0.5	0.8	0.7	0.6	0.6	0.4	0.8
Disturbance	1.1	1.0	0.6	0.9	0.5	0.8	0.9	0.7	1.1	1.0	0.5	1.0
Investigation	3.1	2.5	2.7	2.7	2.8	2.7	4.0	2.9	2.8	3.1	2.5	2.5
Juvenile call	1.1	1.2	1.0	1.0	1.4	1.4	1.2	0.8	0.4	0.4	0.4	1.3
Mental health	0.5	0.5	0.4	0.3	0.4	0.6	0.3	0.6	0.5	0.8	0.4	0.7
Miscellaneous	1.2	0.6	0.6	1.1	0.6	1.1	0.7	0.7	0.8	0.6	1.2	1.0
Suspicious incident	1.2	0.6	1.0	0.9	0.7	1.0	1.0	1.3	1.0	1.2	1.2	1.3
Traffic enforcement	2.8	1.9	1.4	1.7	2.5	1.7	2.5	2.5	2.5	2.6	2.8	2.5
Traffic stop	12.3	12.6	11.7	14.4	10.2	10.7	16.0	11.8	11.2	13.2	16.2	12.9
Violation	0.3	0.2	0.2	0.2	0.2	0.1	0.3	0.4	0.2	0.1	0.5	0.2
<b>Total</b>	<b>34.6</b>	<b>31.5</b>	<b>29.1</b>	<b>34.1</b>	<b>30.6</b>	<b>30.8</b>	<b>37.7</b>	<b>32.4</b>	<b>31.3</b>	<b>34.2</b>	<b>37.0</b>	<b>35.0</b>

**Note:** Calculations were limited to calls rather than events.

### Observations:

- The top three categories averaged between 69 and 74 percent of calls throughout the year:
  - Traffic calls averaged between 13.5 and 20.0 calls per day throughout the year.
  - Crime calls averaged between 3.3 and 4.3 calls per day throughout the year.
  - General noncriminal calls averaged between 3.0 and 4.5 calls per day throughout the year.
- Crime calls accounted for 9 to 13 percent of total calls.

**FIGURE 7-6: Primary Unit's Average Occupied Times, by Category and Initiator**



**Note:** The figure combines categories using weighted averages from the following table according to the description in Chart 7-1.

**TABLE 7-6: Primary Unit's Average Occupied Times, by Category and Initiator**

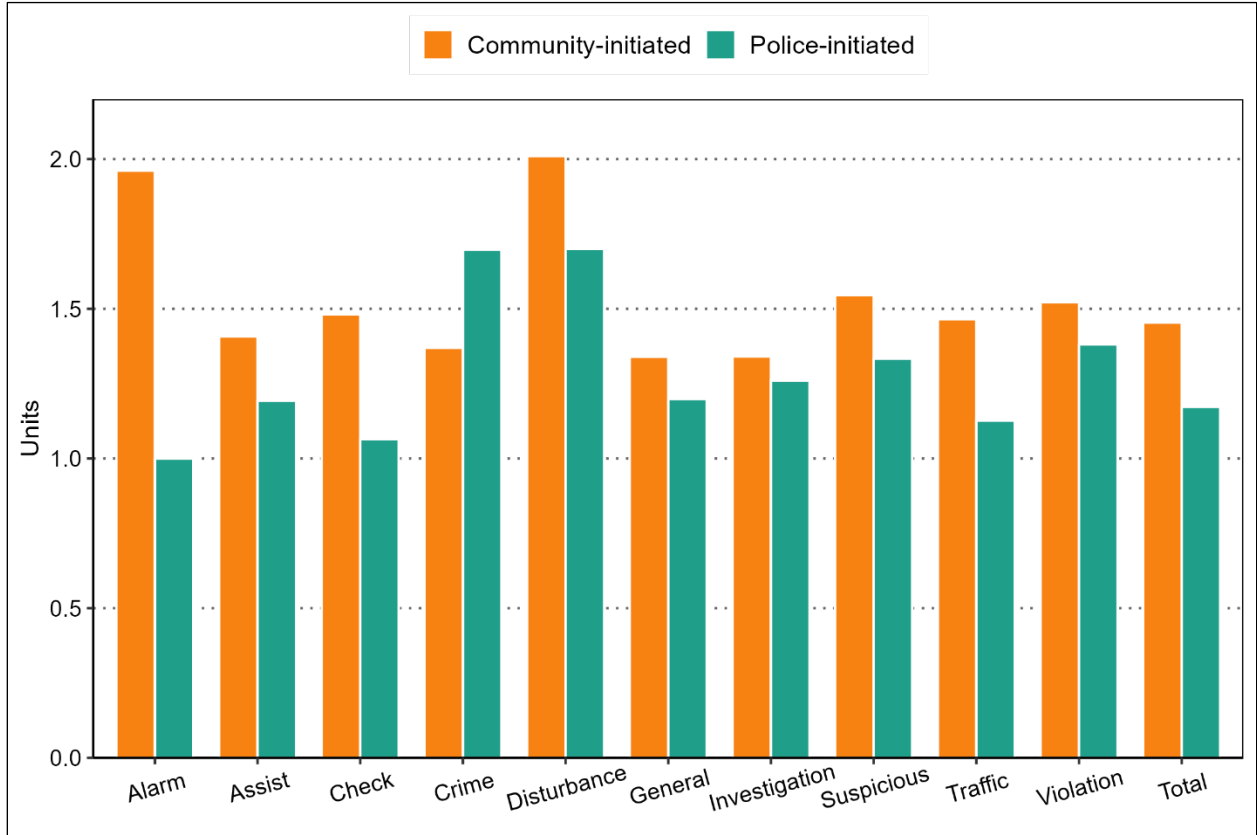
Category	Community-Initiated		Police-Initiated	
	Minutes	Calls	Minutes	Calls
Accident	58.9	363	36.9	28
Alarm	8.0	206	11.4	3
Animal call	23.3	192	14.4	17
Assist – medical & fire	32.3	242	16.2	3
Assist – other	25.0	621	22.6	80
Check	28.2	291	14.5	219
Civil problem	27.2	246	74.8	17
Crime against persons	47.4	360	123.8	49
Crime against property	34.4	585	35.1	157
Crime against society	49.9	138	84.9	121
Disturbance	39.8	294	56.2	20
Investigation	24.6	584	35.9	461
Juvenile call	31.5	162	62.5	185
Mental health	48.4	184	75.5	6
Miscellaneous	20.9	238	45.5	77
Suspicious incident	18.8	271	11.7	108
Traffic enforcement	27.2	508	41.3	326
Traffic stop	16.0	6	11.3	4,661
Violation	37.3	69	70.0	21
<b>Weighted Average/Total Calls</b>	<b>31.7</b>	<b>5,560</b>	<b>20.1</b>	<b>6,559</b>

**Note:** The information in Figure 7-6 and Table 7-6 is limited to calls and excludes all events that show zero time on scene. A unit's occupied time is measured as the time from when the unit was dispatched until the unit becomes available again. The times shown are the average occupied minutes per call for the primary unit, rather than the total occupied minutes for all units assigned to a call. Observations below refer to times shown within the figure rather than the table.

### Observations:

- A unit's average time spent on a call ranged from 8 to 70 minutes overall.
- The longest average times were for police-initiated violation calls.
- The average time spent on crime calls was 41 minutes for community-initiated calls and 67 minutes for police-initiated calls.

**FIGURE 7-7: Number of Responding Units, by Initiator and Category**

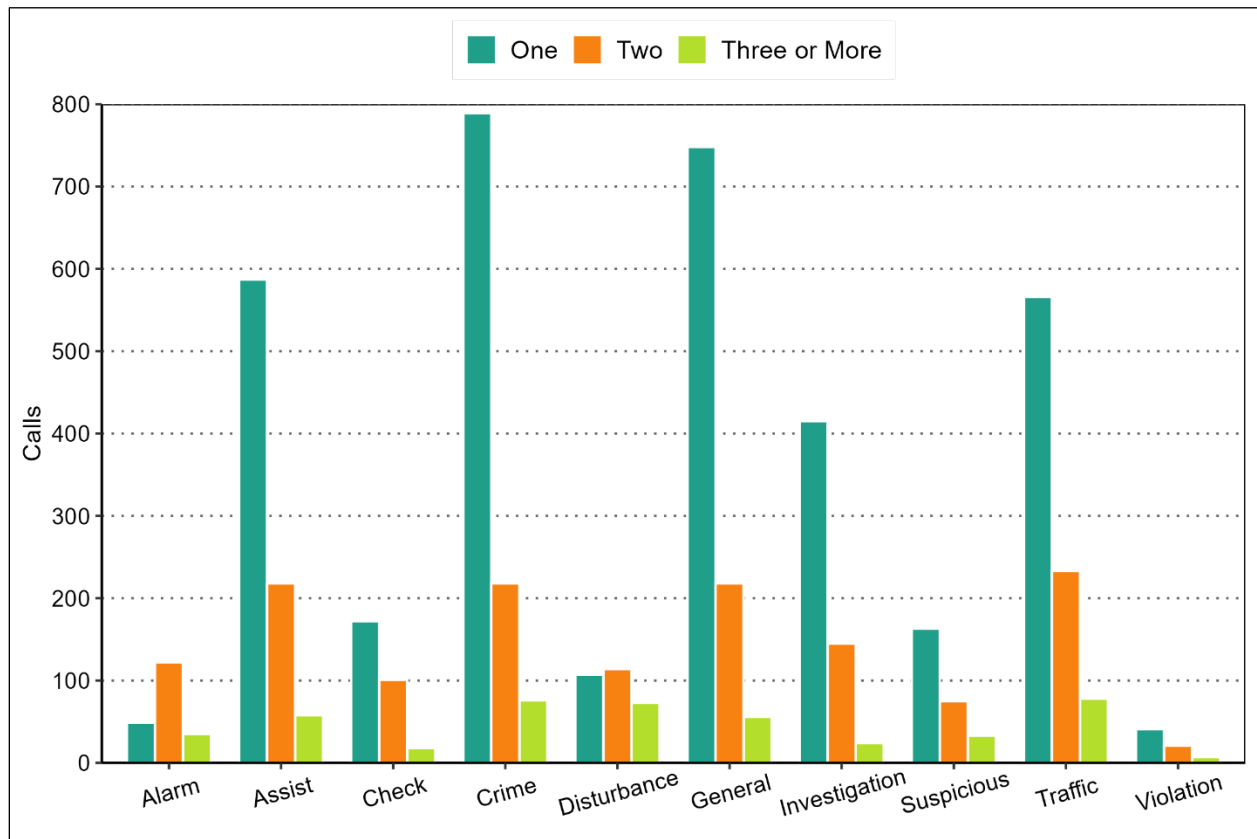


**Note:** The figure combines categories using weighted averages from the following table according to the description in Chart 7-1. The information in Figure 7-7 and Table 7-7 is limited to calls and excludes events with zero time on scene.

**TABLE 7-7: Average Number of Responding Units, by Initiator and Category**

Category	Community-Initiated		Police-Initiated	
	No. of Units	Calls	No. of Units	Calls
Accident	1.5	363	1.5	28
Alarm	2.0	206	1.0	3
Animal call	1.2	192	1.3	17
Assist – medical & fire	1.8	242	1.0	3
Assist – other	1.3	621	1.2	80
Check	1.5	291	1.1	219
Civil problem	1.2	246	1.5	17
Crime against persons	1.3	360	1.3	49
Crime against property	1.3	585	1.4	157
Crime against society	1.6	138	2.3	121
Disturbance	2.0	294	1.7	20
Investigation	1.3	584	1.3	461
Juvenile call	1.4	162	1.1	185
Mental health	1.8	184	1.3	6
Miscellaneous	1.2	238	1.3	77
Suspicious incident	1.5	271	1.3	108
Traffic enforcement	1.4	508	1.3	326
Traffic stop	1.3	6	1.1	4,661
Violation	1.5	69	1.4	21
<b>Weighted Average/Total Calls</b>	<b>1.5</b>	<b>5,560</b>	<b>1.2</b>	<b>6,559</b>

**FIGURE 7-8: Number of Responding Units, by Category, Community-initiated Calls**



**Note:** The figure combines categories using weighted averages from the following table according to the description in Chart 7-1.

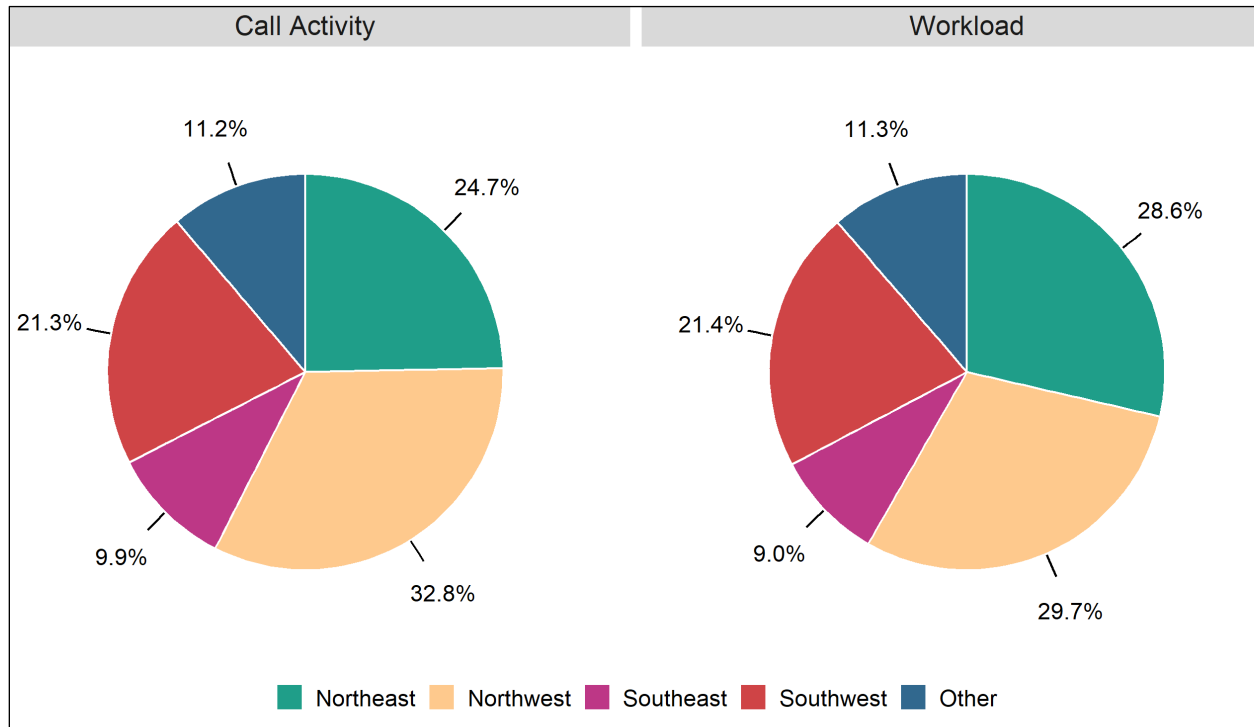
**TABLE 7-8: Number of Responding Units, by Category, Community-initiated Calls**

Category	Responding Units		
	One	Two	Three or More
Accident	229	100	34
Alarm	49	122	35
Animal call	148	43	1
Assist – medical & fire	104	98	40
Assist – other	483	120	18
Check	172	101	18
Civil problem	210	33	3
Crime against persons	274	63	23
Crime against property	437	114	34
Crime against society	78	41	19
Disturbance	107	114	73
Investigation	415	145	24
Juvenile call	106	43	13
Mental health	82	68	34
Miscellaneous	202	31	5
Suspicious incident	163	75	33
Traffic enforcement	333	131	44
Traffic stop	4	2	0
Violation	41	21	7
<b>Total</b>	<b>3,637</b>	<b>1,465</b>	<b>458</b>

**Observations:**

- The overall mean number of responding units was 1.2 for police-initiated calls and 1.5 for community-initiated calls.
- The mean number of responding units was as high as 2.0 for disturbance calls that were community-initiated.
- 65 percent of community-initiated calls involved one responding unit.
- 26 percent of community-initiated calls involved two responding units.
- 8 percent of community-initiated calls involved three or more responding units.
- The largest group of calls with three or more responding units involved traffic-related calls.

**FIGURE 7-9: Percentage Calls and Work Hours, by Zone**



**Note:** The 'Other' category includes calls at headquarters and calls without recorded zones (inside and outside of Indianola and unknown).

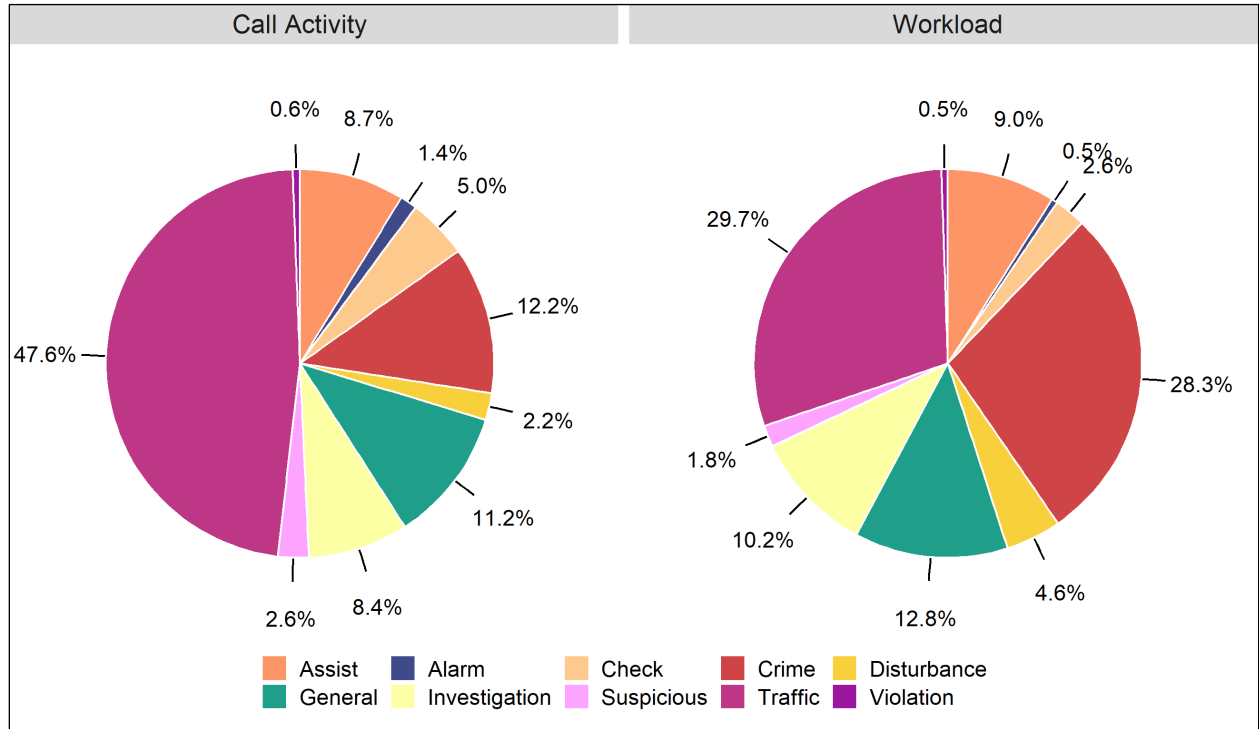
**TABLE 7-9: Calls and Work Hours by Zone, per Day**

Zone	Per Day	
	Calls	Work Hours
Northeast	8.2	5.4
Northwest	10.9	5.6
Southeast	3.3	1.7
Southwest	7.1	4.0
<b>Zone Subtotal</b>	<b>29.5</b>	<b>16.7</b>
Headquarters	1.9	1.0
Indianola	0.4	0.2
Out of the city	0.8	0.4
Unknown	0.7	0.5
<b>Other Subtotal</b>	<b>3.7</b>	<b>2.1</b>
<b>Total</b>	<b>33.2</b>	<b>18.8</b>

**Observations:**

- Northwest had the most calls at 33 percent of total calls.
- Northwest had the most workload at 30 percent of the total workload.

**FIGURE 7-10: Percentage Calls and Work Hours, by Category, Winter**



**TABLE 7-10: Calls and Work Hours per Day, by Category, Winter**

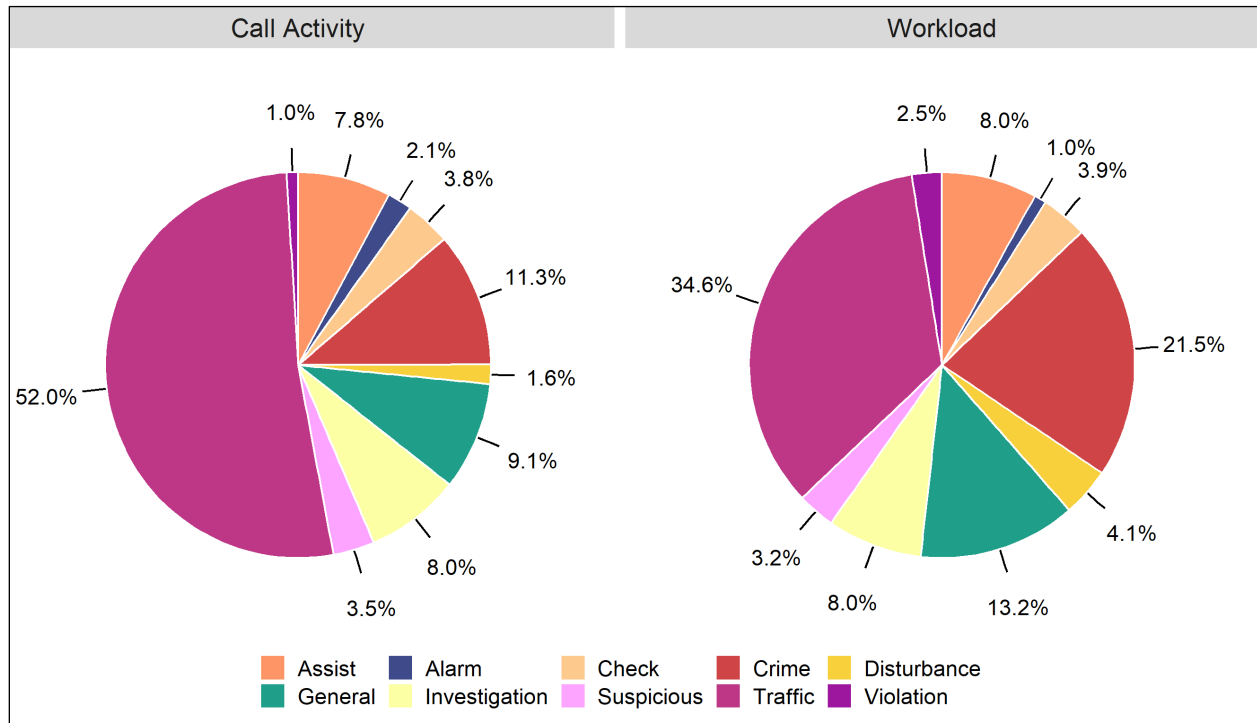
Category	Per Day	
	Calls	Work Hours
Accident	1.0	1.6
Alarm	0.5	0.1
Animal call	0.5	0.3
Assist – medical & fire	0.8	0.6
Assist – other	2.1	1.3
Check	1.6	0.6
Civil problem	0.7	0.3
Crime against persons	1.3	3.1
Crime against property	1.8	1.4
Crime against society	0.9	1.4
Disturbance	0.7	1.0
Investigation	2.7	2.1
Juvenile call	1.2	1.1
Mental health	0.4	0.5
Miscellaneous	0.9	0.5
Suspicious incident	0.8	0.4
Traffic enforcement	2.1	1.9
Traffic stop	12.5	2.7
Violation	0.2	0.1
<b>Total</b>	<b>32.7</b>	<b>20.9</b>

**Note:** Workload calculations focused on calls rather than events.

### Observations, Winter:

- The average daily workload was higher in winter than in summer.
- Total calls averaged 33 per day, or 1.4 per hour.
- Total workload averaged 21 hours per day, meaning that on average, 0.9 units per hour were busy responding to calls.
- Traffic calls constituted 48 percent of calls and 30 percent of the workload.
- Crime calls constituted 12 percent of calls and 28 percent of the workload.
- General noncriminal calls constituted 11 percent of calls and 13 percent of the workload.
- These top three categories constituted 71 percent of calls and workload.

**FIGURE 7-11: Percentage Calls and Work Hours, by Category, Summer**



**TABLE 7-11: Calls and Work Hours per Day, by Category, Summer**

Category	Per Day	
	Calls	Work Hours
Accident	1.2	1.2
Alarm	0.7	0.2
Animal call	0.5	0.1
Assist – medical & fire	0.8	0.4
Assist – other	2.0	0.8
Check	1.4	0.6
Civil problem	0.9	0.4
Crime against persons	1.1	0.9
Crime against property	2.4	1.6
Crime against society	0.5	0.9
Disturbance	0.6	0.6
Investigation	2.8	1.3
Juvenile call	0.4	0.2
Mental health	0.5	0.9
Miscellaneous	0.9	0.4
Suspicious incident	1.2	0.5
Traffic enforcement	2.7	1.5
Traffic stop	14.6	2.8
Violation	0.3	0.4
<b>Total</b>	<b>35.5</b>	<b>15.8</b>

**Note:** Workload calculations focused on calls rather than events.

### Observations, Summer:

- The average number of calls per day was higher in summer than in winter.
- Total calls averaged 35 per day, or 1.5 per hour.
- Total workload averaged 16 hours per day, meaning that on average, 0.7 units per hour were busy responding to calls.
- Traffic calls constituted 52 percent of calls and 35 percent of the workload.
- Crime calls constituted 11 percent of calls and 22 percent of the workload.
- General noncriminal calls constituted 9 percent of calls and 13 percent of the workload.
- These top three categories constituted 72 percent of calls and 69 percent of the workload.

## OUT-OF-SERVICE ACTIVITIES

In the period of October 1, 2024, to September 30, 2025, the dispatch center recorded activities that were not assigned a call number. We focused on those activities that involved a patrol unit. We also limited our analysis to non-call activities that occurred during shifts where the same patrol unit was also responding to calls for service. Each record only indicates one unit per activity. There were a few problems with the data provided, and we made assumptions and decisions to address these issues:

- We excluded activities that lasted less than thirty seconds. These are irrelevant and contribute little to the overall workload.
- After these exclusions, 598 activities remained. These activities had an average duration of 55.0 minutes.

In this section, we report out-of-service activities and workload by description. In the next section, we include these activities in the overall workload when comparing the total workload against available personnel in winter and summer.

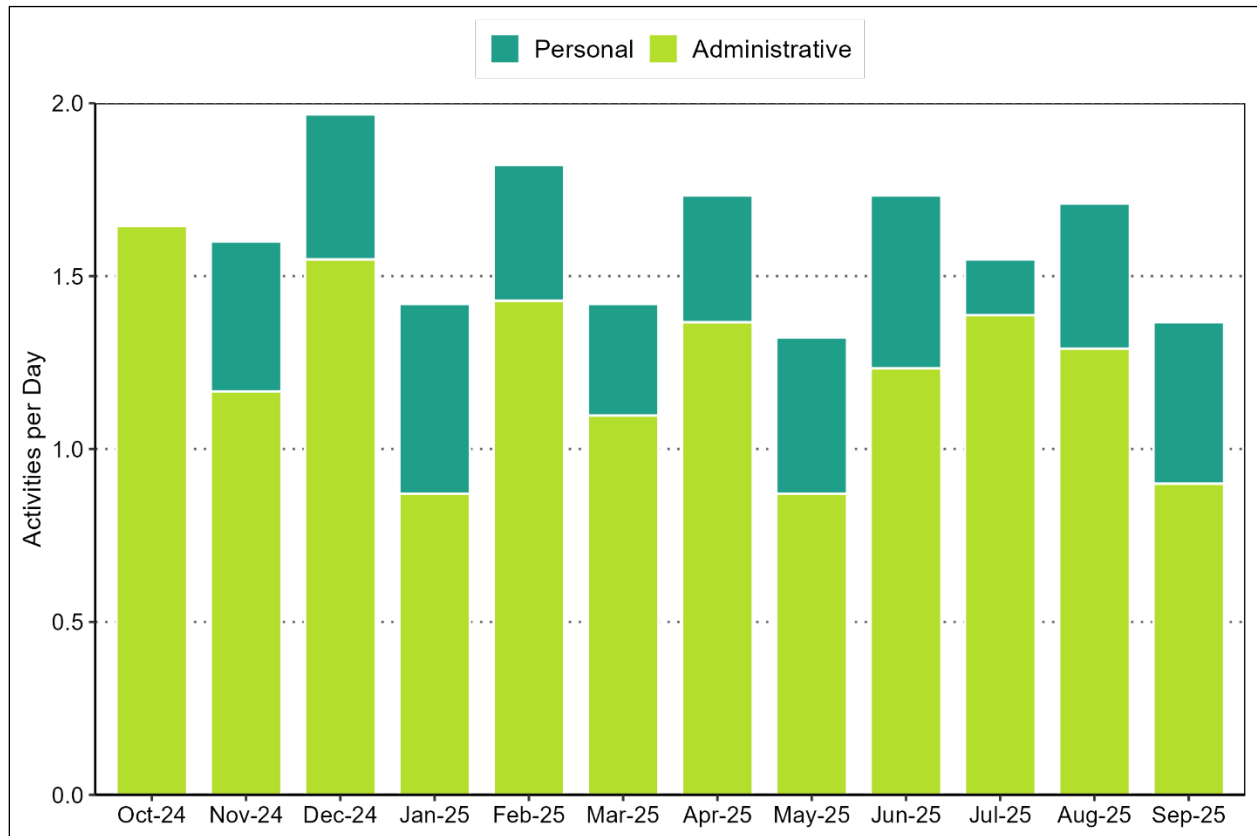
**TABLE 7-12: Activities and Occupied Times by Description**

Description	Occupied Time	Count
Busy	88.0	255
Court related	57.2	21
At jail	18.8	41
Out at office	33.8	102
Vehicle maintenance	30.2	31
<b>Administrative – Weighted Average/Total Activities</b>	<b>64.0</b>	<b>450</b>
<b>Personal – Break (meal)</b>	<b>27.8</b>	<b>148</b>
<b>Weighted Average/Total Activities</b>	<b>55.0</b>	<b>598</b>

### Observations:

- The most common out-of-service activities were “busy.”
- The personal activities were for breaks and mostly for meal breaks.

**FIGURE 7-12: Activities per Day, by Month**



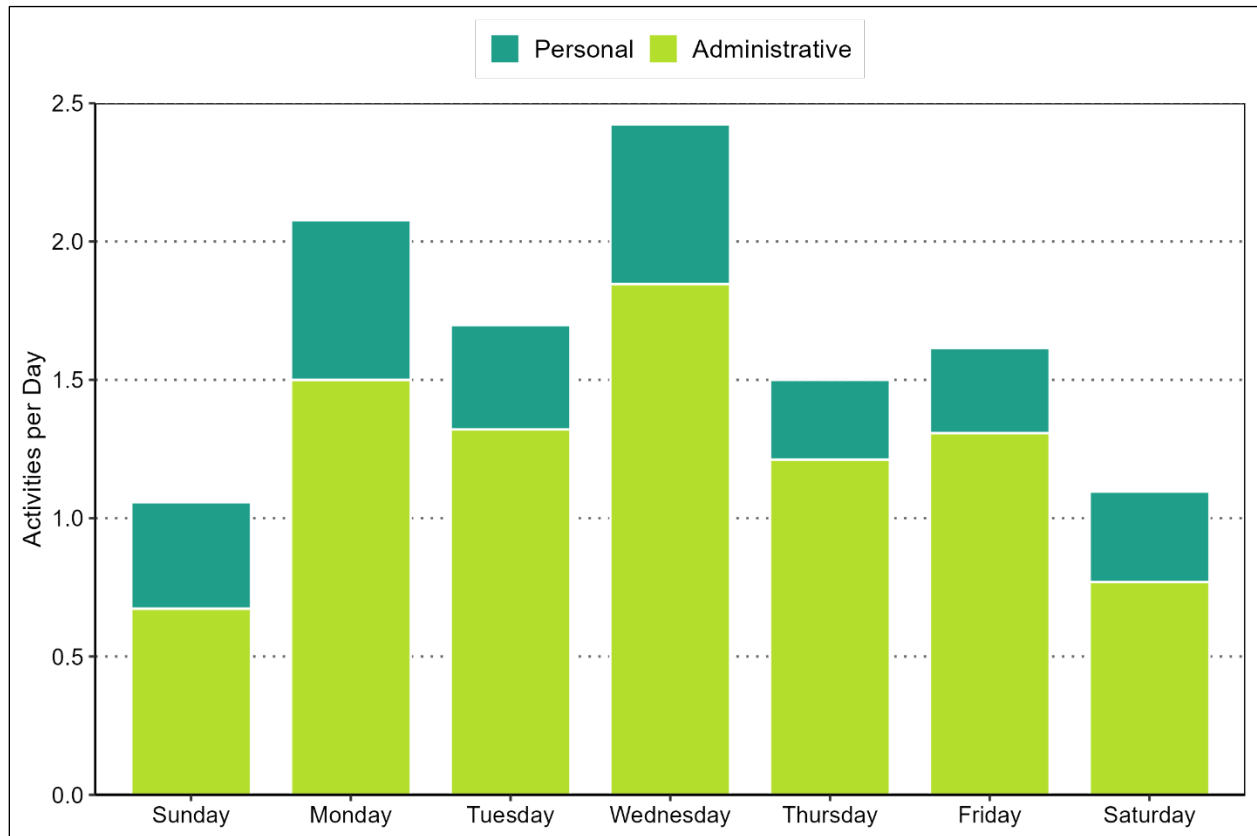
**TABLE 7-13: Activities per Day, by Month**

Month	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Administrative	1.6	1.2	1.5	0.9	1.4	1.1	1.4	0.9	1.2	1.4	1.3	0.9
Personal	0.4	0.4	0.4	0.5	0.4	0.3	0.4	0.5	0.5	0.2	0.4	0.5
<b>Total</b>	<b>2.0</b>	<b>1.6</b>	<b>2.0</b>	<b>1.4</b>	<b>1.8</b>	<b>1.4</b>	<b>1.7</b>	<b>1.3</b>	<b>1.7</b>	<b>1.5</b>	<b>1.7</b>	<b>1.4</b>

**Observations:**

- The number of activities per day was the lowest in May.
- The number of activities per day was highest in December.

**FIGURE 7-13: Activities per Day, by Day of Week**



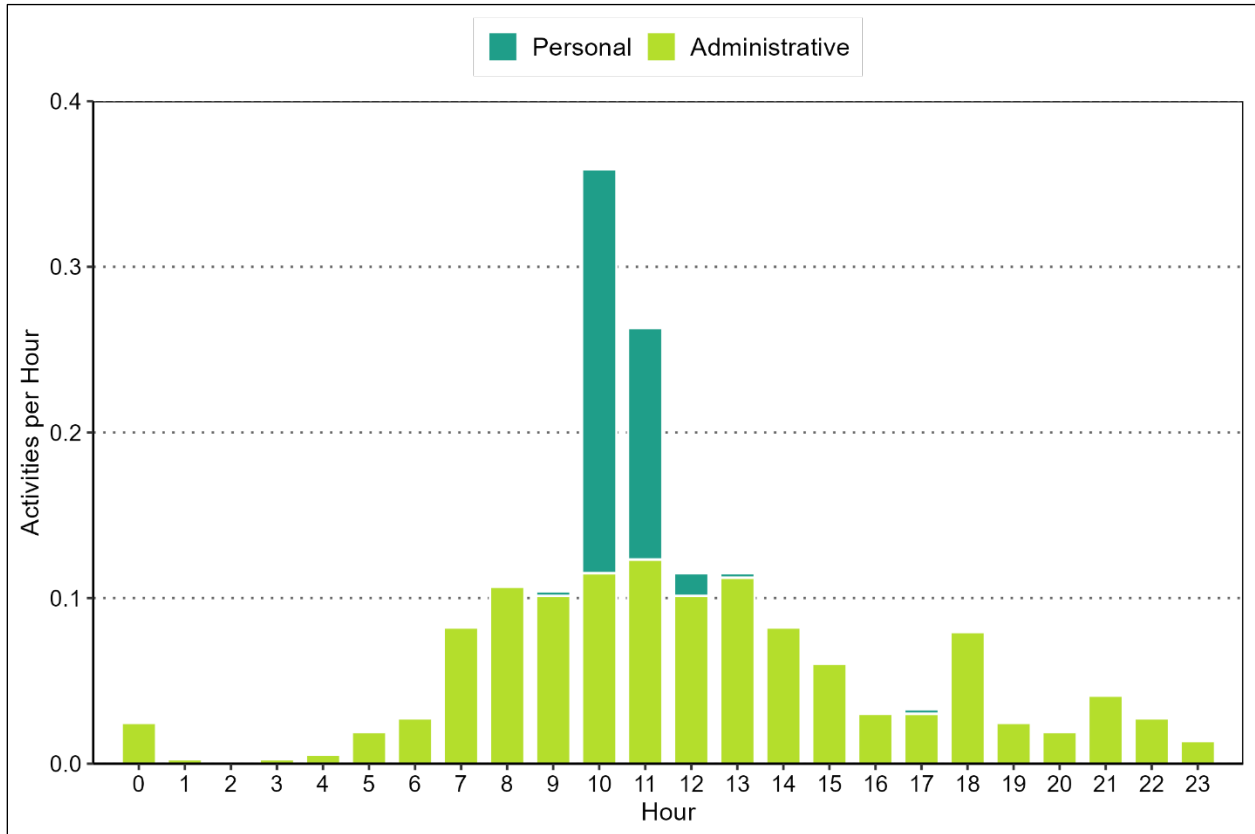
**TABLE 7-14: Activities per Day, by Day of Week**

Day of Week	Administrative	Personal	Total
Sunday	0.7	0.4	1.1
Monday	1.5	0.6	2.1
Tuesday	1.3	0.4	1.7
Wednesday	1.8	0.6	2.4
Thursday	1.2	0.3	1.5
Friday	1.3	0.3	1.6
Saturday	0.8	0.3	1.1
<b>Weekly Average</b>	<b>1.2</b>	<b>0.4</b>	<b>1.6</b>

**Observations:**

- The number of out-of-service activities per day was lowest on weekends.
- The number of out-of-service activities per day was highest on Wednesdays.

FIGURE 7-14: Activities per Day, by Hour of Day



**TABLE 7-15: Activities per Hour, by Hour of Day**

Hour	Personal	Administrative	Total
0	0.00	0.02	0.02
1	0.00	0.00	0.00
2	0.00	0.00	0.00
3	0.00	0.01	0.01
4	0.00	0.02	0.02
5	0.00	0.03	0.03
6	0.00	0.08	0.08
7	0.00	0.11	0.11
8	0.00	0.10	0.10
9	0.24	0.12	0.36
10	0.14	0.12	0.26
11	0.01	0.10	0.12
12	0.00	0.11	0.12
13	0.00	0.08	0.08
14	0.00	0.06	0.06
15	0.00	0.03	0.03
16	0.00	0.03	0.03
17	0.00	0.08	0.08
18	0.00	0.02	0.02
19	0.00	0.02	0.02
20	0.00	0.04	0.04
21	0.00	0.03	0.03
22	0.00	0.01	0.01
23	0.02	0.05	0.07
<b>Hourly Average</b>	<b>0.00</b>	<b>0.02</b>	<b>0.02</b>

**Observations:**

- The number of activities per hour was lowest between 1:00 a.m. and 3:00 a.m.
- The number of activities per hour was highest between 10:00 a.m. and 11:00 a.m.

## DEPLOYMENT

---

For this study, we examined deployment information for eight weeks in winter (January 4 through February 28, 2025) and eight weeks in summer (July 7 through August 28, 2025). The department's main patrol force consists of patrol officers and patrol sergeants, operating on 10-hour shifts starting at 6:00 a.m., 3:00 p.m., and 9:00 p.m. The police department's main patrol force deployed an average of 3.2 units per hour during the 24-hour day in winter and 2.9 units per hour in summer. When the DARE unit and K-9 units are included, the department averaged 3.6 units per hour during the 24-hour day in winter and 3.2 units per hour during the 24-hour day in summer.

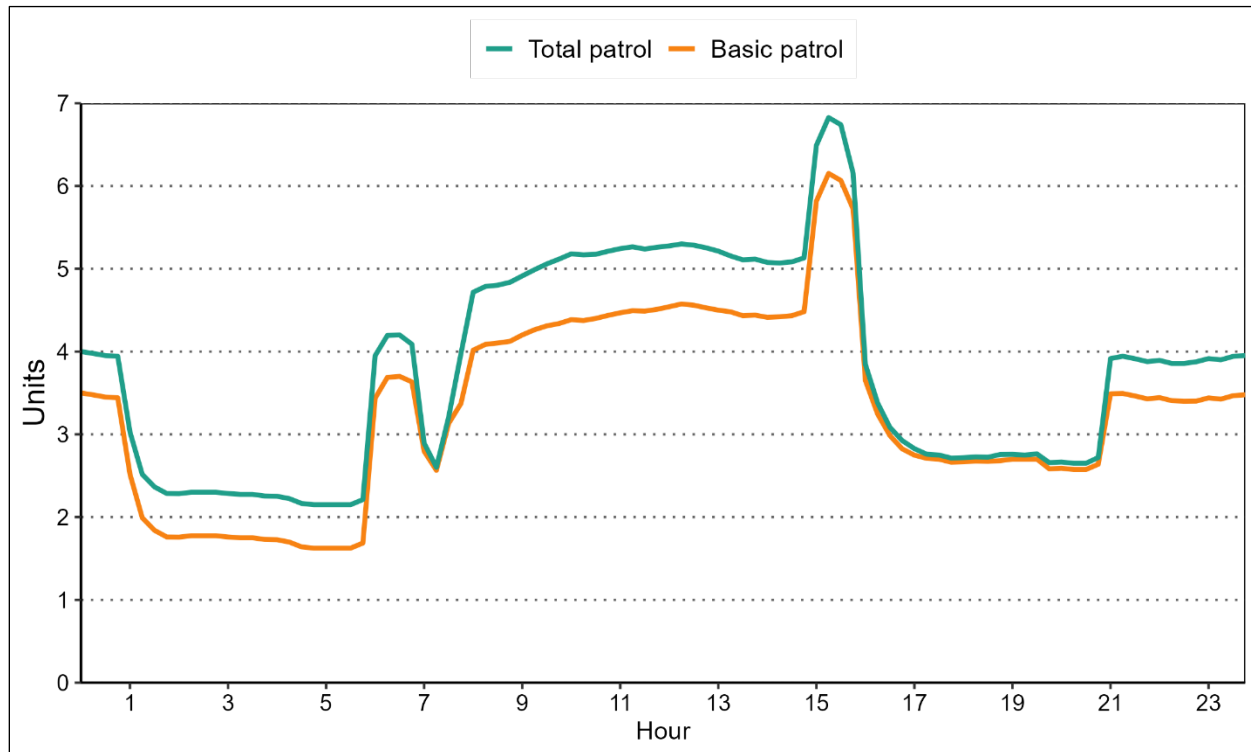
In this section, we describe the deployment and workload in distinct steps, distinguishing between winter and summer and between weekdays (Monday through Friday) and weekends (Saturday and Sunday):

- First, we focus on patrol deployment alone.
- Next, we compare “all” workload, which includes community-initiated calls, police-initiated calls, directed patrol activities, and out-of-service activities.
- Finally, we compare the workload against deployment by percentage.

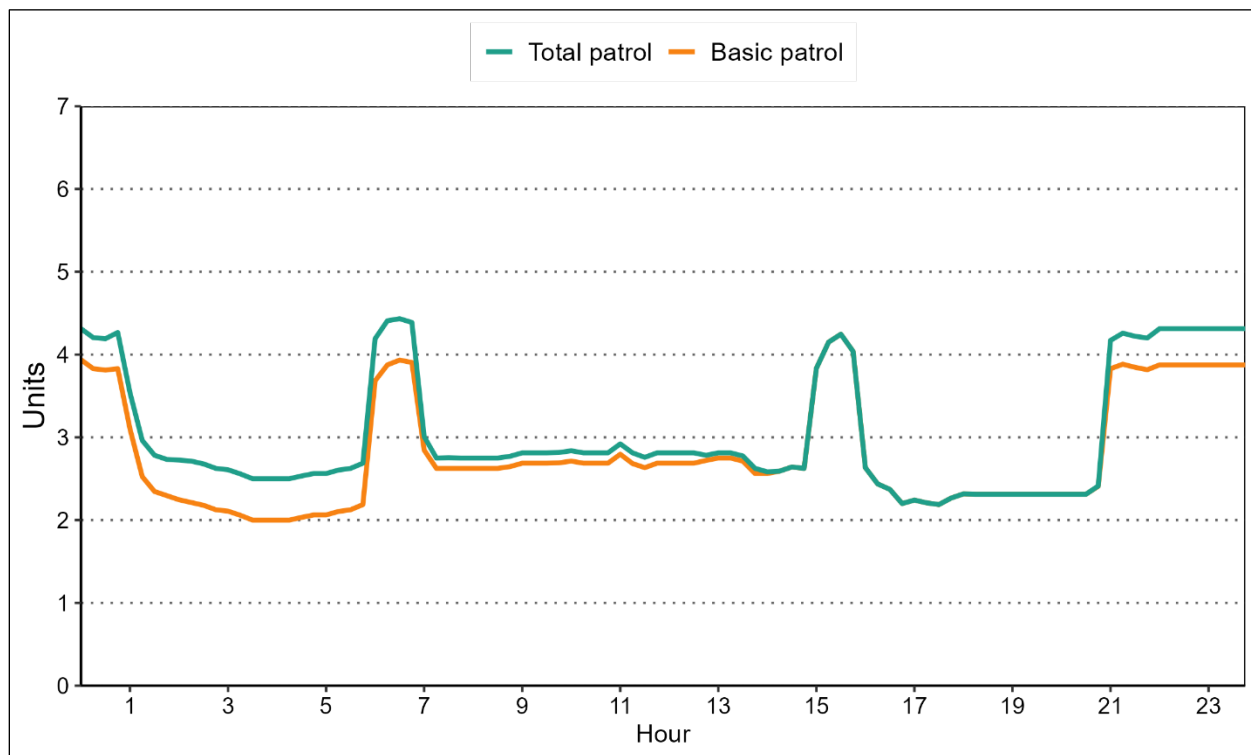
Comments follow each set of four figures, with separate discussions for the winter and summer.

# # #

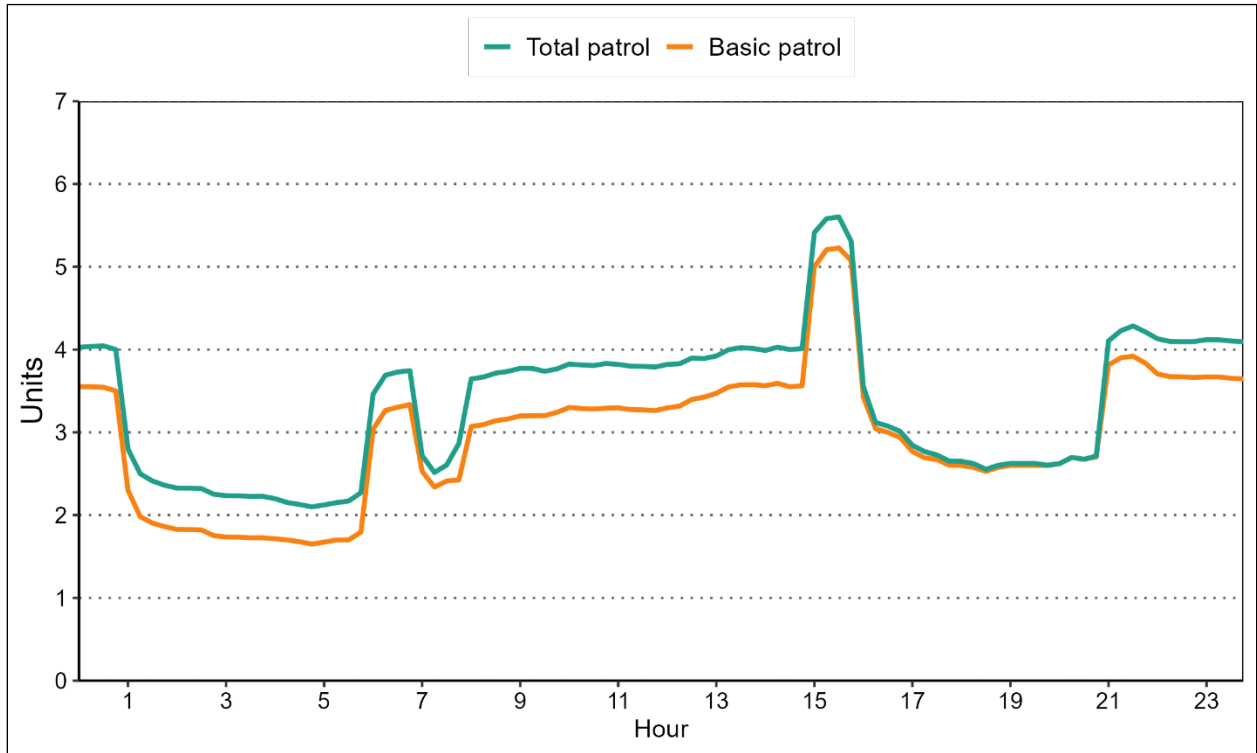
**FIGURE 7-15: Deployed Units, Weekdays, Winter**



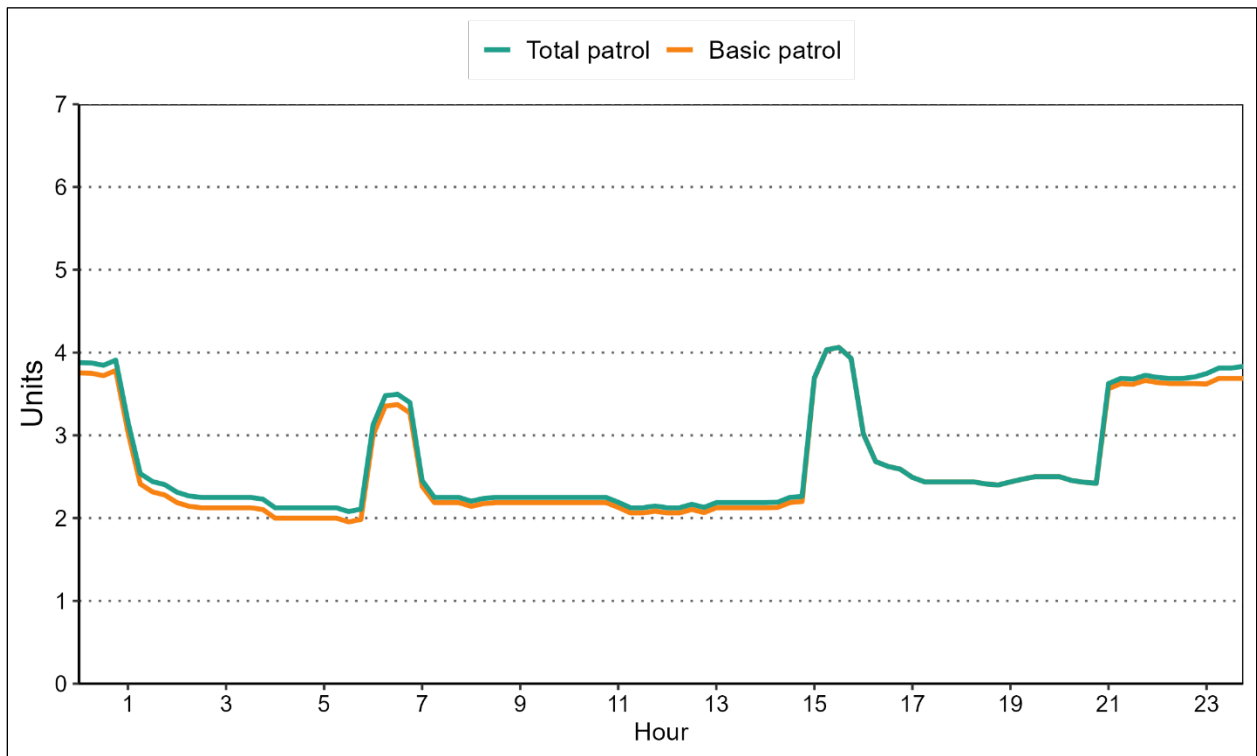
**FIGURE 7-16: Deployed Units, Weekends, Winter**



**FIGURE 7-17: Deployed Units, Weekdays, Summer**



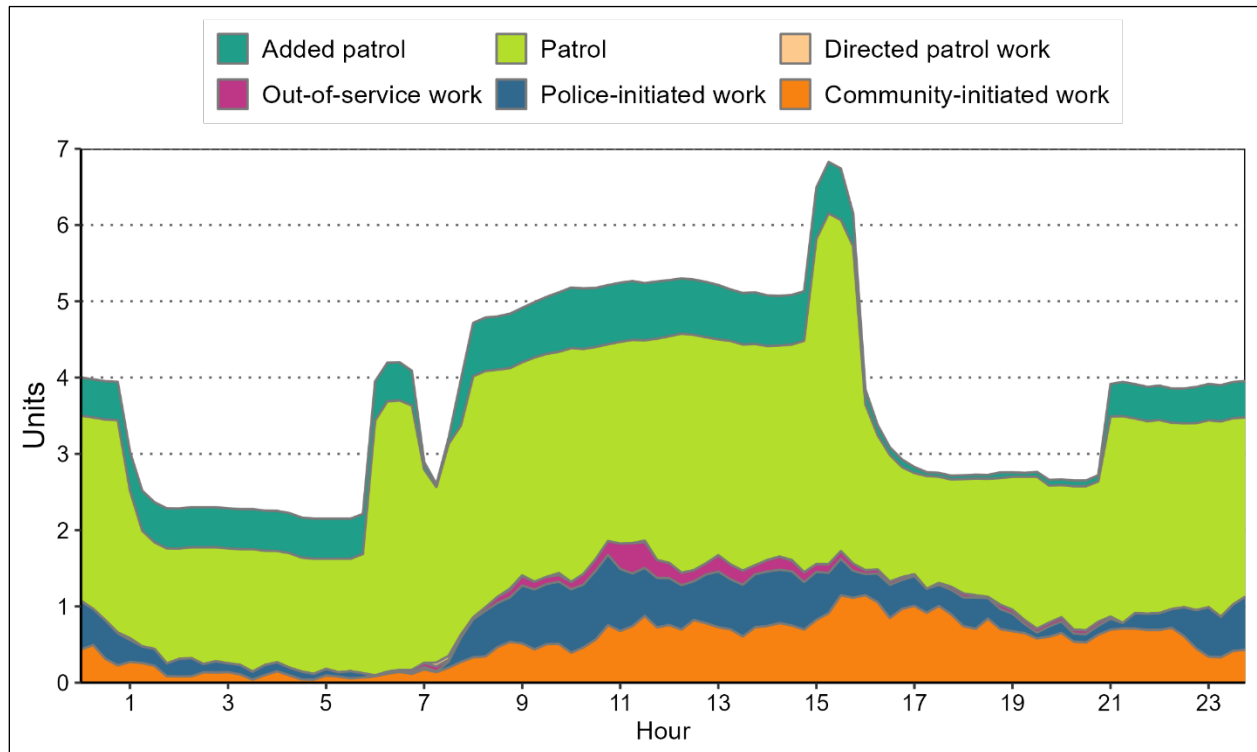
**FIGURE 7-18: Deployed Units, Weekends, Summer**



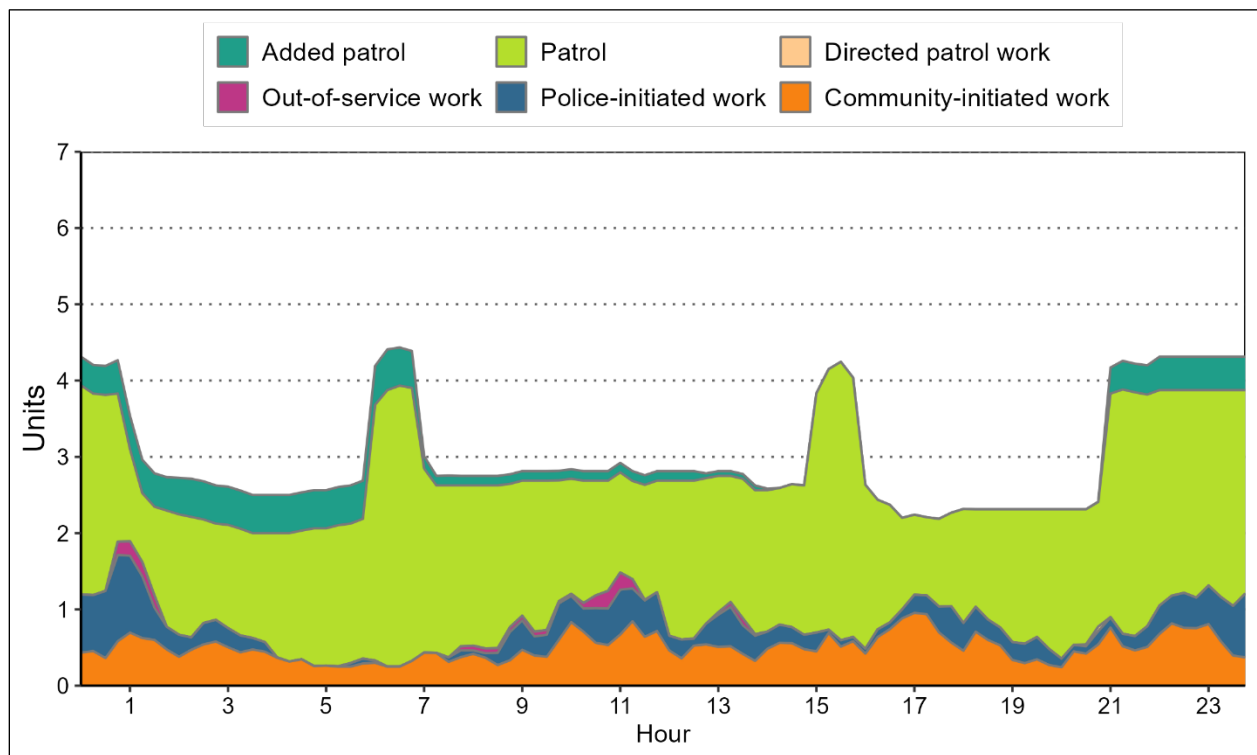
## Observations:

- For Winter (January 4 through February 28, 2025):
  - The average deployment was 3.8 units per hour during the week and 3.0 units per hour on the weekend.
  - Average deployment varied from 2.1 to 6.8 units per hour on weekdays and 2.2 to 4.4 units per hour on weekends.
- For Summer (July 7 through August 28, 2025):
  - The average deployment was 3.4 units per hour during the week and 2.7 units per hour on the weekend.
  - Average deployment varied from 2.1 to 5.6 units per hour on weekdays and 2.1 to 4.1 units per hour on weekends.

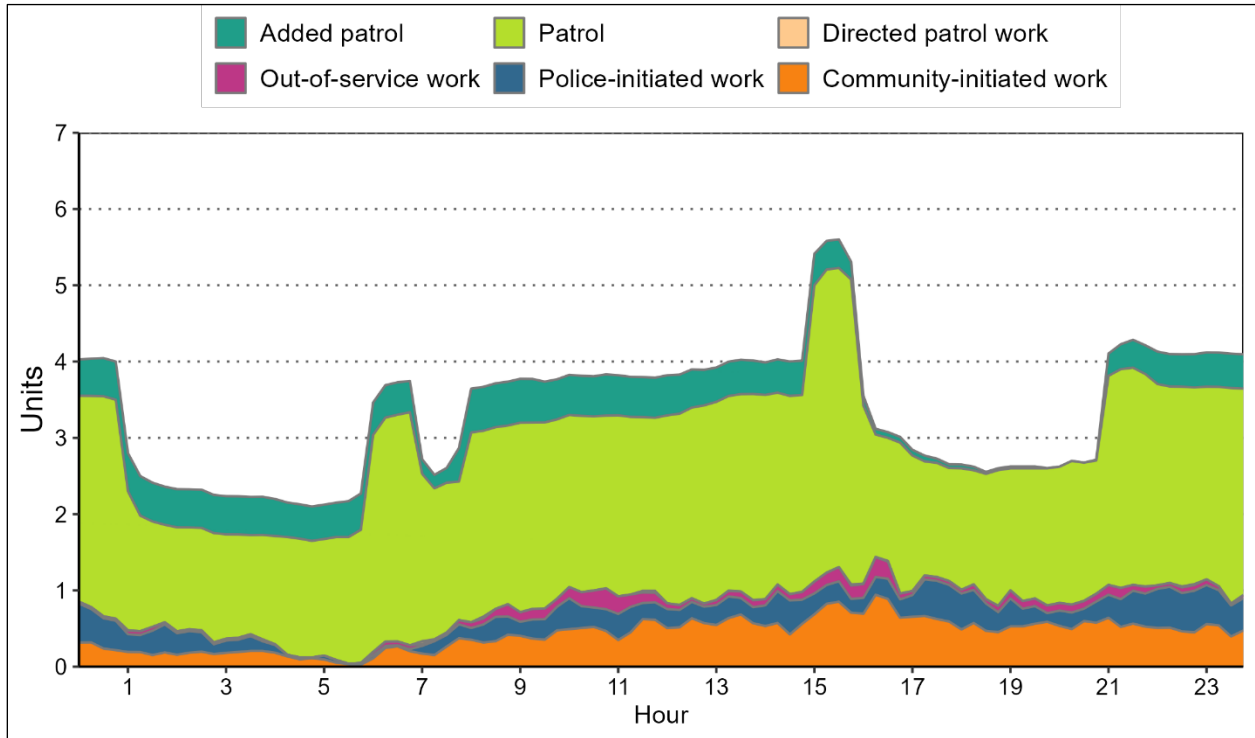
**FIGURE 7-19: Deployment and All Workload, Weekdays, Winter**



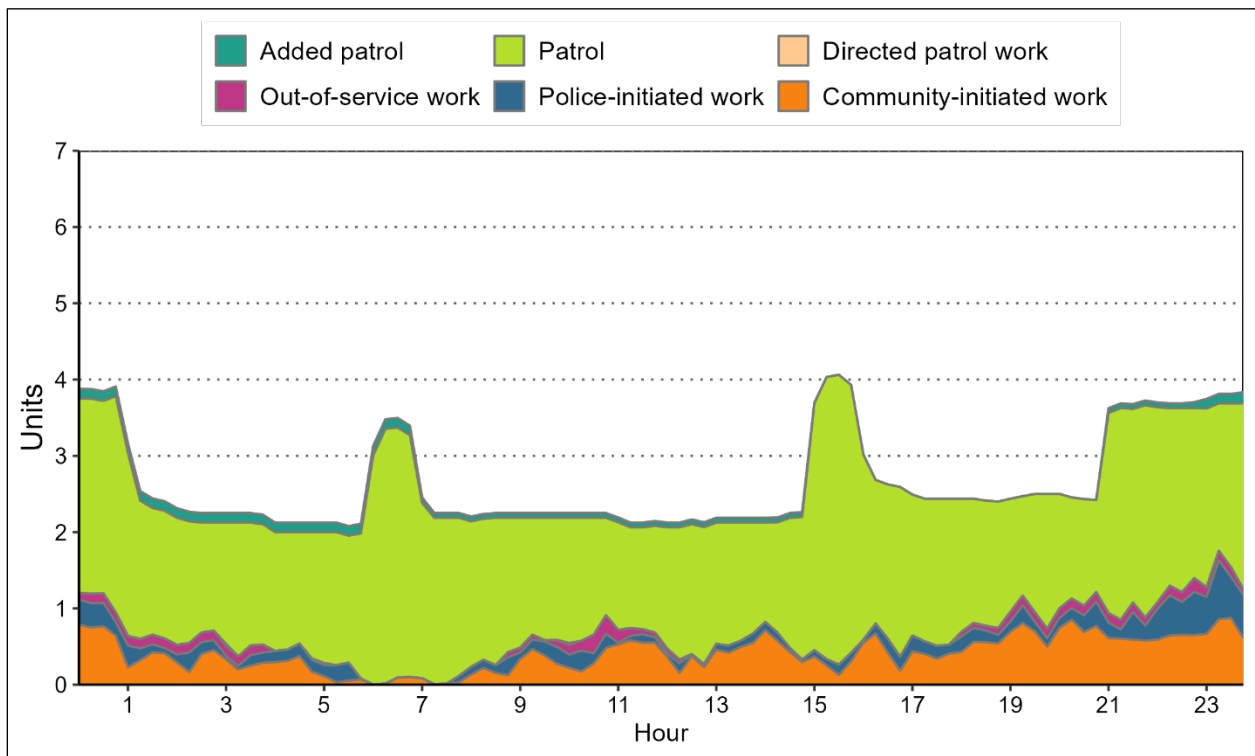
**FIGURE 7-20: Deployment and All Workload, Weekends, Winter**



**FIGURE 7-21: Deployment and All Workload, Weekdays, Summer**



**FIGURE 7-22: Deployment and All Workload, Weekends, Summer**



**Note:** Figures 7-19 to 7-22 show deployment along with all workloads from community-initiated calls, police-initiated calls, directed patrol work, and out-of-service work.

## Observations:

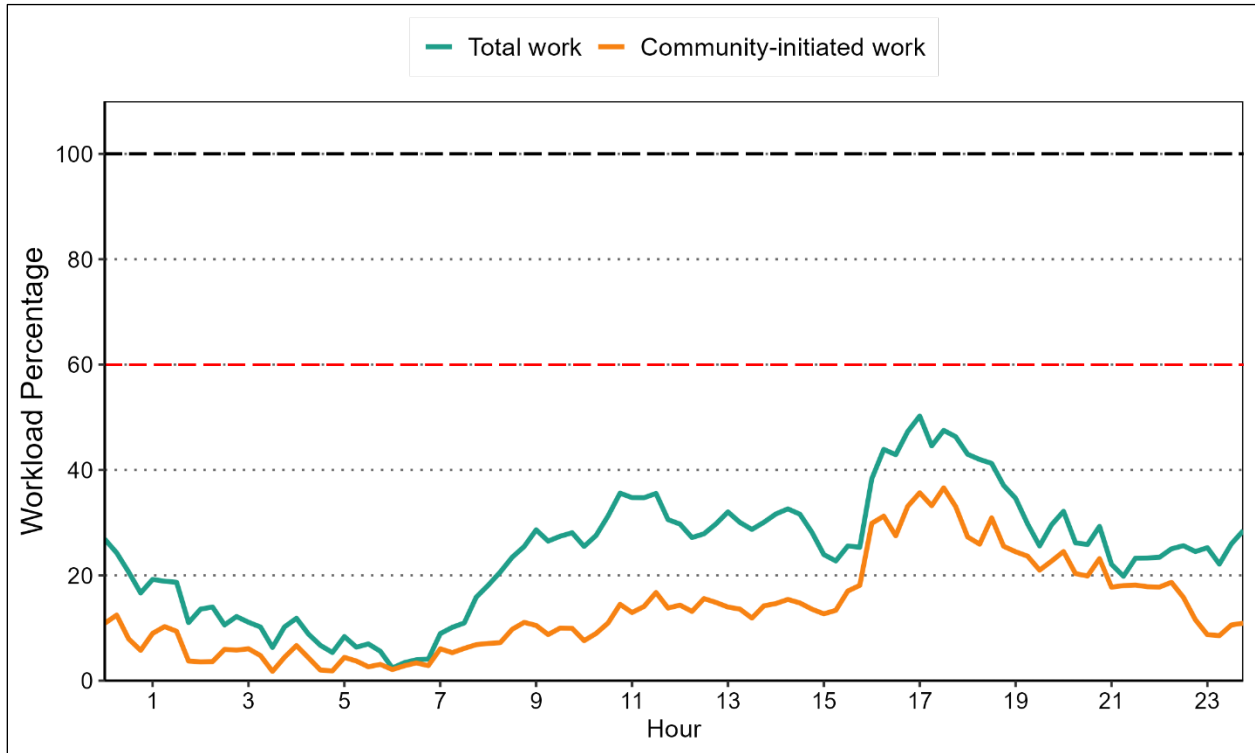
### Winter:

- Community-initiated work:
  - Average community-initiated workload was 0.5 units per hour during the week and 0.5 units per hour on weekends.
  - This was approximately 14 percent of hourly deployment during the week and 17 percent of hourly deployment on weekends.
- All work:
  - Average workload was 1.0 units per hour during the week and 0.8 units per hour on weekends.
  - This was approximately 25 percent of hourly deployment during the week and 27 percent of hourly deployment on weekends.

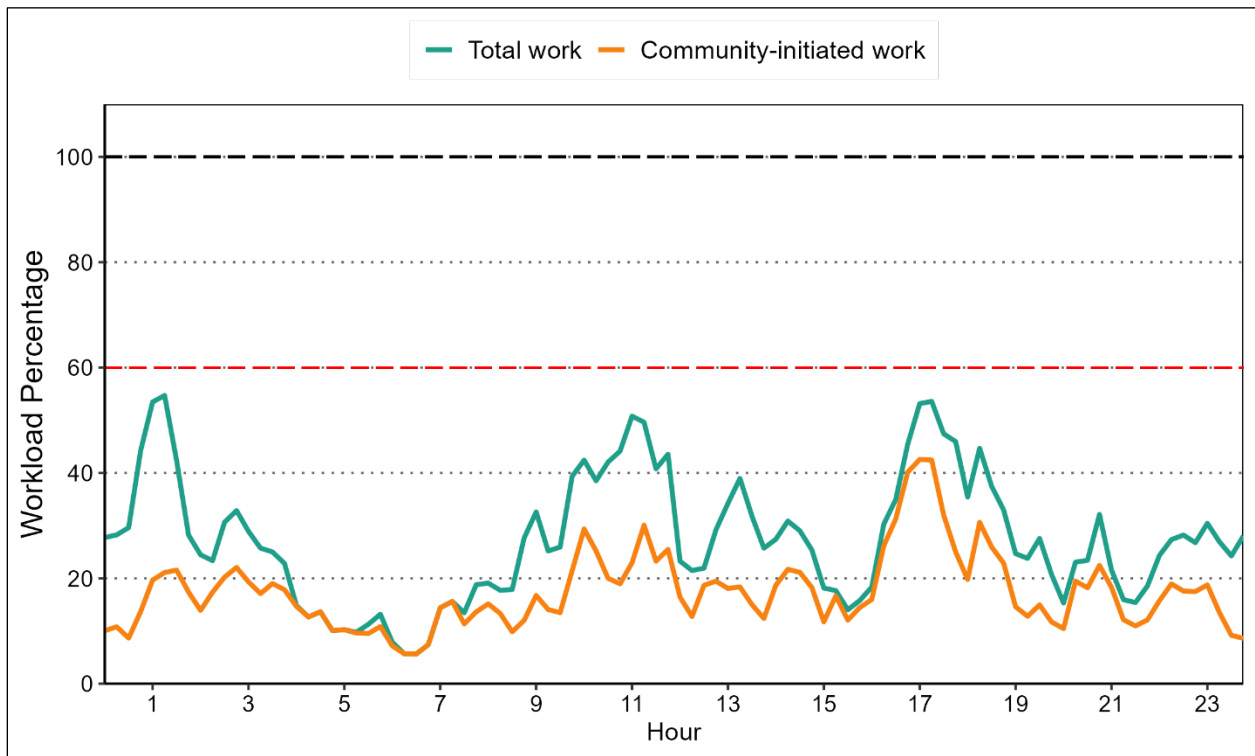
### Summer:

- Community-initiated work:
  - Average community-initiated workload was 0.4 units per hour during the week and 0.4 units per hour on weekends.
  - This was approximately 13 percent of hourly deployment during the week and 15 percent of hourly deployment on weekends.
- All work:
  - Average workload was 0.8 units per hour during the week and 0.6 units per hour on weekends.
  - This was approximately 23 percent of hourly deployment during the week and 24 percent of hourly deployment on weekends.

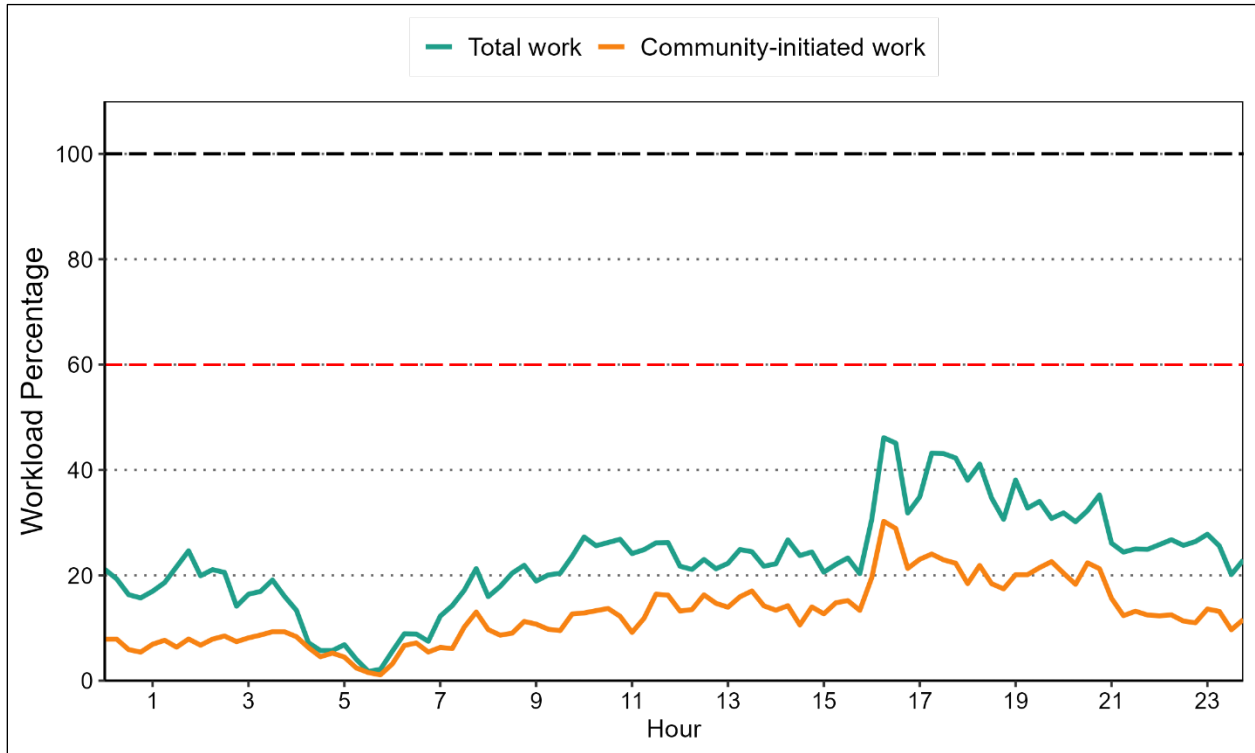
**FIGURE 7-23: Percentage of Workload, Weekdays, Winter**



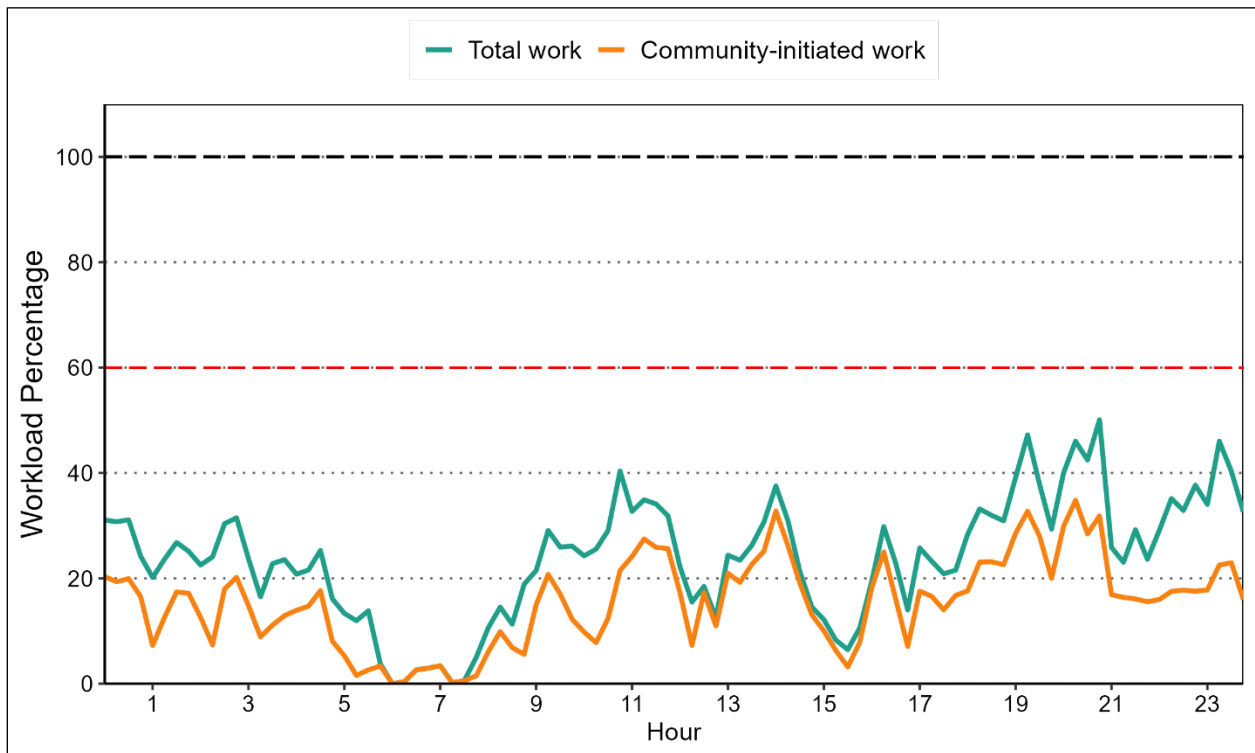
**FIGURE 7-24: Percentage of Workload, Weekends, Winter**



**FIGURE 7-25: Percentage of Workload, Weekdays, Summer**



**FIGURE 7-26: Percentage of Workload, Weekends, Summer**



## Observations:

### Winter:

- Community-initiated work:
  - During the week, the workload reached a maximum of 37 percent of deployment between 5:30 p.m. and 5:45 p.m.
  - On weekends, the workload reached a maximum of 43 percent of deployment between 5:00 p.m. and 5:30 p.m.
- All work:
  - During the week, the workload reached a maximum of 50 percent of deployment between 5:00 p.m. and 5:15 p.m.
  - On weekends, the workload reached a maximum of 55 percent of deployment between 1:15 a.m. and 1:30 a.m.

### Summer:

- Community-initiated work:
  - During the week, the workload reached a maximum of 30 percent of deployment between 4:15 p.m. and 4:30 p.m.
  - On weekends, the workload reached a maximum of 35 percent of deployment between 8:15 p.m. and 8:30 p.m.
- All work:
  - During the week, the workload reached a maximum of 46 percent of deployment between 4:15 p.m. and 4:30 p.m.
  - On weekends, the workload reached a maximum of 50 percent of deployment between 8:45 p.m. and 9:00 p.m.

## RESPONSE TIMES

---

We analyzed the response times to various types of calls, separating the duration into dispatch delay and travel time, to determine whether response times varied by call type. Response time is measured as the difference between when a call is received and when the first unit arrives on scene. This is further divided into dispatch processing time and travel time. Dispatch processing time is the time between when a call is received and when the first unit is dispatched. Travel time is the remaining time until the first unit arrives on scene.

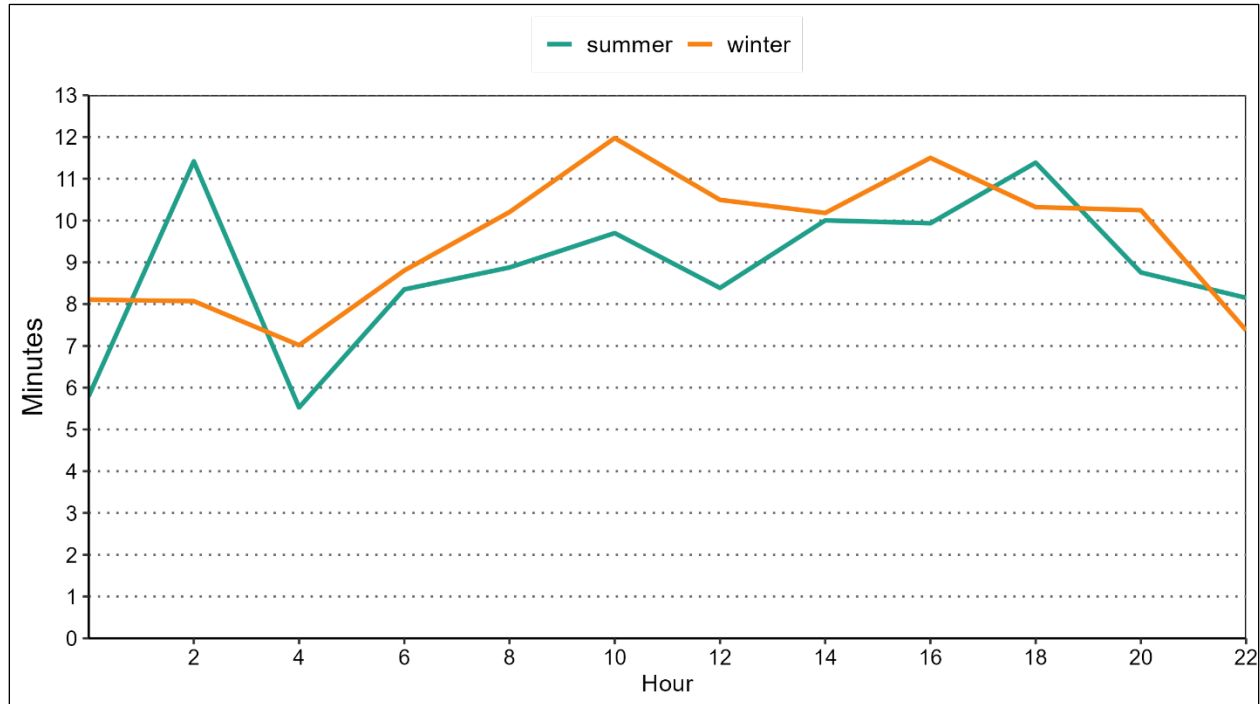
We begin the discussion with statistics that include all calls combined. We started with 1,829 calls for winter and 1,987 calls for summer. We limited our analysis to community-initiated calls, which amounted to 794 calls for winter and 938 calls for summer. Also, we removed calls lacking a recorded arriving unit, calls at headquarters, and calls outside Indianola. We were left with 376 calls in winter and 439 calls in summer for our analysis. For the entire year, we began with 12,119 calls and limited our analysis to 5,560 community-initiated calls. With similar exclusions, we were left with 2,673 calls (approximately 52 percent of 5,560 community-initiated calls lacked a recorded arrival time).

Our analysis examines the difference in response to all calls by time of day (in two-hour increments) and compares the winter and summer periods. We then present a brief analysis of response time for high-priority calls.

## All Calls

This section looks at all calls in winter and summer. In addition to examining the differences in response times by both time of day and season, we show differences in response times by category.

**FIGURE 7-27: Average Response Time by Time of Day, Winter and Summer**

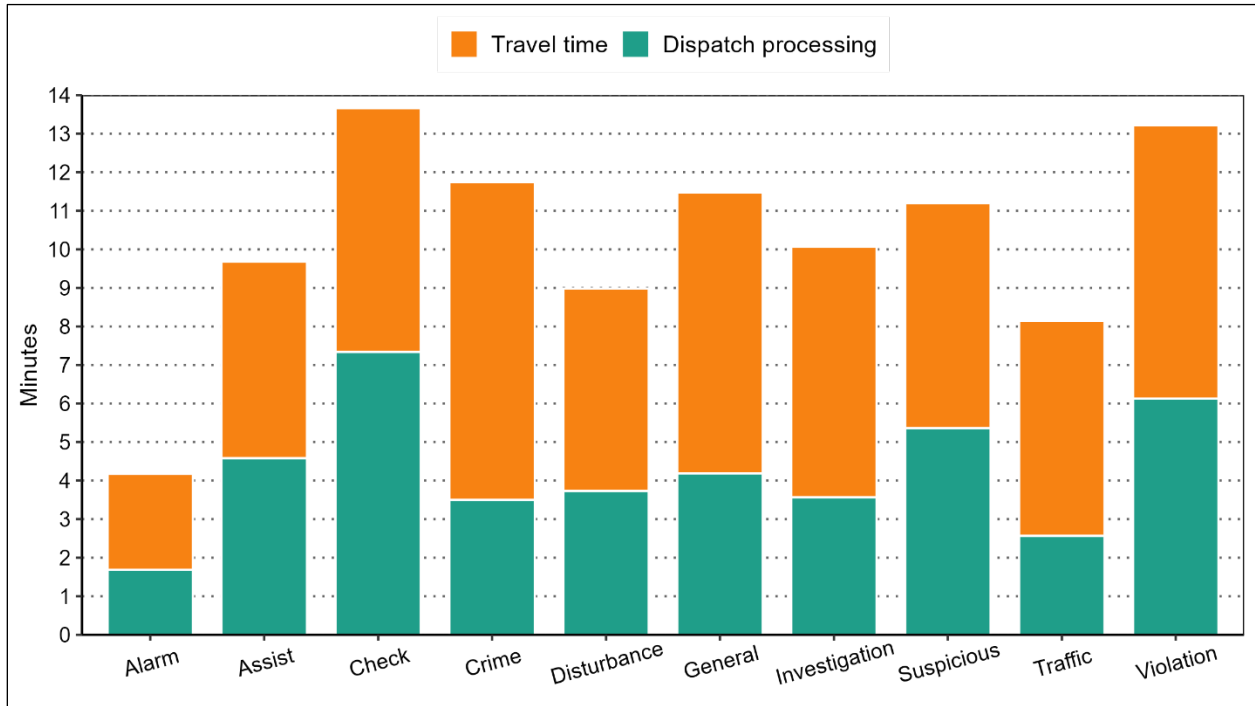


**Note:** The average response time is calculated every two hours based on a limited number of calls.

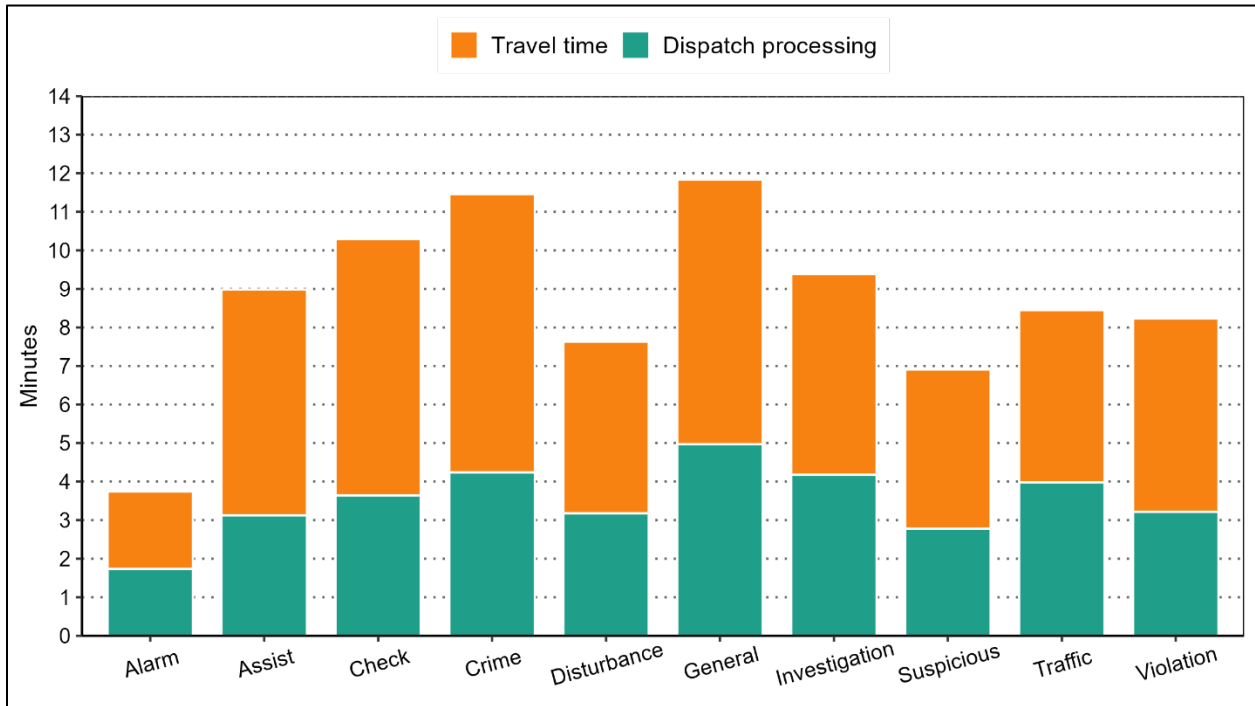
### Observations:

- Average response times varied significantly by the hour of the day.
- In winter, the longest response times were between 1:00 p.m. and 2:00 p.m., with an average of 13.4 minutes.
- In winter, the shortest response times were between 5:00 a.m. and 6:00 a.m., with an average of 5.4 minutes.
- In summer, the longest response times were between 2:00 a.m. and 3:00 a.m., with an average of 12.2 minutes.
- In summer, the shortest response times were between 5:00 a.m. and 6:00 a.m., with an average of 4.2 minutes.

**FIGURE 7-28: Average Response Time by Category, Winter**



**FIGURE 7-29: Average Response Time by Category, Summer**



**TABLE 7-16: Average Response Time Components, by Category**

Category	Winter				Summer			
	Minutes			Count	Minutes			Count
	Dispatch	Travel	Response		Dispatch	Travel	Response	
Accident	2.5	4.4	6.9	31	3.3	4.4	7.7	52
Alarm	1.7	2.5	4.2	26	1.7	2.0	3.7	40
Animal call	4.2	6.7	10.8	7	6.3	8.8	15.1	11
Assist – medical & fire	1.8	4.7	6.5	43	1.3	4.8	6.1	40
Assist – other	7.6	5.5	13.1	40	5.0	6.9	12.0	38
Check	7.3	6.3	13.7	26	3.6	6.6	10.3	35
Civil problem	3.1	11.4	14.6	7	5.6	6.3	11.8	11
Crime against persons	2.8	8.1	10.9	26	5.6	6.9	12.5	26
Crime against property	3.4	8.5	11.9	38	3.5	7.2	10.7	49
Crime against society	5.0	7.9	12.8	13	4.1	8.4	12.4	10
Disturbance	3.7	5.3	9.0	30	3.2	4.5	7.6	18
Investigation	3.6	6.5	10.1	17	4.2	5.2	9.4	21
Juvenile call	4.4	5.3	9.7	7	2.4	5.8	8.1	4
Mental health	5.0	7.3	12.3	15	3.7	6.3	10.1	26
Miscellaneous	2.3	3.8	6.0	3	9.4	7.5	16.9	5
Suspicious incident	5.4	5.8	11.2	13	2.8	4.1	6.9	21
Traffic enforcement	2.6	6.9	9.5	27	5.6	4.7	10.2	24
Violation	6.1	7.1	13.2	7	3.2	5.0	8.2	7
<b>Total Average</b>	<b>3.9</b>	<b>6.1</b>	<b>10.0</b>	<b>376</b>	<b>3.7</b>	<b>5.5</b>	<b>9.2</b>	<b>439</b>

**Note:** The total average is weighted according to the number of calls per category.

**Observations:**

- In winter, the average response time was as short as 4 minutes (for alarm calls) and as long as 14 minutes (for check calls).
- In summer, the average response time was as short as 4 minutes (for alarm calls) and as long as 12 minutes (for general noncriminal calls).
- The average response time for crimes was 12 minutes in winter and 11 minutes in summer.

**TABLE 7-17: 90th Percentiles for Response Time Components, by Category**

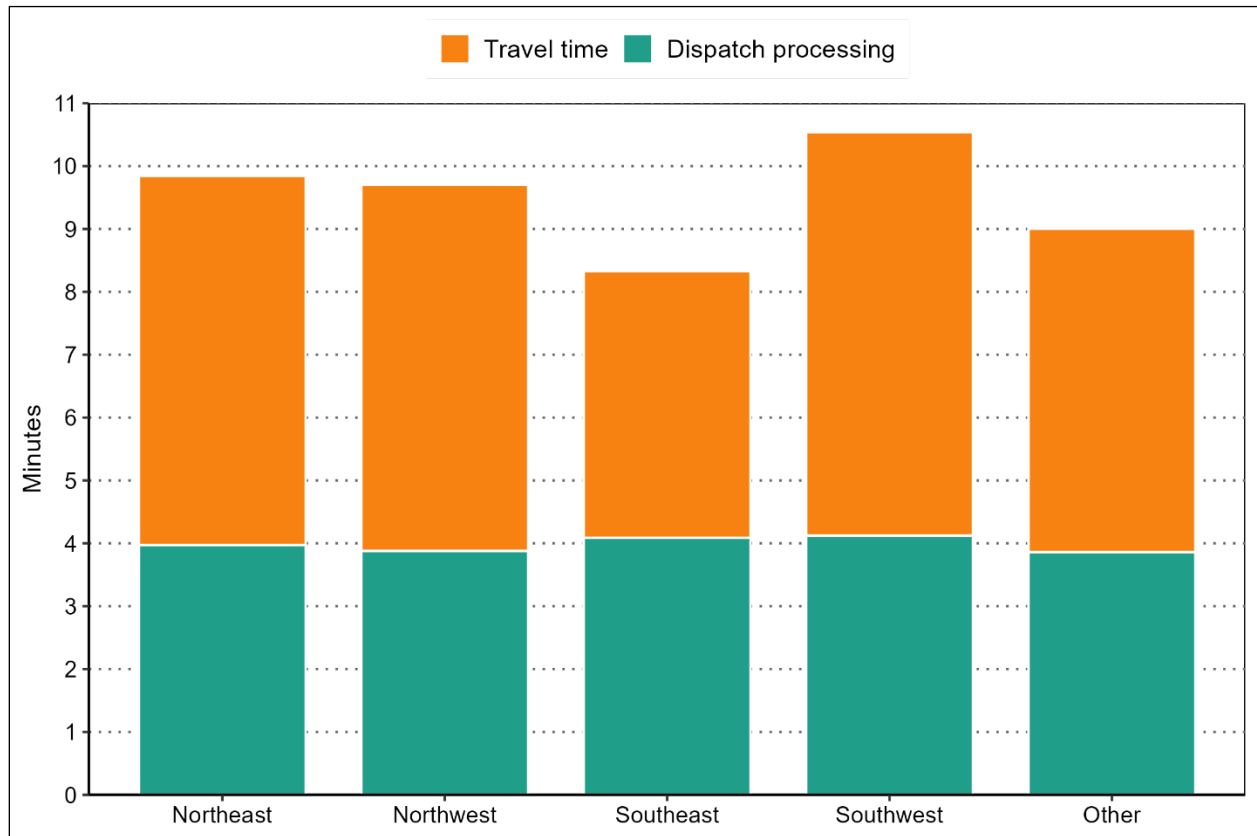
Category	Minutes in Winter			Minutes in Summer		
	Dispatch	Travel	Response	Dispatch	Travel	Response
Accident	3.7	6.5	13.0	4.7	7.0	10.8
Alarm	2.2	4.2	5.8	2.6	3.3	5.2
Animal call	7.2	12.6	16.2	17.1	15.7	32.8
Assist – medical & fire	3.5	7.6	9.4	2.2	7.3	8.8
Assist – other	25.0	11.6	29.1	11.5	10.7	25.3
Check	22.6	9.6	33.8	5.6	11.4	16.6
Civil problem	4.2	18.6	21.1	12.3	15.6	22.3
Crime against persons	4.2	15.0	18.0	12.4	17.4	33.0
Crime against property	5.1	35.3	41.1	5.5	13.2	18.4
Crime against society	7.1	19.4	28.2	5.9	17.1	21.6
Disturbance	5.4	8.8	23.7	4.8	5.1	9.0
Investigation	4.1	10.7	19.5	11.4	7.8	16.1
Juvenile call	6.2	10.9	15.1	3.5	8.5	12.0
Mental health	9.5	13.7	22.2	5.6	12.6	16.3
Miscellaneous	2.6	4.7	6.9	25.3	13.7	33.4
Suspicious incident	12.4	14.1	24.9	3.9	7.9	10.9
Traffic enforcement	4.0	15.9	19.0	14.3	9.8	20.0
Violation	0.0	0.0	0.0	2.1	2.6	4.7
<b>Total Average</b>	<b>14.1</b>	<b>13.8</b>	<b>27.3</b>	<b>5.4</b>	<b>6.7</b>	<b>10.3</b>

**Note:** A 90th percentile value of 20.9 minutes means that 90 percent of all calls are responded to in fewer than 20.9 minutes. For this reason, the columns for dispatch delay and travel time may not be equal to the total response time.

### Observations:

- In winter, the 90th percentile value for response time was as short as 6 minutes (for alarms) and as long as 34 minutes (for checks).
- In summer, the 90th percentile value for response time was as short as 5 minutes (for alarms) and as long as 23 minutes (for general noncriminal calls).

**FIGURE 7-30: Average Response Time Components, by Zone**



**TABLE 7-18: Average Response Time Components, by Zone**

Zone	Dispatch	Travel	Response	Calls
Northeast	4.0	5.9	9.8	787
Northwest	3.9	5.8	9.7	904
Southeast	4.1	4.2	8.3	157
Southwest	4.1	6.4	10.5	689
Indianola	7.4	6.1	13.5	30
Unknown	2.9	4.9	7.7	106
<b>Total</b>	<b>4.0</b>	<b>5.9</b>	<b>9.8</b>	<b>2,673</b>

**Observations:**

- Northwest had the shortest average dispatch time of 3.9 minutes.
- Southeast had the shortest average response time of 8.3 minutes.
- Southwest had the longest average response time of 10.5 minutes.

## High-Priority Calls

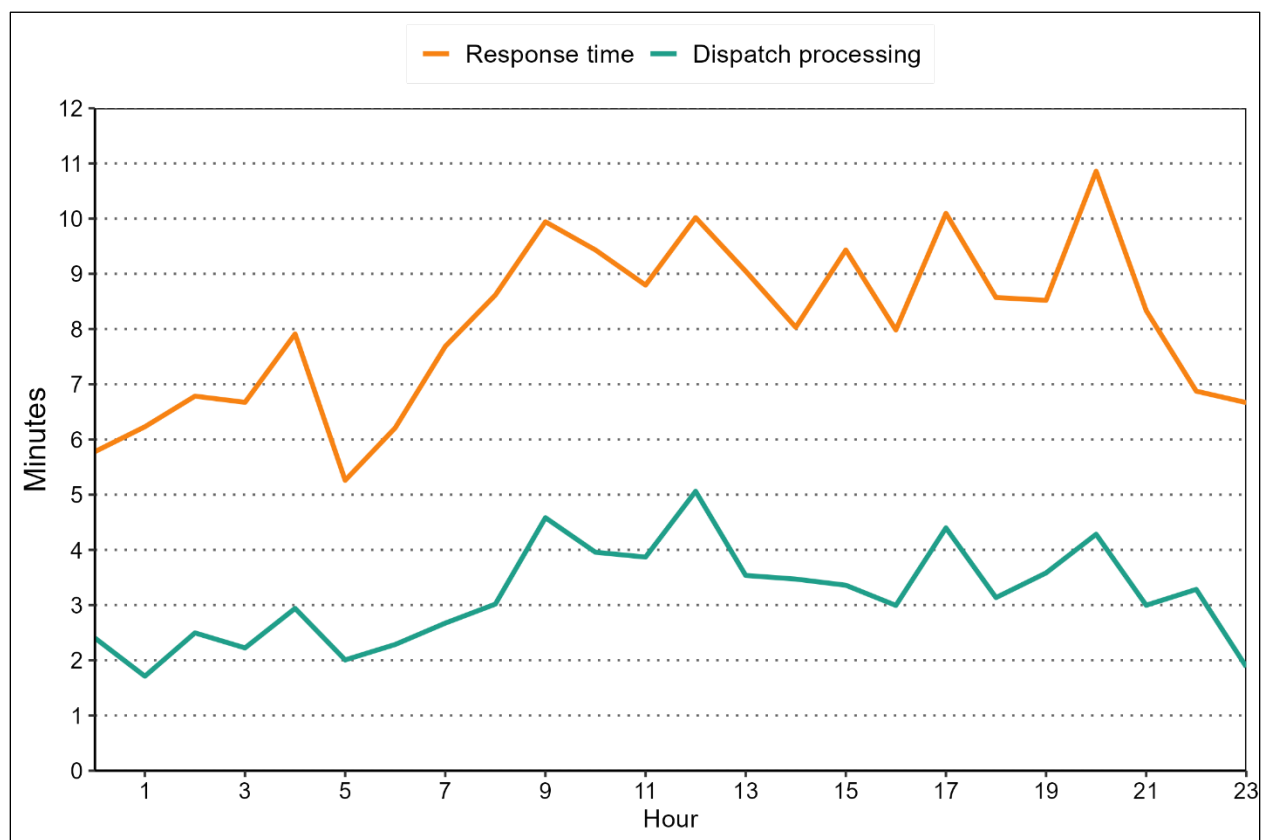
The department assigned priorities to calls, with priority 1 as the highest priority. The following table shows average response times by priority. In addition, we identified injury accidents based on the call description “accident personal injury” to see if these provided an alternate measure for emergency calls.

**TABLE 7-19: Average and 90th Percentile Response Times, by Priority**

Priority	Minutes			Calls	90th Percentile Response Time, Minutes
	Dispatch	Travel	Response		
1	3.4	5.1	8.4	1,320	15.4
2	4.4	6.3	10.7	769	20.8
3	4.8	7.1	11.9	584	25.9
<b>Total</b>	<b>4.0</b>	<b>5.9</b>	<b>9.8</b>	<b>2,673</b>	<b>19.6</b>
Injury Accident	1.8	3.4	5.1	29	8.5

**Note:** The total average is weighted according to the number of calls within each priority level.

**FIGURE 7-31: Average Response Times and Dispatch Processing for High-priority Calls, by Hour**



## Observations:

- High-priority calls had an average response time of 8.4 minutes, lower than the overall average of 9.8 minutes for all calls.
- Average dispatch processing was 3.4 minutes for high-priority calls, compared to 4.0 minutes overall.
- For high-priority calls, the longest response times were between 8:00 p.m. and 9:00 p.m., with an average of 10.9 minutes.
- For high-priority calls, the shortest response times were between 5:00 a.m. and 6:00 a.m., with an average of 5.3 minutes.
- The overall average response time for injury accidents was 5.1 minutes, compared to 9.8 minutes average for all calls.
- The average dispatch time for injury accidents (1.8 minutes) was shorter than for all calls (4.0 minutes).

## APPENDIX A: CALL TYPE CLASSIFICATION

Call descriptions for the department's calls for service from October 1, 2024, to September 30, 2025, were classified into the following categories.

**TABLE 7-20: Call Descriptions by Category**

Description	Table Category	Figure Category
ALARM BURGLARY	Alarm	Alarm
ALARM CO		
ALARM FIRE		
ABDOMINAL PROBLEMS	Assist – medical & fire	Assist
ALLERGIC REACTION		
BREATHING PROBLEMS		
CHANGE IN MENTAL STATUS		
CHEST PAIN		
CHOKING		
CPR IN PROGRESS		
DIABETIC		
ELECTRICAL ARCING		
FAINTING		
FALL		
FIRE OTHER		
FIRE STRUCTURE		
FIRE VEHICLE		
FIRE WILD LAND		
GAS LEAK NATURAL / PROPANE		
GASOLINE / HAZARDOUS MATERIAL/ CHEMICAL		
GUNSHOT WOUND		
HEART PROBLEMS		
HEAT EXPOSURE		
HEMORRHAGE		
LACERATION		
LIFT ASSIST		
OVERDOSE		
PENDANT PUSH		
POISONING		
PREGNANCY PROBLEMS		
SEIZURES		
SICK PERSON		
SMOKE INVESTIGATION / SMOKE REPORT		
STROKE		
TRAUMATIC INJURY		
UNCONSCIOUS PATIENT		
ASSISTANCE OF ANY KIND	Assist – other	

Description	Table Category	Figure Category
DEATH NOTIFICATION		
ESCORT		
VOUCHER		
BAR CHECK		
BUILDING / PARK CHECK		
SCHOOL SECURITY CHECKS	Check	Check
VACATION CHECK		
WELFARE CHK		
ABUSE ADULT		
ABUSE ADULT/CHILD		
ABUSE CHILD		
ARMED (GUN, KNIFE, ETC)		
ASSAULT		
CHILD ENDANGERMENT	Crime against persons	
EXTORTION		
HARASSMENT		
IDENTITY THEFT		
KIDNAPPING / FALSE IMPRISONMENT		
SEXUAL ABUSE		
THREATS IN PERSON		
BICYCLE RECOVERED OR STOLEN		
BURGLARY		Crime
BURN BAN VIOLATION/ILLEGAL BURN		
CRIMINAL MISCHIEF	Crime against property	
FRAUDULENT ACTIVITY		
INTERNET CRIMES		
THEFT REPORT		
WANTED PERSON / STOLEN		
DRUG		
FIGHT IN PROGRESS		
INDECENT EXPOSURE	Crime against society	
PORNOGRAPHY		
SEX REGISTRY VIOLATION		
VIOLATION NO CONTACT ORDER		
EXTRA PATROL	Directed patrol	Directed patrol
DISORDERLY CONDUCT		
DISPUTE		
DISTURBING THE PEACE AND QUIET		
DOMESTIC DISTURBANCE	Disturbance	Disturbance
FIREWORKS		
INTOXICATED PERSON		
LOITERING		

Description	Table Category	Figure Category
SOLICITING		
ANIMAL ALL BUT DOG	Animal call	General noncriminal
ANIMAL BITE		
ANIMAL DOG		
CIVIL ISSUE	Civil problem	
CIVIL PAPER SERVICE		
COURT ORDERED PROPERTY		
COURT ORDERED PROPERTY RETRIEVAL		
LANDLORD / TENANT		
PARKERS		
STANDBY		
JUVENILE	Juvenile call	
RUNAWAY	Mental health	
MENTAL SUBJECT		
SUICIDAL SUBJECT	Miscellaneous	
AT JAIL		
COMMUNITY TRAINING / OUTREACH		
EQUIPMENT		
INFORMATION		
K9 TRAINING		
MESSAGE FOR DELIVERY		
MISCELLANEOUS		
VEHICLE INSPECTION		
ABANDONED VEHICLE		Investigation
ATTEMPT TO LOCATE		
CHILD IN NEED OF ASSISTANCE		
DECEASED PERSON		
FLOCK AGENCY ASSIST		
FLOCK ALERT		
FOLLOW UP		
FOUND PROPERTY		
INCOMPLETE 911		
K9 SEARCH (DRUGS, TRACKING, ETC)		
LITTERING / DUMPING		
LOST PROPERTY		
MISSING ADULT		
MISSING ADULT/CHILD		
MISSING CHILD		
PC SEARCH		
RECOVERED PROPERTY OR VEHICLE		
SEARCH WARRANT		
SUSPICIOUS CHEMICAL ODOR		

Description	Table Category	Figure Category
TOBACCO COMPLIANCE		
UAS MISSION-DRONE		
UNKNOWN PROBLEM		
CHEMICAL ODOR / SUSPICIOUS		
EXPLOSION		
OPEN DOOR		
PROWLER	Suspicious incident	Suspicious incident
SAFE & SOUND TIP		
SHOTS FIRED		
SUSPICIOUS		
ACCIDENT DEER		
ACCIDENT HIT AND RUN		
ACCIDENT PERSONAL INJURY	Accident	
ACCIDENT PROPERTY DAMAGE		
ACCIDENT UNKNOWN INJURIES		
BROKEN DOWN VEHICLE		
CAR SEAT INSPECTION		
CHASE OF ANY KIND		
DRE		
IMPOUND		
INTOXICATED DRIVER		
LINES DOWN		
PARKING VIOLATION		
ROAD RAGE		
SCHOOL BUS VIOLATION		
SNOW ORDINANCE VIOLATIONS		
SPEED DISPLAY		
TRAFFIC		
TRAFFIC CONTROL		
FLOCK TRAFFIC STOP		
TRAFFIC STOP	Traffic stop	
CITY ORDINANCE VIOLATION		
TOBACCO VIOLATION	Violation	Violation
TRESPASSING		

## APPENDIX B: UNIFORM CRIME REPORT INFORMATION

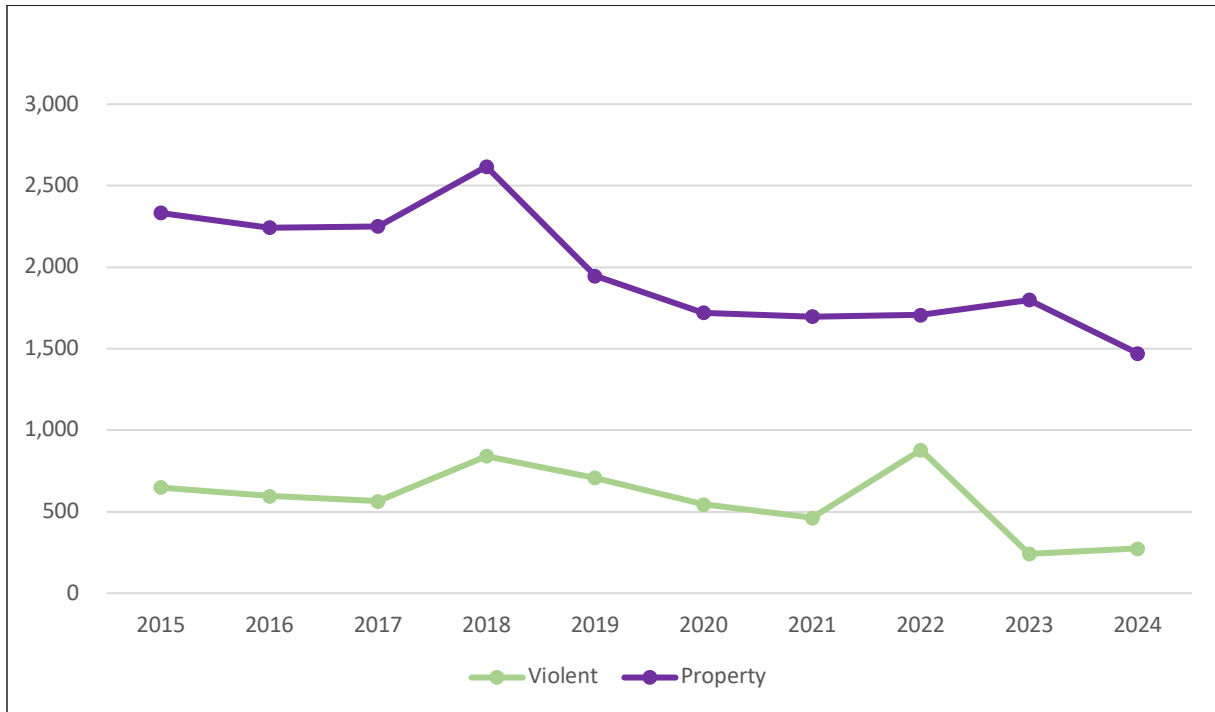
This section presents information obtained from Uniform Crime Reports (UCR) collected by the Federal Bureau of Investigation (FBI). The tables and figures include the most recent information that is publicly available at the national, state, and municipality levels. This includes crime reports for 2015 through 2024, along with clearance rates for 2023 and 2024. *Note: Crime rates are expressed as incidents per 100,000 population.*

**TABLE 7-21: Reported Crime Rates in 2023 and 2024, by Municipality**

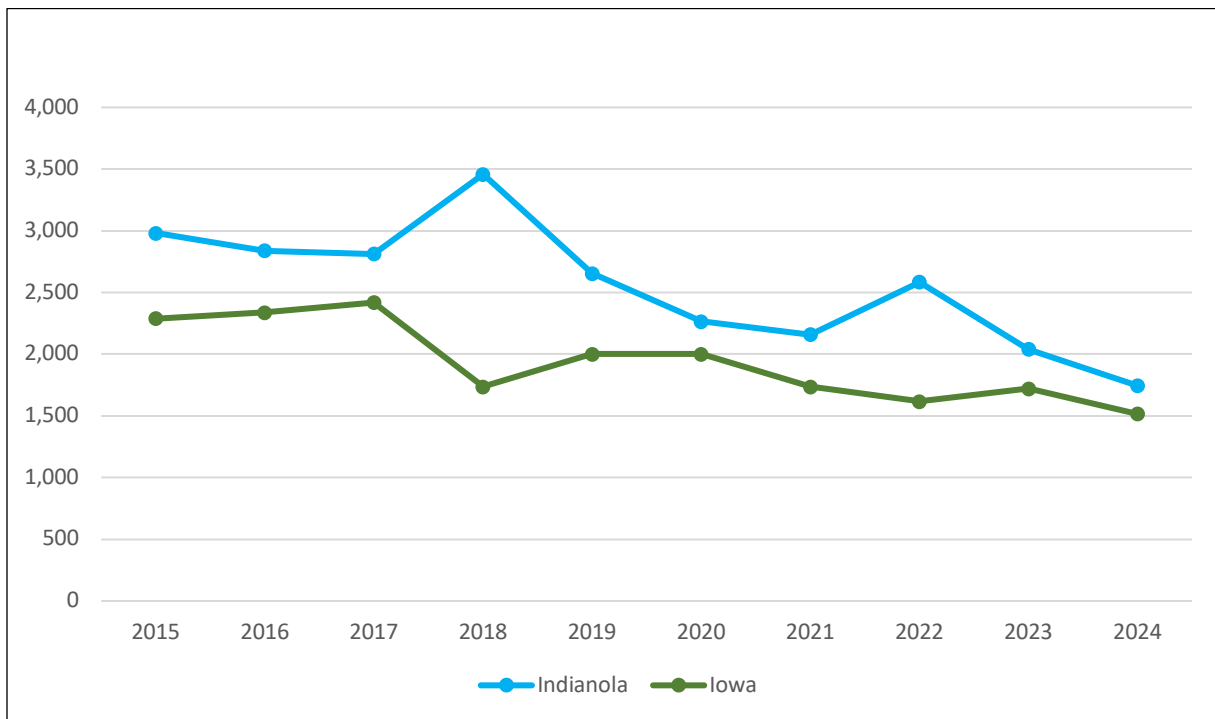
Municipality	State	2023				2024			
		Population	Crime Rates			Population	Crime Rates		
			Violent	Property	Total		Violent	Property	Total
Altoona	IA	22,492	151	1,916	2,067	22,422	143	2,011	2,154
Clinton	IA	24,366	788	2,606	3,394	24,171	360	2,726	3,086
Clive	IA	19,038	252	1,282	1,534	19,124	209	1,166	1,375
Coralville	IA	23,534	140	2,307	2,448	24,033	133	2,064	2,197
Marshalltown	IA	27,366	464	1,981	2,445	27,576	297	1,773	2,071
Newton	IA	15,659	326	1,296	1,622	15,611	384	1,390	1,774
Norwalk	IA	14,852	47	417	465	15,588	109	180	289
Oskaloosa	IA	11,454	253	1,083	1,336	11,419	140	902	1,042
Pella	IA	10,887	83	845	928	10,940	110	951	1,060
<b>Indianola</b>	<b>IA</b>	<b>16,175</b>	<b>241</b>	<b>1,799</b>	<b>2,040</b>	<b>16,104</b>	<b>273</b>	<b>1,472</b>	<b>1,745</b>
<b>Iowa</b>		<b>3,207,004</b>	<b>280</b>	<b>1,441</b>	<b>1,721</b>	<b>3,241,488</b>	<b>238</b>	<b>1,277</b>	<b>1,515</b>
<b>National</b>		<b>336,806,231</b>	<b>380</b>	<b>1,934</b>	<b>2,314</b>	<b>340,110,988</b>	<b>359</b>	<b>1,760</b>	<b>2,119</b>

**Note:** State and national data are FBI estimates from the Summary Reporting System (SRS), with the dataset last modified on August 5, 2025. Municipality crime data are from Crime in the United States Annual Reports, Table 8.

**FIGURE 7-32: Reported Indianola Violent and Property Crime Rates, by Year**



**FIGURE 7-33: Reported Indianola and State Crime Rates, by Year**



**TABLE 7-22: Reported Indianola, Iowa, and National Crime Rates, by Year**

Year	Indianola				Iowa				National			
	Population	Violent	Property	Total	Population	Violent	Property	Total	Population	Violent	Property	Total
2015	15,431	648	2,333	2,981	3,153,349	269	2,020	2,289	321,418,820	372	2,481	2,854
2016	15,601	596	2,243	2,840	3,165,023	285	2,054	2,339	323,127,513	387	2,459	2,846
2017	15,953	564	2,250	2,814	3,145,711	293	2,125	2,419	325,719,178	377	2,361	2,738
2018	16,163	841	2,617	3,459	3,148,618	223	1,513	1,736	327,167,434	371	2,245	2,616
2019	16,235	708	1,946	2,654	3,155,070	267	1,734	2,000	328,239,355	364	2,132	2,497
2020	16,154	545	1,721	2,266	3,163,561	303	1,698	2,002	329,484,123	386	1,967	2,353
2021	16,203	463	1,697	2,160	3,197,689	282	1,453	1,736	332,031,554	387	1,832	2,219
2022	15,817	879	1,707	2,586	3,200,517	287	1,331	1,618	333,287,557	389	1,974	2,362
2023	16,175	241	1,799	2,040	3,207,004	280	1,441	1,721	336,806,231	380	1,934	2,314
2024	16,104	273	1,472	1,745	3,241,488	238	1,277	1,515	340,110,988	359	1,760	2,119

**Note:** State and national data are FBI estimates from the Summary Reporting System (SRS), with the dataset last modified on August 5, 2025.

**TABLE 7-23: Reported Indianola, Iowa, and National Crime Clearance Rates, 2023**

Crime	Indianola			Iowa			National		
	Crimes	Clearances	Rate	Crimes	Clearances	Rate	Crimes	Clearances	Rate
Murder Manslaughter	1	1	100%	77	73	95%	19,677	11,227	57%
Rape	21	5	24%	1,332	361	27%	131,033	35,147	27%
Robbery	1	0	0%	709	219	31%	220,158	61,660	28%
Aggravated Assault	18	10	56%	6,414	3,621	56%	873,773	405,532	46%
Burglary	27	7	26%	6,809	1,138	17%	819,784	119,125	15%
Larceny	249	77	31%	33,052	7,588	23%	4,394,394	661,446	15%
Vehicle Theft	17	5	29%	5,183	889	17%	1,055,283	88,502	8%

**Note:** Crime and clearance data are sourced from the FBI Crime Data Explorer (version last updated on October 15, 2025).

**TABLE 7-24: Reported Indianola, Iowa, and National Crime Clearance Rates, 2024**

Crime	Indianola			Iowa			National		
	Crimes	Clearances	Rate	Crimes	Clearances	Rate	Crimes	Clearances	Rate
Murder Manslaughter	0	0	NA	73	64	88%	16,924	10,061	59%
Rape	10	4	40%	1,175	396	34%	125,354	33,690	27%
Robbery	0	0	NA	600	215	36%	201,294	61,373	30%
Aggravated Assault	27	14	52%	5,874	3,440	59%	842,290	413,538	49%
Burglary	33	8	24%	6,347	1,166	18%	759,043	115,617	15%
Larceny	191	60	31%	30,764	8,047	26%	4,146,760	713,595	17%
Vehicle Theft	13	4	31%	4,290	861	20%	846,233	78,384	9%

**Note:** Crime and clearance data are sourced from the FBI Crime Data Explorer (version last updated on October 15, 2025).

END



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Resolution setting the meeting schedule for the Indianola City Council.

---

**Introduction:** The City Council sets the regular meeting dates and times annually by resolution. The meetings will be held on the first and third Mondays at 6 PM, unless that day is a holiday or observed holiday. In that case, the meeting is the next day (Tuesday).

**Recommendation:** Staff recommends approval.

- Attachments:**
- 1. Res 2026- setting FY27 meeting schedule
  - 2. Council Meeting Dates FY27

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION SETTING THE MEETING SCHEDULE FOR THE INDIANOLA CITY COUNCIL**

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

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

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

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

Introduced and adopted this 15<sup>th</sup> day of June 2026.

---

Steve Richardson, Mayor

ATTEST:

---

Jackie Raffety, City Clerk

**Council Meeting Date****Notes**

Monday, July 6, 2026	
Monday, July 20, 2026	
Monday, August 3, 2026	
Monday, August 17, 2026	
Tuesday, September 8, 2026	Meeting moved due to holiday
Monday, September 21, 2026	
Monday, October 5, 2026	
Monday, October 19, 2026	
Monday, November 2, 2026	
Monday, November 16, 2026	
Monday, December 7, 2026	
Monday, December 21, 2026	
Monday, January 4, 2027	
Monday, January 18, 2027	
Monday, February 1, 2027	
Tuesday, February 16, 2027	Meeting moved due to holiday
Monday, March 1, 2027	
Monday, March 15, 2027	
Monday, April 5, 2027	
Monday, April 19, 2027	
Monday, May 3, 2027	
Monday, May 17, 2027	
Monday, June 7, 2027	
Monday, June 21, 2027	



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Approval of the submission of first quarter 2026 utility write-offs to the State Setoff Program for collection.

---

**Introduction:** Staff is recommending that the Council authorize the past due sewer, recycling, and storm water fees to be sent to the State Setoff Program for collection.

**Background:** The State Setoff Program withholds tax refunds and gambling/ lottery winnings from those individuals who have had delinquent bills submitted by the City. The City will be able to collect payment before any remaining funds, if any, are released to the individual.

**Discussion:** IMU has provided the attached report of first quarter 2026 write-offs, as well as a comparison report from the past five years of write-offs.

**Budget Impact:** Past due balances of \$4,153.76 on 35 accounts will be submitted for collection.

**Recommendation:** Staff recommends the approval.

**Attachments:**

1. Write Offs Q1 City
2. Master City Write Off Sheet (3)
3. Master City Write Off Sheet 5 year

# CITY OF INDIANOLA 2026 Q1 Write Offs

Sewer Billed	\$1,274,890.28	
Sewer Sent to State Offsets	\$3,324.90	0.26%
Recycling Billed	\$122,042.89	
Recycling Sent to State Offsets	\$578.42	0.47%
Stormwater Billed	\$174,668.48	
Stormwater Sent to State Offsets	\$250.44	0.14%

## Total # of accounts wrote off - 35

Service	Total Dollar Amount
Sewer	\$ 3,324.90
Recycling	\$ 578.42
Stormwater	\$ 250.44
<b>Grand Total</b>	<b>\$ 4,153.76</b>

**Write Offs 2026-2031**

	Sewer	Stormwater	Recycling	Total		Billed	
2026 Q1	\$ 3,324.90	\$ 250.44	\$ 578.42	\$ 4,153.76			2026 Q1
2026 Q2	\$ -	\$ -	\$ -	\$ -			2026 Q2
2026 Q3	\$ -	\$ -	\$ -	\$ -			2026 Q3
2026 Q4	\$ -	\$ -	\$ -	\$ -	<b>2026 Year Total</b>	\$1,571,601.65	2026 Q4
<b>Total</b>	<b>3324.9</b>	<b>250.44</b>	<b>\$ 578.42</b>		<b>\$ 4,153.76</b>	<b>\$1,571,601.65</b>	<b>Total</b>
2027 Q1	\$ -	\$ -	\$ -	\$ -		\$ -	2027 Q1
2027 Q2	\$ -	\$ -	\$ -	\$ -		\$ -	2027 Q2
2027 Q3	\$ -	\$ -	\$ -	\$ -		\$ -	2027 Q3
2027 Q4	\$ -	\$ -	\$ -	\$ -	<b>2027 Year Total</b>	\$ -	2027 Q4
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$0.00</b>	<b>Total</b>
2028 Q1	\$ -	\$ -	\$ -	\$ -		\$ -	2028 Q1
2028 Q2	\$ -	\$ -	\$ -	\$ -		\$ -	2028 Q2
2028 Q3	\$ -	\$ -	\$ -	\$ -		\$ -	2028 Q3
2028 Q4	\$ -	\$ -	\$ -	\$ -	<b>2028 Year Total</b>	\$ -	2028 Q4
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$0.00</b>	<b>Total</b>
2029 Q1	\$ -	\$ -	\$ -	\$ -		\$ -	2029 Q1
2029 Q2	\$ -	\$ -	\$ -	\$ -		\$ -	2029 Q2
2029 Q3	\$ -	\$ -	\$ -	\$ -		\$ -	2029 Q3
2029 Q4	\$ -	\$ -	\$ -	\$ -	<b>2029 Year Total</b>	\$ -	2029 Q4
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$0.00</b>	<b>Total</b>
2030 Q1	\$ -	\$ -	\$ -	\$ -		\$ -	2030 Q1
2030 Q2	\$ -	\$ -	\$ -	\$ -		\$ -	2030 Q2
2030 Q3	\$ -	\$ -	\$ -	\$ -		\$ -	2030 Q3
2030 Q4	\$ -	\$ -	\$ -	\$ -	<b>2030 Year Total</b>	\$0.00	2030 Q4
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$0.00</b>	<b>Total</b>

0.26%

#DIV/0!

#DIV/0!

#DIV/0!

#DIV/0!

2031 Q1	\$ -	\$ -	\$ -	\$ -		\$ -	2031 Q1
2031 Q2	\$ -	\$ -	\$ -	\$ -		\$ -	2031 Q2
2031 Q3	\$ -	\$ -	\$ -	\$ -		\$ -	2031 Q3
2031 Q4	\$ -	\$ -	\$ -	\$ -	<b>2031 Year Total</b>	\$ -	2031 Q4
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$0.00</b>	<b>Total</b>

#DIV/0!

2026-2031	Sewer	Stormwater	Recycling	Total	Billed
<b>Totals</b>	<b>\$ 3,324.90</b>	<b>\$ 250.44</b>	<b>\$ 578.42</b>	<b>\$ 4,153.76</b>	<b>\$1,571,601.65</b>
<b>Averages</b>	<b>\$ 554.15</b>	<b>\$ 41.74</b>	<b>\$ 96.40</b>	<b>\$ 692.29</b>	<b>\$1,571,601.65</b>

Write Offs		2020-2025						Billed	
	Sewer	Stormwater	Recycling	Total					
2020 Q1	\$ -	\$ -	\$ -	\$ -				2020 Q1	
2020 Q2	\$ -	\$ -	\$ -	\$ -				2020 Q2	
2020 Q3	\$ -	\$ -	\$ -	\$ -				2020 Q3	
2020 Q4	\$ 14,236.68	\$ 470.28	\$ 3,411.00	\$ 18,117.96	<b>2020 Year Total</b>		\$4,898,638.47	2020 Q4	
<b>Total</b>	<b>14236.68</b>	<b>470.28</b>	<b>\$ 3,411.00</b>		<b>\$ 18,117.96</b>		<b>\$4,898,638.47</b>	<b>Total</b>	
2021 Q1	\$ 3,429.93	\$ 95.83	\$ 470.33	\$ 3,996.09			\$ 1,089,006.46	2021 Q1	
2021 Q2	\$ 5,909.19	\$ 146.78	\$ 822.01	\$ 6,877.98			\$ 1,213,429.15	2021 Q2	
2021 Q3	\$ 5,480.92	\$ 187.31	\$ 1,132.03	\$ 6,800.26			\$ 1,329,332.83	2021 Q3	
2021 Q4	\$ 3,117.59	\$ 550.15	\$ 244.49	\$ 3,912.23	<b>2021 Year Total</b>		\$ 1,327,615.39	2021 Q4	
<b>Total</b>	<b>\$ 17,937.63</b>	<b>\$ 980.07</b>	<b>\$ 2,668.86</b>		<b>\$ 21,586.56</b>		<b>\$4,959,383.83</b>	<b>Total</b>	
2022 Q1	\$ 5,941.44	\$ 770.75	\$ 449.72	\$ 7,161.91			\$ 1,214,093.37	2022 Q1	
2022 Q2	\$ 3,103.03	\$ 585.00	\$ 378.00	\$ 4,066.03			\$ 1,202,955.45	2022 Q2	
2022 Q3	\$ 3,184.07	\$ 255.00	\$ 571.34	\$ 4,010.41			\$ 1,330,167.83	2022 Q3	
2022 Q4	\$ 2,120.79	\$ 144.00	\$ 457.00	\$ 2,721.79	<b>2022 Year Total</b>		\$ 1,272,050.26	2022 Q4	
<b>Total</b>	<b>\$ 14,349.33</b>	<b>\$ 1,754.75</b>	<b>\$ 1,856.06</b>		<b>\$ 17,960.14</b>		<b>\$5,019,266.91</b>	<b>Total</b>	
2023 Q1	\$ 3,289.84	\$ 316.18	\$ 430.17	\$ 4,036.19			\$ 1,250,955.26	2023 Q1	
2023 Q2	\$ 5,981.65	\$ 600.47	\$ 385.46	\$ 6,967.58			\$ 1,224,953.58	2023 Q2	
2023 Q3	\$ 6,992.68	\$ 809.58	\$ 374.46	\$ 8,176.72			\$ 1,579,680.90	2023 Q3	
2023 Q4	\$ 3,626.99	\$ 721.40	\$ 354.25	\$ 4,702.64	<b>2023 Year Total</b>		\$ 1,605,683.08	2023 Q4	
<b>Total</b>	<b>\$ 19,891.16</b>	<b>\$ 2,447.63</b>	<b>\$ 1,544.34</b>		<b>\$ 23,883.13</b>		<b>\$5,661,272.82</b>	<b>Total</b>	
2024 Q1	\$ 1,887.01	\$ 485.07	\$ 342.77	\$ 2,714.85			\$ 1,477,506.54	2024 Q1	
2024 Q2	\$ 3,414.15	\$ 848.83	\$ 294.26	\$ 4,557.24			\$ 1,471,621.58	2024 Q2	
2024 Q3	\$ 6,385.80	\$ 418.31	\$ 1,054.37	\$ 7,858.48			\$ 1,511,454.49	2024 Q3	
2024 Q4	\$ 3,385.07	\$ 742.51	\$ 273.47	\$ 4,401.05	<b>2024 Year Total</b>		\$1,585,388.17	2024 Q4	
<b>Total</b>	<b>\$ 15,072.03</b>	<b>\$ 2,494.72</b>	<b>\$ 1,964.87</b>		<b>\$ 19,531.62</b>		<b>\$6,045,970.78</b>	<b>Total</b>	
2025 Q1	\$ 1,714.33	\$ 595.48	\$ 112.50	\$ 2,422.31			\$ 1,490,510.18	2025 Q1	
2025 Q2	\$ 3,155.53	\$ 318.00	\$ 929.57	\$ 4,403.10			\$ 1,559,795.58	2025 Q2	
2025 Q3	\$ 3,798.72	\$ 250.84	\$ 758.35	\$ 4,807.91			\$ 1,697,416.52	2025 Q3	
2025 Q4	\$ 2,125.31	\$ 324.00	\$ 653.99	\$ 3,103.30	<b>2025 Year Total</b>		\$ 1,635,177.72	2025 Q4	
<b>Total</b>	<b>\$ 10,793.89</b>	<b>\$ 1,488.32</b>	<b>\$ 2,454.41</b>		<b>\$ 14,736.62</b>		<b>\$6,382,900.00</b>	<b>Total</b>	

0.37%

0.44%

0.36%

0.42%

0.32%

0.23%

2020-2025	Sewer	Stormwater	Recycling	Total	Billed
<b>Totals</b>	<b>\$ 92,280.72</b>	<b>\$ 9,635.77</b>	<b>\$ 13,899.54</b>	<b>\$ 115,816.03</b>	<b>\$32,967,432.81</b>
<b>Averages</b>	<b>\$ 15,380.12</b>	<b>\$ 1,605.96</b>	<b>\$ 2,316.59</b>	<b>\$ 19,302.67</b>	<b>\$5,494,572.14</b>



# MEMORANDUM

**To:** Mayor and City Council  
**From:**  
**Date:** June 15, 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 20260615

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:**

Elijah Blewitt, adding second position Part-time non-benefitted Lifeguard, \$11.00/hour, effective May 31, 2026; and

Madilyn DeWild, adding second position Part-time non-benefitted Lifeguard, \$11.00/hour, effective May 31, 2026; and

Kevin Fallis, Part-time Paramedic \$28.25/hour, adding 5% temporary assignment pay for additional duties due to a full-time shift employee currently on a leave of absence, which will be removed upon fulfillment of leave of absence, \$29.66/hour, effective May 31, 2026; and

Pamela Meyer, to Seasonal Park Maintenance: Horticultural Assistant, \$16.00/hour, effective May 31, 2026; and

Braelyn Seuferer, adding second position Part-time non-benefitted Lifeguard, \$11.00/hour, effective May 31, 2026; and

Brennan Severidt, adding second position Part-time non-benefitted Lifeguard, \$13.13/hour, effective May 31, 2026; and

Adrienne Sinclair, to Part-time non-benefitted Lifeguard, \$11.90/hour, effective May 31, 2026; and

Kyle Barth, adding second seasonal position at Pool, Lifeguard – Year 1, \$12.00/hour, effective June 10, 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 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Receive and file the May 2026 Treasurer's Report.

---

**Introduction:** Council is asked to receive and file the May 2026 Treasurer's Report.

**Background:** At the end of May, departments should have about 8.3% of budgeted expense funds available.

Council approved a budget amendment on May 4, 2026, and that amendment is reflected in this report.

**Discussion:** There are just a few funds less than the benchmark of 8.3% — Funds 112, 301, and 001's department 9500. Fund 112 is the Trust and Agency Fund. All transfers have been completed for the year; no funds are left to be expended. Fund 301 — Street Capital is just under the benchmark at 6% remaining and is not projected to go over budget. Department 9500 in Fund 001 will not have any other expenses this year. Looking ahead to June, the budget remains steady.

There are some funds that have a large amount of their budgeted expenses remaining. Fund 161 - Downtown Biz, budgeted for the Downtown Facade Grant expenses and revenues in FY26. Fiscal Year 27 will see the majority of that now. Funds 200 and 791 are for debt payments. The principal payments are made in June, annually. The June report will have the budgeted expenses for debt payments, which will also cause the cash balances to decrease by just over five million dollars.

**Budget Impact:** There is no budget impact to receive and file the report.

**Recommendation:** Receive and file the report as presented.

**Attachments:**

1. May 2026 General Fund Budget Expense Report
2. May 2026 Treasurer's Report

<b>General Fund Expense Breakout for May 2026</b>	<b>May Activity</b>	<b>YTD Activity</b>	<b>Percent Remaining for Year 8.3%</b>
<b>Department</b>			
1100 - Police	\$ 303,079.62	\$ 3,811,941.61	12%
1109 - Police	\$ 113.50	\$ 1,208.47	81%
1500 - Fire	\$ 65,346.21	\$ 980,375.05	16%
1530 - Fire	\$ -	\$ 3,925.23	86%
1600 - Ambulance	\$ 185,403.71	\$ 2,716,414.64	12%
1700 - Community Development	\$ 53,924.84	\$ 618,152.86	18%
2900 - Brush Facility	\$ 19,166.25	\$ 89,056.16	35%
4100 - Library	\$ 70,329.07	\$ 820,469.10	12%
4200 - Park & Rec Administration	\$ 67,691.52	\$ 673,936.74	14%
4300 - Parks	\$ 61,537.25	\$ 593,237.97	23%
4500 - Pool (Memorial)	\$ 17,024.20	\$ 225,152.89	34%
5100 - Community Betterment	\$ (56,755.84)	\$ 216,013.02	10%
5200 - Economic Development	\$ 74,695.00	\$ 119,499.50	32%
6100 - Mayor and Council	\$ 3,864.46	\$ 49,022.25	17%
6150 - City Manager	\$ 19,832.48	\$ 237,611.65	10%
6200 - Clerk/Finance	\$ 26,799.43	\$ 321,178.19	12%
6210 - Info & Tech	\$ 96,280.51	\$ 858,630.73	16%
6220 - Facilities	\$ 7,853.87	\$ 107,490.36	22%
6250 - Human Resources	\$ 20,498.63	\$ 256,373.82	10%
6500 - General Govt and Buildings	\$ 34,270.80	\$ 450,219.19	11%
9500 - Non-Program General Revenue	\$ 200,000.00	\$ 200,100.00	0%
	\$ 1,270,955.51	\$ 13,350,009.43	

Account Type	FY Beginning Balance	May Activity	YTD Activity	FY Ending Balance	Percent Remaining for Year - 8.3%
<b>Fund: 001 - General</b>	\$ 5,540,769.34			\$ 6,165,718.81	
Revenue		\$ 912,596.20	\$ 13,974,958.90		1%
Expense		\$ 1,270,955.51	\$ 13,350,009.43		15%
<b>Fund: 099 - Franchise Fee Fund</b>	\$ 666,828.17			\$ 878,830.13	
Revenue		\$ -	\$ 212,001.96		41%
<b>Fund: 110 - Road Use Tax Fund</b>	\$ 1,956,689.50			\$ 2,345,561.35	
Revenue		\$ 264,805.16	\$ 2,288,241.65		9%
Expense		\$ 140,999.80	\$ 1,899,369.80		25%
<b>Fund: 112 - Trust &amp; Agency Fund</b>	\$ 180,420.00			\$ 237,523.47	
Revenue		\$ 117,809.60	\$ 2,761,283.18		1%
Expense		\$ 121,926.39	\$ 2,704,179.71		0%
<b>Fund: 121 - Local Option Sales Tax</b>	\$ 339,031.48			\$ 902,231.45	
Revenue		\$ 195,020.75	\$ 2,222,421.39		3%
Expense		\$ 191,961.86	\$ 1,659,221.42		15%
<b>Fund: 125 - TIF Downtown Fund</b>	\$ 6,247,864.18			\$ 6,652,179.01	
Revenue		\$ 155,034.34	\$ 1,555,802.33		2%
Expense		\$ 115,148.75	\$ 1,151,487.50		20%
<b>Fund: 141 - Library Special Revenue</b>	\$ 66,113.74			\$ 80,381.86	
Revenue		\$ 2,441.68	\$ 39,690.21		25%
Expense		\$ 5,583.10	\$ 25,422.09		45%
<b>Fund: 142 - Park &amp; Rec Special Rev Fund</b>	\$ 44,198.25			\$ 44,304.11	
Revenue		\$ -	\$ 11,800.00		0%
Expense		\$ -	\$ 11,694.14		68%
<b>Fund: 160 - Downtown Revolving Loan</b>	\$ 340.43			\$ 340.43	
<b>Fund: 161 - Downtown Biz Incentive Program</b>	\$ 181,713.44			\$ 187,832.03	
Revenue		\$ -	\$ 12,259.91		98%
Expense		\$ -	\$ 6,141.32		99%
<b>Fund: 200 - Debt Service Fund</b>	\$ 334,936.02			\$ 3,025,418.47	
Revenue		\$ 245,684.81	\$ 3,011,823.70		11%
Expense		\$ -	\$ 321,341.25		91%
<b>Fund: 301 - Capital Projects Fund</b>	\$ 768,441.48			\$ 727,416.10	
Revenue		\$ -	\$ -		100%
Expense		\$ -	\$ 41,025.38		6%
<b>Fund: 321 - Street Capital Projects Fund</b>	\$ 1,750,843.62			\$ 1,753,789.82	
Revenue		\$ 25,025.00	\$ 515,345.70		72%
Expense		\$ -	\$ 512,399.50		28%
<b>Fund: 322 - Square Streetscape Project</b>	\$ 160,807.91			\$ 165,807.91	
Revenue		\$ -	\$ 5,000.00		
<b>Fund: 323 - Hillcrest Avenue</b>	\$ (251,665.51)			\$ 9,649.71	
Revenue		\$ 610,000.00	\$ 610,000.00		0%
Expense		\$ -	\$ 348,684.78		30%
<b>Fund: 324 - K Street Construction</b>	\$ 1,027,433.03			\$ 612,342.29	
Revenue		\$ -	\$ 222,737.58		2%
Expense		\$ 610,000.00	\$ 637,828.32		15%
<b>Fund: 327 - Willowcrest Avenue</b>					
Revenue		\$ -	\$ -		100%
Expense		\$ -	\$ -		
<b>Fund: 340 - City Hall Bldg Project</b>	\$ (256,544.14)			\$ (301,064.13)	
Revenue		\$ -	\$ 1,692.85		0%
Expense		\$ 1,418.09	\$ 46,212.84		14%
<b>Fund: 353 - Real Property Improvement</b>	\$ (1,681.52)			\$ (1,681.52)	
<b>Fund: 354 - Industrial Park Infrastructure</b>	\$ 496,170.22			\$ 432,094.98	
Expense		\$ -	\$ 64,075.24		1%
<b>Fund: 541 - Library Endowment</b>	\$ 67,229.03			\$ 73,212.69	
Revenue		\$ 897.98	\$ 5,983.66		0%
<b>Fund: 610 - Sewer Fund</b>	\$ 634,062.06			\$ 328,797.43	
Revenue		\$ 237,500.00	\$ 2,376,695.81		17%
Expense		\$ 159,012.96	\$ 2,681,960.44		15%
<b>Fund: 650 - Stormwater Utility Fund</b>	\$ 919,310.26			\$ 1,072,168.02	
Revenue		\$ 59,558.23	\$ 639,874.05		9%
Expense		\$ 37,316.39	\$ 487,016.29		35%
<b>Fund: 670 - Recycling Fund</b>	\$ 232,759.85			\$ 251,429.28	
Revenue		\$ 42,199.91	\$ 439,376.99		4%
Expense		\$ 39,788.60	\$ 420,707.56		9%
<b>Fund: 680 - Wellness Campus Fund</b>	\$ (207,157.56)			\$ (54,279.49)	
Revenue		\$ 303,635.74	\$ 1,366,443.45		16%
Expense		\$ 99,672.13	\$ 1,213,565.38		12%
<b>Fund: 681 - Wellness Campus Capital</b>	\$ 22,995.24			\$ 11,028.85	
Revenue		\$ 5,569.44	\$ 13,038.61		30%
Expense		\$ 25,005.00	\$ 25,005.00		85%
<b>Fund: 710 - Sewer Capital Projects Fund</b>	\$ 910,839.12			\$ 1,901,280.92	
Revenue		\$ 487,075.11	\$ 5,529,625.22		14%
Expense		\$ 444,655.83	\$ 4,539,183.42		31%
<b>Fund: 771 - Sewer Reserve Fund</b>	\$ 114,238.70			\$ 114,238.70	
<b>Fund: 781 - WWTP Facility Construction</b>	\$ 746,627.14			\$ 81,403.51	
Expense		\$ -	\$ 665,223.63		11%
<b>Fund: 791 - Sewer Revenue Bonds Fund</b>	\$ 516,591.16			\$ 2,087,505.09	
Revenue		\$ 205,524.58	\$ 2,055,245.92		17%
Expense		\$ -	\$ 484,331.99		80%
<b>Fund: 820 - Health Insurance Fund</b>	\$ 2,565,531.89			\$ 2,083,208.45	
Revenue		\$ 139,109.02	\$ 1,108,470.44		16%
Expense		\$ 142,780.13	\$ 1,590,793.88		19%
<b>Fund: 840 - Flex/STD Fund</b>	\$ 37,876.66			\$ 37,444.00	
Revenue		\$ -	\$ 725.00		45%
Expense		\$ 15.30	\$ 1,157.66		63%

<b>Fund: 850 - City Liab Ins Reserve Fund</b>		\$ 1,303.91			\$ 1,303.91	
	Revenue		\$ 20,000.00	\$	20,000.00	
	Expense		\$ 10,000.00	\$	20,000.00	20%
<b>Fund: 890 - Vehicle and Equipment</b>		\$ 947,402.05			\$ 1,067,516.21	
	Revenue		\$ 11,750.00	\$	497,500.00	5%
	Expense		\$ 8,881.06	\$	377,385.84	28%
		\$ 26,762,319.15			\$ 32,974,933.85	

**Account Balances**

Bankers Trust - Investment Acct	\$	23,459,989.66
Bankers Trust - EMS Account	\$	111,777.14
IA Public Agency Inv. Trust	\$	136,957.04
Payroll - TruBank -9582		
Comm. - Trubank	\$	110,037.43
Sweep - TruBank -9579	\$	8,709,085.96
Indianola Hometown Pride - TruBank	\$	25,902.90
Indianola EMS - TruBank	\$	707,049.56
	\$	<b>33,260,799.69</b>

**Interest**

TruBank - Comm	\$	37.43
Sweep	\$	24,768.40
Commerce Bank	\$	41.68
IPAIT	\$	392.30
Bankers Trust City Inv	\$	71,585.10
Bankers Trust City Inv - Gains/Losses	\$	(7,026.33)
	\$	<b>89,798.58</b>



# MEMORANDUM

**To:** Mayor and City Council

**From:** Courtney Silliman, Human Resources and Risk Management Director

**Date:** June 15, 2026

**Subject:** Resolution approving liability, auto, property, workers' compensation, cyber and equipment breakdown insurance for Fiscal Year 27.

---

**Introduction:** The City of Indianola and Indianola Municipal Utilities, Iowa, annually approves insurance policies for various liability, workers' compensation, cyber, and equipment breakdown coverage insurance needs for the ensuing fiscal year.

**Background:** The City of Indianola and Indianola Municipal Utilities (IMU) work with its insurance broker who searches the market and negotiates with current providers, and as a result, staff provides the following recommendations for the City of Indianola and IMU insurance policies for July 1, 2026, to June 30, 2027. The IMU Board of Trustees approved staff recommendations via resolution at their meeting on June 8, 2026.

**Discussion:** The City of Indianola and IMU annually approve insurance policies for various liability, workers' compensation, cyber and equipment breakdown coverage.

Liability, Auto, and Property Coverage

The Iowa Communities Assurance Pool (ICAP) FY27 renewal came in at \$767,649. The ICAP increase of 4.5% was from inflation guards and added property locations but remains below the originally suggested budget placeholders.

Workers' Compensation Coverage

The Iowa Municipal Workers' Compensation Association (IMWCA) renewal came in at \$170,929. The FY27 renewal comes with a decreased experience modification factor from .73 to .68. Due to a higher prior-year loss ratio, the good experience discount was removed, lowering our discounts from 44% to 34%. However, our pure premium of \$324,171 is discounted down to \$170,929. These discounts totaling \$153,242 are a testament to the safety culture the City and IMU foster within the interdepartmental safety committee.

Cyber Coverage

The City and IMU separated cyber exposures from joint policies to individual policies following the complete separation of the networks. This change did result in an increased premium. To renew at the current policy aggregate limit of \$2,000,000 is \$35,670 annually, the City policy totals \$20,495 and the IMU policy totals \$15,175.

Equipment Breakdown

Cincinnati Insurance is exiting the Iowa municipal and municipal utility Equipment Breakdown market in Iowa. As a long-term solution designed specifically for Iowa municipal utilities, the City of Indianola and IMU will transition to binding coverage with the Iowa Association of Municipal Utilities Equipment

Breakdown Master Policy Program underwritten by CNA. This policy, like our previous Cincinnati policy, will be stand-alone coverage for all accidental and unexpected breakdown of all equipment, including power generation, owned and operated by the City and IMU. The change provides a long-term solution designed specifically for Iowa municipal utilities and includes a broad group of peer organizations with similar operational exposures, including several utilities that maintain power generation assets. We have confirmed that IMU's turbine generation equipment will continue to be covered under the new program. Highlights of this change include:

From a coverage perspective, the CNA program compares favorably to the expiring Cincinnati policy. The program increases the per-breakdown limit from \$25 million to \$200 million and provides enhanced protection for several key exposures, including ordinance or law, spoilage, utility interruption, hazardous substance cleanup, water damage, and expediting expenses. In addition, participation in a larger master program provides greater market stability and purchasing power than a standalone placement.

The annual premium for CNA IAMU Master Policy Program will be \$54,300. This represents a reduction of approximately \$5,336 (9%) from the expiring Cincinnati premium of \$59,636. The CNA program will be written on a 4/1 effective date, instead of the 7/1 date of the Cincinnati policy. Entering the CNA IAMU Master Policy Program effective 7/1/2026 – 4/1/2027 will prorate the FY27 premium for the City and IMU to \$40,763. This comprehensive Equipment Breakdown structure is expected to provide enhanced coverage and protection while offering more favorable deductible options.

Please review the enclosed letter from Weinman Insurance/TrueNorth Companies explaining the renewals listed above.

**Budget Impact:** Fiscal Year 27 account premiums total \$1,029,997, which is \$50,972 (5.2%) higher than the previous fiscal year, but lower than approved FY27 budget placeholders.

**Recommendation:** In working with our broker, Weinman Insurance and TrueNorth Companies, staff recommends the City of Indianola and Indianola Municipal Utilities stay with ICAP for its property, casualty, and liability insurance, IMWCA for its workers' compensation coverage, Travelers for its cyber coverage, and transition to the Iowa Association of Municipal Utilities Equipment Breakdown Master Policy Program underwritten by CNA.

**Attachments:**

1. FY26-27 Risk Insurance Explanatory Letter
2. FY26-27 Risk Insurance Premium Comparable City\_IMU Final
3. Res 2026\_ Risk Benefits for 2026-2027

**TO:** City Council – City of Indianola & IMU Board of Trustees  
**FROM:** Weinman Insurance & TrueNorth Companies  
**CC:** Courtney Silliman - Director of Human Resources  
Jacob Meshke – City Manager  
Chris DesPlanques – IMU General Manager  
**DATE:** 6/3/2026  
**RE:** Property & Casualty Insurance Renewal 2026-2027

---

Dear Members of the Council and Board of Trustees,

We are pleased to present the attached summary of coverage and premiums for the Property & Casualty insurance program renewing July 1, 2026. This program encompasses Property & Casualty coverage placed with Iowa Communities Insurance Pool (ICAP), Workers' Compensation with Iowa Municipal Workers' Compensation Association (IMWCA), Equipment Breakdown (ICAP and CNA) Cyber Liability (Travelers) and Public Officials Fidelity Bond as required by statute (Travelers).

For the second renewal term in a row, ICAP was able to keep property rates flat within the risk pool. This is a big win and good sign of a stabilizing insurance market. Increased premium for property is specifically attributable to the insured values increasing, from both inflation guards and added property locations. The following sections provide additional context on several key coverage areas that warrant further discussion to fully understand the overall renewal program and its impact on the organization.

**Property:** To protect against continued inflationary pressures, ICAP added a 2% increase in valuations for all property of members within the pool. The total insured value of the property owned by the City and IMU increased from \$227,864,452 to \$234,436,124. This includes over \$216 million in building assets and over \$17 million in business personal property and equipment.

**Workers' Compensation:** The Workers' Compensation market remains favorable, with continued rate decreases across the classification codes applicable to the City and IMU. The experience modification factor improved from 0.73 to 0.68, reflecting stronger-than-average loss experience over the rolling three-year period compared to similar organizations.

This improvement was partially offset by a reduction in the loss experience discount from 44% to 34%, driven by a higher prior-year loss ratio. The 2025-2026 loss ratios were individually 170% for the city and 53% for IMU. The total blended loss ratio was 154%

While this impacts renewal pricing, we do not view it as a developing trend. The improved experience modification factor remains the better indicator of the organization's overall safety performance and continued commitment to risk management.

**Cyber Liability Insurance:** This year, the City and IMU formally separated their cyber exposures onto individual policies following the complete separation of their networks. While this change increased the total cyber insurance premium, it provides each organization with its own dedicated \$2,000,000 limit of liability. As a result, a cyber incident affecting one organization will no longer erode the limits available to the other.

Additionally, the cybersecurity controls and protocols implemented by both organizations continue to position them favorably in the insurance marketplace, allowing Travelers to offer competitive terms and pricing despite ongoing cyber market challenges.

**Equipment Breakdown Insurance:** This year's program will differ from prior years following the decision by Cincinnati Insurance to exit the Iowa municipal and municipal utility Equipment Breakdown market.

As a solution, the City of Indianola and IMU will transition to a Master Policy program for Equipment Breakdown coverage. This structure is expected to provide coverage comparable to the expiring policy while offering more favorable deductible options. While final terms are still being negotiated, current indications are that the premium will be comparable to, and potentially lower than, the expiring program. We anticipate finalizing coverage terms during the week of June 8.

**Benefits of ICAP Membership:** ICAP operates as a governmental risk-sharing pool, allowing the City and IMU to share risk with other Iowa public entities. One of the primary advantages of this structure is protection from significant premium volatility driven by an individual organization's claims experience.

This stability has been particularly valuable as the city has experienced an increase in both claim frequency and claim payments in recent years. Since the beginning of 2024, ICAP has adjusted, defended, and settled claims on behalf of the city totaling approximately \$827,000. Despite this activity, annual premium increases have remained modest, averaging less than 5% over the same period. This demonstrates the value of the pooling arrangement and the financial stability it provides when managing unpredictable liability exposures. Notable in this analysis is the **Public Officials** line of insurance. Premium remains relatively flat over the past few years, even with ICAP paying out more than \$600,000 to defend and settle claims.

The attached premium breakout shows a line-by-line comparison of the renewal term vs. last year's insurance program. At the bottom it will show the overall change in the City's & IMU's total cost of risk (TCOR).

All of us at Weinman Insurance and TrueNorth Companies are pleased to work with the leadership and department heads. Courtney Silliman and Michelle Sheraden continue to provide our team with the necessary information and updates, and they are a pleasure to work with.



It is an honor to be the Property & Casualty Insurance Broker for the City of Indianola and Indianola Municipal Utilities. Our team has the great pleasure of partnering with many metro cities, and we are grateful to have gained the trust of our public entity partners.

Do not hesitate to contact our team if anyone has any questions regarding this document and comparison. We are always happy to be of service. Thank you for all that you do for the Citizens of Indianola.

Sincerely,

**Scott Weinman**, Account Manager, Weinman Insurance

[scott@weinmaninsurance.com](mailto:scott@weinmaninsurance.com) | (515) 961-2576

**Brad Bengtson**, Risk Management Specialist, TrueNorth Companies

[brad.bengtson@truenorthcompanies.com](mailto:brad.bengtson@truenorthcompanies.com) | (515) 962-8073

**Denise Anderson**, Director of Agency Operations, Weinman Insurance

[denise@weinmaninsurance.com](mailto:denise@weinmaninsurance.com) | (515) 961-2576

# City of Indianola + IMU

**WEINMAN**  
Insurance

COVERAGES	2025 - 2026	2026 - 2027	Difference
Property	\$ 480,299	\$ 499,992	\$ 19,693
<b>Total Insured Value</b>	<b>227,864,452</b>	<b>234,436,124</b>	<b>6,571,672</b>
Building	211,944,203	217,216,407	5,272,204
Personal Property	10,192,380	10,550,167	357,787
Misc Property Scheduled	4,615,070	4,997,983	382,913
Misc Property Unscheduled	997,736	1,671,567	673,831
Average Rate	0.21	0.21	-
Cyber Deductible Reimbursement	15,000	15,000	-
Wind / Hail Deductible	2%	2%	
Deductible	30,000	30,000	
Agency Commission - Property	\$ 16,810	\$ 16,810	\$ -
General Liability	\$ 78,343	\$ 83,346	\$ 5,003
Each Occurrence	2,000,000	2,000,000	
Medical Expense Limit	10,000	10,000	
General Aggregate	2,000,000	2,000,000	
Deductible	5,000	5,000	
Employee Benefit Liability	1,000,000	1,000,000	
Professional Liability	\$ 41,120	\$ 41,601	\$ 481
<b>Public Official Liability Limit</b>	2,000,000	2,000,000	
Deductible	10,000	10,000	
<b>Law Enforcement Liability Limit</b>	2,000,000	2,000,000	
Deductible per claim	3,000	3,000	
Work Comp - City	\$ 140,830	\$ 148,135	\$ 7,305
Total Payroll - City	8,117,847	7,779,196	(338,651)
Chapter 411 Medical	2,532,103	2,369,903	(162,200)
Work Comp - IMU	\$ 17,049	\$ 22,794	\$ 5,745
Total Payroll - IMU	3,645,833	3,923,900	278,067
Auto	\$ 87,952	\$ 94,414	\$ 6,462
Liability Limit	2,000,000	2,000,000	
Vehicle Value Limit	10,192,380	11,622,627	1,430,247
Excess Liability	\$ 30,286	\$ 31,486	\$ 1,200
Limit	3,000,000	3,000,000	
Equipment Breakdown	\$ 59,636	\$ 54,300	\$ (5,336)
Limit	25,000,000	200,000,000	
Crime ICAP - Excess	Included	Included	\$ -
Employee Theft	10,000	10,000	
Forgery or Alterations	10,000	10,000	
Computer/Funds Transfer	10,000	10,000	
Crime & Public Officials Bond	\$ 1,525	\$ 1,449	\$ (76)
Employee Dishonesty	1,000,000	1,000,000	
Cyber	\$ 25,175	\$ 35,670	\$ 10,495
Indianola	2,000,000	2,000,000	
Indianola Option		3,000,000	4,880
IMU	2,000,000	2,000,000	
IMU Option		3,000,000	4,150
<b>ACCOUNT PREMIUM</b>	<b>\$ 979,025</b>	<b>\$ 1,029,997</b>	<b>\$ 50,972</b>
			5.2%

City of Indianola  
**RESOLUTION NO.**

**RESOLUTION APPROVING LIABILITY, AUTO, PROPERTY, WORKERS' COMPENSATION, CYBER, AND EQUIPMENT BREAKDOWN INSURANCE FOR FY 26/27**

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

**WHEREAS**, working through its insurance broker, the City of Indianola, Iowa, has searched the market and negotiated with current providers, and as a result provides the following recommendations for the City of Indianola's insurance policies for July 1, 2026, to June 30, 2027:

- ICAP – Liability, Auto and Property Coverage
  - Total annual cost: \$767,649
  - Premium increase from FY25/26 of \$32,839
  - Shared cost between the City and IMU
- IMWCA – Workers' Compensation
  - Total annual cost: \$170,929
  - Premium increase from FY25/26 of \$13,050
  - City and IMU have separate invoices, shared cost between the City and IMU
- Travelers – Cyber Security
  - Total annual cost: \$35,670
  - City policy \$20,495 for aggregate limit of \$2,000,000
  - Premium increase from FY25/26 of \$7,907.50 for \$2,000,000 aggregate limit
  - Individual policies due to separation of networks
- Iowa Association of Municipal Utilities Equipment Breakdown Master Policy Program underwritten by CNA – Equipment Breakdown
  - Total annual cost: \$54,300
  - Premium decrease from current policy with Cincinnati for FY25/26 of \$5,336
  - Shared cost between the City and IMU

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

- ICAP – Liability, Auto and Property Coverage
  - Total annual cost: \$767,649
  - Premium increase from FY25/26 of \$32,839
  - Shared cost between the City and IMU
- IMWCA – Workers' Compensation
  - Total annual cost: \$170,929
  - Premium increase from FY25/26 of \$13,050
  - City and IMU have separate invoices, shared cost between the City and IMU

- Travelers – Cyber Security
    - Total annual cost: \$35,670
    - City policy \$20,495 for aggregate limit of \$2,000,000
    - Premium increase from FY25/26 of \$7,907.50 for \$2,000,000 aggregate limit
    - Individual policies due to separation of networks
  
  - Iowa Association of Municipal Utilities Equipment Breakdown Master Policy Program underwritten by CNA – Equipment Breakdown
    - Total annual cost: \$54,300
    - Premium decrease from current policy with Cincinnati for FY25/26 of \$5,336
    - Shared cost between the City and IMU
1. The City Council of the City of Indianola, Iowa approve the risk insurance plans and premiums presented; and
  
  2. The Mayor or City Manager are authorized to execute the necessary documents, as may be required by the insurance companies.

**PASSED** this 15th day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

**ATTEST:**

\_\_\_\_\_  
Jackie Raffety, City Clerk



## MEMORANDUM

**To:** Mayor and City Council

**From:** Jackie Raffety, City Clerk/Finance Director

**Date:** June 15, 2026

**Subject:** Resolution approving a shared services agreement between the City of Indianola and Indianola Municipal Utilities.

---

**Introduction:** The City Council is asked to approve a shared services agreement between the City and Indianola Municipal Utilities to memorialize the business and budgetary terms for shared HR and utility billing services.

**Background:** The previous agreement was for fiscal years 2024–2026.

The IMU Board of Trustees approved the agreement at their June 8, 2026 meeting.

**Discussion:** The agreement determines the fees that IMU pays to the City for HR services based off of full-time employee counts and the fee that the City pays to IMU for utility billing services based off the revenue of the utilities. City and IMU staff met together to draft the terms of this one-year agreement. The agreement will be updated annually during the budget process.

The agreement also states that credit card fees will be collected from utility customers and netted against credit card processing fees. It also states that payment processing for electric and water meter connection fees, previously handled by Community Development, will be completed by IMU staff. The section on information technology has been removed from the updated agreement due to the separation and elimination of certain services.

**Budget Impact:** The City will pay IMU \$231,999 for FY27 for utility billing services. IMU will pay the City \$39,159.31 for human resource services for FY27.

**Recommendation:** Staff recommends approval.

**Attachments:**

1. Res 2026- approving Shared Services Agreement\_IMU
2. FY27 Shared Services Agreement\_Final

**City of Indianola  
RESOLUTION NO. 2026-**

**RESOLUTION APPROVING A SHARED SERVICES AGREEMENT  
BETWEEN THE CITY OF INDIANOLA  
AND INDIANOLA MUNICIPAL UTILITIES**

**WHEREAS**, the City Indianola, Iowa, is in need of engaging a Shared Services Agreement with the Indianola Municipal Utilities; and

**WHEREAS**, the agreement is meant to memorialize the business and budgetary terms between the City and IMU for services the Human Resource and Utility Billing Services that are shared; and

**WHEREAS**, after reviewing the City Council believes it to be in the best interest of the City to engage in the Shared Services Agreement with the Indianola Municipal Utilities; and

**WHEREAS**, it is the determination of the City Council that the City should enter into a Shared Services Agreement with the Indianola Municipal Utilities in the form attached as Exhibit "A".

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

1. The Shared Services Agreement with the Indianola Municipal Utilities is in the public interest of the citizens of the City of Indianola and is hereby approved.
2. The Mayor is authorized and directed to execute the Shared Services Agreement on behalf of the City and the City Clerk is authorized and directed to attest to the signature and to affix the seal of the City.

**PASSED** this 15<sup>th</sup> day of June 2026.

**ATTEST:**

\_\_\_\_\_  
Steve Richardson, Mayor

\_\_\_\_\_  
Jackie Raffety, City Clerk

INDIANOLA MUNICIPAL UTILITIES AND CITY OF INDIANOLA, IOWA  
SHARED SERVICES AGREEMENT

THIS AGREEMENT made and entered into the \_\_\_\_ day of June 2026 by and between INDIANOLA MUNICIPAL UTILITIES and the CITY OF INDIANOLA, IOWA.

WHEREAS, Indianola Municipal Utilities ("IMU") and the City of Indianola, Iowa ("City") desire to share the cost of employing a Human Resources Department ("HRD") and Utility Services position; and

WHEREAS, it is in the best interest of both parties to share the cost of expenses for these positions and services by avoiding duplication of services and unnecessary spending of public money; and

WHEREAS, IMU and City have shared these services in the past and need to update the agreements; and

WHEREAS, IMU and City find that this joint and cooperative action will be to their mutual advantage and in the best interest of the City and IMU.

NOW THEREFORE, it is understood and agreed between the parties as follows:

1. The term of this Agreement shall begin on July 1, 2026, and shall continue until June 30, 2027, unless terminated by mutual agreement of the IMU Board of Trustees and City Council. (It is anticipated that the parties shall revisit, update, and renew this the Agreement annually as part of the budget process.)

2. The City shall employ the HRD, and HRD employees shall receive pay and benefits as full-time City employees.

3. IMU shall employ the Utility Services employees, and these employees shall receive pay and benefits as full-time IMU employees.

4. Exhibit A outlines the HRD services performed by the City for IMU remunerated in an amount of \$39,159.31 for FY 26/27. The list in Exhibit A outlines the primary responsibilities performed by the HRD for IMU, which equates to 45% of the HRD's responsibilities. Thus, 45% of the City's HRD budget is subject to the cost share considerations set forth in Exhibit A. Certain duties are performed internally by IMU, as outlined at the bottom on Exhibit A. The percentage of staff time allocated is calculated based on the proportion of full-time employees employed by Parties. For FY 26/27, City employs 94 employees and IMU employs 40 employees, resulting in a 70%(City)/30% (IMU) split. Based on this calculation, IMU shall be responsible for 13.5% of HRD costs for FY 26/27.

5. Exhibit B outlines the Utility Services duties performed by IMU for the City remunerated in an amount of \$231,999 for FY 26/27.

Utility Services shall provide all billing, customer service and collection of monies for City-owned utilities. Credit card processing fees will continue to be allocated by service and billed to the City monthly. Beginning in FY 26/27, service fees will be collected from utility customers and netted against these costs.

6. Payment processing for electric and water meter connection fees will be completed by IMU staff.

7. To the extent allowed by law, IMU shall defend, indemnify, and hold harmless the City from any and all claims, demands, causes of action, suits, settlements and any other claimed damages, to include reasonable attorney fees, investigative costs, suit fees, and other costs associated therewith, arising out of IMU's actions or the actions of the shared employees when acting on behalf of IMU.

8. To the extent allowed by law, the City shall defend, indemnify, and hold harmless IMU from any and all claims, demands, causes of action, suits, settlements and any other claimed damages, to include reasonable attorney fees, investigative costs, suit fees, and other costs associated therewith, arising out of the City's actions or the actions of the shared employees when acting on behalf of the City.

9. Neither party shall assign its interests under this Agreement without prior written consent of the other party.

10. The terms and conditions of this Agreement shall extend to and be binding up on the successors and assigns of the respective parties hereto.

11. This Agreement contains the entire understanding between the parties, and it cannot be changed or terminated orally but only by a written agreement, duly adopted by resolution of the City Council and IMU Board.

12. If any provisions of this Agreement shall be declared invalid or unenforceable, the remainder of the Agreement shall continue in full force and effect. This Agreement shall be governed by the laws of the State of Iowa.

Signatures on Page 3

CITY OF INDIANOLA, Iowa

Signed this \_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

\_\_\_\_\_  
Jackie Raffety, City Clerk

INDIANOLA MUNICIPAL UTILITIES

Signed this \_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Dom Selgrade, Board Chair

**EXHIBIT A**

**HUMAN RESOURCES DEPARTMENT RESPONSIBILITIES**

	<b>Breakdown by Duty</b>	<b>IMU Share*</b>	
<b>BENEFITS</b>			
<b>Admin - Health/Dental/Vision/FSA/Life/Wellness</b>	<b>9.00%</b>	<b>2.70%</b>	
*Data entry into carrier site			
*Questions			
*Data tracking (wellness)			
<b>Pay bills - bills are combined - done monthly</b>	<b>6.00%</b>	<b>1.80%</b>	
Wellmark			
*STD			
*Life/LTD			
*Avesis			
Mutual of Omaha			
ISolved - FSA, ACA, COBRA			
*Work Comp			
<b>Renewal &amp; Annual reports - ACA, 509A-HCM</b>	<b>15.00%</b>	<b>4.50%</b>	
<b>Open Enrollment</b>	<b>8.00%</b>	<b>2.40%</b>	
*Prepare forms for new benefit year			
*Schedule meetings			
*Conduct meetings			
*Answer questions			
*Data entry into-carrier site			
<b>Workers Comp &amp; Safety</b>			
*Workers Comp Renewal	<b>3.50%</b>	<b>1.05%</b>	
*Random drug testing			
*Policy renew/development			
*Safety training email reminders			
*Annual report for council/board			
<b>Property/Auto Insurance</b>			
Renewal	<b>3.50%</b>	<b>1.05%</b>	
<b>IMU Contributions for HR Services FY26/27:</b>	<b>45.00%</b>	<b>13.50%</b>	<b>\$39,159.31</b>

Note: IMU conducts their own: Payroll, Leave of Absence Administration (FMLA/STD), Policies/Procedures, Workers' Compensation/OSHA/PCP/Light Duty, Recruitment/New Hires, & Union Negotiations

\*IMU Share is calculated based on the proportion of FT employees employed by Parties. For FY 26/27, City employs 94 employees and IMU employs 40 employees, resulting in a 70%(City)/30% (IMU) split.

**EXHIBIT B**

**UTILITY SERVICES FUNDING**

The proposed methodology for cost allocation follows a Net Revenue Cost Allocation model. The table below illustrates the Total Revenue collected from each of the six City and IMU utilities. Pass through costs, such as the wholesale cost of electricity and recycling collection costs, are removed from Total Costs resulting in a Net Revenue for each utility associated directly with operating revenue. Each of the six utility's Net Revenues are divided into the Total Net Revenue resulting in a Percentage (%) of Burden carried by that utility (For example, Fiber Net Revenue of \$4,160,288 divided by Total Net Revenue of \$16,725,245 results in a Percentage (%) of Burden of 24.87%.)

The projected IMU Budget for Utility Collection Services is \$661,000 in FY 26/27. This budget is multiplied by the Percentage (%) of Burden for each of the six utilities and is included in the Allocation of Cost column (For example, Utility Collection Services of \$661,000x Fiber's Percentage (%) of burden of 24.87% results in Fiber contributing \$164,419 towards Utility Collection Services). Each of Allocation of Costs is then allocated to the City and IMU in the last two columns for each entity' s respective utilities. Using this methodology results in a total allocation of \$231,999 from the City and \$429,001 from IMU.

	Revenue	Cost of Goods Sold (Non-optional Passthrough Cost)	Net Revenue		\$ 661,000	US Total Cost	
						City	IMU
<b>Fiber</b>	\$ 5,595,288	\$ 1,435,000	\$ 4,160,288	24.87%	\$ 164,419		\$ 164,419
<b>Sewer</b>	\$ 5,152,024		\$ 5,152,024	30.80%	\$ 203,614	\$ 203,614	
<b>Storm Sewer</b>	\$ 693,223		\$ 693,223	4.14%	\$ 27,397	\$ 27,397	
<b>Water</b>	\$ 3,468,832		\$ 3,468,832	20.74%	\$ 137,092		\$ 137,092
<b>Electric</b>	\$ 16,335,881	\$ 13,110,004	\$ 3,225,878	19.29%	\$ 127,490		\$ 127,490
<b>Recycling</b>	\$ 490,000	\$ 465,000	\$ 25,000	0.15%	\$ 988	\$ 988	
<b>Total:</b>	<u>\$ 31,735,249</u>		<u>\$ 16,725,245</u>	100.00%	<u>\$ 661,000</u>	<u>\$ 231,999</u>	<u>\$ 429,001</u>
						35.10%	64.90%

\*Payment processing for electric and water meter and connection fees will be completed by IMU staff.



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jackie Raffety, City Clerk/Finance Director  
**Date:** June 15, 2026  
**Subject:** Capital Improvement Plan

---

**Introduction:** Staff developed a 10-year capital improvement plan (CIP) for primary departments during the budget process. The list consists of the highest capital needs for vehicles, equipment, improvements and projects.

**Background:** A capital improvement plan serves as a strategic planning tool to identify capital equipment needs and long-term projects, along with potential funding sources to support prioritized investments.

Council reviewed the plan at the May 11, 2026, study session and recommended that funding sources be mentioned in the plan.

**Discussion: Public Safety**

The Police Department replaces two cars each year, with each vehicle lasting approximately four years. They are also replacing their in-car cameras and radios.

The Fire Department replaces an ambulance every three years, with each one lasting approximately six years. Fire pumper engines and water tenders are replaced about every twenty years. In addition to the vehicles, the Fire Department has identified equipment needs over the next ten years. This includes the replacement of performance load cot systems, chest compression devices, monitors and radios. The parking lot to the east of the Fire Station also needs repairs.

Borrowing is planned for items in FY27–FY29; the parking lot project is budgeted from the capital projects fund in FY27.

**Culture and Recreation**

The Indianola Wellness Campus has several capital items, like the HVAC system and pool repairs, that can be replaced through urban renewal borrowing. Tax increment funds will be used to pay back the bond for these items. Beyond these repairs, fitness equipment will be placed on a replacement rotation schedule, with items being replaced approximately every five years. The capital fee that members pay each month will assist in supporting these replacements.

The Veterans Memorial Aquatics Center (VMAC) has facility improvements over the next few years that can be completed through borrowing in Fiscal Year 27 and using general property tax revenue. Pumps generally need to be replaced every six-to-seven years. Staff also identified the need for new lights in the parking lot. The Capital Projects Fund (301) can be used for the replacement of the lights.

Mowers and vehicle replacements are included in the Park and Recreation CIP, along with several projects. The plan identifies the playground updates, trail extension projects, and other miscellaneous projects. The plan lists projects that will need to be considered further down the road too. Grants are available for trail projects, but they are highly competitive. Other funding sources, such as property tax revenue, will be needed to complete these projects. Some of the trail projects will address areas that do not have any sidewalk or trail system; this will address the council's strategic priority of connecting our community through a construction program.

### **Street Department**

The Pavement Management Plan identified approximately \$2,750,000 worth of street reconstruction projects that should be completed each year. Staff is determining the order and timing of each project. Borrowing will need to occur to complete the Pavement Management Plan. The department will also work on storm sewer projects on West Iowa and North 14th Street. The Council set the implementation of the Pavement Management Plan as one of its strategic priorities over the next few years.

Street staff included a replacement schedule for their vehicles and equipment. About \$208,000 of equipment will be purchased from the Road Use Tax Fund in FY27. Over the next three years, purchases of vehicles and equipment will be paid through a bond, should the City borrow for this purpose. The RUTF can be used to repay a portion of the bond if deemed appropriate for that fiscal year.

### **Water Resource Recovery Department**

The Sewer Department will complete work on West Iowa in parallel with the storm sewer project. Transformer and pump replacements at the lift stations, manhole repairs, and sewer main linings are the top projects over the next few years. They also have trucks on a replacement schedule every 10 years. The user fees should provide revenue to pay for the vehicles, equipment and projects.

### **Other Departments**

Community Development and Internal Services have vehicles that will need replaced within the next 10 years. The WRRD is planning on replacing a pickup in FY27 and giving their old truck to Internal Services for use primarily by the facility manager. Community Development vehicles will need to be replaced through property tax revenue. The IT Department has a replacement schedule for hardware and computers. The replacement costs are covered through property tax revenue.

### **Facility Planning**

Facilities are large investments that last for generations. The Facilities Subcommittee will help develop a plan for new buildings. For facilities under our operations, a facility condition assessment will need to be conducted so that we can plan for capital investments in future years for things like HVAC, tuck pointing, and parking lot resurfacing.

**Budget Impact:** There are various funding sources for capital projects, vehicles and equipment. The debt levy can be used for street or general fund infrastructure projects, vehicles and equipment. In limited cases, TIF may be used for the Wellness Campus or road projects. LOST funds can be used for street or sewer infrastructure projects, and public safety, public works, or sewer facilities. User fees can fund the IWC and sewer CIP. The RUTF can pay for street projects.

Staff apply for grant funding to supplement purchases when available and appropriate. We budget conservatively; grant funds are not included in the budgeting as the grant is competitive, and we should be prepared to pay for the full price of the capital item.

As a planning document, the CIP does not authorize spending on its own. Rather, implementation occurs through the annual budget process, the issuance of debt and/or the adoption of urban renewal plans and projects.

**Recommendation:** Council should hold a public hearing on the plan and then pass a resolution adopting the plan.

**Attachments:**

1. Res 2026- Adopt CIP
2. CIP\_Final

City of Indianola  
**RESOLUTION NO 2026-**

**RESOLUTION ADOPTING THE CAPITAL IMPROVEMENT PLAN  
FOR FISCAL YEARS 2027-2036**

**WHEREAS**, a Capital Improvement Plan (CIP) is a strategic planning tool to identify capital equipment needs and long-term projects; and

**WHEREAS**, the City of Indianola has developed a ten-year CIP focused on Fiscal Years 2027-2036, which will be reviewed annually and can be amended from time to time when priorities or funding shift; and

**WHEREAS**, funding strategies will be considered during the budget process each year and will consider general property taxes, general obligation bonds, enterprise funds, special revenue funds, or any other financing mechanism permissible under State of Iowa law; and

**WHEREAS**, the City Council has held a public hearing on the proposed Capital Improvement Plan as required by Iowa Code Section 384.15(3).

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Indianola, Iowa that the Capital Improvement Plan for Fiscal Years 2027-2036 as attached is hereby adopted.

Approved this 15<sup>th</sup> day of June 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

\_\_\_\_\_  
Jackie Raffety, City Clerk

CITY OF INDIANOLA



# CITY OF INDIANOLA

## Capital Improvement Plan Fiscal Years 2027-2036

# Capital Improvement Plan

A capital improvement plan serves as a strategic tool to identify capital equipment needs and long-term projects, along with potential funding sources to support prioritized investments.

The City of Indianola's CIP organizes projects according to the following categories:

- Equipment: light equipment, equipment to outfit vehicles, and IT equipment
- Vehicles: heavy equipment, trucks, SUVs
- Facility Improvements: repair and replacement of current facility infrastructure
- Public Improvements: repair, replacement, or addition of public infrastructure

Projects are listed in order of the potential year in which the project may be undertaken. However, this is a dynamic plan and project schedules may change. Projects can be moved up or down the timeline, due to factors such as budgeting, safety, availability, and other priorities.

There are various funding sources for capital projects, vehicles and equipment.

Funding Source	Items
General property tax revenue	General fund – Police, Fire/EMS, Culture and Recreation (not IWC), Internal Services, Community Development
Debt Levy	Street, General Fund
Tax Increment Financing	Wellness Campus, road projects
Local Option Sales Tax	Public safety/public works/sewer facilities, Street and Sewer infrastructure
User Fees	Wellness Campus, Sewer, Stormwater
Road Use Tax	Streets Dept.

Staff apply for grant funding to supplement purchases when available and appropriate. We budget conservatively; grant funds are not included in the budgeting as the grant is competitive, and we should be prepared to pay for the full price of the capital item.

As a planning document, the CIP does not authorize spending on its own. Rather, implementation occurs through the annual budget process, the issuance of debt and/or the adoption of urban renewal plans and projects.

# 10-Year Capital Improvement Plan

	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Public Safety</b>										
Police Equipment	\$ 60,000.00	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Vehicles	\$ 147,600.00	\$ 157,600.00	\$ 163,000.00	\$ 253,050.00	\$ 174,600.00	\$ -	\$ -	\$ -	\$ -	\$ -
Police Facility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Equipment	\$ 81,699.00	\$ 62,899.00	\$ 23,622.00	\$ -	\$ 432,685.00	\$ 262,488.00	\$ 310,290.00	\$ 287,212.00	\$ 431,168.00	\$ -
Fire Vehicles	\$ 1,274,900.00	\$ 918,225.00	\$ 190,900.00	\$ -	\$ -	\$ 635,098.00	\$ -	\$ 473,279.00	\$ -	\$ -
Fire Facility	\$ 40,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Public Safety</i>	<i>\$ 1,604,199.00</i>	<i>\$ 1,238,724.00</i>	<i>\$ 477,522.00</i>	<i>\$ 253,050.00</i>	<i>\$ 607,285.00</i>	<i>\$ 897,586.00</i>	<i>\$ 310,290.00</i>	<i>\$ 760,491.00</i>	<i>\$ 431,168.00</i>	<i>\$ -</i>
<b>Culture and Recreation</b>										
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000.00	\$ -	\$ -	\$ 79,000.00	\$ 81,000.00
Vehicles	\$ 60,000.00	\$ -	\$ -	\$ 65,000.00	\$ 58,000.00	\$ 40,000.00	\$ 42,000.00	\$ 50,000.00	\$ 42,000.00	\$ 52,000.00
Parks and Recreation	\$ -	\$ -	\$ -	\$ 465,000.00	\$ 722,000.00	\$ 845,000.00	\$ 171,000.00	\$ 305,000.00	\$ 205,000.00	\$ 160,000.00
IWC	\$ 671,800.00	\$ 57,000.00	\$ 59,000.00	\$ 61,000.00	\$ -	\$ 66,000.00	\$ 68,000.00	\$ 70,000.00	\$ 72,000.00	\$ -
VMAC	\$ 123,400.00	\$ 95,000.00	\$ -	\$ 320,000.00	\$ -	\$ -	\$ 19,000.00	\$ 19,700.00	\$ -	\$ 66,000.00
<i>Total Culture and Recreation</i>	<i>\$ 855,200.00</i>	<i>\$ 152,000.00</i>	<i>\$ 59,000.00</i>	<i>\$ 911,000.00</i>	<i>\$ 780,000.00</i>	<i>\$ 982,000.00</i>	<i>\$ 300,000.00</i>	<i>\$ 444,700.00</i>	<i>\$ 398,000.00</i>	<i>\$ 359,000.00</i>
<b>Street Department</b>										
Equipment	\$ 208,621.00	\$ 201,000.00	\$ 435,000.00	\$ 200,000.00	\$ 175,000.00	\$ -	\$ -	\$ 500,000.00	\$ -	\$ -
Vehicles	\$ 285,000.00	\$ 360,000.00	\$ 420,000.00	\$ 350,000.00	\$ 75,000.00	\$ 376,000.00	\$ -	\$ 547,000.00	\$ -	\$ 320,000.00
Street Projects	\$ -	\$ 3,450,000.00	\$ 3,180,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00
<i>Total Street</i>	<i>\$ 493,621.00</i>	<i>\$ 4,011,000.00</i>	<i>\$ 4,035,000.00</i>	<i>\$ 3,300,000.00</i>	<i>\$ 3,000,000.00</i>	<i>\$ 3,126,000.00</i>	<i>\$ 2,750,000.00</i>	<i>\$ 3,797,000.00</i>	<i>\$ 2,750,000.00</i>	<i>\$ 3,070,000.00</i>
<b>Sewer</b>										
Equipment	\$ 35,000.00	\$ 40,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles	\$ 100,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ 600,000.00	\$ -	\$ -	\$ -
Sewer Projects	\$ 435,000.00	\$ 185,000.00	\$ 175,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Total Sewer</i>	<i>\$ 570,000.00</i>	<i>\$ 275,000.00</i>	<i>\$ 205,000.00</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 600,000.00</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Internal Services</b>										
Equipment	\$ 53,400.00	\$ 72,000.00	\$ 55,000.00	\$ 62,500.00	\$ 61,500.00	\$ 49,000.00	\$ 77,500.00	\$ 56,500.00	\$ 51,000.00	\$ 97,000.00
<i>Total Internal Services</i>	<i>\$ 53,400.00</i>	<i>\$ 72,000.00</i>	<i>\$ 55,000.00</i>	<i>\$ 62,500.00</i>	<i>\$ 61,500.00</i>	<i>\$ 49,000.00</i>	<i>\$ 77,500.00</i>	<i>\$ 56,500.00</i>	<i>\$ 51,000.00</i>	<i>\$ 97,000.00</i>
<b>Community Development</b>										
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
<i>Total Com Dev</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ 50,000.00</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>
<b>Total</b>	<b>\$ 3,576,420.00</b>	<b>\$ 5,748,724.00</b>	<b>\$ 4,831,522.00</b>	<b>\$ 4,526,550.00</b>	<b>\$ 4,448,785.00</b>	<b>\$ 5,104,586.00</b>	<b>\$ 4,037,790.00</b>	<b>\$ 5,058,691.00</b>	<b>\$ 3,630,168.00</b>	<b>\$ 3,526,000.00</b>

# POLICE

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Equipment</b>										
Axon in-car dash cameras	\$ 60,000.00									
Motorola Radio Replacement		\$ 100,000.00	\$ 100,000.00							
<b>Equipment Subtotal</b>	<b>\$ 60,000.00</b>	<b>\$ 100,000.00</b>	<b>\$ 100,000.00</b>							
<b>Vehicles</b>										
SUV 261	\$ 73,800.00									
SUV 262	\$ 73,800.00									
SUV 271		\$ 78,800.00								
SUV 272		\$ 78,800.00								
SUV 281			\$ 81,500.00							
SUV 282			\$ 81,500.00							
SUV 291				\$ 84,350.00						
SUV 292				\$ 84,350.00						
SUV 293				\$ 84,350.00						
SUV 301					\$ 87,300.00					
SUV 302					\$ 87,300.00					
<b>Vehicles Subtotal</b>	<b>\$ 147,600.00</b>	<b>\$ 157,600.00</b>	<b>\$ 163,000.00</b>	<b>\$ 253,050.00</b>	<b>\$ 174,600.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Facility Improvements</b>										
<b>Facility Improvements Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Police Total</b>	<b>\$ 207,600.00</b>	<b>\$ 257,600.00</b>	<b>\$ 263,000.00</b>	<b>\$ 253,050.00</b>	<b>\$ 174,600.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## FIRE

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Equipment</b>										
PPE Gear Washer Extractor	\$ 18,800.00									
Performance Load Cot System	\$ 62,899.00	\$ 62,899.00						\$ 79,588.00		
2017 Lucas Chest Compressor			\$ 23,622.00					\$ 57,480.00		
Lucas Chest Compression System					\$ 51,099.00					
Ambulance Extrication Tools									\$ 77,393.00	
Engine Extrication Tools								\$ 70,764.00		
Cardiac Monitors					\$ 282,373.00					
SCBA Systems						\$ 262,488.00	\$ 278,737.00			
Mobile Radios					\$ 99,213.00					
Portable Radios									\$ 353,775.00	
Fire Extinguisher Prop							\$ 31,553.00			
Cardiac Monitor								\$ 79,380.00		
<b>Equipment Subtotal</b>	<b>\$ 81,699.00</b>	<b>\$ 62,899.00</b>	<b>\$ 23,622.00</b>	<b>\$ -</b>	<b>\$ 432,685.00</b>	<b>\$ 262,488.00</b>	<b>\$ 310,290.00</b>	<b>\$ 287,212.00</b>	<b>\$ 431,168.00</b>	<b>\$ -</b>
<b>Vehicles</b>										
Fire Safety House			\$ 190,900.00							
Command Vehicle	\$ 82,000.00									
Ambulance 245	\$ 360,400.00									
331 Pumper Engine	\$ 832,500.00									
335 Water Tender		\$ 540,225.00								
Brush Truck						\$ 274,401.00				
Ambulance 248		\$ 378,000.00		\$ -						
Ambulance 246						\$ 360,697.00				
Ambulance 247								\$ 473,279.00		
<b>Vehicles Subtotal</b>	<b>\$ 1,274,900.00</b>	<b>\$ 918,225.00</b>	<b>\$ 190,900.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 635,098.00</b>	<b>\$ -</b>	<b>\$ 473,279.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Facility Improvements</b>										
East Fire Parking Lot Repair and Resurface	\$ 40,000.00									
<b>Facility Improvements Subtotal</b>	<b>\$ 40,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fire Total</b>	<b>\$ 1,396,599.00</b>	<b>\$ 981,124.00</b>	<b>\$ 214,522.00</b>	<b>\$ -</b>	<b>\$ 432,685.00</b>	<b>\$ 897,586.00</b>	<b>\$ 310,290.00</b>	<b>\$ 760,491.00</b>	<b>\$ 431,168.00</b>	<b>\$ -</b>

## CULTURE AND RECREATION

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Equipment</b>										
2019 John Deere 5090M Tractor & Loader										\$ 81,000.00
Ventrac 4500Y Power Unit						\$ 31,000.00				
Morbark M12RX Drum Brush Chipper										
2022 Toro Sand Pro 3040									\$ 32,000.00	
2020 Farmall 45C Tractor & Loader									\$ 47,000.00	
<b>Equipment Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 79,000.00</b>	<b>\$ 81,000.00</b>
<b>Vehicles</b>										
Van	\$ 60,000.00									
2014 Ford 4x4 with Blade					\$ 58,000.00					
2018 Ford F150						\$ 40,000.00				
2019 Ford F350 with Dump				\$ 65,000.00						
2019 Chevrolet Express 2500 Van							\$ 42,000.00			
2022 Dodge Ram 2500								\$ 50,000.00		
2023 Dodge Ram 1500 2WD									\$ 42,000.00	
2024 Dodge Ram 2500 2WD										\$ 52,000.00
<b>Vehicles Subtotal</b>	<b>\$ 60,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,000.00</b>	<b>\$ 58,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 42,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 42,000.00</b>	<b>\$ 52,000.00</b>

## CULTURE AND RECREATION

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Parks and Recreation</b>										
McVay Trail Extension to Balloon Field - Engineering				\$ 220,000.00						
McVay Trail Extension to Balloon Field - Construction					\$ 402,000.00	\$ 680,000.00				
South Park Playground				\$ 159,000.00						
Memorial Park Playground					\$ 320,000.00					
Barker Park Playground						\$ 165,000.00				
Dayton Park Playground							\$ 171,000.00			
Moats Park Playground								\$ 305,000.00		
Easton Park Playground									\$ 205,000.00	
Pickard Park Playground - Main										\$ 160,000.00
Indianola Activity Center Painting/Caulking				\$ 51,000.00						
Buxton Park Light Poles				\$ 35,000.00						
<b>Parks and Recreation Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 465,000.00</b>	<b>\$ 722,000.00</b>	<b>\$ 845,000.00</b>	<b>\$ 171,000.00</b>	<b>\$ 305,000.00</b>	<b>\$ 205,000.00</b>	<b>\$ 160,000.00</b>

## CULTURE AND RECREATION

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Indianola Wellness Campus (IWC)</b>										
IWCHVACAutomation Communications Migration	\$ 407,600.00									
IWC Competition Pool Rebuild	\$ 152,300.00									
IWC HP2, HP8, RTU2 Repair	\$ 6,600.00									
RTU11, RTU 6 Repair	\$ 6,300.00									
Innovent 1 Controller	\$ 8,100.00									
Pool Vestibule Mini Split	\$ 2,300.00									
WHP	\$ 6,600.00									
Innovent 2 Compressor	\$ 27,000.00									
Fitness Equipment	\$ 55,000.00					\$ 66,000.00				
Fitness Equipment		\$ 57,000.00					\$ 68,000.00			
Fitness Equipment			\$ 59,000.00					\$ 70,000.00		
Fitness Equipment				\$ 61,000.00					\$ 72,000.00	
<b>IWC Subtotal</b>	<b>\$ 671,800.00</b>	<b>\$ 57,000.00</b>	<b>\$ 59,000.00</b>	<b>\$ 61,000.00</b>	<b>\$ -</b>	<b>\$ 66,000.00</b>	<b>\$ 68,000.00</b>	<b>\$ 70,000.00</b>	<b>\$ 72,000.00</b>	<b>\$ -</b>

## CULTURE AND RECREATION

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Veterans Memorial Aquatics Center (VMAC)</b>										
Yellow Slide Pump	\$ 16,800.00							\$ 19,700.00		
Shallow Water Features Restoration	\$ 32,600.00									
Gutter Replacement	\$ 59,000.00									
Blue Slide Pump 1		\$ 17,000.00								
Main Circulation Pump 2						\$ 19,000.00				
Feature Pump 3				\$ 17,500.00						\$ 20,500.00
Feature Pump 4				\$ 17,500.00						\$ 20,500.00
Replace Sand Filters				\$ 285,000.00						
Pool Parking Lot Lights		\$ 78,000.00								
Slide Refurbishment	\$ 15,000.00									\$ 25,000.00
<b>VMAC Subtotal</b>	<b>\$ 123,400.00</b>	<b>\$ 95,000.00</b>	<b>\$ -</b>	<b>\$ 320,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,000.00</b>	<b>\$ 19,700.00</b>	<b>\$ -</b>	<b>\$ 66,000.00</b>

**Culture and Recreation**

Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,000.00	\$ -	\$ -	\$ 79,000.00	\$ 81,000.00
Vehicles	\$ 60,000.00	\$ -	\$ -	\$ 65,000.00	\$ 58,000.00	\$ 40,000.00	\$ 42,000.00	\$ 50,000.00	\$ 42,000.00	\$ 52,000.00
Parks and Recreation	\$ -	\$ -	\$ -	\$ 465,000.00	\$ 722,000.00	\$ 845,000.00	\$ 171,000.00	\$ 305,000.00	\$ 205,000.00	\$ 160,000.00
IWC	\$ 671,800.00	\$ 57,000.00	\$ 59,000.00	\$ 61,000.00	\$ -	\$ 66,000.00	\$ 68,000.00	\$ 70,000.00	\$ 72,000.00	\$ -
VMAC	\$ 123,400.00	\$ 95,000.00	\$ -	\$ 320,000.00	\$ -	\$ -	\$ 19,000.00	\$ 19,700.00	\$ -	\$ 66,000.00
<b>Total Culture and Recreation</b>	<b>\$ 855,200.00</b>	<b>\$ 152,000.00</b>	<b>\$ 59,000.00</b>	<b>\$ 911,000.00</b>	<b>\$ 780,000.00</b>	<b>\$ 982,000.00</b>	<b>\$ 300,000.00</b>	<b>\$ 444,700.00</b>	<b>\$ 398,000.00</b>	<b>\$ 359,000.00</b>

## STREET AND STORMWATER

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Equipment</b>										
Retrofit dump trucks with wing plows	\$ 40,621.00	\$ 25,000.00	\$ 35,000.00							
2031 Caterpillar 908M					\$ 175,000.00					
2029 & 2034 Elgin Whirlwind			\$ 400,000.00					\$ 500,000.00		
2030 Larue Snow Blower				\$ 200,000.00						
John Deere 333P trackloader		\$ 140,000.00								
John Deere 50P mini excavator	\$ 100,000.00									
Cat Hyd. Snow Blower	\$ 18,000.00									
Concrete Saw Trailer		\$ 18,000.00								
12' Single Axle Utility Trailer		\$ 5,000.00								
Hotsy Pressure Washer		\$ 13,000.00								
Brine System	\$ 50,000.00									
<b>Equipment Subtotal</b>	<b>\$ 208,621.00</b>	<b>\$ 201,000.00</b>	<b>\$ 435,000.00</b>	<b>\$ 200,000.00</b>	<b>\$ 175,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500,000.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Vehicles</b>										
2025 Dodge Ram 3500 4x4		\$ 70,000.00								
2026 International HV-507 single	\$ 285,000.00									
2026 Dodge Ram 3500 4x4			\$ 75,000.00							
2027 International HV-507 single		\$ 290,000.00								
2029 International HV-507 tandem			\$ 345,000.00							
2030 International HV-507 tandem				\$ 350,000.00						
2031 Dodge Ram 3500 4x4					\$ 75,000.00					
2032 Dodge Ram 3500 4x4						\$ 76,000.00				
2032 International HV-507 single						\$ 300,000.00				
2034 Dodge Ram 3500 4x4								\$ 77,000.00		
2034 Dodge Ram 3500 4x4								\$ 80,000.00		
2034 Dodge Ram 3500 4x4								\$ 80,000.00		
2034 International HV-507 single								\$ 310,000.00		
2036 International HV-507 single										\$ 320,000.00
<b>Vehicles Subtotal</b>	<b>\$ 285,000.00</b>	<b>\$ 360,000.00</b>	<b>\$ 420,000.00</b>	<b>\$ 350,000.00</b>	<b>\$ 75,000.00</b>	<b>\$ 376,000.00</b>	<b>\$ -</b>	<b>\$ 547,000.00</b>	<b>\$ -</b>	<b>\$ 320,000.00</b>
<b>Facility Improvements</b>										
<b>Facility Improvements Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Street Improvements</b>										
W. Iowa Storm Improvements		\$ 700,000.00								
N. 14th St Storm Sewer Improvements (E Hillcrest			\$ 430,000.00							
Street Improvements	\$ -	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00	\$ 2,750,000.00
<b>Street Improvements Subtotal</b>	<b>\$ -</b>	<b>\$ 3,450,000.00</b>	<b>\$ 3,180,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 2,750,000.00</b>
<b>Street Total</b>	<b>\$ 493,621.00</b>	<b>\$ 4,011,000.00</b>	<b>\$ 4,035,000.00</b>	<b>\$ 3,300,000.00</b>	<b>\$ 3,000,000.00</b>	<b>\$ 3,126,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 3,797,000.00</b>	<b>\$ 2,750,000.00</b>	<b>\$ 3,070,000.00</b>

## SEWER

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Equipment</b>										
Dump Trailer		\$ 10,000.00								
South Plant Replacement Pump	\$ 35,000.00									
Quail Meadows Replacement Pump		\$ 30,000.00								
65/69 Replacement Pump			\$ 30,000.00							
<b>Equipment Subtotal</b>	<b>\$ 35,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 30,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Vehicles</b>										
15 F250 Pickup	\$ 50,000.00									
New Dodge Dump Truck	\$ 50,000.00									
18 F250 Pickup		\$ 50,000.00								
23 Jet/Vac Truck							\$ 600,000.00			
<b>Vehicles Subtotal</b>	<b>\$ 100,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sewer Projects</b>										
W Iowa Ave Sewer Replacement Design Phase Engineering	\$ 175,000.00									
W Clinton Sewer addition between MH 25 to NW-204		\$ 135,000.00								
Pipe between MH 15 to NW-9			\$ 125,000.00							
Morlock Transformer Replacement	\$ 50,000.00									
McCord Transformer Replacement		\$ 50,000.00								
Plainview Transformer Replacement			\$ 50,000.00							
Manhole Repair	\$ 70,000.00									
Lining Repair Sewer Mains	\$ 140,000.00									
<b>Sewer Projects Subtotal</b>	<b>\$ 435,000.00</b>	<b>\$ 185,000.00</b>	<b>\$ 175,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sewer Total</b>	<b>\$ 570,000.00</b>	<b>\$ 275,000.00</b>	<b>\$ 205,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# INTERNAL SERVICES

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
<b>Equipment</b>										
Security Hardware	\$ 20,000.00			\$ 20,000.00			\$ 20,000.00			\$ 20,000.00
Firewall		\$ 5,000.00			\$ 5,000.00			\$ 5,000.00		
Switches Wireless Networking			\$ 5,000.00			\$ 5,000.00			\$ 7,500.00	
PD Mobile Terminals 9/year for 3 years	\$ 25,000.00	\$ 25,000.00			\$ 25,000.00	\$ 25,000.00	\$ 25,000.00			\$ 30,000.00
HyperV Servers (1)		\$ 10,000.00				\$ 10,000.00				
Computer Replacement PD (non-MDT)			\$ 7,000.00					\$ 7,500.00		\$ 15,000.00
Computer Replacement Fire (11)				\$ 13,500.00					\$ 14,000.00	
Computer Replacement Library (13)					\$ 15,000.00					\$ 15,000.00
Computer Replacement Library - Public					\$ 8,000.00					\$ 8,000.00
Computer Replacement Parks (3)		\$ 4,500.00					\$ 5,000.00			
Computer Replacement Activity Center			\$ 8,000.00					\$ 8,500.00		
Computer Replacement IWC (9)				\$ 11,000.00					\$ 11,000.00	
Computer Replacement Pool/Pickard (7)	\$ 8,400.00					\$ 9,000.00				
Computer Replacement Streets (5)		\$ 7,500.00					\$ 7,500.00			
Computer Replacement WRRF (6)			\$ 8,000.00					\$ 8,500.00		
Computer Replacement Com Dev (6)				\$ 8,000.00					\$ 8,500.00	
Computer Replacement Administration					\$ 8,500.00					\$ 9,000.00
Computer Replacement IT/Comm/Fac			\$ 15,000.00					\$ 15,000.00		
Communication Equipment			\$ 12,000.00					\$ 12,000.00		
Hardware Replacements				\$ 10,000.00					\$ 10,000.00	
Council AV Equipment		\$ 20,000.00					\$ 20,000.00			
Office Phone System and Phones										
<b>Equipment Subtotal</b>	<b>\$ 53,400.00</b>	<b>\$ 72,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ 62,500.00</b>	<b>\$ 61,500.00</b>	<b>\$ 49,000.00</b>	<b>\$ 77,500.00</b>	<b>\$ 56,500.00</b>	<b>\$ 51,000.00</b>	<b>\$ 97,000.00</b>
<b>Vehicles</b>										
<b>Vehicles Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Projects</b>										
<b>Projects Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Internal Services Total</b>	<b>\$ 53,400.00</b>	<b>\$ 72,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ 62,500.00</b>	<b>\$ 61,500.00</b>	<b>\$ 49,000.00</b>	<b>\$ 77,500.00</b>	<b>\$ 56,500.00</b>	<b>\$ 51,000.00</b>	<b>\$ 97,000.00</b>

## COMMUNITY DEVELOPMENT

Project	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036
Ford Explorer 278 Replacement						\$ 25,000.00				
Ford Explorer 300 Replacement						\$ 25,000.00				
<b><i>Vehicles Subtotal</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Projects</b>										
<b>Community Development Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





# MEMORANDUM

**To:** Mayor and City Council  
**From:** Bryce Johnson, Community and Economic Development Director  
**Date:** June 15, 2026  
**Subject:** Discussion and direction regarding Multi-residential Property Classification for tax abatements.

---

**Introduction:** City staff is providing an update on the city’s property tax abatement program.

**Background:**

On May 4, 2026, City Council provided direction to proceed with an amendment to the City’s Urban Revitalization Plan to change the residential property tax abatement program from five-year to three-year with an adjusted sliding schedule. On May 18, 2026, Governor Reynolds signed Senate File 2472 (SF 2472), a property tax reform bill, into law. Changes in State law will impact the city’s tax abatement program. Staff is providing an update on the amendment and requesting direction regarding classification of multiresidential projects.

**Discussion:**

In the weeks following this law, staff has participated in training sessions by the Iowa League of Cities, Greater Des Moines Partnership, and internal discussions with Ahlers and Cooney, to better understand the impacts of the State law changes. The general recommendation from these partners is to pause policy changes until administrative guidance is released to identify how the State law changes will impact our community.

Staff is still working to amend the Urban Revitalization Plan to reduce the residential tax abatement program to a three-year sliding scale (60%, 40%, 20%). There is consideration to include a 0% residential tax abatement in Year One so the city is able to collect as much revenue in Year One as new construction projects are excluded from the 2% growth cap limitation created by SF 2472.

Under the new law, “New Valuation” means taxable value attributable to new construction, additions/improvements (beyond normal repair), and boundary adjustments. This definition is critical because growth from new valuation is excluded from the 2% cap. The effective date is January 1, 2027.

State law also introduced back the term “multiresidential” meaning three or more dwelling units. These type of properties will continue to be assessed as residential, but SF 2472 establishes the following:

- FY 2027 – Multiresidential property is assessed at the residential percentage plus 3%

- FY 2028 and beyond – Multiresidential property is assessed at the residential percentage plus 6%

Staff is requesting Council decide how the abatement program would classify multiresidential projects – either residential (3 year sliding at 60%, 40%, 20%) or commercial (4 year sliding at 80%, 60%, 40%, 20%). Currently, multiresidential abatement is processed as residential so they fall under the current five-year sliding scale (soon to be a three-year sliding scale per recent City Council direction).

The three-year incentive will allow the city to capture more revenue, especially in Year One, but the four-year incentive will be more attractive to developers looking to construct new or improve outdated structures. Staff recommends multiresidential projects be classified as residential to be consistent with the existing Plan and align similarly with State code as these are assessed as residential.

It is important to again note that the school district levy is excluded from abatement. As a result, the three-year and four-year abatement schedules are relatively similar in minimal impact, since approximately 46% of the total tax rate associated with the school district is already removed from the calculation. Therefore, City Council should determine whether the primary goal of the multiresidential abatement classification is to maximize revenue generation for the City through the three-year schedule or to provide a greater development incentive through the four-year schedule.

The 2% levy growth cap limits the City's ability to generate additional revenue needed to support essential public services and infrastructure associated with future development. Because new construction value is excluded from the 2% cap calculation, it is increasingly important for the City to capture as much new construction valuation as possible within the tax base.

Tax abatements reduce the amount of new construction valuation available to the City. As a result, staff recommends consideration of a 0% Year One abatement provision to allow the City to capture the initial new construction revenue while it remains outside of the 2% growth cap. In subsequent years, that valuation becomes part of the existing tax base and, if the City is already at or above the 2% cap, the associated revenue growth will no longer be fully attainable.

If City Council excludes the 0% proposal in Year One the city will be required to provide essential services to new developments without generating additional revenue to fund said services due to the assumption the city will meet the 2% growth cap each year. Therefore, it is important for the city to capture as much new valuation tax revenue, but that money will only go so far for each development.

Staff continues to work with legal counsel to clarify potential abatement/TIF impacts. We also anticipate a future change to State law to better interpret the definitions and application. Legal counsel has been asked to attend this meeting to answer any questions from Council.

**Budget Impact:** This amendment would require legal fees associated with drafting updates to the City's Urban Revitalization Plan.

**Recommendation:** Staff requests City Council discussion and feedback.

**Attachments:** None



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Bill Mettee, Senior Planner  
**Date:** June 15, 2026  
**Subject:** Resolution approving site plan for Pickard Commerce Park Plat 1, Lot 7 (413 South 21st Street).

---

**Introduction:** Apex Storage Solutions, LLC is requesting approval of a site plan for a mini-storage warehouse in Pickard Commerce Park Plat 1.

**Background:** The applicant is proposing a site plan for an industrial development. The proposed site plan for consideration is for a mini-warehouse facility comprising of one building on site. The building will be 40' x 275' and 11,000 square feet in area and have 19 individual units. The building will be approximately 17-feet in height at its tallest point.

Access into the site will be from a driveway on South 21<sup>st</sup> Street. A total of one (1) parking space is required (1 space per 20 units plus 1 per employee at max shift) for the property and the applicant is providing the required space. The proposed site plan meets the parking requirements.

A 5' sidewalk will be installed along the entirety of Lot 7 and a 5' pedestrian walkway is shown into the site from the public way. A traffic generation memo has been provided by the engineer.

All utilities have been installed with the plat improvements and will be extended as needed to service the site. Stormwater detention will be provided in a basin at the south end of the plat.

A minimum of 15% of the project area is required to be open space. The total amount of open space proposed is 53.3%. The plantings shown on the landscape plan meet the minimum requirements of the Landscape & Open Space Ordinance.

Colored building elevations are included for review. The building is proposed to be constructed of versetta stone panels and architectural metal panels with concealed fasteners. The elevations demonstrate compliance with the building design standards.

**Discussion:** The site plan has undergone full review. The developer and engineer have addressed all staff comments.

**Budget Impact:** None.

**Recommendation:**  
**STAFF RECOMMENDATION**

The proposed site plan is in general conformance with the Zoning Ordinance, Subdivision Ordinance, and Comprehensive Pan. Staff recommend approval of the site plan for Pickard Commerce Park Plat

1 Lot 7.

**PLANNING COMMISSION RECOMMENDATION**

At their June 9, 2026 meeting, the Planning Commission voted unanimously 7-0 in favor of the site plan and recommend the City Council approve the site plan for Pickard Commerce Park Plat 1 Lot 7.

- Attachments:**
1. RES\_Pickard Lot 7\_SP
  2. Pickard7-8\_SitePlan
  3. 4.22.26 Hart 40x275 elevation and unit mix 4.0
  4. CC\_Staff Report\_Pickard Lot 7\_SP\_061526

City of Indianola  
**RESOLUTION NO. 2026-**

**RESOLUTION APPROVING THE SITE PLAN FOR PICKARD COMMERCE PARK  
PLAT 1 LOT 7 (413 SOUTH 21<sup>ST</sup> STREET)**

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

**WHEREAS**, the City of Indianola Planning and Zoning Commission reviewed and recommended approval of a Site Plan for Pickard Commerce Park Plat 1 Lot 7 on June 9, 2026; and

**WHEREAS**, the Site Plan for Pickard Commerce Park Plat 1 Lot 7 is in general conformance with section §165 – *Zoning Regulations* of the Indianola Municipal Code; and

**WHEREAS**, the Site Plan for Pickard Commerce Park Plat 1 Lot 7 is in general conformance with section §165.08 – *Open Space, Landscaping and Buffering* of the Indianola Municipal Code; and

**WHEREAS**, the Site Plan for Pickard Commerce Park Plat 1 Lot 7 is in general conformance with section §165.09 – *Building Design Standards* of the Indianola Municipal Code.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Indianola, Iowa having considered the recommendations of the Planning and Zoning Commission, on this 15<sup>th</sup> day of June, 2026, that the Site Plan for Pickard Commerce Park Plat 1 Lot 7 be approved.

\_\_\_\_\_  
Steve Richardson, Mayor

ATTEST:

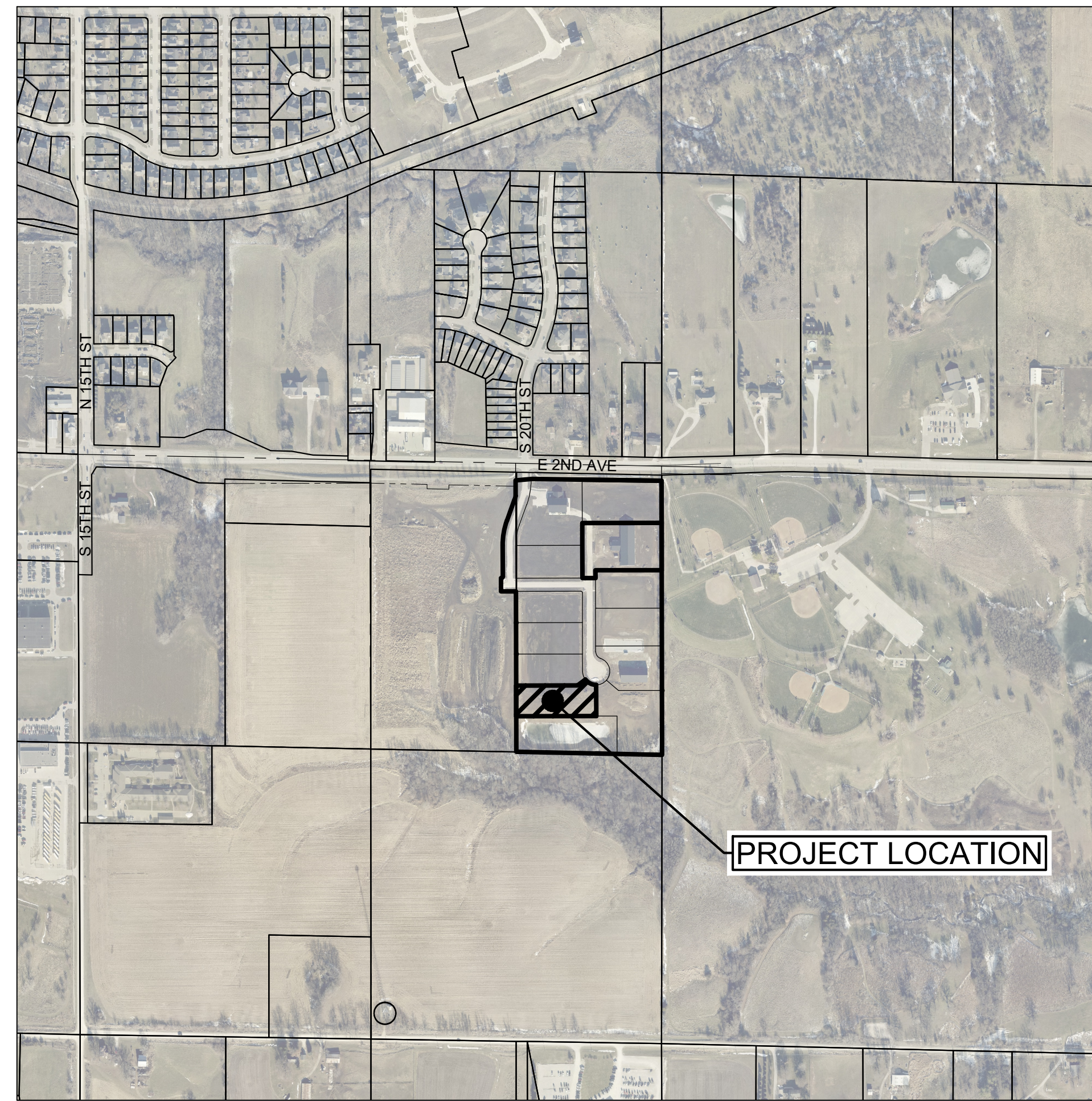
\_\_\_\_\_  
Jackie Raffety, City Clerk

# SITE PLAN FOR PICKARD INDUSTRIAL PARK PLAT 1, LOT 7

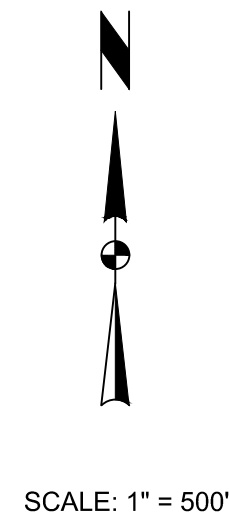
## 413 S 21ST STREET CITY OF INDIANOLA, WARREN COUNTY, IOWA

**OWNER / DEVELOPER**  
 APEX STORAGE SOLUTIONS LLC  
 802 HILLCREST AVE  
 INDIANOLA, IA 50125  
 CONTACT: ANDREW HART  
 PHONE: 515-577-0183  
 EMAIL: ANDREW@PELLABUILDINGS.COM

**ENGINEER**  
 SNYDER & ASSOCIATES, INC.  
 2727 SNYDER BLVD  
 ANKENY, IOWA 50023  
 CONTACT: KOREY MARSH, P.E.  
 PHONE: 515-964-2020  
 EMAIL: KMARSH@SNYDER-ASSOCIATES.COM



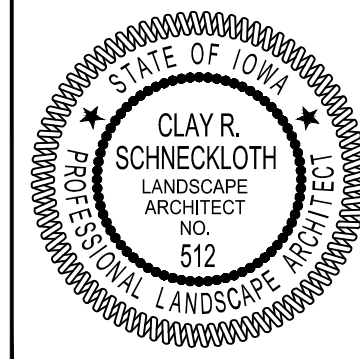
VICINITY MAP



SCALE: 1" = 500'

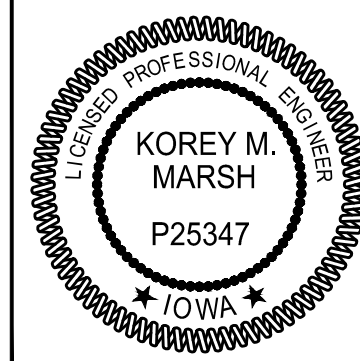
**Sheet List Table**

- C100 TITLE SHEET
- C200 PROJECT INFORMATION
- C300 DIMENSION AND UTILITY PLAN
- C400 GRADING AND EROSION CONTROL PLAN
- C500 PLANTING PLAN



I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge. I am a duly licensed Professional Landscape Architect under the laws of the State of Iowa.

Clay R. Schneckloth, PLA \_\_\_\_\_ Date  
 License Number 512  
 Pages or sheets covered by this seal:  
 C500  
 License Expires: June 30, 2027



I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

Korey M. Marsh, P.E. \_\_\_\_\_ Date  
 License Number P25347  
 My License Renewal Date is December 31, 2026  
 Pages or sheets covered by this seal:  
 C100 - C400

MARK	REVISION	DATE	BY
3	REVISED PER CITY COMMENTS	05-18-26	KS
2	REVISED PER CITY COMMENTS	05-15-26	LJM
1	REVISED PER CITY COMMENTS	04-30-26	KS

Engineer: KS    Checked By: KMM    Scale: 1" = 500'  
 Technician: LJM    Date: 03/26/2026    T-R-S: TTN-RRW-SS

Project No.: 125.1027.01    Sheet C100

**PICKARD INDUSTRIAL PARK PLAT 1, LOT 7**

**TITLE SHEET**

**INDIANOLA, IOWA**

**SNYDER & ASSOCIATES, INC.**

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



**SNYDER & ASSOCIATES**

Project No.: 125.1027.01  
 Sheet C100

I:\Projects\2025\125.1027\1027.DWG\DWG\SP\_125.1027\_TSN.dwg KENNAN SIBASIG TITLE SHEET 20250518 4:57 PM ANSI FULL BLEED D (24.00 X 22.00 INCHES)

LEGEND

Table with columns: FEATURES, FOUND, SET. Lists various survey features like Section Corner, ROW Marker, Control Point, etc.

Table with columns: FEATURES, EXISTING, PROPOSED. Lists features like Spot Elevation, Contour Elevation, Fence, etc. with corresponding symbols for existing and proposed states.

Table with columns: FEATURES, FOUND, SET. Lists utility quality service levels for various utilities like Fire Hydrant, Water Main, Gas, etc.

UTILITY QUALITY SERVICE LEVELS
QUALITY LEVELS OF UTILITIES ARE SHOWN IN THE PARENTHESSES WITH THE UTILITY TYPE AND WHEN APPLICABLE, SIZE. THE QUALITY LEVELS ARE BASED ON THE CI / ASCE 38-02 STANDARD.

UTILITY WARNING
THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES OR SUBSURFACE FEATURES SHOWN COMPRISE ALL SUCH ITEMS IN THE AREA, EITHER IN SERVICE OR ABANDONED.

CONTROL POINTS

- IOWA REGIONAL COORDINATE SYSTEM ZONE 8 (IA-AMES-DSM) NAD83(2011)(EPOCH 2010.00) IARTN DERIVED - US SURVEY FEET
CP100 N=7403578.58 E=18551246.06 Z=962.52
IDOT ALUMINUM CAP LOCATED NE CORNER OF SITE, +-10' SOUTH OF SIDEWALK. (AS SHOWN ON SURVEY)

BENCHMARKS

- NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88 - GEOID12A) IARTN DERIVED - US SURVEY FEET
BM500 N=7403564. E=18550905. Z=962.19
ARROW ON HYDRANT LOCATED NORTH SIDE CENTER SITE, +-5' SOUTH OF SIDEWALK. (AS SHOWN ON SURVEY)

IOWA ONE CALL logo and contact information: 1-800-292-8989, www.iowaonecall.com

UTILITY CONTACT INFORMATION

UTILITY CONTACT FOR MAPPING INFORMATION SHOWN AS RECEIVED FROM THE IOWA ONE CALL DESIGN REQUEST SYSTEM, TICKET NUMBER 552202879.

Table listing utility contacts for G1-GAS MAIN, CLEAR PER MAP, CO1-COMMUNICATION, NO RESPONSE, FO3-FIBER OPTIC, NO RESPONSE, NO RESPONSE, FO2-FIBER OPTIC, NO RESPONSE, S1-SANITARY SEWER, ST1-STREETS AND STORM SEWER, CLEAR PER MAP.

NOTES

- 1. NOTIFY UTILITY PROVIDERS PRIOR TO BEGINNING ANY CONSTRUCTION ACTIVITIES AND COORDINATE WITH UTILITY PROVIDERS AS NECESSARY DURING CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION, AND DEPTH OF ALL UTILITIES.
2. CONSTRUCTION OF ALL WATER MAIN IMPROVEMENTS SHALL CONFORM TO IMU WATER UTILITY PROCEDURE MANUAL FOR MATERIALS AND CONSTRUCTION STANDARDS (2018).

NOTES

- 1. BUILDING LINES AND CORNERS ARE FOR USE IN PREPARING CIVIL SITE PLAN DOCUMENTS. BUILDING CORNERS AND BUILDING LINES SHOULD BE SPECIFICALLY VERIFIED, AS NECESSARY, PRIOR TO DESIGN FOR CONSTRUCTION OF ANY PROPOSED EXPANSION OR CONNECTION OF BUILDING COMPONENTS.
2. FOR CLARITY PURPOSES, SURVEY SPOT ELEVATIONS ARE NOT SHOWN ON THIS SURVEY, BUT ARE CONTAINED WITHIN THE DIGITAL CADD FILES.

PARKING REQUIREMENTS

1 STALL PER 20 UNITS
1 PER EMPLOYEE AT MAX SHIFT
19 UNITS X 1 STALL PER 20 UNITS = 1 STALL REQUIRED
0 EMPLOYEE X 1 STALL PER EMPLOYEE = 0 STALL REQUIRED
TOTAL STALLS REQUIRED = 1
TOTAL STALLS PROVIDED = 1

POLLUTION PREVENTION NOTES

- A. POLLUTION PREVENTION AND EROSION PROTECTION
1. CODE COMPLIANCE: THE CONTRACTOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL POTENTIAL POLLUTION AND SOIL EROSION CONTROL REQUIREMENTS OF THE IOWA CODE, THE IOWA DEPARTMENT OF NATURAL RESOURCES (IDNR) NPDES PERMIT, THE U.S. CLEAN WATER ACT AND ANY LOCAL ORDINANCES.
B. STORM WATER DISCHARGE PERMIT
1. THIS PROJECT REQUIRES COVERAGE UNDER THE NPDES GENERAL PERMIT NO. 2 FOR STORM WATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITIES FROM THE IDNR.

Table with columns: REVISED PER CITY COMMENTS, REVISION, DATE, BY. Shows revision history for the document.

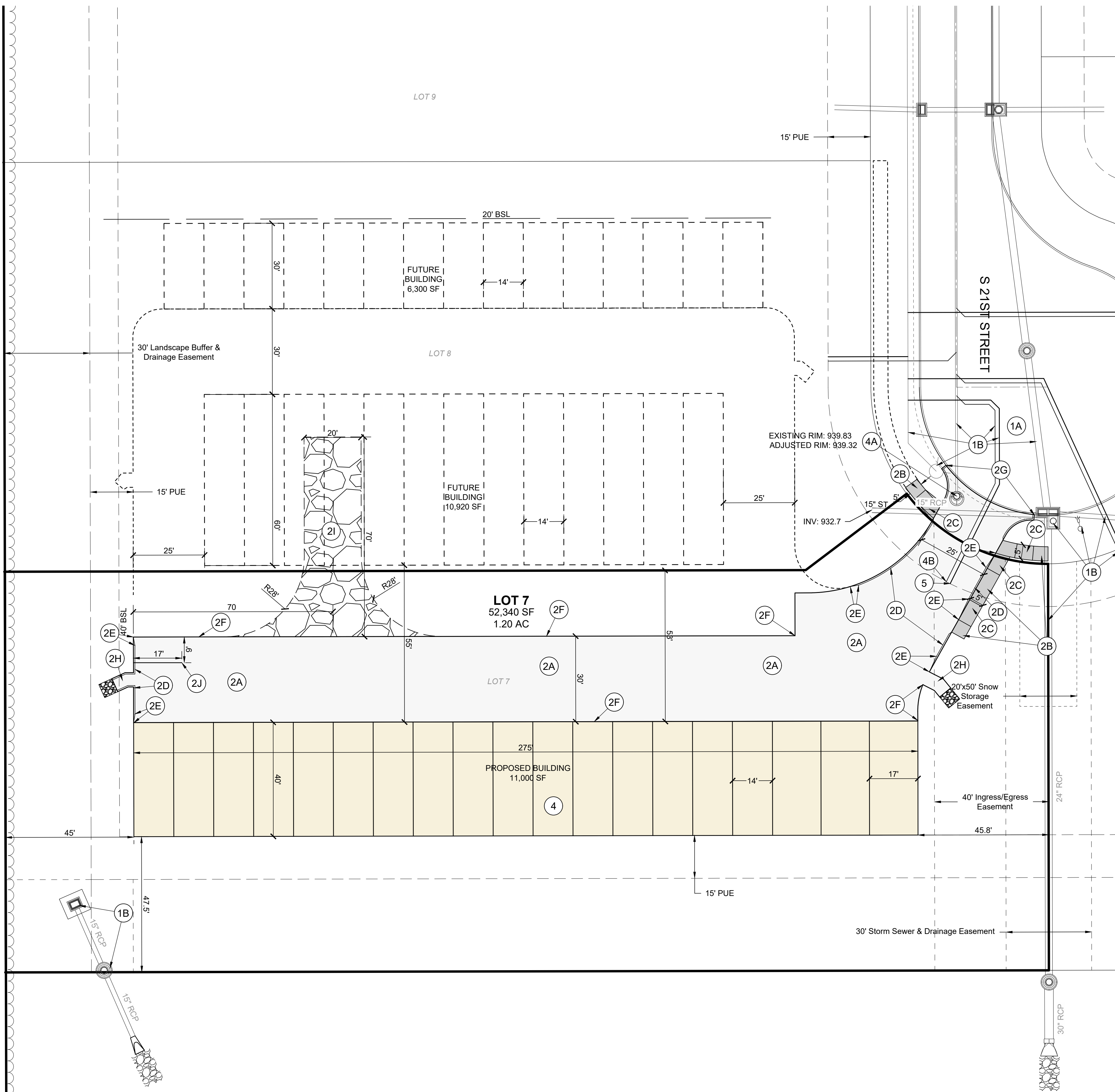
INDIANOLA, IOWA
PROJECT INFORMATION
PICKARD INDUSTRIAL PARK PLAT 1, LOT 7
SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
www.snyder-associates.com



Project No: 125.1027.01
Sheet C200

Vertical text on the left margin: 125.1027.TS1.dwg, KENNETH S. BRASCH, PROJECT INFORMATION, 2024/05/18, 4:53 PM, ANSI FULL BLEED D (24.00 X 36.00 INCHES)

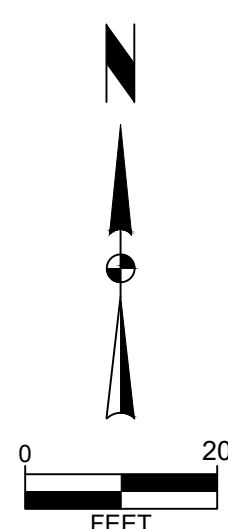
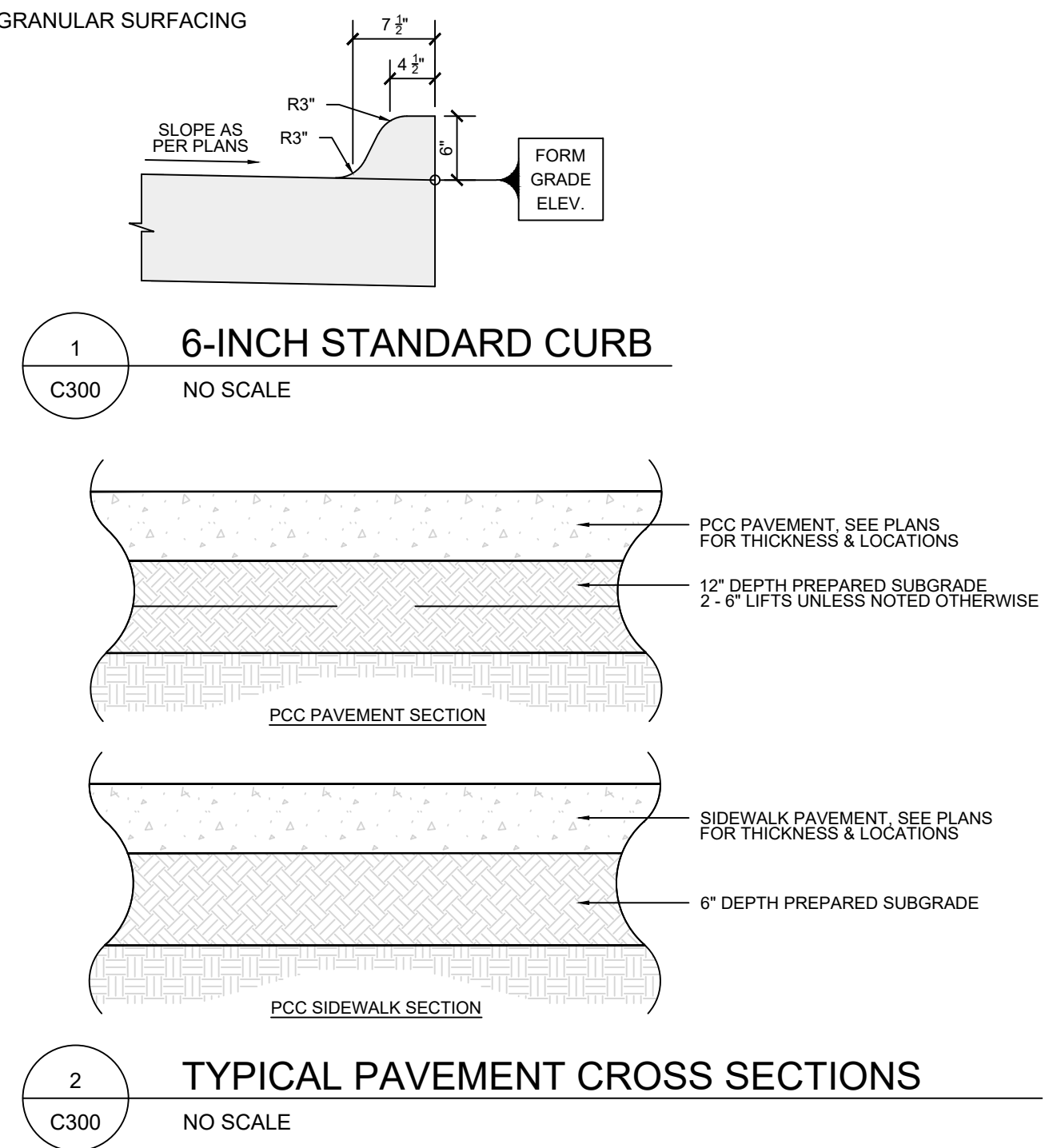
I:\Projects\2025\125.1027.DIM AND UTILITY PLAN, DIMENSION AND UTILITY PLAN, 2025.06.18, 4:55 PM, ANS FULL BLEED D (A, C, X, Z) (0 INCHES)



- ### DIMENSION PLAN CONSTRUCTION NOTES
- EXISTING FEATURES. PROTECT THE FOLLOWING:
    - PAVEMENT TO REMAIN.
    - EXISTING UTILITIES. COORDINATE ANY RELOCATIONS OR ADJUSTMENTS WITH UTILITY SERVICE PROVIDER AS NECESSARY.
  - PAVEMENTS. PROVIDE THE FOLLOWING WHERE INDICATED ON PLAN:
    - 6" DEPTH PCC PAVEMENT ON 12" PREPARED SUBGRADE COMPACTED TO 95% STANDARD PROCTOR DENSITY.
    - 5" DEPTH PCC SIDEWALKS ON 6" PREPARED SUBGRADE COMPACTED TO 95% STANDARD PROCTOR DENSITY.
    - PEDESTRIAN RAMP WITH A MAXIMUM SLOPE OF 8.33%.
    - 6" STANDARD CURB. SEE DETAIL ON THIS SHEET.
    - TAPER TO NO CURB.
    - NO CURB.
    - GRIND CURB. CONNECT TO EXISTING PAVEMENT WITH SUDAS TYPE B CONNECTION.
    - 5 FOOT WIDE CUNETTE.
    - GRANULAR SURFACING.
    - PAINTED PARKING STALL LINE, 4 INCHES WIDE, PAINTED YELLOW.
  - BUILDING. SEE ARCHITECTURAL PLANS FOR DETAILS.
  - SANITARY SEWER. PROVIDE THE FOLLOWING:
    - ADJUST RIM TO GRADE AS NECESSARY DURING CONSTRUCTION.
    - CLEANOUT. INSTALL CLEANOUT ON END OF EXISTING SERVICE.
  - REMOVE EXISTING WATER SERVICE STUB AND DISCONNECT FROM VALVE. INSTALL WATER PLUG.

### PAVEMENT LEGEND

- 5" PCC SIDEWALK
- 6" PCC PAVEMENT
- GRANULAR SURFACING



MARK	REVISION	DATE	BY
3	REVISED PER CITY COMMENTS	05-18-26	KS
2	REVISED PER CITY COMMENTS	05-15-26	LJM
1	REVISED PER CITY COMMENTS	04-30-26	KS

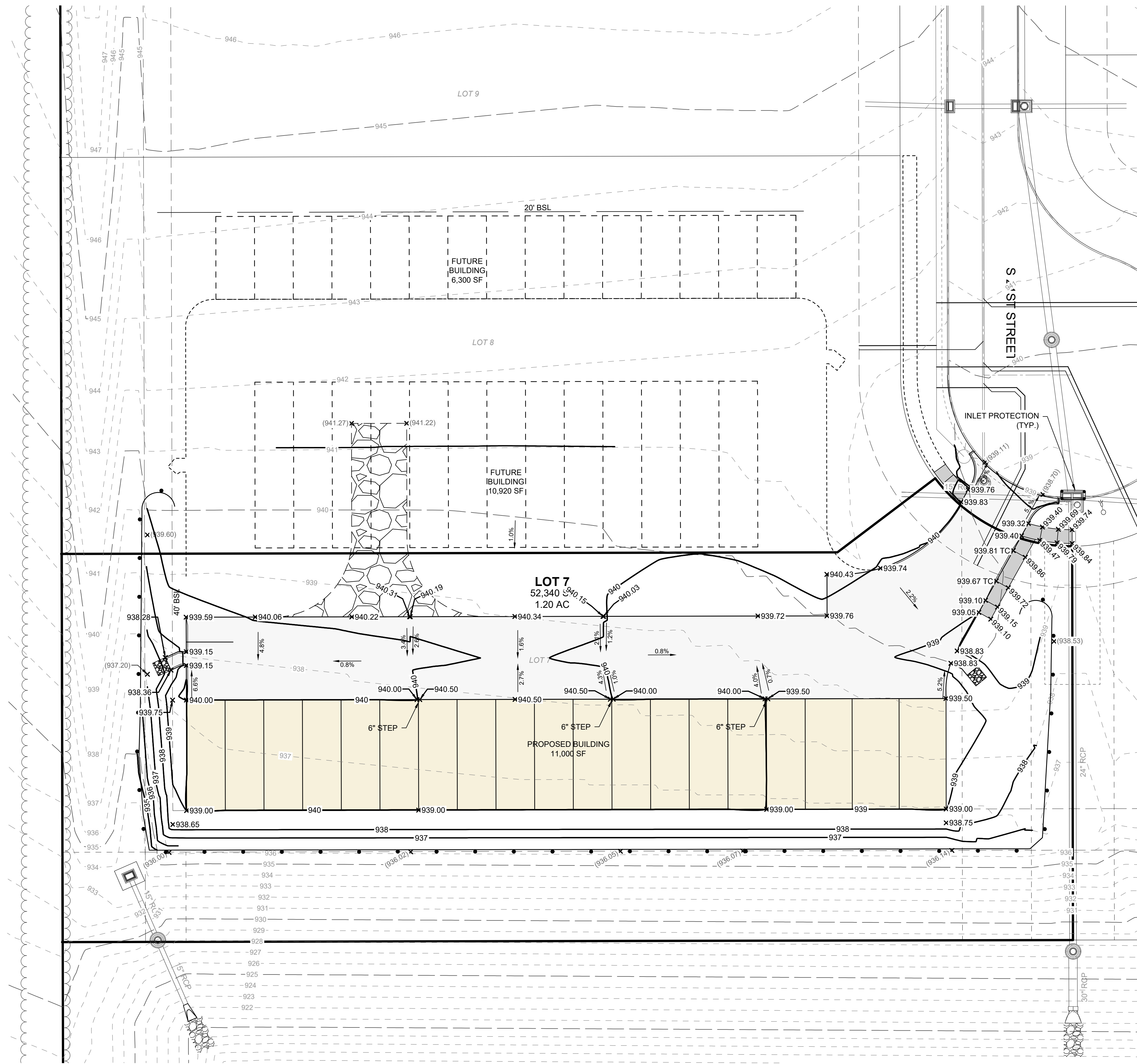
  

Engineer: KS	Checked By: KMM	Scale: 1" = 20'
Technician: LJM	Date: 03/26/2026	T-R-S: TTN-RRW-SS

**PICKARD INDUSTRIAL PARK PLAT 1, LOT 7**  
**DIMENSION AND UTILITY PLAN**  
**INDIANOLA, IOWA**  
**SNYDER & ASSOCIATES, INC. I**

Project No: 125.1027.01  
 Sheet C300

L:\Projects\125.1027 GRADING AND EROSION CONTROL PLAN 2020\05.18.4.51 PM ANSI FULL BLEED D (34.00 X 22.00 INCHES)

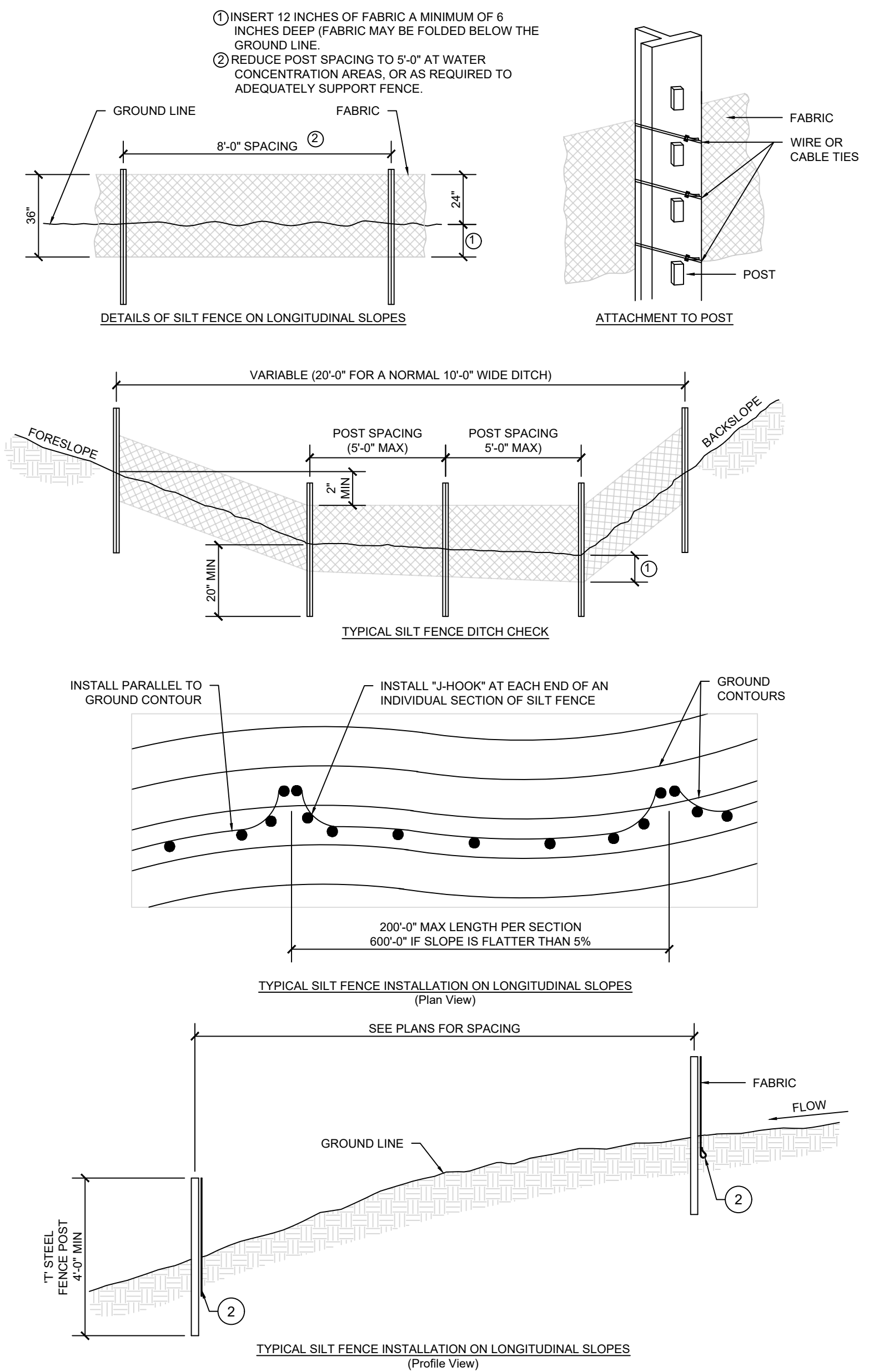


**GRADING PLAN GENERAL NOTES**

- A. CONTRACTOR TO STRIP AND STOCKPILE TOPSOIL ON ALL AREAS TO BE CUT OR FILLED. RESPREAD TO MINIMUM 8" DEPTH TO FINISH GRADES.
- B. ANY EXCESS CUT TO BE SPREAD ON SITE AS DIRECTED BY ENGINEER DURING CONSTRUCTION. PLACE TOPSOIL OVER ALL AREAS DISTURBED.
- C. ALL DRAINAGE SWALES AND SLOPES 5 TO 1 OR GREATER TO BE SEEDED USING COMMERCIALY AVAILABLE EROSION CONTROL SEED. MIXTURE APPLIED AT RATE RECOMMENDED BY SUPPLIER.
- D. EROSION CONTROL: SEED THE SITE AFTER ROUGH GRADING HAS BEEN COMPLETED. PLACE SILT FENCE AND MAINTAIN IN PROBLEM AREAS AFTER GROUND COVER HAS BEEN ESTABLISHED. COMPLY WITH EROSION CONTROL LAW.
- E. PROVIDE BELOW GRADE INLET PROTECTION IN PAVED AREAS FOLLOWING PAVING OPERATIONS.
- F. THE SOIL EROSION AND SEDIMENT CONTROL MEASURES SPECIFIED ON THIS PLAN ARE THE MINIMUM REQUIRED. ADDITIONAL OR ALTERNATE CONTROL MEASURES MAY BE NECESSARY DUE TO CONDITIONS CREATED BY WEATHER OR LACK OF MAINTENANCE. THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF ANY ADDITIONAL OR ALTERNATE CONTROL MEASURES THAT MAY BE NECESSARY TO PREVENT EROSION AND SEDIMENTATION AS DETERMINED BY THE CITY.

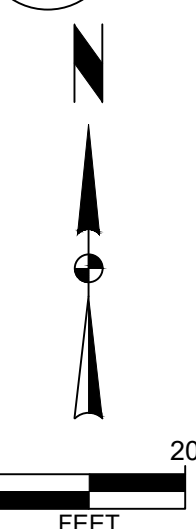
**QUANTITIES**

SEEDING AND MULCHING =1.0 AC  
 SILT FENCE =600 LF  
 INLET PROTECTION =1 EA



**1 SILT FENCE DETAIL**

NO SCALE



3	REVISED PER CITY COMMENTS	05-18-26	KS
2	REVISED PER CITY COMMENTS	05-15-26	LJM
1	REVISED PER CITY COMMENTS	04-30-26	KS
MARK	REVISION	DATE	BY
Engineer: KS	Checked By: KMM	Date: 03/26/2026	Scale: 1" = 20'
Technician: LJM	T-R-S: TTN-RRW-SS		
Project No: 125-1027.01			Sheet C400

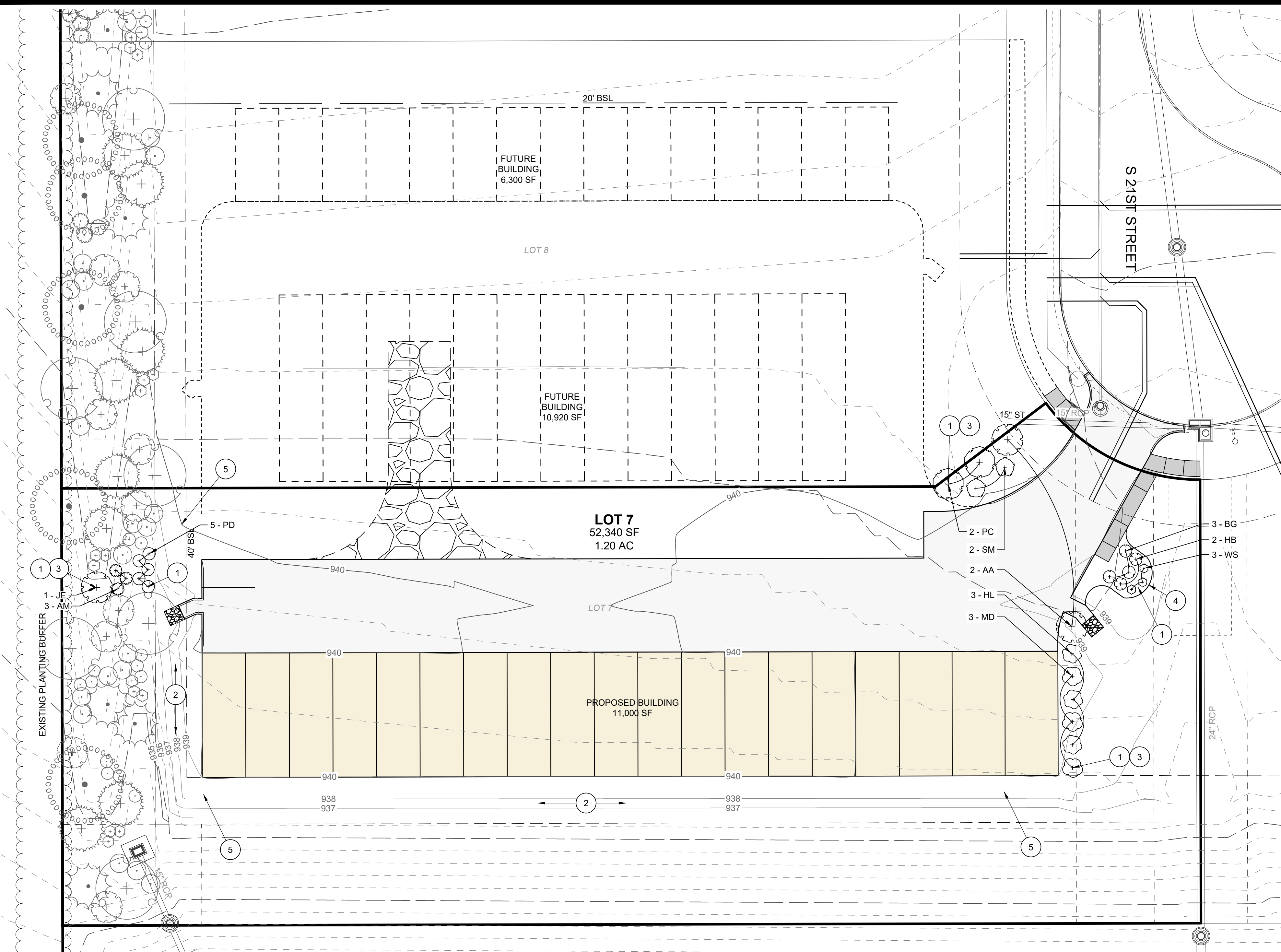
**PICKARD INDUSTRIAL PARK PLAT 1, LOT 7**  
**GRADING AND EROSION CONTROL PLAN**  
**SNYDER & ASSOCIATES, INC. I**  
 INDIANOLA, IOWA  
 2727 S.W. SNYDER BLVD  
 ANKENY, IOWA 50023  
 515-964-2020 | www.snyder-associates.com



Project No: 125.1027.01

Sheet C400

L:\Projects\2023\125.1027 IND. AMY KENNA S.BASIC PLANTING PLAN 20230518 4.52 PM ANSHELL BLEEDD 34.09 X 22.00 INCHES



**PLANTING PLAN GENERAL NOTES**

- A. UTILITY WARNING:  
THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.
- B. NOTIFY UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES AND SERVICES DURING CONSTRUCTION. ANY DAMAGE DUE TO THE CONTRACTOR'S CARELESSNESS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.
- C. ALL PLANT MATERIAL SHALL AT LEAST MEET MINIMUM REQUIREMENTS SHOWN IN THE "AMERICAN STANDARDS FOR NURSERY STOCK" (ANSI Z60.1-LATEST EDITION).
- D. CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR FROM DATE OF INSTALLATION.

**PLANTING PLAN CONSTRUCTION NOTES**

- 1. PROVIDE 3-INCH DEPTH SHREDDED HARDWOOD MULCH IN A MINIMUM 3-FOOT PERIMETER RING AROUND ALL TREES. PROVIDE VERTICAL CUT NATURAL EDGE TO A DEPTH OF 4-INCHES. ALSO PROVIDE 3-INCH DEPTH SHREDDED HARDWOOD MULCH IN PLANT BED AREAS INDICATED.
- 2. CONTRACTOR TO SEED ALL AREAS DISTURBED BY CONSTRUCTION WITH 90/10 GREENYARD OR AN APPROVED EQUAL AT 450LBS / AC SEED RATE UNLESS NOTED OTHERWISE.

PRODUCT: GREENYARD 90 / 10 OR EQUAL.  
 AGRILAND FS, INC  
 INDIANOLA, IA 50125  
 WWW.AGRILANDFS.COM  
 CONTACT: CURT MYERS  
 T: (515) 961-8408

- 3. ALL WIRE, TWINE AND BURLAP SHALL BE REMOVED FROM THE ROOT BALL OF TREES PRIOR TO PLANTING.
- 4. PROVIDE 3/16" BLACK STEEL EDGER WITH STAKES.
- 5. PROVIDE MECHANICALLY BONDED FIBER MATRIX(MBFM) IMMEDIATELY FOLLOWING SEED APPLICATION ON ALL AREAS SEEDED WITH A SLOPE OF 6:1 OR GREATER. ACCEPTABLE PRODUCTS AND MANUFACTURERS:

PROFILE PRODUCTS LLC., 750 LAKE COOK ROAD - SUITE 400  
 BUFFALO GROVE, IL 60089  
 T: 1-800-366-1180  
 WWW.PROFILEPRODUCTS.COM OR APPROVED EQUAL.

**PLANTING PLAN REQUIREMENTS**

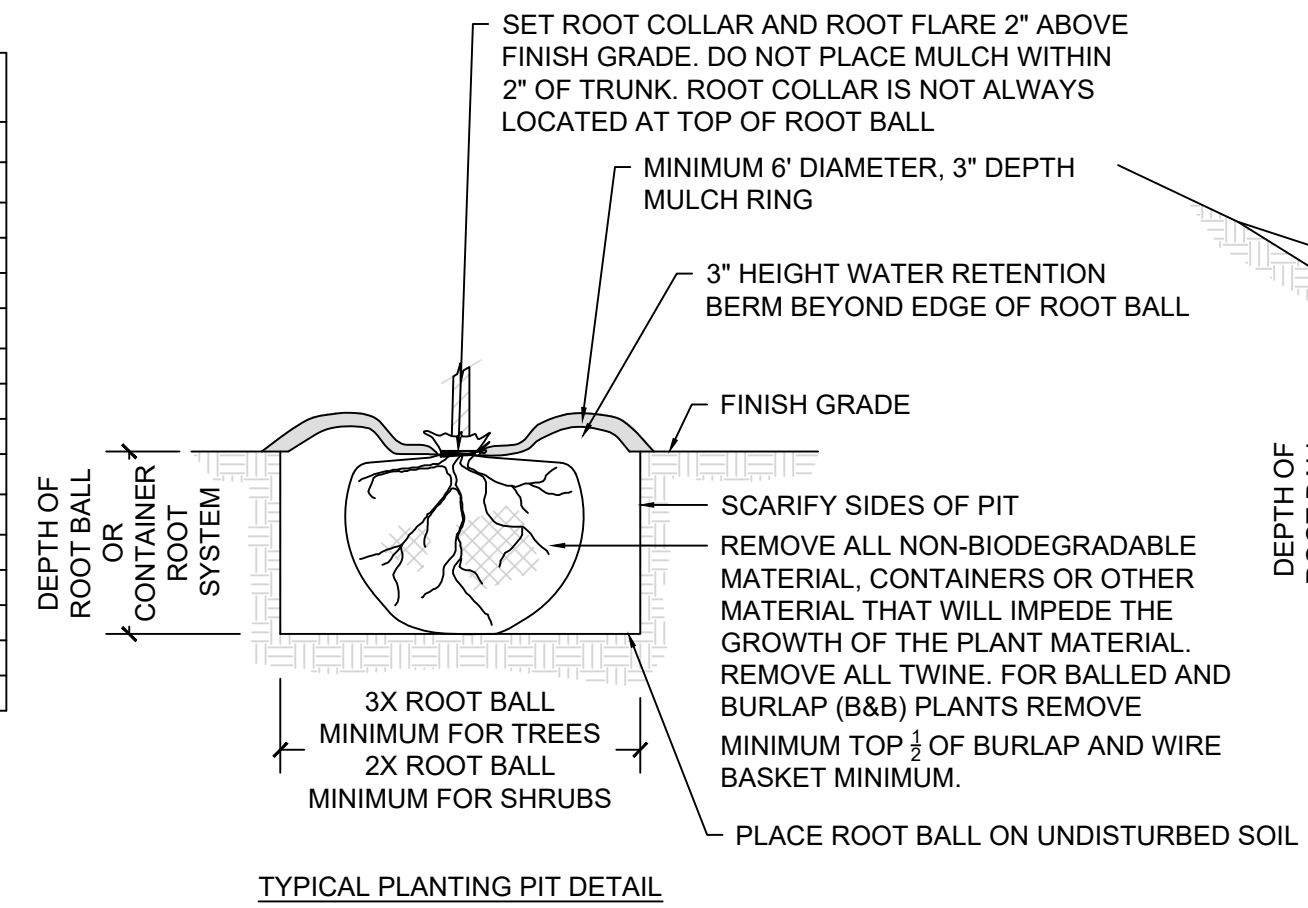
LANDSCAPE REQUIREMENTS AND CALCULATIONS:  
 (AS PER CITY OF INDIANOLA SITE PLAN OPEN SPACE AND LANDSCAPING REQUIREMENTS)

OPEN SPACE REQUIREMENTS:  
 LOT 7  
 52,339.87 SF (1.20 AC) OVERALL PROPERTY X 15% MINIMUM OPEN SPACE = 7,850.98 SF OPEN SPACE REQUIRED  
 TOTAL HARD SURFACE (DRIVES, PARKING AND BUILDING) = 24,438.38 SF  
 (27,901.49 SF) = 53.31% TOTAL OPEN SPACE PROVIDED

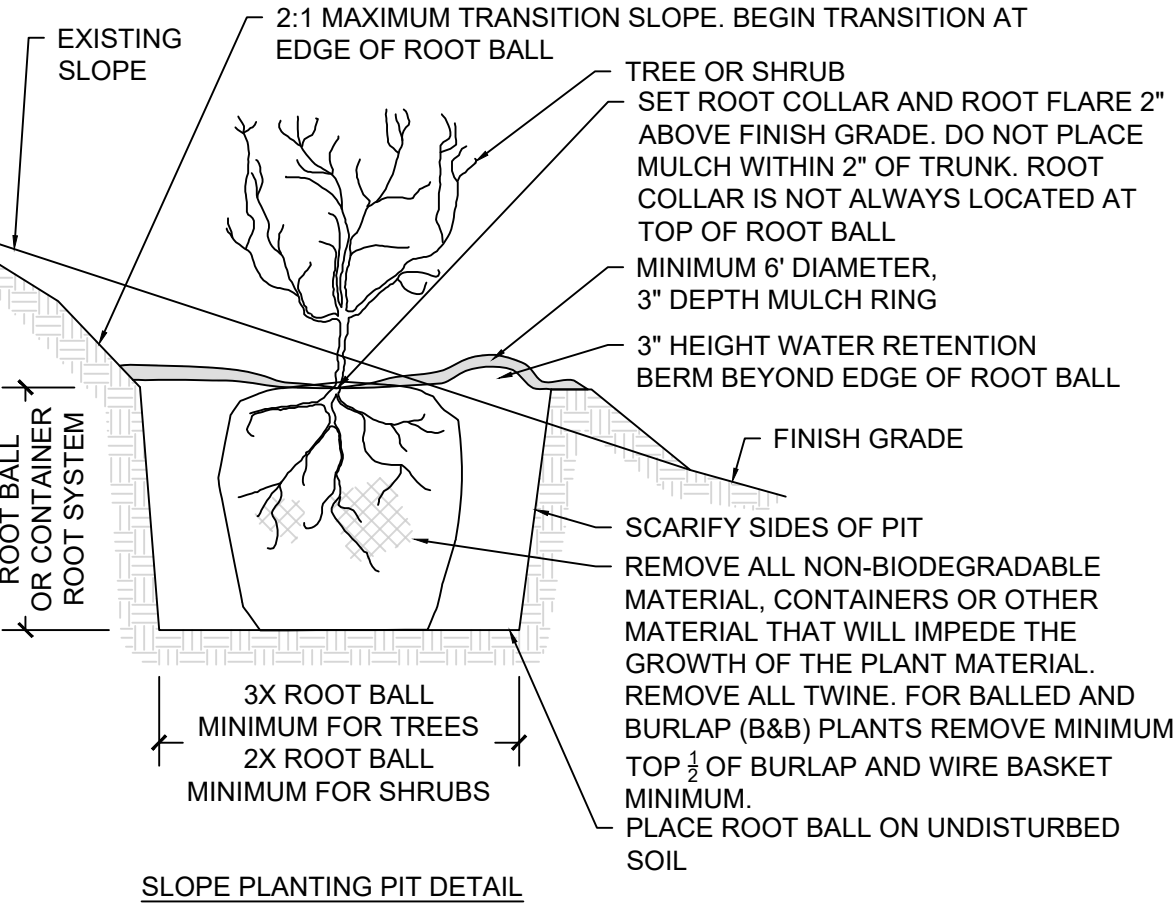
OPEN SPACE LANDSCAPE REQUIREMENTS:  
 7,850.98 SF / 2000 SF = 3.93 PLANT UNITS REQUIRED  
 3.93 PU X 1 SHADE TREE = 3.93 SHADE TREES REQUIRED (4 PROVIDED)  
 3.93 PU X 2 ORNAMENTAL TREES = 7.86 ORNAMENTAL TREES REQUIRED (8 PROVIDED)  
 3.93 PU X 2 SHRUBS = 7.86 SHRUBS REQUIRED (8 PROVIDED)

**PLANT SCHEDULE**

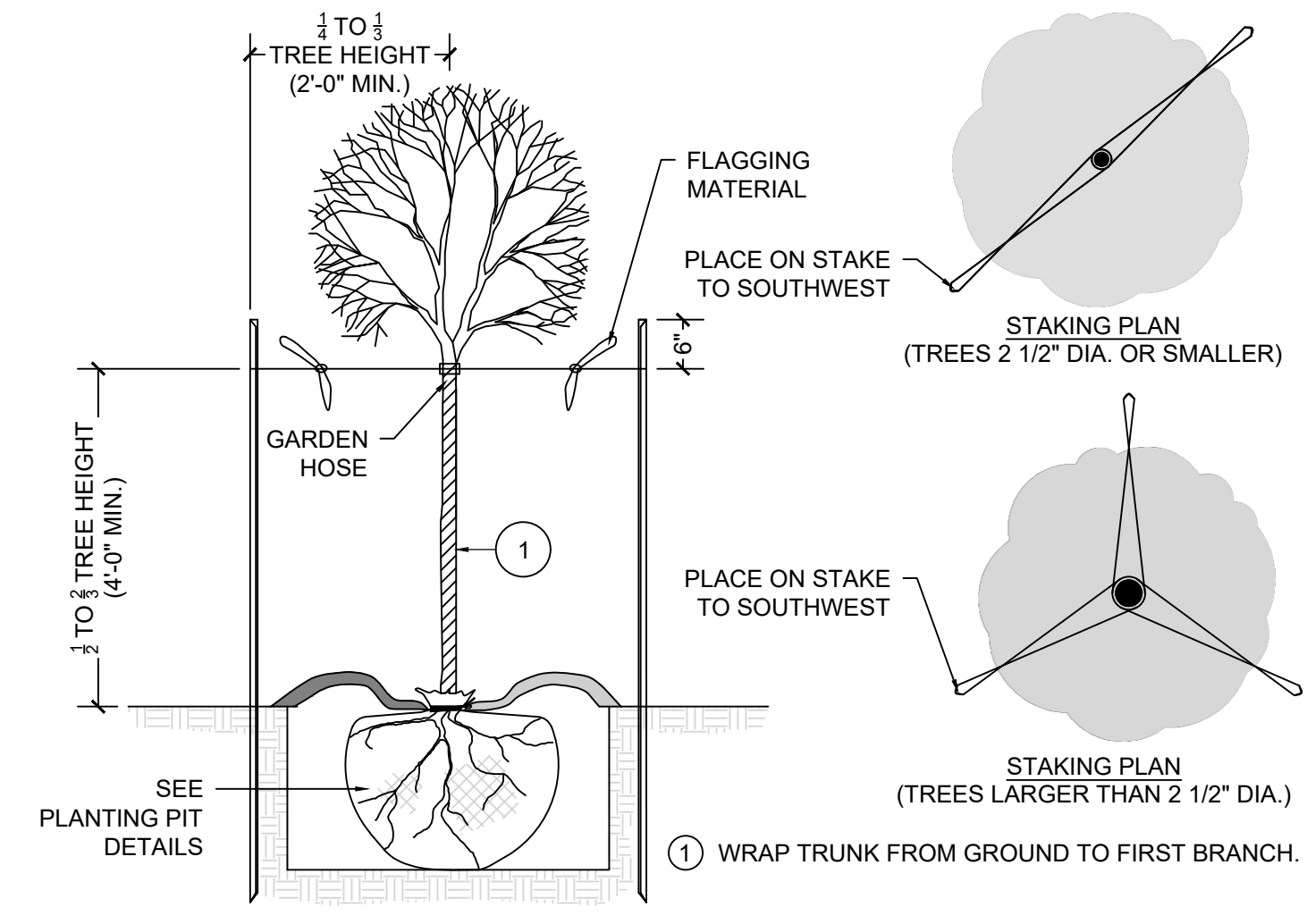
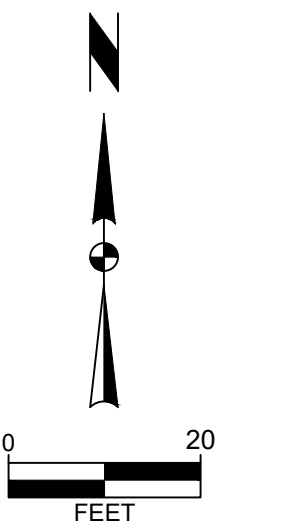
CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	TYPE
<b>TREES</b>					
AA	2	Acer x freemanii 'Armstrong'	Armstrong Freeman Maple	1.5" Cal.	B&B
JE	1	Juniperus virginiana	Eastern Redcedar	6' Ht.	B&B
PC	2	Pyrus calleryana 'Glen's Form'	Chanticleer® Callery Pear	1.5" Cal.	B&B
<b>ORNAMENTAL TREES</b>					
HL	3	Hydrangea paniculata 'Limelight'	Limelight Panicle Hydrangea	1.5" Cal.	B&B
MD	3	Malus x adstringens 'Durelo'	Gladiator™ Crabapple	1.5" Cal.	B&B
SM	2	Syringa meyeri 'Palibin'	Dwarf Korean Lilac	1.5" Cal.	B&B
<b>SHRUBS</b>					
AM	3	Aronia melanocarpa	Black Chokeberry	3 GAL	
BG	3	Buxus x 'Green Velvet'	Green Velvet Boxwood	3 GAL	
HB	2	Hydrangea paniculata 'ILVOBO'	Bobo® Panicle Hydrangea	3 GAL	
PD	5	Physocarpus opulifolius 'Donna May'	Little Devil™ Dwarf Ninebark	3 GAL	
WS	3	Weigela florida 'Bokraspiwi'	Spilled Wine® Weigela	3 GAL	



1 PLANTING PIT DETAILS  
NO SCALE



2 SLOPE PLANTING PIT DETAIL  
NO SCALE



2 DECIDUOUS TREES STAKING DETAIL  
NO SCALE

MARK	REVISION	DATE	BY
3	REVISED PER CITY COMMENTS	05-18-26	KS
2	REVISED PER CITY COMMENTS	05-15-26	LJM
1	REVISED PER CITY COMMENTS	04-30-26	KS

Checked By: KMM  
 Date: 03/26/2026  
 Engineer: KS  
 Technician: LJM  
 Scale: 1" = 20'  
 T-R-S: TTN-RRW-SS

**PICKARD INDUSTRIAL PARK PLAT 1, LOT 7**  
**PLANTING PLAN**  
**INDIANOLA, IOWA**  
**SNYDER & ASSOCIATES, INC. I**

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

Project No: 125.1027.01  
 Sheet C500

Project No: 125.1027.01  
 Sheet C500

## MATERIAL BREAKDOWN

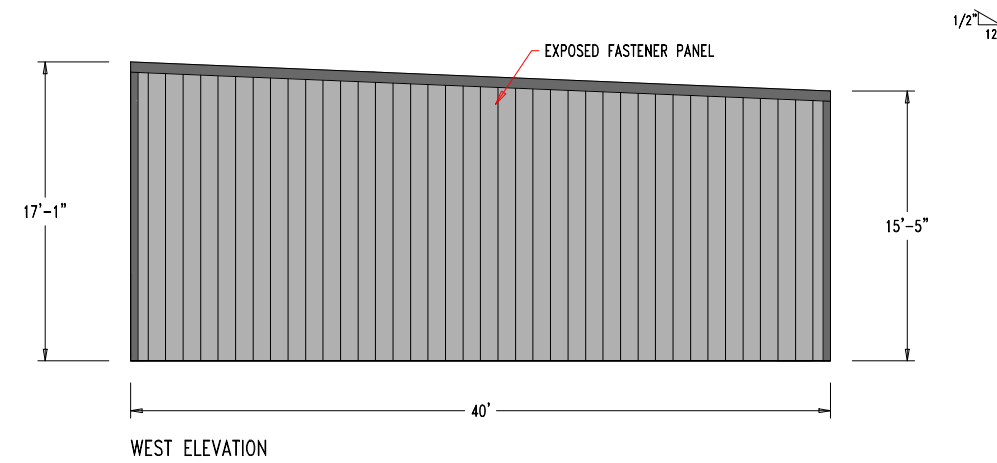
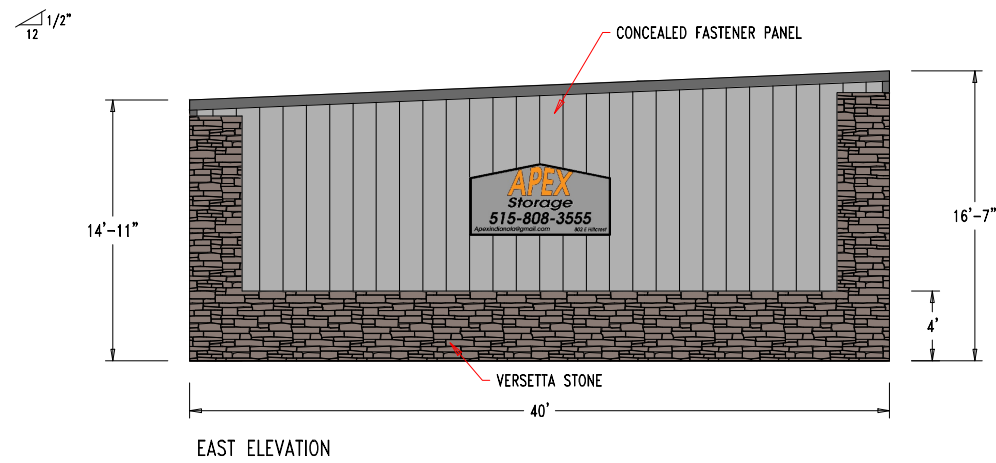
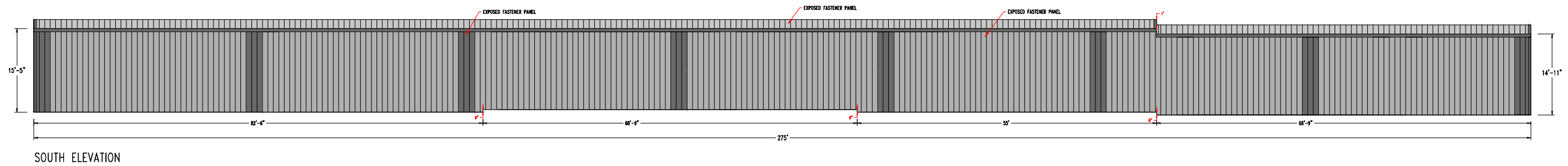
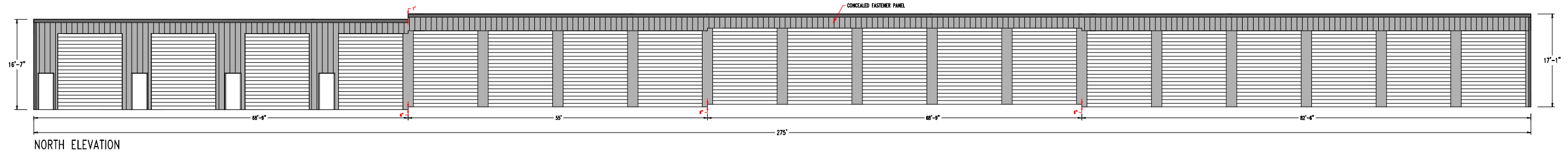
\*Primary Facade = 100% Class 1 Materials East End Only (40' Endwalls) \*\* Roofing Materials = 100% Class 2 Materials

EAST- Primary Facade - 100% Class 1 Primary Materials  
 630 Sq Ft Total  
 219.5 Sq Ft - Versetta Stone Panels  
 410.5 Sq Ft - Architectural Metal Panel (Concealed Fastener)

WEST- Secondary Facade 100% Class 2 Secondary Materials  
 650 Sq Ft Total  
 650 Sq Ft Metal Panel (Exposed Panel)

South- Secondary Facade 100% Class 2 Secondary Materials  
 4,171.75 Sq Ft Total  
 4,171.75 Sq Ft Metal Panel (Exposed Panel)

North- Secondary Facade 100% Class 2 Secondary Materials  
 1,409.22 Sq Ft Total (4,628.22 minus 3,219 openings)  
 1,409.22 Sq Ft Metal Panel (Exposed Panel)



DESCRIPTION	COLOR	TYPE
EXTERIOR PANEL	Ash Gray/Charcoal	R-Panel/Masterline 16
WAINSCOT	Sterling	Versetta
GUTTER/RAKE	Charcoal	
DOWNSPOUT	Ash Gray	
CORNERS	Charcoal	
MULLION/JAMB	Ash Gray	
ROOF	Galvalume	Drip X R-Panel
DOORS	White	
FRAMING		

**NOTES**  
 -ADD PURLIN CLOSURES

\*\*\* Colors may vary slightly from what is depicted on paper. Please request color samples if unsure of exact color or if matching an existing building by others.  
 \*\* Buildings on a 1% slope will have a gap on one side of the door between door and concrete slab



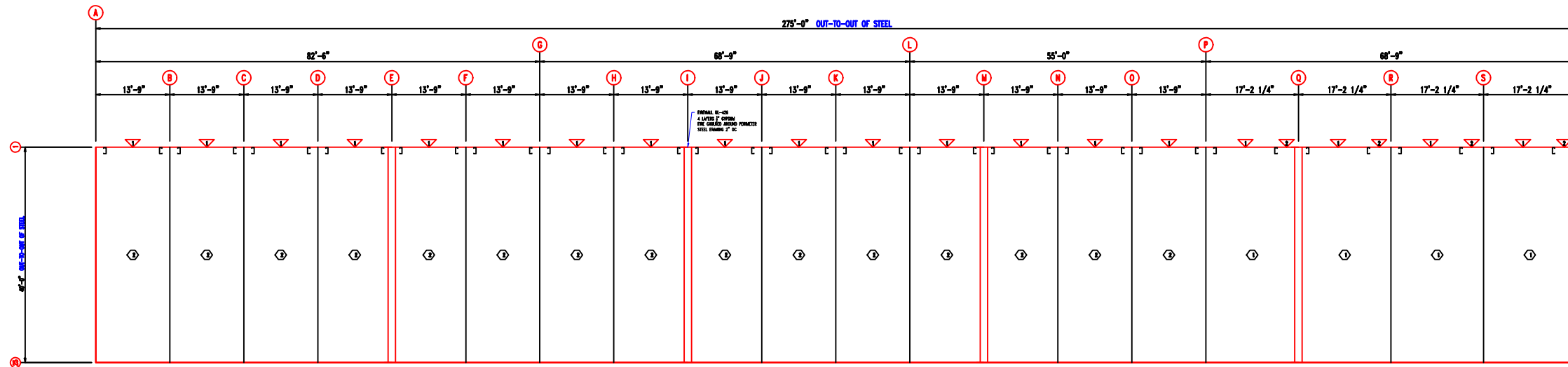
DESCRIPTION: ELEVATION				
CUSTOMER:			PROJECT: 40x275	
LOCATION: Indianola, IA			EXPECTED IBC: IBC 2015	
DRN. BY JB	CK'D BY	DATE 4/22/26	SCALE N.T.S.	REV. 00
QUOTATION NO. Page 35 of 35			SHEET 305	

**DOOR SCHEDULE**

▽ ID	QUAN	DESCRIPTION	COLOR
1	19	Janus 1110x14 M2500 Rollup	WHITE
2	4	2868 Walk Door	WHITE

**COMPARTMENT TABLE**

○ ID	QUAN	WIDTH	LENGTH
1	4	17'-2 1/4"	40'-0"
2	15	13'-9"	40'-0"



FLOOR PLAN



**Signature Required**

\* Before structural building/foundation plans may be started, this page must be signed and returned to PBS.  
 \* Signing does not require you to order a building and does not lock in a building price, until additional building contract and deposit is returned to PBS.

Company Name: \_\_\_\_\_

Reviewed and Signed By: \_\_\_\_\_

Signature of Authorized Signer: \_\_\_\_\_

Date: \_\_\_\_\_

\*\*\* Building and foundation plans are designed to listed load requirements, listed per IBC. PBS suggests doing a code review or confirming with city/county, applicable codes and requirements, based on zoning/usage, that will be enforced on your project, prior to ordering the building.  
 \*\* PBS is not responsible for any added requirements not shown here or on building plans.  
 \* Before ordering the building, please notify PBS of any changes



906 West 9th Street Pella, IA 50219  
 (800) 225-0481 www.pellabuildings.com

DESCRIPTION: FLOOR PLAN		PROJECT: 40x275	
CUSTOMER:		LOCATION: Indianola Iowa	
DRN. BY JB	CK'D BY	DATE 4/ 6/26	SCALE N.T.S.
REV. 00	QUOTATION NO. 40x275	Page 352 of 385	SHEET 385



## CITY COUNCIL COMMISSION STAFF REPORT

**PROJECT:** Pickard Commerce Park Plat 1 Lot 7 - Site Plan      **PREPARED BY:** Bill Mettee – Senior Planner

**REPORT DATE:** June 10, 2026

**MEETING DATE:** June 15, 2026

### GENERAL INFORMATION

**Applicant / Owner:** Apex Storage Solutions, LLC

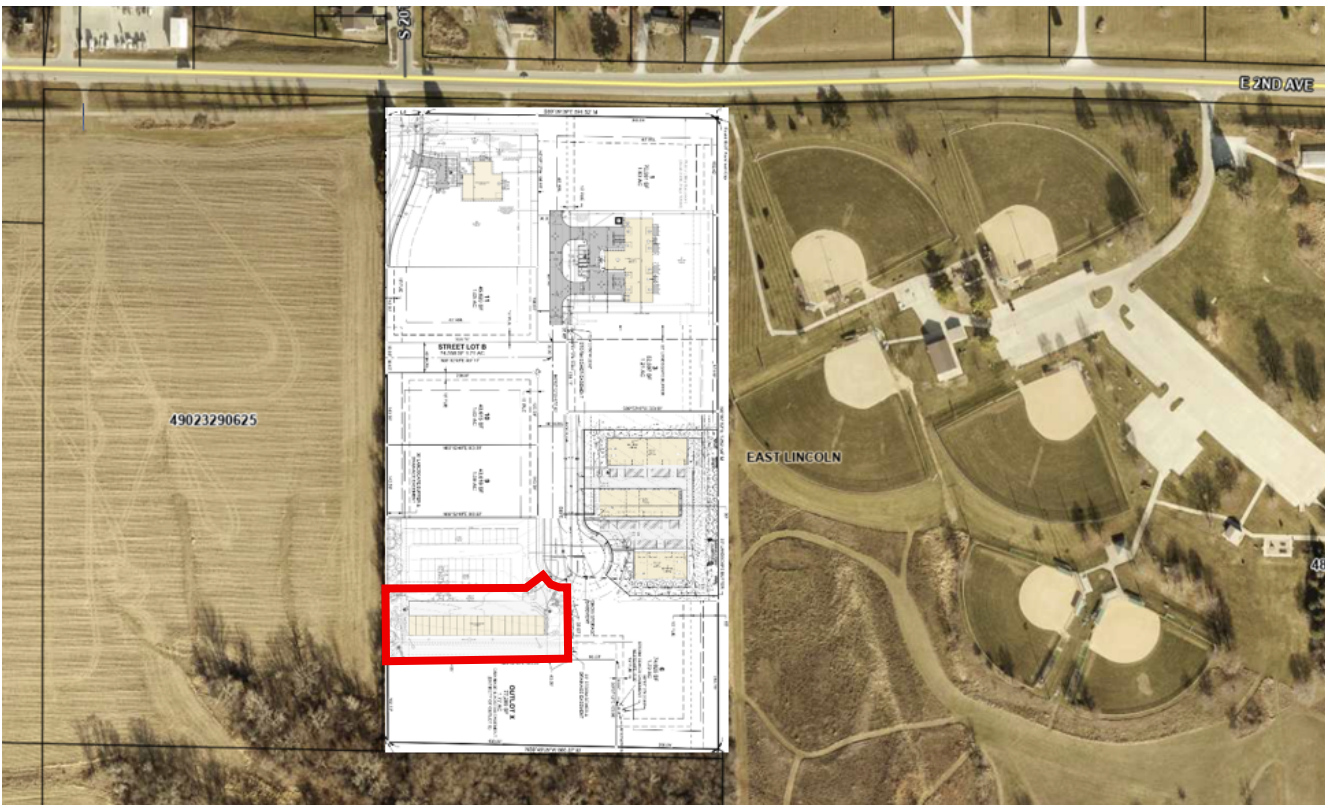
**Owner’s Representative:** Korey Marsh, PE, Snyder & Associates

**Request:** The applicant is requesting approval of a site plan for an industrial development.

**Location and Size:** Property is located south of Highway 92 and east of South 15<sup>th</sup> Street, containing approximately 1.20 acres.

**Property Address:** 413 South 21<sup>st</sup> Street

### 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	Industrial	M-2 (General Industrial District)
North	Vacant / Undeveloped	Industrial	M-2 (General Industrial District)
South	Storm Water Detention Basin / Pickard Commerce Park	Industrial	M-2 (General Industrial District)
East	Pickard Commerce Park	Industrial	M-2 (General Industrial District)
West	Single-Family and Two-Family Residential	Low to Medium-Density Residential	R-2 (Single-Family Residential Detached District)

**PROJECT DESCRIPTION**

The applicant is proposing a site plan for an industrial development. The proposed site plan for consideration is for a mini-warehouse facility comprising of one building on site. The building will be 40’ x 275’ and 11,000 square feet in area and have 19 individual units. The building will be approximately 17-feet in height at its tallest point.

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 M-2 Zoning District**

Category	M-2 (minimum)
<b>Front Yard Setback</b>	35 feet
<b>Rear Yard Setback</b>	40 feet [Adjacent to Residential]
<b>Side Yard Setback</b>	20 feet
<b>Maximum Height   Stories</b>	50’

**ACCESS AND PARKING**

Access into the site will be from a driveway on South 21<sup>st</sup> Street.

A total of one (1) parking space is required (1 space per 20 units plus 1 per employee at max shift) for the property and the applicant is providing the required space. The proposed site plan meets the parking requirements.

**SIDEWALKS / TRAILS / TRAFFIC**

A 5’ sidewalk will be installed along the entirety of Lot 7 and a 5’ pedestrian walkway is shown into the site from the public way. A traffic generation memo has been provided by the engineer.

## **UTILITIES**

All utilities have been installed with the plat improvements and will be extended as needed to service the site. Stormwater detention will be provided in a basin at the south end of the plat.

## **LANDSCAPING & OPEN SPACE**

A minimum of 15% of the project area is required to be open space. The total amount of open space proposed is 53.3%. The plantings shown on the landscape plan meet the minimum requirements of the Landscape & Open Space Ordinance.

## **ELEVATIONS**

Colored building elevations are included for review. The building is proposed to be constructed of versetta stone panels and architectural metal panels with concealed fasteners. The elevations demonstrate compliance with the building design standards.

## **STAFF RECOMMENDATION**

The proposed site plan is in general conformance with the Zoning Ordinance, Subdivision Ordinance, and Comprehensive Plan. Staff recommends approval of the site plan for Pickard Commerce Park Plat I Lot 7.

## **PLANNING COMMISSION RECOMMENDATION**

At their June 9, 2026 meeting, the Planning Commission voted unanimously 7-0 in favor of the site plan and recommend the City Council approve the site plan for Pickard Commerce Park Plat I Lot 7.



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jason Holder, Chief of Innovation and Internal Services  
**Date:** June 15, 2026  
**Subject:** Resolution of intent to dispose of City-owned real property located at 110 North Howard Street and authorizing staff to proceed.

---

**Introduction:** The City of Indianola owns commercial real property located at 110 N Howard Street on The Square in downtown Indianola. The City Council has determined it is in the best interest of the City to sell this property. This resolution establishes Council's intent, sets conditions on the sale, and authorizes staff to begin preparatory steps required before the formal Iowa Code §364.7 process can be initiated.

**Background:** The City acquired the property (Warren County Parcel ID 48020120100) in June 2023. The property consists of approximately 0.39 acres improved with three commercial buildings totaling approximately 16,776 square feet of above-grade space. The three tenant spaces, referred to as the Bank unit, the Optimae unit, and the Impact unit, are part of a single platted parcel and will be sold together.

The Impact unit is currently occupied by Warren County Economic Development and the Indianola Chamber of Commerce under an informal use agreement with no lease and no rent obligation. Staff has been directed to coordinate with both occupants regarding sale timeline and transition. A licensed asbestos survey has been conducted and confirmed the presence of asbestos-containing materials in the hallway and basement. The City intends to sell the property as-is with full disclosure of all known material conditions, including the asbestos survey reports.

**Discussion:** This is a direction-setting resolution. There will be additional formal processes—including a resolution to set a public hearing, a public hearing, and a final resolution approving of the disposal of property to a specific buyer—to comply with Iowa Code §364.7, which will be brought before Council once preparatory steps are complete.

The resolution establishes two conditions on the sale: (1) the property must remain tax-producing and may not be sold to a tax-exempt entity under Iowa Code §427.1; and (2) any substantial exterior modification, demolition, or new construction must be compatible with the architectural character of Indianola's downtown Main Street district, to be enforced through a recorded development agreement. The City Attorney will develop enforceable legal mechanisms for Council review before any sale agreement is executed.

The resolution authorizes the use of a Commercial Real Estate Broker selected through a formal Request for Qualifications (RFQ) process as the method of sale. The resolution further requires that an independent MAI-certified appraisal be obtained prior to establishing any asking price or minimum bid. Staff will return to Council with a recommended broker for approval before any engagement agreement is executed.

**Budget Impact:** Appraisal and broker engagement costs will be incurred as part of the preparatory process. These costs will be offset by proceeds from the eventual sale. No appropriation is required

at this time.

**Recommendation:** Staff recommends adoption of the resolution establishing direction for the disposition of the property at 110 N Howard Street and authorizing staff to proceed with the preparatory steps outlined therein.

**Attachments:** 1. Res 2026- Intent-110 N Howard

CITY OF INDIANOLA, IOWA  
CITY COUNCIL

**RESOLUTION NO. 2026-**

**RESOLUTION OF INTENT TO DISPOSE OF CITY-OWNED REAL PROPERTY LOCATED AT  
110 N HOWARD STREET AND AUTHORIZING STAFF TO PROCEED**

**WHEREAS**, The City Council of Indianola, Iowa currently owns property locally known as 110 N Howard Street, and legally described as shown on attached Exhibit A (The "Property"), which Property consists of approximately 0.39 acres / 17,025 square feet and is improved with three commercial buildings containing a total of approximately 16,776 square feet of above-grade space.; and

**WHEREAS**, The City acquired the Property in June 2023 (Deed Book/Page 2023-04322), and it owns the Property free and clear of any mortgage, lien, or encumbrance; and

**WHEREAS**, The Property is located on The Square in downtown Indianola and contains three distinct tenant spaces referred to operationally as the Bank unit, the Optimae unit, and the Impact unit; which all shall be sold as a single property; and

**WHEREAS**, The City has determined that it has no use for the Property, that its maintenance at public expenses is no longer justified, that the disposal will have no significant impact on public access, and the City will not be inconvenienced by the vacation and conveyance of said Property; and

**WHEREAS**, The City intends to sell the Property in its current as-is condition and will provide all known documentation, including asbestos survey reports, to prospective buyers; and

**WHEREAS**, The City Council hereby establishes the following conditions on the sale of the Property: (a) following sale, the Property must remain a tax-producing entity subject to Warren County property taxation; and (b) any substantial exterior modification, demolition, or new construction on the Property must be compatible with the architectural character of Indianola's downtown Main Street district; and

**WHEREAS**, The City Council authorizes City staff to engage an independent, MAI-certified appraiser to value the Property prior to marketing the Property, which results will be shared with the City Council before marketing the Property; and

**WHEREAS**, The City Council authorizes City staff to issue a Request for Qualifications (RFQ) for a licensed commercial real estate broker services to market the Property in accordance with the afore-mentioned conditions, which engagement agreement shall be approved by the City Council at a later date; and

**WHEREAS**, the City Council will hold a public hearing on the intended disposal of the Property once a proposed buyer has been identified.

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

1. The City Council hereby declares its intent to sell the Property located at 110 N Howard Street (Warren County Parcel ID 48020120100) as a single parcel, in its current as-is

condition, with full disclosure of all known material conditions including the confirmed presence of asbestos-containing materials.

2. The City Council directs staff to obtain an independent, MAI-certified appraisal of the Property prior to establishing any asking price or minimum bid.
3. The City Council authorizes City staff to issue a Request for Qualifications (RFQ) for a licensed commercial real estate broker services to market the Property in accordance with the afore-mentioned conditions.

All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**PASSED AND APPROVED** this 15<sup>th</sup> day of June, 2026.

\_\_\_\_\_  
Steve Richardson, Mayor

Attest:

\_\_\_\_\_  
Jackie Raffety, City Clerk

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, that Resolution No. 2026-\_\_\_\_\_ be adopted.

AYES:            —  
NAYS:           —  
ABSENT:         —

The Mayor declared Resolution No. 2026-\_\_\_\_\_ adopted.

I hereby certify that the foregoing is a true copy of a record of the adoption of Resolution No. 2026-\_\_\_\_\_ at the regular Council Meeting of the City of Indianola, Iowa, held on the \_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Jackie Raffety, City Clerk

EXHIBIT A

[Legal Description – the Real Estate]

Lot 1 and the North Half of Lot 2 in Block 12, in the Original Town Plat of Indianola, Iowa.

AND

South Half (S $\frac{1}{2}$ ) of Lot Two (2), and all of Lot Twenty-four (24) in Block Twelve (12), Original Town Plat, Indianola, Iowa.

AND

Lots 3, 4, and 5, in Block 12, Original Town Plat of Indianola, Iowa.

AND

The South 4 inches of the East 44 feet, 10 inches of the North 18  $\frac{3}{4}$  feet of Lot 10, Block 12, Original Town Plat of Indianola, Iowa.

AND

The North Seven and one-half feet of Lot Eleven, and the South Eleven and one-fourth Feet of Lot 10 in Block 12, Original Town Plat of Indianola, Iowa.

AND

The South Twenty-two (22) and one-half ( $\frac{1}{2}$ ) feet of Lot Eleven in Block Twelve in the Original Town Plat of Indianola, Iowa.

AND

The North Eight inches of Lot Twelve (12) in Block Twelve (12) in the Original Town Plat of Indianola, Iowa, including the North Half of brick wall standing on said premises.

AND

The South 21 feet and 4 inches of the North 22 feet of Lot 12 in Block Twelve, Original Plat of Indianola, Iowa.

AND

Beginning at a point Eight (8) feet North of the Southwest corner of Lot Twelve (12); thence South Twenty (20) feet to a point Twelve (12) feet South of the Northwest corner of Lot Thirteen (13); thence East Seventy-five (75) feet; thence North Thirteen (13) feet; thence East Six (6) feet; thence North three (3) feet; thence East Sixty-nine (69) feet; thence North Four (4) feet; thence West One Hundred-fifty (150) feet to place of beginning, all in Block Twelve (12), Original Town Plat, Indianola, Iowa, except the West Fifty (50) feet Six (6) inches of the above described tract.

AND

Commencing at a point 12 feet South of the Northwest Corner of Lot 13, thence East 75 feet, thence North 13 feet; thence East 6 feet, thence North 3 feet, thence East 69 feet to the East line of Lot 12, thence South to the Southeast Corner of Lot 13, thence West 150 feet to the Southwest corner of Lot 13, thence North 18 feet to beginning, all in Block 12, Original Town Plat to Indianola, Iowa except the West. 71 feet 6 inches of the last above described tract.

AND

Commencing at a point 12 feet South of the Northwest Corner of Lot 13, thence East 71 feet 6 inches, thence South 18 feet, thence West 71 feet 6 inches, thence North 18 feet to the point of beginning, all in Block 12, Original Town Plat to Indianola, Iowa.

AND

The West fifty (50) feet six (6) inches of the following described parcel of land: Beginning at a point eight (8) feet North of the Southwest corner of Lot Twelve (12); thence South Twenty (20) feet to a point Twelve (12) feet South of the Northwest corner of Lot Thirteen (13); thence East Seventy-five (75) feet; thence North Thirteen (13) feet; thence East Six (6) feet; thence North three (3) feet; thence East sixty-nine (69) feet; thence North four (4) feet; thence West One Hundred-fifty (150) feet to place of beginning, all in Block Twelve (12) Original Town Plat, Indianola, Iowa.

AND

Lots 18, 19, 20, 21, 22 and 23, Block 12, Original Town Plat of Indianola, Iowa.

AND

Commencing at the Southwest corner of Lot 11, Block 12 of the Original Town Plat of Indianola, Iowa; thence South to the Northwest corner of Lot 12 of said Block 12; thence East along the North line of said Lot 12 to the Northeast corner of said Lot 12; thence North to the Southeast corner of said Lot 11; thence West along the South line of said Lot 11 to the place of beginning, all of said property conveyed being in Block 12 of the Original Town Plat of Indianola, Iowa, and being all of the real property between Lots 11 and 12 of said Block 12.

AND

The East ½ of the 12 feet E/W alley that lies between Lots 2, 3, 4, 5, 24 and Lots 18, 19, 20, 21, 23, Block 12, Original Town Plat, Indianola, Iowa.



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jacob Meshke, City Manager  
**Date:** June 15, 2026  
**Subject:** Discussion and direction regarding the donation policy.

---

**Introduction:** Staff is bringing forward a Donation Policy for City Council discussion and direction.

**Background:** The City may seek or receive donations of money, goods, services, or real property. While such contributions can provide substantial value, it is essential that each be evaluated through a comprehensive and consistent review process. This includes assessing potential capital and operating budget implications, ensuring alignment with long-term plans and community values, establishing clear procedures, and defining roles, responsibilities, and expectations.

To support thoughtful and transparent decision-making, staff is presenting a formal Donation Policy for City Council consideration.

**Discussion:** The Donation Policy establishes clear and consistent standards for soliciting, accepting, evaluating, and managing monetary and in-kind donations to the City of Indianola. It ensures that proposed contributions—ranging from funds and materials to services, amenities, and real property—are reviewed for alignment with City plans, public purpose, long-term operational impacts, and total cost of ownership. The policy applies to both restricted and unrestricted donations and outlines a structured, tiered review and approval process involving staff, advisory boards, and designated decision-makers.

The policy also defines requirements for donation agreements, installation standards, maintenance responsibilities, donor recognition, and ownership rights. It provides guidance on when endowments or maintenance agreements may be required to support life cycle costs, establishes insurance and liability expectations, and confirms the City’s authority to decline donations or relocate donor-funded assets when necessary. Transparent recordkeeping, annual reporting, and an appeals process further ensure fairness and accountability.

This policy was developed collaboratively by multiple City departments in coordination with the City Attorney. It was presented to the Parks and Recreation Commission in May 2026, where it received a unanimous recommendation for approval. Although the item was scheduled for review by the Public Arts Commission and the Sustainability Committee, both meetings were canceled due to lack of quorum; the policy will be brought to each body at a future meeting.

**Budget Impact:** City would be responsible for initial donor recognition (e.g. plaques, markers, signage). The policy establishes a framework for evaluating future donations and assessing potential financial implications, including upfront capital costs and ongoing operations and maintenance expenses. It also provides options such as maintenance agreements, endowments, or a combination of both to help offset future City expenses.

**Recommendation:** Staff recommends City Council discussion and direction.

**Attachments:** 1. Donation Policy

## I. Purpose

To establish clear, consistent standards and procedures for soliciting, accepting, installing, recognizing, maintaining, insuring, and, when necessary, relocating or disposing of donations to the City of Indianola. The policy protects the public interest, ensures total cost of ownership is understood, and aligns donations with City plans, budgets, and community values.

---

## II. Scope

This policy governs **all donations** (monetary and in-kind) proposed for City programs, facilities, parks, trails, streetscapes, public art, equipment, real property, and services. It applies whether donations are **restricted** (designated use) or **unrestricted**.

---

## III. Definitions

- **Donation:** A voluntary transfer of money, goods, services, or real property to the City without expectation of direct commercial return.
  - **Donor:** An individual, estate, business, foundation, or organization making a donation.
  - **Endowment/Reserve:** Funds set aside to cover ongoing maintenance, repairs, and replacement over the asset's useful life.
  - **Restricted Donation:** Donation designated for a specific purpose or project.
  - **Review Team:** Interdisciplinary staff team (and, as applicable, advisory boards) convened to evaluate proposals.
- 

## IV. Guiding Principles & Evaluation Criteria

Donation proposals will be evaluated for:

1. **Public purpose & alignment** with adopted plans (Comprehensive Plan, Strategic Plan, Parks Master Plan, Capital Improvement Plan).
2. **Location appropriateness** including easements, utilities, sightlines, ADA access, and future site plans.
3. **Total cost of ownership** (installation, permits, lifecycle maintenance, insurance, staffing impacts).
4. **Safety, risk, & liability** (design standards, materials, vandalism susceptibility).
5. **Operational feasibility** (who maintains, skill requirements, warranties).
6. **Environmental impacts** (stormwater, native plantings, wildlife habitat).

7. **Community acceptance** and equity/access considerations.
  8. **Legal/ethical compatibility** (no donations that conflict with laws or City values; see “Prohibited Donations”).
- 

## V. Donation Types

- **Monetary:** Unrestricted or restricted (programs, capital projects, endowments).
  - **In-Kind:** Goods, materials, equipment, furnishings.
  - **Services:** Professional/technical services (engineering, design, installation).
  - **Real Property:** Land or easements (subject to due diligence, title, appraisal, environmental review).
  - **Public Art / Amenities:** Benches, trees, signage, play features, monuments.
- 

## VI. Process

### A. Pre-Application Discussion

Donors are encouraged to consult the City Manager’s Office to confirm alignment and requirements.

### B. Application

Submit a **Donation Proposal Application** to the City Clerk (Appendix A). A donation proposal application is not required for monetary or in-kind donations valued at \$5,000 or less with no ongoing obligation or special restrictions.

### C. Staff Review & Advisory Input

The City Manager convenes the Review Team; relevant boards/commissions (e.g., Parks & Recreation Commission, Public Arts Commission) to provide recommendations where applicable.

### D. Acceptance Authority

- **Department Director:** Monetary or in-kind ≤ **\$10,000**, if routine, with no ongoing obligation beyond existing budgets.
- **City Manager:** > \$10,000 up to **\$50,000** or where moderate ongoing obligations exist.
- **City Council:** > **\$50,000; real property; public art** installations; or **policy exceptions**.
- The City of Indianola reserves the right to decline any donation, if upon review, acceptance of the donation offer is determined at the sole discretion of the City to not be in the best interest of the City.

### E. Agreements & Conditions

Accepted donations require a **Donation Agreement** (or MOU) detailing scope, schedule, standards,

warranties, insurance, title transfer, maintenance, endowment, recognition, and relocation/removal provisions.

## F. Valuation, Appraisal & Receipts

- The City records the **estimated value** based on donor documentation or internal estimate.
  - The City issues a **gift acknowledgment** (not a valuation letter) consistent with IRS guidance; donors should consult tax advisors.
- 

## VII. Funding, Endowments & Contingency

- **Installation Costs:** Unless otherwise approved, donors fund all initial costs (permits, labor, materials).
- **Lifecycle Endowment:** For assets with non-trivial maintenance or replacement needs (e.g., playgrounds, fountains, high-touch amenities), the City **may require an endowment** sized to estimated lifecycle costs or maintenance agreement.  
The City may require either:
  1. a **lifecycle endowment** sized to cover ongoing maintenance, repair, and replacement costs over the useful life of the donated asset **or**
  2. a **formal maintenance agreement** in which the donor (or donor-designated partner organization) commits to performing or funding defined maintenance activities for a specified term.

The City will determine which mechanism—endowment, maintenance agreement, or a combination—is appropriate based on the asset type, expected maintenance burden, public visibility, long-term operational risks, and departmental capacity. Donations requiring on-going operation and maintenance amounts which are estimated to exceed \$5,000 on an annual basis require an endowment of twenty times (20X) the annual operation and maintenance amount. The City may request endowment verification through a means deemed acceptable to the City. Example means include third-party financial statements, placing funds in a restricted account controlled by the City, a legally binding endowment agreement, annual verification of the fund's value, and/or endowment validation through a community foundation.

Maintenance agreements must outline:

- the schedule and standards of care;
- responsible parties and required qualifications (if any);
- insurance and indemnification requirements during donor-performed work;
- reporting/documentation expectations; and
- conditions for City intervention if maintenance lapses (including possible use of donor-provided funds or endowment transfers).

- Endowments and maintenance agreements may be required for amenities with moderate-to-high lifecycle costs (e.g., landscaping installations, playgrounds, water features, public art, specialized furnishings, or equipment).
  - **Contingency:** Projects implemented by donors/contractors must include a **contingency up to 15%** for change orders; unused contingency rolls into the endowment or will be returned to the donor.
  - **Accounts**
    - Donations shall be credited to appropriate funds of the City.
    - Endowments may not be managed informally or held in personal or external accounts or trust funds after the contributions are donated to the City.
    - Donations of cash or property to the City, where the purpose is not specified and which are not part of an approved fundraising initiative, are deemed to be undesignated and become contributions to general revenue of the City or assets of the City, unless the receiving department seeks Council approval for a requested purpose.
- 

## VIII. Design, Standards & Installation

- All installations must meet **City standards**, applicable codes, ADA, and risk management requirements.
  - A City Project Manager will be assigned; a mutually agreed **installation timeline** will be documented.
  - Neither purchase nor installation shall commence until the donor's donation has been completed and funds have been received by the City for such purposes.
- 

## IX. Ownership, Relocation & Removal

- Upon acceptance, donated improvements become **City property**. The City reserves the right to **relocate or remove** donated assets at any time for operational, safety, aesthetic, programmatic reasons, or any other legitimate public purpose; no permanent rights or title remain with the donor.
  - When feasible, the City will notify the donor before relocation/removal and offer options (e.g., alternative placements).
  - The City has no duty to return any donation as all donations are irrevocable upon acceptance by the City.
- 

## X. Maintenance, Vandalism & Damage Response

- Routine and preventive maintenance are performed by the appropriate department, subject to budget and staff capacity; **special maintenance or replacement is not guaranteed.**
  - **Damage/Vandalism:** The City will assess condition and determine repair, replacement, or removal based on safety, cost, and community impact.
  - **Warranties:** Donor/contractor warranties should cover defects; the City may draw on endowment funds for repairs if established.
- 

## XI. Insurance & Liability

- Donor-led installations require proof of **general liability insurance, workers' compensation**, and, where relevant, **automobile** and **professional liability** at City-specified limits; the City must be named as **additional insured**.
  - **Indemnification:** Donation agreements must include donor indemnity for claims arising from donor's activities and installation.
  - The City is **not liable** for donor tax assertions or valuation claims.
  - City of Indianola reserves the right, at its sole discretion, to require, waive, or modify any insurance requirements outlined herein based on its assessment of the exposure presented by the work.
- 

## XII. Donor Recognition

- Recognition (plaques, markers, signage) must be **harmonious** with the site and approved by the City Manager (and relevant board).
  - The City controls **fabrication, placement, and maintenance** of signage. The donor will be responsible for any costs of changing or replacing any signage, which is done at the request of donor (i.e. logo change).
  - Recognition must comply with the **Naming Rights Policy**; plaques emphasize the **gift's impact**, not advertising.
- 

## XIII. Prohibited Donations

The City will **not** accept donations that:

- Create unacceptable **risk** or **maintenance burden**.
- Require actions that violate law, policy, or adopted plans.
- Imply influence over City officials, employees, procurement, regulation or other business.

- Confer a personal benefit to any City employee or official.
  - Include **advertising**, political campaigning, or promotions inconsistent with public forum rules.
  - Originate from entities whose core business conflicts with City values in **public health/safety** (e.g., tobacco, illegal substances, adult content).
  - Require exclusive access that undermines **equity** or **public use** of City assets.
- 

#### **XIV. Transparency & Records**

All accepted donations are recorded in the City's asset and financial systems; annual reporting will summarize donations received, deployed, and any endowment balances.

---

#### **XV. Appeals**

A donor may submit a written appeal to the City Manager within 30 days of a denial; the City Manager may uphold, modify, or refer to Council.



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jacob Meshke, City Manager  
**Date:** June 15, 2026  
**Subject:** Discussion and direction regarding the naming rights policy.

---

**Introduction:**

Staff is bringing forward a Naming Rights Policy for City Council discussion and direction.

**Background:**

The City may seek to name City assets and programs in ways that honor community values, recognize significant financial contributions or stewardship, and generate revenue to offset capital or lifecycle costs.

To support thoughtful and transparent decision-making, staff is presenting a formal Naming Rights Policy for City Council consideration.

**Discussion:**

The Naming Rights Policy establishes clear criteria and procedures for naming or renaming City assets and programs to ensure selections reflect community values, enhance public clarity, and appropriately recognize significant contributions. It applies to major assets such as parks, buildings, trails, plazas, and City programs, while smaller items follow the City’s Donation Policy. The policy outlines guiding principles—including public interest, neutrality, and consistency—and defines eligibility for both honorary naming and donor-related naming based on contribution level, community relevance, and ethical considerations.

The policy also details the formal review and approval process, requiring nominations to be submitted through the City Clerk, reviewed by staff and relevant advisory boards, and finalized by City Council. Donor-related naming requires a Naming Rights Agreement that specifies terms such as contribution thresholds, duration, recognition, maintenance obligations, and revocation clauses. Additional sections address signage standards, renaming procedures, insurance requirements, and public transparency through a maintained Naming Registry.

This policy was developed collaboratively by multiple City departments in coordination with the City Attorney. It was presented to the Parks and Recreation Commission in May 2026, where it received a unanimous recommendation for approval. Although the item was scheduled for review by the Public Arts Commission and the Sustainability Committee, both meetings were canceled due to lack of quorum; the policy will be brought to each body at a future meeting.

**Budget Impact:**

City would be responsible for initial recognition signage.

**Recommendation:**

Staff recommends City Council discussion and direction.

**Attachments:** 1. Naming Rights Policy

## I. Purpose

To define criteria and processes for naming (or renaming) City assets and programs in ways that honor community values, recognize significant contributions or stewardship, and—where appropriate—generate revenue to offset capital or lifecycle costs.

---

## II. Scope

Covers **major assets** (parks, buildings, structures, trails, plazas, athletic complexes, significant amenities, gardens, bodies of water, streets) and **City programs. Incidental items** (e.g., benches, trees, rooms, small fixtures) follow the Donation Policy’s recognition standards. The City Council shall determine which major assets are eligible for naming rights.

---

## III. Naming Principles

1. **Public Interest & Clarity:** Names should aid wayfinding, reflect local heritage/landscape, and be widely recognizable.
  2. **Integrity & Neutrality:** Avoid names that imply endorsement of political or religious positions, partisan advocacy, or any affiliation not deemed in the best interest of the City.
  3. **Consistency:** Apply uniform standards across departments, with transparent decision-making.
- 

## IV. Eligibility & Criteria

**A. Honorary Names (non-donor):** Individuals or organizations with extraordinary contributions to Indianola’s civic life, public service, arts, culture, environment, or education.

**B. Donor Recognition:** Significant philanthropic support for capital projects or endowments, including land donations for a City project; the level of recognition should correspond to the **scale and impact** of the contribution.

### C. Additional Criteria:

- Clear **connection** to the asset (history, geography, mission).

- **Community sentiment** and advisory input.
  - **Longevity & appropriateness** (name remains relevant over time).
  - **Legal & ethical vetting** (see Restrictions).
- 

## V. Restrictions

The City will not confer naming rights:

- To **political parties/campaigns** or for the purpose of political messaging.
- Where the primary association is **tobacco, drugs, alcohol, gambling, adult content, or entities inconsistent with public health/safety**.
- To **sitting elected officials** or senior City staff during their tenure; a cooling-off period of **at least 2 years** after service may apply.
- Where exclusive or heavily promotional commercial branding would diminish the civic or public character of the asset.

The named party has no decision-making rights as to the purpose of the facility unless specifically provided for in the written agreement between the parties. The City will not agree to any condition in an agreement that could unnecessarily limit progress towards the City’s mission and purpose, statutory obligations, or the local authority of the City Council. In turn, the named party has no liability in respect of that facility or part of a facility unless provided for in a specific contract between the parties. Any such limits must be included in any name rights agreement.

---

## VI. Duration & Types of Naming

- **Perpetual Naming:** Reserved for exceptional, community-defining contributions or historical significance; subject to **revocation for just cause** (morals clause) or if the asset is replaced.
- **Term-Limited Naming:** Common for donor-funded capital projects; typical terms **10–30 years**, renewable upon review.
- **Program Naming:** May be annual or multi-year aligned with funding cycles.
- **Co-Naming/Descriptive Naming:** Allowed where helpful (e.g., “Heritage Plaza at Buxton Park”).

---

## VII. Process

### A. Initiation

- Submit a **Naming Nomination** specifying the asset, proposed name, rationale, and supporting materials to the City Clerk.

### B. Review

- If within a board's purview (e.g., Parks & Recreation Commission), the City Manager forwards for recommendation; otherwise, the City Manager provides a staff analysis to Council.

### C. Decision

- **City Council** makes final determinations and may set conditions (term, signage, maintenance contributions). Not all requests which meet the minimum eligibility requirements will be approved for naming rights.

### D. Agreements

- For donor-related naming, execute a **Naming Rights Agreement** detailing: consideration (gift amount/funding schedule), term, recognition standards, exclusivity (if any), **morals clause** and revocation, maintenance/endowment obligations, insurance/indemnity, and performance triggers.

---

## VIII. Minimum Contribution Guidance (for Donor Naming)

To safeguard fairness and stewardship, the City may set **minimum contribution thresholds** based on project cost or asset value (illustrative):

- **City Buildings / Major Facilities:** ≥ **25–50%** of project cost, donation of land for a project, or a significant endowment for operations/maintenance.
- **Parks / Athletic Complexes:** ≥ **20–40%** of project/enhancement cost or a dedicated endowment.
- **Trails / Plazas / Significant Amenities:** ≥ **15–30%** of segment/amenity cost.  
(Actual thresholds established case-by-case through the Naming Rights Agreement and Council action.)

Some contributions or donations may be tax deductible, and the City can provide a gift acknowledgement for tax purposes upon request. The determination of the gift's monetary value shall be left to the donor. The City reserves the right to decline any donation, if upon review, acceptance of the donation offer is determined at the sole discretion of the City to not be in the best interest of the City.

---

## IX. Signage, Recognition & Style Guide

- Recognition means may include **primary signage, secondary plaques, maps/web listings, and printed materials**; all must meet the City's design standards and be **harmonious** with the character of the site.
  - Commercial logos, if permitted, are **incidental** and non-prominent; wayfinding clarity takes precedence.
  - The City controls **fabrication, placement, and maintenance** of signage. The donor will be responsible for any costs of changing or replacing any signage, which is done at the request of donor (i.e. logo change).
- 

## X. Renaming & De-Naming

- **Triggers:** Major renovations/reconstructions, asset replacement, legal/ethical concerns, sustained community sentiment, or end of payments/funding/endowment
  - **Process:** Same as naming—review, recommendation, Council decision; agreements govern donor notice and remedies.
  - **Legacy Acknowledgment:** Where renaming occurs, appropriate historical recognition may be preserved (e.g., interpretive panel).
  - In the event of renaming or de-naming, the City has no obligation to return any received donation to the donor or their family.
- 

## XI. Insurance, Liability & Indemnification (Donor Naming)

- Donor installations must carry **insurance** at City-required limits and **indemnify** the City against claims related to donor activities.

- City of Indianola reserves the right, at its sole discretion, to require, waive, or modify any insurance requirements outlined herein based on its assessment of the exposure presented by the work.
  - The City will take a risk-based insurance approach that aligns insurance requirements with the scope and complexity of each project.
- 

## **XII. Transparency & Records**

- Maintain a **Naming Registry** (asset, name, term, agreement link, renewal date).
- Publish Council actions and agreements on the City website for public transparency.



# MEMORANDUM

**To:** Mayor and City Council

**From:** Bryce Johnson, Community and Economic Development Director

**Date:** June 15, 2026

**Subject:** Discussion and direction regarding an amendment to Chapter 171, Parkland Dedication.

**Introduction:** City staff is requesting direction regarding an amendment to the City’s Parkland Dedication requirement.

**Background:** In 2024, City Council adopted the Parkland Dedication ordinance. The intent of this ordinance is for developers of residential projects to dedicate areas for parkland. If there is not enough space in the plat for parkland, the developer may instead provide a fee-in-lieu of amount to be used for park improvements or towards the development of a future park.

**Discussion:**

In collaboration with the Chief of Culture and Recreation, staff is proposing several amendments to Chapter 171 of the zoning ordinance. The amendments below are proposed and further outlined in the attached documents. Yellow highlighted text identifies language added, text with strikethrough is to be removed.

- Amending the Amount of Parkland Required. The current ordinance states that 16 acres of parkland per 1,000 residents (0.016 acres per resident) is required. This amount is 130% more than our peer communities and in other communities in the Des Moines metro area. Staff propose to reduce this to 7-acres of parkland per 1,000 residents (0.007 acres per resident). This amendment aligns with other communities and helps Indianola remain competitive in the residential development market. The chart below shows data from six peer communities with parkland requirements.
- Amending Determination of Market Value. A developer may pay a fee-in-lieu instead of dedicating parkland space. Per the current ordinance, a “mutually appointed appraiser” shall determine a fair market value that the developer then pays. In recent applications, this has caused confusion between developers and appraisers about what exactly their role is and how this number should be calculated (e.g. raw land, shovel ready land, existing parkland). Staff reviewed other communities and their parkland fee per acre and collectively decided that City Council shall establish the “average per-acre fair market value based on... undeveloped real estate within City limits and surrounding comparable communities.” The codified line referencing the “mutually appointed appraiser” will be removed. The goal of establishing a set fee, rather than relying on an appraisal, is to allow developers to better estimate development costs and streamline the entitlement process. Based on peer community review, staff recommend setting the per acre value at \$30,000. A separate action will be required by City Council to establish this amount in the City’s fee schedule. Placing this amount in the fee

schedule is intentional as it allows staff to easily amend it during the annual fee schedule review process.

- Several other minor amendments are proposed including updating the calculations based on the proposed per-acre amount, updates in minimum park size, and proximity to the development where funds may be used. The current code requires parkland dedication or fee-in-lieu contributions to be located within ½ mile of a proposed development. The proposal will allow staff to determine parkland dedication location needs. Additionally, staff recommends a more flexible approach that allows the City to determine where parkland should be designated or where cash-in-lieu funds should be allocated.

City	Acre / Resident	Acres per Resident	Persons per Household
Norwalk	8.5 acres / 1,000 people	0.0085	2.05
Waukee	6.5 acres / 1,000 people	0.0065	2.33
Van Meter	5 acres / 1,000 people	0.005	2.175
Bonduarant	5 acres / 1,000 people	0.005	2.5
Polk City	8.284 acres / 1,000 people	0.008284	2.086
Clive	8.36 acres / 1,000 people	0.00836	1.98
Altoona	No standard		
Newton	No standard		
Average	6.94 acres / 1,000 people	0.006941	2.19
Median	7.33 acres / 1,000 people	0.007392	2.13
<b>Indianola</b>	<b>16 acres / 1,000 residents</b>	<b>0.016</b>	<b>2.4</b>
current		(130% more)	(10% higher)
<b>Indianola</b>	<b>6 acres / 1,000 residents</b>	<b>0.006</b>	<b>2.4</b>
proposed		lower than average	higher than average

The Parks and Recreation Commission reviewed the proposed language on March 11, 2026, and was in favor of the amendments.

The Planning and Zoning Commission (PZC) reviewed the proposed language at their March 24, 2026, meeting. At this meeting, the PZC recommended increasing the acres-per-1,000 residents requirement. Staff originally recommended 6 acres per 1,000 residents (0.006 acres per resident). The Commission recommended increasing that to 7-acres per 1,000 residents (0.007 acres per resident). Staff supports that recommended change.

The Planning and Zoning Commission also discussed the following:

- Under Chapter 165.06.3 – removing “... into a fund to be used for future park improvements...” The Commission suggested parkland fees should not be used for park maintenance and only for parkland acquisition. Staff explained there is a fund specifically designated for parkland but Council ultimately has authority over the use of those funds. Additionally, the city would not want to put itself in a position where there is funding to purchase land, but no funding to place any park improvements on the land.
- Concerns with the current 2.4 per person household figure, which is used to calculate the acre requirement. This number was calculated through a study, likely derived from the Census, conducted by Confluence when the zoning code underwent a complete rewrite.

On May 13, 2026, city staff took the revised parkland dedication amendment back to the Parks and Recreation Commission to ensure the increase to 7-acres per 1,000 resident change was acceptable, which they agreed was.

The city's legal counsel has reviewed, and is in support of, the proposed zoning code amendment language.

Next Steps:

- Setting Dates of Hearing: July 6
- Public Hearing/1<sup>st</sup> Reading: July 20
- 2<sup>nd</sup> Reading: August 3
- 3<sup>rd</sup> Reading/Adoption: August 17
- Amending Fee Schedule: August 17 (separate action item setting per acre fee)

**Budget Impact:** None.

**Recommendation:**

Staff requests City Council discussion and feedback.

**Attachments:** 1. Parkland Dedication Amendment\_05-06-2026

**171.01 TITLE.**

This chapter shall be known and cited as the "Parkland Dedication Ordinance of the City of Indianola, Iowa."

**171.02 PURPOSE.**

The purpose of this Parkland Dedication ordinance is to ensure that new developments support the health, safety, and welfare of future residents by providing land for public parks within the City and within areas being newly developed or redeveloped for residential purposes.

**171.03 APPLICATION.**

When a preliminary plat for new single-family development (detached or semi-detached), two-family, and/or townhouse development is proposed or a site plan or building permit is submitted for a new multi-family residential development, including manufacture housing community, parkland dedication in a manner consistent with this ordinance shall be required.

Any developer who, after the effective date of the ordinance seeks to develop land for residential purposes within the City shall be required to dedicate public parkland as prescribed herein. No new plats or site plans for residential development shall be approved unless and until the provisions of this chapter are complied with.

**171.04 STANDARD FOR PUBLIC PARKLAND PER RESIDENT.**

The standard for the amount of neighborhood parkland required is ~~7.16~~ acres per 1,000 residents or ~~0.007016~~ acres per resident. Based on the estimated persons per household number, as determined by the last decennial census, the following calculations shall be applied for new residential developments.

**(Number of lots or dwelling units) x (Census estimated persons per household) x (0.007016 acres/resident) = required parkland dedication (Decimals rounded up the nearest hundredth)**

*Examples (assuming 2.4 estimated persons per household):*

*A 100-lot single family subdivision would be required to dedicate ~~1.68~~3.84 acres of parkland.*

*(100 lots) x (2.4 residents) x (0.007016 acres/resident) = ~~1.68~~3.84 acres*

*A 120-unit apartment complex would be required to dedicate ~~2.02~~4.61 acres of parkland*

$$(120\text{-units}) \times (2.4\text{ residents}) \times (0.007\text{-}016\text{ acres/resident}) = 2.02\text{-}4.61\text{ acres}$$

#### 171.05 PARKLAND DEDICATION MINIMUM DESIGN STANDARDS.

1. ~~Land dedicated for parkland shall be located within ½ mile of the proposed development.~~ The specific location of the land to be dedicated shall be acceptable to the City and shall be located and planned with future parkland dedications to create a neighborhood park site that will be no less than **10,000 square feet in area**~~1 acre in size.~~

A. Public Recreational Trail corridors deeded to the City or dedicated by easements may be included in this calculation of land dedication.

2. All land to be dedicated to meet this parkland dedication requirement shall be useable park space and shall not be located within any floodway, delineated wetlands, shall not contain any areas for storm water detention, and shall have cross slopes no greater than 5%. An exception may be granted by the City Council to accept parkland that includes wetlands, ponds, and/or storm water retention areas that provide a recreational benefit.

3. The dedicator of parkland shall be responsible for rough grading, stabilization, and seeding of the parkland and providing paved public street access, sanitary sewer services, and water service to the property.

4. The developer shall designate on the plat map or site plan the proposed number of dwelling units by type. Designation shall be for park dedication calculation purposes only.

5. The developer shall be required to prepare the parkland prior to dedication in a manner acceptable to the City. This includes:

A. The site shall be located adjacent to an improved street with sidewalks and utilities, as required by the City. The site shall have access to such a fully improve street across at least ten (10) percent of the distance of its perimeter. Any access route shall be at least thirty (30) feet wide for trails and fifty (50) feet for roadway access.

B. On-site drainage patterns shall be designed and constructed by the developer with the approval of the City.

C. Grading shall comply with approved plans.

D. Top-soil shall be spread evenly and lightly compacted to an adequate depth for turf growth.

E. Seeding shall occur during the fall or spring, in accordance with standard specifications of the City. A maintainable stand of grass shall be established prior to acceptancy by the city.

#### 171.06 ALTERNATIVES TO DEDICATION OF PARKLAND.

1. When all or a portion of the required parkland cannot be dedicated, the developer shall construct or otherwise complete park improvements and/or trail improvements **as determined by the City.** ~~within ½ mile of the proposed development.~~ The value of the improvements shall be equal to the value of the required parkland dedication. The value of these improvements shall be based on the fair market value of the land to be dedicated. Subject to approval by the City, park improvements may include construction and installation of trails, parking lots, playground equipment, park shelters, tennis courts, basketball courts, ball fields and appurtenances, and landscaping and the dedication of land or easements necessary for planned trails. The developer shall provide written proof of the land's value and written estimates of the costs of the park improvements.

2. The City may further allow a portion of the parkland dedication requirement be satisfied by the dedication of greenways and stream buffers as may be desired by the City. Because this land has a reduced value as neighborhood park space, the following dedication conversation rate should be applied: 1-acre of greenway or stream buffer dedicated to the City shall be equivalent and worth 0.10-acre of required parkland.

3. In lieu of dedicating parkland, the developer may request the ability to make a cash payment, **as hereinafter determined,** into a fund to be used for future park improvements or park land acquisition for a park facility, ~~that is within ½ mile of the proposed development.~~ The City Council shall evaluate this request giving due consideration to all of the factors listed in Section 171.05. The donation shall be no less than the minimum number of acres required. ~~A mutually appointed Appraiser will determine parkland Fair Market Value. The Developer shall pay any expenses accrued in the determination of the payment amount.~~ **Annually, the City Council shall, by resolution, establish the average per-acre fair market value based on the average per-acre value of undeveloped real estate within City limits and surrounding comparable communities. The established average per-acre fair market value continues until such value is changed or amended by subsequent resolution.** Payment in lieu shall be completed prior to development recording or issuance of building permits.

#### 171.07 PARKLAND DEDICATION CREDIT.

Should a new development desire to dedicate more parkland than is required, the dedicator may sell or transfer the parkland credit to another developer or apply as credit for a current or future parkland dedication requirement. Written notice and copies of a transfer agreement shall be provided to the City as record of all credits transferred or sold to another party.

#### **171.08 PARKLAND DEDICATION AGREEMENT AND SURETY.**

At the time of development, the developer shall enter into a written agreement with the City to detail the parkland dedication and/or park improvement. Depending on the timing of the dedication or park improvement, the developer may propose, and/or the City may require the developer to provide adequate surety to the City to ensure completion of the dedication or improvement. The form and amount of surety shall be determined by the City at its full discretion.

#### **171.09 EXEMPTIONS.**

The following shall be exempted from the requirements this chapter:

1. The construction of any non-residential building or structure.
2. Alterations or expansion of an existing building where no additional residential units are created.
3. The construction of an accessory dwelling unit.
4. The replacement of a destroyed or partially destroyed building or structure with a new building or structure where there are no additional residential units created.
5. The installation of a replacement mobile home.
6. The division of a parcel into no more than two (2) lots.
7. The replat of an existing subdivision where no additional residential lots are created.
8. Any claim of exemption shall be made no later than the time of application for a preliminary plat approval. Any claim not so made shall be deemed waived.



# MEMORANDUM

**To:** Mayor and City Council  
**From:** Jacob Meshke, City Manager  
**Date:** June 15, 2026  
**Subject:** Discussion and possible action regarding the City Manager Goals.

---

**Introduction:**

This item will allow for City Council discussion and possible action on City Manager Goals for the upcoming evaluation period.

**Background:**

City Council Members Lane and Davis were appointed to work with the City Manager on drafting goals and performance objectives to be achieved over the next performance evaluation period. Since then, Council Members Lane and Davis and the City Manager have met before and after the City Manager performance evaluation to create draft goals/performance objectives for City Council discussion and possible action.

**Discussion:**

Below are the draft goals developed collaboratively by Council Members Lane and Davis and the City Manager.

**Goals**

- Compensation Plan and Benefit Review
- Grant Application, Receipt, and Communication
- Community Relations and Partnership (business, non-profit, governmental)
- Long-Term Sustainable Budget
- Local Option Sales Tax Utilization
- Alternative Revenue Sources
- Facility Planning and Surplus Property

**Professional Development**

- Pursue Credentialed Manager designation through the International City/County Management Association (ICMA)
- Attend an in-state conference (Iowa City/County Management Association or Iowa Municipal Management Institute)
- ICMA Conference every 2-3 years (location and budget dependent)

**Budget Impact:**

City Manager Goals will be accomplished within budgeted funds.

**Recommendation:**

Staff recommends City Council discussion and possible action.

**Attachments:** None